

## COURSE DESCRIPTION

### 22 Powerplant Troubleshooting and Testing Laboratory (2) CSU

*Prerequisite: Aviation Maintenance Technician 20.*

*Corequisite: Must be taken concurrently with Aviation Maintenance Technician 21.*

Instruction and practice is offered in the installation, operation, and troubleshooting of aircraft powerplants.

### 23 Inspection and Evaluation (4) CSU

*Prerequisite: Aviation Maintenance Technician 1-22, or authorization for written exams. Corequisite: Must be taken concurrently with Aviation Maintenance Technician 24.*

Instruction is offered in conducting 100-hour inspections. General airframe and powerplant subjects for the Airframe and/or Powerplant License are reviewed. Emphasis is placed on preparation for Federal Aviation Administration written examinations. Note: Students must have a minimum 2.0 GPA in Aviation Maintenance Technology prior to enrolling in AMT 23 and AMT 24.

### 24 Inspection and Evaluation Laboratory (2) CSU

*Prerequisite: Aviation Maintenance Technician 1-22 or authorization for written exams. Corequisite: Must be taken concurrently with Aviation Maintenance Technician 23.*

Instruction and practice is offered in conducting a 100-hour inspection on an airframe and powerplant, using the appropriate reference material and correct procedures to determine airworthiness of an airframe or powerplant. Students perform general practical airframe and powerplant projects. Note: Students must have a minimum 2.0 GPA in Aviation Maintenance Technology prior to enrolling in AMT 23 and AMT 24.

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## BASIC SKILLS- Noncredit

### 005CE Academic Guidance (0)

Student success begins with the understanding of one's current basic skill levels, post-secondary education opportunities, educational and career goals and requirements, and developing a strategy for gaining the necessary knowledge and skills to transition into and complete college credit courses with good grades. Students will research and document their education and career goals and requirements, develop an action plan to achieve them in a specific time frame, and learn to self-evaluate and reevaluate their progress in implementing their action plan and achieving their goals.

### 009CE Introduction to Library Materials and Searches (0)

This course introduces how to use the wide range of resources in the public and research libraries, such as traditional books, talking books, online books, magazines, audio-visual materials and online databases.

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### 011CE Learning Math through Games I (0)

Paper and pencil games, discussions, computer-based games, and a game-design project help build math confidence through fun, learning activities. Game-based, contextualized instruction involves learning by seeing, listening, talking, moving around and touching objects. The course focus is on addition, subtraction, multiplication, division and converting fractions into decimals.

### 023CE College and Scholastic Assessment Preparation (0)

This course is designed to review test-taking, math, reading and writing skills to prepare students for the college assessment test as well as orient students in note-taking, study, and organizational skills required for college success.

### 027CE Foundations: Study Skills (0)

This course will help students identify their preferred learning styles in various contexts and recognize their strengths and weaknesses to increase successful habits for effective studying, memorizing, and retaining information. Important factors to succeeding in college such as prioritizing and organizing tasks, managing time, basic research skills, identifying resources and relationships to improve success chances, and visual learning techniques such as diagramming are covered. Students are introduced to the Habits of Mind and Growth Mindset to help them develop the attitude and habits needed for success.

### 034CE High School Equivalency Test Preparation (0)

This course is designed to review test-taking, math, reading, writing, science and social studies skills to prepare students to pass a California approved High School equivalency test.

### 075CE Introduction to Post-Secondary Education (0)

This course introduces students to the opportunities and benefits of post-secondary education. This course provides students with essential information and strategies and tools that will help overcome real and perceived obstacles and successfully navigate their transition to college.

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## BIOLOGY

(Also see Anatomy, Environmental Science, Microbiology, and Physiology)

### 3 Introduction to Biology (4)

This is a course in general biology designed to fulfill a laboratory science requirement for students not majoring in biology. Students must be enrolled concurrently in a lecture and a lab section. The lecture portion of the course (Biology 3A) emphasizes the basic principles in biology and the fundamental characteristics of all living organisms. Lecture topics include the scientific method, cell structure and function, levels of organization of living organisms, heredity, and the

genetic control of cellular processes, evolution, and ecology. The laboratory portion of the course (Biology 3B) emphasizes the diversity of living organisms. Laboratory topics include an introduction to the microscope, study of the cell, a survey of the microorganisms, plants, and animals that comprise the kingdoms of life, and the anatomic study of the earthworm, grasshopper, and fetal pig. Note: 3A and 3B must be taken concurrently. Biology 3A and 3B do not transfer separately. UC Transfer Credit Limit: No credit will be given for Biology 3A or 3B if taken after Biology 6 or 7.

**3A Introduction to Biology - Lecture (3) UC: CSU**  
**3B Introduction to Biology - Laboratory (1) UC: CSU**

**6 General Biology I (5) UC: CSU**

*Prerequisite: Biology 3A&B, Chemistry 101 & Math 125*  
 The principles of molecular biology, cell structure and function, genetics, evolution and organization at the tissue level in plants and animals are studied. Biology 6 and 7 satisfy requirements of lower division zoology and botany for biological science majors, pre-medical, pre-dental and pre-pharmacy majors. Note: Many four-year institutions recommend the completion of both Biology 6 and 7 as a core program. UC Transfer Credit Limit: No credit will be given for Biology 3A or 3B if taken after Biology 6 or 7.

**7 General Biology II (5) UC: CSU**

*Prerequisite: Biology 3A&B, Chemistry 101 & Math 125*  
 This course covers the principles of organ and organ system physiology in plants and animals, ecology and the course of evolution. A survey of the various plant and animal groups is included. Note: Many four-year institutions recommend the completion of both Biology 6 and 7 as a core program. UC Transfer Credit Limit: No credit will be given for Biology 3A or 3B if taken after Biology 6 or 7.

**10 Natural History I (4) UC: CSU**

Students examine biological principles including evolution, adaptation and scientific methods using the local environment. Includes the role of climate in the distribution of plant and animal species and a systematic survey of the common local plants, aquatic and terrestrial invertebrates, birds, and mammals.

**106 Anatomy of the Head and Neck for the Dental Hygienist (2)**

*(Same as Dental Hygiene 106)*  
*Open to enrolled students in Dental Hygiene.*  
*Prerequisite: Anatomy 1 with a grade of "C" or better.*  
*Corequisite: Dental Hygiene 100, 101A, and 101B*  
 A detailed study of the anatomy of the human head, neck, face and jaw will be presented through lecture and study of anatomical models. Emphasis will be placed on differentiating normal and abnormal structure and function in the context of health and disease.

**110 General Biology –Genetic Analysis and Biotechnology (4) UC: CSU**

This course is designed for Life Science majors as a continuance of their general biology studies. This course provides a comprehensive introduction to molecular genetics, genomics and genetic analysis, whereby students examine topics such as the molecular biology of DNA and RNA, chromosome analysis, population genetics and genomes. This course also provides a comprehensive introduction to the science of biotechnology by providing the theory of current laboratory procedures, together with and hands-on experience.

**156 Histology and Embryology of Oral Tissues (2)**

*(Same as Dental Hygiene 156)*  
*Prerequisite: Open only to Dental Hygiene students who have completed all first semester Dental Hygiene courses attempted with a grade of "C" or better. (Second Semester)*  
 Through lecture and demonstration, the histological structure of oral tissues is presented.

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## BROADCASTING

**17 Industrial and Commercial Voice-over Techniques (3)**

*Corequisite: Music 265*  
 Development of the ability to narrate, dub and loop films, audio cassettes and video-taped materials for use in: industrial information units, the entertainment media, educational packages, and commercial advertising. Includes the development and use of some world dialects and an in-depth study of microphone techniques.

**25 Radio/TV/Film Writing (3) CSU**

This course presents an analysis of the form and style of radio, television, and film script formats, and the preparation of scripts for radio, television, and film.

## COURSE DESCRIPTION

### BUSINESS

Also see: Accounting, Business, Computer Applications and Information, Technology, Finance, Law, Management, Marketing, and Real Estate.

#### 1 Introduction to Business (3) UC: CSU

This course is a survey of the fundamental aspects of all phases of business including entrepreneurship alternatives, management/ leadership, marketing, financial management and institutions, investing through the securities market, and challenges facing global markets. Note: Students who are Business majors, or who are considering a change to this major, are advised to take this course as a foundation. It is a survey of the fundamental aspects of all phases of business.

#### 5 Business Law I (3) UC: CSU (~~Same as Law I~~)-3/27/17

This course covers the essentials of the law of contracts: agency, employment, personal property, bailment, sales, and real property in their application to everyday problems pertaining to business and to the individual. Elementary safeguards regarding sales and sales contracts are covered. UC Transfer Credit Limit: A maximum of one course from Law 1, Law 2, Business 5.

#### 12 Entrepreneurial Finance (3)

Entrepreneurial Finance examines the elements of entrepreneurial finance, focusing on technology based startup ventures and the early stages of company development. The course addresses key questions, which challenge all entrepreneurs: how much money can and should be raised; when the money should be raised, and from whom; what is a reasonable valuation of the company; and, how should funding, employment contracts and exit decisions be structured. It aims to prepare students for these decisions, both as entrepreneurs and venture capitalists.

#### 31 Business English (3) CSU

This course offers an intensive review of the techniques and mechanics of English: grammar, sentence structure, business vocabulary, capitalization, punctuation, various business letter styles, proofreaders' symbols, and web-site reference tools as specifically applied to the field of business. Note: Required of all Business and CAOT majors.

#### 32 Business Communications (3) CSU

This course covers the principles and techniques of effective business writing which includes the development of the ability to analyze, organize and compose various types of written and oral business communications. Emphasis is placed on writing clear, concise and persuasive letters, memos and reports, and the psychology of business letter composition and communications.

#### 38 Business Computations (3) CSU

This course provides a comprehensive study of business mathematics and reviews basic mathematics such as

decimals, fractions, and percentages. It also covers the topics of bank services, payroll, the mathematics of buying and selling, interest and loans, taxes, cash and trade discounts, depreciation and other business computations. This course is intended for students interested in pursuing careers in business.

#### 385 Directed Study Business (3) CSU

This course allows students to pursue directed study in Business Administration on a contract basis under the direction of a supervising instructor.

### CHEMISTRY

#### 51 Fundamentals of Chemistry I (5) UC: CSU

*Recommended: One year of high school algebra, or Mathematics 115.*

This course is a descriptive course in inorganic and organic chemistry. Topics include the metric system of measurement; chemical symbols, formulas and nomenclature systems; chemical equations; physical properties including density, solubility and states of matter; chemical properties; acids, bases, buffers and pH; basic principles of equilibrium and an introduction to radioactivity. Organic topics focus on functional group identification including hydrocarbons, organic halides, alcohols, ketones, acids, esters, amines, carbohydrates, lipids and proteins. This course is designed for Nursing and other Allied Health majors, students in environmentally hazardous materials, elementary education or liberal arts who do not intend to take Chemistry 101.

UC Transfer Credit Limit: A maximum of one course from Chemistry 51 or 60. No credit for Chemistry 51 or 60 if taken after Chemistry 101.

#### 60 Introduction to General Chemistry (5) UC: CSU (Formerly Chemistry 10)

*Prerequisite: One year of high school algebra, or Mathematics 115.*

This basic chemistry course presents elementary principles of general chemistry, including nomenclature and problem solving. Students whose previous chemistry background is inadequate for Chemistry 101 should take this course in preparation for Chemistry 101.

Chemistry 60 is also recommended for students who have been away from high school chemistry for more than two years. UC Transfer Credit Limit: A maximum of one course from Chemistry 51 or 60. No credit for Chemistry 51 or 60 if taken after Chemistry 101.

#### 66 Organic and Biochemistry for Allied Health (5) UC: CSU

This course covers the organic and biochemical principles found in physiology and metabolic processes. Topics include organic and biochemistry with emphasis on the role of chemistry in health and disease, as well as molecular diseases and metabolic abnormalities.