

Folsom Lake College  
**Catalog**  
2011-2012



F O L S O M L A K E C O L L E G E  
E L D O R A D O C E N T E R | R A N C H O C O R D O V A C E N T E R

\$3.00

# 2011-2012 Academic Calendar

## Summer 2011 session – June 6, 2011 to August 5, 2011

June 6	Instruction begins
June 17	Last day to petition for graduation/certification
July 4	Holiday - Independence Day (no classes, offices closed)
August 5	End of session

## Fall 2011 semester – August 20, 2011 to December 15, 2011

August 20	Instruction begins - Saturday classes
August 22-26	Most Fall classes begin
September 5	Holiday - Labor Day (no classes, offices closed)
October 7	Last day to petition for graduation/certification
November 11	Holiday - Veterans Day (no classes, offices closed)
November 24-27	Thanksgiving Recess (no classes, offices closed)
December 9-15	Final Exams
December 15	End of semester
December 16, 2011-January 13, 2012	Semester break (no classes)

## Spring 2012 semester – January 14, 2012 to May 16, 2012

January 14	Instruction begins - Saturday classes
January 16	Holiday - Martin Luther King, Jr.'s Birthday (no classes, offices closed)
January 17-20	Most Spring classes begin
February 17	Holiday - Lincoln's Birthday (no classes, offices closed)
February 20	Holiday - Washington's Birthday (no classes, offices closed)
March 2	Last day to petition for graduation/certification
April 2-8	Spring recess (no classes)
May 16	End of semester

## Important Phone Numbers

### Main Folsom campus

Admissions & Registration	(916) 608-6500
Assessment	(916) 608-6573
Business Services	(916) 608-6549
CalWORKs	(916) 608-6638
Computer Lab	(916) 608-6540 or (916) 608-6702
Counseling	(916) 608-6510
DSP&S	(916) 608-6611
EOP&S/CARE	(916) 608-6560
Financial Aid	(916) 608-6646
Health & Wellness Services	(916) 608-6782
Library	(916) 608-6613
Orientation	(916) 608-6730
Reading & Writing Center	(916) 608-6517
Tutoring	(916) 608-6807

### El Dorado Center

Admissions & Registration	(530) 642-5644
Assessment and Orientation	(530) 642-5649
CalWORKs	(530) 642-5644
Computer Lab	(530) 642-5687
Counseling	(530) 642-5645
DSP&S	(530) 642-5630
English Center	(530) 642-5686
EOP&S/CARE	(530) 642-5648
Financial Aid	(530) 642-5651
Library	(530) 642-5695

### Rancho Cordova Center

Main Office	(916) 255-0717
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# Folsom Lake College 2011-2012 College Catalog

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### Los Rios Community College District

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#### Chancellor

Dr. Brice W. Harris

### 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.

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# A Message from the President



Dr. Thelma Scott-Skillman  
President, Folsom Lake College

As this 2011-12 catalog goes to print, Folsom Lake College (FLC) is actively meeting a variety of challenges caused by the ongoing State of California budget crisis.

While State budget challenges are impacting FLC, they have not diminished our commitment to serving the educational and cultural needs of our students and communities. Whatever

your educational goals may be, FLC stands ready to support you.

Thanks to the generous support of local and state voters, several construction projects are wrapping up on the Folsom campus. The college's new Three Stages visual and performing arts center opened in February 2011 and has already received rave reviews. The 80,000 square foot center features an 850-seat theater (Stage One), 200-seat theater (Stage Two), 100-seat recital hall (Stage Three), recording studio, and art gallery. To learn more about the center please go to [www.threestages.net](http://www.threestages.net).

The Falcon's Roost on the Folsom campus – a central meeting place for students – completed its expansion as of March 2011. The "new" Roost features expanded cafeteria services, larger spaces for Student Life and clubs, Career Center, and much more. You'll see the Roost on the cover of this catalog.

In addition, the Rancho Cordova Center will begin construction of permanent facilities on its new site in late 2011. Phase 1 is tentatively scheduled to open for classes in Fall 2013.

Speaking of this catalog, you hold in your hands a comprehensive guide to help you make informed choices about your educational options. That information includes:

- Steps to take to become a student
- Information on resources to support your academic success
- Detailed listings on the college's academic programs, degrees, and certificates

Use this catalog as a resource. Research the different programs and services we offer. You will find that FLC can be a trusted destination point for your education.

As I mentioned earlier, the State budget crisis continues to affect community colleges like FLC. While we are doing everything possible to minimize the impact of budget cuts, I encourage you to register as early as possible for classes. Seats in most classes will be limited with no additional course sections being added.

You are considering college because you want to make a better life for yourself. Thank you for considering Folsom Lake College as a partner in that process. Let's work together to make our communities stronger.

# About 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 90,000 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

Folsom Lake College is a comprehensive, public community college, the 109th community college in the State of California. In January 2004, Folsom Lake College received initial accreditation from the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges, one of six regional accrediting associations in the U.S. Accreditation certifies to students and the community that an educational institution meets or exceeds specific standards of quality. In January 2010, the college's accreditation was reaffirmed by the ACCJC.

Folsom Lake College serves the community with classes offered at:

- The main Folsom campus at 10 College Parkway (just off Highway 50)

- Two centers (the El Dorado Center in Placerville and the Rancho Cordova Center)
- Various off-site locations in communities of the region

The college's Master Plan calls for the college gradually growing to eventually accommodate 15,000-20,000 students.

In Spring 2011, Folsom Lake College enrolled approximately 9,100 students choosing from among approximately 950 different course sections. Those students were served by 107 full-time faculty, 178 part-time faculty, 103 classified staff, and 13 administrators.

## Folsom Lake College Mission Statement

Folsom Lake College provides:

### *Programs*

- Rigorous academic programs for completion and transfer; training to enhance employment and career skills; preparatory programs for student success; and opportunities for lifelong learning and enrichment.

### *Support Services*

- Comprehensive support services to promote the success of all students.

### *Opportunities*

- Opportunities for leadership; professional development; and involvement in the college and community.

### *Environment*

- A collaborative and innovative environment that promotes personal interaction as the foundation of learning; honors diversity; cultivates sustainability; and encourages civic engagement.

## Folsom Lake College Vision Statement

Folsom Lake College inspires excellence and provides educational opportunities to enrich and empower students.

## 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 Sierra Nevada in El Dorado and adjoining counties. Approximately 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.

### 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



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

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, 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.

#### About FLC Students

##### Gender

Female	59%
Male	41%

##### Age

Under 18	3%
18-20	31%
21-24	21%
25-29	11%
30-39	13%
40+	22%

##### Race/ethnicity

African-American	3%
Asian/Filipino/Pacific Islander	12%
Hispanic/Latino	13%
Native American	3%
Other	3%
White	66%



The entrance to the Rancho Cordova Center

# General Information and Other Resources

## 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 of Higher Education Accreditation 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 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, 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

Folsom Lake College provides the opportunity for high school students to enroll in college-level courses. Students who desire to participate in concurrent enrollment must be recommended by their high school principal or counselor and have written parental permission. There are course restrictions for high school students. Information on the Advanced Education process and the application form are available at the student's high school, online at [www.flc.losrios.edu](http://www.flc.losrios.edu), or FLC main campus, EDC or RCC.

## 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 60,000 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](mailto:info@sbdc.net) or visit [www.sbdc.net](http://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.

# Admission, Matriculation, and Registration

## ADMISSION

### Eligibility for Admission

Admission is open to any high school graduate (or equivalent), or anyone who is eighteen years of age or older. High school students eligible for advanced education enrollment may enroll in up to two courses for any given semester.

### Admission Procedures Application

An applicant may apply for admission to the college by one of the following methods:

- Completing an application online at [www.flc.losrios.edu](http://www.flc.losrios.edu);
- Submitting a completed application to the Admissions & Records office on the main campus in Folsom, the El Dorado Center or the Rancho Cordova Center;
- Mailing a completed application to Folsom Lake College, Admissions & Records, 10 College Parkway, Folsom, CA 95630.

You must submit a new application any time you have a break of enrollment and do not attend for a semester. When applying to one college in the Los Rios Community College District, you are able to enroll in any of the other colleges (Folsom Lake College, American River College, Cosumnes River College, and Sacramento City College).

Official transcripts of previous academic work at other institutions are required to assist students in reaching their educational objectives at Folsom Lake College. Transcripts are also required for students who are candidates for special admissions programs and/or services such as financial aid, veteran's benefits, concurrent enrollment, and international student education.

### Admissions with Transfer Credit

Credits earned at other regionally accredited colleges or universities may be applied towards an AA or AS degree from Folsom Lake College upon receipt of official transcripts.

### Advanced Education Opportunities for High School Students

The college may allow eligible high school students 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 counselor. These advanced education students are exempt from enrollment fees but not from books, materials, and UTP fees. **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.

## 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;
  - IELTS test result of 5.0 minimum;
  - STEP Eiken - completion of Level 2, Grade Pre-1 or higher (available for Japanese students);
  - Pearson Test of English Academic (PTE) test result of 38 minimum; or
  - FLC ESL assessment exam (you can access the schedule online at [www.flc.losrios.edu](http://www.flc.losrios.edu)).
2. Financial Support:
  - Folsom Lake College Financial Requirements & Sponsor form
  - Official bank letter/BCIS affidavit of support in the exchange rate of \$15,500 U.S.
  - If being sponsored by a U.S. citizen, an additional USCIS Affidavit of Support Form I-134 is required (download at [www.uscis.gov](http://www.uscis.gov))
3. Educational History:
  - 1 official high school diploma/transcript showing graduation, or;
  - 1 official college transcript (non-English documents must be accompanied with 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 office at (916) 608-6500.

## Residency Requirements for Admission

In determining tuition/enrollment fees, students fall under the following two categories:

### 1. RESIDENTS

Those who have resided in California for at least one year and a day prior to the first day of a new semester. State law requires that students give evidence of both their physical presence in California for one year and their intent to make California their home state for other than a temporary period (pursuant to Education Code section 68060-68082 and Los Rios Board Policy 2242). Non-citizens who met residency requirements must provide documentation from the INS.

### 2. NON-RESIDENTS (OUT OF STATE AND INTERNATIONAL STUDENTS)

Those students who do not meet the California residency requirements as outlined above are classified as non-residents and required to pay either non-resident or international student tuition. Refer to the Fees section of this catalog.

Students may apply for reclassification to California resident by completing a reclassification application and providing sufficient documentation to support California residency. State requirements to become a California resident are described in the California Education Code and California Code of Regulations (Title 5)

Under California law, to be reclassified from a non-resident to a California resident, a student must clearly demonstrate:

- Physical presence in California
- Intent to reside in California permanently, and
- Financial independence, if the student was classified as a non-resident in a preceding term

Please see the Admissions & Records Office for the reclassification application and instructions.

A California Nonresident Tuition Exemption may be granted to certain non-resident students who meet the exemption requirements set forth in Assembly Bill 540 (AB540), including undocumented aliens. Contact the Admissions & Records office at 916-608-6500 for further information. All questions concerning residence status should be referred to the Admissions & Records office.

## Readmission from Dismissed Status

Students on dismissed status from Folsom Lake College must submit a "Petition for Readmission after Dismissed Status" form, which is done with a counselor. In order to enroll in classes, the Dean of Student Development and Enrollment Management must approve readmission after counselor recommendation.

## 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 help students achieve 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 immediately after continuing students.

#### 2. Assessment

All new (to District/college and/or FLC) and non-exempt students are strongly encouraged 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](http://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 at [www.flc.losrios.edu](http://www.flc.losrios.edu)

#### 4. Counseling Services

All matriculated students should meet with a counselor 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 and assessment results with them to their first 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 rationale 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 regionally 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. Once these records are received the records shall be available to all other colleges within the District.

To be credited by Folsom Lake College, the course work must meet the following criteria:

- The course(s) must have been taken at a regionally accredited college/university;
- The course(s) must be under-graduate level;

- The course(s) must have been completed with a grade of "D" or higher. All transferred grades (including "F"s) will be used in the calculation of units attempted, units completed, and the grade point average.
- For determination of course applicability/equivalency, student must meet with a counselor.

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](http://www.naces.org). Once received in the Admissions & Records office, the evaluation becomes property of the college and is treated in the same manner as an official transcript (see below).

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:

- Online using eServices at [www.flc.losrios.edu](http://www.flc.losrios.edu); or
- In person at the Admissions & Records offices.

For detailed information on registration procedures refer to the college website at [www.flc.losrios.edu](http://www.flc.losrios.edu).

### Class Schedule

Before registration begins for a given semester, the Class Schedule is published online indicating courses to be offered – with date/time, instructor and room assignment information. Important instructions and information regarding admissions and registration are also available online.

### Registration Policies – Open Enrollment

In accordance with District policy, all classes are open to enrollment and participation by any person who meets the academic prerequisites of the class and who is otherwise eligible for admission to Folsom Lake College.

### Enrollment Limits

Students are cautioned that some classes and programs may prove to be so popular or so limited by physical facilities and/or availability of qualified instructors that all students who apply cannot be accommodated.

### Withdrawing from Classes

Students are responsible for officially dropping or withdrawing from classes by the deadline dates listed in

## Registration Steps for Students

If you are a...	then...
<p><b>Continuing Student</b> (this means you were registered at one of the Los Rios Community College District campuses during the most recent regular academic semester).</p>	<p>Every semester continuing students must submit a supplemental enrollment form in order to register for classes. This is done online at eServices.</p>
<p><b>First-time Student</b> (first time to college even though you may have taken college classes while in high school).</p>	<p>To qualify for Priority 2 registration, all First-time Students must complete the following:</p> <ol style="list-style-type: none"> <li>a) Complete an online application for admission.</li> <li>b) Take the appropriate assessment test. Test schedules are available online.</li> <li>c) Attend Orientation &amp; Counseling session.</li> <li>d) After you have completed a, b, and c you can register for classes during your registration appointment.</li> </ol>
<p><b>New Transfer Student</b> (never attended a Los Rios college before)  <b>Returning Student</b> (attended a Los Rios college before and returning after an absence).</p>	<p>For Priority 3 or open registration, New Transfer and Returning Students need to:</p> <ol style="list-style-type: none"> <li>a) Complete an online application.</li> <li>b) Submit official transcripts of all college work to the Admissions &amp; Records office.</li> <li>c) After completing a and b, register for classes.</li> </ol>
<p><b>Veteran and/or Dependent</b> All recipients must confirm their classes with the Admissions &amp; 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 <b>MUST</b> be submitted to the Admissions &amp; Records office. For more information, veterans or dependents should contact the FLC Admissions &amp; Records office at (916) 608-6500.</p>	<p>Two months prior to the term of attendance, complete an online application and contact the Admissions &amp; Records office.</p>
<p><b>International Student</b></p>	<p>Six months prior to the term of attendance, complete an online application and contact the Admissions &amp; Records office. <i>For more details, see the International Student Admissions section.</i></p>
<p><b>High School Student</b> (concurrently enrolled in high school) See your high school counselor for an Advanced Education Application or contact the Admissions &amp; Records office.</p>	<p>To qualify for Priority 4 or open registration:</p> <ol style="list-style-type: none"> <li>1. Complete an online application.</li> <li>2. Obtain an Advanced Education Application through high school and obtain appropriate approvals.</li> <li>3. Submit Advanced Education Application along with copy of most recent high school transcript for college counselor approval.</li> <li>4. Register for classes in person only.</li> </ol>

the current academic calendar. There is not an automatic process for either of these transactions.

Students may drop a class prior to the established deadline using eServices or in person at any of the Admissions and Records offices at FLC main, EDC, or RCC campuses. All drops made by the established deadline will not appear on the student's academic transcript. Please refer to the online Academic Calendar for information on drop deadlines.

If a student withdraws from class after the drop (no notation) deadline and before the withdrawal ("W") deadline, a "W" will appear on their transcript. A "W" notation will not affect the student's grade point average; however, excessive "W" notations may affect (1) progress status, (2) status as a full-time student, (3) eligibility for financial aid and other benefits, or (4) athletic eligibility. Refer to the online academic calendar for important deadline dates for each term.

#### **Prerequisites and Corequisites**

Many courses have enrollment conditions such as prerequisites and corequisites that must be met prior to enrolling in the course. It is the student's responsibility to meet any and all enrollment conditions; students have the option of challenging the prerequisite requirement. Students who do not meet these conditions may be dropped by the instructor.

# Fees

## Schedule of Fees

At the time of this catalog's publication (3/24/11), the following fees are in effect (*all fee amounts are subject to change*):

**General Enrollment Fees:** All Summer 2011 students must pay a general enrollment fee of \$26 per unit. Starting Fall 2011, all students must pay a general enrollment fee of \$36 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 are required to pay a nonresident tuition fee, plus the PER UNIT general enrollment fee (\$244/unit).

**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 (\$244/unit).

**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 fee which allows students to use all public transit bus and light rail systems in Sacramento, Yolo (excluding Unitrans), 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)
- \$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
- Students who are enrolled in online courses only may request a refund during the semester

The fee is waived for students:

- Enrolled in the Criminal Justice Training Consortium
- Students enrolled in Apprenticeship programs
- Those UC Davis students participating in the Workload Program, on the UC Davis main campus
- Students studying abroad

Universal Transit Pass (UTP) stickers cannot be sold or transferred in accordance with California Penal Code 483 and the Los Rios Community College District's Standards of Conduct (District Regulation R-2441). Violators will be cited for criminal misdemeanor and subject to academic discipline. For the latest information on the Student Access Card, go to the District homepage at [www.losrios.edu](http://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 refund. To be eligible for processing, the student must:

- Drop class(es) using eServices at [www.flc.losrios.edu](http://www.flc.losrios.edu) or in person at Admission & Records Office by the second Friday for Full Semester classes and the first Friday of all short-term classes, i.e., 5-week, 8-week, summer session, etc. Refund eligibility is determined by the date the course is officially dropped.
- Submit a request for refund by the last day of instruction in the semester or summer session for which the fee was paid. If a refund request is not submitted, credit balances will be forfeited and do not carry over to the next semester or term.
- Online Fee Refund Application form is available on the Los Rios website, [www.losrios.edu](http://www.losrios.edu) (Fees & Payment link on home page). Applications forms are also available at the Admissions & Records office.

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 by the refund deadlines.

## Payment Methods

Students have the option of paying fees by (1) credit card at the time of online registration; (2) mail with check or credit card information; or (3) payment in person at FLC Admissions & Records office, the El Dorado Center, or the Rancho Cordova Center. Students who may be eligible for financial aid and/or an enrollment fee waiver should contact the Financial Aid office on the main campus prior to registration.

## Maintenance Allowance

A California resident who resides more than 60 miles from the nearest public community college campus may file an application for a maintenance allowance in Admissions & Records. The rate of payment is determined by the State Chancellor's Office, and is issued to the parent or guardian or minor non-district students, and directly to adult non-district students.

## 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 Business Services 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
- Universal 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 as the transit pass is not valid during the summer months.

## **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.

## **Universal 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 (excluding Unitrans), 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.

Universal Transit Pass (UTP) stickers cannot be sold or transferred in accordance with California Penal Code 483 and the Los Rios Community College District's Standards of Conduct (District Regulation R-2441). Violators will be cited for criminal misdemeanor and subject to academic discipline.

## **College Library Card**

Your Student Access card is also your college library card. It is valid at any of the Los Rios Community College Libraries: American River College (ARC), Cosumnes River College (CRC), Folsom Lake College (FLC) & El Dorado Center (EDC), or Sacramento City College (SCC). The card must be presented at your library's circulation desk when borrowing books and other library materials.

Currently enrolled students may access library research databases, request library materials from other Los Rios libraries, place holds on items, and review their library record online using their student ID number (example: w1234567, with the w) and Los Rios password (the same password used by eServices, iMail, and Desire2Learn). If you have any questions, contact your college library for assistance.

## **GoPrint Card**

You can use your Student Access card to make photocopies 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 in Aspen Hall/FL1

EDC: Computer Lab in building C

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 or stolen:**

Each student will be issued one (1) Student Access card free of charge each Academic Year. There is no charge for the replacement of a damaged UTP sticker IF the remnants of your damaged sticker are attached to your Access card. Otherwise, the following charges will apply:

- Access Card only \$5.00
- Access Card & Lost/Stolen UTP Sticker \$20.00
- Lost/Stolen UTP Sticker \$15.00

Replacement fees can be paid at the college's Business Services office. Present your receipt at the ID card station to receive your replacement card and then the Business Services office to receive your replacement sticker.

## **If your card or sticker is damaged:**

Damaged cards or damaged stickers will be replaced free of charge. Please bring the damaged card with sticker or the damaged sticker to a location where cards are issued.

# College and Academic Regulations

## Academic Honors

The distinction of Honors and Highest Honors is noted on a student's transcript for each semester in which a student has enrolled in 12 units or more, and has earned a grade point average (GPA) of at least 3.0 (Honors) or 3.5 or higher (Highest Honors). Students earning Highest Honors will be notified by mail or email of their eligibility to join the college honor society, Phi Theta Kappa.

## Academic Renewal without Course Repetition

A student may petition to have previous substandard work (D's and F's) earned at Folsom Lake College discounted. Courses and grades which no longer reflect a student's current educational objective and current level of academic success may upon petition be discounted in the computation of the grade point average (Title 5 section 55046). The following conditions must apply:

- 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 Pass/Credit or better shall have been attained. The coursework must have been completed at a regionally accredited college.
- Current educational objectives must be discussed with a counselor and the counselor's recommendation must be included on the petition.
- No more than 30 units of substandard grades may be discounted.
- Under no circumstances may course work be discounted if it was used to fulfill requirements for a degree or certificate that has been awarded.
- All grades remain on the permanent record and transcript of grades. However, a proper notation on the transcript will indicate the specific grades that were discounted from the grade point average.
- Academic Renewal is not intended for courses that are required and/or will be repeated.
- Questions regarding this policy should be directed to the Admissions & Records or Counseling offices.

Academic renewal petitions are available through the Counseling Office.

## 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](http://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.

Los Rios Board policy allows for instructors to drop students who fail to attend the first class sessions of a course.

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

## Auditing Courses

The District and Folsom Lake College do not permit auditing of classes, which is defined as attending a course or courses without having enrolled and without responsibility for completing assignments and without receiving a grade or credit.

## 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. (Board Policy P-7252)

## 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](http://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

Course repetition occurs when a student who has previously received a grade in a particular course re-enrolls in that course. Repetition of courses taken at accredited colleges will not be allowed, except for the following specified cases.

Repetition of courses where substandard grade has been recorded (Title 5, section 55042; Board regulation 7252) –

“Substandard grade” is defined as D, F, NP, or NC. Where a student has received a substandard grade, a student may repeat that course up to a maximum of two times in an effort to alleviate the substandard grade(s). The grade or credits earned in the final enrollment shall be used exclusively in determining the grade points earned for that particular course.

Repetition absent substandard grades (Title 5, section 55041; Board regulation 7252) –

Typically, a student cannot repeat a course in which they received a standard grade (as defined by A, B, C, CR or P). There are the following exceptions:

- Students may repeat a course where repetition is required for a student to meet legally mandated training requirements as a condition of continued paid or volunteer employment. These repetitions are not limited.
- The student may also petition to repeat with a counselor when there is a properly established recency requirement for a course or program of the college or another institution of higher education to which the student seeks to transfer.
- The college shall identify courses in their catalog 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.

- The college shall identify activity courses (including, but not limited to, physical education and visual or performing arts courses in music, fine arts, theater, or dance) that are repeatable up to a maximum of three times beyond the first enrollment on the basis that the student who repeats it is gaining an expanded educational experience for one of the following reasons:
  1. Skills or proficiencies are enhanced by supervised repetition and practice within class periods; or
  2. Active participatory experience in individual or group assignments is the basic means by which learning objectives are obtained.

A student may petition to repeat a class in which a standard grade has been received based upon the claim that the student's previous grade is, at least in part, the result of extenuating circumstances. Extenuating circumstances are defined as verified cases of accidents, illness, or other circumstances beyond the control of the student.

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

## Course Time Conflict/Course Overlap

Students may not enroll in two classes that meet during part of the same hour except through a petition process. Student must state their justification for enrolling in the overlapping class, and instructors must indicate how the missed time will be made up (as per Title 5 section 58031).

## 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”, “NC”, and “NP” in at least three consecutive semesters.

**Appeal Option:** Per Los Rios Board policy R-2231, students who are dismissed will be notified of their status in writing (through transcript notation and letter) and must meet with a counselor to petition for readmit (including development of a Student Educational Plan).

Any changes or updates to Los Rios Board policy can be obtained at: [www.losrios.edu/legal/GCpolreg.htm](http://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

P – Pass

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

NP – No Pass

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

MW – Military Withdrawal

Not computed in GPA, but affects progress probation and dismissal

### *Pass-No Pass Grading (P/NP)*

A student may elect one course per semester to be graded on a Pass or a No Pass basis. The Pass/No Pass petition must be filed with the Admissions & Records office for this option prior to the 30% mark of the class. The equivalent of an "A", "B" or "C" received for the course will be recorded as

"P", with units earned. The equivalent of "D" or "F" will be recorded as "NP", with no units earned. Units attempted for Pass-No Pass 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 "Pass" versus a letter (A, B, C) grade.

Once elected, the Pass-No Pass 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 timeframe 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 timeframe is shorter, and the last 25% of semester courses. No withdrawals are permitted during the last 25% of a course. (per Los Rios Board policy R-7252)

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 academic calendar.

A "W" is not used in calculating grade point averages, but is used for determining progress probation and progress dismissal. See this catalog for the progress probation and dismissal procedures.

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

#### Limitation on Withdrawals for Same Course

The maximum number of times a student may withdraw from the same course and receive a "W" is four (4). After the fourth "W", the student will be assigned a grade unless the class is dropped before the "no notation" deadline date in the academic calendar. (per Los Rios Board policy R-7252)

**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 a verified medical or military situation that prevents 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 highest honors, and students who maintain a scholarship average of 3.0 or better are eligible for graduation with honors. All college coursework that a student has completed is used to calculate honors at graduation. 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 "NP" grades are recorded in one half or more of all units in which a student has enrolled.

**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: [www.losrios.edu/legal/GCpolreg.htm](http://www.losrios.edu/legal/GCpolreg.htm)

#### Computations:

Grade Point Average =  $\frac{\text{Total Grade Points Earned (divided by)}}{\text{Total Units Attempted with letter grade}}$

Progress Percentage =  $\frac{\text{Total Units with "W", "I" and "NC" (divided by)}}{\text{Total Units Enrolled}}$

### 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 Rios eServices.

## Unit Limitation

Eighteen (18) units per semester is a maximum load. Any units taken within a semester at Los Rios Community College District colleges will be counted toward the 18 unit 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.

A student is:	if enrolled in:
Freshman	fewer than 30 units
Sophomore	30 or more units
Graduate	requirements for an Associate degree or a higher degree by a regionally accredited institution have been met

A student is:	if enrolled in:
Part-time	fewer than 12 units
Full-time	12 or more units

*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.

## Valedictorians

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:

Valedictorians will be the students 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) is made by the college in early to mid April. All valedictorians will be noted in the Commencement program and one of the valedictorians will be selected to deliver the valedictory address through a process governed by the Associated Student Government, the Commencement Committee, and upon approval of the College President or his or her designee.

# Alternative Credit/Study Options

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. *See the charts on the next two pages for more information.*

## 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* 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

### COLLEGE CREDIT FOR ADVANCED PLACEMENT (AP) TESTS

Students may earn credit for College Entrance Examination Board (CEEB) Advanced Placement (AP) Tests with scores of 3, 4, or 5. AP credit can be used to meet IGETC, CSU GE and A.A. general education (GE) and/or major requirements. For credit to be applied, students must have the College Board send official AP exam results to the Admissions Office.

Course credit and units granted at Folsom Lake College may differ from course credit and units granted by a transfer institution. See a counselor for details.

EXAM	FLC COURSE EQUIVALENT	FLC AA/AS GE AREA	CSU GE	CSU - UNITS EARNED TOWARD TRANSFER	IGETC	UC - UNITS EARNED TOWARD TRANSFER
Art History	No course equivalent	Area I: Humanities 3 semester units	Area C1 or C2 3 semester units	6 semester units	Area 3A or 3B 3 semester units	8 quarter/5.3 semester units
Art (Drawing)	ART 300 3 semester units	N/A	N/A	3 semester units	N/A	8 quarter/5.3 semester units
Biology	BIOL 310 (score of 3) BIOL 400 (score of 4+) 4-5 semester units	Area IV: Natural Science 4 semester units	Area B2 and B3 4 semester units	6 semester units	Area 5B (with lab) 4 semester units	8 quarter/5.3 semester units
Calculus AB	MATH 400 5 semester units	Area II: Long. and Rationality 3 semester units	Area B4 3 semester units	3 semester units*	Area 2A 3 semester units	4 quarter/2.7 semester units**
Calculus BC	MATH 400 (score of 3) 5 semester units MATH 400+401 (score of 4+) 10 semester units	Area III(b): Long. and Rationality 3 semester units	Area B4 3 semester units	6 semester units*	Area 2A 3 semester units	8 quarter/5.3 semester units**
AP CALCULUS EXAM LIMITATIONS				*Only one exam may be used toward transfer		**Maximum credit 8 quarter/5.3 semester units for both
Chemistry	CHEM 400+401 10 semester units	Area IV: Natural Science 4 semester units	Areas B1 and B3 4 semester units	6 semester units	Area 5A (with lab) 4 semester units	8 quarter/5.3 semester units
Chinese Language & Culture	No course equivalent	Area I: Humanities 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Computer Science A	No course equivalent	N/A	N/A	3 semester units**	N/A	2 quarter/1.3 semester units***
Computer Science AB	No course equivalent	N/A	N/A	6 semester units**	N/A	4 quarter/2.7 semester units***
AP CS EXAM LIMITATIONS				***Maximum one exam toward transfer		***Maximum 4 quarter/2.7 semester units for both
Economics - Macroeconomics	No course equivalent	Area V(b): Social Sciences 3 semester units	Area D2 3 semester units	3 semester units	Area 4B 3 semester units	4 quarter/2.7 semester units
Economics - Microeconomics	No course equivalent	Area V(b): Social Sciences 3 units	Area D2 3 semester units	3 semester units	Area 4B 3 semester units	4 quarter/2.7 semester units
English - Language & Composition	ENGWR 300 3 semester units	Area II(a): Long and Rationality 3 semester units	Area A2 3 semester units	6 semester units	Area 1A 3 semester units	8 quarter/5.3 semester units*
English - Literature & Composition	ENGWR 301 3 semester units	Area III(a): Long and Rationality or Area I: Humanities 3 semester units	Area A2 and C2 6 semester units	6 semester units	Area 1A or 3B 3 semester units	8 quarter units/5.3 semester units*
AP ENGLISH EXAM LIMITATIONS	ENGWR 301 only after student has passed ENGWR 300					*8 quarter/5.3 semester units maximum for both
Environmental Science	No course equivalent	Area IV: Natural Science 3 semester units	Area B2 and B3 (if taken prior to Fall 2009) Area B1 and B3 (regardless of when taken) 4 semester units	4 semester units	Area 5A (with lab) 3 semester units	4 quarter/2.7 semester units
French Language	FREN 401+402 8 semester units	Area I: Humanities 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
French Literature	FREN 401+402 8 semester units	Area I: Humanities 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units

EXAM	FLC COURSE EQUIVALENT	FLC AA/AS GE AREA	CSU GE	CSU - UNITS EARNED TOWARD TRANSFER	IGETC	UC - UNITS EARNED TOWARD TRANSFER
German Language	No course equivalent	Area I: Humanities 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Government & Politics - Comparative	No course equivalent	Area V(b): Social Sciences 3 semester units	Area D8 3 semester units	3 semester units	Area 4H 3 semester units	4 quarter/2.7 semester units
Government and Politics - U.S.	HIST 312+313 6 semester units	Area V(b): Social Sciences 3 semester units	Area D8 and US 2* 3 semester units	3 semester units	Area 4H 3 semester units	4 quarter/2.7 semester units
AP GOVERNMENT AND POLITICS- US LIMITATIONS			*Does not fulfill AHI California Government requirement	Student can satisfy the AHI requirement after transfer		
History - European	No course equivalent	Area V(b): Social Sciences or Area I: Humanities 3 semester units	Area C2 or D6 3 semester units	6 semester units	Area 3B or 4F 3 semester units	8 quarter/5.3 semester units
History - U.S.	HIST 312+313 6 semester units	Area V(b): Social Sciences or Area I: Humanities 3 semester units	Area C2 or D6 3 semester units	6 semester units	Area 3B or 4F 3 semester units	8 quarter/5.3 semester units
History - World	No course equivalent	Area V(b): Social Sciences or Area I: Humanities 3 semester units	Area C2 or D6 3 semester units	6 semester units	Area 3B or 4F 3 semester units	8 quarter/5.3 semester units
Human Geography	No course equivalent	Area V(b): Social Sciences 3 semester units	Area D5 3 semester units	3 semester units	Area 4E 3 semester units	4 quarter/2.7 semester units
Italian Language & Culture	No course equivalent	Area I: Humanities 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Japanese Language & Culture	No course equivalent	Area I: Humanities 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Latin - Vergil	No course equivalent	Area I: Humanities 3 semester units	Area C2 3 semester units	3 semester units	Area 3B and 6A 3 semester units	4 quarter/2.7 semester units
Latin - Literature	No course equivalent	Area I: Humanities 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	4 quarter/2.7 semester units
Music Theory	No course equivalent	Area I: Humanities 3 semester units	Area C1 (if taken prior to Fall 2009) 3 semester units	6 semester units	N/A	8 quarter/5.3 semester units
Physics B	No course equivalent	Area IV: Natural Science 4 semester units	B1 and B3 4 semester units*	6 semester units*	Area 5A (with lab) 4 semester units	8 quarter/5.3 semester units**
Physics C - Mechanics	No course equivalent	Area IV: Natural Science 3 semester units	Area B1 and B3 4 semester units*	4 semester units*	Area 5A (with lab) 3 semester units	4 quarter/2.7 semester units**
Physics C - Magnetism	No course equivalent	Area IV: Natural Science 3 semester units	Area B1 and B3 4 semester units*	4 semester units*	Area 5A (with lab) 3 semester units	4 quarter/2.7 semester units**
AP PHYSICS EXAM LIMITATIONS				*Maximum 4 semester units toward GE and 6 semester units toward transfer		**Maximum 8 quarter/5.3 semester units for both
Psychology	No course equivalent	Area V(b): Social Sciences 3 semester units	Area D9 3 semester units	3 semester units	Area 4I 3 semester units	4 quarter/2.7 semester units
Spanish Language	SPAN 401+402 8 semester units	Area I: Humanities 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Spanish Literature	SPAN 401+402 8 semester units	Area I: Humanities 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Statistics	STAT 300 4 semester units	Area: II(b): Long. and Rationality 3 semester units	Area B4 3 semester units	3 semester units	Area 2 3 semester units	4 quarter/2.7 semester units

AA: Students should be aware that AP test credit is evaluated by corresponding it to an equivalent FLC course, e.g. STAT 300. A student who receives AP credit and then takes the equivalent FLC course will have the unit credit for such duplication deducted prior to being awarded the A.A. degree. Note: a maximum of 15 units may be earned via credit by exam for the associate's degree.

CSU GE: The Advanced Placement examinations may be incorporated into the certification of CSU General Education-Breath requirements by any certifying institution. All CSU campuses will accept the minimum units shown and apply them toward fulfillment of the designated General Education-Breath area if the examination is included as part of a full or subject-area certification. Please note that individual CSU campuses may choose to grant more units than those specified toward completion of General Education-Breath requirements.

IGETC: AP exams must be used in area indicated regardless of where the certifying CCC's discipline is located.

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 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  
Administration of Justice  
Business  
Communications Media  
Computer Information Science  
Construction Management Technology  
Dance  
Early Childhood Education  
Environmental Technology  
Fire Technology  
Gerontology  
Horticulture  
Human Services  
Management  
Marketing  
Photography  
Theatre Arts

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

*New (First-time) Students:*

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

*Returning Students:*

- You have completed 7 units at a community college or four-year institution in California.
- You are working a paid or non-paid job or internship.
- 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.

- Your grade and units are earned based on your work performance and outside homework assignments that emphasize career transition.

*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:

- Must be a duly registered student who has completed 12.0 units at Folsom Lake College with a minimum GPA of 2.0.
- Be in good standing (not on academic or progress probation).
- AND qualified by experience or previous training.

A maximum of 15 units of catalog courses 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.

The units granted may not be used to satisfy the 12-unit residency requirement for an associate degree. Any student wishing to qualify for Credit by Examination must initiate a request for such credit with the appropriate instructor. This must be done prior to the 9th week of the semester. 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.

Credit by Examination is notated as such on the transcript and is graded Pass/No Pass. 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.

(NOTE: Units taken in Independent Study may not be transferable; the student should consult a counselor regarding a specific college or university's acceptance of these units.)

**Application:** To apply for Independent Study a qualified student first discusses the proposed study with the instructor who will supervise the study and with the appropriate instructional dean prior to the 9th week of the semester. If the instructor agrees to supervise the project, the student then completes a petition and course proposal form (available in Admissions & Records) with the assistance of the supervising instructor, who will process the petition. If the petition receives final approval, the student is registered in the course and receives a grade as in any regularly scheduled course.

### 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.

### Distance Education

#### Online Education

Folsom Lake College offers some instruction via the Internet, including online course sections where almost all work is carried out online (with the possible exception of on-ground orientations and exams) and hybrid course sections where instruction is divided between online and on-ground class sessions. Faculty teaching online, hybrid, and some on-ground courses often use web-based learning materials, resources, assignments, and even some quizzes and tests, and regularly contact students through email or other electronic means. Students enrolled in any of these courses

can complete some or all of their online assignments in the FLC-main campus Personal Learning Environment (PLE) or in open labs at either the El Dorado Center (EDC) or the Rancho Cordova Center (RCC) during regularly scheduled hours, as well as from home or other off-campus locations.

Full course descriptions can be found in the college catalog under the heading for the specific course discipline. Class schedules will indicate whether a course is online or hybrid and if on-ground orientations or exams are required. For more information, please check the specific class listing in the online schedule. Each online or hybrid class section will contain a class note with a link to the appropriate information site. Registration and rules for these courses are the same as those governing traditional on-ground courses.

In order to be successful in online courses, students need to be self-directed, motivated, and able to independently complete and electronically submit assignments on schedule. Students will also need basic Internet skills and consistent access to a computer.

### Televised Instruction

Folsom Lake College offers some live interactive television (iTV) courses, which include instructor broadcasts from the FLC-main campus. Students may participate from classrooms at FLC-main, the El Dorado Center (EDC), the Rancho Cordova Center (RCC), or at home by viewing a cable channel (when available) in Sacramento and El Dorado counties. Cable students interact with the instructor during the lecture by phone, and must be on the line for the entire class meeting. The center classrooms are equipped for direct contact with the instructor. In most cases, exams will be offered at FLC-main, EDC, or RCC, although some are available online.

For more information, visit: [www.flc.losrios.edu/~itv](http://www.flc.losrios.edu/~itv)

All iTV courses are held to the same academic standards that apply to traditional courses. Students must attend the first class meeting in-person to remain registered in the class and to receive the phone log-in number and code. The first class meeting is also when students are oriented to the course and receive the course syllabus and initial handouts. Full course descriptions can be found in the college catalog under the heading for the specific 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.

# Graduation Requirements

## 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 desire 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 planning to graduate with the Associate in Arts or Science degree must comply with the graduation requirements listed in this catalog (see the next page). Candidates for graduation must file a petition for graduation.

Check the academic calendar in this catalog and online 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, 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.

## Application for Graduation

At least one semester before the planned graduation, students should schedule an appointment with a counselor to

check their progress in fulfilling the graduation requirements. They should then meet with a counselor in order to submit a degree or certificate petition prior to the posted deadline for the semester in which they wish to graduate (see calendar at front of this catalog).

All official transcripts from other colleges must be submitted to the Admissions & Records office before a degree petition is submitted. FLC will print ONE diploma per student (students will select which degree at time of petition). For multiple degree earners, ALL degrees earned will be posted to the FLC transcript.

## Commencement Exercises

All students expecting to graduate or transfer to a four-year college/university with an associate's degree must meet with a Counselor and complete a Petition for Graduation form by the date set forth in the academic calendar.

Students may graduate at the end of the fall semester, end of the spring semester, or end of the summer session. A commencement ceremony is held once a year in May. Those who complete their Associate in Arts or Associate in Science degree in summer, fall, or spring terms are encouraged to attend the May ceremony.

## 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 aligned 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.

Courses in Categories for GE Requirements before 2008-09	New categories beginning 2008-09
1. Natural Sciences	IV. Natural Sciences
2. Social and Behavioral Sciences	V.b. Social and Behavioral Sciences — Other
3. American Institutions	V.a. Social and Behavioral Sciences — American Institutions
4. Humanities	I. Humanities
5. a. Languages and Rationality — English Composition	II.a. Languages and Rationality — English Composition
5.b. Languages and Rationality — Communications & Analytical Thinking	II.b. Languages and Rationality — Communications & Analytical Thinking
6.a. Living Skills — Physical Education	III.a. Living Skills — Physical Education
6.b. Living Skills — Other	III.b. Living Skills — Other
7. Ethnic/Multicultural Studies Requirement	VI. Ethnic/Multicultural Studies Requirement

# Associates Degree Graduation Requirements

## 2011 - 2012 Folsom Lake College Associates Degree Graduation Requirements

Student Name \_\_\_\_\_

Student ID# \_\_\_\_\_

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.
- C. GENERAL EDUCATION** - Complete a minimum of 21 units of coursework from the pattern below.

	C	IP	N
<p><b>I. HUMANITIES</b> (3 units minimum) selected from: <b>C=completed, IP=in progress, N=needed</b></p> <p>Architecture 310; Art History 300, 303, 304, 306, 307, 309, 311, 312, 313, 314, 318, 324, 326, 328, 332, 330, 333; Art 300, 304, 307, 320, 322, 323, 330, 361, 370, 372, 390, 430; Communications Media 305*; Comm. Studies 305; Dance 380; Early Childhood Education 361; English Writing 301; English Literature 303, 310, 311, 319, 320, 321, 339, 340, 341, 345, 360, 370, 402; Film and Media Studies 320*, French 101, 102, 401, 402, 411; Humanities 300, 310, 320, 325, 332, 334, 340; Music Fund. History and Lit. 300, 310, 311, 330, 400, 401; Music Specializations 370; Philosophy 304, 310, 330, 331, 338, 350, 352, 356, 358, 360; Photography 301, 302, 425*; Sign Language 305, 306, 315; Spanish 101, 102, 401, 402, 411, 412; Theater Arts 300, 302, 303, 304, 310, 320*, 350</p> <p>Course from other college: _____ College Name: _____</p>			
<p><b>II. LANGUAGES AND RATIONALITY</b> (6 units minimum) Select at least 3 units from (a) and at least 3 units from (b):</p> <p>(a) English Composition selected from: Business 310; English Writing 300; English Education 305</p> <p>Course from other college: _____ College Name: _____</p> <p>(b) Communication and Analytical Thinking selected from:</p> <p>Accounting 101, 301; Comm. Studies 301, 311, 315, 331, 361, 363; Computer Information Science - Core 310; Computer Information Science---Programming 350, 360, 400; English Reading 310; English Writing 302; English Creative Writing 400, 410, 420, 430; Geography 330; Journalism 300; Management 360; Mathematics 110, or higher level mathematics course; Philosophy 300, 320, 325, 328; Psychology 330, 335; Statistics 300</p> <p>Course from other college: _____ College Name: _____</p>			
<p><b>III. LIVING SKILLS</b> (3 units minimum) selected from:</p> <p>(a) Any physical education activity course with a Dance, Fitness, Individual Activities, or Team Activities designation, totaling at least one unit. <b>Students with medical excuses on file</b> may enroll in Adapted Physical Education, or be exempt from the physical education activity course requirement. Students receiving an exemption for any reason must complete a minimum of 3 units under (b) of this section <b>AND</b></p> <p>(b) Completion of a minimum of two units selected from the following: Business Technology 307.1; Computer Information Science – Core 300, 310; Comm. Studies 321; Early Childhood Ed. 312*, 314, 350, 415; English Education 320; Family and Consumer Science 322, 324*; Gerontology 300; Health Education 300, 320, 350; Human/Career Development 310, 318, 330, 335; Human Services 302; Library 318; Nutrition and Foods 300, 308, 320; Kinesiology 410; Psychology 354, 356, 360, 370*, 372*, 358, 368; Sociology 310, 335; Work Exp.198, 298, 498 <b>OR</b></p> <p>(c) Military Service Credit (Honorable discharge) with minimum of one (1) year active duty service.</p> <p>Course(s) from other college(s): _____ College Name: _____</p>			
<p><b>IV. NATURAL SCIENCES</b> (3 units minimum) selected from:</p> <p>Anthropology 300; Astronomy 300; Biology 300, 307, 310, 323, 332, 350*, 400, 410, 420, 430, 440, 470; Chemistry 305, 306, 400, 410, 420, 421; Env. Technology 304*; Geography 300; Geology 300, 305, 310, 330, 342, 345, 351; Hort. 300, 302; Natural Resources 302, 304, 320; Physical Science 302; Physics 310, 311, 350, 411; Psychology 312</p> <p>Course from another college: _____ College Name: _____</p>			
<p><b>V.(a) AMERICAN INSTITUTIONS</b> (3 units minimum) selected from:</p> <p>History 312, 313, 314, 331; Political Science 301</p> <p>Course from another college: _____ College Name: _____</p>			
<p><b>V.(b) SOCIAL AND BEHAVIORAL SCIENCES</b> (3 units minimum) selected from:</p> <p>Administration of Justice 302; Anthropology 310, 319, 320, 330; Business 320, 330, 345; Comm. Studies 325, 341; Communications Media 300; Early Childhood Ed. 312*; Economics 302, 304, 320; Family and Consumer Science 324*, Geography 310; Gerontology 300; History 307, 308, 344; Journalism 310; Philosophy 360; Political Science 302, 310; Psychology 300, 320, 340, 351, 368, 370*, 372*; Sociology 300, 301, 321, 335</p> <p>Course from another college: _____ College Name: _____</p>			
<p><b>VI. ETHNIC/MULTICULTURAL STUDIES REQUIREMENT</b> – Students must fulfill a 3-units Ethnic/Multicultural Studies course requirement. (<i>Most of these courses may also be used to meet General Education requirements.</i>)</p> <p>Courses which satisfy this requirement are:</p> <p>Administration of Justice 302; Anthropology 310, 330; Art History 312, 324, 328, 330, 332, 333; Biology 323; Business 330; Comm. Studies 325; Dance 380; Early Childhood Ed. 430; English Literature 340, 345, 360; Geography 310; History 308, 344; Humanities 320, 325, 332; Music Fund. History and Lit. 330; Nutrition 310; Philosophy 304, 352, 358; Psychology 356, 368; Sociology 321.</p> <p>Course from other college: _____ College Name: _____</p>			
<p><b>D. GRADUATION COMPETENCY REQUIREMENTS</b> – Demonstrate college-level competence in reading, in written expression, and in mathematics. Competency in Basic Skills is satisfied by completing the following:</p> <p>1. <b>READING COMPETENCY</b> – 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.</p> <p>2. <b>WRITTEN EXPRESSION COMPETENCY</b> – Completion, with a grade of "C" or better, English Writing 300; Business 310, or an equivalent course from another accredited college.</p> <p>Course(s) from other college(s): _____ College Name: _____</p> <p>3. <b>MATHEMATICS COMPETENCY</b> -- Completion, with a grade of "C" or better, Mathematics 110 or a higher level mathematics course; Psychology 330; Statistics 300 <b>OR</b> Obtaining a satisfactory score on a mathematics assessment.</p> <p>Course(s) from other college(s): _____ College Name: _____</p>			

- 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.

# DEGREES AND CERTIFICATES

  
FOLSOM LAKE COLLEGE  
EL DORADO CENTER | RANCHO CORDOVA CENTER

## Associate Degrees

### Accounting (AA)

### Administration of Justice (AA)

### Art

Studio Art (AA)

Design (AA)

Art History (AA)

### Biology

#### Biological Sciences (AS)

Biology Option

Health Science,

Pre-Professional Option

Pre-Nursing Option

### Business

Administrative Assistant (AA)

Business: General (AA)

Business: General, Transfer (AA)

Small Business Management/Entrepreneurship (AA)

### Communication Studies

Organizational Communication (AA)

### Computer Information Science

Computer Science (AS)

### Early Childhood Education (AA)

ECE Site Supervisor (AA)

### English (AA)

### Fire Technology (AS)

### Geology (AS)

### Human Services

General (AA)

Gerontology (AA)

### Interdisciplinary Studies

Areas of Emphasis (AA)

American Studies (AA)

Humanities (AA)

Women's Studies (AA)

### Liberal Studies for Elementary Education (AA)

### Management (AA)

### Marketing (AA)

### Mathematics (AS)

### Psychology (AA)

### Real Estate (AA)



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

### Accounting

Accounting (A)

Accounting - Advanced (A)

Accounting Clerk (A)

Accounting - Computer Applications (A)

### Business

Office Assistant (R)

Office Technician (A)

Small Business Management/ Entrepreneurship (R)

### Communication Studies

Applied Communication Skills (R)

### Computer Information Science

Computer Programmer SQL (A)

Database Analyst SQL (R)

Programming (A)

Relational Database Administration (A)

### Early Childhood Education

Assistant Teacher (R)

Associate Teacher (R)

Early Childhood Education Teacher (A)

Family Child Care (R)

Infant Specialist (A)

Master Teacher (A)

Site Supervisor (A)

School Age Specialist (A)

### Fire Technology (A)

### General Education Transfer

CSU General Education (A)

IGETC (A)

### Graphic Communication

Web/Graphics Production (R)

### Group Fitness Instructor (A)

### Human Services

General (A)

Gerontology (A)

Home Caregiver (R)

### Management Information Systems

Application Data Entry (R)

Application Technician (A)

Information Processing (A)

### Non-Profit Management (A)

### Personal Trainer (A)

### Project Management (A)

### Public Management (A)

### Real Estate

Broker (A)

Sales (R)

### Waste Water Management (A)

### Water Management (A)

*Folsom Lake College offers a variety of degree and certificate options. Requirements are identified for each vocational and general education program. 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. Due to a recent change in state regulations, some certificates of less than 18 units can no longer be posted on your FLC transcript. Visit with a Counselor to make your plan!*

**Find out more at:**  
[www.flc.losrios.edu](http://www.flc.losrios.edu)

# 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 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 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 10 colleges and universities. Participating institutions include:

- Golden Gate University
- Saint Mary's 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](http://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 to plan appropriate course selection in preparation for transfer.

## 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.

### Requirements for the Associate in Arts for transfer (AA-T) or Associate in Science for transfer (AS-T)

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer",

a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high-unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

At the time of catalog publication, no FLC majors for the AA-T or AS-T have been approved. Majors are under development. For more information, please see a counselor and [www.flc.losrios.edu](http://www.flc.losrios.edu) for more information.

### Requirements

The following is required for all AA-T or AS-T degrees:

1. Minimum of 60 CSU-transferable semester units.
2. Minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Completion of a minimum of 18 semester units in an "AA-T" or "AS-T" major will be detailed in the Courses, Degree, and Certificates section of the catalog. All courses in the major must be completed with a grade of C or better or a "P" if the course is taken on a "pass-no pass" basis (title 5 § 55063).
4. Certified completion of the California State University General Education-Breadth pattern (CSU GE Breadth) (see page 32 for more information); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern (see page 33 for more information).

# CSU General Education Requirements

**\*\*Information is current as of the 2010-11 academic year. Students need to meet with a counselor for updated requirements.\*\***

## 2010 -- 2011 Folsom Lake College 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. 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)		COMP	IN PROG	NEED
9 units, with one course from each group:				
A1	<b>Oral Communication:</b> Communications Studies 301, 311, 331, 361 Course from another college: _____ College Name: _____			
	<b>Written Communication:</b> English-Writing 300 Course from another college: _____ College Name: _____			
A3	<b>Critical Thinking:</b> Communications Studies 311, 315; English-Writing 301, 302; Philosophy 300, 320, 325, 328 Course from another college: _____ College Name: _____			
<b>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).</b>				
B1	<b>Physical Sciences:</b> Astronomy 300, 400*; Chemistry 305**, 306**, 321, 322*, 400**, 401**, 410**, 420**, 421**; Geography 300, 301*, 306; Geology 300, 301*, 305, 306*, 310, 311*, 330, 342, 345, 351**; Physical Science 302**; Physics 310, 311, 350**, 360**, 411**, 421**, 431** Course(s) from other college(s): _____ College Name: _____			
B2	<b>Life Forms:</b> Anthropology 300, 301*; Biology 300, 307**, 310**, 323**, 350, 400**, 410**, 420**, 430**, 431**, 440**, 470; Environmental Technology 304, Natural Resources 320**; Psychology 312** Course(s) from other college(s): _____ College Name: _____			
B4	<b>Mathematics/Quantitative Reasoning ("C" grade or better required):</b> Mathematics 310, 335, 343, 350, 351, 370, 400, 401, 402, 410, 420; Psychology 330; Statistics 300 Course(s) from other college(s): _____ College Name: _____			
<b>AREA C – ARTS, FOREIGN LANGUAGES, LITERATURE and PHILOSOPHY – 9 units minimum, with AT LEAST one course from Arts, and one from Humanities</b>				
C1	<b>Arts:</b> Architecture 310; Art-History 300, 303, 304, 306, 307, 309, 311, 312, 313, 314, 318, 324, 326, 328, 330, 332, 333; Art 300, 302, 304, 305, 312, 320, 323, 327, 328, 370, 372, 430; Communication Studies 305; Communications Media 305; Film & Media Studies 300; Dance 308; Music Fundamentals, History & Literature 300, 310, 311, 321, 330, 400, 401, 410; Music Instrumental/Voice Instruction 310, 311, 370, 371, 495; Music Performance 350, 357; Photography 300, 425; Theatre Arts 300, 302, 303, 304, 310 Course(s) from other college(s): _____ College Name: _____			
	<b>Humanities:</b> 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, 358, 360; Sign Language Studies 315, 316; Spanish 401, 402, 411, 412, 425 Course(s) from other college(s): _____ College Name: _____			
<b>AREA D (D0-D9) – SOCIAL and BEHAVIORAL SCIENCES – 9 units minimum (An ^ ^ denotes courses that satisfy CSUS' Race and Ethnicity Grad Requirement)</b>				
TWO COURSES	<b>American History and Institutions:</b> can be met by one of the following combinations: 6 semester units, choose one two-course combination from Group 1 or Group 2 <b>Group 1:</b> One course from History 312, 313, or 331 paired with Political Science 301 <b>OR</b> ; <b>Group 2:</b> History 312 paired with one course from History 313 or 314 Course(s) from other college(s): _____ College Name: _____			
	<b>ONE COURSE</b> 3 units, selected from the following: 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 & Consumer Science 324*; Geography 310; Gerontology 300; History 307, 308, 344; Journalism 310; Philosophy 360; Political Science 302, 310; Psychology 300, 312, 320, 335, 340, 351, 368^^, 370* 372; Social Sciences 338, 360; Sociology 300, 301, 321^^, 335 Course(s) from other college(s): _____ College Name: _____			
<b>AREA E – LIFELONG UNDERSTANDING and DEVELOPMENT – 3 units minimum</b>				
Communications Studies 321; Early Childhood Education 314*; English Education 320; Family & Consumer Sciences 322, 324*; Gerontology 300; Health Education 300, 350; Human & 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, 370*; Sociology 310, 335 Course from other college: _____ College Name: _____				
Military Service Credit Clears Area E: <b>Requires copy of DD-214</b>				

# Intersegmental General Education Transfer Curriculum (IGETC)

\*\*Information is current as of the 2010-11 academic year. Students need to meet with a counselor for updated requirements.\*\*

## 2010 – 2011 Folsom Lake College Intersegmental General Education Transfer Curriculum

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. All courses must be completed with a grade of "C" or better (Grades of "C-" will not fulfill this requirement). Courses that are listed in **more than one area** may only be used to satisfy the requirements in a **single area**. NOTE: IGETC is NOT appropriate for certain majors and/or campuses. Consult a counselor BEFORE choosing IGETC to fulfill General Education/Breadth requirements to make sure that it is an appropriate choice.

**AREA 1 – ENGLISH COMMUNICATION**

CSU – 3 courses required, one from Group A, one from Group B, and one from Group C  
UC – 2 courses required, one from Group A and one from Group B

**COMP      IN PROG      NEED**

<p><b>Group A:</b> English Composition, 1 course, 3 semester/4-5 quarter units English Writing 300</p> <p>Course from another college: _____ Advanced Placement Score: _____</p>			
<p><b>Group B:</b> Critical Thinking – English Composition, 1 course, 3 semester/4-5 quarter units Communication Studies 315, English Writing 301, 302; Philosophy 328</p> <p>Course from another college: _____ (No AP scores accepted for this area)</p>			
<p><b>Group C:</b> Oral Communications (CSU requirement only), 1 course, 3 semester/4-5 quarter units Communication Studies 301, 311, 331, 361</p> <p>Course from another college: _____ (No AP scores accepted for this area)</p>			
<p><b>AREA 2 MATHEMATICAL CONCEPTS and QUANTITATIVE REASONING</b> 1 course, minimum 3 semester/4-5 quarter units Math 350*, 351*, 370*, 400*, 401*, 402*; Psychology 330*; Statistics 300*</p> <p>Course(s) from other college(s): _____ Advanced Placement Score: _____</p>			
<p><b>AREA 3 – (A) ARTS and (B) HUMANITIES</b> 3 Courses, with at least one course from the Arts and one course from the Humanities, 9 semester/12-15 quarter units</p> <p><b>(A) ARTS:</b> Art History 300, 303, 304, 306, 307, 309, 311, 312, 313, 314, 318, 324, 326, 328, 330, 332, 333; Communication Studies 305; Communications Media 305*; Film &amp; Media Studies 300; Music Fundamentals, History &amp; Literature 300*, 310, 311, 321*, 330, 400, 401, 410; Photography 425*; Theatre Arts 300, 302, 303, 304</p> <p>Course(s) from other college(s): _____ Advanced Placement Score: _____</p>			
<p><b>(B) HUMANITIES:</b> English Literature 303, 310, 311, 320, 321, 339, 340, 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, 358, 360; Sign Language Studies 316; Spanish 411, 412, 425</p> <p>Course(s) from other college(s): _____ Advanced Placement Score: _____</p>			
<p style="text-align: center;"><b>Additional ARTS OR HUMANITIES</b></p>			
<p><b>AREA 4 (4A - 4J) – SOCIAL and BEHAVIORAL SCIENCES</b> 3 courses from at least 2 disciplines or an interdisciplinary sequence, 9 semester/12-15 quarter units</p> <p>Anthropology 310, 320, 330; Business 345*; Communications Studies 325<sup>^^</sup>; Communications Media 300*; Economics 302, 304; Early Childhood Education 312*; Family &amp; Consumer Science 324*; Geography 310; History 307, 308, 312, 313, 314, 319, 331, 344; Journalism 310*; Philosophy 360; Political Science 301, 302, 310; Psychology 300, 320, 340, 351, 356, 360, 368<sup>^^</sup>, 370* 372*; Social Science 338, 360; Sociology 300, 301, 321<sup>^^</sup></p> <p>Course(s) from other college(s): _____ Advanced Placement Score: _____</p> <p><sup>^^</sup>Indicates courses that satisfy CSUS' Race and Ethnicity Graduation Requirement</p>			
<p><b>AREA 5 (A/B) – PHYSICAL and BIOLOGICAL SCIENCES</b> At least 2 courses, one Physical Science course and one Biological Science course; at least one course must include a laboratory (Lab indicated by "**"), 7-9 semester/9-11 quarter units</p> <p><b>(A) PHYSICAL SCIENCES:</b> Astronomy 300, 400<sup>**</sup>; Chemistry 305<sup>**</sup>, 306<sup>**</sup>, 321, 322<sup>**</sup>, 400<sup>**</sup>, 401<sup>**</sup>, 420<sup>**</sup>, 421<sup>**</sup>; Geography 300, 301<sup>**</sup>, 306; Geology 300, 301<sup>**</sup>, 305, 306<sup>**</sup>, 310, 311<sup>**</sup>, 330, 345; Physical Science 302<sup>**</sup>; Physics 310, 311, 350<sup>**</sup>, 360<sup>**</sup>, 411<sup>**</sup>, 421<sup>**</sup>, 431<sup>**</sup> Course(s) from other college(s): _____ Advanced Placement Score: _____</p>			
<p><b>(B) BIOLOGICAL/LIFE SCIENCES:</b> Anthropology 300, 301<sup>**</sup>; Biology 300, 307<sup>**</sup>, 310<sup>**</sup>, 323<sup>**</sup>, 400<sup>**</sup>, 410<sup>**</sup>, 420<sup>**</sup>, 430<sup>**</sup>, 431<sup>**</sup>, 440<sup>**</sup>, 470; Natural Resources 320<sup>**</sup>; Psychology 312<sup>**</sup></p> <p>Course(s) from other college(s): _____ Advanced Placement Score: _____</p>			
<p><b>AREA 6(A) – LANGUAGE OTHER THAN ENGLISH (UC requirement only)</b> Proficiency equivalent to two years of High School study in the <b>SAME</b> language. Grades of "C" or better required. Complete either: French 401, Sign Language Studies 305, Spanish 401 <b>OR</b> earn a score of 3 or higher on the foreign language Advanced Placement Test <b>OR</b> 550 on the College Board Achievement Test in Foreign Language Course from another college: _____ Completed in High School (H.S. Transcript <u>required</u>): _____ Other (specify Advanced Placement or other exam): _____</p>			
<p><b>CSU GRADUATION REQUIREMENT IN U.S. HISTORY, CONSTITUTION, and AMERICAN IDEALS</b> (Not part of IGETC; <b>may</b> be completed prior to transfer). 6 semester units, choose from one group below. 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</p> <p>Course(s) from other college(s): _____ Advanced Placement Score: _____</p>			

# 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-served 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. Ability to Benefit (ATB) tests for financial aid eligibility can be arranged by appointment. A monthly testing schedule is available online at [www.flc.losrios.edu](http://www.flc.losrios.edu) or in the Student Services lobby. Students with special testing needs should call Assessment prior to the testing date to arrange for accommodations.

## Associated Student Government

FLC (916) 608-6591; EDC (530) 642-5609

Associated Student Government (ASG) 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 Student Senate 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 sites, 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 ASG president and many also serve on district-wide committees.

Being an ASG 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:* ASG is willing to provide assistance and information to campus clubs and groups on event planning, publicity, and fund-raising. ASG 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, call the numbers above or go to the college's homepage at [www.flc.losrios.edu](http://www.flc.losrios.edu) and choose "Student Government" from the Quick Links menu.

## Bookstore

FLC (916) 608-6565; EDC (530) 642-5656;  
RCC (916) 608-6565

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/EDC (916) 608-6638; RCC (916) 255-4450;  
[flc-calworks@flc.losrios.edu](mailto:flc-calworks@flc.losrios.edu)

CalWORKs supports and guides students who are currently receiving cash aid from the county through college and county requirements. We have many services to offer qualified students:

- Advising, Advocacy, and Referral Services
- Connections to Counseling
- Educational Plan Development
- Textbook and Enrollment Verification Assistance
- Job Placement/Development Support
- On/Off Campus Work Study Placements
- Schools Supplies & Child Care Referrals

### **CARE (Cooperative Agencies Resources for Education)**

FLC (916) 608-6560; EDC (530) 642-5648;  
RCC (916) 255-4810

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

### **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 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 in Portable Building FLP-2 (during the Falcon's Roost construction). The EDC Campus Police Office is in Building 2, room B-128.

### **Computer Labs**

FLC (916) 608-6540; EDC (530) 642-5687;  
RCC (916) 255-4555

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 class 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 to students at the main Folsom campus and El Dorado Center.

### **Counseling**

FLC (916) 608-6510; EDC (530) 642-5645;  
RCC (916) 255-3432

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;

Disabled Student Programs & Services (DSP&S) provides equal educational opportunity 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.
- 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 26 hours per week (all program sources). 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 Internships & Career Services (LINCS) program; for more information go to [www.losrios.edu/lrc/lincs.php](http://www.losrios.edu/lrc/lincs.php)

### EOP&S - Extended Opportunity Programs and Services

FLC (916) 608-6560; EDC (530) 642-5648;  
RCC (916) 255-4810

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 each 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) 255-5211

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 workstudy (on-campus employment), various FLC Foundation scholarships as well as privately supported scholarships for students in particular fields, and loans. In addition to the

general financial aid programs, the Board of Governors Fee Waiver is available online at [www.losrios.edu/lrc/bog\\_steps.php](http://www.losrios.edu/lrc/bog_steps.php). This application pays the community college enrollment fee for eligible state resident students. If your income exceeds the income standards you might still qualify by completing the 2011-2012 Free Application for Federal Student Aid (FAFSA) application at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The FAFSA allows for higher income standards. 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 and Writing Center and EDC English Center

FLC (916) 608-6517; 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 RWC. 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.

## Health & Wellness Services

(916) 608-6782

The Wellness Services Center (FL1-52 & 53) is located in the Student Services Center on the Folsom campus (Aspen Hall). Services are provided by College Nurse Mary Hansen, RN, PHN, MSN.

### Mission

Folsom Lake College Wellness Services aim to align with the mission of the College by:

- Offering accessible, innovative preventative care and wellness services that empower students and assist them in successfully reaching their educational goals.
- Introducing students to fundamental health and wellness concepts that will help them create a lifelong foundation.
- Developing and maintaining collaborations and partnerships - on the campus and in the community - that are responsive to the diverse backgrounds, perspectives, abilities, and needs of those who seek services.

## Wellness Services Information

Folsom Lake College Wellness Services offers several events, workshops, or presentations each semester. Please check the online calendar or with Wellness Services for information and dates. If you would like to suggest a workshop or health education topic, please feel free to call 916-608-6782. Wellness Services are offered at all Folsom Lake College campuses – please check the Wellness Services website for specific dates and times. Wellness Services has limited services between terms.

### Confidentiality

All services at Wellness Services are kept strictly confidential according to State and Federal regulations and HIPAA (Health Information Portability and Accountability Act).

### Wellness Services:

- First Aid - For accidents and sudden illness on campus.
- Evaluation of Medical Problems – help with developing a management plan for chronic conditions, instructions for self-care, and referrals to appropriate community resources as needed.
- Confidential - Health Advising & Support.
- Health Screening – Vision screening, blood pressure screening, weight and body fat measurement.
- Tuberculin Skin Testing.
- Health Insurance Information - Student accident and illness insurance and community resources.
- Health and Wellness Information.
- Drug and Alcohol Abuse Information and Referrals.
- Smoking Cessation Information.
- Outreach and Prevention Services Health/Wellness events, workshops, & presentations.

Most services and workshops are free. There is a \$5.00 fee for TB testing – please pay first at Business Services (Admin. Bldg.). Business Services hours are Mon-Thur 8 AM – 5:30 PM, Fri 8 AM to 5 PM. TB testing is done all days but Thursday; results MUST be checked 48 to 72 hours later.

Scheduled hours may change without notice. Call for updates: 916-608-6782

## Publications/Website

FLC (916) 608-6993

This college catalog is an important resource for student success, including current information on available services, course/program selection, and graduation and transfer requirements. Students should consider using the catalog as a resource throughout the year.

A tabloid-style publication (with a variety of college information) is mailed twice a year (spring and fall) to approximately 140,000 homes in the region.

The college website at [www.flc.losrios.edu](http://www.flc.losrios.edu) provides a wide variety of student information, including the latest campus news and class schedules.

### Transition Center/Services

FLC (916) 608-6510; EDC (530) 642-5644

There are two major areas of information offered through the Transition Center:

- University Transfer
- Career Exploration

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

**Transfer/Career-related activities and resources** are available to help meet individual student needs. Activities include:

- Annual Transfer Fair – university representatives visit on-campus to provide admissions, financial aid, and program information to students.
- University Visitations – college representatives from a variety of college and universities visit campus monthly to meet with students via appointment or on a drop-in basis.
- Computers/Internet – self assessment and researching career-related topics.
- Reference materials – books, handouts, college applications, college event information.
- Workshops – we offer workshops and seminars to assist students with the college application process, admissions essay, and understanding the university transfer process.

Please visit the FLC website (Transfer Services page) for events and representative schedules. Appointments can be made by calling 916-608-6510 (FLC) or (530) 642-5644 (EDC).

**Guaranteed Admission with Four-Year Colleges:** Folsom Lake College enjoys guaranteed admission with 10 colleges and universities. Participating institutions include Golden Gate University, Saint Mary's University, UC Davis, UC Irvine, UC Merced, UC Riverside, UC San Diego, UC Santa Cruz, UC Santa Barbara, and University of the Pacific.

**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](http://www.assist.org) for more information.

### Tutorial Services

(916) 608-6807

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 and 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/Student\\_Services/Student\\_Success/Tutoring.htm](http://www.flc.losrios.edu/Student_Services/Student_Success/Tutoring.htm).

### 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 - Fee Waiver**

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 VA authorization letters must 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](http://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***

All students with prior college credit 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 or 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](http://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

## Folsom Lake College Library (FLC)

(916) 608-6613

[www.flc.losrios.edu/Libraries.htm](http://www.flc.losrios.edu/Libraries.htm)

## El Dorado Center Library (EDC)

(530) 642-5695

[www.flc.losrios.edu/EDC\\_Library.htm](http://www.flc.losrios.edu/EDC_Library.htm)

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 study rooms.

The libraries at both FLC and EDC are a great place to find reliable information or for a quiet location to study. They are equipped with computers and fee-based photocopiers and printers. Study rooms are available in the libraries for group study or individual study.

### Librarians

Librarians at the FLC and EDC Libraries are available to provide instruction on various library resources and services. For research assistance, students at FLC can come to the library Reference Desk or attend one of the drop-in library instructions. The drop-in schedule is available on the FLC library homepage. EDC students can make appointments with the librarian for research help in the EDC library.

In addition, Librarians help students identify reliable websites and other online information in order to expand their research on the Internet. The EDC Librarian's Internet Subject Directories contain carefully selected links to various scholarly directories pointing users to many websites by subject. This guide is available at: [www.flc.losrios.edu/~jimener/](http://www.flc.losrios.edu/~jimener/) (this link is also available on the FLC and EDC library websites).

Instructors may also bring classes in for course-related library instruction. To develop in-depth research skills, the library offers credit courses (see the Library listing in Course, Degree, & Certificate Offerings section of this catalog). These courses are designed to make your academic research easier and more rewarding.

## Library Card

Your Student Access card is your Los Rios Library Card, as well as your official college Photo ID, Universal Transit Pass (with current sticker), and GoPrint card. Access Cards can be obtained in the FLC or EDC Computer Labs. It is valid at any of the Los Rios Community College Libraries: American River College (ARC), Cosumnes River College (CRC), El Dorado Center (EDC), Folsom Lake College (FLC), and Sacramento City College (SCC). The card must be presented at the library's circulation desk when borrowing books and other library materials. 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. Ask a librarian if you need assistance using the catalog. The library catalog is accessible through the library homepages.

## 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 journals, magazines, 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. The databases are accessible through the library homepages. When off campus, you will need your Los Rios Student ID number (example: w1234567, with the w) and Los Rios password (the same password used by eServices, iMail, and Design2Learn). Ask a librarian if you need assistance using the databases.

## Reserve Materials

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

## 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 and may be renewed for an additional 7 days. 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.

Item type	Loan period
General Circulating Books	21 days
General Circulating Media	7 days
Reserve Materials	2 hours, 1 day, 3 days, or 7 days
Reference Books & Periodicals	Library Use Only

## Overdue Fines

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

Fine rates	Per item
General Circulating Books	\$0.50 per day
1-day, 3-day, 7-day Materials	\$1.00 per day
2-hr Reserve Materials	\$0.50 per hour

## Lost and Damaged Materials

Library materials that are lost or damaged will have a current replacement cost, plus a \$10.00 non-refundable processing fee. Out-of-print materials will be reviewed by library faculty and staff to assess current replacement cost and also incur the \$10.00 non-refundable processing fee.

# 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](http://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 the Folsom Lake College Financial Aid Office regarding any additional documents needed in order to complete their file upon receipt of their SAR. The file review process can take up to 10 weeks. 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. The deadline to apply is the last day of the Spring 2012 semester. Applications are available online starting April 11, 2011, for the Summer 2011, Fall 2011, and Spring 2012 semesters at: [www.losrios.edu/lrc/bog\\_steps.php](http://www.losrios.edu/lrc/bog_steps.php) as well as at the Financial Aid office.

### 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.
- Note: Applicants must qualify for Method A or B in order to receive a reduced parking fee.
- 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.

### 2011-2012 BOGFW Income Standards

Family Size	2010 Income
1	\$16,245
2	\$21,855
3	\$27,465
Each Additional Family Member	\$5,610

## 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.

## State Cal Grants

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

## Scholarships (do not require repayment)

Scholarship 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 enrolled in at least six units at FLC/EDC/RCC and based on the goals stated by the student, academic effort shown by adequate grades (2.0 G.P.A.), community service or work experience, and financial need.

Contact Financial Aid for scholarship information at (916) 608-6646.

## Loans (requires repayment)

### Federal Direct Loan Program (Subsidized)

This loan is offered to middle and low-income borrowers who demonstrate financial need. Loan limits and interest rates are based on current federal guidelines.

### Federal Direct Loan Program (Unsubsidized)

This loan is offered for middle and higher income borrowers. With the exception of demonstrating financial need, the unsubsidized Federal Direct Loan has the same eligibility criteria as the subsidized Federal Direct Loan. This means that family income will not affect loan eligibility or disqualify a student from receiving an unsubsidized loan. Loan limits and interest rates are based on current federal guidelines.

To apply for a federally insured loan, institutional policy requires that a student must:

- Complete a Free Application for Federal Student Aid (FAFSA)
- Be enrolled in at least six units
- Receive award letter for other forms of federal/state financial aid
- Attend a loan entrance counseling workshop to obtain loan applications.
- 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 Direct Student Loan, the student accepts the responsibility to repay it.

## Requirements for Federal/State Financial Aid

**Ability to Benefit (ATB):** Applies to students who are admitted to college but who do not have a high school diploma or the equivalent. A student must satisfactorily complete six degree applicable or transfer units, or pass the ATB, which is a standardized placement test that 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. ATB tests passed at any Los Rios Community District college campus are acceptable at FLC.

### 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. Congress and the Federal Department of Education award funds to students who are making satisfactory progress toward their educational goal. 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. 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", "NP", "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 - Students who complete a degree are considered to have reached their maximum time frame and will be denied financial aid. For students whose educational goal is to earn a certificate they will be dismissed once they complete a certificate.

A student may be placed on financial aid dismissal for not meeting SAP. Students with extenuating circumstances may file a Financial Aid Appeal to reinstate financial aid.

### Basis for Denial of Financial Aid

Financial Aid may be denied for the following reasons:

- Default on Federal Student 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/documentation of 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 Officer, Vice President of Administration at (916) 608-6555; 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 Rios, 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 Rios, 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 workplace 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.

- B. For the purpose of further clarification, sexual harassment includes, but is not limited to:
1. Making unsolicited written, verbal, visual, or physical contact with sexual overtones. Some examples are: epithets, derogatory comments, or slurs of a sexual nature; impeding or blocking movements or any physical interference with normal work; derogatory posters or cartoons.
  2. Continuing to express sexual interest after being informed that the interest is unwelcome. (Reciprocal attraction is not considered sexual harassment.)
  3. Within the work environment, engaging in explicit or implicit coercive sexual behavior which controls, influences, or affects the career, salary, and/or work environment or any other term or condition of employment; within the educational environment, engaging in explicit or implicit coercive sexual/behavior which controls, influences, or affects the educational opportunities, grades, and/or learning environment of the student.
  4. Making reprisals, threats of reprisal, or implied threats of reprisal following a negative response to a sexual advance. For example, within the work environment, either suggesting or actually withholding support for an appointment, promotion, or change of assignment; suggesting a poor performance report will be prepared, or suggesting probation will be failed. Within the educational environment, either suggesting or actually withholding grades earned or deserved; suggesting a poor performance evaluation will be prepared; or suggesting a scholarship recommendation or college application will be denied.
  5. Offering favors or educational or employment benefits, such as grades or promotions, favorable performance evaluations, favorable assignments, favorable duties, or shifts, recommendations, reclassification, etc., in exchange for sexual favors.

#### **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.

(Informed 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. Acknowledging that faculty and student sensitivities need to be respected at all times, we must appreciate that remarks regarding gender, race, religion, ethnicity, physical or learning disability, or sexual orientation are appropriate only in an educational context.
2. We should always demonstrate both the substance and the appearance of propriety at all times regarding any gifts or other favors received from student, faculty, administrators, or the community.
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 Dean of Student Development and Enrollment Management;

and, refer faculty to their 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.
6. If a staff member has a concern about a potential breach of this code of ethics, they should consult with their supervisor.

Approved by the Folsom Lake College Classified Senate, April 2009

#### **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 & Release of Student Information (FERPA)

The Los Rios Board of Trustees, in order to meet the provisions of the Family Educational 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 Admissions and Records offices. 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](http://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 regulation. 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 and Cheating Policy**

### **What academic integrity and responsibility are:**

Academic integrity and responsibility mean acting honestly, conscientiously, and most importantly, honorably 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 - academic dishonesty:**

In contrast to academic integrity and responsibility, **academic dishonesty** takes the form of plagiarism and/or cheating. 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/completed entirely or in part by others;
- Directly copying portions of another's work without enclosing the copied passage in quotation marks for written work or without citing appropriately in an oral presentation and without 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.

### **Another form of Academic Dishonesty - Cheating**

Cheating is similar to plagiarism in that it involves representing another's work as one's own; however, cheating often involves more overtly deceptive or fraudulent acts of academic dishonesty designed to gain credit for academic work that is not one's own.

Cheating includes but is not limited to:

- Giving or receiving unauthorized assistance during an examination;
- Fabricating or altering a source of data in a laboratory or experiment;
- Collaborating with others when collaboration is not permitted, or when the contributions of others are not made clear;
- Using unauthorized materials or aids during an examination, including calculators, dictionaries, or information accessed via any electronic devices.
- Acquiring without permission, tests, or other academic material belonging to a member of the college faculty or staff.

#### **What the consequences of plagiarism and cheating are:**

When plagiarism or cheating is suspected:

- A faculty member has the right to choose whether or not to pursue suspected cases of plagiarism and cheating.
- When reasonable evidence to suspect plagiarism or cheating exists the faculty member should notify the student of the concern.
- A faculty member may consult with other faculty, the pertinent Division Dean, and the college disciplinary officer when evaluating whether plagiarism or cheating has occurred.

#### **When plagiarism or cheating has been confirmed:**

In situations where plagiarism or cheating 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

Other appropriate consequences that comply with LRCCD Board policy and regulations, including suspension or expulsion per Board regulations, may be pursued if the faculty member has gone through the appropriate steps, including disciplinary referral (Reg. 2441, par. 3.2e).

#### **Disciplinary Referral Process:**

- In situations where plagiarism or cheating has occurred, the faculty member may notify the student that a "Referral for Student Standards of Conduct Violation" will be filed through the college disciplinary officer.
- In the event that a referral is made, students have the right to grieve the action if they believe the action violates their student rights as defined in Los Rios Community College District policy and regulations (P-2411, 2412; R-2411, 2412). However, students should be aware that grievances relating to grades are subject to the conditions of Education Code 76224(a) and

should consult the college catalog and district policies and regulations for further information.

- The office of the Vice President of Student Development and Enrollment Management will be responsible for maintaining records of reported cases of plagiarism and/or cheating.

Submitted by Matriculation/Student Success Committee-  
November 11, 2008

Approved by the Academic Senate-December 9, 2008

Approved by the College President-December 10, 2008

## **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.

#### Disciplinary Offenses

Any student found to have committed or to have attempted to commit the following misconduct is subject to appropriate disciplinary action (the list of offenses follows):

- 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.
- Dishonesty, such as cheating, plagiarism, or knowingly furnishing false information to the college.
- Unauthorized entry to or use of the facilities.
- Forgery, 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 damage 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 of or use of explosives, dangerous chemicals, or deadly weapons on college property.
- Without permission, accessing, altering, damaging, copying, deleting, destroying, or otherwise using 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 or designee 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 a recommendation for expulsion. The decision of the Board of Trustees is final.

For further assistance and/or information:

Student Disciplinary Authority: (916) 608-6713

District Police: (916) 558-2221

## 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 as per District policies and regulations 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) 608-6769

#### *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](http://www.losrios.edu)

## Alcohol and Drug Policy

The abuse of illicit drugs and alcohol disrupts classes, compromises one's physical and mental health, subjects one to criminal penalties, and impairs one's ability to benefit from the learning experience. We therefore ask you to actively support 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: year in jail and/or fine
- Possession of marijuana: criminal citation and fine
- Possession of cocaine: imprisonment in a state prison
- Sales of any illegal drug: imprisonment in a state prison
- 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, and 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) 608-6510  
 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 Los Rios Community College District policy that no smoking is permitted in buildings or facilities, including breezeways, or within 30 feet of a building's entrance, exit, operable windows, or air vents (Regulation 1411). Signage is posted throughout campus that identifies No Smoking areas. The college may designate certain other populated areas as smoke-free. Folsom Lake College aims to protect the rights and well-being of all members within its community. This policy is to be enforced through common courtesy. Please remain considerate of each other because we all "Share the Air!"

### **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 Service Animals.

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 $\frac{1}{2}$ " floppy, zip disk, flash drive/USB, or CD.

Software may not be copied from the computers or network drives.

Installing any software or games on campus computers is prohibited.

Playing games on campus 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.

### **Illegal Distribution of Copyrighted Materials**

Folsom Lake College students are prohibited from using the Los Rios Community College District (LRCCD) information network to illegally download or share music, video, and all other copyrighted intellectual property. The colleges of the LRCCD, including this one, support the Higher Education Opportunity Act and Digital Millennium Copyright Act, including efforts to eliminate the illegal distribution of copyrighted material. Under the law, college administrators may be obligated to provide copyright holders with information about users of the LRCCD information network who have violated the law.

Be aware that illegal forms of downloading and file sharing as well as the unauthorized distribution of copyrighted materials are violations of the law and may subject you to academic sanctions from the college as well as criminal and civil penalties, including a lawsuit against you by the Recording Industry Association of America (RIAA). Learn more at [www.campusdownloading.com](http://www.campusdownloading.com) In addition to being illegal, file sharing drains the LRCCD network's bandwidth, which slows computer connections for students and employees who are using the network for legitimate academic purposes and ultimately costs the college money. LRCCD and its colleges have developed policies and consequences to ensure that students properly use the information LRCCD network and respect music and other forms of intellectual property as well as conduct responsible use of the Internet. Review these policies at [www.losrios.edu/legal/Policies/P-8000/P-8000.htm](http://www.losrios.edu/legal/Policies/P-8000/P-8000.htm) and especially [www.losrios.edu/legal/Policies/P-8000/P-8861.htm](http://www.losrios.edu/legal/Policies/P-8000/P-8861.htm). There are plenty of easy, affordable ways to get music online legally. To protect their intellectual property, companies have licensed hundreds of digital partners that offer a range of legal downloading options, including download and subscription services, legitimate peer-to-peer services, video-on-demand, podcasts and CD kiosks. For a list of sources that offer legal downloading sites, access [www.riaa.com](http://www.riaa.com)

# 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 believe they have 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 the ability to respond to questionable events.

### *Safety Education*

The key to crime prevention is an awareness gained through education. At Folsom Lake College, the District 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.

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 District Police department is available to meet with groups or individuals to discuss anti-crime tactics or any anti-social activities.

Folsom Lake College encourages the reporting of all crimes, even minor crimes, and any suspicious activity. The District 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 District Police officer. When appropriate, District Police will contact the local law enforcement agency for assistance and/or to conduct an investigation. A District Police report will be made; a copy of the report may 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 the main Folsom campus in portable building FLP-2 (during construction) or at the El Dorado Center in room B-128.

**DISTRICT POLICE: (916) 558-2221**

### *Prevention*

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

- **Emergency automobile assistance.** While not mechanics, District 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 District 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 \$283 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).

District 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 District Police Department. With the consent of the victim, the District Police Department will notify the Dean of Student Development and Enrollment Management.

### 3.0 Legal reporting

- 3.1 Pursuant to legal requirements the District 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 District 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 District 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 Services Office in accord with the following 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 District Police immediately. (916) 558-2221, Portable Building FLP-2 on the main Folsom campus (during construction).

## The Jeanne Clery Disclosure (2000-2002) of Campus Security Policy and Crime Statistics Act

This information is updated annually and is available to all students, employees, and applicants. Additional information is available from District 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 District Police and other Los Rios Community College District/ Folsom Lake College Campus Security Authorities (other than District Police) for the offense categories under The Clery Act of 1998. Although every effort has been made to avoid duplication between District 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 activities 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/FLC shall request these statistics under Clery Act offense categories, for each location that meets the criteria for off-campus property.

All statistics are also available in the College Police Office.



# Course Numbering, Prerequisites, & More

## 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.

Number	Course Type
1-99	Credit courses that are considered developmental or basic skills and are not acceptable for the Associate Degree or transfer credit.
100-299	Applicable to the Associate Degree but not transferable to a 4-year institution
300-499	Articulated for transfer with four-year institutions and are intended to meet major, general education, or elective credit requirements.
1000-1999	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

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:

- Los Rios Community College District 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).
- Los Rios Community College District Assessment test scores.

## Verifying corequisites

Your personal class schedule provides verification of current enrollment in a corequisite course or your Los Rios Community College District transcript shows 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 must be filed no later than the end of the first week of instruction. Prerequisite Challenge Forms are available at all instructional area deans’ offices, at the Admissions and Records Office, and online.

## 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 of the committee's determination within five working days of the submitting the challenge application. If a student enrolls for a class and does not meet the prerequisite, the instructor must drop the student from the class.

**Courses, Degrees, & Certificates:  
Accounting (ACCT) -  
Work Experience (WEXP)**

# Accounting

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

<b>DEGREE</b>	A.A. - Accounting
<b>CERTIFICATES OF ACHIEVEMENT</b>	Accounting Accounting, Advanced Accounting Clerk Accounting, Computer Applications

This Folsom Lake College program provides training for entry-level employment in private industry or in government accounting. Study for self-employment as a provider of computer-based bookkeeping and/or tax services is also available. In addition, those individuals already employed in accounting can work toward career advancement by taking additional courses. Generally, employment in this specialization requires proficiency in business calculations.

## Career Options

Account Clerk; Accounting Technician; Accountant Trainee; Auditor; Bank Employee/Examiner; Certified Public Accountant; Cost Accountant; Insurance Employment; Revenue Agent (FTB/IRS); Tax Preparer; Bookkeeper for: Accounts Receivable, Accounts Payable, General Ledger, Full-Charge

*Some career options may require more than two years of college study.*

## Highlights

- A traditional course of study in Accounting Fundamentals, three levels of Financial Reporting, Managerial Techniques, State and Federal Income Taxation, Cost Accounting, and Auditing
- State-of-the-art software and equipment to provide computerized accounting training
- Internships, work experience with local employers for college units, job shadowing, guest speakers from the accounting industry, field trips to accounting offices
- A lab with tutorial assistance

## DEGREE

### A.A. — Accounting

REQUIRED PROGRAM.....	Units
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
A minimum of 3 units from the following:		
CISA 300, 310, 320, 330, 340, CISC 300, 310, 320 .		3

*CISC 310 or CISC 300 must be completed to satisfy this requirement.*

ECON 302	Principles of Macroeconomics or ECON 320/BUS 320 Concepts of Personal Finance..	3
MKT 300	Principles of Marketing or MGMT 362 Techniques of Management .....	3
ACCT 103	Intermediate Accounting-Part I.....	4
ACCT 104	Intermediate Accounting-Part II.....	4
ACCT 107	Auditing.....	3
ACCT 111	Cost Accounting .....	3
ACCT 311	Managerial Accounting.....	4
ACCT 341	Computerized Accounting.....	2
BUSTEC 101	Computer Keyboarding: 10-Key.....	1
<b>TOTAL UNITS REQUIRED.....</b>		<b>48</b>

## Suggested Electives:

ACCT 125, 498; BUS 341, 498; CISA 311, 321; MGMT 372

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 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.....	Units
ACCT 107 Auditing.....	3
ACCT 111 Cost Accounting.....	3
ACCT 301 Financial Accounting.....	4
ACCT 311 Managerial Accounting.....	4
ACCT 341 Computerized Accounting.....	2
BUS 340 Business Law.....	3
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 or ACCT 301 Financial Accounting .....	3
ACCT 121 Payroll Accounting.....	3
ACCT 341 Computerized Accounting.....	2
BUS 100 English for the Professional .....	3
BUS 105 Business Mathematics.....	3
BUSTEC 101 Computer Keyboarding: 10-Key (1) or BUS 498 Work Experience.....	1-4
BUSTEC 302 Computer Keyboarding or Keyboarding speed verification at 25 wam or better .....	2
CISC 300 Computer Familiarization.....	1
CISA 310 Electronic Spreadsheets.....	1
<b>TOTAL UNITS REQUIRED.....</b>	<b>19-22</b>

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 Computerized Accounting.....	2
CISA 310 Intro to Electronic Spreadsheets.....	1
CISA 311 Intermed Electronic Spreadsheets ....	1
CISA 320 Intro to Database Management .....	1
CISA 321 Intermed Database Management....	1
Plus one to three (1-3) units selected from:	
CISC 300 Computer Familiarization (1)	
CISC 310 Intro to Computer Info Science (3)	1-3
<b>TOTAL UNITS REQUIRED.....</b>	<b>18-20</b>

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.

General Education: AA/AS Area II(b)

Hours: 54 hours LEC

This accounting course focuses on basic accounting practices 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 organized for service or sales activity.

### ACCT 103 INTERMEDIATE ACCOUNTING - PART I 4 UNITS

Prerequisite: ACCT 301. 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 - PART II 4 UNITS

Prerequisite: ACCT 301 with a grade of "C" or better

Hours: 72 hours LEC

This course is a continuing study of the measurement and reporting of the results of operations and the financial position of business entities. An emphasis is placed on accounting for investments, stockholder's equity, long-term liabilities, leases and income taxes. This course and ACCT 103 Intermediate Accounting - Part I constitute the "advanced accounting" requirement for some professional-level accounting classifications in California state service. This course is not intended for transfer to a four-year college.

### ACCT 107 AUDITING 3 UNITS

Prerequisite: ACCT 301 with a grade of "C" or better

Advisory: ACCT 103 and 104

Hours: 54 hours LEC

This course covers the procedures and practices used in the verification of financial statement balances and accounting transactions. 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.

### ACCT 111 COST ACCOUNTING 3 UNITS

Prerequisite: None.

Advisory: ACCT 311

Hours: 54 hours LEC

This course is an introduction to cost accounting methods, including job order, process and standard cost systems. Special attention will be given to managerial uses of cost accounting. This course is not intended for transfer to a four-year college.

### ACCT 121 PAYROLL ACCOUNTING 3 UNITS

Prerequisite: None.

Advisory: ACCT 101 or 301

Hours: 54 hours LEC

This course 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.

### ACCT 125 FEDERAL AND STATE TAXATION 4 UNITS

Prerequisite: None.

Advisory: ACCT 101 or 301

Hours: 72 hours LEC

This course is a study of basic federal and California 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 an elective for civil service professional accounting operations and recommended for accounting majors. This course fulfills the qualifying education and continuing education requirements under guidelines established by the California Tax Education Council (CTEC).

### ACCT 295 INDEPENDENT STUDIES IN ACCOUNTING 1-3 UNITS

Prerequisite: None

Hours: 18 hours LEC ; 54 hours LAB

### ACCT 299 EXPERIMENTAL OFFERING IN ACCOUNTING .5-4 UNITS

Prerequisite: None

Hours: 72 hours LEC

### ACCT 301 FINANCIAL ACCOUNTING 4 UNITS

Prerequisite: None.

Advisory: ACCT 101, BUS 105, or MATH 125

General Education: AA/AS Area II(b)

Course Transferable to UC/CSU

Hours: 72 hours LEC

This is the study of accounting as an information system. The course provides students with an understanding of the nature and purpose of accounting and its function in business. The principles and concepts underlying transaction analysis and recording; financial statement preparation, disclosures, and analysis; and ethical issues are addressed. The course includes units on inventories, internal control, cash, receivables, fixed and intangible assets, current and long-term liabilities, stockholders' equity, income tax, and investments.

**ACCT 311 MANAGERIAL ACCOUNTING 4 UNITS**

Prerequisite: ACCT 301 with a grade of "C" or better

Course Transferable to UC/CSU

Hours: 72 hours LEC

This is a study of accounting information needed by decision makers of all types and sizes of organizations (service, retail, manufacturing, and not-for-profit; small businesses to large corporations). Emphasis is placed upon the analysis of quantitative information needed for short and long-term planning, day to-day operations, and reviewing of operations and personnel. This course is required of all business majors, minors, and accounting certificate candidates.

**ACCT 341 COMPUTERIZED ACCOUNTING 2 UNITS**

Prerequisite: ACCT 101 or 301 with a grade of "C" or better; Two years of high school accounting.

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

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 words a minute and to use a ten-key calculator by the touch method will be useful for completing class assignments.

**ACCT 495 INDEPENDENT STUDIES IN ACCOUNTING 1-3 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

**ACCT 498 WORK EXPERIENCE IN ACCOUNTING 1-4 UNITS**

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

Enrollment Limitation: Student must be in a paid or non-paid internship, volunteer opportunity, or job related to career interests.

Course Transferable to CSU

Hours: 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies.

During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units.

**ACCT 499 EXPERIMENTAL OFFERING IN ACCOUNTING .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# Administration of Justice

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

**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; Crime Scene Investigator; Identification Technician; Community Services Officer; Corrections Officer; Parole Officer; Probation Officer and a variety of support service occupations. Potential employers include: Federal, State and local law enforcement agencies (Sheriff, Police, California Highway Patrol, Federal Bureau of Investigations, Drug Enforcement Administration, Department of Justice, Crime Scene Investigations, and California Department of Corrections and Rehabilitation).

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

In the history of the Administration of Justice there has never been a greater demand for well-trained and educated professionals in the law enforcement, courts, and corrections fields. Folsom Lake College's Administration of Justice and Criminal Justice programs concentrate on training individuals for positions in a wide variety of careers in the Administration of Justice field. Graduates will be better prepared to seek employment at the local, state, federal and private level.

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.

**DEGREE**

**A.A. — Administration of Justice**

REQUIRED PROGRAM.....	Units
ADMJ 300 Introduction to Administration of Justice ..	3
ADMJ 301 Investigative Report Writing .....	3
ADMJ 302 Community Relations: Multicultural Issues..	3
ADMJ 320 Concepts of Criminal Law .....	3
ADMJ 323 Legal Aspects of Evidence .....	3
ADMJ 330 Criminal Investigation .....	3

Plus six (6) units selected from:

ADMJ 308, 309, 310, 322, 331, 340, 370, 380, 381, 498 .....	6
<b>TOTAL UNITS REQUIRED.....</b>	<b>24</b>

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.

## Administration of Justice (ADMJ)

### ADMJ 300 INTRODUCTION TO ADMINISTRATION OF JUSTICE 3 UNITS

Prerequisite: None.

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course introduces students to the characteristics of the American criminal justice system. Emphasis is placed on examining due process, U.S. Constitutional Rights, criminal activity, crime causation, domestic and international criminal threats, law enforcement response to criminal activity, and future trends for law enforcement. Students will explore the components of the American justice system, including law enforcement, courts, and correctional services with an emphasis on ethics and leadership.

### ADMJ 301 INVESTIGATIVE REPORT WRITING 3 UNITS

Prerequisite: ENGWR 101 with a grade of "C" or better

Course Transferable to CSU/UC

Hours: 54 hours LEC

This course provides a study of the techniques of communicating facts in a clear, comprehensive, concise, and logical manner. Emphasis is placed on administration of justice terminology, use of English and organization of information, note taking and report writing, and presentation of testimony in court.

### ADMJ 302 COMMUNITY RELATIONS: MULTICULTURAL ISSUES 3 UNITS

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area V(b); AA/AS Area VI

Course Transferable to UC/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 308 CRIME SCENE INVESTIGATION 3 UNITS

Prerequisite: None.

Course Transferable to CSU

Hours: 51 hours LEC ; 9 hours LAB

This course will introduce the student to the basic principles of crime scene investigation, including the primary protection of the crime scene, the principles of physical evidence and how physical evidence can assist in solving crimes. The student will learn how to properly document a crime scene and will examine the relationship between the investigator, the crime scene investigator, and the crime laboratory. A field trip to a crime lab may be required in this course.

### ADMJ 309 CAREER 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 310 FORENSIC PHOTOGRAPHY 3 UNITS

Prerequisite: None.

Course Transferable to CSU

Hours: 51 hours LEC ; 9 hours LAB

This course will introduce the student to the basic principles of forensic photography, including: 1) The history of photography as it relates to the law, 2) a look at historical case law and rules of evidence, 3) how film and digital cameras work and how a photograph is made and 4) macrophotography and microphotography as it applies to photographing specific types of evidence such as impression evidence, trace evidence, questioned documents, blood stain patterns, arson scenes, etc.

### ADMJ 320 CONCEPTS OF CRIMINAL LAW 3 UNITS

Prerequisite: None.

Advisory: ENGRD 310 and ENGWR 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.

Course Transferable to CSU

Hours: 54 hours LEC

This course will study the criminal procedures and how they are applied in the American justice system. Topics will include fundamental concepts of law, exclusionary rule, bail, extradition and rendition. Additional topics will include laws and procedures of arrest, order of trial procedures, motions, writs and appeals, limitations of prosecution, rights of the accused, prosecution and defense strategies, judgment, and sentencing.

**ADMJ 323 LEGAL ASPECTS OF EVIDENCE 3 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

This course examines the constitutional foundation of the rules of evidence as applied in "U.S." law. Emphasis is placed on the types of evidence and the laws governing admissibility of evidence in criminal proceedings.

**ADMJ 330 CRIMINAL INVESTIGATION 3 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

This course introduces students to basic investigative responsibilities and procedures as applied to criminal investigations. Topics include crime scene management, forensic and physical evidence handling, search and seizure, property crimes, violent crimes, organized criminal enterprises, gangs, and domestic and international terrorist organizations.

**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

This course provides a review of various contemporary criminal justice correctional services. The course will include a description and evaluation of the impact of deviate behavior, police involvement, jails, and the judicial system, correctional institutions, and probation, parole and community resources. The course also identifies a variety of career opportunities in corrections.

**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, pricing, packaging, methods of use, duration of effect, addiction, history, and recognizing persons under the influence. The course also examines current laws and law enforcement agency functions, including search and seizure, search warrants, enforcement trends, ethics and leadership, and treatment programs versus incarceration. This course will also study several high profile drug traffickers who have been incarcerated.

**ADMJ 380 PC832 ARREST, SEARCH & SEIZURE 3 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

This course satisfies the arrest, search and seizure requirement for peace officers as defined in section 832 of the California Penal Code. Instruction will include the law enforcement application of leadership, professionalism, and ethics, community policing, laws of arrest, search and seizure, investigative report writing, use of force, cultural diversity/discrimination, arrest methods, and defensive tactics. This course may be taken up to four times for POST certification requirements.

**ADMJ 381 PC832 FIREARMS 1 UNIT**

Prerequisite: None.

Enrollment Limitation: Students must present California Department of Justice (DOJ) Livescan clearance letter on the first day of class. This letter must be dated within the past six months.

Course Transferable to CSU

Hours: 8 hours LEC ; 16 hours LAB

This course is a basic introduction to the legal aspects of firearms usage and is in compliance with California Penal Code section 832 and requirements of the California Commission on Peace Officer Standards and Training (POST). Course topics include: firearms safety, basic firearms operation, firearms ammunition, firearms cleaning and maintenance, and basic fundamentals of shooting. Students must provide their own approved semi-automatic handgun, 9mm or larger, 500 rounds of ammunition, and all safety gear. Students must also provide a CA Department of Justice Livescan fingerprint clearance letter. Students must provide their own transportation to an off-site firearms range. This course may be taken up to four times for POST certification requirements. Pass/No pass only.

**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.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

**Enrollment Limitation:** Student must be in a paid or non-paid internship, volunteer opportunity or job related to the administration of justice/criminal justice field. Students are advised to consult with the Administration of Justice Department to review specific certificate and degree work experience requirements.

Course Transferable to CSU

Hours: 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies.

**During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units.**

**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

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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 108 INTRODUCTION TO ALLIED HEALTH 1 UNIT

Prerequisite: None.

Enrollment Limitation: This class is funded in part by a \$5 million grant from the U.S. Department of Labor and requires completion of an application and instructor consent to enroll. For additional information and to request an application packet, call 916-568-3100, mailbox 18002 or email HealthForce@losrios.edu

Hours: 18 hours LEC

This course provides an introduction to the medical field. Topics include the history of medicine; law and ethics as they pertain to the medical field; confidentiality and reportable incidents; usage of reference materials; and various types of health care delivery systems and allied health careers, including scope of practice.

### AH 110 MEDICAL LANGUAGE FOR HEALTH-CARE PROVIDERS 3 UNITS

Prerequisite: None.

Hours: 54 hours LEC

This course is an orientation to medical language including basic structure of medical term prefixes, suffixes, and roots, and combining forms with emphasis on analysis, 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

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

This Folsom Lake College program offers basic lower division courses in Anthropology. Anthropology serves as an excellent background to many other behavioral sciences. It also assists students in understanding people and the world around them.

## Career Options

Anthropologist; Instructor; Museum Curator; Population Analyst; Urban Planner; Transcultural Nursing; Health Researcher; Environmental Impact Analyst; Forensic Science

*Some career options may require more than two years of college study.*

## Highlights

- A friendly faculty with many cross-cultural experiences
- An anthropology lab experience

## ANTH 310 CULTURAL ANTHROPOLOGY 3 UNITS

Prerequisite: None.

General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D1; IGETC Area 4A  
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.

General Education: AA/AS Area V(b); CSU Area D1

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.

General Education: AA/AS Area V(b); CSU Area D1; IGETC Area 4A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course introduces students to the discipline of archeology 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.

General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D1; IGETC Area 4A

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.

## Anthropology (ANTH)

### ANTH 300 PHYSICAL ANTHROPOLOGY 3 UNITS

Prerequisite: None.

General Education: AA/AS Area IV; CSU Area B2; IGETC Area 5B

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is designed to introduce students to the study of physical or biological anthropology, one of the sub-disciplines of anthropology. Physical anthropology considers the role of culture in the human biological experience. This course traces the evolution of the human line and examines our relationship to our closest living relatives, the non-human primates. This course provides an overview of human genetics, human variation, primatology, human and primate evolution, human growth and development, skeletal anatomy, and forensic anthropology.

### ANTH 301 PHYSICAL ANTHROPOLOGY LABORATORY 1 UNIT

Prerequisite: None.

Corequisite: ANTH 300 (may be taken previously)

General Education: CSU Area B3; IGETC Area 5B

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 390 ANTHROPOLOGY FIELD STUDY .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 12 hours LEC ; 18 hours LAB

This course provides an opportunity for first hand observation of a variety of historic and prehistoric sites in the Sierra foothills environment, as well as an examination of museum collections and presentation techniques of cultural materials. Depending on availability, it includes visits to active excavations in the area. This class is ideal for future teachers and those interested in the interpretation field.

**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 BIOL 392 or HIST 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.

**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

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## Architecture (ARCH)

### ARCH 310 HISTORY OF ARCHITECTURE 3 UNITS

Prerequisite: None.

Advisory: Eligibility for ENGWR 101

General Education: AA/AS Area I; CSU Area C1

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 499 EXPERIMENTAL OFFERING IN ARCHITECTURE .5-4 UNITS

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# Art

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

**DEGREE**

- A.A. - Art, Studio Art
- A.A. - Art, Design
- A.A. - Art, Art History

Folsom Lake College's art curriculum offers introductory and intermediate level courses in painting, watercolor, computer art, drawing, sculpture, ceramics, printmaking and design, as well as courses in art appreciation and art history. Through the program's art theory and art practice classes, students develop an awareness and understanding of the materials, tools, rationale and significance of art in society. The art curriculum's critical thinking and technical skills components encourage students to utilize independent thought processes and problem-solving. This program provides transfer and employment opportunities as well as personal enrichment for students. The art faculty is composed of professional artists with diverse specializations encompassing the spectrum of the classes offered.

**Career Options**

Painter; Sculptor; Ceramist; Art Instructor; Illustrator; Printmaker; Computer Publishing Specialist; Commercial Designer; Gallery Director; Graphic Artist; Computer Artist

*Some career options may require more than two years of college study.*

**Highlights**

- Art faculty who have exhibited regionally, nationally and internationally
- Opportunities to explore artistic pursuits in two- and three-dimensional media using a wide variety of materials and techniques
- Regularly scheduled trips to major museums
- Guest lectures and demonstrations

**DEGREE**

**A.A. — Art, Studio Art**

REQUIRED PROGRAM.....	Units
ART 300 Elementary Drawing and Composition...	3
ART 304 Figure Drawing and Composition .....	3
ART 320 Design: Fundamentals.....	3
ART 323 Design: Color Theory .....	3
ART 370 Three-Dimensional Design .....	3
A minimum of 6 units from the following: .....	6
ARTH 300, 303, 304, 306, 307, 309, 311, 312, 313,	

314, 318, 324, 326, 328, 330, 332, 333

A minimum of 9 units from chosen area (i.e., painting, drawing, sculpture): ..... 9

Drawing: ART 302, 305, 308, 310, 312, 316, 322, 361, 364; Painting: ART 322, 327, 328, 330, 332, 334, 336, 337, 447; Sculpture: ART 322, 372, 373, 383, 386, 387, 390, 402, 404

A minimum of 2 units from the following: ..... 2  
ART 494 or 499

TOTAL UNITS REQUIRED..... 32

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 is designed for students to develop their skills in visual arts 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. The Art 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 independent artists, educators, restorers, designers, 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 and express oneself using traditional and/or contemporary materials and techniques.
- Distinguish historical developments in the visual arts.
- Evaluate how different subjects and aesthetic view points are depicted in traditional and contemporary arts.

**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 323 Design: Color Theory.....	3
ART 370 Three-Dimensional Design .....	3
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. The 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, 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, 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 3 units from the following: .....	3
ARTH 312, 324, 326, 328, 330, 332, 333	
A minimum of 3 units from the following: .....	3
ARTH 304, 306, 307, 313, 314, 318; HIST 307, 308;	
HUM 300, 310, 332	
A minimum of 3 units from the following: .....	3
ART 300, 304, 310, 312, 316, 320, 322, 323, 325, 327,	
330, 332, 334, 336, 361, 364, 370, 372, 383, 390, 402	

A minimum of 2 units from the following: .....	2
ARTH 495, 499.....	2
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 in Art History, can further their studies in Master's and Ph.D. in Art History and Art Administration. Upon the 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.

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

- Identify the roles and contributions of artists throughout history.
- Identify and evaluate works of art and architecture according to their appropriate style and time period.
- Analyze and critique art and architecture within the context of their function and meaning.
- Research and analyze meanings and purposes behind art and architecture.
- Analyze art, architecture, and artifacts for their cultural significance.

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## Art (ART)

### ART 294 TOPICS IN ART .5-4 UNITS

Prerequisite: None.

Hours: 18 hours LEC ; 54 hours LAB

This course is designed for lifelong learners or art major students who seek in-depth study of drawing techniques in a particular medium. This is not a transfer level course. Students may take this course up to four times based on topic choices without duplication. Students are required to purchase materials needed for the course.

### ART 300 ELEMENTARY DRAWING AND COMPOSITION 3 UNITS

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C1

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 media and techniques for drawing. This is a foundation requirement for all art students. Students will need to purchase art materials and tools. 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

General Education: CSU Area C1

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This course expands on the drawing skills presented in ART 300 and covers more complex problems in observation, personal expression, and the formal exploration of composition. Students investigate subject, form, and content through the elements of art, principles of design, as well as diverse materials and techniques; and historical and contemporary approaches to drawing. Students will need to purchase art materials and tools. 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

General Education: AA/AS Area I; CSU Area C1

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. Student 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

General Education: CSU Area C1

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This course utilizes the skills acquired in ART 305 to pursue more complex work in figure drawing. **There will be lecture, class work, and discussion of proportion, anatomy, and the relationship of the figure to its environment both spatially and compositionally.** This course may be taken twice for credit.

**ART 308 PERSPECTIVE DRAWING 3 UNITS**

Prerequisite: None.

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This course introduces the study of linear, atmospheric, and isometric perspectives to create spatial relationship in drawings. Topics include historical development of linear and atmospheric perspectives during the Renaissance and the development of atmospheric perspective in Asia; incorporation of perspective in two dimensional arts; and creating spatial relationships through the use of different perspectives. Field trips are required for this course.

**ART 310 PEN AND INK DRAWING 3 UNITS**

Prerequisite: None.

Advisory: ART 300

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This course covers different techniques and materials used in pen and ink drawing. Topics include the historical development of pen and ink drawings by different artists; study of lines and values to depict different subjects and textures; and use of elements of art and principles of design to create works of art. The students are required to purchase materials needed for the course.

**ART 312 PORTRAIT DRAWING 3 UNITS**

Prerequisite: None.

Advisory: ART 300

General Education: CSU Area C1

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. Students will need to purchase art materials and tools. The 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 two times for credit.

**ART 320 DESIGN: FUNDAMENTALS 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C1

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This is a studio course which covers the elements of art (line, shape, color, texture, and space) and principles of design (such as unity, variety, balance, movement, dominance, proportion, and economy) and the application of these elements in both fine and applied arts. **This is a required course for students pursuing an AA in Studio Art and Design.** The students are required to purchase materials needed for the course.

**ART 322 DESIGN: IMAGE AND CONTENT 3 UNITS**

Prerequisite: None.

Advisory: ART 320

General Education: AA/AS Area I

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This course emphasizes study of images and their meanings based on the use of elements of art (line, shape, color, texture, and space) and principles of design (unity, variety, balance, proportion, dominance, movement, and economy). Topics include the historical development of visual images, the relationship between image and content, the use of different materials and techniques to create forms, images as visual expressions, and the use of elements of art and principles of design. Students are required to purchase materials needed for the course.

**ART 323 DESIGN: COLOR THEORY 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C1

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This course covers studio practices in the application and understanding of color as they are used in the fine and applied arts. Topics include color theory, its applications in two and three dimensional art, and historical use of colors in the visual arts. Students will need to purchase art supplies needed for the course.

**ART 325 INTRODUCTION TO GRAPHIC DESIGN 3 UNITS**

Prerequisite: None.

Advisory: ART 300 and 320

Course Transferable to CSU

Hours: 36 hours LEC ; 54 hours LAB

This course is an introduction to the graphic design. Topics include historical development of graphic design; typography; layout; logo; symbol; pictogram; relationship between text and image; terminology in graphic design; creating works of art for different audiences; and application of principles of design to create works of art based on hands-on studio experience. Students are required to purchase any supplies needed for the course.

**ART 327 PAINTING 3 UNITS**

Prerequisite: ART 300 with a grade of "C" or better

General Education: CSU Area C1

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This course is an introduction to the tools, materials, and techniques used in painting. Coursework includes exercises in light and color theory, description of form, color and spatial development, and composition. Students will need to purchase art materials and tools. This course may be taken two times for credit.

**ART 328 PAINTING 3 UNITS**

Prerequisite: ART 327 with a grade of "C" or better

General Education: CSU Area C1

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This is an intermediate studio painting course for the student who wishes to expand technical skills and work in a more independent framework. The student will initiate and execute progressively complex assignments. Students must purchase all supplies for this course. This course may be taken two times for credit.

**ART 330 MURAL PAINTING 3 UNITS**

Prerequisite: None.

Advisory: ART 300 and 320

General Education: AA/AS Area I

Course Transferable to CSU

Hours: 36 hours LEC ; 54 hours LAB

This course provides a survey of mural painting as a public art form. The course introduces the historical use of mural painting and examines the process of creating a mural painting by analyzing a site, researching, planning, and executing murals in public space, and working collaboratively with others. Field trips are required to execute the work on location if applied. Students are required to purchase selected materials needed for the course as specified by the instructor.

**ART 332 OIL PAINTING 3 UNITS**

Prerequisite: None.

Advisory: ART 300 and 320

Course Transferable to CSU

Hours: 36 hours LEC ; 54 hours LAB

This course is an introduction to the medium and techniques used in oil painting. Topics include indirect and direct painting techniques in oil, application of elements of art and principles of design to depicting diverse subjects in naturalistic and abstract representations, and expressing oneself through the medium. Students are required to purchase supplies needed for the course.

**ART 334 ACRYLIC PAINTING 3 UNITS**

Prerequisite: None.

Advisory: ART 300 and 320

Course Transferable to CSU

Hours: 36 hours LEC ; 54 hours LAB

This course is an introduction to the medium and techniques used in acrylic painting. Topics include a historical development of acrylic as a painting medium, techniques used in acrylic painting, and media used in acrylic painting. Students are required to purchase supplies needed for the course.

**ART 336 WATERCOLOR 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 course is an introduction to transparent watercolor painting. The course topics include various materials and brush techniques in watercolor, color theory, and composition. Students will need to purchase art materials and tools. This course may be taken two times 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 two times for credit. Students may wish to challenge the prerequisite on the basis of equivalent experience.

**ART 361 PRINTMAKING: SURVEY 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I

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 (engraving, etching and drypoint), and planograph (silkscreening, collagraphy, and monotype) processes. Students will need to purchase art materials and tools. This course may be taken two times for credit.

**ART 364 PRINTMAKING: RELIEF 3 UNITS**

Prerequisite: None.

Advisory: ART 300 and 320

Course Transferable to CSU

Hours: 36 hours LEC ; 54 hours LAB

This course covers the techniques of relief printmaking by hand and by printing press. Topics include historical development of relief printmaking, materials, and techniques used in relief prints using wood and linoleum. Students are required to purchase supplies needed for the course.

**ART 370 THREE DIMENSIONAL DESIGN 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C1

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This is a studio course covering the study of three-dimensional designs. Course topics include application of the elements of art and principles of design to create three dimensional forms. Use of diverse materials and techniques used in three dimensional forms will be included. Students will need to purchase art materials and tools.

**ART 372 SCULPTURE 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C1

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This course provides basic practice in the expressive use of form and color in three-dimensional space. Students will learn technical skills, including casting, additive, and reductive/carving sculptural methods, as well as construction and assemblage methods. Students will need to purchase art materials and tools. This course may be taken two times for credit.

**ART 373 INTERMEDIATE SCULPTURE 3 UNITS**

Prerequisite: ART 372 with a grade of "C" or better

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This is an intermediate course in the practice of the expressive use of form in three-dimensional space. It utilizes traditional additive and subtractive media such as clay and plaster, as well as constructive media such as metal, wood, found objects, and other materials. It utilizes a problem-solving format in order to develop knowledge of technical process, formal vocabulary, and individual expression. It examines both historical and contemporary approaches in developing form and content. Students will need to purchase art materials and tools. 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. Sculptural jewelry forms will be made utilizing processes of fabricating, surfacing, soldering, forming and forging of metals. Basic methods and techniques for use with silver and base metals will be covered.

**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 387 INTERMEDIATE METAL DESIGN: EMPHASIS IN FORMING 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 the forming of metal and jewelry design. This class encompasses the wide range of procedures used to convert flat metal into volumetric form using the hydraulic press and the rolling mill in forming three dimensional metal objects. Students may take this course twice in each topic: Hydraulic Press Forming and Rolling Mill Forming. Students will need to purchase metals and some required tools.

**ART 390 CERAMICS 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This course is a beginning ceramic class in hand building and wheel throwing techniques. Clay forming skills of pinch, coil, slab, press, and slump molds are covered, as well as an introduction to the potter's wheel. The geology of clay and glazes is included. Methods of glazing and firing are studied. Historical and modern ceramic traditions provide the context for this course material. Students will need to purchase clay and some required tools. This course 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 devoted to three dimensional and relief sculptural forms in clay. The course topics include glazing and firing processes used in clay sculpture. Students will need to purchase art materials and tools. This class may be taken two times for credit.

**ART 404 INTERMEDIATE CLAY SCULPTURE 3 UNITS**

Prerequisite: ART 402 with a grade of "C" or better

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 in-depth examination of contemporary ceramic sculpture. Students will need to purchase art materials and tools. This class may be taken two times for credit.

**ART 430 ART AND CHILDREN 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C1

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 447 CREATING SUPPORTS FOR PAINTING 2 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

This course is an introductory course on creating different types of supports for painting. Topics include preparing wood panels for oil and acrylic painting, stretching canvas, and stretching papers. This course is recommended for students who are majoring in studio art with painting emphasis or/and lifelong learners who wish to improve their skills in creating different supports for painting. Students are required to purchase materials needed for the course.

**ART 494 TOPICS IN ART .5-4 UNITS**

Prerequisite: None

Advisory: ART 300 and 320.

Course Transferable to CSU

Hours: 54 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

**ART 499 EXPERIMENTAL OFFERING IN ART .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

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## Art History (ARTH)

**ARTH 300 INTRODUCTION TO ART 3 UNITS**

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This is an introduction to the visual arts and architecture in various world cultures. Lecture and discussion include an overview of different materials and techniques that are used for the visual arts such as drawing, painting, sculpture, artifacts, architecture, and printmaking. Topics also include the meaning and function of art, roles of artists, elements of art, and principles of design to develop visual literacy. It is a required course for art history majors.

**ARTH 303 ART SURVEY: ANCIENT TO 14TH CENTURY 3 UNITS**

Prerequisite: None.

Advisory: ARTH 300 and ENGWR 101

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is a survey of world art from the Pre-historic 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.

**ARTH 304 ANCIENT ART 3 UNITS**

Prerequisite: None.

Advisory: ARTH 300 and ENGWR 101

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

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.

**ARTH 306 MEDIEVAL ART 3 UNITS**

Prerequisite: None.

Advisory: ARTH 300 and ENGWR 101

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is an introduction to Medieval arts and architecture from the fall of Roman empire through late Gothic period. The lecture and discussion include the Early Christian, Byzantine, Celtic, Islamic, Romanesque, and Gothic arts.

**ARTH 307 ITALIAN RENAISSANCE ART 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course introduces the visual arts and architecture of Italy from duecento (13th century) through cinquecento (16th century). Topics include the relationship between the visual arts and culture, and artists and their works from Proto-Renaissance, Renaissance, High Renaissance, and Mannerism.

**ARTH 309 ART SURVEY: RENAISSANCE TO 19TH CENTURY 3 UNITS**

Prerequisite: None.

Advisory: ARTH 300 and ENGWR 101

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is a survey of art from the Proto-Renaissance (13th and 14th centuries) to Romanticism (19th century). The course examines paintings, sculptures, graphic art, artifacts, and architecture from western and non-western cultures. This is a required class for art history major students.

**ARTH 311 ART SURVEY: MODERN ART 3 UNITS**

Prerequisite: None.

Advisory: ARTH 300 and ENGWR 101

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is a survey of modern art from the mid 19th century to the late 20th century. Through lecture and discussion, the course examines visual arts and architecture from Europe and America. This is a required course for art history major students.

**ARTH 312 WOMEN IN ART 3 UNITS**

Prerequisite: None.

Advisory: ARTH 300 and ENGWR 101

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This is a survey course of women's art: the depiction of women in the visual arts and the female artists and their works of art from the Middle Ages through the 21st century. The lecture and discussion include both European and non-European arts of women.

**ARTH 313 HISTORY OF WESTERN ARCHITECTURE: PREHISTORIC TO RENAISSANCE 3 UNITS**

Prerequisite: None.

Advisory: ARTH 300 and ENGWR 101

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course covers the history of Western Architecture from Prehistory to the Renaissance. Lecture and discussion include the development of architecture from c. 2500 B.C.E. to c. 1500 C.E.; architectural methods; relationship between the architecture and the culture; and comparison and contrast with Non-Western architecture.

**ARTH 314 HISTORY OF WESTERN ARCHITECTURE: RENAISSANCE TO MODERN 3 UNITS**

Prerequisite: None.

Advisory: ARTH 300 and ENGWR 101

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course covers the history of Western Architecture from the Renaissance to the 19th century modern time. Topics include architecture from Renaissance, High Renaissance, Mannerism, Baroque, Rococo, and Neoclassicism periods in Europe and America and the meanings and functions of architecture within Western culture.

**ARTH 318 HISTORY OF AMERICAN ART 3 UNITS**

Prerequisite: None.

Advisory: ARTH 300 and ENGWR 101

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course covers American art from pre-colonial period to the present day. Lecture and discussion include visual arts and architecture of the Native Americans prior to the arrival of Europeans and Colonial periods, Early American art and architecture, 19th century, 20th century, and the early 21st century American arts.

**ARTH 324 ART OF THE AMERICAS 3 UNITS**

Prerequisite: None.

Advisory: ARTH 300 and ENGWR 101

General Education: AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course covers the visual arts and architecture of indigenous Mesoamerica and South America. Topics include the relationship between art and beliefs, materials and techniques used in art and architecture, and comparison and contrast between the Mesoamerican and South American cultures.

**ARTH 326 TRADITIONAL NATIVE AMERICAN ART 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

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 328 SURVEY OF AFRICAN ART 3 UNITS**

Prerequisite: None.

Advisory: ARTH 300 and ENGWR 101

General Education: AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course covers the visual arts and architecture of Africa. Topics include cultural and philosophical background of African arts, materials and techniques used, and the impact of African art to Western art.

**ARTH 330 SURVEY OF AFRICAN-AMERICAN ART 3 UNITS**

Prerequisite: None.

Advisory: ARTH 300 and ENGWR 101

General Education: AA/AS Area I (effective Fall 2009); AA/AS Area VI (effective Fall 2009); CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course covers the visual arts and architecture of black artists in America. Topics include the roots of African-American art, the Harlem Renaissance, and the political and social representations of the African-American culture.

**ARTH 332 ASIAN ART 3 UNITS**

Prerequisite: None.

Advisory: ARTH 300 and ENGWR 101

General Education: AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is a survey of Asian arts 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.

General Education: AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A

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 495 INDEPENDENT STUDIES IN ART HISTORY 1-3 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

This course involves a student working individually on a topic of study and research beyond the scope of regularly offered courses. Upon the approval of the proposed topic, the student will work and keep in contact with the advisory faculty to successfully complete the topic study. Students may take this course up to four times without duplication of the topics.

**ARTH 499 EXPERIMENTAL OFFERING IN ART HISTORY .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# Biology

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

**DEGREE** A.S. - Biology: Biological Sciences

Folsom Lake College's Biology program offers courses which satisfy general education requirements in Life Sciences, are prerequisites for a degree in the Environmental Sciences or the health professions. In addition, the program helps prepare students for transfer opportunities to four-year programs in biological sciences, nursing, physical therapy, and programs leading to careers in teaching, medicine, dentistry, veterinary medicine, etc. All programs seek to develop critical thinking skills while fostering a lasting appreciation of biology. Students planning to continue for a four-year degree should consult the lower division requirements of the transfer program of the university to which they plan to attend.

**Career Options**

Nursing/Physician's Assistant/Physical Therapy; Teaching; Microbiology; Wildlife Biology; Marine Biology; Pharmacy; Medicine/Dentistry/Veterinary Medicine; Optometry; Research; Nutrition

*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.*

**DEGREE**  
**A.S. — Biology: Biological Sciences**

Biology programs at FLC seek to prepare lower division students for transfer to higher education institutions, entry into vocational programs, or science-related employment. All programs seek to develop critical thinking skills while fostering a lasting appreciation of biology.

REQUIRED PROGRAM.....	Units
<b><u>BIOLOGY CONCENTRATION OPTION</u></b>	
BIOL 400 Principles of Biology.....	5
BIOL 410 Principles of Botany.....	5
BIOL 420 Principles of Zoology.....	5
CHEM 400 General Chemistry.....	5
CHEM 401 General Chemistry.....	5
MATH 350 Calculus for the Life & Social Sciences I (3)	
and	
MATH 351 Calculus for the Life & Social Sciences II (3)	
or	
MATH 400 Calculus I (5) and	
MATH 401 Calculus II (5).....	6-10

PHYS 350	General Physics (4) and
PHYS 360	General Physics (4) or
PHYS 411	Mechanics of Solids and Fluids (4) and
PHYS 421	Electricity and Magnetism (4) and
PHYS 431	Heat, Waves, Light & Modern Physics (4)
	..... 8-12
TOTAL UNITS REQUIRED.....	39-47

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.
- 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.
- Recognize and discuss ethical implications of biological research when encountered in personal, community, and scientific issues.
- Engage in free exchange of ideas to support creative problem solving.

HEALTH SCIENCE / PRE-PROFESSIONAL OPTION

BIOL 400	Principles of Biology.....	5
BIOL 410	Principles of Botany.....	5
BIOL 420	Principles of Zoology.....	5
CHEM 400	General Chemistry.....	5
CHEM 401	General Chemistry.....	5
CHEM 420	Organic Chemistry.....	5
CHEM 421	Organic Chemistry.....	5
MATH 350	Calculus for the Life & Social Sciences I (3)	
and		
MATH 351	Calculus for the Life & Social Sciences II (3)	
or		
MATH 400	Calculus I (5) and	
MATH 401	Calculus II (5).....	6-10
PHYS 350	General Physics (4) and	
PHYS 360	General Physics (4) or	
PHYS 411	Mechanics of Solids and Fluids (4) and	
PHYS 421	Electricity and Magnetism (4) and	
PHYS 431	Heat, Waves, Light & Modern Physics (4)	
	.....	8-12
TOTAL UNITS REQUIRED.....		49-57

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.
- **Differentiate between scientifically-derived knowledge, myth, and conjecture in professional or everyday encounters with information.**
- Recognize and discuss ethical implications of biological research when encountered in personal, community, and scientific issues.
- Engage in free exchange of ideas to support creative problem solving.

PRE-NURSING OPTION

BIOL 430	Anatomy and Physiology.....	5
BIOL 431	Anatomy and Physiology.....	5
BIOL 440	General Microbiology.....	4
CHEM 305	Introduction to Chemistry.....	5
CHEM 306	Introduction to Chemistry.....	5
FCS 324/PSYC 370	.....	
	Human Development: A Life Span.....	3
NUTRI 300	Nutrition.....	3
PSYC 300	General Principles (3) or	
	PSYC 320 Social Psychology.....	3
TOTAL UNITS REQUIRED.....		33

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:

- 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.
- Demonstrate the ability to process information and make decisions based on the quality and relevance of the evidence.
- Utilize knowledge of the physical, cognitive, and social factors affecting individuals to improve human interactions.
- **Differentiate between scientifically-derived knowledge, myth, and conjecture in professional or everyday encounters with information.**
- Recognize and discuss ethical implications of biological research when encountered in personal, community, and scientific issues.
- Engage in free exchange of ideas to support creative problem solving.

TOTAL UNITS REQUIRED:.....31-57  
(Depending on option selected)

## Biology (BIOL)

### BIOL 300 THE FOUNDATIONS OF BIOLOGY 3 UNITS

Prerequisite: None.

Advisory: ENGWR 101 and MATH 100; or placement through the assessment process.

General Education: AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

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.

Advisory: ENGWR 101 and MATH 100; with a grade of "C" or better

General Education: AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 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 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. Field trips scheduled outside of class time may be required.

### BIOL 310 GENERAL BIOLOGY 4 UNITS

Prerequisite: None.

Advisory: ENGWR 101 and MATH 100; or placement through the assessment process.

General Education: AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 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 physiology, animal behavior, and ecology. The laboratory activities are designed to further investigate and illuminate each topic area.

### BIOL 323 ETHNOBOTANY 4 UNITS

Prerequisite: None.

Advisory: ENGWR 101 and MATH 100; with a grade of "C" or better.

General Education: AA/AS Area IV; AA/AS Area VI; CSU Area B2; CSU Area B3; IGETC Area 5B

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 54 hours LAB

This introductory course focuses on the concepts, questions, and methods of ethnobotany, the scientific study of the interactions between plants and humans. Students will use the scientific method to investigate the ecological 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 may be required.

### BIOL 332 INTRODUCTION TO ORNITHOLOGY 3 UNITS

Prerequisite: None.

General Education: AA/AS Area IV

Course Transferable to UC/CSU

Hours: 18 hours LEC ; 108 hours LAB

This introductory course covers the biology and natural history of birds. Topics include the evolutionary origins of birds and flight, avian physiology and sensory systems, migration, social behavior, reproduction, and conservation. Laboratory work explores bird structure and function, and teaches the taxonomic classification and identification of birds, particularly those found in California and the western United States. Laboratory work includes field trips to study bird identification, behavior, and ecology.

### BIOL 350 ENVIRONMENTAL BIOLOGY 3 UNITS

Same As: ENVT 304

Prerequisite: None.

General Education: AA/AS Area IV; CSU Area B2

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 (including historical and cultural values) 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, ecological sustainability and endangered species recovery. BIOL 350 is especially useful for Environmental Technology, Environmental Sciences, Ecology, Recreation, Education and Political Science majors. This course is the same as ENVT 304. You cannot enroll in this course if you have passed ENVT 304. Field trips, attendance at public meetings and/or a semester project may be required.

**BIOL 380 NATURAL HISTORY FIELD STUDIES: COASTAL ECOSYSTEMS  
1 UNIT**

Prerequisite: None.

Course Transferable to CSU

Hours: 12 hours LEC ; 18 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 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 anyone interested in nature, environmental topics and the biological sciences. Teachers and resource managers seeking professional growth, and students from all academic disciplines are encouraged to take this course. Each topic can be taken one time for credit.

**BIOL 382 NATURAL HISTORY FIELD STUDIES: DESERT ECOSYSTEMS  
1 UNIT**

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 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 anyone interested in nature, environmental topics and the biological sciences. Teachers and resource managers seeking professional growth, and students from all academic disciplines are encouraged to take this course. Each topic can be taken one time for credit.

**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 and mountain areas will be studied and their interrelationship 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. Additional fees for tours or transportation may also be required. This course is ideal for anyone interested in nature, environmental topics and the biological sciences. Teachers and resource managers seeking professional growth, and students from all academic disciplines are encouraged to take this course. Each topic can be taken one time for credit.

**BIOL 386 NATURAL HISTORY FIELD STUDIES: MARINE ECOSYSTEMS  
1 UNIT**

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/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 anyone interested in nature, environmental topics and the biological sciences. Teachers and resource managers seeking professional growth, and students from all academic disciplines are encouraged to take this course. Each topic can be taken one time for credit.

**BIOL 388 NATURAL HISTORY FIELD STUDIES: RIVER ECOSYSTEMS  
1 UNIT**

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/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 anyone interested in nature, environmental topics and the biological sciences. Teachers and resource managers seeking professional growth, and students from all academic disciplines are encouraged to take this course. Each topic can be taken one time for credit.

**BIOL 389 NATURAL HISTORY FIELD STUDIES: WETLAND  
ECOSYSTEMS 1 UNIT**

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 anyone interested in nature, environmental topics and the biological sciences. Teachers and resource managers seeking professional growth, and students from all academic disciplines are encouraged to take this course. Each topic can be taken one time for credit.

**BIOL 390 NATURAL HISTORY FIELD STUDY .5-4 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 48 hours LEC ; 72 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. Additional fees for tours or transportation may also be required. This course is ideal for anyone interested in nature, environmental topics and the biological sciences. Teachers and resource managers seeking professional growth, and students from all academic disciplines are encouraged to take this course. This course can be taken three times, without duplicating topics.

**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 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 ANTH 392 or HIST 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 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 305 or 400 with a grade of "C" or better; AND Intermediate Algebra (Math 120 or the equivalent)

Advisory: CHEM 306 or 401 ; AND: ENGWR 101 AND ENGRD 110 with a grade of "C" or better.

General Education: AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B  
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, ecology and evolution. 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

Advisory: ENGWR 101 and MATH 120; with a grade of "C" or better.

General Education: AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B  
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 morphology, anatomy, physiology, development, classification, evolution, and ecology of botanical organisms and other non-botanical organisms traditionally included in an introductory botany course for biology majors. Some labs may 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

Advisory: ENGWR 101; or placement through the assessment process.

General Education: AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B  
Course Transferable to UC/CSU

Hours: 54 hours LEC ; 108 hours LAB

This course is part of a three-semester sequence in general biology for biology majors. Topics include 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. Personal protective equipment including safety glasses and disposable gloves will be required. Field trips may be required.

**BIOL 430 ANATOMY AND PHYSIOLOGY 5 UNITS**

Prerequisite: CHEM 305 with a grade of "C" or better

Advisory: BIOL 310 and ENGWR 101; or placement through the assessment process.

General Education: AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B  
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. Purchase of personal protective equipment including lab coats, safety glasses, and disposable gloves is required.

**BIOL 431 ANATOMY AND PHYSIOLOGY 5 UNITS**

Prerequisite: BIOL 430 with a grade of "C" or better

Advisory: ENGWR 101; or placement through the assessment process.

General Education: CSU Area B2; CSU Area B3; IGETC Area 5B

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, urinary, immune, digestive, endocrine, and reproductive systems. Both BIOL 430 and BIOL 431 must be taken to study all of the major body systems. Purchase of personal protective equipment including lab coats, safety glasses, and disposable gloves is required.

**BIOL 440 GENERAL MICROBIOLOGY 4 UNITS**

Prerequisite: CHEM 305 or CHEM 400 with a grade of "C" or better, or equivalent high school chemistry.

Advisory: BIOL 307, BIOL 310, and ENGWR 101; or placement through the assessment process.

General Education: AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

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, protozoa and viruses. Topics will be correlated with medical and health applications to animals and human beings. Students are required to purchase a laboratory coat, microscope slides, safety glasses, disposable gloves and a laboratory notebook. Field trips and/or a semester project may be required.

**BIOL 442 GENERAL BACTERIOLOGY 5 UNITS**

Prerequisite: CHEM 305 (Introduction to Chemistry), 306 (Introduction to Chemistry), or 400 (General Chemistry) with a grade of "C" or better; Or equivalent high school/college chemistry.

Advisory: BIOL 307 (Biology of Organisms), BIOL 310 (General Biology), or ENGWR 101 (College Writing); or placement through the assessment process.

Course Transferability to UC/CSU pending

Hours: 54 hours lecture, 108 hours laboratory

This course provides a survey of bacteria, viruses, fungi, protozoa, and helminths that are associated with human infectious diseases. It examines their cellular and molecular structure, physiology, metabolism, and genetics. Laboratory work introduces methods for cultivating and characterizing microorganisms. Students are required to purchase a laboratory coat, microscope slides, safety glasses, disposable gloves and a laboratory notebook. Field trips and/or a semester project may be required.

**BIOL 470 BEHAVIORAL BIOLOGY 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area IV; CSU Area B2; IGETC Area 5B

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**

Prerequisite: None.

Advisory: Completion of any general education lab-science course.

Course Transferable to 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 an elementary or middle school. 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. Field trips to educational facilities are required.

**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

# Business

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

## 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 CISA 308, CISA 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

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
CISC 310 Intro to Computer Information Science or	
A minimum of 3 units from the following:	
CISA 300, 310, 320, 330, 340, CISC 300, 320 .....	3
ECON 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

A minimum of 3 units from the following:

BUS 498 Work Experience (1-4)

A minimum of 6 units selected from the following concentrations: Accounting, Business, Computer Information Science, Management, Marketing, or Real Estate

TOTAL UNITS REQUIRED.....36-37

Suggested Electives:

ACCT 121, 311, 341; BUS 100, 210, 212, 214, 218, 350, 360; CISA 301, 302, 311, 321, 331; CISC 321, 351; MGMT 176, 308, 360, 372; MKT 120, 122, 310, 312, 314; RE 110, 120, 130, 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.

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.

**DEGREE**

**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

A minimum of 3 units from the following:

CISA 300, 310, 320, 330, 340; CISC 300, 320.....3  
 ECON 302 Principles of Macroeconomics or  
 ECON 320/BUS 320 Concepts of Personal Finance.3  
 MKT 300 Principles of Marketing.....3  
 MKT 310 Selling Professionally or  
 MKT 314 Advertising .....3  
 BUS 350 Small Business Mgmt/Entrepreneurship (3)  
 or

A minimum of 3 units from the following:

BUS 210, 212, 214, 218, 224 .....3  
 BUS 498 Work Experience .....3  
 TOTAL UNITS REQUIRED.....35-36

Suggested Electives:

ACCT 125, 341; MGMT 362, 372.

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 Small Business Management degree provides training and education for those wishing to own or manage a small entrepreneurial venture. The various elements involved in starting and operating a small business are covered.

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**

REQUIRED PROGRAM.....Units

ACCT 301 Financial Accounting .....4  
 ACCT 311 Managerial Accounting.....4  
 BUS 300 Introduction to Business.....3

CISA 308	Exploring Word Process & Presentation Software .....	1
CISA 310	Intro to Electronic Spreadsheets .....	1
CISC 308	Exploring Computer Environment & the Internet .....	1
ECON 302	Principles of Macroeconomics .....	3
ECON 304	Principles of Microeconomics.....	3
STAT 300	Introduction to Probability and Statistics .....	4
TOTAL UNITS REQUIRED.....		24

Suggested Electives:

ACCT 341; BUS 310, 340, 345, BUSTEC 302; CISC 300, 310; MATH 343, 350, 400; MGMT 362, 372; MKT 300; RE 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.

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.

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**

REQUIRED PROGRAM.....	Units
ACCT 301 Financial Accounting or	
ACCT 101 Fundamentals of College Accounting...	3-4
BUS 100 English for the Professional .....	3
BUS 300 Introduction to Business.....	3

BUS 310	Business Communications.....	3
BUS 330	Managing Diversity in the Workplace..	3
BUS 340	Business Law or	
BUS 345	Law and Society.....	3
BUS 498	Work Experience in Business.....	1-4
BUSTEC 101	Computer Keyboarding: 10-Key .....	1
BUSTEC 302	Computer Keyboarding.....	2
BUSTEC 303	Computer Keyboard Formatting.....	2
BUSTEC 304	Computer Keyboard Speed-& -Accuracy Building .....	2
CISA 301	Intermediate Word Processing.....	1
A minimum of 5 units from the following:		
CISA 300, 310, 320, 330, CISC 300, 308, 310, 320 .....		5
ECON 302	Principles of Macroeconomics or	
ECON 320	Concepts in Personal Finance.....	3
MGMT 362	Techniques of Management .....	3
MKT 300	Principles of Marketing.....	3
A minimum of 4 units from the following:.....		
ACCT 121, 341; BUS 105; CISA 311		4
TOTAL UNITS REQUIRED.....		45-49

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 the courses necessary to transfer to a 4-year college, while also allowing the student to prepare for an entry-level position in business administration.

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

- Identify and explain the major functional areas of the business organizations including management, marketing, finance, and accounting.
- Apply accounting concepts and principles in making decisions about business operations.
- Manage multiple office tasks and understand the importance of task prioritization.
- Develop leadership skills that are effective in managing a multicultural workforce.
- Produce clear, concise and mechanically correct written business documents.
- Demonstrate electronic communication skills in the preparation and completion of office correspondence.
- Demonstrate proficiency in using software application (MS Word and Excel).
- Demonstrate proficiency in keyboarding at 40 words per minute.

**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 120	Skills for Today's Office.....1
BUSTEC 302	Computer Keyboarding or Keyboarding speed verification at 25 wam or better .....2
BUSTEC 303	Computer-Keyboard Formatting ..2
BUSTEC 304	Computer Keyboard Speed-& -Accuracy Bldg or Keyboarding speed verification at 40 wam or better .....2
CISA 300	Beginning Word Processing or CISA 308 Exploring Word Processing & ..... Presentation Software .....1
CISA 310	Intro to Electronic Spreadsheets....1
CISC 300	Computer Familiarization or CISC 308 Exploring Computer Environments & .... the Internet .....1
<b>TOTAL UNITS REQUIRED..... 14</b>	

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**

REQUIRED PROGRAM.....Units

*Core Courses:*

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

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 of 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**

ACCT 101 Fundamentals of College Accounting.... 3

BUS 300 Introduction to Business..... 3

BUS 350 Small Business Management/Entrepreneurship ..... 3

MKT 300 Principles of Marketing..... 3

Four (4) units selected from: ..... 4

ACCT 341; BUS 210, 212, 214, 218, 219, 224;

ECON 304

**TOTAL UNITS REQUIRED..... 16**

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, ESLR 310 and ESLW 310 with a grade of "C" or better; or placement through the assessment process.

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. The course focuses on skills and techniques of effective business written communication including appropriate sentence structure, word usage, punctuation, spelling, business vocabulary, and business document formatting. Critical thinking and effective writing techniques are emphasized. This course focuses on teaching students the ability to analyze, compose, and organize written communication into effective business documents. Proofreading skills are stressed throughout the course. This course is required of all business technology majors and recommended for all business majors.

**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.

**BUS 121 BUSINESS ETIQUETTE 2 UNITS**

Prerequisite: None.

Hours: 36 hours LEC

This 2-unit course is an introduction to the culture, ways and manners of American business. Unlike courses that focus on theories of management or practices of accounting, this course explores and defines the intricate set of manners, ways and practices of Americans in the business setting. Successful students will learn how to perform in a job interview, within an office, at a business social function, and with their subordinates, peers and superiors. This course will culminate with a field trip to an business restaurant for a formal business lunch where students will demonstrate their newly-learned skills among other businesspeople. This will involve a course materials fee. This course is not transferrable.

**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 base 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 the students to solve problems "on paper" before they become operational or incur money problems. Every business should have a business plan and students will have the opportunity to create one in this course.

**BUS 212 MARKETING FOR SMALL BUSINESSES 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. The course focuses on determining the amount of capital needed and how to obtain capital. Emphasis will be placed on determining overall operating budgets, start-up costs, financial ratios and key financial statements.

**BUS 218 MANAGEMENT SKILLS FOR THE SMALL BUSINESS 1 UNIT**

Prerequisite: None.

Hours: 18 hours LEC

Small businesses heavily rely on the motivation of employees. Small business owners must understand and motivate others to help the business reach its objectives. This course covers such functions as planning and organizing work flow, delegating responsibilities, understanding leadership styles, decision making, stress and time management, and working with employee organizations.

**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. This course investigates the concepts of business planning and business ownership (entrepreneurship), 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. 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 provides students with the insights to better understand customer needs and to help build better student relationships with both internal and external customers. Participants gain knowledge and skills in services activities in business, government, and other service industries. This course focuses on the importance of providing value added service through improved attitude, improved listening, conflict management, problem-solving, and successful customer service interactions. Additional emphasis is placed on the importance of effective communications in providing customer service.

**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: None.

Advisory: BUS 100

General Education: AA/AS Area II(a)

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. The course 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.

**BUS 320 CONCEPTS IN PERSONAL FINANCE 3 UNITS**

Same As: ECON 320

Prerequisite: None.

Advisory: BUS 105

General Education: AA/AS Area V(b)

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. This course is not open to students who have received credit for ECON 320.

**BUS 330 MANAGING DIVERSITY IN THE WORKPLACE 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D7

Course Transferable to 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.

General Education: AA/AS Area V(b); CSU Area D8; IGETC Area 4G

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.

**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 product. 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.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

Enrollment Limitation: Student must be in a paid or non-paid internship, volunteer opportunity, or job related to management/business. Students are advised to consult with the Management/Business Department to review specific certificate and degree work experience requirements.

Course Transferable to CSU

Hours: 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units.

**BUS 499 EXPERIMENTAL OFFERING IN BUSINESS .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

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**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. Simulated employment tests based on industry standards are included. Students are required to have access to a computer with Internet capabilities and an e-mail account.

**BUSTEC 102 COMPUTER KEYBOARDING: 10-KEY 1 UNIT**

Prerequisite: None.

Hours: 9 hours LEC; 27 hours LAB

This course introduces the numeric keypad and develops the ability to key information into a computer with speed and accuracy. Simulated employment tests based on industry standards are included. Students are required to have access to a computer with a 10-key key pad, Internet capabilities, and an e-mail account.

**BUSTEC 110 BUSINESS PROCEDURES FOR PROFESSIONAL SUCCESS 3 UNITS**

Prerequisite: None.

Advisory: BUS 100, BUSTEC 302, BUSTEC 303, CISA 308, CISA 310, CISA 320, or ENGWR 101

Hours: 54 hours LEC

This course prepares students to perform various information processing procedures and problem solving tasks required to support both 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, 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.

Hours: 18 hours LEC

This course is designed to build upon word processing and spreadsheet training in the computer science/business area, and complete the training necessary to perform effectively and become a skilled employee in the modern, computerized office. The course includes preparing and processing information: word processing and spreadsheet 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. Students will need some type of removable memory media, for example a flash memory stick (USB flash drive).

**BUSTEC 121 NEXT SKILLS: SKILLS FOR TODAY'S WORKFORCE  
3 UNITS**

Prerequisite: None.

Hours: 54 hours LEC

This course is designed to provide training needed for today's workforce. This course teaches skills that employers from across the nation have identified as the key skills workers must master for businesses to increase their competitiveness. These eight categories include: navigating technology at work; time management; organization skills; effective listening; valuing diversity; interpersonal communications; value-added service; and using creativity and innovation. This course utilizes activities including role playing and critical thinking to teach these valuable skills.

**BUSTEC 299 EXPERIMENTAL OFFERING IN BUSINESS TECHNOLOGY  
.5-4 UNITS**

Prerequisite: None

Hours: 18 hours LEC ; 54 hours LAB

**BUSTEC 302 COMPUTER-KEYBOARDING 2 UNITS**

Prerequisite: None.

General Education: AA/AS Area III(b)

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. Students will need access to a computer and Internet, an e-mail account, and some type of computer media to store data files, for example a flash memory drive (USB memory stick).

**BUSTEC 303 COMPUTER-KEYBOARD FORMATTING 2 UNITS**

Prerequisite: BUSTEC 302 with a grade of "C" or better

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. Students need access to a computer and the Internet, an e-mail account, and some type of computer media to store data files, for example a flash memory stick (USB memory drive).

**BUSTEC 304 COMPUTER-KEYBOARD SPEED-AND-ACCURACY  
BUILDING 2 UNITS**

Prerequisite: BUSTEC 302 with a grade of "C" or better

Course Transferable to CSU

Hours: 36 hours LEC

This course builds upon current computer-keyboard skills and stresses speed and accuracy keyboarding techniques. It includes skills assessment and individually prescribed improvement plans. The student will be reading and interpreting written and oral instructions. Students must have access to a computer with Internet access and email. 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 307.1 INTRO KEYBOARDING/APPLICATION 2 UNITS**

Prerequisite: None

Course Transferability to CSU pending

Hours: 24 hours lecture, 36 hours laboratory

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, and the use of essential computer-keyboarding information. Students will need access to a computer, Internet, and an e-mail account.

**BUSTEC 499 EXPERIMENTAL OFFERING IN BUSINESS TECHNOLOGY  
.5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# Chemistry

ACADEMIC  
COUNSELING

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

*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

General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

Enrollment Limitation: Students must be 16 and at least sophomores in high school. Minor aged students who are not legally emancipated must have their parent(s)/guardian review laboratory safety protocols prior to attending class.

Course Transferable to UC/CSU

Hours: 72 hours LEC ; 54 hours LAB

This course introduces fundamental principles of chemistry including types of matter and physical states, physical and chemical transformations, chemical equations and stoichiometry, bonding, atomic and chemical structure, intermolecular forces, gas laws, solutions, colligative properties, acids and bases, nuclear chemistry, and includes a brief introduction of organic chemistry. It is primarily intended for general education and majors in allied health (nursing, dental hygiene, respiratory care), home economics, physical education, physical therapy(\*), psychology(\*), natural resources(\*). CHEM 305 can also be used as a preparatory course prior to enrolling in CHEM 400. Students are required to purchase approved safety goggles and several pairs of disposable gloves. A laboratory coat or apron is advised but not required. \*May require CHEM 400.

### CHEM 306 INTRODUCTION TO CHEMISTRY 5 UNITS

Prerequisite: CHEM 305 with a grade of "C" or better

General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

Enrollment Limitation: Students must be at least 16 and sophomores in high school. Minor aged students who are not legally emancipated require their parent(s)/guardian review laboratory safety protocols prior to attending class.

Course Transferable to UC/CSU

Hours: 72 hours LEC ; 54 hours LAB

This course is the second semester of General, Organic and Biological chemistry (a continuation of Chemistry 305). This course is intended for students majoring in the Allied Health fields (nursing B.S.N degree), physical therapy, and dental hygiene). This course introduces students to the structure and function, as well as the physical and chemical properties of organic molecules. Emphasis is on the specific functional groups found in carbohydrates, proteins, lipids, and nucleic acids, the types of reactions they undergo and their relevancy to human physiology and health. Students will be required to purchase approved safety goggles and several pairs of disposable gloves. A lab coat or apron is advised but optional.

**CHEM 321 ENVIRONMENTAL CHEMISTRY 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A

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: None.

Corequisite: CHEM 321; CHEM 321 (may be taken previously). Grade of "C" or better required to meet corequisite.

General Education: CSU Area B1; CSU Area B3; IGETC Area 5A

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 field 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.

General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

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; thermochemistry; and properties of solutions.

**CHEM 401 GENERAL CHEMISTRY 5 UNITS**

Prerequisite: CHEM 400 with a grade of "C" or better

General Education: CSU Area B1; CSU Area B3; IGETC Area 5A

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. CHEM 401 is intended for students majoring in the scientific disciplines including chemistry, biology, physics, and geology. Topics presented in the course include kinetics, equilibrium, acid/base chemistry, thermodynamics, electrochemistry, nuclear chemistry, and coordination chemistry. A brief introduction to Organic Chemistry is included. Laboratory experiments include qualitative and quantitative analysis.

**CHEM 410 QUANTITATIVE ANALYSIS 5 UNITS**

Prerequisite: CHEM 401 with a grade of "C" or better

General Education: AA/AS Area IV; CSU Area B1; CSU Area B3

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 108 hours LAB

This course focuses on the principles and techniques utilized in modern quantitative analysis. Gravimetric, volumetric, electroanalytical, spectrophotometric, and chromatographic analytical methods will be studied theoretically and with practical laboratory experiments. Emphasis throughout the course will be on sampling, calibration, statistical analysis, and method validation procedures. This course is intended for science majors, including chemistry, chemical engineering, biochemistry, biology, forensic science, and microbiology.

**CHEM 420 ORGANIC CHEMISTRY 5 UNITS**

Prerequisite: CHEM 401 with a grade of "C" or better

General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 108 hours LAB

This is a lecture/laboratory course designed to introduce students to the basic concepts of organic chemistry. This course is designed for science majors, pre-med, pre-dental, and pre-pharmacy majors. Lecture topics will include acid/base chemistry, pushing electrons, organic nomenclature, alkane chemistry, alkene chemistry, alkyl halides, alcohols, ethers, physical properties of alkanes and cycloalkanes, SN1, SN2, E1, E2 mechanisms. Laboratory work will include characterization of organic molecules using modern analytical instrumentation such as GC, GC/MS, NMR, FTIR, polarimetry, and HPLC and the measurement of their physical properties. Separation and purification of organic compounds will also be covered in the lab section; these techniques include distillation, recrystallization, preparative chromatography, liquid-liquid extraction and thin-layer chromatography. This course requires that students purchase additional supplies such as a Gas Chromatography micro-syringe and safety goggles.

**CHEM 421 ORGANIC CHEMISTRY 5 UNITS**

Prerequisite: CHEM 420 with a grade of "C" or better

General Education: CSU Area B1; CSU Area B3; IGETC Area 5A

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 108 hours LAB

This course is a lecture-laboratory course that is a continuation of CHEM 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 synthesis of organic compounds. Experiments include the preparation, isolation, quantitation, purification, identification and mechanism elucidation of molecules synthesized. 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

**ACADEMIC COUNSELING**

Folsom campus - 916-608-6510  
 El Dorado Center - 530-642-5645  
 Rancho Cordova Center - 916-255-0717

**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**

REQUIRED PROGRAM.....	Units
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)	
A minimum of 3 units from 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)	
A minimum of 3 units from the following:	
BUS 310 Business Communication (3)	
ENGWR 302 Adv Composition & Critical Thinking* (3)	
(* 2 <sup>nd</sup> 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  
 A minimum of 6 units from the following:  
 COMM 331 Group Discussion (3)  
 COMM 373 Forensics Laboratory (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.

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.

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.

## CERTIFICATE OF RECOGNITION Applied Communication Skills

REQUIRED PROGRAM.....Units  
 COMM 301 Introduction to Public Speaking.....3  
 COMM 325 Intercultural Communication .....3  
 COMM 331 Group Discussion .....3  
 COMM 341 Organizational Communication.....3  
 Plus one (1) additional course selected from: .....3  
 COMM 311 Argumentation and Debate (3)  
 COMM 315 Persuasion (3)  
 COMM 321 Interpersonal Communication (3)  
 COMM 361 The Communication Experience (3)  
 COMM 371 Voice and Diction (3)  
 TOTAL UNITS REQUIRED..... 15

This certificate program provides the communication skills necessary for entry-level positions in business, and helps improve managerial attributes with an emphasis on abilities to communicate effectively, efficiently and appropriately in organizational settings. Students with this certificate are prepared to design messages based on analysis of the intended audience and cultural context, apply effective listening skills, analyze persuasive messages, and demonstrate effective oral presentation skills. The certificate prepares students with the skills necessary to demonstrate proficiency in different communication settings by identifying and appraising factors that affect organizational communication structures in small group, interpersonal and intercultural settings.

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

- Design and relate messages clearly for effective and appropriate oral communication.
- Apply effective listening skills to comprehend spoken messages, analyze information critically and consider multiple perspectives.
- Compose ideas clearly in effective, appropriate and well-organized written messages.
- Demonstrate effective communication appropriate to diverse contexts and people.

## 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.

General Education: AA/AS Area II(b); CSU Area A1; IGETC Area 1C

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

General Education: CSU Area C1; IGETC Area 3A

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

Advisory: COMM 301

General Education: AA/AS Area II(b); CSU Area A1; CSU Area A3; IGETC Area 1C

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course covers both the theory and practice of argumentation and debate. Students will learn to effectively develop and respond to reasoned written and oral arguments, to critically evaluate various types of evidence, and to advocate within the structures of formal debate. This course will allow students to develop critical thinking and communication skills necessary for personal, professional, and academic success.

### COMM 315 PERSUASION 3 UNITS

Prerequisite: ENGWR 300 with a grade of "C" or better

General Education: AA/AS Area II(b); CSU Area A3; IGETC Area 1B

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, including commercial, interpersonal, public, and mass media. Students develop critical thinking skills by engaging in oral and written analysis, evaluation, and composition of persuasive messages and by examining the personal, political, cultural, and social impacts of persuasion. Students explore ethical considerations of persuasive communication; learn about types of reasoning; and identify fallacious arguments as they occur in persuasion. Students will write a minimum of 6,000 written words in a variety of essay formats.

### COMM 321 INTERPERSONAL COMMUNICATION 3 UNITS

Prerequisite: ENGWR 51 with a grade of "C" or better; or placement through the assessment process.

General Education: AA/AS Area III(b); CSU Area E1

Course Transferable to UC/CSU

Hours: 54 hours LEC

Students in this course will explore and apply communication concepts associated with developing and maintaining satisfying interpersonal relationships. Through a variety of class activities, students experiment with various approaches to successful communication in interpersonal contexts, **including conflict management and active listening.** Additionally, students will improve communication competency through a heightened awareness of the complexity of interpersonal communication and the development of skills as both senders and receivers of shared messages.

### COMM 325 INTERCULTURAL COMMUNICATION 3 UNITS

Prerequisite: ENGWR 51 with a grade of "C" or better; or placement through the assessment process.

General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D7; IGETC Area 4G

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 101 with a grade of "C" or better; or placement through the assessment process.

General Education: AA/AS Area II(b); CSU Area A1; IGETC Area 1C

Course Transferable to UC/CSU

Hours: 54 hours LEC

Group communication is pervasive in all academic, professional, and social environments. This course is designed to increase students' understanding of group communication and to prepare students to function more effectively in various types of groups. Students will learn about the dynamics of group roles, the multiple functions of groups, leadership styles, conflict management, problem-solving, and decision-making. Individual and group presentations are required. Videotaping 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 computer access is available on campus.

**COMM 341 ORGANIZATIONAL COMMUNICATION 3 UNITS**

Prerequisite: ENGWR 101 with a grade of "C" or better; eligibility for ENGWR 300

General Education: AA/AS Area V(b); CSU Area D7

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 101 with a grade of "C" or better; eligibility for ENGWR 300.

General Education: AA/AS Area II(b); CSU Area A1; IGETC Area 1C

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course introduces students to the fundamental concepts and skills necessary for effective interpersonal, small group and public communication. Course content includes an emphasis on both communication theory and practice by providing students with the opportunity to develop communication competency through a variety of presentation formats. Special emphasis is placed on practical experiences within groups, facilitation of interpersonal relationships, as well as message design and delivery for multiple purposes and to diverse audiences. In order to effectively assess oral communication competency, each student will complete a minimum of 22 minutes of evaluated speaking time. Videotaping may be required for this course. Access to a computer with online capabilities may be required and is available on campus.

**COMM 363 INTRODUCTION TO COMMUNICATION THEORY 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area II(b); CSU Area D7

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.

**COMM 373 FORENSICS LABORATORY 2 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 108 hours LAB

A laboratory class for students who wish to participate in intercollegiate forensics competition. Areas of interest include debate, persuasion, oral interpretation, expository speech, impromptu speaking and readers' theatre. May be taken four times for credit.

**COMM 494 TOPICS IN COMMUNICATION STUDIES .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 72 hours LEC

A survey of contemporary communication topics that allows students to choose a particular option from several. Possible options may include, but are not limited to: extemporaneous speaking, intercultural communication in the workplace, communication in the classroom, conflict, principles of visual communication, readers' theatre, parliamentary procedure and decision making techniques. Students may receive one unit of credit in each topic area. Consult class schedule for specific topics offered.

**COMM 495 INDEPENDENT STUDIES IN COMMUNICATION STUDIES 1-3 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

**COMM 499 EXPERIMENTAL OFFERING IN COMMUNICATION**

**.5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 54 hours LEC ; 54 hours LAB

# Communications Media & Film and Media Studies

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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.

General Education: AA/AS Area V(b); CSU Area D7; IGETC Area 4J

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.

### CMED 305 THE HISTORY OF FILM 3 UNITS

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

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 MOTION GRAPHICS: ADOBE AFTER EFFECTS 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, paint and draw applications for broadcast, multimedia and the Internet.

### 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.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

**Enrollment Limitation:** Student must be in a paid or non-paid internship, volunteer opportunity or job related to career goals.

Course Transferable to CSU

Hours: 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies.

**During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units.**

**CMED 499 EXPERIMENTAL OFFERING IN COMMUNICATIONS  
MEDIA .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

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## Film and Media Studies (FMS)

**FMS 300 INTRODUCTION TO FILM STUDIES 3 UNITS**

Prerequisite: None.

Course Transferable to UC/CSU

General Education: CSU: C1, IGETC: 3A

Hours: 54 hours lecture

**This course offers an introduction to the film medium with emphasis on aesthetics, theory and methods of critical analysis. Students will examine film as an art form, as a medium for communicating ideas and as a social and cultural force.**

**FMS 320 FILM GENRE 3 UNITS**

Same As: TA 320 (Cinema Genres)

Prerequisite: None.

Advisory: ENGWR 300 (College Composition)

Course Transferable to UC/CSU

Hours: 54 hours lecture

**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 only be repeated if the genre covered is different each time (see the schedule of classes). This course is equivalent to TA 320. The combined number of units between FMS 320 and TA 320 cannot exceed 12 units.**

**FMS 495 INDEPENDENT STUDIES IN FILM AND MEDIA STUDIES  
1-3 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

**FMS 499 EXPERIMENTAL OFFERING IN FILM AND MEDIA  
STUDIES .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# Computer Information Science

<b>ACADEMIC COUNSELING</b>	Folsom campus - 916-608-6510
	El Dorado Center - 530-642-5645
	Rancho Cordova Center - 916-255-0717

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 (CISA), 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

## Computer Science and Programming

### DEGREES

A.S. — Computer Science

### CERTIFICATES OF ACHIEVEMENT

#### Programming

#### *What is Computer Science?*

New technology creates the future. Computer scientists use a body of skills and knowledge to create these 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 .....	Units
CISC 310 Introduction to Computer Information Science .....	3
CISP 300 Algorithm Design/Problem Solving .....	3
CISP 310 Assembly Language Prog. for Microcomputers (4) or ENGR 303 Intro to Logic Design (4) .....	4
CISP 360 Introduction to Structured Programming .....	4
CISP 400 Object Oriented Programming with C++ (4) or CISP 401 Object Oriented Programming with Java (4) .....	4
CISP 430 Data Structures .....	4
CISP 440 Discrete Structures for Computer Science .....	3

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)
ENGR 303	Introduction to Logic Design (4)
ENGR 400	Introduction to Electrical Circuits and Devices (3)
MATH 400	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)
<b>TOTAL UNITS REQUIRED..... 35</b>	

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](http://www.assist.org) for required transfer course articulation.

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.

**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.

<b>Required Program .....Units</b>	
CISC 310	Introduction to Computer Information Science ..... 3
CISP 300	Algorithm Design/Problem Solving ..... 3
CISP 360	Introduction to Structured Programming (4) or CISP 370 Beginning Visual Basic (4)..... 4
CISP 400	Object Oriented Programming with C++ (4) or CISP 401 Object Oriented Programming with JAVA (4) or CISP 405 Object Oriented Programming using C# on Visual Studio .NET (4) or CISP 371 Beginning Visual Basic (4) ..... 4
CISP 430	Data Structures..... 4
CISP 440	Discrete Structures for Computer Science ..... 3
<b>TOTAL UNITS REQUIRED..... 21</b>	

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.
- Evaluate software systems for conformance to system requirements.
- Participate as a member of a software development team.

**CERTIFICATE OF ACHIEVEMENT**

**Computer Programmer - SQL Relational Database Administration**

**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.

Required Program	Units
CISC 310 Intro to Computer Information Science..	3
CISC 323 Linux Operating System .....	1
CISC 324 Intermed Linux Operating System .....	1
CISP 300 Algorithm Design/Problem Solving .....	3
CISP 351 Intro to Relational Database Design & SQL .....	3
CISP 352 Intermediate SQL .....	3
<b>TOTAL UNITS REQUIRED.....</b>	<b>14</b>

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.

REQUIRED PROGRAM.....	Units
CISC 310 Intro to Computer Information Science..	3
CISC 323 Linux Operating System .....	1
CISC 324 Intermed Linux Operating System .....	1
CISP 300 Algorithm Design/Problem Solving .....	3
CISP 351 Intro to Relational Database Design & SQL .....	3
CISP 352 Intermediate SQL .....	3
CISP 353 Application Development in a Client Server Environment .....	3
Two to four (2-4) units selected from the following:...	2-4
CISP 370 Beginning Visual BASIC (4) or	
CISA 320 Database Management (1) and	
CISA 321 Intermed Database Management (1)	
<b>TOTAL UNITS REQUIRED.....</b>	<b>19-21</b>

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.
- Apply intermediate level Linux utilities, such as awk and sed, to implement complex algorithms.
- Explain the common gateway interface (CGI) protocol and apply those concepts to build an interactive web page.
- 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.

REQUIRED PROGRAM.....	Units
CISA 320 Database Management.....	1
CISA 321 Intermediate Database Management ..	1
CISC 310 Intro to Computer Information Science..	3
CISC 323 Linux Operating System .....	1
CISC 324 Intermed Linux Operating System.....	1
CISC 325 Adv Linux Operating System.....	1
CISP 300 Algorithm Design/Problem Solving .....	3
CISP 351 Intro to Relational Database Design & SQL.....	3
CISP 352 Intermediate SQL.....	3
CISP 354 Intro to Relational Database Admin.....	3
<b>TOTAL UNITS REQUIRED.....</b>	<b>20</b>

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.

**Management Information Systems**

**CERTIFICATES OF ACHIEVEMENT**

**M.I.S. - Application Technician**

**M.I.S. - Information Processing**

**CERTIFICATES OF RECOGNITION**

**M.I.S. - Application Data Entry**

*What is Management Information Systems?*

Management Information Systems is concerned with the use and management of computer hardware and software application programs in a business environment.

**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.

**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.

**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 .....	Units
BUSTEC 101 Computer Keyboarding: 10 Key.....	1
BUSTEC 110 Office Procedures .....	3
BUSTEC 302 Computer Keyboarding.....	2
BUSTEC 303 Computer Keyboard Formatting.....	2
CISA 300 Beginning Word Processing .....	1
CISC 300 Computer Familiarization (1) or CISC 310 Intro. to Computer Information Science (3)	1-3
<b>TOTAL UNITS REQUIRED.....</b>	<b>10-12</b>

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 .....	Units
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 .....	Units
Management Information Systems - Information Processing Certificate .....	16-18
CISA 311 Intermed Electr 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: None.

Advisory: BUSTEC 302 and CISC 300

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: creating, editing, formatting, saving, retrieving, and printing text documents.

### CISA 301 INTERMEDIATE WORD PROCESSING 1 UNIT

Prerequisite: CISA 300 with a grade of "C" or better

Course Transferable to CSU

Hours: 18 hours LEC ; 18 hours LAB

This course is 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, document notations, forms, charts, and mail merge. Also covered are integrating word processing with other applications and creating documents for the use on the Internet, i.e. web pages and e-mail attachments.

### CISA 308 EXPLORING WORD PROCESSING AND PRESENTATION SOFTWARE 1 UNIT

Prerequisite: None.

Advisory: BUSTEC 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 word processed documents and graphic 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 and MATH 20

Course Transferable to CSU

Hours: 18 hours LEC ; 18 hours LAB

This course is designed to introduce the student to the use of spreadsheet programs. The course will include designing a spreadsheet, developing formulas for accurate automatic calculations, using spreadsheet functions, producing charts, developing "what-if" models based upon relative and absolute cell referencing. Students will be using mathematical concepts and skills.

### CISA 311 INTERMEDIATE ELECTRONIC SPREADSHEETS 1 UNIT

Prerequisite: CISA 310 with a grade of "C" or better

Course Transferable to CSU

Hours: 18 hours LEC ; 18 hours LAB

This course will extend the capabilities of students who have started to use electronic spreadsheet software. Topics and laboratory assignments will include using multiple worksheets and workbooks, web tools, scenario management, solver, imported data, the lookup function, and macros.

### 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 introduces database management systems. Using Windows application programs, students will design and implement practical database applications. Topics include database and reports design, data views and queries, and data maintenance.

### CISA 321 INTERMEDIATE DATABASE MANAGEMENT 1 UNIT

Prerequisite: CISA 320 with a grade of "C" or better

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.

### CISA 330 DESKTOP PUBLISHING 2 UNITS

Prerequisite: None.

Advisory: BUSTEC 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 will 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 two times if using a different software package or software version.

**CISA 340 PRESENTATION GRAPHICS 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 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 499 EXPERIMENTAL OFFERING IN COMPUTER INFORMATION SCIENCE - APPLICATIONS .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

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## Computer Info Science - Core (CISC)

**CISC 300 COMPUTER FAMILIARIZATION 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(b)

Course Transferable to CSU

Hours: 18 hours LEC ; 18 hours LAB

This is an introductory course to provide general knowledge on how computers work, computer terminology and the impact of computers on society and the work environment. Beginning level hands-on instruction using an operating system, word processing software, spreadsheet software, and the Internet will be emphasized. Students will be reading and interpreting written and oral instructions of a technical nature.

**CISC 305 INTRODUCTION TO THE INTERNET 1 UNIT**

Prerequisite: CISC 300 or 310 with a grade of "C" or better

Course Transferable to CSU

Hours: 18 hours LEC ; 18 hours LAB

This course explains how the Internet works, how to connect, and how to use Internet services. Laws that guide the use of the Internet will be covered. Other topics include Internet protocols, e-mail, news groups, discussion lists, connecting to a remote server, File Transfer Protocol (FTP), World Wide Web, and emerging technologies.

**CISC 306 INTRODUCTION TO WEB PAGE CREATION 1 UNIT**

Prerequisite: CISC 305 with a grade of "C" or better

Course Transferable to CSU

Hours: 18 hours LEC ; 18 hours LAB

This course covers the production of web pages, including formatting, layout, construction, and presentation. A current markup language such as XHTML, is used to format web pages. Students may also use a web authoring tool to create Web pages.

**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.

General Education: AA/AS Area II(b); AA/AS Area III(b)

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 intended to advance the student's knowledge of operating systems, (for example, DOS, Windows or UNIX). The class covers the study of advanced commands, effective utility use, advanced batch files/script files, program logic, disk organization, making user-friendly systems, anticipating and preventing system problems. The class may be taken more than once for credit, if the course covers a different operating system than that for which the student had previously received credit.

**CISC 323 LINUX OPERATING SYSTEM 1 UNIT**

Prerequisite: None.

Advisory: CISC 300 or 310

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, and shells. The course will also include 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 ADV. LINUX OPERATING SYSTEM 1 UNIT**

Prerequisite: CISC 323 with a grade of "C" or better

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 495 INDEPENDENT STUDIES IN COMPUTER INFORMATION SCIENCE - CORE 1-3 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

**CISC 498 WORK EXPERIENCE IN COMPUTER INFORMATION SCIENCE - CORE 1-4 UNITS**

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

Enrollment Limitation: Student must be in a paid or non-paid internship, volunteer opportunity or job related to career goals.

Course Transferable to CSU

Hours: 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units.

**CISC 499 EXPERIMENTAL OFFERING IN COMPUTER INFORMATION SCIENCE - CORE .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

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## Computer Info Science - Programming (CISP)

**CISP 300 ALGORITHM DESIGN/PROBLEM SOLVING 3 UNITS**

Prerequisite: None.

Corequisite: CISC 310

Advisory: CISC 305

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course introduces the Computer Science major to methods for solving classical computer problems through algorithm design. Topics covered include introduction to structured design, control structures, arrays, object oriented programming, and file processing. Students will learn how to assess and analyze computer problems in a top-down, divide-and-conquer approach that leads to a programming solution. It also includes creating programming plans and detailed design documents from which source code versions of programs will be created.

**CISP 310 ASSEMBLY LANGUAGE PROGRAMMING FOR MICROCOMPUTERS 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 computer architecture using assembly language programs. Topics include binary representation of data and instructions, memory addressing modes, subroutines and macros, operating system interrupts, processor architecture, and interfacing with high level languages.

**CISP 351 INTRODUCTION TO RELATIONAL DATABASE DESIGN AND SQL 3 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

This course is designed to introduce relational database technology, normalization, entity relationships, logical model design, and ISO-ANSI standard Structured Query Language (SQL). Topics covered include: database design, basic properties of a relational database such as relations, tables, primary keys, foreign keys and principles of normalization, simple SQL select statements, sorting and grouping data, joining tables, subqueries and views. The database design section focuses on logical model design and entity-relationship (E-R) modeling. Students will leave the course with a good working knowledge of database technology. This course may be taken three times for credit using different Relational Database Management System software such as Oracle, SQL Server or MySQL.

**CISP 352 INTERMEDIATE SQL 3 UNITS**

Prerequisite: None.

Advisory: CISP 351

Course Transferable to CSU

Hours: 54 hours LEC

This course builds upon the Introduction to Relational Databases and Structured Query Language (SQL) course with more in-depth SQL constructs common to most commercial database products and extensions to the SQL language. Topics include: complex joins including inner and outer joins, correlated subqueries, complex table definition, and table and column constraints, union, intersection, minus, triggers, procedures and functions.

**CISP 353 APPLICATION DEVELOPMENT IN A CLIENT SERVER ENVIRONMENT 3 UNITS**

Prerequisite: None.

Advisory: CISP 352

Course Transferable to CSU

Hours: 54 hours LEC

This course is designed for the intermediate level Structured Query Language (SQL) programmer to design, create and deploy Graphical User Interface(GUI) applications that access relational database management systems. Topics include Graphical User Interface (GUI) design fundamentals, data control and access methods (remote and local), creating datasets, implementing joins, transaction processing, multi-user data access, record locking, and deploying and installing applications on client workstations.

**CISP 354 INTRODUCTION TO RELATIONAL DATABASE ADMINISTRATION 3 UNITS**

Prerequisite: None.

Advisory: CISP 352

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 with a grade of "C" or better

General Education: AA/AS Area II(b)

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 or 405 with a grade of "C" or better

Course Transferable to CSU

Hours: 72 hours LEC

This course is an introduction to writing Graphical User Interface (GUI) programs for the Windows operating system using the Windows Application Program Interface(API) and the C programming language. This course provides the student with a fundamental understanding of the Windows API and the internal architecture of Windows GUI applications and their interaction with the operating system. Topics to be covered include the architecture of a Windows API application, creating a message pump, processing keyboard and mouse messages, window styles, dialog boxes, menus and other resources, bitmaps, multithreading, sound, and timers.

**CISP 370 BEGINNING VISUAL BASIC 4 UNITS**

Prerequisite: CISP 300 with a grade of "C" or better

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 371 INTERMEDIATE VISUAL BASIC 4 UNITS**

Prerequisite: CISP 370 with a grade of "C" or better

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

General Education: AA/AS Area II(b)

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, overloading, overriding, virtual functions, templates, exception handling, stream I/O, file processing, and the Standard Template Library. Also covered are 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 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. Topics 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 PROGRAMMING USING C# ON VISUAL STUDIO .NET 4 UNITS**

Prerequisite: CISP 360 or 370 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 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 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 with a grade of "C" or better

Corequisite: CISP 430

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 and 430 with grades of "C" or better

Course Transferable to UC/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

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## Computer Info Science - Web (CISW)

### 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

Students will use Dreamweaver, a visual web-authoring tool, to develop and implement web sites. The topics covered include: creating web pages that contain text, images, links, tables, frames, forms, Cascading Style Sheets and image maps, enhancing web pages with Flash text, Flash buttons and the built-in scripting language, developing effective web site structures, using web site management tools, web site documentation, making global updates to a web site, and extending Dreamweaver. Students will work individually and as a member of a team to plan, implement, test, and evaluate web sites.

### 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 and deepen many Dreamweaver topics covered in the beginning course CISW321 using a more in-depth approach to those topics. In addition the course will introduce the other Adobe components such as Flash, Flash Script, and content management using Contribute software. Other topics covered include the following: advanced page formatting using style sheets, web site behaviors, work flow enhancement, templates, libraries, dynamic data, search functions, shopping cart functions, site security, user authentication, and other web services.

### CISW 350 IMAGING FOR THE WEB 1 UNIT

Prerequisite: None.

Advisory: CISC 306 or CISW 300

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: CISC 310 and CISP 300

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

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## Construction Management Tech (CMT)

### CMT 498 WORK EXPERIENCE IN CONSTRUCTION MANAGEMENT TECHNOLOGY 1-4 UNITS

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

**Enrollment Limitation:** Student must be in a paid or non-paid internship, volunteer opportunity, or job related to career interests.

Course Transferable to CSU

**Hours:** 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies.

**During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units.**

# Early Childhood Education

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

## 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

Early Childhood Education,  
Assistant Teacher  
Early Childhood Education,  
Associate Teacher  
Early Childhood Education,  
Family Child Care

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 the various levels within privately funded child care centers and publicly funded child development programs.

The program meets the course requirements for teachers and directors of private child care programs licensed by the California State Department of Social Services (Title 22). In addition, the program meets the coursework requirements for the Child Development Permit issued by the California Commission on Teacher Credentialing.

## Early Childhood Career Options

Preschool Teacher; Infant Care Teacher; School Age Teacher; Preschool Director; Infant Care Director; Site Supervisor of Preschool/School Age Programs; Family Child Care Provider; Public School Aide; Pediatric Nurse; Camp Counselor; Recreational Leader; Nanny; Elementary School Teaching Assistant; Parent Educator; Home Visitor

## Elementary Teaching

For the person interested in teaching in a self-contained elementary school classroom, Folsom Lake College has courses leading toward a Liberal Studies major at California State University, Sacramento. Before selecting classes, please check with your counselor to receive the most up-to-date information.

*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.

Note: Students planning to enroll in Work Experience or practicum classes (ECE 320, ECE 321, ECE 334, ECE 350, and ECE 498) must show evidence of TB clearance before working with children.

## Highlights

- Two AA Degrees and eight Certificates
- On-campus, off-campus, & online course offerings

**A.A. DEGREES**

The Teacher and Master Teacher Certificates, as well as the AA Degrees in Early Childhood Education and the Site Supervisor, are aligned with the Child Development Permits issued by California’s Commission of Teacher Credentialing (January 1997). California law requires that teachers in state-funded child care and development programs possess a Child Development Permit.

**DEGREE**

**A.A. — Early Childhood Education**

REQUIRED PROGRAM.....	Units
ECE 300 Introduction to Principles and Practices in 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 Curriculum and Interactions in Early Childhood Education.....	4
ECE 321 Advanced Practicum in Early Childhood Education .....	4
ECE 331 Education and Care of Infants in Group Settings .....	3
ECE 410 Health and Safety in the Child Care Setting .....	1
ECE 420 Admin of Child Development Centers (3) or ECE 424 Adult Supervision: Mentoring in a Collaborative Learning Setting (2) ..	2-3
ECE 430 Culture and Diversity in Early Childhood Education .....	3
A minimum of six (6) units from the following: .....	6
ECE 304 Family to Family: Introduction to Family Child Care (1)	
ECE 330 Infant Development (3)	
ECE 343 Language and Literacy Development in Early Childhood Education (3)	
ECE 356 Programs for the School-Age Child (3)	
ECE 361 Introducing Young Children to Visual Arts (3)	
ECE 404 Children with Special Needs (3)	
ECE 415 Children’s Health, Safety and Nutrition (3)	
<b>TOTAL UNITS REQUIRED.....</b>	<b>32-33</b>

Suggested Electives for fulfilling GE or 60-unit degree requirement:

ANTH 310, ART 430, BIOL 307, BUS 310, COMM 301, COMM 325, COMM 361, ECE 350, ECE 415, ECE 420, ECE 422, ECE 424, ECE 498, ECON 302, ENGED 320, ENGLT 370, ENGWR 101, ENGWR 300, FCS 322, GEOG 306, GEOL 305, HIST 307, HIST 308, MATH 120, MATH 310, MUIVI 370, MUIVI 371, MUSM 370, NUTRI 300, PS 472,

SILA 305, SILA 306, SOC 321, SPAN 101, SPAN 401, SPAN 402, SPAN 411, SPAN 412.

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 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.
- Build 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.
- Synthesize and apply multiple methods of documentation by designing, developing and implementing ethical practices and procedures that provide evidence of developmental measures and outcomes.
- Design and implement 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.
- Design, develop, and operate 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.
- Create and maintain policies that are developmentally and culturally appropriate; promote respectfully inclusive attitudes and environments; and value multiple perspectives.
- Apply acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions.
- Seek employment as a teacher in a private or public early childhood educational setting.

**DEGREE**

**A.A. — Early Childhood Education, Site Supervisor**

REQUIRED PROGRAM .....	Units
ECE 300 Introduction to Principles and Practices in 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	Curriculum and Interactions in Early Childhood Education.....	4
ECE 321	Advanced Practicum in Early Childhood Education .....	4
ECE 330	Infant Development (3) or	
ECE 400	Children with Exceptional Needs (3) or	
ECE 404	Children with Special Needs (3) .....	3
ECE 411	Health and Safety in the Child Care Setting .....	0.5
ECE 412	Pediatric CPR .....	0.25
ECE 413	Pediatric First Aid in Child Care Settings .....	0.25
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 Early Childhood Education .....	3
TOTAL UNITS REQUIRED.....		32

#### Suggested Electives:

ACCT 101, ANTH 310, ART 430, BIOL 307, BUS 310, COMM 301, COMM 325, COMM 361, ECE 356, ECE 361, ECE 364, ECE 415, ECE 498, ECON 302, ENGLT 370, ENGWR 101, ENGWR 300, FCS 322, GEOG 306, GEOL 305, HIST 307, HIST 308, HUM 334, MATH 120, MATH 310, MUIVI 370, MUSM 370, NUTRI 300, SPAN 101, SPAN 401, SOC 321

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 you 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, developing, and managing 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.
- Apply acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions.
- Seek employment as a site supervisor in a private or public early childhood educational setting.

**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 Introduction to Principles and Practices in 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
<b>TOTAL UNITS REQUIRED.....</b>	<b>6</b>

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 ECE 300 and ECE 312, the student will be able to:

- Discriminate among philosophies of early childhood education in regards to assumptions about how young children learn and how early childhood teachers should teach.
- Define and identify the role of observation, documentation, and interpretation of children's play as a tool for planning curriculum for young children and assessing their learning.
- Analyze the developmental stages and growth processes across the domains of development from the prenatal period through adolescence.
- Describe how theories, principles and foundations of child development inform and guide practical application.
- Apply acquired knowledge, skills, and abilities of certificate coursework toward successful completion of an Early Childhood Education Associate Teacher Certificate.
- Apply for an assistant teacher position in an early childhood educational setting.

Upon completion of ECE 312 and ECE 314, the student will be able to:

- Analyze the developmental stages and growth processes

across the domains of development from the prenatal period through adolescence.

- Describe how theories, principles and foundations of child development inform and guide practical application.
- Recognize the influence of diverse socio-cultural factors on child development, child rearing, caring, and education.
- Identify components that are essential to the healthy socialization of children with their families and the community and community resources available to support families.
- Apply for an assistant teacher position in an early childhood educational setting.

**CERTIFICATE OF RECOGNITION**

**Early Childhood Education, Associate Teacher**

REQUIRED PROGRAM .....	Units
ECE 300 Introduction to Principles and Practices in 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 Curriculum and Interactions in Early Childhood Education .....	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)	
<b>TOTAL UNITS REQUIRED.....</b>	<b>14</b>

To be eligible for the Child Development Permit (Associate Teacher) 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 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.
- Apply acquired knowledge, skills, and abilities of certificate coursework toward successful completion of an ECE Teacher Certificate.
- Seek employment as an associate teacher in a private early childhood educational setting.

**CERTIFICATE OF RECOGNITION**

**Early Childhood Education, Family Child Care**

REQUIRED PROGRAM .....	Units
ECE 300 Introduction to Principles and Practices in Early Childhood Education.....	3
ECE 304 Introduction to Family Day Care.....	1
ECE 312 Child Development or PSYC 372 Child Development .....	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)	
ECE 498 Work Experience in ECE.....	4
Students must successfully complete documented work experience in a licensed Family Child Care Home	
<b>TOTAL UNITS REQUIRED.....</b>	<b>12</b>

Upon successful completion of the Family Child Care Certificate, a student demonstrates knowledge, preparation, and competencies to be a family childcare provider.

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

- Evaluate components and benefits of a high-quality family childcare program.
- Describe and implement developmentally appropriate activities for infants through school age children.
- Apply health and safety practices for infants through school age children in a home setting.

- Demonstrate respectful interactions with children and their families.
- Describe the family child care licensing application process and licensing regulation highlights.
- Identify needs of families and refer to community resources.
- Apply acquired knowledge, skills, and abilities of certificate course work toward being a family childcare provider.
- Apply acquired knowledge, skills, and abilities of certificate course work toward successful completion of an Early Childhood Education Associate Teacher Certificate.

**CERTIFICATE OF ACHIEVEMENT**

**Early Childhood Education, Infant Specialist (formerly ECE, Infant Care)**

REQUIRED PROGRAM.....	Units
ECE 300 Introduction to Principles and Practices in 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 Curriculum and Interactions in Early Childhood Education .....	4
ECE 330 Infant Development .....	3
ECE 331 Education and Care of Infants in Group Settings .....	3
ECE 334 Laboratory with Infants and Toddlers... 1	
ECE 410 Health and Safety in Child Care Settings .....	1
ECE 410 OR ECE 411 (.5 unit) and ECE 412 (.25 unit) and ECE 413 (.25 unit)	
<b>TOTAL UNITS REQUIRED.....</b>	<b>21</b>

Upon successful completion of an Infant Specialist Certificate, and with appropriate documented experience, a student demonstrates knowledge, preparation and competencies to be an 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 continuing professional growth plan and advocate public policy that supports infants, toddlers, their families and the profession of early childhood education.
- Apply acquired knowledge, skills, and abilities of certificate coursework toward successful completion of an A.A. degree in Early Childhood Education.
- Seek employment as an infant or toddler teacher in a private or public early childhood educational setting.

**CERTIFICATE OF ACHIEVEMENT**

**Early Childhood Education, School Age Specialist**

REQUIRED PROGRAM .....	Units
ECE 300 Introduction to Principles and Practices in 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 Curriculum and Interactions in Early Childhood Education.....	4
ECE 321 Advanced Practicum in Early Childhood Education .....	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)	
ECE 430 Culture and Diversity in Early Childhood Education .....	3
ART 430 Art and Children (3) or ECE 364 Fundamentals of Movement and Rhythm in Early Childhood Education (2) or ENGLT 370 Children and Literature (3) or MUSM 370 Music for Children (3).....	2-3
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 in order 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.
- Apply acquired knowledge, skills, and abilities of certificate coursework toward successful completion of an A.A. degree in Early Childhood Education.
- Seek employment as a school-age teacher in a private or public early childhood educational setting.

**CERTIFICATE OF ACHIEVEMENT**

**Early Childhood Education, Master Teacher**

REQUIRED PROGRAM.....	Units
<i>Core Courses:</i>	
ECE 300 Introduction to Principles and Practices in 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	Curriculum and Interactions in Early Childhood Education.....	4
ECE 321	Advanced Practicum in Early Childhood Education .....	4
ECE 330	Infant Development (3) or	
ECE 356	Programs for the School-Age Child (3) or	
ECE 404	Children with Special Needs (3) .....	3
ECE 410	Health and Safety in the Child Care Setting .....	1
ECE 410 OR ECE 411 (.5 unit) and ECE 412 (.25 unit) and ECE 413 (.25 unit)		
ECE 424	Adult Supervision: Mentoring in a Collaborative Learning Setting .....	2
ECE 430	Culture and Diversity in ECE .....	3
TOTAL CORE UNITS REQUIRED.....		26
MASTER TEACHER SPECIALIZATION OPTIONS (see specialization list below).....		
GENERAL EDUCATION UNITS .....		16
TOTAL UNITS REQUIRED.....		48

#### *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.....6-7 units  
ECE 331: Education and Care of Infants in Group Settings (3)  
And a minimum of 3 units from the following:  
ECE 330: Infant Development (3) or  
ECE 334: Laboratory with Infants and Toddlers (1)

Art with Children .....6 units  
ECE 361 Introducing Young Children to Visual Arts (3)  
And a minimum of three (3) units from the following:  
ART 320 Design Fundamentals (3)  
ART 430 Art and Children (3)  
ARTH 300 Introduction to Art (3)

Music with Children.....6 units  
MUSM 370 Music for Children (3)  
MUFHL 330 World Music (3) or  
MUIVI 370 Beginning Guitar (2)

Children's Health, Safety and Nutrition.....6 units  
A minimum of six (6) units from the following:  
ECE 415/NUTRI 320 Children's Health, Safety & Nutrition (3)  
and NUTRI 300 Nutrition (3)

Bilingual/Bicultural Development.....6 units

A minimum of three (3) units from the following:

ANTH 310 Cultural Anthropology  
BUS 330 Managing Diversity in the Workplace  
COMM 325 Intercultural Communication  
SOC 321 Race, Ethnicity and Inequality in the U.S. (3)  
And one of the following Foreign Language courses:  
French, Spanish or American Sign Language (3)

Children with Exceptional Needs.....6 units

Choose one of the following:

ECE 404 Children with Special Needs (3)  
And a minimum of 3 units from the following:  
ECE 498: Work Experience in Early Childhood Education, with field or practicum placement in a special needs classroom for young children (1-4) or  
SILA 305: American Sign Language 1 (4) or SILA 305: American Sign Language 2 (4).

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.
- Apply acquired knowledge, skills, and abilities of certificate coursework toward successful completion of an Early Childhood Education Site Supervisor Certificate.
- Apply area of specialization as a master teacher in a private or public early childhood educational setting.

**CERTIFICATE OF ACHIEVEMENT**

**Early Childhood Education, Site Supervisor**

REQUIRED PROGRAM.....	Units
ECE 300 Introduction to Principles and Practices in 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 Curriculum and Interactions in Early Childhood Education.....	4
ECE 321 Advanced Practicum in Early Childhood Education .....	4
ECE 331 Education and Care of Infants in Group Settings .....	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)	
ECE 420 Administration of Child Development Centers.....	3
ECE 422 Advanced Coordination and Supervision of Child Development Programs.....	3
ECE 424 Adult Supervision: Mentoring in a Collaborative Learning Setting .....	2
ECE 430 Culture and Diversity in Early Childhood Education.....	3
<b>TOTAL UNITS REQUIRED.....</b>	<b>32</b>

Upon successful completion of the Site Supervisor Certificate, and with appropriate documented experience, a student demonstrates knowledge, preparation and competencies to supervise single site early learning programs and to serve as coordinator of curriculum and staff development. Certificate exceeds the minimum educational requirements for employment as a director/manager of a privately funded early learning program as outlined in Title 22 Department of Social Services regulations for childcare licensing

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 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.
- Apply acquired knowledge, skills, and abilities of certificate coursework toward successful completion of an A. A. degree in Early Childhood Education.
- Seek employment as a site supervisor in a private or public early childhood educational setting.

**CERTIFICATE OF ACHIEVEMENT**

**Early Childhood Education Teacher**

REQUIRED PROGRAM.....	Units
Core Courses:	
ECE 300 Introduction to Principles and Practices in 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 Curriculum and Interactions in Early Childhood Education.....	4
ECE 321 Advanced Practicum in Early Childhood Education .....	4
ECE 331 Education and Care of Infants in Group Settings .....	3
ECE 410 Health and Safety in the Child Care Setting.....	1
ECE 410 OR ECE 411 (.5 unit) and ECE 412 (.25 unit) and ECE 413 (.25 unit)	
ECE 430 Culture and Diversity in ECE .....	3
<b>TOTAL CORE UNITS REQUIRED.....</b>	<b>24</b>
<b>GENERAL EDUCATION UNITS .....</b>	<b>16</b>
<b>TOTAL UNITS REQUIRED.....</b>	<b>40</b>

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.
- Observe 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 young children's learning in content areas and access resources to deepen children's 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.
- Apply acquired knowledge, skills, and abilities of certificate coursework toward successful completion of an Early Childhood Education Master Teacher Certificate.
- Seek employment as a teacher in a private or public early childhood educational setting.

## 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 PRINCIPLES AND PRACTICES IN 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

Same As: PSYC 372

Prerequisite: None.

Advisory: ENGWR 101 or 103; ESLL 310, ESLR 320, and ESLW 320.

General Education: AA/AS Area V(b); AA/AS Area III(b); CSU Area D7; IGETC Area 4I

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 FCS 312.

**ECE 314 THE CHILD, THE FAMILY AND THE COMMUNITY 3 UNITS**

Prerequisite: None.

Advisory: ENGWR 101 or 103; or ESLL 320, ESLR 320, ESLW 320.

General Education: AA/AS Area III(b); CSU Area D7; CSU Area E1

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 CURRICULUM AND INTERACTIONS IN EARLY CHILDHOOD EDUCATION 4 UNITS**

Prerequisite: ECE 300 with a grade of "C" or better; AND either ECE 312 or PSYC 372 with a grade of "C" or better.

Enrollment Limitation: Current tuberculosis clearance.

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 core 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 PRACTICUM IN EARLY CHILDHOOD EDUCATION 4 UNITS**

Prerequisite: ECE 320 with a grade of "C" or better

Enrollment Limitation: Current tuberculosis clearance.

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. It 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 326 MAKING LEARNING VISIBLE THROUGH OBSERVATION AND DOCUMENTATION 3 UNITS**

Prerequisite: None.

Advisory: ENGRD 110 or ENGWR 101

Course Transferable to CSU

Hours: 54 hours LEC

This course applies critical and reflective thinking to observation and assessment of young children's development. It prepares teachers of young children to use observation, documentation, and interpretation strategies to improve program quality in early childhood settings. Multiple forms of child assessment and early childhood program assessment are explored.

**ECE 330 INFANT DEVELOPMENT 3 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

This course is an examination of infant development, from conception to three years of age, providing a review of research findings related to infancy and implications for infant care.

**ECE 331 EDUCATION AND CARE OF INFANTS IN GROUP SETTINGS 3 UNITS**

Prerequisite: None.

Advisory: ECE 330, ENGRD 110, and ENGWR 101

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. Emphasis is on early childhood education principles and practices when applied to the care and education of infants from birth to three years of age. It includes strategies for designing, implementing, and evaluating group care programs for infants.

**ECE 334 LABORATORY WITH INFANTS AND TODDLERS 1 UNIT**

Prerequisite: None.

Corequisite: ECE 330 or 331 ; May be taken previously.

Enrollment Limitation: Current Tuberculosis Clearance.

Course Transferable to CSU

Hours: 54 hours LAB

This class provides experience working with infants and toddlers in a group care program. It is designed as a laboratory for those who have completed or are enrolled in ECE 330 or 331. The course requires participation for a designated three hours per week with infants and/or toddlers in a supervised infant/toddler setting. This course may be taken three times for credit, each time in a setting with a different age group or program type.

**ECE 342 CONSTRUCTIVE MATH AND SCIENCE IN EARLY CHILDHOOD EDUCATION 3 UNITS**

Prerequisite: None.

Advisory: ENGRD 310 and ENGWR 101

Course Transferable to CSU

Hours: 54 hours LEC

The course is an introduction to the constructivist approach to teaching pre-math and science in early childhood education. The content and teaching techniques support the perspective that children construct knowledge through a dynamic, interactive process that facilitates their development of working theories related to math and science. Topics include an overview of the role of the teacher in developing appropriate experiences for children and a review of current standards and guidelines.

**ECE 343 LANGUAGE AND LITERACY DEVELOPMENT IN EARLY CHILDHOOD 3 UNITS**

Prerequisite: None

Advisory: Eligibility for ENGWR 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

General Education: AA/AS Area III(b)

Enrollment Limitation: Current tuberculosis clearance is required.

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 profession 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. Fingerprint clearance 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.

General Education: AA/AS Area I

Course Transferable to CSU

Hours: 54 hours LEC

This course prepares 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 education, elementary education, physical education and recreation majors. Developmentally appropriate lead-up games for individual and team activities and culturally diverse music, movement and rhythm will be explored and practiced.

**ECE 400 CHILDREN WITH EXCEPTIONAL NEEDS 3 UNITS**

Prerequisite: ECE 312 or PSYC 372 with a grade of "C" or better

Course Transferable to CSU

Hours: 54 hours LEC

This course provides an overview of the developmental issues, characteristics, and learning differences of children from birth to adolescence with exceptional needs. An introduction to assessment techniques, curriculum design, advocacy, current issues and community resources for exceptional children will be included in the overview. Classroom observations of children may be required.

**ECE 404 CHILDREN WITH SPECIAL NEEDS 3 UNITS**

Prerequisite: ECE 312 or PSYC 372 with a grade of "C" or better

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. The focus is to increase the awareness and understanding of children's individual needs in an 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 may be 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: 8 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 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

General Education: AA/AS Area III(b)

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. Not open to students who have received credit for NUTRI 320.

**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.

Advisory: ECE 320

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 FCS 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: 36 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.

General Education: AA/AS Area VI

Course Transferable to CSU

Hours: 54 hours LEC

This course examines the development of social identities in diverse societies including theoretical and practical implications of oppression and privilege as they apply to young children, families, programs, classrooms and teaching. Various classroom strategies will be explored emphasizing culturally and linguistically appropriate anti-bias approaches supporting all children in becoming competent members of a diverse society. The course includes self-examination and reflection on issues related to social identity, stereotypes and bias, social and educational access, media and schooling.

**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.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

**Enrollment Limitation:** Student must be in a paid or non-paid internship, volunteer opportunity, or job related to early childhood education. Students are advised to consult with the Early Childhood Education Department to review specific certificate and degree work experience requirements. Before beginning ECE 498, students must show proof of TB clearance.

Course Transferable to CSU

Hours: 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units. Before beginning ECE 498, 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

# Economics

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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; Macro 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 304 PRINCIPLES OF MICROECONOMICS 3 UNITS

Prerequisite: None.

Advisory: MATH 120

General Education: AA/AS Area V(b); CSU Area D2; IGETC Area 4B

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

General Education: AA/AS Area V(b)

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. This course is not open to students who have received credit for ECON 320.

## ECON 495 INDEPENDENT STUDIES IN ECONOMICS 1-3 UNITS

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

## ECON 499 EXPERIMENTAL OFFERING IN ECONOMICS .5-4 UNITS

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

## Economics (ECON)

### ECON 302 PRINCIPLES OF MACROECONOMICS 3 UNITS

Prerequisite: None.

Advisory: MATH 120

General Education: AA/AS Area V(b); CSU Area D2; IGETC Area 4B

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.

# Education/Teaching

<b>ACADEMIC COUNSELING</b>	Folsom campus - 916-608-6510
	El Dorado Center - 530-642-5645
	Rancho Cordova Center - 916-255-0717

**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 Liberal Studies Program, which is a major for prospective elementary school teachers. This A.A. degree program provides all of the lower division courses necessary to gain admission to the university and the teacher credential 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/ENGWR 301).
- The Intermediate Algebra Diagnostic exam should be taken shortly after completing Intermediate Algebra (MATH 120).
- It is recommended that the CBEST be taken anytime after taking ENGWR 300, ENGWR 301 OR 302, and MATH 310.

Students should 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.....	Units
ART 430 Art and Children .....	3
BIOL 307 Biology of Organisms .....	4
COMM 361 The Communication Experience.....	3
ECE 312/PSYC 372 Child Development (3) or	
FCS 324/PSYC 370 Human Development:	
A Life Span .....	3
ECE 350 Intro to Elem Teaching with Field Exper. 3	
ECON 302 Principles of Macroeconomics.....	3
ENGED 305 Structure of English .....	3
ENGED 320 Tutoring Elem Children in Reading.....	3
ENGWR 300 College Composition .....	3
ENGWR 302 Adv Composition & Critical Thinking .....	3
GEO 305 Earth Science.....	3
GEO 306 Earth Science Laboratory.....	1
HIST 307 History of World Civ from 1500.....	3
HIST 308 History of World Civ 1500 to present .	3
HIST 312 History of U.S. to 1865.....	3
MATH 310 Mathematical Discovery .....	3
POLS 301 Intro to Govt: United States .....	3
SOC 321 Race, Ethnicity & Inequality in the U.S. or	
COMM 325 Intercultural Communication (3) .....	3
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

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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

## Emergency Medical Technology (EMT)

### EMT 100 BASIC EMERGENCY MEDICAL CARE 6 UNITS

Prerequisite: HEED 320 with a grade of "C" or better; or equivalent current certification (BLS for the Healthcare Provider from the American Heart Association or CPR for the Professional Rescuer from the American Red Cross).  
Advisory: AH 110

**Enrollment Limitation: Not open to students with a current EMT - Basic certificate.**  
Hours: 72 hours LEC ; 108 hours LAB

This course provides basic and level one instruction for an Emergency Medical Technician (EMT). Topics include skills necessary to provide emergency medical care at a basic life support level with a fire, ambulance, or other specialized service. This Emergency Medical Technology 100 course is the primary step to provide the student with the skills and knowledge to apply for certification as an Emergency Medical Technician (I) and is approved by both the Sacramento County and El Dorado County Health Departments, Division of Emergency Medical Services, which are the certifying agencies for Sacramento Regions. This certification is mandatory for all personnel who wish to pursue a career working on an ambulance. EMT (I) certification is also a pre-employment requirement for most paid fire departments. Together with varying levels of actual on-the-job experience, it is required for admission to Paramedic training programs throughout the state and country. EMT students will gain actual clinical experience by spending time off-campus in operating ambulance units or in an emergency department of a hospital. Students will be required to complete background checks, purchase uniforms, verify immunizations, TB clearance and other requirements for the clinical component of this course. This course is conducted in compliance with the California Code of Regulations. A final grade "B" or better is required for a course completion certification in this course. It is recommended that students purchase a blood pressure cuff and stethoscope.

**EMT 102 EMERGENCY MEDICAL CARE REFRESHER 1.5 UNITS**

Prerequisite: Current certification as an Emergency Medical Technician (I) or Basic.

Hours: 23 hours LEC ; 12 hours LAB

This course provides continuing education and skills verification modules for current Emergency Medical Technicians (EMTs) certified at the Basic Life Support (BLS) level. It satisfies most of the refresher requirements of local, state and national Emergency Medical Services (EMS) certifying organizations. EMS related topics include airway management and ventilation, cardiac care and resuscitation, patient assessment, injury management, legal and ethical issues, vital signs monitoring and assisting with medication administration. This course is designed for currently California State certified EMT - Basic(I) and meets all state requirements for EMT (I) recertification by Sacramento Emergency Medical Services Agency. BLS (CPR) cards are not issued upon completion of this course. Students that have expired EMT (I) certification should contact the instructor prior to signing up for EMT 102. This course does not provide preparation for the National Registry of Emergency Medical Technicians (NREMT) entry or recertification exam. This course may be taken four times for credit.

**EMT 299 EXPERIMENTAL OFFERING IN EMERGENCY MEDICAL TECHNOLOGY .5-4 UNITS**

Prerequisite: None

Hours: 18 hours LEC ; 54 hours LAB

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## Energy (ENERGY)

**ENERGY 305 INTRODUCTION TO ENERGY EFFICIENCY AND ALTERNATIVE ENERGY SYSTEMS 3 UNITS**

Prerequisite: None.

Advisory: GEOG 300 and MATH 30

Course Transferable to CSU

Hours: 54 hours LEC

This course is an introduction to the science, technology, environmental impact, and economics of energy production and consumption. Topics include: the basic physics of energy, current and alternative energy generation systems, energy use in residential and commercial buildings, energy use in transportation systems, the economics of energy systems, and regulatory issues. Students will exercise their ability to make personal and professional decisions regarding energy systems so as to reduce energy costs and pollution footprints. Students may also be expected to attend and participate in an on-site visit of an energy industry organization.

# Engineering

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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

## ENGR 303 INTRODUCTION TO LOGIC DESIGN 4 UNITS

Prerequisite: None.

Advisory: MATH 120; Any previous or concurrent programming class.

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 system, 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. The lab is design oriented and emphasizes the use of software equation entry tools, schematic entry, and logic simulation tools. Lab assignments are design oriented. This course is required for Electrical/Electronics Engineering and Computer Engineering majors at some universities. This course is also helpful for Computer Science majors, electronics technicians, and for students wishing to sample computer engineering.

## ENGR 312 ENGINEERING GRAPHICS 3 UNITS

Prerequisite: None.

Advisory: MATH 110

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 72 hours LAB

This course applies the graphical tools needed to analyze, interpret, and solve engineering problems. The engineering design process is taught using manual tools and computer-aided design and drafting (CADD) tools to solve typical engineering problems. Topics include descriptive geometry, vector graphics, orthogonal projection, primary and secondary auxiliary views, geometric dimensioning and tolerancing (GD&T), 3D solid modeling, and an introduction to finite element analysis (FEA) tools. This course is intended for mechanical and civil engineering majors, but may also be required for other programs.

## 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.

## 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 done by engineers. Participants will investigate personal characteristics which contribute to being successful engineers, and will examine their own traits. They will learn what preparation and strategies are needed for the successful completion of engineering training. Course participants will explore the role of engineers in society and understand the responsibilities of engineers in their service to society.

**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

# English

<b>ACADEMIC COUNSELING</b>	Folsom campus - 916-608-6510
	El Dorado Center - 530-642-5645
	Rancho Cordova Center - 916-255-0717

**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/Journalist; Editor/Evaluator; 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

ENGL 320	Tutor Elem Students in Reading (3)
ENGL 303	Introduction to the Short Story (3)
ENGL 345	Mythologies of the World (3)
ENGL 360	Women in Literature (3)
ENGL 370	Children and Literature (3)
ENGL 402	Intro to Shakespeare and Film (3)
<b>TOTAL UNITS REQUIRED..... 24</b>	

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 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.

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.

**DEGREE**  
**A.A. — English**

REQUIRED PROGRAM.....	Units
<i>Core Requirements</i> -eighteen (18) units:	
ENGL 310	English Literature.....3
ENGL 311	English Literature.....3
ENGL 320	American Literature.....3
ENGL 321	American Literature.....3
ENGWR 300	College Composition.....3
ENGWR 301	College Composition & Literature or
ENGWR 302	Adv Comp & Critical Thinking.....3
<i>Electives</i> - A minimum of 6 units from the following:.....6	
ENG CW 400	Creative Writing (3)
ENG CW 410	Fiction Writing Workshop (3)
ENG CW 420	Poetry Writing Workshop (3)
ENG CW 430	Creative Non-Fiction Writing Workshop (3)
ENG CW 452	College Literary Magazine (4)
ENGL 305	Structure of English (3)

## English - Creative Writing (ENG CW)

**ENG CW 400 CREATIVE WRITING 3 UNITS**  
 Prerequisite: ENGWR 101 with a grade of "C" or better; or placement through the assessment process.  
 General Education: AA/AS Area II(b); CSU Area C2  
 Course Transferable to UC/CSU  
 Hours: 54 hours LEC  
 This introductory creative writing course offers writing experience in three or four of the following genres: short story, poetry, creative nonfiction, and script writing. The course includes analysis of literary models, faculty and class critiques of work, and discussion of literary techniques in each of the covered genres.

**ENGCW 410 FICTION WRITING WORKSHOP 3 UNITS**

Prerequisite: ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

General Education: CSU Area C2

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is focused on the craft of fiction writing, with an emphasis on short fiction. Students write short fictional pieces, receive feedback from their peers and the instructor, and analyze fiction written by professional writers.

**ENGCW 420 POETRY WRITING WORKSHOP 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 focuses on the craft of poetry writing. Students write a number of poems in a variety of forms, receive feedback on their poetry from their peers and the instructor, and analyze poetry written by professional writers.

**ENGCW 430 CREATIVE NON-FICTION WRITING WORKSHOP 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 is a creative writing course concentrating on the literary essay. Students will write and critically examine various kinds of creative nonfiction such as memoir, autobiography, prose with poetic elements (prose-poetry), and fact-based or philosophical writing with a definite literary, stylistic component. It also focuses on constructive in-class analysis of personal essays written by students.

**ENGCW 452 COLLEGE LITERARY MAGAZINE 4 UNITS**

Prerequisite: None

Advisory: Eligibility for ENGWR 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 computers, laser printer, and other production equipment. A campus literary reading will be presented. May be taken two times for credit.

**ENGCW 495 INDEPENDENT STUDIES IN ENGLISH - CREATIVE WRITING 1-3 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

**ENGCW 499 EXPERIMENTAL OFFERING IN ENGLISH - CREATIVE WRITING .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

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**English - Education (ENGED)****ENGED 305 STRUCTURE OF ENGLISH 3 UNITS**

Prerequisite: ENGWR 300 with a grade of "C" or better

General Education: AA/AS Area II(a)

Course Transferable to CSU

Hours: 54 hours LEC

Designed for prospective teachers or those entering professions requiring strong written language skills, this course is a study of the structure of English grammar systems, especially as they relate to writing (2000 word writing requirement). It includes the study and practice of traditional and modern grammars, with emphasis on the relationship of grammar to sentence structure. Students will have the opportunity to study the history of the English language, instructional methodologies, and selected issues of language acquisition among the culturally diverse population in California schools. This class meets the CSU, Sacramento, requirement for Liberal Studies majors and is on the list of recommended courses for English majors.

**ENGED 320 SERVICE LEARNING: TUTORING ELEMENTARY STUDENTS IN READING 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area III(b); CSU Area E1

Course Transferable to CSU

Hours: 36 hours LEC ; 54 hours LAB

This class offers students an opportunity 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 begin training in tutoring reading and then will be assigned to a nearby elementary school or to a before or after school program where they will have in-depth practice tutoring elementary children who are reading below grade level. Students will continue to attend the lecture portion of the class throughout the semester in order to receive additional training and participate in workshops. This course, which may be offered in conjunction with a non-profit organization, such as the Boys and Girls Club, is one of the two required field experience courses for the CSUS Blended Teacher Preparation Program. Prior to beginning work in the schools, students may be required to be fingerprinted and must 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

**ENGD 499 EXPERIMENTAL OFFERING IN ENGLISH - EDUCATION  
.5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

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## English - Laboratory (ENGLB)

**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 0.25, 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.

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## English - Literature (ENGLT)

**ENGLT 303 INTRODUCTION TO THE SHORT STORY 3 UNITS**

Prerequisite: Eligibility for ENGWR 300.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

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 one unit class will allow students to read, analyze, and discuss both 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, and students as a class 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.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course involves a close study of significant works of major British authors from the Beowulf poet 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.

## 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 writing are available at both Centers; all classes are graded Pass/No Pass. You earn class credit by completing a specified number of lecture or laboratory hours and an assigned amount of work.

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 Tina Royer or Tracy Rauschkolb at 916-608-6517

THE EDC ENGLISH CENTER  
Call Kathy Leland at 530-642-5686

**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.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

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 319 INTRODUCTION TO ENGLISH EPIC POETRY 3 UNITS**

Prerequisite: ENGWR 101 (College Writing) with a grade of "C" or better; or placement through the assessment process.

Advisory: ENGLT 310 (English Literature), 311 (English Literature), and 340 (World Literature)

Hours: 54 hours lecture

This course involves a study of English Epic poetry, literature too long and too complex to be covered in traditional English literature survey courses. This course reviews the conventions of epic poetry (with a focus on the works by Homer and Virgil), explains the typical structure, devices, and concerns of the epic, and studies the particular development of the English epic with analysis of epic poetry by Spenser, Milton, and Wordsworth (or any other English epic like Beowulf or Tennyson's Idylls of the King). Additionally, this course involves a study of the lives of the poets and of their times to understand themes in their respective works, ultimately to put their poems in an historical context and to recognize their influences on literature and on the world as a whole and to appreciate these poems individually as works of art.

**ENGLT 320 AMERICAN LITERATURE 3 UNITS**

Prerequisite: ENGWR 101 with a grade of "C" or better; or placement into ENGWR 300 via the assessment process.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course surveys representative early American literature from approximately 1620 to the Civil War period, approximately 1865. It begins with a consideration of pre-colonial American influences such as Native American oral tradition and European exploration of the Americas, through Colonial literature, to the emergence of a distinctive national literature, the "American Renaissance," "reformism," and the diversity of voices that will continue into modern American literature.

**ENGLT 321 AMERICAN LITERATURE 3 UNITS**

Prerequisite: Eligibility for ENGWR 300.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course surveys representative American literature from approximately 1865 (the post-Civil War period) to the present, with consideration of important aspects of American literary history. It begins with the end of the Romantic period and follows the rise of Realism and Modernism. The course may incorporate examples of local color, regionalism, social criticism, naturalism and determinism, and/or works by "Lost Generation" or modernist writers as well as contemporary authors and poets.

**ENGLT 339 POSTMODERN AMERICAN FICTION 3 UNITS**

Prerequisite: ENGWR 300 with a grade of "C" or better; or placement through the assessment process.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

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: ENGWR 101 with a grade of "C" or better; or placement into ENGWR 300 via the assessment process.

General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

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: ENGWR 101 with a grade of "C" or better; or placement into ENGWR 300 via the assessment process.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

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 ENGWR 300.

General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

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 compare and contrast myths from different cultures and analyze various themes, including: the goddess culture, the nature of creation, the dying and reviving god, and the hero's journey. In addition, students will identify Judaeo-Christian themes in various myths and evaluate the myths' 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: ENGWR 101 with a grade of "C" or better; or eligibility for ENGWR 300.

General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is a survey of literature from the Middle Ages to the 21st Century, designed for students who are interested in examining the writing of women and their roles in literature, both as writers and as protagonists. Emphasis will be placed on literature that develops protagonists and explores literary themes found in these works, such as: women representative of or in conflict with their societies; women and power; women as daughters, wives, mothers, leaders; independence vs. dependence; women in relation to men and to each other. Over the course of the semester, students will also explore related issues as discovered in the readings, including ethnocentrism, racism, ageism, classism, gender construction, gender inequity, and religious differences. The literary selections may include essays, biographies, short stories, novels, poems, and plays. These works will be considered in their historical contexts as well. This course transfers to both the UC and CSU systems and thus is taught at the university level.

**ENGLT 370 CHILDREN AND LITERATURE 3 UNITS**

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area I; CSU Area C2

Course Transferable to CSU

Hours: 54 hours LEC

This course is a survey of the best literature--past and present--created for children and of the criteria for selecting, evaluating, and discussing children's literature. It includes discussion of the history of children's literature and of current issues such as censorship, literacy, and multicultural diversity. The course is intended for prospective K-8 teachers, preschool teachers, early childhood education (ECE) majors, parents, and anyone who is or will be in frequent contact with children. It may include reading to children in a small group setting, which could include an off-campus location.

**ENGLT 381 SHAKESPEARE: FROM THE PAGE TO THE STAGE 1.5 UNITS**

Prerequisite: None

Advisory: ENGWR 300.

Course Transferable to CSU

Hours: 27 hours LEC

Students read and analyze two Shakespeare plays and then see those 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 ENGWR 300.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

ENGLT 402 is an intensive, university-level course transferable to both UC and CSU. 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, setting, 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

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## English - Reading (ENGRD)

### ENGRD 16 BASIC READING SKILLS 2 UNITS

Prerequisite: None.

Hours: 36 hours LEC

This course is the first step, entry-level class in the FLC Reading sequence and is the prerequisite course for ENGRD 110. The class may be taught in traditional lecture format or in an individualized, modular format, allowing for flexible scheduling of the 36 required hours. It is designed to prepare students for the higher level reading skills required in college and in the workplace. Areas of concentration include vocabulary development; comprehension skills such as finding the main idea, identifying major and minor details and making inferences; basic textbook reading techniques; and benefits of life-long reading for enjoyment. The course is graded Pass/No Pass. Students may enroll during the first two weeks of the semester.

### ENGRD 18 INDIVIDUALIZED READING SKILLS .5-2 UNITS

Prerequisite: None.

Hours: 36 hours LEC

This course offers individualized reading instruction modules at a wide range of skill levels, from basic to advanced, designed to help the student improve reading skills in specific areas. This course does not meet any prerequisites; it is for personal enrichment. Modules assigned will vary according to the student's needs and ability level. Specific skill areas could include: comprehension (stated and implied main idea, major and minor details, inferences, organization, fact from opinion, tone, evaluating arguments), vocabulary development, speed reading, and textbook reading skills. This course is graded Pass / No Pass. Students may register up to the 10th week of the semester if the course is not full. Scheduling is flexible, based on the Reading, Writing, Math Center or English Center's hours of operation.

### ENGRD 110 COMPREHENSION STRATEGIES AND VOCABULARY DEVELOPMENT FOR COLLEGE 3 UNITS

Prerequisite: ENGRD 16; 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 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

General Education: AA/AS Area II(b)

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.

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## English - Writing (ENGWR)

### ENGWR 39 BASIC WRITING SKILL DEVELOPMENT 2 UNITS

Prerequisite: None.

Hours: 36 hours LEC

This course is the first step, entry-level class in the FLC Writing sequence, and successful completion meets the prerequisite for ENGWR 41. The course provides instruction in improving basic writing skills and includes writing simple, compound and complex sentences as well as composing basic paragraphs. The class is taught in an individualized, modular format, allowing for flexible scheduling of the 36 required hours. The course is graded on a Pass/No Pass basis and students may enroll up to the fourth week of the semester.

### ENGWR 41 WRITING SKILLS 4 UNITS

Prerequisite: ENGWR 39; or placement through the assessment process.

Hours: 72 hours LEC

This writing course will focus on single and multi-paragraph or short essay writing skills. Students will study and practice such things as the writing process, topic sentences, critical thinking, critical reading, creating clear and correct sentences, and developing the skills necessary to write focused, developed, organized paragraphs and short essays. Students will be responsible for writing a total of 2750 words. This course is designed to prepare the student for ENGWR 51.

### ENGWR 42 SPELLING 1 UNIT

Prerequisite: None.

Hours: 18 hours LEC

This course offers individualized instruction modules suitable for a variety of skill levels, from basic to advanced. Depending on student's ability level, specific skill areas could include: phonics review of long and short vowels, prefixes and suffixes, commonly misspelled words, synonyms, effective use of spell check, and basic spelling rules. This course is graded on a Pass/No Pass basis. Students may register through the 10th week of the semester. Scheduling is flexible, based on FLC Reading and Writing Center or EDC English Center's hours of operation. One unit of credit is awarded for 18 hours of instruction.

**ENGWR 44 BASICS OF SENTENCE STRUCTURE 1.5 UNITS**

Prerequisite: None.

Hours: 27 hours LEC

This course offers individualized writing instruction modules at a wide range of skill levels, from basic to advanced. Depending on student need, modules could provide training in: grammar, punctuation, mechanics, sentence coordination and subordination, topic sentence, paragraph and essay development and organization, thesis statement and rhetorical modes, as well as information on all other aspects of writing effective paragraphs and essays. This course is graded on a Pass/No Pass basis. Students may register through the 10th week of the semester. Scheduling is flexible depending on FLC Reading and Writing Center or EDC English Center hours of operation. 1.5 units of credit are awarded for 27 hours of instruction.

**ENGWR 45 BASICS OF VOCABULARY 1.5 UNITS**

Prerequisite: None.

Hours: 27 hours LEC

Individualized instruction modules at a wide range of skill levels from basic to advanced are designed to help students acquire and improve written vocabulary skills. Depending on student's ability level, specific skill areas could include learning to use words in context; effectively using a dictionary; employing prefixes, suffixes and roots; and learning and using job related, college related and/or other specialized vocabularies. Students may register through the 10th week of the semester. Scheduling is flexible, based on FLC Reading and Writing Center or EDC English Center's hours of operation. 1.5 units of credit are awarded for 27 hours of instruction.

**ENGWR 46 INDIVIDUALIZED WRITING SKILLS 1.5 UNITS**

Prerequisite: None.

Hours: 27 hours LEC

This class offers personalized writing instruction programs at a wide range of skill levels designed to help the student acquire or improve writing skills in specific areas. Programs assigned will vary according to the student's needs, goals, and ability level. Specific skill areas could include: grammar, punctuation and mechanics, sentence coordination and subordination, topic sentence, paragraph and essay development and organization, thesis statement, and rhetorical modes. This course is graded on a Pass/ No Pass basis. Students may register through the 10th week of the semester. Scheduling is flexible depending on FLC Reading, Writing, Math Center or EDC English Center hours of operation. This course does not meet any prerequisites.

**ENGWR 47 INDIVIDUALIZED SPELLING SKILLS 1 UNIT**

Prerequisite: None.

Hours: 18 hours LEC

This course offers individualized instruction programs at a wide range of skill levels designed to help the student acquire or improve specific spelling skills. Modules assigned will vary according to student's needs and ability level. Specific skill areas could include: phonics review of long and short vowels, prefixes and suffixes, commonly misspelled words, how to proofread and effectively use spell check, look alike-sound alike words, basic spelling rules. This course is graded on a Pass/ No Pass basis. Students may register through the 10th week of the semester. Scheduling is flexible, based on the FLC Reading, Writing, Math Center or EDC English Center's hours of operation.

**ENGWR 48 INDIVIDUALIZED VOCABULARY SKILLS 1.5 UNITS**

Prerequisite: None.

Hours: 27 hours LEC

Individualized instruction modules at a wide range of skill levels designed to help the student acquire and/or improve written vocabulary skills and usage. Modules assigned will vary according to student's needs and ability level. Specific skill areas could include: using words in context; effective dictionary usage; prefixes, suffixes and roots; job-related, college related and/or other specialized vocabularies. This course is graded on a Pass/No Pass basis. Students may register through the 10th week of the semester. Scheduling is flexible, based on the FLC Reading, Writing, Math Center or EDC English Center's hours of operation.

**ENGWR 51 DEVELOPMENTAL WRITING 4 UNITS**

Prerequisite: ENGWR 41 with a grade of "C" or better; or placement through the assessment process.

Hours: 72 hours LEC

This writing course, designed to prepare students for ENGWR 101, will focus on short essay and paragraph writing, using related readings that help develop critical reading skills. Students will study and practice the writing process, critical reading and thinking skills, 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 five full-process essays.

**ENGWR 101 COLLEGE WRITING 4 UNITS**

Prerequisite: ENGWR 51 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.

Hours: 72 hours LEC

This writing course, designed 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 per essay).

**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.

General Education: AA/AS Area II(a); CSU Area A2; IGETC Area 1A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course offers 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 301 COLLEGE COMPOSITION AND LITERATURE 3 UNITS**

Prerequisite: ENGWR 300 with a grade of "C" or better

General Education: AA/AS Area I; CSU Area A3; CSU Area C2; IGETC Area 1B

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

General Education: AA/AS Area II(b); CSU Area A3; IGETC Area 1B

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 330 WRITING FOR PUBLICATION 3 UNITS**

Prerequisite: ENGWR 300. Grade of "C" or better required to meet prerequisite.

Course Transferable to CSU

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 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 ENGCV 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

*Based on the results of my assessment, I place in the following classes:*

## COMPOSITION

**ENGWR 39<sup>^</sup>**  
Basic Writing Skill Development

**ENGWR 41<sup>^</sup>**  
Writing Skills

**ENGWR 51<sup>^</sup>**  
Developmental Writing

**ENGWR 101<sup>^</sup>**  
College Writing

**ENGWR 300<sup>^</sup>**  
College Composition

**ENGWR 301**  
College Comp. &  
Literature

AND  
/OR

**ENGWR 302**  
Advanced Comp. &  
Critical Thinking

## READING

**ENGRD 16<sup>^</sup>**  
Basic Reading Skills

**ENGRD 110<sup>^</sup>**  
Comprehension Strategies & Vocabulary  
Development for College

**ENGRD 310<sup>^</sup>**  
Prose Analysis and Interpretation

## INDIVIDUALIZED INSTRUCTION

**ENGWR 46**  
Individualized Writing Skills

**ENGRD 18**  
Individualized Reading Skills

**ENGWR 48**  
Individualized Vocabulary Skills

**ENGWR 47**  
Individualized Spelling Skills

**ENGLB 71**  
Reading & Writing Across the Curriculum  
(supplement to any English course)

### Education Classes

Classes transfer to CSU; check with a counselor for more information.

**ENGED 305**  
Structure of English

**ENGED 320**  
Service Learning: Tutoring Elementary  
Students in Reading

### Creative Writing Classes

All classes transfer to CSU and/or UC; check with a counselor for more information.

**ENG CW 400**  
Creative Writing

**ENG CW 420**  
Poetry Writing Workshop

**ENG CW 410**  
Fiction Writing Workshop

**ENG CW 452**  
College Literary Magazine

**ENG CW 430**  
Creative Non-Fiction Writing Workshop

### Literature Classes

All classes transfer to CSU and/or UC; check with a counselor for more information.

**ENGLT 303**  
Intro to the Short Story

**ENGLT 309**  
Lit for Group Discussion

**ENGLT 310/311**  
English Lit

**ENGLT 320/321**  
American Lit

**ENGLT 345**  
Myth of the World

**ENGLT 339**  
Postmodern American  
Fiction

**ENGLT 360**  
Women in Lit

**ENGLT 340/341**  
World Lit

**ENGLT 402**  
Intro to Shakespeare & Film

**ENGLT 370**  
Children in Lit

#### KEY:

<sup>^</sup> = 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.

Signature

Date

Student ID#

NOTE: Current as of March 2011; subject to change

# English as a Second Language

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

Folsom Lake College offers courses in ESL designed to provide students with the command of the English language necessary to pursue both transfer level and vocational courses. Students can enter with virtually no knowledge of English and progress to an extremely proficient level.

## Career Options

Command of the English language is critical in any career choice

## Highlights

- Well-trained, dedicated staff
- Wide range of practical course offerings designed to facilitate entry into other programs
- Curriculum of interest to international students

## ESL 92 ESL CENTER: INTERMEDIATE INDEPENDENT LAB .5-1 UNITS

Prerequisite: None.

Hours: 54 hours LAB

This course provides individualized, self-paced, and/or small group instruction to non-native English speakers at the intermediate levels. A variety of self-study materials are available on such topics as grammar, composition, reading, vocabulary, listening, pronunciation, study skills, and workplace skills to develop and reinforce the use of the English language. Students may register until the end of the ninth week of the semester if space allows. This course is pass/no pass and is not a substitute for other ESL courses. Students must complete 27 hours of work to earn 0.5 units of credit. Students may earn up to one unit per semester. This course may be taken a maximum of four times for credit, for a maximum of 4 units.

## ESL 299 EXPERIMENTAL OFFERING IN ENGLISH AS A SECOND LANGUAGE .5-4 UNITS

Prerequisite: None

Hours: 18 hours LEC ; 54 hours LAB

## English as a Second Language (ESL)

### ESL 90 LANGUAGE SKILLS LABORATORY .5-1 UNITS

Prerequisite: None.

Hours: 54 hours LAB

This is a laboratory course designed to enable students to focus on specific English language skills through interaction with tutors, faculty, and computer software programs. This class 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 9 weeks of the semester and earn either .5 or 1 unit. For each semester of enrollment, a specific study place will be developed by faculty in consultation with the students. Students may repeat the course, earning a maximum of six (6) units. This course is graded on a credit no credit basis.

### ESL 91 BEGINNING INDEPENDENT LAB .5-1 UNITS

Prerequisite: None.

Hours: 54 hours LAB

This course provides individualized, self-paced, and/or small group instruction to non-native English speakers at the beginning levels. A variety of self-study materials are available on such topics as grammar, composition, reading, vocabulary, listening, pronunciation, study skills, and workplace skills to develop and reinforce the use of the English language. Students may register until the end of the ninth week of the semester if space allows. This course is pass/no pass and is not a substitute for other ESL courses. Students must complete 27 hours of work to earn 0.5 units of credit. Students may earn up to one unit per semester. This course may be taken a maximum of four times for credit, for a maximum of 4 units.

## 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 86 VERB TENSE AND ASPECT 2 UNITS

Prerequisite: ESLR 40 and ESLW 40 with grades of "C" or better; or placement through the assessment process.

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 299 EXPERIMENTAL OFFERING IN ENGLISH AS A SECOND LANGUAGE - GRAMMAR .5-4 UNITS**

Prerequisite: None

Hours: 18 hours LEC ; 54 hours LAB

**ESLG 310 INTERMEDIATE-HIGH GRAMMAR 4 UNITS**

Prerequisite: ESLG 57 with a grade of "C" or better; or placement through the assessment process.

Advisory: ESLW 310, and ESLR 310, or other ESL courses at the appropriate level.

Course Transferable to CSU

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.

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## ESL - Listening (ESLL)

**ESLL 20 NOVICE LISTENING AND SPEAKING 4 UNITS**

Prerequisite: None.

Corequisite: ESL 91

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.

**ESLL 30 NOVICE-HIGH LISTENING AND SPEAKING 4 UNITS**

Prerequisite: ESLL 20 with a grade of "C" or better; or placement through the assessment process.

Corequisite: ESL 91

Advisory: ESLR 30 and ESLW 30

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 build on their basic communication skills exploring topics such as family, education, travel, health etc. They will learn to recognize and produce the sounds in American English, stress, rhythm, and intonation patterns.

**ESLL 40 INTERMEDIATE-LOW LISTENING AND SPEAKING 4 UNITS**

Prerequisite: ESLL 30 with a grade of "C" or better; or placement through the assessment process.

Corequisite: ESL 92

Advisory: ESLR 40 and ESLW 40

Hours: 72 hours LEC

This is an intermediate level course in listening comprehension and conversation for non-native English speakers. 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.

**ESLL 50 INTERMEDIATE-MID LISTENING AND SPEAKING 4 UNITS**

Prerequisite: ESLL 40 with a grade of "C" or better

Corequisite: ESL 92

Advisory: ESLG 57, ESLR 50, and ESLW 50

Hours: 72 hours LEC

This is a course in listening comprehension and conversation for non-native English speakers at the intermediate level. Students will understand and be understood in both familiar and unfamiliar situations. Students will be introduced to academic listening and speaking activities and will continue to work on pronunciation skills. This course may be taken once for credit.

**ESLL 299 EXPERIMENTAL OFFERING IN ENGLISH AS A SECOND LANGUAGE - LISTENING .5-4 UNITS**

Prerequisite: None

Hours: 18 hours LEC ; 54 hours LAB

**ESLL 310 INTERMEDIATE-HIGH LISTENING AND SPEAKING 4 UNITS**

Prerequisite: ESLL 50 with a grade of "C" or better; or placement through the assessment process.

Advisory: 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 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.

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## ESL - Pronunciation (ESLP)

### ESLP 85 PRONUNCIATION 2 UNITS

Prerequisite: ESLL 40 with a grade of "C" or better; or placement through the assessment process.

Hours: 36 hours LEC

This elective 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 intonation patterns of English, syllables, and stress.

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## ESL - Reading (ESLR)

### ESLR 20 NOVICE READING 4 UNITS

Prerequisite: None.

Corequisite: ESL 91

Advisory: ESLL 20 and ESLW 20; Advise adult school before taking ESLR 20.

Hours: 72 hours LEC

This is a reading course for non-native English speakers at the novice level. It introduces students to reading words, phrases and short sentences in passages. Students will learn word forms, spelling rules, phonetics and basic grammar in the context of reading passages. They will work on vocabulary building, basic comprehension skills and reading speed.

### ESLR 30 NOVICE-HIGH READING 4 UNITS

Prerequisite: ESLR 20 with a grade of "C" or better; or placement through the assessment process.

Corequisite: ESL 91

Advisory: ESLL 30 and ESLW 30

Hours: 72 hours LEC

ESLR 30 is a reading course for non-native speakers at the novice-high level. This course focuses on reading words, phrases, and sentences in texts. Students will develop reading skills and strategies, increase their core vocabulary, study spelling rules, phonetics, word forms and grammar necessary to understand short readings.

### ESLR 40 INTERMEDIATE-LOW READING 4 UNITS

Prerequisite: ESLR 30 with a grade of "C" or better; or placement through the assessment process.

Corequisite: ESL 92

Advisory: ESLL 40 and ESLW 40

Hours: 72 hours LEC

This is a four-unit 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 50 INTERMEDIATE-MID READING 4 UNITS

Prerequisite: ESLR 40 with a grade of "C" or better; or placement through the assessment process.

Corequisite: ESL 92

Advisory: ESLG 57, ESLL 50, and ESLW 50

Hours: 72 hours LEC

This is a reading course for non-native English speakers at the intermediate-mid level. 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 310 INTERMEDIATE-HIGH READING 4 UNITS

Prerequisite: ESLR 50 with a grade of "C" or better; or placement through the assessment process.

Advisory: ESLG 310, ESLL 310, and ESLW 310

Course Transferable to CSU

Hours: 72 hours LEC

This course focuses on developing academic skills at the intermediate-high level with emphasis on speed, vocabulary expansion, and comprehension of ideas. This course also introduces students to library use. Students will use critical thinking skills to understand, paraphrase, summarize, and respond orally, as well as in writing, to ideas expressed in fiction and non-fiction readings.

### ESLR 320 ADVANCED-LOW READING 4 UNITS

Prerequisite: ESLR 310 with a grade of "C" or better; or placement through the assessment process.

Advisory: ESLG 320 and ESLW 320, or other ESL courses at the appropriate level.

Course Transferable to CSU

Hours: 72 hours LEC

This course focuses on refining academic reading skills with an emphasis on speed, vocabulary development, and analytical comprehension. Students will practice research and synthesizing skills and do extensive writing based on critical analysis of 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

## ESL - Writing (ESLW)

### ESLW 20 NOVICE WRITING 4 UNITS

Prerequisite: None.

Corequisite: ESL 91

Advisory: ESLL 20 and ESLR 20

Hours: 72 hours LEC

ESLW 20 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.

### ESLW 30 NOVICE-HIGH WRITING 4 UNITS

Prerequisite: ESLW 20 with a grade of "C" or better; or placement through the assessment process.

Corequisite: ESL 91

Hours: 72 hours LEC

ESLW 30 is a course for non-native English speakers at the novice-high 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 40 INTERMEDIATE-LOW WRITING 4 UNITS

Prerequisite: ESLW 30 with a grade of "C" or better; or placement through the assessment process.

Corequisite: ESL 92

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: ESLW 40 with a grade of "C" or better; or placement through the assessment process.

Corequisite: ESL 92

Advisory: ESLG 57, ESLL 50, and ESLR 50

Hours: 72 hours LEC

This is a course for non-native speakers at the intermediate-mid level which focuses on the development of paragraph writing in a variety of rhetorical modes through guided writing and practice. By the end of the semester, students will progress to writing multi-paragraph essays. 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: ESLR 40 and ESLW 40 with grades of "C" or better; or placement through the assessment process.

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.

### ESLW 86 SPELLING 2 UNITS

Prerequisite: ESLR 40 and ESLW 40 with grades of "C" or better; or placement through the assessment process.

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 to recognize and differentiate homophones, suffixes, and plurals. Students will develop competence in the ability to spell.

### ESLW 310 INTERMEDIATE-HIGH WRITING 4 UNITS

Prerequisite: ESLW 50 with a grade of "C" or better; or placement through the assessment process.

Advisory: ESLG 310, ESLL 310, and ESLR 310

Course Transferable to CSU

Hours: 72 hours LEC

In this course, students at the intermediate-high level will develop their ability to respond to a variety of essay assignments. They will use the writing process to produce developed, organized, and unified essays. They will practice critical thinking skills through class discussion and written response to readings. They will refine their ability to control a range of grammatical structures.

### ESLW 320 ADVANCED-LOW WRITING 4 UNITS

Prerequisite: 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

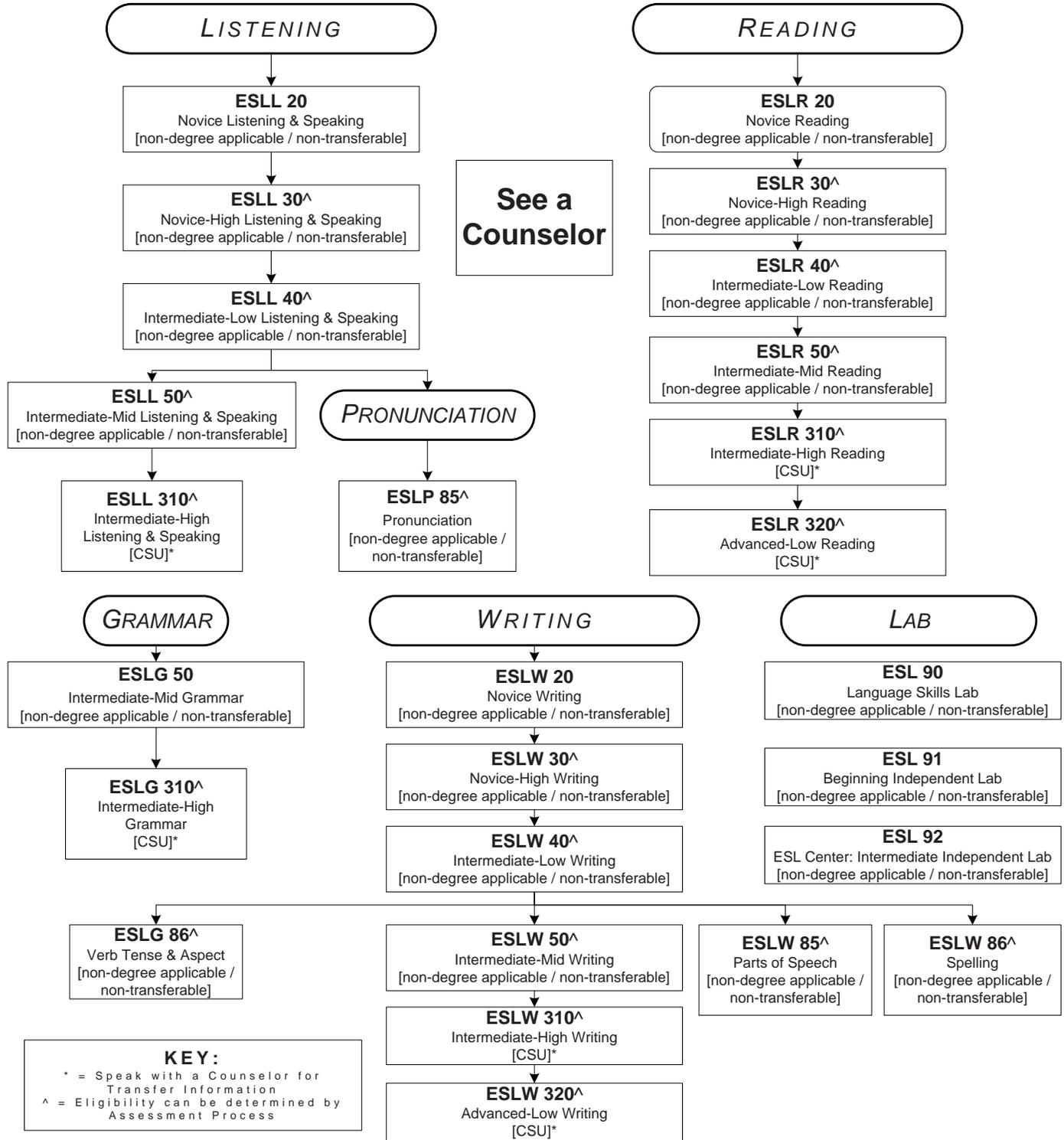
Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# FOLSOM LAKE COLLEGE ENGLISH AS A SECOND LANGUAGE (ESL) SEQUENCE

*Based on the results of my assessment, I place in the following classes:*



**KEY:**

\* = Speak with a Counselor for Transfer Information  
 ^ = Eligibility can be determined by Assessment Process

Signature

Date

Student ID#

NOTE: Current as of March 2010; subject to change

# Environmental Technology

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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

## NOTE

- For information on the Waste Water Management and Water Management certificate programs, see those sections of the catalog.

## Environmental Technology (ENVT)

### ENVT 304 ENVIRONMENTAL BIOLOGY 3 UNITS

Same As: BIOL 350

Prerequisite: None.

General Education: AA/AS Area IV; CSU Area B2

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 (including historical and cultural values) 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 climate change, hazardous waste disposal, deforestation, ecological sustainability and endangered species recovery. ENVT 304 is especially useful for Environmental Technology, Environmental Sciences, Ecology, Recreation, Education and Political Science majors. This course is the same as BIOL 350. You cannot enroll in this course if you have already passed BIOL 350. Field trips, attendance at public meetings and/or a semester project may be required.

### ENVT 350 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 Environment Science, Environmental Technology, Geography, Natural Resource Management, and Biology. This class is not intended for students training as water treatment plant operators.

### ENVT 350.1 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 350.2 GROUNDWATER RESOURCES 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 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 this may be outdoors. The class is useful for students interested in Environmental Science, Environmental Technology, Geography, Natural Resource Management, and Biology. A basic knowledge of water resources is assumed before beginning the course. The class is not intended for students training as water treatment plant operators.

**ENVT 350.3 SURFACE FRESHWATER RESOURCES 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 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. A basic knowledge of water resources is assumed before beginning the course. The class is not intended for students training as water treatment plant operators.

**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 LEC

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, volumes, flows, pressures, 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

Course Transferable to CSU

Hours: 54 hours LEC ; 54 hours LAB

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.

**ENVT 354 WASTE WATER MANAGEMENT: BASIC INSTRUMENTATION AND ELECTRICAL CONTROLS 4 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC ; 54 hours LAB

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.

**ENVT 355 INTRODUCTION TO WATER, WASTEWATER AND RECYCLED WATER MANAGEMENT 3 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

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.

**ENVT 356 WASTEWATER OPERATIONS AND MAINTENANCE I  
3 UNITS**

Prerequisite: None.

Advisory: ENVT 351

Course Transferable to CSU

Hours: 54 hours LEC

This course provides an introduction of 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.

**ENVT 357 WASTEWATER OPERATIONS AND MAINTENANCE II  
3 UNITS**

Prerequisite: ENVT 356 with a grade of "C" or better

Course Transferable to CSU

Hours: 54 hours LEC

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.

**ENVT 358 WATER TREATMENT OPERATION AND MAINTENANCE  
I 3 UNITS**

Prerequisite: None.

Advisory: ENVT 351 and 355

Course Transferable to CSU

Hours: 54 hours LEC

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.

**ENVT 359 WATER TREATMENT OPERATION AND MAINTENANCE  
II 3 UNITS**

Prerequisite: ENVT 358 with a grade of "C" or better

Course Transferable to CSU

Hours: 54 hours LEC

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 process and technologies such as softening, membrane filtration and demineralization, instrumentation and control, advance 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. This course meets the initial education requirements for treatment operator certification exam. Field trips may be required.

**ENVT 360 WATER DISTRIBUTION OPERATION AND MAINTENANCE  
3 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

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 a distribution operator certification exam.

**ENVT 361 WASTEWATER COLLECTION SYSTEMS OPERATION  
AND MAINTENANCE 3 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

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 operator, 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.

**ENVT 495 INDEPENDENT STUDIES IN ENVIRONMENTAL  
TECHNOLOGY 1-3 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

**ENVT 498 WORK EXPERIENCE IN ENVIRONMENTAL TECHNOLOGY****1-4 UNITS**

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

**Enrollment Limitation:** Student must be in a paid or non-paid internship, volunteer opportunity or job related to career goals.

Course Transferable to CSU

**Hours:** 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies.

**During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units.**

**ENVT 499 EXPERIMENTAL OFFERING IN ENVIRONMENTAL TECHNOLOGY .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# Family and Consumer Science

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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

## FCS 324 HUMAN DEVELOPMENT: A LIFE SPAN 3 UNITS

Same As: PSYC 370

Prerequisite: None.

Advisory: ENGWR 101 and 103

General Education: CSU Area D9; CSU Area E1; IGETC Area 4I

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

## Family and Consumer Science (FCS)

### FCS 322 FAMILY DEVELOPMENT 3 UNITS

Same As: PSYC 354

Prerequisite: None.

General Education: AA/AS Area III(b); CSU Area E1

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.

# Fire Technology

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

**DEGREE** A.S. - Fire Technology

**CERTIFICATE OF ACHIEVEMENT**

Fire Technology

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)

**DEGREE**

**A.S. — Fire Technology**

REQUIRED PROGRAM.....Units

Core Requirements-eighteen (18) units:

FT 192	Wildland Fire Control .....	3
FT 300	Fire Protection Organization .....	3
FT 301	Fire Prevention Technology .....	3
FT 302	Fire Protection Equipment & Systems....	3
FT 303	Building Construction for Fire Protection ..	3
FT 304	Fire Behavior & Combustion .....	3

A minimum of 12 units from the following:..... 12

- FT 110 Fire Apparatus (3)
- FT 132 Fire Service Records and Reports (3)
- FT 170 Fire Investigation (3)
- FT 180 Rescue Practices (3)
- FT 190 Fire Tactics and Strategy (3)
- FT 310 Fire Service Hydraulics (3)

FT 498 Work Experience in Fire Technology (1 - 4)  
EMT 100 Basic Emergency Medical Care (5)  
TOTAL UNITS REQUIRED..... 30

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 is designed for students interested in careers in state, county, or municipal fire service organizations. The curriculum focuses on various competency areas for those wishing either to enter the fire service industry or enhance their existing abilities.

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

- Evaluate employment opportunities and successfully place students as fire fighters with local fire agencies.
- Evaluate proactive prevention and fire protection programs as they pertain to life and property within the fire service.
- Apply personal safety practices which demonstrate and understanding of personal safety practices in the fire fighting industry.
- Identify and describe the physical processes of fire and combustion.
- Practice wildland firefighting skills and techniques as they pertain to wildland and urban interface in California.

**CERTIFICATE OF ACHIEVEMENT**

**Fire Technology**

REQUIRED PROGRAM.....Units

FT 192	Wildland Fire Control .....	3
FT 300	Fire Protection Organization .....	3
FT 301	Fire Prevention Technology .....	3
FT 302	Fire Protection Equipment & Systems....	3
FT 303	Building Construction for Fire Protection ..	3
FT 304	Fire Behavior & Combustion .....	3
TOTAL UNITS REQUIRED.....		18

This program is designed for students interested in careers in state, county, or municipal fire service organizations. The curriculum focuses on various competency areas for those wishing either to enter the fire service industry or enhance their existing abilities.

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

- Evaluate employment opportunities and successfully place students as fire fighters with local fire agencies.
- Evaluate proactive prevention and fire protection programs as they pertain to life and property within the fire service.
- Apply personal safety practices which demonstrate an understanding of personal safety practices in the fire fighting industry.
- Identify and describe the physical processes of fire and combustion.
- Practice wildland firefighting skills and techniques as they pertain to wildland and urban interface in California.

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## Fire Technology (FT)

### FT 110 FIRE APPARATUS 3 UNITS

Prerequisite: None.

Hours: 54 hours LEC

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 LEC

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.

Hours: 54 hours LEC

This course focuses on the identification and management of rescue situations, such as proper utilization and awareness of equipment, tools, and techniques to handle various rescue situations. Topics include vehicle extrication, water rescue, vertical rescue, building collapse, radiation hazards, hazardous materials rescue, fire situations including rapid intervention awareness, and other emergency situations.

### FT 190 FIRE TACTICS AND STRATEGY 3 UNITS

Prerequisite: None.

Hours: 54 hours LEC

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.

Hours: 54 hours LEC

This course covers fundamental components of wildland fire fighting. Topics include firefighter safety and survival in the wildland environment, fundamental wildland fire behavior as it relates to weather, fuel, and topography, and wildland firefighting tactics and strategies.

### 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 a 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.

Course Transferable to CSU

Hours: 54 hours LEC

This course provides fundamental information regarding the history, philosophy, and the 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 reviewing a building plan, 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.

Course Transferable to CSU

Hours: 54 hours LEC

This course provides information relating to sprinkler design and the operation of fire detection and alarm systems. 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. Four local area field trips are required.

**FT 303 BUILDING CONSTRUCTION FOR FIRE PROTECTION 3 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

This course addresses 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, masonry, steel, and concrete construction, principles of fire and smoke growth, and fire resistance construction, the relationship between building types and Urban Search & Rescue Team capacity and Wildland/Urban Interface building requirements.

**FT 304 FIRE BEHAVIOR AND COMBUSTION 3 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

This course explores the theories and fundamentals of how and why fires start, spread, and are controlled. Topics include fire chemistry and physics, combustion processes, extinguishing agents, hazardous materials, and fire control strategies and tactics in various environments.

**FT 310 FIRE SERVICE HYDRAULICS 3 UNITS**

Prerequisite: None.

Advisory: FT 300 and MATH 30

Course Transferable to CSU

Hours: 54 hours LEC

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.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

**Enrollment Limitation:** Student must be in a paid or non-paid internship, volunteer opportunity, or job related to fire technology. Students are advised to consult with the Fire Technology faculty to review specific certificate and degree work experience requirements.

Course Transferable to CSU

Hours: 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

# French

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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 level course (or above) of their native language.

## French (FREN)

### 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 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.** 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.

General Education: CSU Area C2

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 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 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. 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.

**FREN 312 CONVERSATIONAL FRENCH, INTERMEDIATE 2 UNITS**

Prerequisite: FREN 311 and 411. Grades of "C" or better required to meet prerequisite.

General Education: CSU Area C2

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 French 311 or four years of high school French. It provides continued development of skills attained in 311. The focus 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. 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.

**FREN 401 ELEMENTARY FRENCH 4 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 6

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 54 hours LAB

This is the 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 the ability to understand and produce appropriate responses in high-frequency situations utilizing learned material. Speaking and writing will be comprehensible to a sympathetic listener used to communicating with non-native speakers.

**FREN 402 ELEMENTARY FRENCH 4 UNITS**

Prerequisite: FREN 401 (with a grade of 'C' or better) or two years of high school French (with a grade of 'C' or better).

General Education: AA/AS Area I; CSU Area C2; IGETC Area 6

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 54 hours LAB

This is the second semester of elementary French. It provides refinement of skills introduced in FREN 401. It is characterized by increased grammatical accuracy and ability to understand and produce appropriate responses in high-frequency situations utilizing learned material. Speaking and writing will be comprehensible to a sympathetic listener used to communicating with non-native speakers.

**FREN 411 INTERMEDIATE FRENCH 4 UNITS**

Prerequisite: FREN 402. Grade of "C" or better required to meet prerequisite.

General Education: CSU Area C2; IGETC Area 3B; IGETC Area 6

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 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 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.

General Education: CSU Area C2; IGETC Area 3B; IGETC Area 6

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

# General Education Transfer

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

## CERTIFICATES OF ACHIEVEMENT

CSU General Education  
Intersegmental General  
Education Transfer  
Curriculum (IGETC)

### CERTIFICATE OF ACHIEVEMENT CSU General Education Certificate

#### REQUIRED PROGRAM

Students must complete a minimum of 39 units used to satisfy the CSU General Education requirements, which are listed in the Folsom Lake College catalog. Students are encouraged to consult with a counselor in choosing the courses used to fulfill the required program.

This Certificate of Achievement is designed for students planning to transfer to a California State University (CSU) campus. Completion of this certificate ensures that the student has met the lower division General Education requirements for all CSU campuses. Please note that although obtaining this certificate will ensure that the requirements for GE certification are met, students needing official GE certification will need to work with a counselor to complete the appropriate form.

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

- Make sound decisions to improve personal and environmental well-being through the analysis of scientific information.
- Implement appropriate method of inquiry used by social and behavioral sciences.
- Demonstrate civic responsibility as an informed citizen knowledgeable about historical events, current issues, and government structures relevant to community, state, national and global issues.
- Demonstrate an appreciation for and understanding of the complexity of artistic and cultural expression through the ages by supporting the arts to enhance our community.
- Apply systematic methods of problem-solving, comparative analysis, and creative decision-making in order to communicate effectively and efficiently in a variety of oral and written contexts.

- Gather and assess information from a variety of sources to inform decision-making in personal, social, academic, or professional contexts.

### CERTIFICATE OF ACHIEVEMENT Intersegmental General Education Transfer Curriculum (IGETC) Certificate

#### REQUIRED PROGRAM

Students must complete a minimum of 34 units used to satisfy the IGETC certification requirements, which are listed in the Folsom Lake College catalog. Students are encouraged to consult with a counselor in selecting courses used to fulfill the required program.

This Certificate of Achievement is designed for students planning to transfer to either a California State University (CSU) or a University of California (UC) campus. Completion of this certificate ensures that a student has met the lower division General Education/Breadth requirements for all CSU and UC campuses. Please note that although obtaining this certificate will ensure that the requirements for GE certification are met, students needing official GE certification will need to work with a counselor to complete the appropriate form.

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

- Make sound decisions to improve personal and environmental well-being through the analysis of scientific information.
- Implement appropriate method of inquiry used by social and behavioral sciences.
- Demonstrate civic responsibility as an informed citizen knowledgeable about historical events, current issues, and government structures relevant to community, state, national and global issues.
- Demonstrate an appreciation for and understanding of the complexity of artistic and cultural expression through the ages by supporting the arts to enhance our community.
- Apply systematic methods of problem-solving, comparative analysis, and creative decision-making in order to communicate effectively and efficiently in a variety of oral and written contexts.

## Requirements for the Associate in Arts for transfer (AA-T) or Associate in Science for transfer (AS-T)

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high-unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

At the time of catalog publication, no FLC majors for the AA-T or AS-T have been approved. Majors are under development. For more information, please see a counselor and [www.flc.losrios.edu](http://www.flc.losrios.edu) for more information.

## Requirements

The following is required for all AA-T or AS-T degrees:

1. Minimum of 60 CSU-transferable semester units.
2. Minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Completion of a minimum of 18 semester units in an "AA-T" or "AS-T" major will be detailed in the **Courses, Degree, and Certificates** section of the catalog. All courses in the major must be completed with a grade of C or better or a "P" if the course is taken on a "pass-no pass" basis (title 5 § 55063).
4. **Certified completion of the California State University General Education-Breadth pattern (CSU GE Breadth)** (see page 32 for more information); **OR** the **Intersegmental General Education Transfer Curriculum (IGETC) pattern** (see page 33 for more information).

# Geography

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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.

General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A

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 may be required to relate class discussions to the real world.

### GEOG 301 PHYSICAL GEOGRAPHY LABORATORY 1 UNIT

Prerequisite: None.

Corequisite: GEOG 300

General Education: CSU Area B3; IGETC Area 5A

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.

General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A

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.

General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D5; IGETC Area 4E  
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.

Advisory: CISC 300

General Education: AA/AS Area II(b)

Course Transferable to UC/CSU

Hours: 54 hours LEC

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: 27 hours LEC

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 332.1 with a grade of "C" or better

Advisory: CISC 300

Course Transferable to CSU

Hours: 27 hours LEC

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 332.1 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.

Advisory: GEOG 300

Course Transferable to CSU

Hours: 24 hours LEC ; 144 hours LAB

This course covers the field study of geographic principles and processes of specific areas (mountains, deserts, seashore, etc.). Course content will vary by destination. Topics may include physical geography, human geography, and/or geographic techniques such as the application of tools and techniques used for geographic field research (e.g., map and compass use, the Global Positioning System (GPS), Geographic Information Systems (GIS), etc.). Field trip(s) are required. For specific details, see the course description listed in the schedule. Students will be responsible for providing their own lodging (or camping equipment) and meals. At a minimum it is recommended that students be prepared to spend a full day in the field. This may require a day-pack, water container(s), food, foul weather gear, field notebook, clipboard, whistle, and personal safety gear (warm clothing, medications, cell phone, GPS, sunscreen, sunglasses, hiking shoes, and a hat).

**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

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

**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 to 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

**DEGREE**  
**A.S. — 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    Calculus I.....	5
MATH 401    Calculus II.....	5
<b>TOTAL UNITS REQUIRED.....</b>	<b>28</b>

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.

This degree is designed to meet common lower division requirements for a major in geology.

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

- Demonstrate understanding of the scientific method by designing a valid scientific inquiry.
- Differentiate between scientifically-derived knowledge, myth, and conjecture in professional or everyday encounters with information.
- Apply acquired knowledge, skills, and abilities toward successful completion of geology coursework at transfer institutions.
- Observe and accurately interpret the mechanics, rate and scale of simple geologic processes.
- Clearly communicate geologic information, both orally and in written form, to diverse audiences.
- Evaluate and analyze contemporary geologic problems including the implications of human activities on geologic resources.
- Accurately employ geologic terminology, earth development theories and techniques as a foundation for investigating more complex scientific matters.

## Geology (GEOL)

### GEOL 299 EXPERIMENTAL OFFERING IN GEOLOGY .5-4 UNITS

Prerequisite: None

Hours: 54 hours LEC ; 108 hours LAB

### GEOL 300 PHYSICAL GEOLOGY 3 UNITS

Prerequisite: None.

Advisory: GEOL 301; (or concurrent enrollment in GEOL 301)

General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A

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; (or may be taken previously)

General Education: CSU Area B3; IGETC Area 5A

Course Transferable to UC/CSU

Hours: 54 hours LAB

This course provides laboratory 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

General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A

Course Transferable to UC/CSU

Hours: 54 hours LEC

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; (or may be taken previously)

General Education: CSU Area B3; IGETC Area 5A

Course Transferable to UC/CSU

Hours: 54 hours LAB

This course emphasizes the scientific methods and systematic laboratory procedures of Earth sciences. Topics include weather analysis, rock and mineral identification, study of geologic concepts by means of topographic maps, astronomical observation and ocean dynamics. A field trip or an appropriate alternative activity will be required as an introduction to geological environments and field methods in geology. Not open to students who have received credit for GEOL 300 or GEOL 301.

### GEOL 310 HISTORICAL GEOLOGY 3 UNITS

Prerequisite: None.

Advisory: An introductory geology or earth science course.

General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A

Course Transferable to UC/CSU

Hours: 54 hours LEC

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

General Education: CSU Area B3; IGETC Area 5A

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.

**GEOL 330 INTRODUCTION TO OCEANOGRAPHY 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A

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, necton, plankton, and benthic organisms.** Field trips may be required.

**GEOL 342 GEOLOGY OF THE NATIONAL PARKS 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area IV; CSU Area B1

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.

General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course provides a survey of the physical and historical aspects of California geology, emphasizing the linkage of geology and people through economic and social impacts. This course is recommended for non-majors and majors in geology and is of particular value to science, engineering, environmental studies, education, and economics majors. Field trips will be combined with lectures.

**GEOL 347 GEOLOGIC MINING HISTORY OF THE MOTHER LODE 3 UNITS**

Prerequisite: None.

Advisory: GEOL 300

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, understanding past and present mining methods, and understanding 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.

General Education: AA/AS Area IV; CSU Area B1; CSU Area B3

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: GEOL 300 with a grade of "C" or better

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

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

## 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.

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

- Apply a variety of design principles and elements of art by using various art materials and techniques to complete class projects and compositions.
- Critically evaluate historical and contemporary art work and create a portfolio based on class projects both for print and for the Web.
- Create images for print and the Web using good visual design concepts and manipulate those images using standard techniques for selecting, compositing, transforming; painting, masking, blending, shading, **filtering, layering, and incorporating text.**
- List and describe various graphic and digital file formats.
- Create and save images for print or the Web; upload web pages to a web server.

## Graphic Communication (GCOM)

### GCOM 330 DIGITAL IMAGING 1 3 UNITS

Prerequisite: None.

Advisory: CISC 300

Course Transferable to CSU

Hours: 45 hours LEC ; 27 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 DIGITAL ILLUSTRATION FOR GRAPHIC DESIGN 1 3 UNITS

Prerequisite: CISC 300 or 308 with a grade of "C" or better

Advisory: CISA 308

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.

## CERTIFICATE OF RECOGNITION

### Web/Graphics Production

REQUIRED PROGRAM.....	Units
ART 320 Design: Fundamentals.....	3
GCOM 330 Beginning Photoshop .....	3
GCOM 361 Creative Web Design.....	3
A minimum of 3 units from the following:	
CISW 300 Web Publishing (3)	
GCOM 340 Beginning Adobe Illustrator (3)	
TOTAL UNITS REQUIRED.....	12

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 students for an entry-level position working as a production artist or a graphic assistant in a graphic design or web related field.

**GCOM 361 BEGINNING CREATIVE WEB DESIGN 3 UNITS**

Prerequisite: GCOM 330 or 340 with a grade of "C" or better

Course Transferable to CSU

Hours: 36 hours LEC

In this course, students will explore a range of approaches in designing for the World Wide Web, while introducing students to an industry-standard Web authoring tool. Through a series of incremental assignments, students will explore fundamental Web design concepts within a non-static, non-linear environment, culminating in the development of a live and functioning website. Additionally, this course provides an overview of standards-compliant HTML/CSS, techniques for adding interactivity, accessibility, and support in preparing graphics for Web use and for prototyping site designs.

**GCOM 363 ADVANCED CREATIVE WEB DESIGN (ADOBE FLASH)  
3 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

This is an in-depth course covering advanced web page design and animation using Adobe 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

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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 314 or 320 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.

## Health Education (HEED)

### HEED 300 HEALTH SCIENCE 3 UNITS

Prerequisite: None.

General Education: AA/AS Area III(b); CSU Area E1

Course Transferable to UC/CSU

Hours: 54 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 314 COMMUNITY FIRST AID AND SAFETY 2 UNITS

Prerequisite: None.

General Education: AA/AS Area III(b)

Course Transferable to UC/CSU

Hours: 36 hours LEC

This course includes procedures in adult, infant, and child CPR (Cardio-pulmonary resuscitation). Also included are choke-rescue and how to recognize symptoms of a heart attack. Students will learn how to safely operate an AED (Automated External Defibrillator). 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 for certification in adult, infant, and child CPR, AED operation, and Standard First Aid. Students must purchase face masks for work on mannequins. 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, AED, and Standard First Aid. This certification is valid for one year after the completion date. This course may be taken four times for credit.

### HEED 320 CPR: BLS FOR THE PROFESSIONAL RESCUER 2 UNITS

Prerequisite: None.

Course Transferable to 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.

General Education: AA/AS Area III(b); CSU Area E1

Course Transferable to CSU

Hours: 54 hours LEC

This course takes a personal approach to lifetime healthy habits. 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.

### HEED 495 INDEPENDENT STUDIES IN HEALTH EDUCATION 1-3 UNITS

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

**HEED 499 EXPERIMENTAL OFFERING IN HEALTH ED .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# History

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

This Folsom Lake College program offers a study of history that contributes to cultural literacy and develops critical thinking and other useful skills while helping students understand today and plan for tomorrow.

## Career Options

Administrator; Archivist; Business Consultant; Foreign Service; Government Service; Historian; Journalist; Librarian, Museum Curator; Pre-Law/Lawyer; Researcher/Research Analyst; State Park Historian; Teacher; Writer

*Some career options may require more than two years of college study.*

## Highlights

- Overview of World Civilization and American History, Women in American History
- Study Abroad in such locations as London, Paris, Florence and Salamanca
- Faculty includes widely traveled scholars, authors and active historians

## HIST 308 HISTORY OF WORLD CIVILIZATIONS, 1500 TO PRESENT 3 UNITS

Prerequisite: None.

Advisory: ENGWR 101; or eligible for ENGWR 300

General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area C2; CSU Area D6; IGETC Area 3B; IGETC Area 4F

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 the legacy of these civilizations within the world today.

## HIST 312 HISTORY OF THE UNITED STATES (TO 1865) 3 UNITS

Prerequisite: None.

Advisory: ENGWR 101 or eligibility for ENGWR 300

General Education: AA/AS Area V(a); CSU Area D6; CSU Area F1; CSU Area F2; IGETC Area 4F

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: ENGWR 101 or eligibility for ENGWR 300

General Education: AA/AS Area V(a); CSU Area D6; CSU Area F1; CSU Area F3; IGETC Area 4F

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.

## History (HIST)

### HIST 307 HISTORY OF WORLD CIVILIZATIONS TO 1500 3 UNITS

Prerequisite: None.

Advisory: ENGWR 101; or eligibility for ENGWR 300

General Education: AA/AS Area V(b); CSU Area C2; CSU Area D6; IGETC Area 3B; IGETC Area 4F

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is a survey of the development of world civilizations from antiquity to 1500CE, with particular emphasis on the dynamic interaction and comparison of peoples and cultures. The focus is on the roles played by social, political, economic, cultural and religious forces in shaping the major world civilizations and the legacy of these civilizations within the world today.

**HIST 314 RECENT UNITED STATES HISTORY 3 UNITS**

Prerequisite: None.

Advisory: ENGWR 101 or eligibility for ENGWR 300

General Education: AA/AS Area V(a); CSU Area D6; CSU Area F1; CSU Area F3; IGETC Area 4F

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, ensuing against the background of a "world setting." While the emphasis tends to be on political developments, the course also covers broad economic, social, and cultural patterns. It includes coverage of California state and local government.

**HIST 319 AMERICAN ENVIRONMENTAL HISTORY 3 UNITS**

Prerequisite: None.

General Education: CSU Area D6; IGETC Area 4F

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: ENGWR 101 or eligibility for ENGWR 300

General Education: AA/AS Area V(a); CSU Area D4; CSU Area D6; CSU Area F1; CSU Area F2; IGETC Area 4F

Course Transferable to UC/CSU

Hours: 54 hours LEC

Survey history of the United States from 1607 to the present, emphasizing the economic and social conditions that gave women more actual respect and some public power. Course includes the roles 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 344 SURVEY OF CALIFORNIA HISTORY: A MULTICULTURAL PERSPECTIVE 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D6; IGETC Area 4F

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is a general historical survey of the social, political and economic developments of California from its origin to the present time. Emphasis is placed on the state's multicultural heritage and on significant local history.

**HIST 390 HISTORY FIELD STUDY .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 12 hours LEC ; 18 hours LAB

This course provides an opportunity for first hand observation of a variety of historic and prehistoric sites in the Sacramento and Sierra Nevada foothills environment, as well as an examination of museum collections and presentation techniques of historical and cultural materials. Depending on availability, it includes visits to active excavation, preservation, and/or restoration projects. This class is ideal for social science majors, future teachers, park service personnel, heritage resource volunteers, and those interested in the interpretation field.

**HIST 392 PRINCIPLES OF HERITAGE INTERPRETATION 3 UNITS**

Same As: ANTH 392 and BIOL 392

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 BIOL 392 or ANTH 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

# Horticulture

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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

## HORT 498 WORK EXPERIENCE IN HORTICULTURE 1-4 UNITS

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

**Enrollment Limitation:** Student must be in a paid or non-paid internship, volunteer opportunity or job related to career goals.

Course Transferable to CSU

Hours: 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. **During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units.**

## 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.

General Education: AA/AS Area IV

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course surveys horticultural principles and practices. Course topics include environmental factors that promote plant cultivation, basic plant structure and function, general knowledge of plant usage, and landscape planning and maintenance. Field trips may be required.

### HORT 495 INDEPENDENT STUDIES IN HORTICULTURE 1-3 UNITS

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# Human/Career Development

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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: 10 hours LEC

This course is designed to gather assessment data and evaluate eligibility for learning disability services using guidelines mandated by the California Community Colleges system. **One-to-one assessment with a Learning Disabilities Specialist/Psychologist will help evaluate learning strengths, areas of concern and learning styles with a goal toward establishing appropriate educational objectives and improved academic performance. Initial and follow-up instruction strengthens the students understanding of test results and applications.** This course will be graded on a pass/no pass basis and may be taken one time for credit.

### HCD 111 COLLEGE DISCOVERY PROGRAM 1 UNIT

Prerequisite: None.

Hours: 18 hours lecture

This course is designed to introduce the student to college programs, services, policies, and procedures. Topics covered include general education, major selection, eServices tutorial, class scheduling techniques and campus resources.

### 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 transferable 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 310 COLLEGE SUCCESS 3 UNITS

Prerequisite: None.

General Education: AA/AS Area III(b); CSU Area E1

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.

General Education: AA/AS Area III(b)

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.

General Education: AA/AS Area III(b)

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.

General Education: AA/AS Area III(b)

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 1-3 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

**HCD 499 EXPERIMENTAL OFFERING IN HUMAN/CAREER DEVELOPMENT .5-4 UNITS**

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.

# Human Services & Gerontology

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

**DEGREES**  
A.A. - Human Services, General  
A.A. - Human Services, Gerontology

**CERTIFICATES OF ACHIEVEMENT**  
Human Services, General  
Human Services, Gerontology

**CERTIFICATES OF RECOGNITION**  
Human Services, Home Caregiver

This Folsom Lake College program prepares students for employment as an associate professional, and also prepares students for transfer level training for Psychology and Social Work majors towards Marriage Family Therapists, Social Workers, and Psychologists. Associate Professional employment includes agencies such as youth group homes, youth and family services, schools, probation, welfare, and mental health departments. Both the degree and certificates are CSU transferrable, and fulfill lower-division requirements for a Psychology BA degree, and fulfill upper-division requirements for a MS in Counseling degree.

## Career Options

Peer Support Group Facilitator; Youth Group Home Worker; Alcoholism Program Worker; Family, Welfare, and Health Agencies Worker; Ombudsman Program Workers; Work with Correctional Agencies; Consumer Consultant; County or State Eligibility Worker; Conflict Containment Workers

## Highlights

- Individual and group counseling
- Tours of Human Services agencies
- Interviews with employers
- Employment training, including resumes, cover letters, and interviews

## DEGREE

**A.A. — 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 494 Topics in Human Services (0.5-4)	
PSYC 320 Social Psychology (3)	
SOC 300 Introductory Sociology (3)	
SOC 321 Race, Ethnicity and Inequality in the U.S. ....	(3)
<b>TOTAL UNITS REQUIRED.....</b>	<b>31</b>

Suggested Electives: ENGWR 300, 330, 331; CISA 300, 301, 320, 321, 340; 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.

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.

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

- Define the functions of social service delivery systems
- Analyze public policy issues, complexities and controversies affecting social service agencies and their clients

- Integrate different theoretical approaches in working with clients
- 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

**DEGREE**

**A.A. — 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
<b>TOTAL UNITS REQUIRED.....</b>	<b>35</b>

Suggested Electives: CISA 300, CISA 301, CISA 320, CISA 321, CISA 340, CISC 320, CISC 321; ENGWR 300, ENGWR 330, ENGWR 331; 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.

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.

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, preventions strategies, and resources.
- Identify strategies for meeting the challenges of aging within a socio-cultural 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.

**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 494 Current Issues in Human Services (3)	
PSYC 320 Social Psychology (3)	
SOC 300 Introductory Sociology (3)	
SOC 321 Race, Ethnicity and Inequality in the U.S. (3)	
<b>TOTAL UNITS REQUIRED.....</b>	<b>31</b>

Suggested Electives: ENGWR 300, 330, 331; CISA 300, 301, 320, 321, 340; HEED 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
- Analyze public policy issues, complexities and controversies affecting social service agencies and their clients
- Integrate different theoretical approaches in working with clients
- 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
- Describe the application of clients' rights in the social service delivery system
- Demonstrate effective individual and group setting interpersonal and social skills in interactions with a demographically diverse population.

### **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
<b>TOTAL UNITS REQUIRED.....</b>	<b>35</b>

The Gerontology Certificate 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.

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, and hospice care.
- Recognize and identify risk of caregiver stress in cases of Alzheimer's and other dementia.
- Identify and evaluate elder abuse causes, preventions strategies, and resources.
- Identify strategies for meeting the challenges of aging within a socio-cultural framework.
- Recognize and evaluate demographic, socioeconomic, legal, and physiologic aspects of aging.
- Develop practical workplace skills and knowledge needed for employment.

### **CERTIFICATE OF RECOGNITION** **Human Services, Home Caregiver**

REQUIRED PROGRAM.....	Units
GERON 300/SOC 335 Sociology of Aging .....	3
HSER 302 Introduction to Psychology of Human Relations.....	3
HSER 350 Employment Skills in Human Services.....	3
HSER 498 Work Experience .....	3
<b>TOTAL UNITS REQUIRED.....</b>	<b>12</b>

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 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, and hospice care.
- recognize and identify risk of caregiver stress in cases of Alzheimer's and other dementia.
- identify and evaluate elder abuse causes, preventions strategies, and resources.
- identify strategies for meeting the challenges of aging within a socio-cultural framework.
- recognize and evaluate demographic, socioeconomic, legal, and physiologic aspects of aging.
- develop practical workplace skills and knowledge needed for employment.

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## Human Services (HSER)

### HSER 300 INTRODUCTION TO HUMAN SERVICES 3 UNITS

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

This course is a comprehensive overview of the field of Human Services in private and public agencies. The course topics include 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.

General Education: AA/AS Area III(b); CSU Area E1

Course Transferable to CSU

Hours: 54 hours LEC

This course is an introduction to attitudes, values, and methods that enhance communication skills in human relations. This course is a required course for the Human Services/Gerontology degree and certificate which is 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

This course introduces and 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

This course is an introduction to 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. This is a required course for the Human Services/Gerontology degree and certificate.

### HSER 360 TECHNIQUES OF INTERVIEWING AND COUNSELING 3 UNITS

Prerequisite: HSER 302 with a grade of "C" or better

Corequisite: HSER 362

Course Transferable to CSU

Hours: 54 hours LEC

This course is an introduction to effective counseling and interviewing techniques as applied to associate-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 is a required course for the Human Services/Gerontology degree and certificate.

**HSER 362 PRACTICES IN HUMAN SERVICES 3 UNITS**

Prerequisite: HSER 302 with a grade of "C" or better

Corequisite: HSER 350 and 360

Course Transferable to CSU

Hours: 18 hours LEC ; 108 hours LAB

This course provides research 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 via internships and field trips. Student evaluation is competency-based. This course may be taken four times for credit, requiring a new Learning Objectives Agreement for different lab settings and client populations.

**HSER 364 TECHNIQUES OF GROUP COUNSELING 4 UNITS**

Prerequisite: HSER 360 and 362 with grades of "C" or better

Course Transferable to CSU

Hours: 54 hours LEC ; 54 hours LAB

This course introduces techniques of counseling in groups with people of a variety of ages. Students learn facilitation and co-facilitation within a group setting, and a goal of learning facilitation towards clients' improved skills in problem resolution and solution development. Course emphasizes recognition of unique and common problems and participation in understanding and behavior change. This is a required course for the Human Services/Gerontology degree and certificate.

**HSER 494 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 495 INDEPENDENT STUDIES IN HUMAN SERVICES 1-3 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

**HSER 498 WORK EXPERIENCE IN HUMAN SERVICES 1-4 UNITS**

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

Enrollment Limitation: Student must be in a paid or unpaid internship, volunteer position or job related to career goals.

Course Transferable to CSU

Hours: 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units.

**HSER 499 EXPERIMENTAL OFFERING IN HUMAN SERVICES .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

## Gerontology (GERON)

### GERON 300 SOCIOLOGY OF AGING 3 UNITS

Same As: SOC 335

Prerequisite: None.

General Education: AA/AS Area V(b); CSU Area D0; CSU Area E1

Course Transferable to CSU

Hours: 54 hours LEC

This introductory 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 SOC 335.

### GERON 331 INTERVIEWING, COUNSELING THE ELDERLY 3 UNITS

Prerequisite: PSYC 300. Grade of "C" or better required to meet prerequisite.

Course Transferable to CSU

Hours: 54 hours LEC

Techniques of counseling the elderly with emphasis on rehabilitation using *Remotivation-Reality Orientation, Sensitivity Training and Life Review*. Individual and group processes as related to the elderly are applied. The course is an integral part of the Gerontology program.

### GERON 333 TECHNIQUES OF INDIVIDUAL AND GROUP COUNSELING OF THE ELDERLY 4 UNITS

Prerequisite: GERON 331. Grade of "C" or better required to meet prerequisite.

Course Transferable to CSU

Hours: 54 hours LEC ; 54 hours LAB

Exploration of the effectiveness of counseling techniques of the elderly within an institutional setting. Non-traditional techniques of counseling and support are investigated. Student involvement with the elderly under supervision is a major function of the course. This course is an integral part of the Gerontology program.

### GERON 495 INDEPENDENT STUDIES IN GERONTOLOGY 1-3 UNITS

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

### GERON 498 WORK EXPERIENCE IN GERONTOLOGY 1-4 UNITS

Prerequisite: None.

Advisory: ENGWR 101

Enrollment Limitation: Students must be in a paid or unpaid internship, volunteer position or job related to gerontology. Students are advised to consult with the Gerontology Department faculty to review specific certificate and degree work experience requirements.

Course Transferable to CSU

Hours: 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within the field of gerontology. It is designed for students interested in work experience and/or internships in transfer level degree occupational programs. Course content includes understanding the application of education to the workforce; completion of required forms which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. Appropriate level learning objectives are established by the student and the employer. During the semester, the student is required to attend a weekly orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The weekly orientation is required for first time participants, returning participants are not required to attend the orientation but are required to meet with the instructor as needed to complete all program forms and assignments. Work Experience may be taken for a total of 16 units when there are new or expanded learning objectives.

### GERON 499 EXPERIMENTAL OFFERING IN GERONTOLOGY .5-4 UNITS

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# Humanities

<b>ACADEMIC COUNSELING</b>	Folsom campus - 916-608-6510
	El Dorado Center - 530-642-5645
	Rancho Cordova Center - 916-255-0717

**DEGREE**

A.A. - Humanities

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.

**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

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.

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## Humanities (HUM)

**HUM 300 CLASSICAL HUMANITIES 3 UNITS**

Prerequisite: None.  
 General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B  
 Course Transferable to UC/CSU  
 Hours: 54 hours LEC

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 traditions up to the end of the Middle Ages.

**HUM 310 MODERN HUMANITIES 3 UNITS**

Prerequisite: None.  
 General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B  
 Course Transferable to UC/CSU  
 Hours: 54 hours LEC

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 age.

**DEGREE**

**A.A. — Interdisciplinary Studies, Humanities**

REQUIRED PROGRAM.....	Units
HUM 300 Classical Humanities .....	3
HUM 310 Modern Humanities.....	3
PHIL 300 Introduction to Philosophy.....	3
A minimum of 12 units from the following:	
ARTH 300, 333; CMED 305; ENGLT 340, 345; HUM 320, 332, 334, 340; MUFHL 300; PHIL 352, 358; TA 300 .....	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.

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.

**HUM 320 ASIAN HUMANITIES 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course examines basic human values as exemplified in the art, literature, music, philosophy, and history of the Far East from ancient times to the present. Emphasis is placed upon the relationship of the humanities to the historical developments, geographical features, and cultural contexts of India, China, and Japan. This course fulfills Folsom Lake College's Ethnic/Multicultural Studies requirement for the Associates Degree.

**HUM 325 ARTS AND HUMANITIES OF THE ISLAMIC WORLD 3 UNITS**

Prerequisite: None.

Hours: 54 hours lecture

This course examines the arts and humanities shaped by Islamic thoughts and beliefs from the 7th century to contemporary times in the Islamic regions. It includes information on the history, religion, philosophy, visual arts, and literature. It additionally covers music and later art forms such as film. This course emphasizes Arab, Persian, African, and Asian contributions in the Islamic lands and in Diaspora.

**HUM 332 AMERICAN HUMANITIES 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course examines ideas and values about the American experience by analyzing the literature, art, music, philosophy and history from the beginning of the twentieth-century to the present. 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.

**HUM 334 CALIFORNIA CULTURES 3 UNITS**

Prerequisite: None.

Advisory: ENGWR 101 or eligibility for ENGWR 300

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course examines California cultural development in the arts, literature, music and philosophy of the early indigenous people through the Spanish, Mexican and Anglo presences of the 19th century. The course will inspect the development of values and the manifestation of those values in politics and culture today, including the contributions of immigrant groups to the social milieu of the 20th century. Field trips are required.

**HUM 340 AFRICAN AMERICAN HUMANITIES 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course examines the African American experience in the United States from an 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.

**HUM 495 INDEPENDENT STUDIES IN HUMANITIES 1-3 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

**HUM 499 EXPERIMENTAL OFFERING IN HUMANITIES .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# Interdisciplinary Studies

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

## DEGREE

A.A. - Areas of Emphasis  
A.A. - American Studies  
A.A. - Humanities  
A.A. - Women's Studies

This Folsom Lake College major is intended for students who wish a general background in the areas of humanities or social science at the community college level. Several options are offered in specific interest areas but all are intended to give the student an interdisciplinary foundation for further study or an overview of the area chosen. Students who wish to transfer to a four-year college should consult with a counselor.

## Career Options

Religious Service; Human Service Careers; Research; Teacher; Law; Administrator; Attorney; Historian; Foreign Service; Archivist; Social Worker; Public Relations Consultant; Employment Counselor; Probation Officer; Counselor

*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

- A valuable foundation for a variety of career or transfer opportunities
- Diversified and talented faculty
- Overview of theoretical and cultural principles

## DEGREE

**A.A. — Interdisciplinary Studies, Areas of Emphasis: Arts & Humanities, Communication & English, Social & Behavioral Sciences, Math & Science, Understanding & Self-Development**

Required Program ..... 18 Units

A minimum of 18 units from the following:  
Choose ONE "Area of Emphasis" below in which to complete a minimum of 18 units. Within the chosen area, select courses from at least three different disciplines. **The Math and Science emphasis requires completion of courses from both math and science.**

## Arts and Humanities:

ART 300, 302, 303, 304, 305, 307, 312, 316, 320, 323, 327, 328, 336, 337, 361, 370, 372, 373, 383, 386, 390, 402, 404, 430  
ARTH 300, 303, 309, 311, 312, 326, 332, 333; CMED 305\*  
ENCW 400, 410  
ENGLT 303, 310, 311, 320, 321, 339, 340, 341, 345, 360, 370, 402; ENGWR 301  
FMS 300, 320, 321  
FRENCH 311, 312, 401, 402, 411, 412  
HIST 307, 308  
HUM 300, 310, 320, 332, 334, 340  
MUFHL 300, 310, 311, 321, 330, 400, 401, 410  
MUIVI 310, 311, 370, 371  
MUP 350, 357  
PHOTO 300, 301, 425\*  
PHIL 300, 304, 310, 330, 331, 338, 350, 352, 356  
SILA 305, 306, 315, 316; SPAN 401, 402, 411, 412, 425  
TA300

## Communication and English:

COMM 301, 311, 315, 331, 361  
ENGWR 300, 301, 302  
PHIL 300, 320, 325, 328

## Social and Behavioral Sciences:

ANTH 310, 319, 320, 330; BUS 330, 345  
CMED 300; COMM 325, 341, 363  
ECON 302, 304  
ECE 312\*, 314\*  
FCS 312\*, 314\*  
GEOG 310; GERON 300  
HIST 307, 308, 312, 313, 314, 331  
JOURN 310  
PHIL 360  
POLS 301, 302, 310  
PSYC 300, 312, 320, 335, 340, 351, 368, 372\*  
SS 338, 360; SOC 300, 301, 321, 335

## Math and Science (this emphasis requires completion of courses from both math and science):

ANTH 300, 301  
ASTRO 300, 301  
BIOL 300, 307, 310, 323, 350\*, 400, 410, 410, 420, 430, 431, 440, 470  
CHEM 305, 306, 321, 322, 400, 401, 402, 410, 420, 421

ENVT 304\*, GEOG 300, 301, 306  
 GEOL 300, 301, 305, 306, 310, 311, 330, 342, 345, 351  
 MATH 300, 310, 335, 341, 343, 344, 350, 351, 370, 400, 401, 402, 410, 420  
 PHYS 310, 311, 350, 360, 411, 421, 431  
 PS 302  
 PSYC 312, 330; STAT 300

*Understanding and Self Development:*

COMM 321  
 ECE 314  
 ENGED 320  
 FCS 322, 324  
 GERON 300  
 HEED 300, 350  
 HCD 310  
 HSER 302  
 NUTRI300  
 one-unit maximum from any 300-level or 400-level ADAPT, DANCE, FITNS, PACT, SPORT, TMACT  
 PET 301  
 PSYC 340, 354, 356, 358, 360  
 SOC 310, 335  
 TOTAL UNITS REQUIRED..... 18

The Interdisciplinary Studies Associate in Arts (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.**

Please note: completion of FLC graduation requirements in and of itself will not satisfy transfer general education. Students are strongly encouraged to meet with a counselor to determine appropriate courses that can simultaneously meet FLC graduation requirements and transfer GE patterns such as CSU GE and/or IGETC.

Courses marked with an \* are cross listed and have a credit limitation.

The Interdisciplinary Studies degree is designed for students who wish a broad knowledge of arts and sciences plus additional coursework in a prescribed "Area of Emphasis". This program is a good choice for students planning on transferring to the California State University or University of California. The student will be able to satisfy general education requirements, plus focus on transferable course work that relates to a specific major and/or individual interest.

It is highly recommended that students consult a counselor to determine the classes within each area that will best prepare them for their intended transfer major.

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

- evaluate and interpret the ways in which people throughout the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation and expression (Arts and Humanities).
- analyze critically, argue persuasively, and communicate clearly (Communication and English).
- evaluate how societies and social subgroups operate (Social and Behavioral Sciences).
- reason quantitatively and empirically (Math and Science).
- evaluate personal choices regarding disease prevention, healthy living, and making positive life choices (Understanding and Self Development).

**DEGREE**

**A.A. — Interdisciplinary Studies, American Studies**

REQUIRED PROGRAM.....Units

A minimum of 15 units for the following:  
 (no more than one course selected from each group)

- (a.) ENGLT 320, 321;
- (b.) HIST 312, 313, 314, 331;
- (c.) HUM 332;
- (d.) POLS 301;
- (e.) PSYC 360;
- (f.) SOC 300, 301, 321 ..... 15

A minimum of 6 units for the following:  
 (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.**

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.

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.

## DEGREE

### A.A. — Interdisciplinary Studies, Humanities

<b>REQUIRED PROGRAM</b> .....	<b>Units</b>
HUM 300 Classical Humanities .....	3
HUM 310 Modern Humanities.....	3
PHIL 300 Introduction to Philosophy.....	3
A minimum of 12 units from the following:	
ARTH 300, 333; CMED 305; ENGLT 340, 345; HUM 320, 332, 334, 340; MUFHL 300; PHIL 352, 358; TA 300 .....	12
<b>TOTAL UNITS REQUIRED</b> .....	<b>21</b>

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

<b>REQUIRED PROGRAM</b> .....	<b>Units</b>
A minimum of 9 units for the following:	
ENGLT 360 Women in Literature.....	3
HIST 331 Women in American History.....	3
PSYC 356 Human Sexuality .....	3
PSYC 360 Psychology of Women .....	3
A minimum of 12 units for the following:	
(no more than one course from each group)	
(a.) ANTH 312	
(b.) BUS 300;	
(c.) ENGLT 310, 311, 320, 321, 330, 340, 341, 360;	
(d.) HIST 312, 313, 314, 331;	
(e.) HUM 332;	
(f.) PHIL 310, 320, 338;	
(g.) POLS 301;	
(h.) PSYC 356, 360, 372;	
(i.) SOC 300, 301, 321;	
(j.) TA 304 .....	12
<b>TOTAL UNITS REQUIRED</b> .....	<b>21</b>

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 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

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.

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## Journalism (JOUR)

### JOUR 310 MASS MEDIA AND SOCIETY 3 UNITS

Prerequisite: None.

General Education: AA/AS Area V(b); CSU Area D7; IGETC Area 4J

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.

### 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: ENGWR 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

# Library

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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. A schedule of our drop-in library instructions is available on the library home page. Please stop 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.

General Education: AA/AS Area III(b)

Course Transferable to UC/CSU

Hours: 18 hours LEC

This course will help students acquire the information competency skills necessary to conduct academic or personal research. It provides a step-by-step guide to the research process that is applicable to term papers, course work and life-long learning. 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

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

## 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 vocations 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.....	Units
ACCT 301 Financial Accounting.....	4
ACCT 311 Managerial Accounting.....	4
BUS 300 Introduction to Business.....	3
BUS 330 Managing Diversity in the Workplace..	3
BUS 340 Business Law.....	3
CISC 310 Intro to Computer Information Science or Any three (3) additional units selected from:.....	
CISA 300, 308, 310, 320, 330, CISC 300, 308, 320 .....	3
ECON 302 Principles of Macroeconomics or ECON 320/BUS 320 Concepts of Personal Finance .....	3
MGMT 362 Techniques of Management .....	3
MGMT 372 Human Relations & Organizational Behavior.....	3
<b>TOTAL UNITS REQUIRED.....</b>	<b>29</b>

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 vocations 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 LEC

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.

Course Transferable to CSU

Hours: 54 hours LEC

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.

Course Transferable to CSU

Hours: 54 hours LEC

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 315 GOVERNMENT RELATIONS AND POLICY DEVELOPMENT 3 UNITS

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

This course provides a practical overview of the public policy process and its implication for government decision-making. It explores a number of concepts associated with policy analysis and aims to provide students with practical hands-on skills that can be used in a variety of policy settings. Topics covered in this course will include policy writing and research, political lobbying, the legislative process, stakeholder consensus building, and ethics in policy making.

### MGMT 360 MANAGEMENT COMMUNICATION 3 UNITS

Prerequisite: None.

Advisory: MGMT 362

General Education: AA/AS Area II(b)

Course Transferable to CSU

Hours: 54 hours LEC

This course provides skill training in utilizing communication opportunities in organizations that 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 course is designed for entrepreneurs and other managers as well as those entering mid-management positions. It focuses on primary management functions of planning, organizing, controlling, and leading. Related skills such as time management, cost control, performance evaluation, motivation, communication techniques, and the social responsibility of managers are also emphasized. The course provides a clear understanding of management and leadership tasks as well as skill development in essential management activities.

### MGMT 372 HUMAN RELATIONS AND ORGANIZATIONAL BEHAVIOR 3 UNITS

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

This course emphasizes the psychology of human relations management. It covers human interaction principles that build confidence, competence, leadership and management plans and positive attitudes in work organizations. Topics include the basis for human behavior, perception, communication, motivation, performance improvement, group behavior, negotiation, ethics and social responsibility.

### MGMT 495 INDEPENDENT STUDIES IN MANAGEMENT 1-3 UNITS

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC ; 3 hours LAB

**MGMT 498 WORK EXPERIENCE IN MANAGEMENT 1-4 UNITS**

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

**Enrollment Limitation:** Student must be in a paid or non-paid internship, volunteer opportunity, or job related to management. Students are advised to consult with the Management/Business Department to review specific certificate and degree work experience requirements.

Course Transferable to CSU

**Hours:** 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies.

During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units.

**MGMT 499 EXPERIMENTAL OFFERING IN MANAGEMENT**

**.5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# Marketing

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

**DEGREE** A.A. - 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

**DEGREE**

**A.A. — Marketing**

REQUIRED PROGRAM.....	Units
ACCT 101 Fundamentals of College Accounting (3)	
or	
ACCT 301 Financial Accounting (4).....	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.....	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	
	Any two (2) additional units selected from:	
	CISA 300, CISA 310, CISA 320, CISA 340, CISC 320	
ECON 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
MKT 310	Selling Professionally .....	3
MKT 312	Retailing or	
BUS 350	Small Business Management Entrepreneurship	
or		
	Three (3) units selected from:	
	BUS 210, 212, 214, 224.....	3
MKT 314	Advertising.....	3
BUS 498	Work Experience (3) or	
	Human/Career Dev. (any course combination).....	3
<b>TOTAL UNITS REQUIRED.....</b>		<b>41-42</b>

Suggested Electives: CISA 340, CISA 330; RE 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.

The Marketing degree provides an opportunity for students to acquire knowledge and training for careers in sales, advertising, and marketing. Marketing is a dynamic area of study that provides immediate job and career opportunities. The competency-based curriculum is designed to prepare students for a variety of positions and to provide basic training for advancement to management positions and for transfer to four-year universities

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

- Integrate the functions of the marketing mix.
- Plan, produce, and select the appropriate media for advertising.
- Identify and examine consumer buyer behavior and evaluate which marketing communications medium will most effectively meet needs of the marketplace.
- Incorporate principles of product development, pricing, distribution strategies, promotion strategies and market research.
- Apply the marketing mix to create and analyze various marketing strategies.

## 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 295 INDEPENDENT STUDIES IN MARKETING 1-3 UNITS

Prerequisite: None

Hours: 18 hours LEC ; 54 hours LAB

### 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

Prerequisite: None.

Advisory: BUS 105 and ENGWR 101

Enrollment Limitation: None

Course Transferable to CSU

Hours: 54 hours LEC

This course examines the elements of successful professional selling. This course emphasizes the development of a business personality and its application to the approach, direction, and closing of a sale. Different types of selling experience such as direct, industrial, wholesale, and retail are covered. This class is recommended for those entering any field of business careers.

### MKT 312 RETAILING 3 UNITS

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

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

Prerequisite: 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

Prerequisite: 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. Students will be introduced on how 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

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

### MKT 498 WORK EXPERIENCE IN MARKETING 1-4 UNITS

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

Enrollment Limitation: Student must be in a paid or non-paid internship, volunteer opportunity or job related to career goals.

Course Transferable to CSU

Hours: 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies.

During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units.

**MKT 499 EXPERIMENTAL OFFERING IN MARKETING .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# Mathematics & Statistics

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

**DEGREE**

A.S. - Mathematics

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; Engineering; 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**

REQUIRED PROGRAM .....	Units
MATH 400 Calculus I.....	5
MATH 401 Calculus II.....	5
MATH 402 Calculus III.....	5
MATH 410 Introduction to Linear Algebra.....	3
MATH 420 Differential Equations.....	4
Plus select one of the following courses:.....	4
CISP 360 Introduction to Structured Programming (4)	
CISP 370 Beginning Visual BASIC (4)	
<b>TOTAL UNITS REQUIRED.....</b>	<b>26</b>

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.

This degree is designed to allow students to meet common lower division requirements for a major in mathematics at many four-year transfer institutions. Required courses for this degree may also fulfill lower division requirements for four-year degrees in computer science and engineering. 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

## Mathematics (MATH)

### MATH 20 ARITHMETIC 5 UNITS

Prerequisite: None.

Hours: 90 hours LEC

This course provides group and individual instruction in the fundamentals of arithmetic with an emphasis on written and mental computational skills. In order to enhance mental computational skills, calculators will not be allowed. Topics include operations with whole numbers, fractions, decimals, signed numbers, percents, ratios, proportions, problem solving, and applications involving measurement and geometry.

### MATH 30 PRE-ALGEBRA MATHEMATICS 5 UNITS

Prerequisite: MATH 20 with a grade of "C" or better; or placement through the assessment process.

Hours: 90 hours LEC

This course in pre-algebra mathematics emphasizes the fundamental operations on integers and decimals as well as in geometric figures, measurement, and algebra. Topics include: fractions; decimals; signed numbers; properties of exponents; scientific notation; evaluation of expressions and formulas; linear equations; algebraic manipulations on polynomials; and the rectangular coordinate system.

### MATH 100 ELEMENTARY ALGEBRA 5 UNITS

Prerequisite: MATH 30 with a grade of "C" or better; or placement through the assessment process.

Hours: 90 hours LEC

This course includes the fundamental concepts and operations of algebra with problem solving skills emphasized throughout. Topics include: properties of real numbers, linear equations and inequalities, integer exponents, polynomials, factoring polynomials, rational expressions and equations, radical expressions and equations, systems of linear equations and inequalities, the rectangular coordinate system, graphs and equations of lines, and solving quadratic equations.

### MATH 110 ELEMENTARY GEOMETRY 5 UNITS

Prerequisite: MATH 100 with a grade of "C" or better; or placement through the assessment process.

General Education: AA/AS Area II(b)

Hours: 90 hours LEC

This course covers aspects of elementary geometry. Topics include terms and definitions, properties of parallel lines and parallelograms, congruent and similar triangles, properties of triangles, right triangles, and basic trigonometry. Later topics include properties of circles, construction of loci, areas, and volumes. The course also emphasizes problem solving strategies, elementary logic, and reading and writing proofs.

### MATH 120 INTERMEDIATE ALGEBRA 5 UNITS

Prerequisite: MATH 100 with a grade of "C" or better; or placement through the assessment process.

General Education: AA/AS Area II(b)

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, exponents, radicals, 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: 18 hours LEC ; 54 hours LAB

### MATH 299 EXPERIMENTAL OFFERING IN MATHEMATICS

.5-4 UNITS

Prerequisite: None

Hours: 18 hours LEC ; 54 hours LAB

### MATH 310 MATHEMATICAL DISCOVERY 3 UNITS

Prerequisite: MATH 110 (or Geometry), AND MATH 120 both with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.

General Education: AA/AS Area II(b); CSU Area B4

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 (Intermediate Algebra) and Geometry; both with a grade of "C" or better; or placement through the assessment process.

General Education: AA/AS Area II(b); CSU Area B4

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 343 MODERN BUSINESS MATHEMATICS 4 UNITS**

Prerequisite: MATH 120 with a grade of "C" or better; or placement through the assessment process.

General Education: AA/AS Area II(b); CSU Area B4

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 included are 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 350 CALCULUS FOR THE LIFE AND SOCIAL SCIENCES I 3 UNITS**

Prerequisite: MATH 335 with a grade of "C" or better; or placement through the assessment process.

General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is 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

General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2

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.

**MATH 370 PRE-CALCULUS MATHEMATICS 5 UNITS**

Prerequisite: MATH 335 with a grade of "C" or better; or placement through the assessment process.

General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2

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.

General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2

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

General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2

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 CALCULUS III 5 UNITS**

Prerequisite: MATH 401 with a grade of "C" or better

General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2

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

General Education: AA/AS Area II(b); CSU Area B4

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

General Education: AA/AS Area II(b); CSU Area B4

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. Students will be introduced 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

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**Mathematics - Statistics (STAT)****STAT 300 INTRODUCTION TO PROBABILITY AND STATISTICS  
4 UNITS**

Prerequisite: MATH 120 with a grade of "C" or better; or placement through the assessment process.

General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2

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. A scientific or graphing calculator 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**

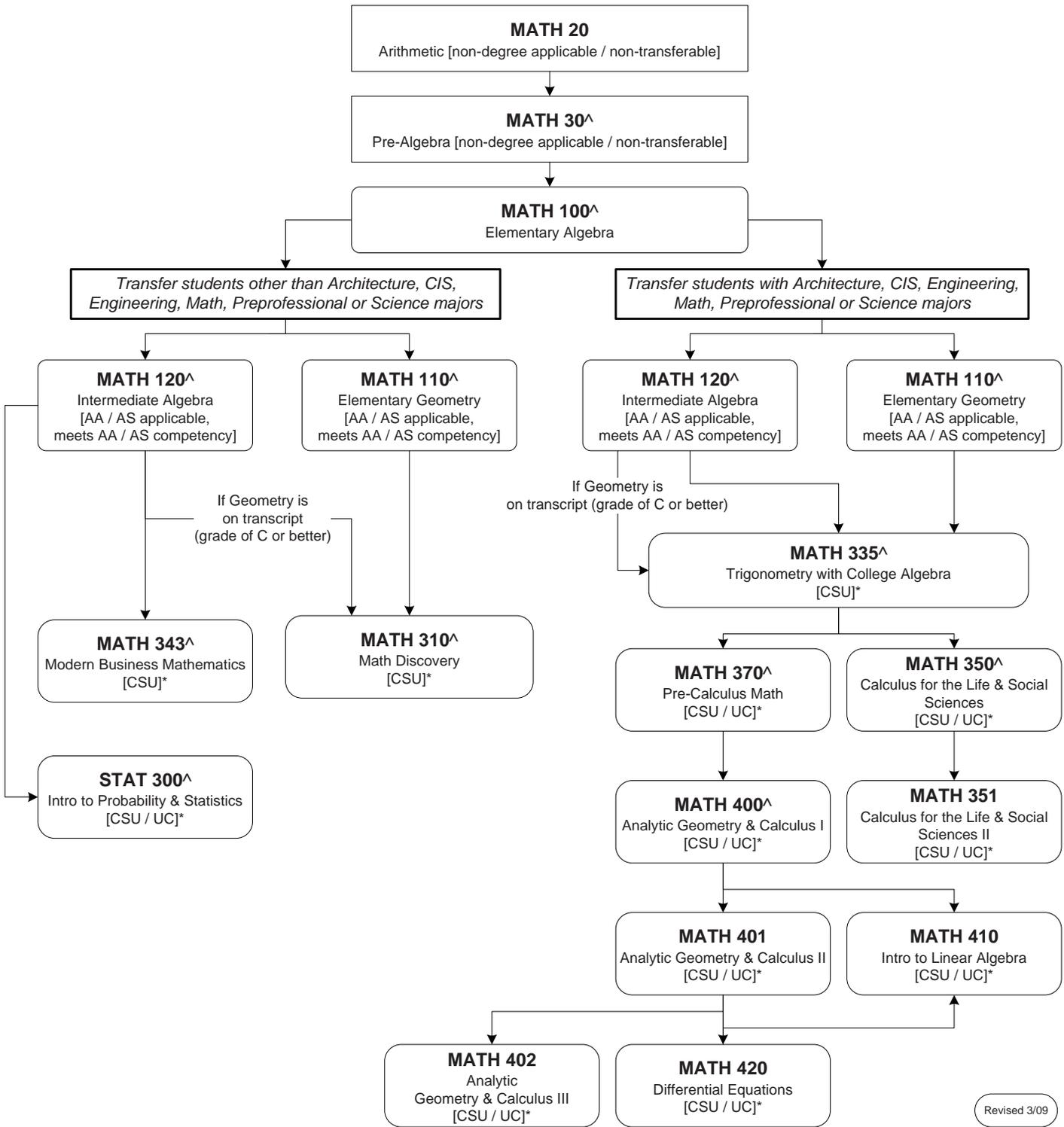
Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# FOLSOM LAKE COLLEGE MATH SEQUENCE

*Based on the results of my assessment, I place in the following classes:*



Revised 3/09

**KEY:**  
\* = Speak with a Counselor for Transfer Information ^ = Eligibility can be determined by Assessment Process

**NOTE:** Current as of March 2010; subject to change

# Music

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

The Folsom Lake College music program includes vocal and instrumental components as well as courses on music, and music history. The program in music is designed to provide students with a foundation in music, to gain an appreciation of and an interest in pursuing music as a hobby or career.

## Career Options

Music Education; Public and Private Teaching; Vocal Performance; Instrumental Performance; Music Store Employment & Management; Church Music Direction; Composer

*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

- Various avenues for vocal performance – college chorus, choir, chamber singers.
- A very talented and highly motivated staff

## MUFHL 310 SURVEY OF MUSIC HISTORY AND LITERATURE 3 UNITS

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

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: ENGWR 101 and ESLW 320 with grades of "C" or better

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

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.

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

See UC Limitations & Counselor

Hours: 54 hours LEC

This course is an introduction to the fundamentals of music. Students will learn basic music terminology and develop skill in reading music notation, including the staff, notes, rhythms, intervals, scales, chords, keys, and key signatures. Musical literacy and creativity will be reinforced by aural and rhythmic drills, the use of music software, and short, creative assignments. Works from classical and commercial music will be used for demonstration purposes. Recommended for students with little or no music experience.

## Music - Fundamentals, History, & Literature (MUFHL)

### MUFHL 300 INTRODUCTION TO MUSIC 3 UNITS

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

See UC Limitations & Counselor

Hours: 54 hours LEC

This course is an introduction to music of the Western Tradition. Students will develop analytical listening skills to access and comprehend meanings, functions, and perspectives of music production specific to traditionally understood eras in art history, such as Medieval, Renaissance, Baroque, Classical, Romantic, Twentieth Century, and Contemporary. Students will learn how social aspects, such as race, age, ethnicity, gender, and socio-economic forces influence the ways in which music is produced and received in a variety of social, historical, and cultural contexts.

**MUFHL 330 WORLD MUSIC 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

See UC Limitations & Counselor

Hours: 54 hours LEC

This course is a comprehensive, comparative listeners' survey of the folk, ethnic, dance, and ceremonial music traditions around the world and in the United States. 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 know as "World Beat." Music of the Americas, Africa, Asia, Oceania and Europe will be covered.

**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. Concurrent enrollment in MUIVI 345 is recommended if the student has had no piano study.

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 54 hours LAB

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 401 MUSIC THEORY 4 UNITS**

Prerequisite: MUFHL 400 with a grade of "C" or better

Corequisite: MUIVI 346

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 54 hours LAB

This course is a continuation of MUFHL 400. It provides a more in-depth study of scales, intervals, triads, diatonic harmonies, part writing, rhythms, sight singing, ear training, dictation, history and performance. It includes analysis and composition and is required for music majors.

**MUFHL 410 ADVANCED MUSIC THEORY 4 UNITS**

Prerequisite: MUFHL 401 with a grade of "C" or better

Advisory: MUIVI 351; or placement through the assessment process.

General Education: CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

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 rhythmic, melodic, harmonic and contrapuntal sight singing, ear training and dictation is included in the study. This course is required for music majors.

**MUFHL 411 ADVANCED MUSIC THEORY 4 UNITS**

Prerequisite: MUFHL 410 with a grade of "C" or better

Advisory: MUIVI 351

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 54 hours LAB

This course is a continuation of MUFHL 410. It includes a more in-depth study of 16th and 18th century counterpoint, fugue, variation, altered chords, sonata allegro and rondo forms, and late 19th, 20th, and 21st century writing techniques including; 9th, 11th and 13th chords, altered dominants, chromatic harmony, serial music, current music idioms, and analysis techniques. Practice in rhythmic, melodic, harmonic and contrapuntal sight-singing, ear-training and dictation. Required for music majors.

**MUFHL 495 INDEPENDENT STUDIES IN MUSIC FUNDAMENTALS/HISTORY AND LITERATURE 1-3 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

**MUFHL 499 EXPERIMENTAL OFFERING IN MUSIC FUNDAMENTALS/HISTORY AND LITERATURE .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

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## Music - Instrumental/Voice Instruction (MUIVI)

**MUIVI 300 BEGINNING INSTRUMENTS 1-2 UNITS**

Prerequisite: None.

Advisory: MUFHL 321

Course Transferable to UC/CSU

Hours: 14 hours LEC ; 66 hours LAB

This is a beginning-level course for students who wish to study a string, woodwind, brass, or percussion instrument. Topics of study include technique, refining the sound, 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. The course may be taken four times for credit, with different study topics each time. Students must provide their own instrument.

**MUIVI 310 VOICE CLASS 2 UNITS**

Prerequisite: None.

General Education: CSU Area C1

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.

**MUIVI 311 VOICE CLASS 2 UNITS**

Prerequisite: MUIVI 310 with a grade of "C" or better

General Education: CSU Area C1

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.

**MUIVI 320 VOICE CLASS, INTERMEDIATE 2 UNITS**

Prerequisite: MUIVI 311. 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.

**MUIVI 321 VOICE CLASS, INTERMEDIATE 2 UNITS**

Prerequisite: MUIVI 320. Grade of "C" or better required to meet prerequisite.

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 18 hours LAB

Practical application of proper singing techniques with emphasis on English and Italian diction, and English and Italian 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.

**MUIVI 345 BEGINNING PIANO 1-2 UNITS**

Prerequisite: None

Advisory: MUFHL 321 (Basic Musicianship); Eligibility for ENGWR 101 or ESLW 320.

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 MUFHL 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.

**MUIVI 346 BEGINNING PIANO 1-2 UNITS**

Prerequisite: MUIVI 345 with a grade of "C" or better.

Course Transferable to UC/CSU

Hours: 18 hours LEC ; 54 hours LAB

Beginning Piano (MUIVI 346) continues piano preparation begun in MUIVI 345. 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 (MUFHL 401). The course prepares students who are transferring to 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.

**MUIVI 351 INTERMEDIATE PIANO 2 UNITS**

Prerequisite: MUIVI 350. 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 MUIVI 350. The course includes the further development of insight into music as an artistic means of communication through the study of scales, chords, melodic 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 MUFHL 411.

**MUIVI 370 BEGINNING GUITAR 2 UNITS**

Prerequisite: None.

General Education: CSU Area C1

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 figurations.

**MUIVI 371 INTERMEDIATE GUITAR 2 UNITS**

Prerequisite: MUIVI 370 with a grade of "C" or better

General Education: CSU Area C1

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 18 hours LAB

A continuation of MUIVI 370 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.

**MUIVI 372 ADVANCED GUITAR 2 UNITS**

Prerequisite: MUIVI 371 with a grade of "C" or better

Advisory: MUFHL 321

Course Transferable to CSU

Hours: 27 hours LEC ; 27 hours LAB

This course includes higher-level note reading, accompaniment techniques, and ensemble playing. The development of personal style is encouraged. Advanced Guitar allows the student to continue studying the guitar past the first year. Students may wish to challenge the prerequisite on the basis of equivalent experience. Students must provide their own guitar.

**MUIVI 410 APPLIED MUSIC 1 UNIT**

Prerequisite: None

Course Transferable to CSU

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.

**MUIVI 420 APPLIED MUSIC 1 UNIT**

Prerequisite: None.

Enrollment Limitation: The student should own a musical instrument appropriate for the applied music field of choice.

Course Transferable to CSU

Hours: 8 hours LEC ; 92 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.

**MUIVI 495 INDEPENDENT STUDIES IN MUSIC/INSTRUMENTAL/VOICE INSTRUCTION 1-3 UNITS**

Prerequisite: None

General Education: CSU Area C1

Course Transferable to UC/CSU

Hours: 162 hours LAB

Independent study designed to provide instrumental training not offered in other music courses. Components of the course may include private or group instructions, solo and ensemble work, accompanying experience, and programmed learning in music fundamentals and music technology. Also for students interested in developing tutorial and/or instructional skills. Each component may be repeated for a total of 3 units, up to a maximum of 9 units.

**MUIVI 499 EXPERIMENTAL OFFERING IN MUSIC INSTRUMENTAL/VOICE INSTRUCTION .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

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## 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 experience in 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 UC/CSU

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.

**MUP 350 COLLEGE CHOIR 2 UNITS**

Prerequisite: MUP 357 with a grade of "C" or better

General Education: CSU Area C1

Course Transferable to UC/CSU

Hours: 18 hours LEC ; 72 hours LAB

Study and performance of standard vocal literature from 16th century to modern period. Students are urged to enter during the freshman year. The course is not limited to music majors and is open to all qualified students. Public performances required. May be taken four times for credit.

**MUP 357 COLLEGE CHORUS 2 UNITS**

Prerequisite: None.

General Education: CSU Area C1

Course Transferable to UC/CSU

Hours: 18 hours LEC ; 54 hours LAB

Designed for the college student who is interested in a musical experience. Study and performance of standard choral literature. An all-college group. Public performances required. Musical background is not necessary. May be taken four times for credit.

**MUP 400 VOCAL JAZZ ENSEMBLE 2 UNITS**

Prerequisite: None.

Enrollment Limitation: An audition is required. The audition will include; sight-singing, aural skills, improvisation and the preparation and performance of a short musical excerpt.

Course Transferable to UC/CSU

See UC Limitations & Counselor

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.

**MUP 422 SPECIAL ENSEMBLE PARTICIPATION .5-2 UNITS**

Prerequisite: None.

Course Transferable to UC/CSU

Hours: 108 hours LAB

This course is open to all students who sing or play musical instruments. Instrumentation of groups will vary, including jazz combo, piano quintet, guitar ensemble, and related music as well as choral groups. The course may be taken a maximum of four times for credit.

**MUP 495 INDEPENDENT STUDIES IN MUSIC PERFORMANCE 1-3 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

**MUP 499 EXPERIMENTAL OFFERING IN MUSIC PERFORMANCE  
.5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

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## **Music - Specializations in Music (MUSM)**

**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: MUFHL 321 (Basic 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: MUIVI 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 356 PRO TOOLS 101, INTRODUCTION TO PRO TOOLS  
1.5 UNITS**

Prerequisite: MUSM 334 with a grade of "C" or better

Course Transferable to CSU

Hours: 27 hours LEC

This 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 IDEA (Interdisciplinary Electronic Arts) computer lab. This course may be taken once for credit.

**MUSM 370 MUSIC FOR CHILDREN 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I

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

# Natural Resources

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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 4 UNITS

Prerequisite: None.

General Education: AA/AS Area IV

Course Transferable to CSU

Hours: 54 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. It emphasizes ecological principles of populations and communities as they relate to the interdependence of wildlife and human populations. Topics include the social, political, and biological implications of wildlife management. Additionally, this course covers habitat and population sampling, radio telemetry, and the development of a wildlife management plan. Field trips are required.

### NATR 304 THE FOREST ENVIRONMENT 3 UNITS

Prerequisite: None.

General Education: AA/AS Area IV

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course covers basic biological and physical science concepts important to a general understanding of forest ecology and forestry. Forest history, forests of the United States, general tree taxonomy, forest ecology, soils, silvics, and insects and diseases of forest trees are investigated. Additional topics include the role of fire in forest management, forest measurements, multiple use management, and current forest issues and policies related to forest resource use. Field trips are required.

### NATR 320 PRINCIPLES OF ECOLOGY 4 UNITS

Prerequisite: None.

General Education: AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

Course Transferable to UC/CSU

Hours: 54 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

### NATR 499 EXPERIMENTAL OFFERING IN NATURAL RESOURCES .5-4 UNITS

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# Non-Profit Management

ACADEMIC  
COUNSELING

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

## CERTIFICATE OF ACHIEVEMENT

Non-Profit Management

### CERTIFICATE OF ACHIEVEMENT NON-PROFIT MANAGEMENT

REQUIRED PROGRAM .....	Units
BUS 180 Intro to the Nonprofit Sector .....	3
BUS 181 Nonprofit Fundraising.....	3
BUS 182 Nonprofit Governance & Financial Management.....	3
BUS 300 Intro to Business .....	3
BUS 310 Business Communications.....	3
MGMT 362 Techniques of Management .....	3
MKT 300 Principles of Marketing.....	3
TOTAL UNITS REQUIRED.....	21

This program provides an overview of not-for-profit organizations, with a particular emphasis on regional and state non-profit associations in the Sacramento region. The program focuses on managing operational and policy issues of a non-profit organization, and is designed for students interested in non-profit association management and leadership occupations.

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

- Demonstrate an understanding of the key differences between the non-profit, for-profit and public sectors, non-profit governance, operations, and fiscal aspects of non-profit organizations.
- Articulate the different financial planning challenges facing non-profits, compared to the for-profit sector.
- Demonstrate an understanding of the fundamentals of fundraising and composing effective fundraising campaign.
- Demonstrate an understanding of the various types of fundraising campaigns and choose the most appropriate one to implement.
- Demonstrate an understanding of endowments and special funds.
- Demonstrate understanding of handling/processing grants.
- Demonstrate an understanding of fund accounting and bylaws.

# Nutrition & Foods

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

Folsom Lake College's courses provide a basic understanding of nutritional needs and are designed to serve the needs of Nursing, Medical, Dental, or Veterinary or other students interested in pursuing a degree in the Dietetic or Nutrition field.

## Career Options

Career Options: Hospital/nursing homes; school food service; college food service; industry; restaurants; public health agencies; nutrition programs; WIC programs, Meals on Wheels; health clubs; weight management clinics; community wellness centers.

*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

- Lab experience with cooking, food-tasting and diet analysis
- Professional and innovative faculty
- Hands-on experience in nutrition and diet assessment

## NUTRI 307 NUTRITION FOR FITNESS 2 UNITS

Same As: KINES 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 KINES/PET 402.

## NUTRI 308 WEIGHT MANAGEMENT 2.5 UNITS

Prerequisite: None.

Corequisite: FITNS 304, 306, 307, 331, 370, 380, 381, or 401 ; Of the corequisites listed, one must be taken concurrently. If NUTRI 308 is taken a second time, a different FITNS course is recommended.

Advisory: ENGWR 101 and MATH 30

Course Transferable to CSU

Hours: 27 hours LEC ; 54 hours LAB

This course focuses on the various components of weight management and strategies for a healthier lifestyle. The role of diet, exercise, and behavior modification, as well as the physiological, sociological and psychological aspects of weight management will be discussed. Students will analyze weight loss programs and "fad" diets to evaluate their effectiveness. Disordered eating will also be addressed. Students will create plans for weight management based on individual needs, obstacles and goals. Students will actively learn how to plan and prepare healthy meals, incorporate fitness into their lifestyle, and maintain a healthy weight. Lab will include time for food preparation, tasting, and evaluation. This course may be taken twice with a different corequisite FITNS course. Second semester students will advance their nutrition knowledge in developing more extensive meal plans and developing healthy, nutritious meals as well as augment their fitness program with a different course. Field trip may be required for second semester students.

## NUTRI 310 CULTURAL FOODS OF THE WORLD 3 UNITS

Prerequisite: None.

General Education: AA/AS Area VI

Course Transferable to CSU

See UC Limitations & Counselor

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.

## Nutrition and Foods (NUTRI)

### NUTRI 300 NUTRITION 3 UNITS

Prerequisite: None.

Advisory: MATH 30

General Education: AA/AS Area III(b); CSU Area E1

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course examines 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, sustainable food, food safety, the diet-disease relationship, global nutrition and analysis of special nutritional requirements from the prenatal period through the geriatric years. An evaluation of personal dietary habits using current dietary guidelines and nutritional assessment methods will be completed to help students analyze their own nutritional health.

**NUTRI 320 CHILDREN'S HEALTH, SAFETY AND NUTRITION****3 UNITS**

Same As: ECE 415

Prerequisite: None.

Advisory: NUTRI 300

General Education: AA/AS Area III(b)

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. Not open to students who have received credit for ECE 415.

**NUTRI 324 NUTRITION FOR HEALTHY AGING 3 UNITS**

Prerequisite: None.

Advisory: ENGWR 101 and MATH 30

Course Transferable to CSU

Hours: 54 hours LEC

This course is an introduction to nutritional concerns as they apply to the elderly. Students will explore the physiological, psychosocial, and chronic degenerative conditions associated with aging and the nutritional implications of each. This class includes a field trip to a community program that provides meals, food, social interaction, and/or recreation activities to seniors.

**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

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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

## PHIL 304 INTRODUCTION TO EASTERN PHILOSOPHY 3 UNITS

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

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 the metaphysics, epistemology, and ethics of these traditions. This course fulfills Folsom Lake College's Ethnic/Multicultural requirement for the Associates Degree.

## PHIL 310 INTRODUCTION TO ETHICS 3 UNITS

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course introduces the student to classical and contemporary ethical theories and their application to a variety of contemporary moral issues such as capital punishment, animal rights, affirmative action, abortion, euthanasia, torture, and same-sex marriage.

## PHIL 320 LOGIC AND CRITICAL REASONING 3 UNITS

Prerequisite: None.

General Education: AA/AS Area II(b); CSU Area A3

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course provides an introduction to basic principles of logic and critical thinking used in the analysis of argument, including deduction, induction, and fallacy recognition. Emphasis is placed on developing analytical skills and applying principles of sound reasoning to the arguments encountered in life. Argumentative topics from academic fields and textbooks, the electronic and print media, advertisements, politics and ethics may be considered. The quality and quantity of required writing in this course will reflect the standards of a second semester college-level composition course.

## PHIL 325 SYMBOLIC LOGIC 3 UNITS

Prerequisite: None.

General Education: AA/AS Area II(b); CSU Area A3

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course introduces students to the nature of deductive systems of logic and their application. Students will study approaches to argumentation and methods of formal proof, and they will learn to evaluate argumentative forms for validity and soundness. The symbolic-analytic focus recommends the course to students in the sciences, computer programming, mathematics, linguistics, law, and philosophy.

## Philosophy (PHIL)

### PHIL 300 INTRODUCTION TO PHILOSOPHY 3 UNITS

Prerequisite: None.

General Education: AA/AS Area II(b); CSU Area A3; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

In this course, students will apply the critical thinking techniques of analysis, evaluation, and synthesis to areas of philosophical inquiry including metaphysics, epistemology, metaphysics, ethics, political philosophy, philosophy of religion, history of philosophy, and existentialism. Students will practice distinguishing fact from opinion, employing inductive and deductive reasoning, identifying logical errors and fallacies, and developing oral and written arguments to support their own philosophical perspectives or challenge the perspectives of others. 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: ENGWR 300 with a grade of "C" or better

General Education: AA/AS Area II(b); CSU Area A3; IGETC Area 1B

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course provides instruction in critical thinking, including traditional logic, and advanced composition. A series of writing assignments focus on increasing the sophistication of students' argumentative writing skills. Theoretical models of critical thinking and composition will be applied to academic fields and textbooks, electronic and print media, advertisements, ethics, politics, and multi-cultural issues. Essays will be evaluated for their quality in both critical thinking and composition.

**PHIL 330 HISTORY OF CLASSICAL PHILOSOPHY 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

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.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

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. It is especially recommended for all philosophy, history and humanities majors.

**PHIL 338 CONTEMPORARY PHILOSOPHY 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is recommended for students interested in an introduction to philosophy with a focus on existential concerns such as alienation, authenticity, and anxiety. It also examines the philosophy of mind and language, including the structure of consciousness and the meaning of "meaning" and language.

**PHIL 350 PHILOSOPHY OF RELIGION 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is 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 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.

General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

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, the influence of these religions on contemporary issues in the United States including ethnicity, ethnocentrism, racism, ageism, class differences, and sexual orientation is considered. This course fulfills Folsom Lake College's Ethnic/Multicultural requirement for the Associates Degree.

**PHIL 356 INTRODUCTION TO THE BIBLE 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

In this course, students survey 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 textual analysis and literary criticism. Topics from the Hebrew scriptures include the development of monotheism, the social justice tradition of the Prophets, the wisdom and poetic writings, and the scope and emphasis of extra-canonical works. Topics from the New Testament scriptures include the investigation of the Gospels and the "Jesus Problem" and the examination of the early development of the Christian Church.

**PHIL 358 OUR MOTHERS' LEGACY: SPIRITUAL AND RELIGIOUS TRADITIONS OF WOMEN 3 UNITS**

Prerequisite: None.

General Education: CSU Area C2; IGETC Area 3B

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course introduces students to ancient feminine forms of divinity and women's roles as spiritual visionaries, priestesses, shamans, and religious practitioners through the ages. In addition, the course examines cultures in which women have retained their spiritual authority and those in which women who have been oppressed are reclaiming their spiritual power. This course fulfills Folsom Lake College's Ethnic/Multicultural requirement for the Associates Degree.

**PHIL 360 SOCIAL/POLITICAL PHILOSOPHY 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area V(b); AA/AS Area I; CSU Area C2; CSU Area D7;

IGETC Area 3B; IGETC Area 4G

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is a historical and topical survey of significant themes of social/political philosophy from Plato to the present. Topics may include freedom, government, justice, law, rights, punishment, war, authority, 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

# Photography

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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 a vocation 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 260 THE EASTERN SIERRA LANDSCAPE, YOSEMITE VALLEY 2 UNITS

Prerequisite: None.

Hours: 18 hours LEC ; 54 hours LAB

This course is designed to give students an opportunity to participate in a landscape photography workshop in the Sierras emphasizing the Yosemite Valley. This course will include a variety of topics including how to work with film and digital formats, including black and white, infrared, color slides and negatives; they may also learn about large format cameras and low light photography. Students may incur fees for lodging, food, transportation and park admissions. Students are also responsible for all their own photographic expenses.

### 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 primarily dealing with digital imaging, including black and white, infrared, and low light photography. Students will be responsible for their own travel, food, accommodations and photographic materials. Field trip fees for entry to California State Parks may be required if Bodie is included in the itinerary.

### PHOTO 264 THE PACIFIC COAST LANDSCAPE 2 UNITS

Prerequisite: None.

Hours: 18 hours LEC ; 54 hours LAB

This course is designed to give students an opportunity to participate in a landscape photography workshop emphasizing the Pacific Coast. The course will include a variety of topics including applying film and digital camera techniques to black and white, infrared, color slide and negative, digital, large format and low light photography. Students will be responsible for all their own photographic expenses, and may incur additional fees for transportation, lodging, food, park fees and more.

### 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.

General Education: CSU Area C1

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 302 BEGINNING DIGITAL PHOTOGRAPHY 3 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 36 hours LEC ; 54 hours LAB

This course combines lectures with hands-on experience in digital photography. Instruction includes digital camera function, exposure control, technical and creative control, computer manipulation of images and digital output options. The format of the class includes lectures, visual presentations, lab time, exams and a portfolio. Students are responsible for camera and printing costs. Field trips may be required.

**PHOTO 370 PORTRAITURE AND WEDDING PHOTOGRAPHY 3 UNITS**

Prerequisite: PHOTO 302 with a grade of "C" or better; Consent of the instructor  
Course Transferable to CSU

Hours: 36 hours LEC ; 54 hours LAB

This course introduces students to the techniques, skills, and business of wedding and portrait photography. Techniques of lighting, use of correct cameras and films, professional practices, and strategies for beginning business are examined. The class includes: lectures, lab time, on-location field trips, exams, and a portfolio geared toward a professional presentation. Students are responsible for providing camera, film/digital recording media and processing/printing costs.

**PHOTO 390 STUDIO LIGHTING TECHNIQUES 3-4 UNITS**

Prerequisite: PHOTO 302 with a grade of "C" or better; Consent of the instructor  
Course Transferable to CSU

Hours: 36 hours LEC ; 54 hours LAB

This course is a study in studio lighting techniques used in commercial photography. Topics of instruction include: correct exposure using strobe, lighting ratios, basic portraiture and advertising, appropriate choices of camera formats and films, and studies in composition of commercial photographs. Students are encouraged to work in a variety of formats, using black and white and color. Students may complete the course with film or digital cameras. The class includes: lectures, visual presentations and discussions, on-location field trips, digital lab time, exams and a portfolio. Students will incur camera and processing costs.

**PHOTO 400 DIGITAL IMAGING 3 UNITS**

Prerequisite: None.

Course Transferable to CSU

Hours: 36 hours LEC ; 54 hours LAB

Digital imaging focuses on image acquisition, manipulation, printing and publication. Methods and standards currently in use in the photographic publishing industry will be emphasized. Students will capture images through digital cameras or scanners. Students will process images using industry standard software such as the current version of Photoshop to produce printed or electronic multimedia presentations and incorporate these images into a student's digital portfolio. Students must provide their own adjustable digital camera and digital storage media. A fee-per-print is charged for on-campus 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, scanners, and 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 415 ADVANCED DIGITAL PHOTO RESTORATION AND RETOUCHING 3 UNITS**

Prerequisite: PHOTO 302 and 400 with grades of "C" or better; Consent of the instructor

Course Transferable to CSU

Hours: 36 hours LEC ; 54 hours LAB

This class prepares students for professional retouching and restoration of damaged photographs and also for portrait and glamour retouching. Students will learn to use computer software and hardware suited to these purposes. Students are responsible for camera and processing costs.

**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.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

**Enrollment Limitation:** Student must be in a paid or non-paid internship, volunteer opportunity, or job related to career interests.

Course Transferable to CSU

**Hours:** 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies.

**During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units.**

**PHOTO 499 EXPERIMENTAL OFFERING IN PHOTOGRAPHY  
.5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# Physical Education/ Kinesiology

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

## CERTIFICATES OF ACHIEVEMENT

Group Fitness Instructor  
Personal Trainer

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.

### 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 features 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. 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.

## CERTIFICATE OF ACHIEVEMENT

### Group Fitness Instructor

Required Program .....	(units)
KINES 413 Group Fitness Instructor Certification .....	3
KINES 414 Health Fitness Management.....	3
KINES 415 Designing Fitness Training for the Active .....	
Older Adult .....	2
KINES 416 Sport and Fitness Psychology: Motivational Strategies for Behavioral Change .....	2
KINES 417 Fitness Injury Prevention and Management 2	
KINES 402/NUTRI 307 Nutrition for Fitness.....	2
TOTAL UNITS REQUIRED.....	14

The Group Fitness Instructor Certificate program is designed to provide students with the theoretical knowledge and practical skills necessary to be successful in the field of group fitness instruction. In addition, this certificate will prepare students to sit for the American Council on Exercise's Group Fitness Instructor examination.

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

- perform and interpret the results of a comprehensive health screening and fitness assessment.
- design safe and effective group exercise classes utilizing appropriate music and equipment.
- demonstrate and teach safe and effective exercise techniques with appropriate modifications for a variety of populations.
- apply skills and knowledge to manage fitness programs and/or facilities.
- operate within the ethical and legal scope of practice for the group fitness instructor.

**CERTIFICATE OF ACHIEVEMENT****Personal Trainer**

Required Program .....	(units)
KINES 410 Personal Trainer Certification: Exercise Science & Fitness Assessment .....	3
KINES 411 Personal Trainer Certification: Program Design & Instructional Methodology .....	3.5
KINES 416 Sport and Fitness Psychology: Motivational Strategies for Behavioral Change .....	2
KINES 417 Fitness Injury Prevention and Management	2
KINES 402/NUTRI 307 Nutrition for Fitness .....	2
BUS 300 Introduction to Business .....	3
<b>TOTAL UNITS REQUIRED .....</b>	<b>15.5</b>

The Personal Trainer Certificate program is designed to provide students with the theoretical knowledge and practical skills necessary to be successful in the field of personal training. In addition, this certificate will prepare students to sit for the American Council on Exercise's Personal Training examination.

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

- perform and interpret the results of a comprehensive health screening and fitness assessment.
- compile and utilize health, lifestyle, medical, and fitness assessment information to design safe, appropriate, and effective exercise programs.
- demonstrate and teach safe and effective exercise techniques for a variety of populations.
- apply skills and knowledge to set up practice as an independent contractor or a sole proprietorship.
- operate within the ethical and legal scope of practice of the personal trainer

**Physical Education - Adapted (ADAPT)****ADAPT 330 ADAPTED WEIGHT TRAINING AND FITNESS 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Enrollment Limitation: Because of the vast differences in physical abilities, special consideration should be given to class size. Class safety could be compromised with a standard class size.

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.

General Education: AA/AS Area III(a) (effective Fall 2009)

Course Transferable to CSU

Hours: 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 308 WORLD DANCE HISTORY 3 UNITS**

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area I; AA/AS Area VI; CSU Area C1

Course Transferable to UC/CSU

Hours: 54 hours LEC

World Dance History will survey the development of dance traditions around the world from antiquity to the present day, applying basic theoretical models to analyze dance as culturally meaningful. The course will explore how/why dance is created, borrowed/exploited, hybridized and revered in human culture. The impact of social, political, economic, cultural and religious forces shaping dance throughout history will be examined. Cross-cultural transmissions of movement stylization will inform the students' understanding of dance chronology and theory.

**DANCE 309 INTRODUCTION TO DANCE 2 UNITS**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Course Transferable to UC/CSU

Hours: 18 hours LEC ; 54 hours LAB

This course will introduce basic steps, styles and rhythms associated with several **dance disciplines including ballet, jazz, modern, hip-hop and lyrical forms of dance**. Lecture will encompass the historical and cultural placement of each dance style from inception to current media trends. Class will include warm up exercises, movement combinations and dance choreography appropriate to each dance style. Students will be responsible for obtaining appropriate dance attire. Upon completion of this course, students will have experience performing a variety of dance styles and techniques, and be able to critically discuss the **socio-cultural and historical context of each style**. This course may be taken two times for credit provided different topics are taken.

**DANCE 310 JAZZ DANCE 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Course Transferable to UC/CSU

Hours: 54 hours LAB

This course provides an introduction to jazz dance technique. Students will **become proficient at warm up, center and across the floor exercises focused on control, balance and flexibility**. **Across the floor combinations will emphasize alignment, style, and technical progression**, leading to memorized choreography. The history of jazz dance will be surveyed, as well as some basic theoretical perspectives used to analyze the social, cultural and political issues involving jazz as an artistic expressive form. This course may be taken four times for credit.

**DANCE 311 URBAN HIP HOP 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

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 capabilities 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.

General Education: AA/AS Area III(a); CSU Area E2

Course Transferable to UC/CSU

Hours: 54 hours LAB

This course provides an introduction to foundational ballet technique, examining the social, cultural and political issues involving ballet as an artistic expressive form. 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 be able to evaluate ballet as a movement theory and an art form, using basic theoretical models to analyze dance as culturally meaningful. This course may be taken four times for credit.

**DANCE 330 MODERN DANCE 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Course Transferable to UC/CSU

Hours: 54 hours LAB

This course provides an introduction to elementary modern dance techniques, concepts and choreography, examining the role of modern dance pioneers, **social rebellion, women's issues, dance history, and ethnic dance influences**. The social, cultural and political issues involving modern dance will be surveyed, as well as some basic theoretical perspectives used to analyze Modern dance in contemporary media. 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. This course may be taken four times for credit.

**DANCE 372 DANCE COMPOSITION AND PRODUCTION 2 UNITS**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Course Transferable to UC/CSU

Hours: 18 hours LEC ; 54 hours LAB

This course is designed to give students the opportunity to choreograph and perform dance at the college level. Students will improve technique and experience several dance styles by exploring fundamental concepts of dance composition and movement through improvisation, as well as understand the role of the choreographer in dance production. Students will be responsible for acquiring appropriate dance shoes and attire. This course may be taken four times for credit provided different topics are taken.

**DANCE 378 MUSICAL THEATER DANCE 2 UNITS**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

This course is designed to give students a full intellectual understanding of and physical experience with Musical Theatre Dance. Students will explore fundamental theoretical concepts associated with the social, historical and political forces that shaped, and continue to shape, the American musical. Students will examine choreographic innovations, advances in dance technique and stylization related to the musical theatre genre. Performance opportunities will be available. Students must acquire appropriate dance shoes and attire. This course may be taken two times for credit provided different topics are taken.

**DANCE 495 INDEPENDENT STUDIES IN DANCE 1-3 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

**DANCE 498 WORK EXPERIENCE IN DANCE 1-4 UNITS**

Prerequisite: None.

**Enrollment Limitation:** Student must be in a paid or non-paid internship, volunteer opportunity or job related to the dance field. Students are advised to consult with the FLC Dance Program faculty to review specific degree work experience requirements.

Course Transferable to CSU

Hours: 300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within the field of dance. Course content will include understanding the application of education to the workforce; completion of required forms which document the student's progress and hours spent at the work site; and developing workplace skills and competencies related to dance instruction, dance studio office administrative work or other related activities. During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, for a maximum of 16 units when there is new or expanded learning on the job or additional job responsibilities.

**DANCE 499 EXPERIMENTAL OFFERING IN DANCE .5-4 UNITS**

Prerequisite: None.

General Education: CSU Area E2

Course Transferable to CSU

Hours: 72 hours LEC ; 54 hours LAB

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**Physical Education - Fitness (FITNS)****FITNS 304 CARDIO CIRCUIT 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Course Transferable to UC/CSU

Hours: 54 hours LAB

This course will introduce the student to a cardio circuit form of training, combining both cardio and weight training equipment in a circuit format. Students will utilize treadmills, rowers, bikes, ellipticals, and weight training machines. Students will proceed in timed intervals to train all the major muscle groups and the cardiovascular system. Flexibility and core training will also be included in this workout. This class may be taken four times for credit.

**FITNS 306 AEROBICS: CARDIO-KICKBOXING 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Enrollment Limitation: 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 307 AEROBIC MIX 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a)

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, resistance exercises, and flexibility. This course may be taken four times for credit.

**FITNS 308 STEP AEROBICS 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Enrollment Limitation: 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 324 MAT PILATES 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Enrollment Limitation: 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.

General Education: AA/AS Area III(a)

Course Transferable to UC/CSU

Hours: 54 hours LAB

This course is designed to be a 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 to their training sessions. The students will train individually, with a partner or in a team setting. This course may be taken four times for credit.

**FITNS 332 OFF SEASON CONDITIONING .5-1 UNITS**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Course Transferable to UC/CSU

Hours: 54 hours LAB

This course is designed to optimize sports performance and reduce risk of injury for the off-season intercollegiate athlete. Course content will include: sport specific strength training, cardiovascular conditioning, agility work, plyometrics, speed training and flexibility exercises. This course may be taken four times for a maximum of four units of credit.

**FITNS 352 POWER SCULPTING 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

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 368 MINI FITNESS TOPICS .5 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Course Transferable to UC/CSU

Hours: 27 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, cardio 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 380 CIRCUIT WEIGHT TRAINING 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

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, cardiovascular 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.

General Education: AA/AS Area III(a)

Course Transferable to UC/CSU

Hours: 54 hours LAB

This class is designed to develop muscular fitness through progressive resistance training. Students will set up a personalized weight training program based on fitness assessments and personal goals. Proper lifting technique, safety and program design will be emphasized. This course may be taken four times for credit.

**FITNS 392 YOGA 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Enrollment Limitation: 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. Students will be required to purchase a yoga mat. This course may be taken four times for credit.

**FITNS 395 STRETCH 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

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 the primary muscle groups and joints of the body. It is designed to improve flexibility, reduce stress and tension, improve coordination, increase range of motion, and prevent injuries. Students who participate in this class will gain a better understanding of how a comprehensive stretching routine will prepare for further vigorous activity such as sports, dance, martial arts, or work-related movements. This class may be taken four times for credit.

**FITNS 410 KARATE 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Course Transferable to UC/CSU

Hours: 54 hours LAB

This class in karate shall introduce the student to beginning skills and movements in stances, blocking, punching, 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, courtesy, and language of the martial arts. Students will be required to purchase a karate uniform. This class may be taken four times for credit.

**FITNS 413 OKINAWAN KOBUDO (WEAPONS) 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

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, and kama. 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. Students will be required to purchase a kobudo uniform. This class may be taken four times for credit.

**FITNS 414 TAI CHI 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Course Transferable to UC/CSU

Hours: 54 hours LAB

This course explores Tai Chi and Qigong. Tai Chi is an ancient Chinese martial art that emphasizes relaxation, meditation, self-cultivation, and inner calm rather than strength to promote health while reducing stress. Qigong is an internal Chinese meditative practice that uses slow graceful movements and controlled breathing techniques to promote well being. Students will learn Tai Chi and Qigong forms with visualizations and movements designed to bring oneself into balance. The history and philosophy of Tai Chi will also be discussed. 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.

General Education: CSU Area E2

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.

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## Physical Education - Kinesiology (KINES) [formerly Physical Education - Theory (PET)]

**KINES 402 NUTRITION FOR FITNESS 2 UNITS**

Formerly: PET 402

Same As: NUTRI 307

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 was formerly known as PET 402. This course is not open to students who have completed NUTRI 307.

**KINES 410 PERSONAL TRAINER CERTIFICATION: EXERCISE SCIENCE & FITNESS ASSESSMENT 3 UNITS**

Formerly: PET 410

Prerequisite: None.

Advisory: BIOL 310

General Education: AA/AS Area III(b)

Enrollment Limitation: None.

Course Transferable to CSU

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, the theory of fitness assessment, and exercise adaptation. This was formerly known as PET 410.

**KINES 411 PERSONAL TRAINER CERTIFICATION: PROGRAM DESIGN & INSTRUCTIONAL METHODOLOGY 3.5 UNITS**

Formerly: PET 411

Prerequisite: HEED 320 (CPR: BLS for the Professional Rescuer) and KINES 410 (Personal Trainer Certification: Exercise Science & Fitness Assessment) with grades of "C" or better; Students may substitute HEED 314 for HEED 320. Students may also meet the HEED 320 or 314 pre-requisite by holding a valid CPR/AED card from the American Heart Association or American Red Cross

Enrollment Limitation: None.

Course Transferable to CSU

Hours: 54 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 Examination. Topics include: application of the applied sciences, program design and implementation of integrated fitness training for healthy adults and special populations, communication, health psychology, teaching techniques, injury prevention and safety, professional responsibilities, and business fundamentals. This course was formerly known as PET 411.

**KINES 413 GROUP FITNESS INSTRUCTOR CERTIFICATION 3 UNITS**

Formerly: PET 413

Prerequisite: None.

Advisory: HEED 312

Course Transferable to CSU

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. This course was formerly known as PET 413.

**KINES 414 FITNESS FACILITY MANAGEMENT 3 UNITS**

Formerly: PET 414

Prerequisite: None.

Course Transferable to CSU

Hours: 54 hours LEC

This course is designed to provide students with the basic guidelines for starting and managing health, fitness and studio facilities in the private sector. Topics covered include initial start-up of the facility, operating procedures with emphasis on equipment selection and arrangement, employee selection and training, program planning, member management, and marketing. This course was formerly known as PET 414.

**KINES 415 DESIGNING FITNESS TRAINING FOR THE ACTIVE OLDER ADULT 2 UNITS**

Formerly: PET 415

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. This course was formerly known as PET 415.

**KINES 416 SPORT AND FITNESS PSYCHOLOGY: MOTIVATIONAL STRATEGIES FOR BEHAVIORAL CHANGE 2 UNITS**

Formerly: PET 416

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. This course was formerly known as PET 416.

**KINES 417 FITNESS INJURY PREVENTION AND MANAGEMENT 2 UNITS**

Formerly: PET 417

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. This course was formerly known as PET 417.

### **KINES 498 WORK EXPERIENCE IN PHYSICAL EDUCATION 1-4 UNITS**

Formerly: PET 498

Prerequisite: None.

Advisory: ENGWR 101

**Enrollment Limitation:** Students must be in a paid or non-paid internship, volunteer opportunity or job related to physical education. Students are advised to consult with the Physical Education/Kinesiology Department faculty to review specific certificate and degree work experience requirements.

Course Transferable to CSU

Hours: 300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within the field of physical education. It is designed for students interested in work experience and/or internships in transfer level degree occupational programs. Course content includes understanding the application of education to the workforce; completion of required forms which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. Appropriate level learning objectives are established by the student and the employer. During the semester, the student is required to fulfill a weekly orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The weekly orientation is required for first time participants; returning participants are not required to attend the orientation weekly but are required to meet with the instructor as needed to complete all program forms and assignments. Work Experience may be taken for a total of 16 units when there are new or expanded learning objectives.

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## **Physical Education - Personal Activities (PACT)**

### **PACT 300 ARCHERY 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Course Transferable to UC/CSU

Hours: 54 hours LAB

This course in target archery shall emphasize basic skill development and practice in the various shooting techniques of the recurve bow and arrow. Topics will include safety and range procedures, correct shooting form, scoring, use of the mechanical sight, and methods for developing the physical and mental strategies necessary for improved shooting performance. The student shall gain an appreciation for the sport of archery as a lifetime leisure pursuit. Students will be required to purchase arm guards and fingers tabs. This class may be taken 4 times for credit.

### **PACT 350 GOLF 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Course Transferable to UC/CSU

Hours: 54 hours LAB

This golf class shall introduce the student to the basic skills 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, handicapping, 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 390 TENNIS 1 UNIT**

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Enrollment Limitation: 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, volleying, 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

General Education: CSU Area E

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

### **PACT 499 EXPERIMENTAL OFFERING IN PERSONAL ACTIVITY .5-4 UNITS**

Prerequisite: None

General Education: CSU Area E

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

## Physical Education - Sports (SPORT)

### SPORT 320 CROSS COUNTRY, INTERCOLLEGIATE-MEN 2 UNITS

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills via a tryout conducted by the coaching staff.

Course Transferable to UC/CSU

Hours: 180 hours LAB

This is an advanced cross-country team activity for male students that provides competition with other community college teams. Knowledge of running fundamentals, rules, and individual and/or team strategies appropriate to intercollegiate athletic competition will be expected of competitors. This course may be taken three times for credit.

### SPORT 325 CROSS COUNTRY, INTERCOLLEGIATE-WOMEN 2 UNITS

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills via a tryout conducted by the coaching staff.

Course Transferable to UC/CSU

Hours: 180 hours LAB

This is an advanced cross-country team activity for female students that provides competition with other community college teams. Knowledge of running fundamentals, rules, and individual and/or team strategies appropriate to intercollegiate athletic competition will be expected of competitors. This course may be taken three times for credit.

### SPORT 340 GOLF, INTERCOLLEGIATE-MEN 2 UNITS

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate golf skills via a tryout conducted by the coaching staff.

Course Transferable to UC/CSU

Hours: 180 hours LAB

This course is an advanced golf team activity for male students that provides competition against other community college teams. Golf fundamentals, rules, individual and/or team strategies appropriate to intercollegiate athletic competition will be expected of the competitors. This course may be taken three times for credit.

### SPORT 345 GOLF, INTERCOLLEGIATE-WOMEN 2 UNITS

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate golf skills via a tryout as conducted by the coaching staff.

Course Transferable to UC/CSU

Hours: 180 hours LAB

This course is an advanced golf team activity for female students that provides competition against other community college teams. Golf fundamentals, rules, individual and/or team strategies appropriate to intercollegiate athletic competition will be expected of the competitors. This course may be taken three times for credit.

### SPORT 380 TENNIS, INTERCOLLEGIATE-MEN 2 UNITS

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills via a tryout conducted by the coaching staff.

Course Transferable to UC/CSU

Hours: 180 hours LAB

This is an advanced tennis team activity for male students that provides competition with other community college teams. Knowledge of tennis fundamentals, rules, and individual and/or team strategies appropriate to intercollegiate athletic competition will be expected of competitors. This course may be taken three times for credit.

### SPORT 385 TENNIS, INTERCOLLEGIATE-WOMEN 2 UNITS

Prerequisite: None.

General Education: AA/AS Area III(a); CSU Area E2

Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills via a tryout conducted by the coaching staff.

Course Transferable to UC/CSU

Hours: 180 hours LAB

This is an advanced tennis team activity for female students that provides competition with other community college teams. Knowledge of tennis fundamentals, rules, and individual and/or team strategies appropriate to intercollegiate athletic competition will be expected of competitors. This course may be taken three times for credit.

# Physical Science, Physics, & Astronomy

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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

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## Physical Science (PS)

### PS 302 INTRODUCTION TO PHYSICAL SCIENCE 4 UNITS

Prerequisite: None.

General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A  
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. Fundamental concepts in astronomy, physics, chemistry and geology will be examined. This course is not recommended for science or engineering majors.

### 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

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## Physics (PHYS)

### PHYS 310 CONCEPTUAL PHYSICS 3 UNITS

Prerequisite: None.

General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A  
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: MATH 335 with a grade of "C" or better; or a high school course in trigonometry with a grade of "C" or better

General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A

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 PHYS 350 or 411. Material covered will include math review, vectors, and basic mechanics (kinematics, Newton's Laws, energy).

**PHYS 350 GENERAL PHYSICS 4 UNITS**

Prerequisite: MATH 335 with a grade of "C" or better; or a high school course in trigonometry with a grade of "C" or better.

General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 54 hours LAB

This is the first course of the trigonometry based general physics sequence designed for life science majors. Topics will include classical mechanics, fluids, mechanical waves and thermodynamics.

**PHYS 360 GENERAL PHYSICS 4 UNITS**

Prerequisite: PHYS 350 with a grade of "C" or better

General Education: CSU Area B1; CSU Area B3; IGETC Area 5A

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 54 hours LAB

This is the second course of the trigonometry based general physics sequence designed for life science majors. Topics will include classical electricity and magnetism, AC and DC circuits, electromagnetism, optics, wave theory and modern physics.

**PHYS 411 MECHANICS OF SOLIDS AND FLUIDS 4 UNITS**

Prerequisite: None.

Corequisite: MATH 401 with a grade of "C" or better. May be taken previously.

General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 54 hours LAB

This is the first course of the calculus-based physics sequence designed for students studying engineering, physics, chemistry, architecture, and computer science. This course offers a detailed examination of topics from the mechanics of particles, rigid bodies and fluids.

**PHYS 421 ELECTRICITY AND MAGNETISM 4 UNITS**

Prerequisite: MATH 401 and PHYS 411 with grades of "C" or better

General Education: CSU Area B1; CSU Area B3; IGETC Area 5A

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 54 hours LAB

This is the second course of the calculus-based physics sequence designed for students studying engineering, physics, chemistry, architecture, and computer science. This course offers a detailed examination of topics from electricity and magnetism.

**PHYS 431 HEAT, WAVES, LIGHT AND MODERN PHYSICS 4 UNITS**

Prerequisite: MATH 401 and PHYS 411 with grades of "C" or better

General Education: CSU Area B1; CSU Area B3; IGETC Area 5A

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 54 hours LAB

This is the third course of the calculus-based physics sequence designed for students studying engineering, physics, chemistry, architecture, and computer science. This course offers a detailed examination of topics from thermodynamics, waves, optics, and modern 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

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## Astronomy (ASTR)

**ASTR 300 INTRODUCTION TO ASTRONOMY 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area IV; CSU Area B1

Course Transferable to CSU

Hours: 54 hours LEC

This is a general course in astronomy that examines 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)

General Education: CSU Area B1; CSU Area B3; IGETC Area 5A

Course Transferable to UC/CSU

Hours: 54 hours LAB

This course introduces students to various types of astronomical observations and presents the tools needed to analyze and interpret astronomical 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

# Political Science

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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)

### POLS 301 INTRODUCTION TO GOVERNMENT: UNITED STATES 3 UNITS

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area V(a); CSU Area D8; CSU Area F2; CSU Area F3; IGETC Area 4H

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is an introduction to political science, American government and politics and is structured to promote political and analytical understanding and thinking regarding American politics and government. Areas of concentration include principles, institutions, problems, processes, theory, philosophy, and ideology.

**POLS 302 INTRODUCTION TO GOVERNMENT: FOREIGN 3 UNITS**

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area V(b); CSU Area D8; IGETC Area 4H

Course Transferable to UC/CSU

Hours: 54 hours LEC

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.

**POLS 310 INTRODUCTION TO INTERNATIONAL RELATIONS  
3 UNITS**

Prerequisite: None.

Advisory: Completion of ENGWR 101 or eligibility for ENGWR 300 is advised.

General Education: AA/AS Area V(b); CSU Area D8; IGETC Area 4H

Course Transferable to UC/CSU

Hours: 54 hours LEC

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.

**POLS 495 INDEPENDENT STUDIES IN POLITICAL SCIENCE  
1-3 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

**POLS 499 EXPERIMENTAL OFFERING IN POLITICAL SCIENCE  
.5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

# Project Management

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

## 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/outsourcing 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.....	Units
PRJMGT 300 Introduction to Project Management .....	3
PRJMGT 310 Project Integration and Scope Management.....	3
PRJMGT 320 Project Time and Cost Management .....	3
PRJMGT 330 Project Quality Management .....	3
PRJMGT 340 Project Communication and Human Resource Mgmt .....	3
PRJMGT 350 Project Risk Management and Project Procurement Management .....	3
<b>TOTAL UNITS REQUIRED.....</b>	<b>18</b>

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.

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## 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

Successful project outcomes depend on an effective project management plan, development and execution, as well as adherence to a scope management process. They also begin with the proper integration of related project elements across project process groups and knowledge areas. The 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 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 works, but that no 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 310 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 PROJECT 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

Hours: hours LEC

**PRJMGT 499 EXPERIMENTAL OFFERING IN PROJECT MANAGEMENT**

**.5-4 UNITS**

Prerequisite: None

Hours: 54 hours LEC

# Psychology

ACADEMIC  
COUNSELING

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

## DEGREE 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

REQUIRED PROGRAM.....Units

PSYC 300 General Principles ..... 3

PSYC 312 Biological Psychology..... 4

PSYC 320 Social Psychology ..... 3

PSYC 330 Introductory Statistics for the Behavioral Sciences..... 3

PSYC 335 Research Methods in Psychology ..... 3

A minimum of 3 units from the following:

PSYC 340, PSYC 351, PSYC 354, PSYC 356, PSYC

358, PSYC 360, PSYC 368, PSYC 370/FCS 324,

PSYC 372/ECE 312, PSYC 380, PSYC 495, PSYC 499

TOTAL UNITS REQUIRED..... 19

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 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.

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

- Demonstrate familiarity with the major concepts, theoretical perspectives, empirical findings, and historical trends in psychology.
- Understand and apply basic research methods in psychology, including research design, data analysis, and interpretation
- Respect and use critical and creative thinking, skeptical inquiry, and when possible, the scientific approach to solve problems related to behavior and mental processes.
- Understand and apply psychological principles to personal, social, and organizational issues.
- Weigh evidence, tolerate ambiguity, act ethically, and reflect other values that are the underpinnings of psychology as a discipline.

- Recognize, understand, and respect the complexity of socio-cultural and international diversity.
- Develop insight into their own and others' behavior and mental processes and apply effective strategies for self-management and self-improvement.
- Apply psychological knowledge, skills, and values in occupational pursuits in a variety of settings.

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## Psychology (PSYC)

### PSYC 300 GENERAL PRINCIPLES 3 UNITS

Prerequisite: None.

General Education: AA/AS Area V(b); CSU Area D9; IGETC Area 4I

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is an introduction to the scientific study of human behavior. Students will be introduced to foundational principles and current trends in the field of psychology. Concepts that are explored include methods of psychological inquiry, the biological basis of behavior, sensation, perception, states of consciousness, learning, memory, cognition, motivation, emotion, stress and health, personality, developmental psychology, psychological disorders, psychotherapy, and social psychology. This course is designed for psychology majors, behavioral and social science majors, and other students who desire a broad overview of the field.

### PSYC 312 BIOLOGICAL PSYCHOLOGY 4 UNITS

Prerequisite: None.

General Education: AA/AS Area IV; CSU Area B2; CSU Area B3; CSU Area D9; IGETC Area 5B

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 54 hours LAB

This course will focus on how the brain produces thought and behavior. It will explore the physiological, biochemical, genetic, and evolutionary mechanisms underlying fundamental human capacities such as sensory perception, movement, sleep, dreaming, emotion, motivation, memory and language. Students will explore the broader ethical and societal implications of recent advances in neuroscience, as well as the variety of research methods used to achieve these advances. Students will dissect brains and other nervous tissue and record psychophysiological signals to provide a deeper understanding of nervous system anatomy and physiology. This is a basic course for psychology, biological science and allied health majors.

### PSYC 320 SOCIAL PSYCHOLOGY 3 UNITS

Prerequisite: None.

General Education: AA/AS Area V(b); CSU Area D9; IGETC Area 4I

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

General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2

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: PSYC 300 with a grade of "C" or better

Corequisite: PSYC 330; Course may be taken concurrently or previously.

General Education: AA/AS Area II(b); CSU Area D9

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course introduces students to the basic principles and methods of conducting psychological research. The course is designed to expose students to the different experimental and non-experimental research methods used by psychologists to study human behavior and thought processes. In this course students will engage in each step of the research process including developing a hypothesis, conducting a literature review, designing a study, collecting data, analyzing data, and writing up and presenting the results.

### PSYC 340 ABNORMAL BEHAVIOR 3 UNITS

Prerequisite: None.

General Education: AA/AS Area V(b); CSU Area D9; CSU Area E1; IGETC Area 4I

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 as viewed from the biological, psychoanalytic, behavioral, cognitive, humanistic and socio-cultural perspectives. Current approaches to psychological assessment and treatment modalities will be covered, including current community mental health practices.

### PSYC 351 HUMAN BEHAVIOR 3 UNITS

Prerequisite: None.

General Education: AA/AS Area V(b); CSU Area D9; IGETC Area 4I

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 also taken).

**PSYC 354 THE PSYCHOLOGY OF FAMILY LIFE AND INTIMATE RELATIONSHIPS IN A DIVERSE SOCIETY 3 UNITS**

Same As: FCS 354

Prerequisite: None.

General Education: AA/AS Area III(b); CSU Area E1

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 FCS 322.

**PSYC 356 HUMAN SEXUALITY 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area III(b); CSU Area E1; IGETC Area 4I

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course offers a balanced scientific understanding of the biopsychosocial perspective on human sexual behavior from birth through adulthood. The course provides factual, up-to-date nonjudgmental information designed to dispel myths, facilitate problem identification and possible solutions. The course explores the impact of cultural influences on human sexual behaviors of different ethnic groups. A survey of the biological, psychological and social aspects of the diversity of human sexual behavior is compared and contrasted. 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.

General Education: AA/AS Area III(b); CSU Area E1

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.

General Education: AA/AS Area III(b); CSU Area E1; IGETC Area 4I

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

General Education: AA/AS Area V(b); AA/AS Area III(b); AA/AS Area VI; CSU Area D9; IGETC Area 4I

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

General Education: AA/AS Area V(b); AA/AS Area III(b); CSU Area D9; CSU Area E1; IGETC Area 4I

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 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 ESLL 310, ESLR 320, and ESLW 320.

General Education: AA/AS Area V(b); AA/AS Area III(b); CSU Area D7; IGETC Area 4I

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 312.

**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

# Public Management

ACADEMIC  
COUNSELING

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

## CERTIFICATE OF ACHIEVEMENT

Public Management

### CERTIFICATE OF ACHIEVEMENT

#### Public Management

REQUIRED PROGRAM.....	Units
BUS 300 Intro to Business .....	3
BUS 310 Business Communications.....	3
CISA 320 Intro to Database Management.....	3
MGMT 308 Personnel and Human Resources Management.....	3
MGMT 310 Introduction to Public Management .....	3
MGMT 311 Introduction to Public Financial Administration.....	3
MGMT 315 Governmental Relations and Policy Development.....	3
PRJMGT 300 Introduction to Project Management .....	3
TOTAL UNITS REQUIRED.....	22

This program is designed for students interested in careers in state, county, or municipal governments and community based non-profit organizations. The curriculum focuses on various competency areas for those wishing either to upgrade their managerial skills or enhance their existing abilities.

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

- Identify the various types of public agencies: their administrative structures, lines of authority, roles and accountability.
- Define the various levels, roles and concepts of public management and develop an understanding of how government works.
- Demonstrate the ability to assess public government issues and evaluate ethical dilemmas in public management.
- Describe the political, intergovernmental and environmental impacts facing public managers.
- Distinguish the various federal, state and local fiscal planning cycles and their implications for policy making and program evaluation.
- Research the key stakeholders of the political process and how they impact the functioning and allocation of resources at the management level.
- Review the development and management of government budgets, including budget formats, budget cycles, budget processes, operating budgets, analysis of revenue and expenditures, and related expenditure controls, cash management and accounting.

- Define the functions of public organizations and the inter-agency relationships between federal, state, and local public entities.
- Investigate and define the role of various public organizations, and stakeholders in the policy development process, including the legislative process at the state and federal levels.

# Real Estate

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

**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
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 or Three (3) units to include: .....	3
CISC 300 Computer Familiarization - (1 unit) and Two (2) additional units selected from:	
CISA 308, 310, 320, 330, 340, CISC 308, 320	

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
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 300	Principles of Real Estate		3
TOTAL UNITS REQUIRED			42

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 Financing	3
RE 140	Real Estate Appraisal	3
RE 150	Real Estate Economics	or
ACCT 301	Financial Accounting	3-4
RE 300	Principles of Real Estate	3
Plus three (3) units selected from the following:		3
BUS 340; RE 141, 161		
TOTAL UNITS REQUIRED		21-22

This certificate introduces students to advanced concepts of the real estate career field. Topics include the principles of real estate, law, economics, finance, practice and appraisal, property management, and real estate economics

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 120	Real Estate Practice	3
RE 300	Principles of Real Estate	3
Plus three (3) units selected from:		3
RE 110, 130, 140		
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.

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## 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 law. 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. Completion of the course applies toward the California Department of Real Estate 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, including ethics, fair housing agency, goal setting, prospecting, listing, advertising, escrow procedures, financing, taxation, marketing, property management, leasing and business opportunities. This course applies toward California Department of Real Estate education requirements for the broker's examination.

### RE 121 HOME STAGING 2 UNITS

Prerequisite: None.

Hours: 36 hours LEC

This course is an introduction to the best practices for preparing the interior and exterior of a home for sale. This course is an elaboration of some techniques introduced in RE 120, Real Estate Practice, but with an eye to the design issues apparent in successfully marketing a home for sale. Subject matter includes creating curb appeal, decluttering and depersonalizing interior spaces, appealing to a buyers' five senses, and creating a positive emotional reaction in a potential buyer. Successful students will be able to employ these techniques within their profession as a real estate agent, as professional home stagers, or as principals selling their own homes.

### 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; the appraisal process; and the different approaches, methods and techniques used to determine the value of various types of property. The course emphasizes residential single family properties and applies toward the educational requirement for the Real Estate Broker's License, and Licensed and General Appraiser's 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 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 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, introducing students to the background and terminology necessary for advanced study in specialized real estate courses. Topics include **real estate regulation, title, possession, encumbrances and financing**. 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

ACADEMIC  
COUNSELING

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

## 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.

## 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 "pre-dental," "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/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 at 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  
ENGWR 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 requirements.

In addition to the basic 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**

# Sign Language Studies

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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.*

## Highlights

- Dedicated, well-trained instructors
- Highly interactive learning environment
- Close relationship with the deaf community
- Practical tools provided for communication opportunities

## SILA 306 AMERICAN SIGN LANGUAGE 2 4 UNITS

Prerequisite: SILA 305 with a grade of "C" or better

General Education: AA/AS Area I; IGETC Area 6

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

General Education: AA/AS Area I; CSU Area C2; IGETC Area 6

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 the class. It also includes dialogues that involve asking, empathizing, negotiation and agreeing or disagreeing.

## SILA 316 AMERICAN SIGN LANGUAGE 4 4 UNITS

Prerequisite: SILA 315 with a grade of "C" or better

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B; IGETC Area 6

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.

## Sign Language Studies (SILA)

### SILA 305 AMERICAN SIGN LANGUAGE 1 4 UNITS

Prerequisite: None.

General Education: AA/AS Area I; IGETC Area 6

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 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

# Sociology

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

Sociology courses are concerned with the study of systems and how individuals live, work and interact within them. Career options: Sociologist; Social Worker; Instructor; Probation Officer; Employment Counselor; Urban Planner (some career choices may require courses beyond the Associate Degree).

## Highlights

- Practical courses valuable to all students and well-trained and interesting instructional staff.

## Sociology (SOC)

### SOC 300 INTRODUCTORY SOCIOLOGY 3 UNITS

Prerequisite: None.

General Education: AA/AS Area V(b); CSU Area D0; IGETC Area 4J

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course introduces the social and cultural bases that impact human behavior, social interaction, and life opportunities. This course will cover sociological concepts, theoretical approaches, and major fields of sociological inquiry including culture, socialization, social structures and institutions, inequalities and stratification, deviance, and social change.

### SOC 301 SOCIAL PROBLEMS 3 UNITS

Prerequisite: None.

General Education: AA/AS Area V(b); CSU Area D0; IGETC Area 4J

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course investigates current social problems in the United States. It examines these problems through sociological and ideological perspectives and evaluates how these perspectives influence both definitions of problems as well as proposed solutions. Topics include: racism, economic inequality, sexism and heterosexism, as well as problems arising in the areas of education, marriage and family, crime, health and healthcare, and the environment. Particular attention is paid to the impact of media on perceptions of social problems.

### SOC 310 MARRIAGE AND THE FAMILY 3 UNITS

Prerequisite: None.

Advisory: Eligibility for ENGWR 101

General Education: AA/AS Area III(b); CSU Area E1

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.

General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D3; IGETC Area 4J

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course uses the sociological perspective to examine the relationship between race, ethnicity, and inequality in the U.S. and covers topics including: prejudice, discrimination, ethnocentrism, individual and institutional racism, privilege, assimilation, civil rights, and other related issues. This course includes an analysis of the social and historical experiences of major minority groups in the U.S. and how these experiences impact current socioeconomic conditions.

### SOC 335 SOCIOLOGY OF AGING 3 UNITS

Same As: GERON 300

Prerequisite: None.

General Education: CSU Area D0; CSU Area E1

Course Transferable to CSU

Hours: 54 hours LEC

This introductory 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 adaption; 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

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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.

## 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.

## Spanish (SPAN)

### SPAN 101 CONVERSATIONAL SPANISH, ELEMENTARY 3 UNITS

Prerequisite: None.

General Education: AA/AS Area I

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. 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 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 401 ELEMENTARY SPANISH 4 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 6

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. Students will acquire 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 402 ELEMENTARY SPANISH 4 UNITS**

Prerequisite: SPAN 401 with a grade of "C" or better; or two years of high school Spanish.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 6

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 54 hours LAB

This is the second semester of elementary Spanish. It is designed for students who have completed SPAN 401 or two years of high school Spanish. It provides refinement of skills acquired in SPAN 401. Utilizing learned materials, students will gain increased accuracy and ability to understand and produce appropriate responses in high-frequency situations. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression will be limited to short, culturally appropriate communication on a wider range of topics than at the SPAN 401 level. Students will acquire knowledge of the geography, culture and people of regions where Spanish is spoken and of contributions to North American and other world cultures.

**SPAN 411 INTERMEDIATE SPANISH 4 UNITS**

Prerequisite: SPAN 402 with a grade of "C" or better

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B; IGETC Area 6

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 402 or three years of high school Spanish. It provides refinement of skills attained in SPAN 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 SPAN 402. 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 412 INTERMEDIATE SPANISH 4 UNITS**

Prerequisite: SPAN 411 with a grade of "C" or better; or placement through the assessment process.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B; IGETC Area 6

Course Transferable to UC/CSU

Hours: 54 hours LEC ; 54 hours LAB

This course will provide continued development of the Intermediate low and Intermediate Mid Level listening/speaking skills attained in 411 while helping the student work toward the Intermediate High level. The course will focus on development of written narratives and expository prose along with increased awareness of cultural concerns, norms values, and culture-specific customs and events, with emphasis placed on culturally authentic reading and writing through the introduction and application of basic literary analysis. The course will help develop the student's emerging ability to handle complicated situations, to discuss topics beyond immediate personal needs (e.g., current events, media, politics, values, history, traditions, social issues and customs), and to use forms indicating past and future time frames. The student will also acquire knowledge and an appreciation of the geography, culture and people of regions where Spanish is spoken and of Spanish Speakers' contributions to North American and world-wide culture.

**SPAN 425 ADVANCED READING AND CONVERSATION 3 UNITS**

Prerequisite: None.

General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B

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

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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.

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This art survey course focuses on the relationship of theatre to various cultures throughout history, and on the contributions of significant individual artists. This course introduces students to elements of the production process including playwriting, acting, directing, design, and criticism. Students will also survey different periods, styles, and genres of theatre through play reading, discussion, films, and viewing and critiquing live theatre, including required attendance of theatre productions.

### TA 302 HISTORY AND THEORY OF THE THEATRE I 3 UNITS

Prerequisite: None.

Advisory: ENGWR 300 and TA 300; or placement through the assessment process.

General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

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: ENGWR 300 and TA 300; or placement through the assessment process.

General Education: CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

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 304 WOMEN IN THEATRE 3 UNITS

Prerequisite: None.

Advisory: ENGWR 300 and TA 300; or placement through the assessment process.

General Education: AA/AS Area I (effective Fall 2009); CSU Area C1; IGETC Area 3A

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is an exploration of women's contributions to the performing arts as actors, playwrights, directors, designers, and theorists. Studies will include understanding creative interpretations by women artists and will be approached from a western cultural perspective.

### TA 310 INTRODUCTION TO FILM 3 UNITS

Prerequisite: None.

Advisory: ENGWR 300

General Education: AA/AS Area I; CSU Area C1

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course explores the artistic, business, and social elements of modern cinema. It examines components of movie making, such as acting, directing, cinematography, writing and editing. Film making techniques are analyzed, along with the impact of motion pictures and the movie business.

### TA 320 CINEMA GENRES 3 UNITS

Same As: FMS 320

Prerequisite: None.

Advisory: ENGWR 300

General Education: AA/AS Area I

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 UC/CSU

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: ENGWR 101 or eligibility for ENGWR 300

Course Transferable to UC/CSU

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.

Advisory: TA 300

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This course is an introduction to stage performance. Included is a classroom investigation of performance through the use of theatre games, movement, voice, sensory awareness, and improvisation. Students will practice basic acting theory through scene study. The course is designed for students new to acting wishing to explore self-expression through performance, and for those more experienced students wishing to begin the degree sequence.

**TA 344 IMPROVISATION AND THEATRE GAMES 2 UNITS**

Prerequisite: None.

Course Transferable to UC/CSU

Hours: 18 hours LEC ; 54 hours LAB

This class 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 facility. 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: TA 340 with a grade of "C" or better; or Instructor consent

Advisory: TA 300

General Education: AA/AS Area I

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

This course explores contemporary concepts in scene study and the creation of a character in the style of Realism for a modern play. Students stage and perform memorized scenes from the Modern Realism period 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

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 the differences between acting on the stage and acting for the camera. Scenes and commercials will be rehearsed, performed, and critiqued.

**TA 395 PLAYWRITING 3 UNITS**

Prerequisite: TA 300 with a grade of "C" or better

Advisory: ENGWR 101 or eligibility for ENGWR 300

Course Transferable to UC/CSU

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 420 STAGECRAFT 3 UNITS**

Prerequisite: None.

Advisory: Students should be able to climb a ladder and lift a minimum of 30 pounds.

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 72 hours LAB

This course will serve as an introduction to technical theatre specifically related to stage-craft and the elements of scenic construction, construction tools, types of theatres, and theatre safety. Practical experience is gained by working on department productions. Stagecraft work often requires moving semi-heavy objects, tools, and ladders, and the carrying of scenic elements or lighting instruments up to a height.

**TA 422 STAGE LIGHTING 3 UNITS**

Prerequisite: None.

Advisory: Students should be able to climb a ladder and lift a minimum of 30 pounds.

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 72 hours LAB

This course is an introduction to the basic concepts of lighting the stage, motion pictures, and television. The course covers the planning of lighting from the basics of electricity, equipment and control, to the design elements of color, space, scenery, and movement to produce a lighting design. Stage lighting work often requires moving semi-heavy objects, tools, and ladders, and carrying lighting equipment up to a height.

**TA 423 INTRODUCTION TO SCENE DESIGN FOR THE STAGE  
3 UNITS**

Prerequisite: ART 300 and TA 420 with grades of "C" or better

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 72 hours LAB

This course will serve as an introduction to the techniques and procedures of designing and painting scenery for the stage including design, color, perspective, tool use, notation, and drafting. It will consist of developing design plans, methods of visual representation of ideas, scale drawings and models, and practice in scenic painting.

**TA 424 ADVANCED TECHNICAL THEATRE 3 UNITS**

Prerequisite: TA 420, 422, and 423 with grades of "C" or better

Advisory: Students should be able to climb a ladder and lift a minimum of 30 pounds.

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 72 hours LAB

Description: This course will explore advanced technical theatre and production techniques in the areas of scenery, properties, lighting, sound, scenic painting, rigging, and stage management. Practical experience is gained by working on productions for the Department of Theatre and Cinema Arts, Department of Music, Dance program, and/or the guest speaker series. Technical theatre often requires moving semi-heavy objects, tools, and ladders, and carrying scenic elements or lighting instruments up to a height.

**TA 426 STAGEHAND PRACTICES 3 UNITS**

Prerequisite: TA 424 with a grade of "C" or better

Advisory: Students should be able to climb a ladder and lift a minimum of 30 pounds.

Course Transferable to CSU

Hours: 36 hours LEC ; 72 hours LAB

Description: This course will serve as an introduction to union stagehand practices. Topics include concepts of trade unionism and the function and services of the various professional unions involved in theatrical and motion picture production. The class will focus on developing basic skills of professional stagehand work and on trade safety. Practical experience is gained by working on department productions. Stagehand work often requires moving semi-heavy objects, tools, and ladders, and carrying scenic elements or lighting instruments up to a height.

**TA 427 STAGEHAND PRE-APPRENTICESHIP 2 UNITS**

Prerequisite: TA 426 with a grade of "C" or better

Advisory: Students must be able to climb a ladder and lift a minimum of 30 pounds.

Course Transferable to CSU

Hours: 108 hours LAB

Description: This course will serve as practical stagehand experience for students working alongside professional union stagehands on department and visiting productions. Students will earn apprenticeship hours towards the required minimum for the professional stagehand union's apprenticeship program. Stagehand work often requires the moving of semi-heavy objects, tools, and ladders, and carrying scenic elements or lighting instruments up to a height.

**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: 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, artisans, 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: 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, artisans, managers, and administrators interview for positions on the design team and production staff. This course may be taken four times for credit.

**TA 464 REHEARSAL AND PERFORMANCE - CHILDREN'S SHOW  
.5-3 UNITS**

Prerequisite: None.

Enrollment Limitation: Audition or Interview

Course Transferable to UC/CSU

Hours: 162 hours LAB

This course provides a workshop-style training experience in the preparation and performance of a children's theatre production. Prospective student actors audition for roles in the production. Prospective student designers, technicians, artisans, managers, and administrators interview for positions on the design team and production staff. Field trips may be required. 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 UC/CSU

Hours: 162 hours LAB

This course provides a workshop-style training experience in the preparation and performance of a musical theatre production. Prospective student actors, dancers, and musicians audition for roles in the production. Prospective student designers, technicians, artisans, 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.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

**Enrollment Limitation:** Student must be in a paid or non-paid internship, volunteer opportunity, or job related to theatre arts. Students are advised to consult with the Theatre Arts Department to review specific certificate and degree work experience requirements.

Course Transferable to CSU

Hours: 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units.

**TA 499 EXPERIMENTAL OFFERING IN THEATRE ARTS .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 18 hours LEC ; 54 hours LAB

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## Viticulture (VITI)

**VITI 300 VITICULTURE AND ENOLOGY 3 UNITS**

Prerequisite: None.

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

The course is an introduction to viticulture and enology practices and will explore the history, principles, and practices of wine grape production and an introduction to enology. Additional topics will cover the history of wine grapes, the current status of wine grape industry, and the classification of wine grapes. The basic principles of vineyard establishment and management will be covered as well as the basic principles of enology. Field trips may be required.

**VITI 301 VITICULTURE PRACTICES SPRING AND SUMMER 3 UNITS**

Prerequisite: VITI 300 with a grade of "C" or better

Course Transferable to CSU

Hours: 36 hours LEC ; 54 hours LAB

This course will cover viticulture practices for the spring and summer growing seasons. The course will explore planning and planting a vineyard, vegetative propagation, trellising, pruning, pest control, soils, irrigation practices, quality control measures, and basic vineyard equipment. The basic principles of vineyard maintenance and management will be covered, as well anatomy and physiology of vine growth and grape production during these seasons. This course is a continuation of VITI 300, Viticulture and Enology. Field trips may be required.

**VITI 304 WINE COMPONENT TASTING AND APPRECIATION 1.5 UNITS**

Prerequisite: None.

Enrollment Limitation: Students must be 21 years of age or older.

Course Transferable to CSU

Hours: 27 hours LEC

A sensory course designed for individuals to learn organoleptic tasting techniques of wine including varietal characteristics and wine styles, designed for wine industry personnel and wine enthusiasts. A materials fee of \$50.00 is required and payable upon registration.

**VITI 305 WINES OF THE WORLD 1.5 UNITS**

Prerequisite: None.

Enrollment Limitation: Students must be 21 years of age or older.

Course Transferable to CSU

Hours: 27 hours LEC

An introductory examination of some of the most popular wine varieties of the world compared and contrasted to their California counterparts. Each week we will examine a different grape or related group of grapes and their expression in wine, e.g., California Cabernet Sauvignon, to a similar Chilean varietal, or French Bordeaux. A materials fee of \$75 is required and payable upon registration. A field trip may be required.

**VITI 306 WINES OF CALIFORNIA 1.5 UNITS**

Prerequisite: None.

Enrollment Limitation: Must be 21 years of age.

Course Transferable to CSU

Hours: 27 hours LEC

An introduction to some of the wine varietals grown and produced in California will be examined. Each week we will examine a different grape or related group of grapes and their expression in different regions or appellations of California. A materials fee of \$50.00 is required and payable upon registration. Field trips may be required.

**VITI 307 WINES OF THE SIERRA FOOTHILLS 1.5 UNITS**

Prerequisite: None.

Enrollment Limitation: Students must be 21 years of age or older.

Course Transferable to CSU

Hours: 27 hours LEC

This course covers an introduction to some of the wine varietals grown and produced in California's Sierra Foothills appellation. Each week the class will examine the expression in wine of different varietals of grape, related group of grapes, or a particular vintners varietals of wines produced in the Sierra Foothills. A materials fee of \$50.00 is required and payable upon registration. Field trips may be required.

**VITI 308 FRUIT TO WINE - ENOLOGY 3 UNITS**

Prerequisite: None.

Enrollment Limitation: Must be 21 years of age.

Course Transferable to UC/CSU

Hours: 36 hours LEC ; 54 hours LAB

An introduction to the science of wine production from grapes and other fruits to the bottle. Topics covered include the history of wine production; grape varieties and wine types; influence of climate and soil; wine fermentation including assessment of wine qualities, handling, racking, aging, bottling, wine disorders and remedies; and legal compliance. The production of fruit wines may also be covered. Some labs involve local field trips. A lab fee may be assessed to cover the costs of grapes and bottling. Students will have the opportunity to take wine home with them made during the semester.

**VITI 309 WINE SERVICE, HOSPITALITY AND FOOD PAIRINGS  
1.5 UNITS**

Prerequisite: None.

Enrollment Limitation: Students must be 21 years of age or older.

Course Transferable to CSU

Hours: 27 hours LEC

This course is designed for wine industry personnel and home wine aficionados to learn appropriate wine service and food pairings with wine. Wine service and hospitality are covered including serving, decanting, storing, handling and displaying wines in restaurants, tasting rooms, and at home, while food and wine pairings will be explored through sensory evaluations of wine and food that will complement each other. A materials fee of \$75.00 is required and payable upon registration. A field trip may be required.

**VITI 499 EXPERIMENTAL OFFERING IN VITICULTURE .5-4 UNITS**

Prerequisite: None

Course Transferable to CSU

Hours: 72 hours LEC ; 108 hours LAB

# Waste Water Management

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

**CERTIFICATE OF ACHIEVEMENT**

Waste Water Management

**CERTIFICATE OF ACHIEVEMENT**

Waste Water Management

REQUIRED PROGRAM.....	Units
ENVT 351 Math for Water and Wastewater .....	
Operators .....	3
ENVT 353 Science for Water and Wastewater .....	
Operators .....	4
ENVT 354 Waste Water Management: Basic .....	
Instrumentation and Electrical Controls	4
ENVT 355 Introduction to Water, Wastewater and	
Recycled Water Management .....	3
ENVT 356 Wastewater Operations and Maintenance	
I .....	3
ENVT 357 Wastewater Operations and Maintenance	
II .....	3
ENVT 361 Wastewater Collection Systems Operation	
and Maintenance .....	3
CISA 300 Beginning Word Processing (1) or	
CISA 308 Exploring Word Processing and	
Presentation Software .....	1
CISA 310 Introduction to Electronic Spreadsheets	1
BUS 224 Customer Service .....	1
BUS 100 English for the Professional or	
MGMT 308 Personnel and Human Resources .....	
Management (3) or	
MGMT 360 Management Communication.....	3
<b>TOTAL UNITS REQUIRED.....</b>	<b>29</b>

- analyze and perform the role and responsibilities of a treatment plant operator.
- demonstrate an understanding of the prevention of pollution, types of waste, discharges and the types and effects of solids in wastewater by applying the responsibilities in industry lab settings required in the certificate program.
- examine the actual collection of wastewater, and operations and maintenance of wastewater treatment facilities processes through periodic visitations/field trips to industry facilities.
- research and report on the prevention of pollution, types of waste and the need for different types of disinfection.
- calculate basic wastewater math calculations and conversions, troubleshoot various electrical circuits, and apply a basic understanding of control circuits, circuit interpretation and the theories related to electrical phenomenon.
- research and report on the prevention of pollution, types of waste and the need for different types of disinfection.
- apply personal safety practices which demonstrate an understanding of personal safety practices in the water, wastewater and recycled water industries.
- seek employment in the water and wastewater industries in the region.

This program is designed to meet the competency areas for students interested in entering into the field of Waste Water Management and to enhance the existing abilities of an individual already employed in the field.

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

- identify regulatory agencies, applicable regulations and permits to apply general concepts for the successful operation of water, wastewater and recycled water systems and facilities.
- evaluate the general management and operational challenges associated with water, wastewater, and recycled water industries.

# Water Management

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

## CERTIFICATE OF ACHIEVEMENT

Water Management

### CERTIFICATE OF ACHIEVEMENT

#### Water Management

REQUIRED PROGRAM.....	Units
ENVT 351 Math for Water and Wastewater .....	
Operators .....	3
ENVT 353 Science for Water and Wastewater .....	
Operators .....	4
ENVT 354 Waste Water Management: Basic .....	
Instrumentation and Electrical Controls	4
ENVT 355 Introduction to Water, Wastewater and Recycled Water Management .....	3
ENVT 358 Water Treatment Operation and .....	
Maintenance I .....	3
ENVT 359 Water Treatment Operation and .....	
Maintenance II .....	3
ENVT 360 Water Distribution Operation and .....	
Maintenance .....	3
CISA 300 Beginning Word Processing (1) or CISA 308 Exploring Word Processing and .....	
Presentation Software .....	1
CISA 310 Introduction to Electronic Spreadsheets	1
BUS 224 Customer Service .....	1
BUS 100 English for the Professional or MGMT 308 Personnel and Human Resources .....	
Management (3) or MGMT 360 Management Communication.....	3
<b>TOTAL UNITS REQUIRED.....</b>	<b>29</b>

This program is designed to meet the competency areas for students interested in entering into the field of Water Management and to enhance the existing abilities of an individual already employed in the field.

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

- identify regulatory agencies, applicable regulations and permits to apply general concepts for the successful operation of water, wastewater and recycled water systems and facilities.
- evaluate the general management and operational challenges associated with water, wastewater, and recycled water industries.
- analyze and perform the role and responsibilities of a treatment plant operator.

- demonstrate an understanding of the prevention of pollution, types of waste, discharges and the types and effects of solids in wastewater by applying the responsibilities in industry lab settings required in the certificate program.
- examine the actual collection of wastewater, and operations and maintenance of wastewater treatment facilities processes through periodic visitations/field trips to industry facilities.
- research and report on the prevention of pollution, types of waste and the need for different types of disinfection.
- calculate basic wastewater math calculations and conversions, troubleshoot various electrical circuits, and apply a basic understanding of control circuits, circuit interpretation and the theories related to electrical phenomenon.
- research and report on the prevention of pollution, types of waste and the need for different types of disinfection.
- apply personal safety practices which demonstrate an understanding of personal safety practices in the water, wastewater and recycled water industries.
- seek employment in the water and wastewater industries in the region.
- describe and use various methods of sampling and analysis for water treatment.

# Work Experience (Co-op) Education

**ACADEMIC  
COUNSELING**

Folsom campus - 916-608-6510  
El Dorado Center - 530-642-5645  
Rancho Cordova Center - 916-255-0717

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 transferable 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  
Administration of Justice  
Automotive Mechanics Technology  
Business  
Communications Media  
Computer Information Science  
Construction Management Technology  
Dance  
Early Childhood Education  
Environmental Technology  
Fire Technology  
Gerontology  
Horticulture  
Human Services  
Management  
Marketing  
Photography  
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 workforce/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 have completed a Co-op class at FLC.
- B. You are working a paid or non-paid job, internship, or volunteer opportunity.
- C. No class attendance is required for this program except for the first two "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.

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

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## Work Experience (WEXP)

### WEXP 198 WORK EXPERIENCE - GENERAL 1-3 UNITS

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

**Enrollment Limitation:** Be in a paid or non-paid internship, volunteer opportunity, or job related to career goals.

**Hours:** 60-225 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. **During the course of the semester, the student is required to fulfill an 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. This course may be taken again when there is new or expanded learning on the job for a maximum of 6 units.**

### WEXP 498 WORK EXPERIENCE IN (SUBJECT) 1-4 UNITS

Prerequisite: None.

Advisory: ENGWR 101

General Education: AA/AS Area III(b)

**Enrollment Limitation:** Student must be in a paid or non-paid internship, volunteer opportunity, or job related to career interests.

Course Transferable to CSU

**Hours:** 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. **During the course of the semester, the student is required to fulfill a 16 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience, for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken four times for credit, when there is new or expanded learning on the job, for a maximum of 16 units.**

# Student Clubs & Organizations

## Administration of Justice Club

Advisor: Ben Krohn  
 krohnb@flc.losrios.edu  
 Co-advisor: Tony DiCicco  
 dicicca@flc.losrios.edu

## Afro-Cuban Funk

Advisor: Philip Angove  
 angovep@flc.losrios.edu

## Ballroom Dance

Advisor: Don Hopkins  
 hopkind@flc.losrios.edu  
 Co-advisor: Lizette Hopkins  
 hopkine@flc.losrios.edu

## Bike Club

Advisor: Tim McHargue  
 mchargt@flc.losrios.edu  
 Co-advisor: Marc Olsen  
 olsenm@flc.losrios.edu

## Cast of Falcons (Theatre Club)

Advisor: David Harris  
 harrisd@flc.losrios.edu  
 Co-advisor: Peter Mohrman  
 mohrmap@scc.losrios.edu

## Chemistry Club

Advisor: Shawn Reese  
 reeses@flc.losrios.edu

## Debate Society

Advisor: Jeremy Morioka  
 moriokj@flc.losrios.edu

## ECO Club

Advisor: Steve Holzberg  
 holzbes@flc.losrios.edu  
 Co-advisor: David Reese  
 reesed@flc.losrios.edu

## EDC Student Activities Club

Advisor: Deanne Repetto  
 repettd@flc.losrios.edu

## International Life

Advisor: Ted Saur  
 saurt@flc.losrios.edu  
 Co-Advisor: Diana Tinoco  
 tinocod@flc.losrios.edu

## Martial Arts Club

Advisor: Frank Gaviola  
 enodojo@aol.com

## Mathematics Society

Advisor: Dean Pietromonaco  
 pietrod@flc.losrios.edu  
 Co-advisor: Larry Fernandez  
 fernanj@flc.losrios.edu

## MOSAIC Dance Club

Advisor: Debi Worth  
 worthd@flc.losrios.edu

## Outdoors Club

Advisor: Sarah Pender  
 penders@flc.losrios.edu

## Phi Theta Kappa

Advisor: Alice Textor  
 textora@flc.losrios.edu  
 Co-advisor: Wayne Jensen  
 jensenw@flc.losrios.edu

## SIFE (Students in Free Enterprise)

Advisor: Candy Smith  
 smithc@flc.losrios.edu

## Ski and Snowboard Club: Full Shred

Advisor: Ron Richardson  
 richarr@flc.losrios.edu  
 Co-advisor: Sarah Aldea  
 aldeas@flc.losrios.edu

## SODA (Student Organization for Developing Arts)

Advisor: Eunyong Hwang  
 hwange@flc.losrios.edu

## Spanish Club

Advisor: Juan Carlos Moraga  
 moragaj@flc.losrios.edu

## Veterans' Club

Advisor: Gordan Lam  
 lamg@flc.losrios.edu  
 Co-advisor: Bernard Gibson  
 gibsonb@flc.losrios.edu

## Volunteer Club

Advisor: Gerry Tryhane  
 tryhang@flc.losrios.edu

## Women in Action

Advisor: Rebecca Deville  
 devillr@flc.losrios.edu

# Phi Theta Kappa Honor Society

Beta Mu Upsilon is an official chapter of the Phi Theta Kappa International Honor Society for two-year colleges. Phi Theta Kappa honor students meet these criteria:

- Cumulative Grade Point Average of 3.5 or higher
- Full citizenship of any country
- Enrollment in a 2-year college
- Completion of 12 units at FLC leading to an Associate's degree
- One-time registration fee of \$80

How do you join Phi Theta Kappa? If you meet the requirements mentioned above, you may pick up an application in the Falcon's Roost on the Folsom campus, lower level, room FR 106. Or, if the El Dorado Center is closer, you may pick up an application at Student Services.



## BENEFITS OF JOINING:

- Build resume for scholarship applications, transfer, or job search
- Many scholarships are open only to Phi Theta Kappans
- Learn leadership skills
- Participate in community service
- Network and enjoy fellowship

## Leadership

Phi Theta Kappa encourages members to take leadership roles inside and outside the chapter, spearheading efforts to make a difference for both members and the wider community.

## Fellowship

Fellowship includes nurturing of intellectual fellowship among members, providing enjoyable activities for members to balance studying and work. Fellowship activities promote chapter development, facilitate communication between chapters, and provide opportunities for chapters to gather together and discuss chapter programs. Fellowship activities can also include those that develop campus or regional unity or showcase the chapter as a participant in the college and community.

## Service

A strong commitment to service has always been a major focus of Phi Theta Kappa's missions. The Society emphasizes the correlation between scholarship and service and encourages chapters to become agents for change on their college campuses and in their communities.

**For more information, contact Chapter Advisor  
Alice Textor at (916) 608-6603.**



FOLSOM LAKE COLLEGE  
EL DORADO CENTER | RANCHO CORDOVA CENTER

**FIND OUT**  
what's  **happening**  
**ON CAMPUS**

Check out the events calendar @

**FLC.LOSRIOS.EDU**



Los Rios Community College District

Folsom Lake College | 916-608-6500  
10 College Parkway, Folsom CA 95630

El Dorado Center | 530-642-5644  
6699 Campus Drive, Placerville, CA 95667

Rancho Cordova Center | 916-255-0717  
10378 Rockingham Drive, Sacramento, CA 95827

# FOLSOM LAKE COLLEGE FOUNDATION

EL DORADO CENTER ~ RANCHO CORDOVA CENTER

Folsom Lake College Foundation -- Building Dreams through student scholarships, educational program support, and facility enhancements.

The Folsom Lake College Foundation was established in 1999 to advance education at the three Folsom Lake College campuses by providing financial resources and enhancing community support. Governed by a volunteer Board of Directors, the Foundation works to:

- Provide student scholarships.
- Develop business partnerships to support the programs, and activities of the college.
- Provide a means for the community to engage with the college through special events, volunteer opportunities, and philanthropy.

We invite you to join us in our efforts to support the students, faculty, and staff of Folsom Lake College.

For more information, contact Kristin Haas at (916) 608-6705 or [haask@flc.losrios.edu](mailto:haask@flc.losrios.edu)

The Folsom Lake College Foundation is an affiliate of the Los Rios Foundation; a California non-profit, public benefit corporation and is tax-exempt as provided by IRS Sec. 501 (c)(3).

# 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*

Dave Pier  
*Executive Director, Three Stages*

Aiden Ely  
*Dean, Student Development and Enrollment Management*

Monica Pactol  
*Dean, Instruction, Folsom Lake College main campus*

Gary Hartley  
*Dean, Instruction & Technology*

Dale van Dam  
*Dean, Instruction, El Dorado Center*

Stuart Van Horn  
*Dean, Instruction, Career & Technical Education*

Rob Mulligan  
*Bookstore Manager*

## 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  
B.S., University of Natal, South Africa;  
M.Sc., University of Witwatersrand, South Africa; Ph.D., University of British Columbia, Canada

ALBERT, Marcia (2009)

Learning Skills Coordinator  
B.S., CSU, Northridge; M.S., CSU, Los Angeles; Ph.D., Claremont Graduate University

ALDRICH, Christina (2008)

Psychology  
A.A., Fresno City College; B.A., CSU, Fresno; M.A., Ph.D., Claremont Graduate University

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., San Francisco State University

ANGOVE, Philip (2009)

Music  
B.M., M.M., CSU, Sacramento

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

CARAMAGNO, Thomas (2005)

English  
M.A., Loyola Marymount University; M.A., Loyola Marymount University; Ph.D., UCLA; M.A., Professional School of Psychology

CARLSON, Diane (2009)

Sociology  
B.A., J.D., University of Arizona; M.A., UC, Davis

CHACON, Beatriz (2010)

Counselor, Articulation Officer  
A.A., West Valley College; B.S., M.A., San Jose State University

CHIANG-YAMADA, Michelle (2002)

Mathematics  
B.A., UC, Berkeley; M.A.T., UC, Davis

CHURCH, Kristi P. (1989)

Work Experience & Internship Coordinator/  
Instructor  
A.A., Cosumnes River College; B.A., M.A., Chapman University

CLARK, Christopher S. (2005)

Counselor, Transfer  
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

DELGADO, Lydia (2007)

Counselor  
A.A., Cerritos College; B.S., CSU, Fullerton; M.S., CSU, Long Beach

DeVILLE, Rebecca (2008)

Humanities  
B.A., UC, Berkeley; M.A., San Francisco State University; M.A., UC, Davis

DiCICCO, Anthony (2006)

Administration of Justice  
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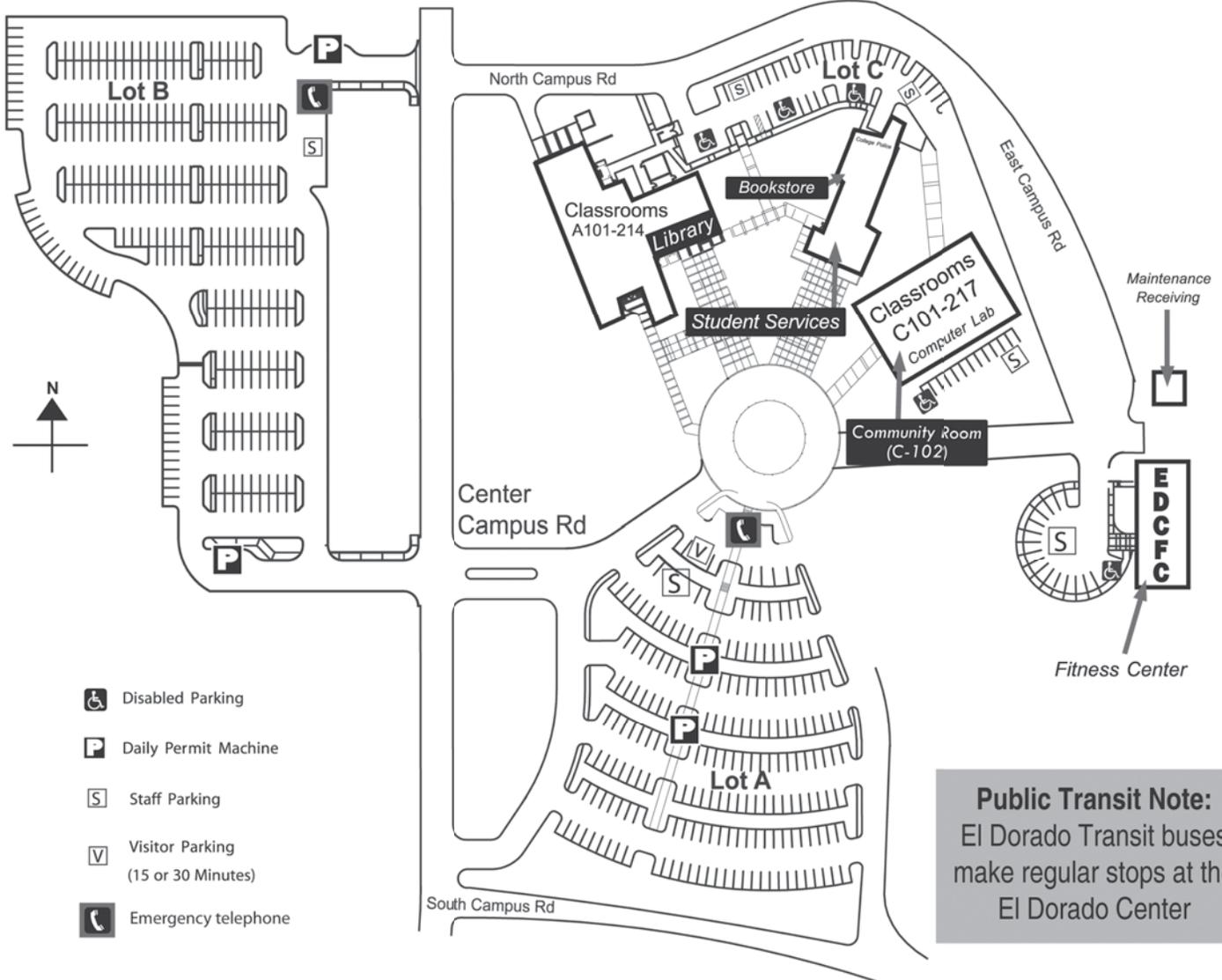
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# The El Dorado Center

6699 Campus Drive, Placerville, CA 95667  
530-642-5644

Cameron Park Rotary Club  
Community Observatory



- Disabled Parking
- Daily Permit Machine
- Staff Parking
- Visitor Parking (15 or 30 Minutes)
- Emergency telephone

**Public Transit Note:**  
El Dorado Transit buses make regular stops at the El Dorado Center

## El Dorado Center Legend

**Building 1**  
Classrooms A101-214  
Library

**Building 2**  
First Floor  
Admissions  
Assessment  
Bookstore (B-126)  
CalWORKs/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.

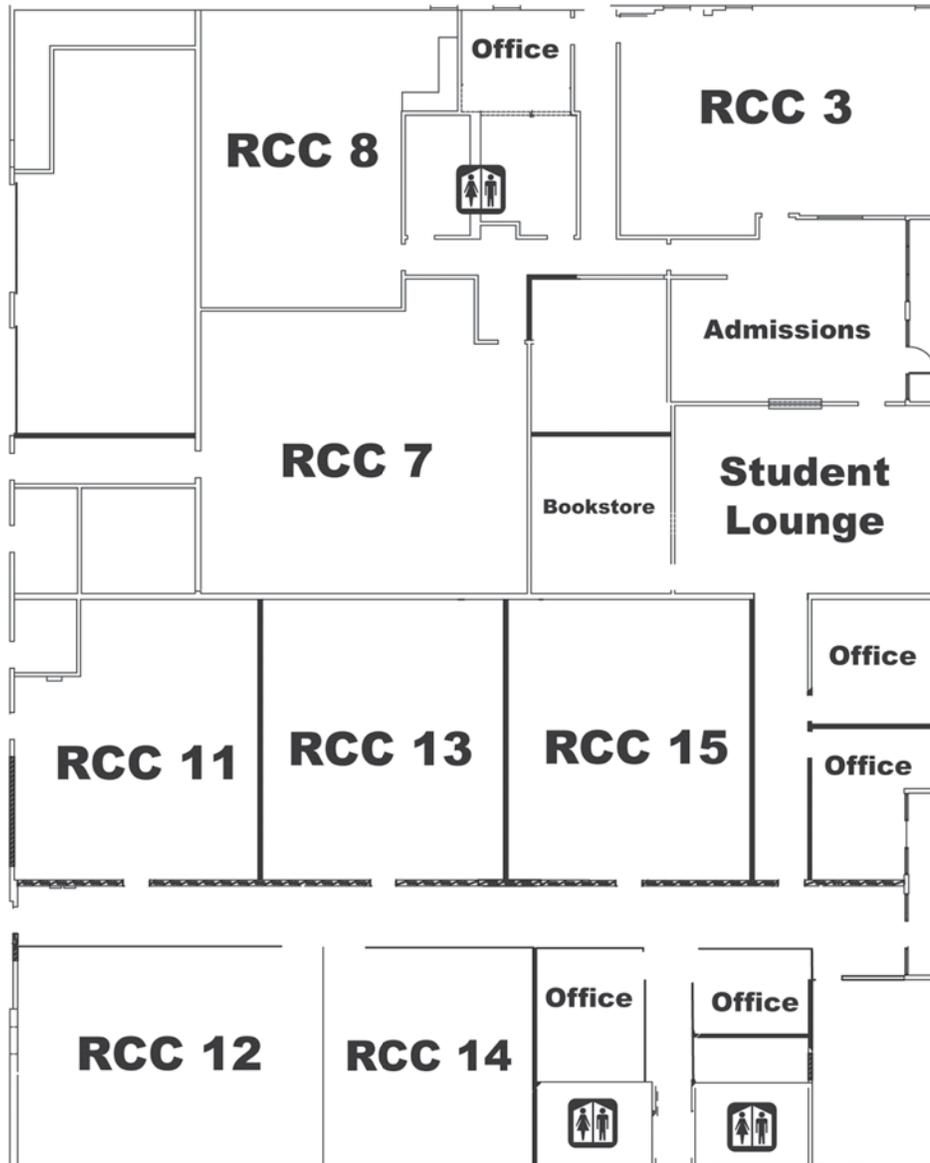
Parking is available throughout the campus (\$1 daily parking pass).

# The Rancho Cordova Center

## Rancho Cordova Center

10378 Rockingham Drive

916-255-0717



### DIRECTIONS

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.

**TRANSIT NOTE:** Regional Transit serves the Rancho Cordova Center with bus routes 72 and 75; also, the Mather/Mills Light Rail Station is about 3/4 of a mile from the Center.

# Main Campus | Los Angeles State

Main Campus | 10 College Parkway, Folsom CA 95630

916-608-6500 | www.flc.losrios.edu

Los Ros Community College District



- Visitor parking
- Staff parking
- Handicapped parking
- Emergency telephones
- Bike racks
- Motorcycle parking

QUICK REFERENCE GUIDE		
<b>Aspen Hall/FL1</b> Admissions & Records Campus Operations Classrooms First floor: FL1 07-110 Second floor: FL1 203-208 Community Room (FL1 20) Computer Lab Counseling DSPS EOP&S Financial Aid Innovation Center Library Offices	<b>Dogwood Hall/FL4</b> Classrooms First floor: FL4 121-127 Second floor: FL4 219-229 Offices	<b>Physical Education</b> Classrooms First floor: PE 103 & 112 Second floor: PE 203, 204, & 211 Offices
<b>Cypress Hall/FL2</b> Classrooms First floor: FL2 107-159 Second floor: FL2 207-246 Offices	<b>Lilac Hall/FL5</b> Classrooms Lower level: FL5 09-14 First floor: FL5 109-113 Second floor: FL5 209, 211	<b>College Administration</b> Advancement/Foundation Business Services President Public Information Services Office Vice Presidents
<b>Buckeye Hall/FL3</b> Classroom FL3 165 Large Lecture Hall (FL3 173)	<b>FLP (Portables)</b> Academic Senate (FLP 1) Classrooms FLP 5, 10, 16 College Police (FLP 2) Student Government (FLP 6) Student Life (FLP 7)	<b>Three Stages</b> Advancement/Foundation Classrooms PAC 1061-1170 Executive Director Ticket Office
<b>Falcon's Roost</b> Bookstore Cafeteria	<b>Falco's Roost</b> Bookstore Cafeteria Cyber Cafe/Java City	<b>Campus Services</b> Custodial Maintenance Meeting room (CS 212) Printing Hall Receiving



## Directions

**From the Sacramento area**, take Highway 50 east toward Lake Tahoe. Take the East Bidwell Street/Scott Road exit and turn left at the end of the exit ramp. Proceed north on East Bidwell for 1.6 miles. Turn right at College Parkway at the signal.

**From the Lake Tahoe area**, take Highway 50 west toward Sacramento. Take the East Bidwell Street/Scott Road exit and turn right at the end of the exit ramp. Proceed north on East Bidwell for 1.6 miles. Turn right at College Parkway at the signal.

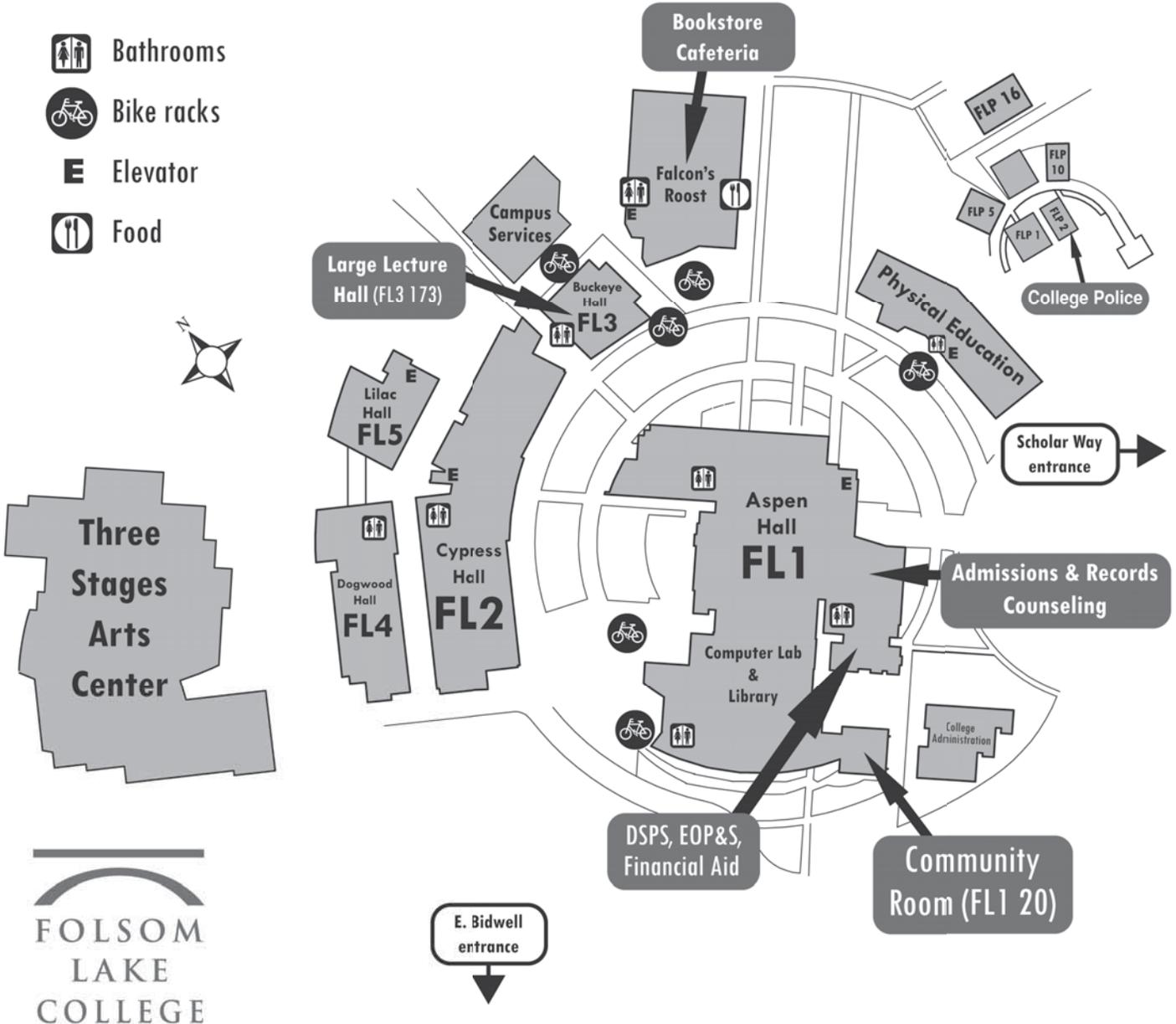
**From the Roseville area**, heading east on Douglas Blvd., turn right onto Folsom Auburn Rd. Continue south 4.4 miles and turn left on Greenback Lane. Follow Greenback Lane, which becomes Riley St., as you pass through Old Folsom and just past Sutter Middle School turn left on East Bidwell St. Continue southeast for 3.5 miles, passing Oak Avenue Parkway, and turn left at College Parkway at the signal.

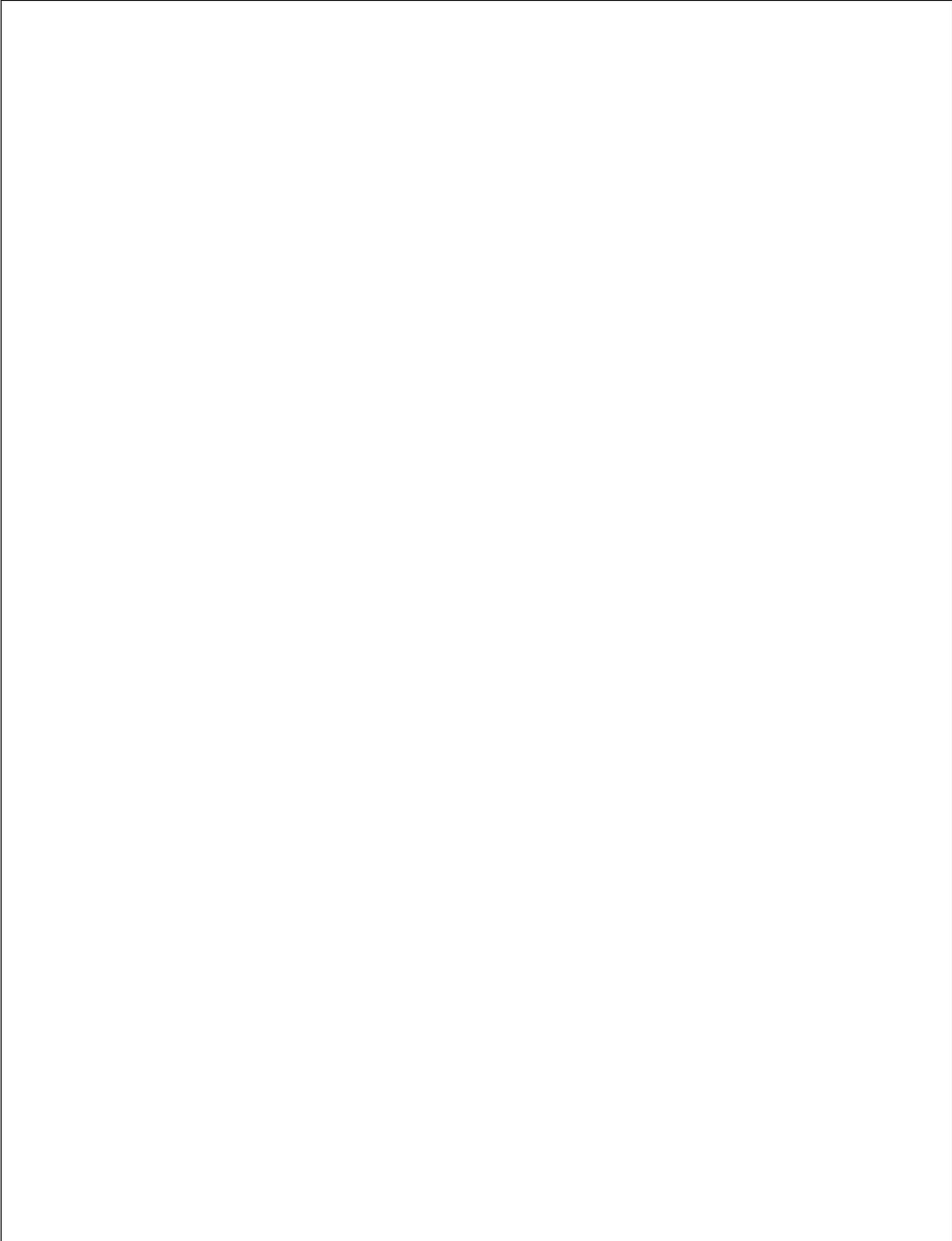
Parking is available throughout the campus (\$1 daily parking pass).

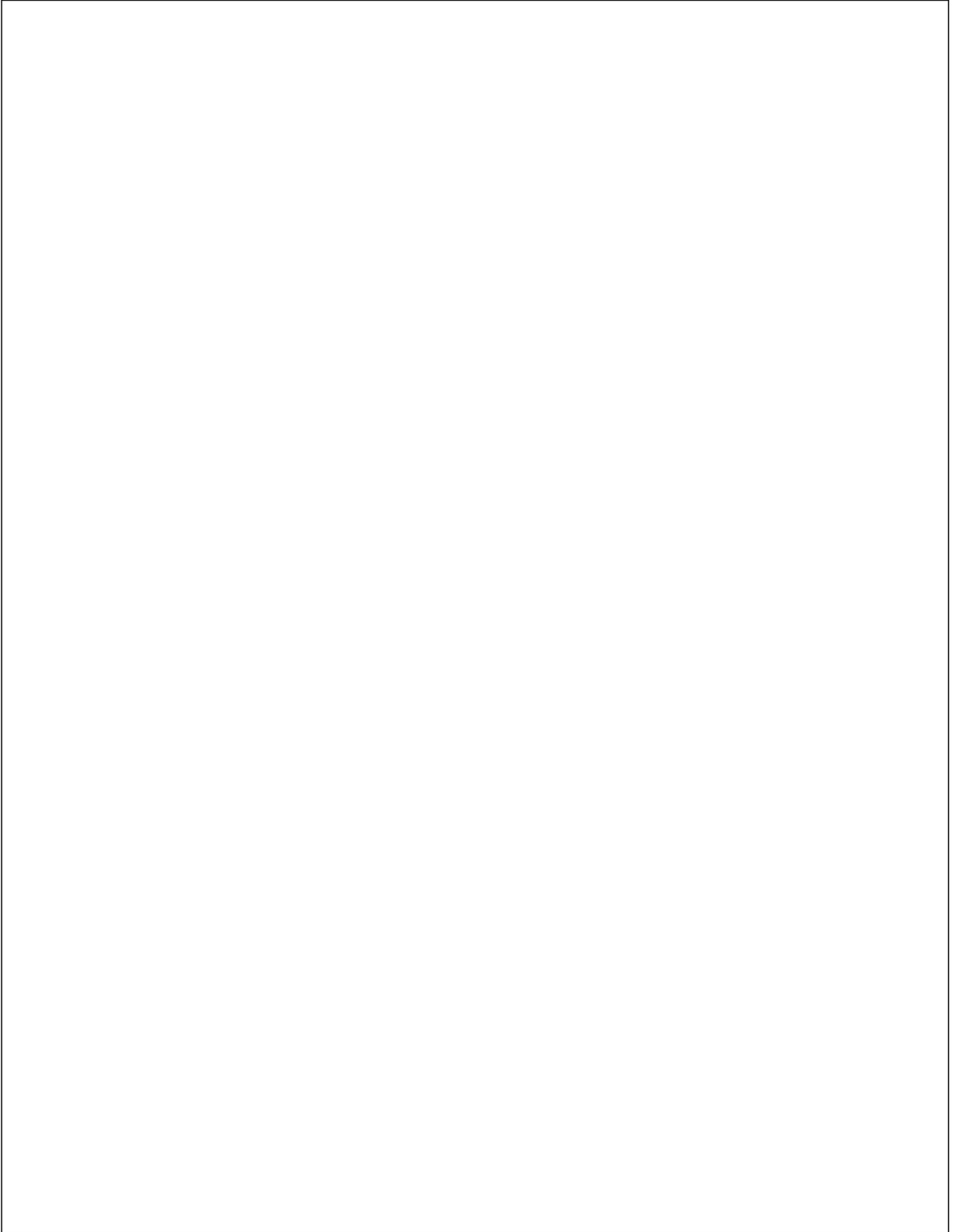
# Main also Ca us Classrooms

Welcome to the Folsom Lake College main campus  
 10 College Parkway, Folsom CA 95630 | 916-608-6500 | www.flc.losrios.edu

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		<b>Falcon's Roost</b> Bookstore Cafeteria Cyber Cafe/Java City		



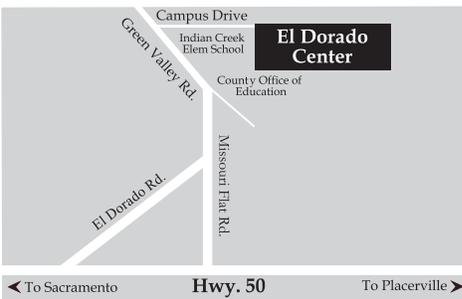




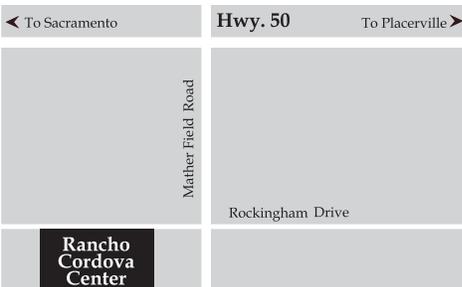
**FOLSOM LAKE COLLEGE**  
 10 College Parkway | Folsom, CA 95630-6798  
 (916) 608-6500



**EL DORADO CENTER**  
 6699 Campus Drive | Placerville, CA 95667-7744  
 (530) 642-5644



**RANCHO CORDOVA CENTER**  
 10378 Rockingham Drive | Sacramento, CA 95827-2502  
 (916) 255-0717



[www.flc.losrios.edu](http://www.flc.losrios.edu)

Los Rios Community College District



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