
PORTERVILLE COLLEGE 2020-2021 Catalog



100 East College Avenue
Porterville, CA 93257

www.portervillecollege.edu
559-791-2200

Kern Community College District

PORTERVILLE COLLEGE 2020 - 2021 CATALOG

If this material is needed in alternate format for people with disabilities, please contact Disabled Student Programs & Services at 559-791-2215.

Disclaimer

Porterville College reserves the right to modify its programs, tuition and fees, admission and graduation requirements, schedules and other policies, procedures and regulations stated in this catalog without notice.

Addenda may be found on the college website: <https://www.portervillecollege.edu/academics/catalog>.

President's message:	8
Kern Community College District	8
About the College	9
History	10
Location	10
Mission Statement	10
Our Values	10
Our Philosophy	10
Institutional Learning Outcomes	10
Facilities	10
Porterville College Foundation	11
Foundation Mission Statement:	11
Accreditation	11
Student Right-to-Know	11
Academic Calendar	11
Fall Semester 2020 (August 22 - December 12)	11
Spring Semester 2021 (January 16 - May 14)	11
Summer Intercession	12
Equal Employment Opportunity Statement	12
Unlawful Discrimination	12
Declaración De Igualdad de Oportunidad	12
Discriminación Ilegal	12
Students with Disabilities	13
Estudiantes Incapacitados	13
Habilidades en el lenguaje	13
Policy Concerning Sexual Harassment	13
Policy 7D2A	13
Sexual harassment is defined as:	13
Procedures	14
Acoso Sexual	14
Póliza 7D2A	14
La presión o acoso sexual se define así:	14
Procedimientos	14
Admission and Registration	15
Getting Started at Porterville College	16
Academic Eligibility	16
Special Status Admission / Concurrent / Dual Enrollment	16
Residency Determination	16
International Students	16
Admissions Application / CCCApply	16
Changing Directory Information	16
Passwords	17
Matriculation Steps	17
Student Success	18
What is Student Success?	18
The College Agrees to Provide / Students are Expected to	18
Placement	18
Placement Policy for Students with Disabilities	18
Policy for Students Whose Native Language is not English	18
Exemptions	18

Registration	18
Course Admission Policy	18
Prerequisites	19
Important Definitions	19
Procedures for Prerequisite Challenge	19
Location of Prerequisite Challenge Petitions	19
Recommended Skill Levels	19
Priority Registration Appointments	19
Web Registration for Classes	19
Automated Waitlist.....	19
Maximum Study Load	20
Minimum Study Load	20
Fifteen (15) Units a Semester to Graduate on Time.....	20
Classification of Students.....	20
Repeating a Course	20
Auditing a Course	20
Remedial Coursework Limitation	21
Holds that Prevent Registration	21
Financial Holds	21
Academic Standing	21
Probation.....	21
Academic / Progress Probation 1	21
Academic / Progress Probation 2	21
Continued Probation	21
Removal From Probation	21
Disqualified Students	21
Readmitted Students	21
Administrative Hold.....	22
Evening and Weekend Program	22
College Fees, Tuition, and Fee Refunds.....	22
Community College Enrollment Fees.....	22
Non-Resident Tuition Fee	22
California Non-Resident Tuition Exemption For Eligible California High School Graduates	22
Requirements:	22
Procedures For Requesting This Exemption From Non-Resident Tuition	22
Student Health Fee	22
Student Representation Fee.....	22
Health Fee Exemption Procedures.....	22
Student Center Fee	22
Parking Fees.....	23
Books	23
Refund Enrollment and Tuition.....	23
Student Health Fee Refund	23
Attendance Policies, Registering and Class Schedule	23
Class Attendance	23
First-Day Drop Policy	23
Distance Education Attendance	23
Registrant Class Schedule.....	23
Withdrawing From Classes	23
Class Non-Participation Process	24
College Transcripts	24
Verification of Enrollment	24
Student Service.....	25
Advising and Counseling.....	26
Fifteen (15) Units a Semester to Graduate on Time	26
Anthropology Special Library Collection	26
Athletics.....	26
ASPC Card	26
Campus Photo ID Card.....	26
CalWORKs Program	26

Child Care Services	26
Cooperative Agencies Resources for Education (<i>CARE</i>)	26
Disability Resource Center	26
Extended Opportunity Program and Services (<i>EOPS</i>)	27
Financial Aid	27
Financial Aid Office Mission Statement	27
Application Procedure.....	27
Federal and State Financial Aid.....	27
Basic Loan eligibility criteria	27
Programs	28
Federal Pell Grant.....	28
Federal Supplemental Educational Opportunity Grant (<i>SEOG</i>)	28
Federal Work-Study Program (<i>FWS</i>)	28
Federal Direct Subsidized Loan Program	28
Federal Direct Unsubsidized Loan Program	28
Cal Grants.....	28
California College Completion Grant (<i>CCCCG</i>).....	28
California College Promise Grant (<i>CCPG</i>).....	28
Satisfactory Academic Progress Policies	28
Academic Progress: 2.0 GPA & 67% Completion	28
Qualitative Standard - Grade Point Average	28
Quantitative Standard - Unit Progress.....	28
Return to Title IV Policy	28
Financial Wellness.....	28
Cost of Attendance	29
Learning Center.....	29
Learning Center.....	29
Math Mentors	29
Tutor Services.....	29
Writing Mentors	29
Library, Resources and Services	29
NextUp.....	29
Pass Leaders.....	29
Peer and Embedded Tutors	30
Scholarships.....	30
Student Conduct.....	30
Textbooks / Supplies	30
Transfer Services.....	30
Veteran's Education.....	30
Wellness Center / Nurse	31
Campus Life	33
Art Gallery	34
C.H.A.P.	34
Food Services.....	34
Job, Entrepreneur, and Career (<i>JEC</i>) Center.....	34
Library, Resources and Services	34
Music.....	34
Student Activities	34
Student Clubs.....	34
Academic Information and Standards.....	35
Academic Advising.....	36
Academic Freedom	36
Academic Instructional Methods	36
Academic Renewal	36
Articulation.....	36
Transfer Students.....	36
Articulation / Credit By Exam Agreement	36
Behavior Intervention Team (<i>BIT</i>)	36
Catalog Rights / Continuous Enrollment	36

Confidentiality of Student Records.....	37
Controlled Substances.....	37
Credits Allowed from Other Institutions.....	37
Dismissal from Classes.....	37
Faculty Office Hours.....	38
Grades and Credits.....	38
Grading System.....	38
AU - Audit.....	38
Pass / No Pass.....	38
I - Incomplete.....	38
W - Withdrawn.....	38
MW - Military Withdrawn.....	39
EW - Excused Withdrawn.....	39
IP - In Progress.....	39
RD - Report Delayed.....	39
Grade Reports.....	39
Grade Changes.....	39
Class Non-Participation Process.....	39
Non-Traditional College Credit.....	39
1. Advanced Placement Program.....	39
2. Credit by Examination.....	39
Military Credit.....	40
Plagiarism and Cheating (<i>Academic Honesty</i>).....	40
Plagiarism Defined.....	40
Cheating Defined.....	40
Scholastic Recognition.....	40
Honors Designation.....	40
Honors Recognition at Commencement.....	40
Honors Societies.....	40
Student Complaint Procedure.....	40
Traffic and Parking Regulations.....	41
General Regulations.....	41
Parking Defined.....	42
Parking Zones.....	42
Security Department.....	42
AP (<i>Advanced Placement</i>) Test Scores.....	43
Graduation and General Education.....	45
Certificates and Degrees Offered at Porterville College.....	46
Associate Degrees for Transfer.....	46
Applying for Graduation.....	46
Commencement Ceremony.....	46
Philosophy of General Education for the Associate Degree.....	46
Porterville College General Education Pattern 2020 - 2021.....	47
Graduation Requirements.....	47
Requirements for the Associate in Arts (<i>AA</i>) and the Associate in Science (<i>AS</i>) Degrees.....	47
Major Requirements.....	47
General Education Patterns.....	47
Additional Campus Graduation Requirements.....	47
Requirements for the Associate in Arts for transfer (<i>AA-T</i>) or Associate in Science for transfer (<i>AS-T</i>) Degrees.....	47
Dual Degrees / Majors:.....	48
General Education Checklist – A.A. / A.S.....	48
A. Education.....	48
B. Writing.....	48
C. Communication.....	48
D. Mathematics.....	48
E. Biological Science.....	48
F. Physical Science.....	48
G. History / Political Science.....	48
H. Social/Behavioral Science.....	48
I. Analytical Thinking.....	49

J. Multicultural Studies	49
K. Health / Kinesiology	49
L. Humanities	49
CSU General Education Breadth Requirements	50
A. Written and Oral Communication and Critical Thinking	50
B. Natural Science and Mathematics	50
C. Arts and Humanities	50
D. Social, Political, Economic Institutions and Behavior; Historical Background	51
E. Understanding and Self-Development	51
F. Additional Porterville College Graduation Requirements	51
Intersegmental General Education Transfer Curriculum	52
Area 1 - English Communication	52
Area 2 - Mathematical Concepts & Quantitative Reasoning	52
Area 3 - Arts & Humanities	52
Area 4 - Social and Behavioral Sciences	52
Area 5 - Physical and Biological Sciences	53
Area 6 - Language Other Than English (UC Requirement Only)	53
CSU Graduation Requirement in U.S. History, Constitution and American Ideals	53
Additional Porterville College Graduation Requirements:	53
Programs, Certificates and Degrees	55
Programs, Certificates and Degrees	56
Programs of Study	59
Associate Degrees	60
Administration of Justice (<i>AS-T</i>)	60
Advanced Information Systems (<i>AS</i>)	60
Agribusiness (<i>AS-T</i>)	61
Agriculture: Production (<i>AA</i>)	61
Anthropology (<i>AA-T</i>)	62
Biology (<i>AS-T</i>)	62
Biological and Physical Science (<i>AA</i>)	63
Biological and Physical Science (<i>AS</i>)	63
Business Administration (<i>AS-T</i>)	64
Business Information Systems (<i>AS</i>)	64
Business Management - Accounting (<i>AS</i>)	65
Business Management - Entrepreneurship (<i>AS</i>)	65
Business Management - Human Resources (<i>AS</i>)	65
Business Management - Logistics (<i>AS</i>)	66
Child Development (<i>AA</i>)	66
Art: Commercial (<i>AA</i>)	67
Communication Studies (<i>AA-T</i>)	67
Computer Information Systems (<i>AS</i>)	68
Early Childhood Education (<i>AS-T</i>)	68
Elementary Teacher Education (<i>AS-T</i>)	69
Engineering (<i>AS</i>)	69
English (<i>AA-T</i>)	70
History (<i>AA-T</i>)	70
Kinesiology (<i>AA-T</i>)	71
Liberal Arts (<i>AA</i>)	72
Arts and Humanities	72
LVN to ADN (<i>AS</i>)	73
Mathematics (<i>AS-T</i>)	75
Nursing (<i>AS</i>)	75
Philosophy (<i>AA-T</i>)	76
Political Science (<i>AA-T</i>)	77
Public Safety (<i>AS</i>)	78
Social Science (<i>AA</i>)	78
Sociology (<i>AA-T</i>)	79
Spanish (<i>AA-T</i>)	80
Studio Art (<i>AA-T</i>)	80

Certificates Of Achievement.....	82
Accounting	82
Administration of Justice.....	82
Child Development Associate Teacher Certificate	83
Child Development Teacher Permit	83
Communication Studies	84
Early Child Care Administration Specialization	84
Early Intervention Assistant	85
Entrepreneurship	85
Fire Technology Structural Fire Fighter	86
Human Resource Management	86
Industrial Maintenance	87
Logistics	87
LVN - RN 30 Unit Option.....	87
Music.....	89
Power Technician Utility Worker	90
Psychiatric Technology	90
Certificate of Competency	92
High Beginning English as a Second Language (ESL)	92
High Intermediate English as a Second Language (ESL).....	92
Advanced English as a Second Language (ESL).....	92
Job Skills Certificate -	92
Accounting	92
Advanced Computing	93
Basic Computing	93
Customer Service Academy	93
EMT - Basic	93
Entrepreneurship	94
Human Resources	94
Industrial Technology.....	94
Leadership	95
Logistics	95
Solar Sales.....	95
Welding Technology.....	96
Wildland Firefighter	96
Placement.....	97
BSTEM Major Math Placement.....	98
Non-BSTEM Major Math Placement.....	99
English Placement	100
Course Descriptions	101
General Course Information	102
Course Level.....	102
Course Numbering System.....	102
Course Prefix Listing.....	102
Course Description	103
Course Identification Number C-ID	103
Glossary	149
Glossary of Terms.....	150
Administration, Faculty and Staff.....	153
Confidential / Classified Management /Administration	154
Faculty	155
Classified Personnel.....	158
Telephone Directory.....	159
Index.....	161

PORTERVILLE COLLEGE



President's message:

I am honored to be the president of Porterville College. The legacy of academic excellence of this college is embedded in the fabric of this beautiful community. I have a deep respect for the traditions and

family atmosphere of this college. I appreciate and enjoy the beauty of this campus with the Sierras as a backdrop.

I am committed to leading this institution with a laser focus on student success and achievement. Our practices are anchored in the great legacy of this college and we will continue to innovate in order to respond to today's challenges, with the goal of meeting student and community needs.

Established in 1927, Porterville College has 93-year history of enriching our community's quality of life by providing Tulare County with high quality, affordable higher education, and job skills. Working with local businesses and community partners, Porterville College strives to provide up-to-date and applicable educational and training programs.

Whether you are attending college for the first time, returning to college, or preparing to enter the job market, Porterville College has opportunities to help you successfully complete your educational goals.

Exploring this catalog, you will find learning and service opportunities in a diverse and purposeful community. In addition, our highly qualified faculty and staff are available to work with you and share resources to provide you with a positive learning experience.

As a comprehensive community college, we provide general, transfer, and career education at the undergraduate level. We offer training and services for updating skills to match existing workforce requirements and various athletic programs and clubs, to ensure that students have a well-rounded college experience.

Welcome to Porterville College and the Pirate Family. Start Here. Go Anywhere. Do Anything!

Claudia Habib, President

PORTERVILLE COLLEGE

100 East College Ave
Porterville, California 93257



Kern Community College District Chancellor, Thomas Burke

Board of Trustees

President, John S. Corkins
Vice President, Romeo Agbalog
Clerk, Kyle W. Carter
Dennis L. Beebe
Kay Meek
Jack Connell
Nan Gomez-Heitzeberg
Student Trustee, Christian Chavez

About the College

History

Porterville College was established in 1927 as a part of the Porterville Union High School and College District and has been a unit of the Kern Community College District since July 1, 1967.

Location

Porterville College is located at 100 East College Avenue, Porterville, California, at the base of the scenic High Sierra Mountain Range in southeastern Tulare County. The population of the Porterville urban area is approximately 54,000 persons and that of the surrounding service area is 90,000 persons. Porterville is the gateway to a vast mountain wonderland and recreational area. It is within three hours commuting time to the seashores of the Pacific or to the metropolitan Los Angeles area.

Porterville College is the northernmost college in the Kern Community College District, which serves an area of some 24,000 square miles in all or portions of Kern, Tulare, Inyo, and San Bernardino Counties. Other colleges in the district are Bakersfield College in Bakersfield and Cerro Coso Community College in Ridgecrest.

Mission Statement

With students as our focus, Porterville College provides our local and diverse communities quality education that promotes intellectual curiosity, personal growth, and lifelong learning, while preparing students for career and academic success.

In support of our values & philosophy, Porterville College will:

- Provide quality academic programs to all students who are capable of benefiting from community college instruction.
- Provide comprehensive support services to help students achieve their personal, career and academic potential.
- Prepare students for transfer and success at four-year institutions.
- Provide courses and training to prepare students for employment or to enhance skills within their current careers.
- Provide developmental education to students who need to enhance their knowledge and understanding of basic skills.
- Recognize student achievement through awarding degrees, certificates, grants, and scholarships.

Our Values

Porterville College's core values define the character of the institution and are active ingredients in all that the College does. Through our commitment to these values the College can better serve and be more responsive to its students, staff, and community:

- Collaboration – working together to encourage input and dialogue in a collegial and cooperative manner.
- Respect – treating each other with respect, trust, and dignity.
- Innovation – nurturing and supporting exploration of new ideas, programs, and services to enhance our service to the community.

- Accountability – continuously assessing where we are as a College and to assume responsibility for all that we do.
- Equity – reducing achievement gaps between demographic groups.
- Participation – fostering and encouraging the involvement of staff and students in campus activities and the various aspects of the College decision-making process.

Our Philosophy

In support of our mission and values, Porterville College will base its decisions and actions upon the following beliefs:

- All students at Porterville College will be treated with respect and dignity regardless of who they are or the goals they have established for themselves.
- The College staff will provide the best service possible to its students in order for them to meet their individual academic or vocational goals.
- The College will encourage innovation, creativity, and new ideas and will support professional development opportunities.
- As an integral part of the community, the College will develop and enhance partnerships with schools, colleges, universities, businesses and community-based organizations to respond to the educational, workforce, and economic development needs of the region.
- As an integral part of the Kern Community College District, the College will participate in and be actively involved with all district-wide committees and governance structures.

Institutional Learning Outcomes

- **Communication:** Use language and non-verbal expression appropriate to the audience and purpose.
- **Cognition:** Think independently, creatively, and critically in order to analyze, synthesize, and evaluate ideas and information.
- **Information Competency:** Utilize research skills necessary to achieve educational, professional, and personal objectives.
- **Social and Cultural Responsibility:** Demonstrate sensitivity to and respect for others, both locally and globally, and participate actively in group decision making.
- **Personal Development:** Demonstrate self-management and ethical awareness through practices that promote physical, mental, and emotional well-being.

Facilities

The campus is located on approximately 60 acres and includes facilities for business, liberal arts, applied sciences, science, mathematics, communications, theater, library and learning resource center, trade and industry, child development center, fine arts, health, stadium and track, gymnasium, fitness center, tennis courts, baseball and softball diamonds, horticulture complex, and ample parking.

Porterville College Foundation

The Porterville College Foundation is an incorporated non-profit organization which provides community support for Porterville College. Persons wishing to donate to special projects or receive additional information about the Foundation should contact the Foundation Office at 559-791-2319, or see our web page:

<https://www.portervillecollege.edu/pcf/porterville-college-foundation>

Gifts and bequests may be designated for specific projects, presented in honor or memory of an individual, or designated as unrestricted gifts and bequests which can be used where the need is greatest.

Foundation Mission Statement:

The Porterville College Foundation will support Porterville College in developing activities, programs and facilities to the best interest of students; will actively solicit gifts, bequests and other income; and will demonstrate prudent fiduciary responsibility in the administration of those funds.

Accreditation

Porterville College is accredited by the Western Association of Schools and Colleges and is fully approved by the Board of Governors, California Community Colleges and other state and federal agencies. The University of California, California State Universities and other universities and colleges grant credit to lower division transfer courses completed at Porterville College.

Student Right-to-Know

In compliance with the federal Student Right-to-Know (SRTK) Act of 1990 (*Public Law 101-542*), it is the policy of Porterville College (PC) to publish its student completion and transfer rates. These rates are based on a limited cohort (or group) of students which are tracked for a three-year period. The cohort is limited because it includes only students who entered PC in the fall term as first-time, full-time students seeking a degree, certificate or transfer. Students included in the 2016 SRTK Cohort were tracked from Fall 2016 through Spring 2019 to determine their academic outcomes during the time period.

A student is included in the **Completion Rate** if they attained a certificate or degree or became 'transfer prepared' within the three-year period. Transfer-prepared is defined as having completed 60 transferable units with a GPA of 2.0 or better.

A student is included in the **Transfer Rate** if, within the three year tracking period, they transferred to another postsecondary institution prior to receiving a certificate or degree or becoming 'transfer-prepared'.

The table below compares Porterville College's Completion and Transfer Rates to the statewide community college average.

2016 SRTK Cohort	Completion Rate	Transfer Rate
Statewide	32.4%	10.4%
Porterville College	35.2%	2.9%

These rates do not represent the completion and transfer rates of the entire student population at Porterville College nor do they account for student outcomes occurring after the three-year tracking period. For further information on SRTK methodology, interpretation and rates at other community colleges, you can visit the CA Community College Chancellor's Office web site at <http://srk.cccco.edu/index.asp>.

ACADEMIC CALENDAR

Fall Semester 2020 (August 22 - December 12)

August 20-21	Flex Day
August 22	Saturday classes begin for fall semester
August 24	Fall Instruction begins
September 7	Labor Day Holiday - Campus closed
September 4	Last day to drop a semester-length course and qualify for a refund
September 6	Last day to add a class
September 6	Last day to drop a semester-length course and not have it appear on the transcript
September 8	Census - date enrollment is final
October 30	Last day to drop a semester-length course without a letter penalty and receive a "W"
November 4	Priority registration begins for spring 2021 for continuing students
November 11	Veterans' Day Holiday - Campus closed
November 18-20	Open registration begins for spring 2021 for returning and new students
November 26-27	Thanksgiving Holidays - Campus closed
December 7-11	Final Exams for Fall semester.
December 12	End of Fall semester.
Dec 14 - Jan 14	Winter recess.

Spring Semester 2021 (January 16 - May 14)

January 15	Flex day
January 16	Saturday classes begin for spring semester
January 18	Martin Luther King Jr. Holiday - Campus closed
January 19	Spring instruction begins
February 4	Last day to drop a semester-length course and qualify for a refund
February 7	Last day to add a class

February 7	Last day to drop a semester-length course and not have it appear on the transcript
February 8	Census - date enrollment is final
February 12	Lincoln Day Holiday- Campus closed
February 15	Washington Day Holiday - Campus closed
March 15-20	Spring Recess
March 26	Last day to drop a semester-length course without a letter penalty and receive a "W"
April 7	Priority registration begins for summer/fall 2021 for continuing students
April 21-23	Open registration begins for summer/fall 2021 for returning and new students
May 10-14	Final Exams for spring semester
May 14	Commencement
May 14	End of spring semester
May 31	Memorial Day Holiday - Campus closed

In courses other than semester length, the Office of Admissions and Records or the instructor should be consulted regarding drop, withdrawal and refund deadlines.

Summer Intercession

The college typically offers a summer intercession between the spring and fall semesters. The program enables recent high school graduates to begin their college work early. It also allows college and university undergraduates to continue their college education. The summer intercession allows Porterville College students to accelerate completion of their college credentials. The program typically includes regular credit classes and a few non-credit classes.

Further information may be obtained by calling the Office of Admissions and Records at 559-791-2220.

Equal Employment Opportunity Statement

In accordance with the requirements of the Civil Rights Act, Porterville College provides services and benefits to students regardless of race, color, national origin, ancestry, gender, age, religion, marital status, medical condition or disability. The lack of English language skills will not be a barrier to administration and participation in vocational education programs. *(Title VI and VII of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 503 and 504 of the Rehabilitation Act of 1973, as amended and the Americans with Disabilities Act of 1990.)*

All persons have the right to seek admission to and complete an educational program at Porterville College. Interference with students' access and successful completion of their education by any person through unlawful discriminatory conduct will not be tolerated. The college will initiate disciplinary action against persons found to have interfered with a students' education through any means of illegal or immoral intimidation.

Kern Community College District will afford reasonable accommodations for applicants and employees to enable qualified individuals to perform essential job functions. Students with disabilities will be accommodated to ensure accessibility and full participation in educational programs. To request reasonable accommodations, applicants and employees should contact the Human Resources Manager at 559-791-2457. Students should contact Disability Resource Center (DRC) at 559-791-2215.

Unlawful Discrimination

A complaint of alleged unlawful discrimination may be filed within one year of the alleged discrimination. For complaint forms or additional information, contact one of the following:

Human Resources Manager

100 E College Ave
Porterville, CA 93257
559-791-2457

Additional inquiries pertaining to federal, state, and local equal opportunity laws, and the governing board policies of Porterville College or Kern Community College District (*KCCD Board Policy Section 7-D*) may be directed to the following office:

Vice-Chancellor Human Resources

Kern Community College District
2100 Chester Avenue
Bakersfield, CA 93301
(661) 336-5140

Declaración De Igualdad de Oportunidad

De acuerdo con los requisitos del acta de los derechos civiles, el Colegio de Porterville provee servicios y beneficios a todos los estudiantes sin importar la raza, el color, la nacionalidad, el origen, el abolengo, el género, la edad, la religión, el estado civil, las condiciones médicas, o las discapacidades. La falta de capacidad para hablar inglés no será un obstáculo para la admisión y la participación en los programas educativos vocacionales. *(Título VI y VII del Acta de los Derechos Civiles de 1974; Título IX de las Enmiendas de Educación de 1972; las modificaciones a las Secciones 503 y 504 del Acta de Rehabilitación de 1973).*

Toda persona tiene el derecho de solicitar la admisión y de completar un programa educativo en el Colegio de Porterville. No se tolerará ninguna interferencia con el acceso y el término exitoso de su educación a ninguna persona o estudiante por medio de conducta ilegal discriminatoria. El colegio iniciará acción disciplinaria contra las personas que sean descubiertas interfiriendo con la educación de los estudiantes por medio de cualquier tipo de intimidación ilegal o inmoral.

Discriminación Ilegal

Presuntas quejas de discriminación ilegal pueden ser presentadas dentro del término de un año de ocurrida la presunta discriminación. Para obtener los formularios de reclamos o información adicional, usted puede ponerse en contacto con el siguiente gerente:

Human Resources Manager

100 E College Ave
Porterville, CA 93257
559-791-2215

Para preguntas adicionales referente a las leyes de acción afirmativa e igualdad de oportunidad, ya sean a nivel federal, estatal o local, y a las pólizas del consejo de gobierno del Colegio de Porterville o del Distrito Escolar de la Comunidad de Kern, puede ponerse en contacto con la siguiente oficina:

Vice-Chancellor, Human Resources

Kern Community College District
2100 Chester Avenue
Bakersfield, CA 93301
(661) 336-5140

Students with Disabilities

It is the intent of Porterville College that all of its graduates demonstrate mastery of the competencies required by Title V of the California Code of Regulations and successfully complete all of the specific courses required for graduation. Porterville College recognizes that a disability may prevent a student from demonstrating required competencies in math, reading and/or writing, or from successfully completing all of the specific course requirements necessary for graduation in the same manner as would a student without a disability. The college also recognizes the need to accommodate a student with a documented disability to the greatest extent possible without compromising either the student's chosen course of study or the integrity of any student's degree. The college further recognizes that most disabilities that might preclude a student from this "same manner" demonstration of competency or from successfully completing a course can be overcome by providing a combination of appropriate accommodations.

Therefore, for most students with documented disabilities, the primary method would be an attempt to complete the course utilizing recommended accommodations such as tutorial, auxiliary aids, and/or test accommodations. For some students, such accommodations will still be insufficient to enable him/her to successfully complete the course. For these students, a second method of accommodation would involve a course substitution. Only in the most extreme cases would a third alternative, a course waiver, be considered. The Petitions Committee, only under the conditions described below, would individually consider the second and/or third approach.

A course substitution is permissible only if the course in question is peripheral to the student's course of study and the student has no reasonable chance of successfully completing the course even with all of the recommended accommodations. A waiver will be considered only when there is evidence that the student has met the above requirement for substitution, and there are no viable alternatives. (*"Academic requirements that the district can demonstrate are essential to the program of instruction being pursued by the student, or directly related to licensing requirements, will not be regarded as discriminatory."* – 34 C.F.R. 104.44(a))

If a student with a disability has determined that the recommended accommodations are insufficient to enable him/her to successfully complete the course, or if the student can show that his/her disability is of such magnitude that any attempt at completing the course would be futile, that student may submit a petition to the chair of the Petitions Committee, who will arrange for a meeting with the Petitions Committee to determine whether a course substitution or, in the last resort, a course waiver is appropriate.

The Petitions Committee shall be comprised of the Porterville College Registrar, Director of DRC, and a faculty representative from the respective division. The committee shall recommend the proper course of action to the appropriate administrator for approval.

NOTE: *Porterville College students will be made aware that a subsequent educational institution may not recognize a substitution or waiver granted by Porterville College.*

Estudiantes Incapacitados

El Colegio de Porterville no discrimina por base de discapacidad y está en concordancia con la sección 504 de la Acta de Rehabilitación de 1973, como enmendada, y las regulaciones adoptadas bajo esta enmienda. Específicamente, el colegio de Porterville no discrimina en la admisión o el acceso a sus programas y actividades. El Coordinador de Discapacidad 504, el señor Steve Schultz, ha sido designado para coordinar los esfuerzos del Colegio de Porterville para estar en cumplimiento con el Acta y sus regulaciones. Además, el colegio también funciona según las regulaciones de la ley titulada Acta de Americanos con Discapacidades (ADA) de 1993, la cual requiere acceso completo a edificios, programas, servicios y actividades del colegio. Para preguntas relacionadas a esta ley, pueden comunicarse al 559-791-2218.

Habilidades en el lenguaje

La falta de habilidades en el idioma del inglés no será un impedimento para ser admitido y para participar en los programas vocacionales educativos.

Policy Concerning Sexual Harassment**Policy 7D2A**

The Board of Trustees of the Kern Community College District and Porterville College will not tolerate any behavior which constitutes sexual harassment of staff or students. It is the policy of the Kern Community College District and Porterville College that members of the college community, including visitors, guests and contractors, may not sexually harass another person employed or contracted to do business by or on District property.

Sexual harassment is defined as:

Unwelcome sexual advances; requests for sexual favors; and/or physical conduct or oral/written communication of an intimidating, hostile, or offensive sexual nature where:

Submission to such conduct is made either explicitly or implicitly; a term or condition of employment or a student's status in a course, program or activity;

Submission to or rejection of such conduct is used as a basis for employment decisions or as a basis for academic or other decisions affecting a student; or

Such conduct has the purpose or effect of substantially interfering with an employee's work performance or a student's educational experience, or creates an intimidating, hostile or offensive working or academic environment.

The Kern Community College District and Porterville College is committed to maintaining a working and educational environment free of sexual harassment.

An employee or student may be subject to disciplinary action for violation of this policy.

Procedures

An allegation of sexual harassment may be reported by the individual who is the subject of the alleged harassment or by a witness.

An investigation into any charge of sexual harassment shall be investigated according to Procedure 7D4A of the Kern Community College District Board Policy.

Any student who feels that he or she is being harassed is urged to notify any of the following responsible officers: Instructor, Counselor, Department/Division Chair, Dean, Vice President, or Title IX Coordinator.

Acoso Sexual

Póliza 7D2A

El Distrito de Colegios Comunitarios de Kern y el Colegio de Porterville no tolerarán ningún comportamiento que constituya presión o acoso sexual contra sus empleados o contra los estudiantes.

Es la póliza del distrito y del colegio que los miembros de la comunidad colegial, incluyendo visitantes, clientes, y contratistas no puedan molestar o presionar a ninguna persona empleada o contratada por el Distrito, y en los inmuebles del Distrito.

La presión o acoso sexual se define así:

Los avances sexuales inoportunos; el pedir favores sexuales; yo la conducta verbal, física, o escrita de naturaleza sexual que se intimidatoria, hostil u ofensiva tal y como:

La sumisión a tal conducta que sea hecha de manera explícita o implícita; el término o condición de empleo o el estatus de un estudiante en un curso, programa o actividad.

La sumisión o el rechazo a tal conducta que sea usada como la base de empleo o la base académica, o para otras decisiones que afecten a un estudiante; o

Si tal conducta tiene el propósito o el efecto de intervenir sustancialmente con la función del empleado a realizar su trabajo, o de un estudiante en su función académica, o que crea un ambiente hostil, ofensivo e intimidatorio en el ámbito laboral y académico.

El Distrito de Colegios Comunitarios de Kern y el Colegio de Porterville se comprometen a mantener un ambiente laboral y académico libre de esta presión o acoso sexual.

Dichos empleados o estudiantes serán sujetos a acciones disciplinarias a la violación de esta póliza.

Procedimientos

Acusaciones de acoso sexual pueden ser reportados por dicha persona que fue sometida a tal presión o acoso, o también pueden ser reportadas por algún testigo.

Las investigaciones de dichas presiones o acosos sexuales serán investigadas de acuerdo al Procedimiento 7D4A de la Mesa Directiva del Distrito de Colegios Comunitarios de Kern.

Cualquier estudiante que crea que ha sido presionado/a o acosado/a sexualmente debe notificar a cualquiera de los siguientes oficiales: un instructor, consejero, jefe o encargado de Departamento o División, decano, vice-presidente o coordinador del Título IX.

Admission and Registration

GETTING STARTED AT PORTERVILLE COLLEGE

Academic Eligibility

A high school graduate, or anyone who has a Certificate of Proficiency or a General Education Development degree (GED) may be admitted to Porterville College.

Any person 18 years of age or older who is not a high school graduate may be admitted if his/her previous training or experience indicates that he/she will profit from the offering of the college. Such students must have the approval of the Director of Enrollment Services.

Special Status Admission / Concurrent / Dual Enrollment

In Accordance with California Education Code regulations, K-12 students may enroll as special part-time students on a seats-available basis. Enrollment must be recommended by the school principal, with parental consent and approval by the college Director of Enrollment Services. Units earned may be used for high school or college credit or for both. Students enrolled under this status are exempt from paying enrollment fees.

Pursuant to Education Code §76002 and Kern Community College District Board Policy 4A1F Special Admit (Dual/Concurrent) students may enroll in EMTC P050, FIRE P050, and FIRE P051 if they are at least 18 years of age at the time the course begins. Special Admit (Dual/Concurrent) students below the age of 18 years at the time of the course beginning will not be allowed to enroll.

Residency Determination

A 'resident' is a student who has residence in the state of California for more than one year immediately preceding the residence determination date which is the day before the first day of classes.

The resident of any California Community College district may attend a community college in any other district in this state, subject to generally applicable admission criteria, and subject to any restrictions set forth in a notice of restriction issued by a district.

In order to determine a person's place of residence, reference is made to the following statutory rules:

1. Every person has, in law, a residence. However, not all in the United States.
2. Any person who is married or is 18 years of age or older and under no legal disability to do so, may establish residence.
3. In determining the place of residence the following rules are to be observed:
 - a. There can be but one place of residence.
 - b. A residence is the place where one remains when not called elsewhere for labor or other special or temporary purpose, and to which he/she returns in seasons of repose.
 - c. A residence cannot be lost until another is gained.
 - d. The residence can be changed only by the union of act and intent.
 - e. A person's residence shall not be derivative from that of his or her spouse.
 - f. The residence of the parent with whom an unmarried child maintains his/her place of abode is the residence of the unmarried minor child. When the minor lives with neither parent, his/her residence is that of the parent with whom he/she maintained his/her last place of abode, provided the minor may establish his/her residence when both parents are deceased and a legal guardian has not been appointed.
 - g. The residence of an unmarried minor who has a parent living cannot be changed by his/her own act, by the appointment of a legal guardian, or by relinquishment of a parent's right of control, unless the student qualifies for the self-supporting exception.
 - h. Physical presence within California solely for educational purposes does not allow a student to establish residence, regardless of the length of time present in the state.

In general, a resident has citizenship or permanent resident status in the United States and has established residence in California for at least one year immediately preceding the residency determination date (*the day before the first day of classes*). If you have citizenship or permanent resident status contact the Office of Admissions and Records.

International Students

Students from countries outside of the United States are eligible to attend Porterville College if they have the equivalent of a U.S. high school diploma, a TOEFL score of 450 or higher on a paper-based exam or 45 or higher on an internet based exam, and sufficient financial resources to pay all expenses.

Admissions Application / CCCApply

An admissions application may be completed on the college web page at <https://www.portervillecollege.edu/node/1762>. It must be filed prior to registration. The application should include the prospective student's social security number or permanent resident number or ITW. The Social Security number will not appear on class roll sheets. Students without a social security number, please call (559) 791-2220 for a temporary number before completing the admissions application.

Changing Directory Information

Students may change their name by bringing State issued photo identification and documentation of the name change in person to the Office of Admissions and Records. They may change their address, telephone number; or personal email address on the web via InsidePC. To do that, they must login > select *MyBanner* > then select what to update under *Personal Information*.

Passwords

When prospective students complete their admission application online, they will be asked to create a password. The number must be 8-20 characters long, containing letters and numbers. Students should select combinations that they will be able to remember but that other people would be unable to know.

When students forget their passwords, they can click the "Forgot Password" button and enter the correct responses, you will be given an option to enter a new password.

Matriculation Steps

As a new student...

If you have received a two-year or higher degree from another college but are new to Porterville College (PC), you are exempt from the requirements for orientation, assessment, and counseling. All new students who are not exempt must complete the steps below before they can register for classes.

Step 1 - Admission or Update

The first step towards education is to apply online at Porterville College <https://www.portervillecollege.edu/apply>:

New Students:

Apply via the PC Admissions website, step 1. The following is required:

1. Create an account with CCCApply with your valid email address.
2. Complete the Porterville College application. If you do not finish the application completely, you can save your place. Then, return to CCCApply and log in again to continue where you left off.
3. After you submit your application and reach the confirmation page, click Continue and then click Activate Your College Account to receive your PC ID and setup your PC Email.

Allow one (1) to three (3) business days to process your application. You will receive an email (also check your spam or junk folder) at the address you provide with information on how to access your PC Student Account. If you do not receive an email response within 3 business days or if you are encountering errors, please contact Office of Admissions & Records at pcar@portervillecollege.edu or (559) 791-2220.

International students holding visas must contact the Office of Admissions and Records in the Academic Building, see the <https://www.portervillecollege.edu/international-students>.

Step 2 - Orientation

The Orientation formally introduces you to PC. Complete the Orientation online at

<https://www.portervillecollege.edu/orientation>.

Step 3 - Placement

Call the Counseling Center at 559-791-2329 to schedule an appointment to determine placement in Math and English courses. Porterville College uses the following measures in the

placement of students into English and Math courses:

- High school grade point average
- High school coursework
- High school grades
- CAASPP/EAP Scores
- AP, IB Scores (3,4,5)

Step 4 - Counseling/ Student Educational Plan

Every new student will be given the opportunity to meet with a counselor to develop their Student Education Plan (SEP). New students will develop an abbreviated SEP. The abbreviated plan will provide the student with a list of courses that they can take in their first two semesters at Porterville College. Students will return to the Counseling Center in their first or second semester to meet with a counselor to develop their comprehensive SEP. The comprehensive SEP will be based on the educational goal of the student and will outline all the courses necessary for the student to meet their specific goal.

Step 5 - Register for Your Classes

Please register for classes via Inside PC. If you are still unsure about the classes you should register for, please meet with a counselor or educational advisor in the Counseling Center (Academic Building 126).

As a continuing student...

Continuing students are enrolled in current semester classes.

Update

*Your first step to continuing at Porterville College is to complete the **Update Form** online by logging in to **InsidePC**. From the MyBanWeb menu at the top of the screen, choose Update Form. You should then make an appointment to see a counselor or advisor.*

Plan:

- Advising appointment
- Grad check appointment
- Follow-up Services

As a returning student...

Returning students have been enrolled in Porterville College classes in the past, but not in the current semester.

Update

If you attended Porterville College before 1987, complete your admissions form as a new student. If you attended Porterville College in 1987 or after, complete the update form online by logging in to **InsidePC**. From the MyBanWeb menu at the top of the screen, choose Update Form. You should then make an appointment to see a counselor or advisor.

Step 2 - Orientation

Ensure that you have completed the Orientation online at <https://www.portervillecollege.edu/orientation>

Step 3 - Placement

There are new changes to placement in English and Math. Call the Counseling Center at 559-791-2329 to schedule an

appointment to determine placement in Math and English courses. Porterville College uses the following measures in the placement of students into English and Math courses:

- High school grade point average
- High school coursework
- High school grades
- CAASPP/EAP Scores
- AP, IB Scores (3,4,5)

Step 4 - Counseling/ Student Educational Plan

Every student will be given the opportunity to meet with a counselor to develop their Student Education Plan (*SEP*). New students will develop an abbreviated SEP. The abbreviated plan will provide the student with a list of courses that they can take in their first two semesters at Porterville College. Students will return to the Counseling Center in their first or second semester to meet with a counselor to develop their comprehensive SEP. The comprehensive SEP will be based on the educational goal of the student and will outline all the courses necessary for the student to meet their specific goal.

Step 5 - Register for Your Classes

Please register for classes at <https://insidepc.kccd.edu/>. If you are still unsure about the classes you should register for, please meet with a counselor or educational advisor in the Counseling Center (*Academic Building 126*).

Student Success

What is Student Success?

Every student should have an educational goal, a reason for going to college. Student Success is the process that allows the college and the student to form a partnership which helps attain that goal. The college asks students to commit themselves to an educational objective and the college commits to fostering student success. To ensure the success of the partnership:

The college agrees to provide:

- An admission process
- Placement process
- Counseling/advising for the development of an individual education plan
- Quality instruction
- A wide variety of courses
- Referral to support services as necessary
- Follow up on student academic progress

Students are expected to:

- Complete orientation session
- See a counselor for placement
- Declare a specific educational objective or career pathway after completing 15 units of course work
- Attend classes regularly, complete assigned course work and seek out counseling services as necessary
- Complete courses and maintain progress toward an educational goal as identified in the individual student education plan
- Seek out support services as needed

Placement

Academic skills assessment is designated to determine a students' placement in English and math. Call the Counseling Center at 559-791-2329 to schedule an appointment to determine placement in Math and English courses. Porterville College uses the following measures in the placement of students into English and Math courses:

- High school grade point average
- High school coursework
- High school grades
- CAASPP/EAP Scores
- AP, IB Scores (3,4,5)

Placement Policy for Students with Disabilities

Persons with disabilities who might require testing accommodations should contact the Disability Resource Center. In compliance with federal and state laws, Porterville College assures each student an equal opportunity to demonstrate competency or knowledge in a subject area at each point in the educational process. Students with disabilities are expected to demonstrate the same competency or knowledge as other students.

Accommodations are made on an individual basis in the method or format of examination. Such accommodations may include, but are not limited to, an extension of time, the use of a computer, and, where appropriate to the disability, an alternative mode of media. These tests take place in the Disability Resource Center.

Policy for Students Whose Native Language is not English

Persons whose primary language is not English are encouraged to take the English as a Second Language (*ESL*) assessment test.

Exemptions

Only students who have completed an Associate Degree or higher may be exempted from orientation, placement, and counseling; however, if a student wishes to enroll in a course that has a prerequisite, he/she must show proof of meeting the prerequisite.

A student may also decline to participate in the matriculation process, but in so doing relinquishes the right to participate in priority registration and may not be able to enroll in courses that have prerequisite requirements. Information is available in the Office of Admissions and Records as well as the Counseling Center.

Students have the right to challenge or appeal any allegation of violation of enrollment regulations. Challenges or appeals should be submitted to the Vice President of Student Services.

Registration

Course Admission Policy

The policy of the college 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 college, shall be fully open to enrollment and participation by any person who has been admitted to the college and, when applicable, a relevant program, and who meets established prerequisites.

Prerequisites

Many courses offered by the college require the completion of prerequisite courses taken at Porterville College or their equivalent at another accredited institution. Students are advised to consult the course descriptions found in the current college catalog or semester schedule for the identification of the prerequisites for a course.

Prerequisites are approved through the Porterville College Curriculum Committee. They may be revised or adjusted during the school year. For specific information, contact the Vice President of Instruction, Room AC-111.

Important Definitions

- If you should see the words prerequisite, co-requisite or recommendation in the catalog, it is important for you to understand the definition of these terms.
- Prerequisite means a condition of enrollment which a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program.
- Co-requisite means a condition of enrollment consisting of a course which a student is required to simultaneously take in order to enroll in another course.
- Recommendation means a condition of enrollment which a student is advised, but not required, to meet before or in conjunction with enrollment in a course or educational program.
- **Assembly Bill 2248, requires that all participating institutions of the California Student Aid Program notify students in writing that, in order to graduate in 4 years, he or she must take 15 semester units, or 30 semester units per academic year, and that a Cal Grant award is limited to 4 academic years.**

Procedures for Prerequisite Challenge

Students may petition to challenge prerequisites based upon the following criteria:

- The prerequisite has not been made reasonably available.
- The prerequisite was established in violation of regulation or in violation of the district-approved processes (*student documentation required*).
- The prerequisite was discriminatory or applied in a discriminatory manner (*student documentation required*).
- The prerequisite has been met based upon the student's knowledge or ability to succeed in the course despite not meeting the prerequisite (*student documentation required*).

Location of Prerequisite Challenge Petitions

Prerequisite Challenge Petitions are available in the Learning Center (LRC).

Recommended Skill Levels

For most courses listed in the catalog, recommended basic skill levels have been assigned in reading and writing and, where applicable, in mathematics. Students are advised that they should have at least these skill levels for academic success. Specific course skills levels are available in the Counseling Center, AC-126.

Priority Registration Appointments

Porterville College recognizes that students who complete all enrollment steps (*Orientation, Placement, Testing, Advising and Counseling, and abbreviated and comprehensive Student Educational Plan*) are more likely to reach their academic goals. These students are given special registration priority appointments. In order to ensure that students who are progressing successfully toward those academic goals have the opportunity to continue that progress, students who have attempted less than 100 units will be allowed to register earlier than those with over 100 units attempted. For their first semester of registration, students who receive earlier appointments will have completed these enrollment steps. The order of appointment assignments will be as follows:

- **Priority 1** - Active-duty Military; Veterans; Foster Youth*; Former Foster Youth**; DSPS; EOPS; Homeless Youth and CalWorks.
- **Priority 2** - Honors Students, Presidential Scholars, Dean's List, and Athletes***.
- **Priority 3** - Continuing students (*excluding students on academic standing probation 2*) with less than 100 units earned (*excluding units in basic English, math, or English as a Second Language*).
- **Priority 4** - Graduating high school seniors in the KCCD service area.
- **Priority 5** - First-time students not included above.

***Foster youth-a person who is currently in foster care

***Former foster youth-a person who is an emancipated foster youth and who is up to 24 years of age

***Student groups noted for registration in Priority 2 are special populations designated by the college

Students who have not completed all four Student Success components or steps will be assigned appointments during the first few days of open registration based on the date of admissions/update forms completion.

Web Registration for Classes

All course registration takes place on Porterville College's web registration system. Instructions for the use of this system can be found on the Porterville College website at:

<https://www.portervillecollege.edu> under Admissions and Records.

Students must be officially registered or on the official waitlist before attending classes. Registration dates are indicated in the "About the College" section of this catalog and on the Porterville College website.

Automated Waitlist

During the weeks prior to the start of classes, when vacancies occur in classes, the first student(s) on the waitlist will be moved into the class. Students who are on a waitlist should check their registration regularly. They will have ten (10) days

to pay for the class once they have moved into registered status. Students will not be charged the enrollment fees for waitlist classes until they are actually enrolled in the class.

Students should use the waitlist to ensure themselves a chance of getting into the classes they want.

Students on waitlists still must attend the first meeting of the class or they may be dropped from the waitlist. The prerequisite, basic skills, time conflict and repeat checks will prevent ineligible students from moving into the classes. Students should drop themselves from a waitlist for any class that they no longer wish to take.

Maximum Study Load

Students may enroll in a maximum of 19 units per semester and 7 units in summer (*unless Academic Standing prohibits*). Students with strong academic records may be cleared to enroll in more units by a counselor. Students may contact the Counseling Center for an overload request.

Minimum Study Load

Students must enroll in a minimum study load in order to meet certain qualifications such as:

1. Certification as a full-time student to the Department of Health and Human Services (2.0 grade point average) or higher.
2. Approval by the Veterans Administration for training under Chapter 30, 31, 32, 33, 34, 35 or 1606, 1607, Title 38 U.S. Code.

	Semester	Summer
Full time	12 units	4 units
3/4 time	9 - 11 units	3 units
1/2 time	6 - 8 units	2 units

3. F-1 Visa (*foreign*) student status: 12 units.
4. Eligibility to participate in intercollegiate athletics: 12 units (*Repeated courses, previously passed with a "C" or higher cannot be counted*). Student athletes must maintain a "C" average (2.0 grade point average) or higher grade.
5. Eligibility to participate in student government as an office holder: 6 units.

15 Units a Semester to Graduate on Time

How can a student participate?

- Complete the 15 to Finish Pledge
- Schedule an appointment, if you haven't already, to develop/revise your education plan
- Complete your financial aid application (*annually*)
- Register in at least 30 units per academic year
- Utilize the college academic and student services resources
- Students will need to stay in contact with their support team

Classification of Students

A freshman student is one who has earned less than 30 units. A sophomore student is one who has earned 30 or more units of college work. A full-time student is one enrolled in 12 or more units. A part-time student is one enrolled in less than 12 units and at least six units. The general definition of a full-time student during the summer intersession is four units; however, this definition may not be applicable to all programs to which you may be applying. The veterans' program requires four units during the summer intersession.

Repeating a Course

Certain Porterville College courses are identified in the course description sections of the catalog as repeatable, with the number of times they may be repeated indicated.

Other courses may be repeated once for credit if a grade lower than "C" or its equivalent has been earned. The original and subsequent grades will remain a part of the student's permanent record. Their earlier attempts will be disregarded in the student's GPA calculation.

If a student earns any combination of "D," "F," or "W" on two attempts in a course taken in the Kern Community College District, that student can only register for a third time with the signature of the Instructor of the course and the Division Chair of the department on a Prerequisite and Repetition of Course approval form located in the Office of Admissions and Records.

In compliance with Title 5 California Code of Regulations Section 56029, certain course repeats may be authorized for students with disabilities following DSPS policies and procedures.

A student may repeat a course to meet a legally mandated training requirement as a condition of continued paid or volunteer employment. The course may be repeated for credit any number of times, regardless of whether or not substandard work was previously recorded, and the grade received each time shall be included for purposes of calculating the student's grade point average. The college can provide no assurance that repeated courses will be treated in a similar manner by other educational institutions.

Auditing a Course

Students who have been admitted to the college may enroll in courses as auditors with the permission of the instructor and Director of Enrollment Services and subject to the following provisions:

1. Priority shall be given to students who wish to take the course for credit.
2. Students in a course shall not be permitted to change from audit to credit status nor from credit to audit.
3. The cost to audit a class is \$15.00 per credit. (*Students enrolled in 10 or more units will not be charged this fee.*)
4. A course audit shall be approved under only one of the following conditions:
 - Participation by audit serves a specific educational purpose necessary to achieve the student's educational goal.
 - Participation by audit benefits other registered participants in performance arts or intercollegiate athletics courses.

Course Audit forms are available in the Office of Admissions and Records beginning on the first day of class.

Remedial Coursework Limitation

Remedial coursework refers to pre collegiate basic skills courses defined as courses in reading, writing, computation, learning skills and English as a Second Language, which are designated as non-degree credit courses. No student shall receive more than thirty (30) semester units of credit for remedial coursework within the Kern Community College district, except for the following:

1. Students currently enrolled in one or more courses of English as a Second Language,
2. Students identified by the College as having a qualifying disability.

Holds that Prevent Registration

Financial Holds

Holds may be placed on a student's record whenever the student is delinquent or has failed to pay any debt owed to the college, or failed to return any library books or other college property or equipment. Students with holds will not be allowed to receive transcripts, certificates or diplomas; have transcripts forwarded; and/or receive other services related to student records. They may not be allowed to register. When the student has cleared the obligation with the Business Office at Porterville College, the hold will be removed.

Academic Standing

A student who is not in good academic standing will have a hold placed on his/her record until he/she meets with a counselor to make plans to improve his/her grades. These holds will prevent registration.

Probation

Academic/ Progress Probation 1

- Complete Online Probation Orientation and schedule an appointment for a Student Education Plan (SEP)
- Complete an admission update form online
- Meet with a counselor to develop a Student Success Contract
- You are restricted to a maximum of 12 units
- Registration for the subsequent semester will be blocked until you meet with a counselor

Academic/ Progress Probation 2

- Schedule an appointment to complete or update SEP
- Complete Online Probation Orientation and complete an admission update form online
- Pick up a Progress Report form and have your instructor complete it during the 12th week of the semester. Forms are available at the Counseling Center
- Meet with a counselor to develop a Student Success Contract. Bring completed Progress Report form to the meeting
- The probation hold will be removed only if your Progress Report indicates you are making academic progress. Otherwise, you will need to wait until grades are posted

- You are restricted to a maximum of 12 units
- Registration for the subsequent semester will be blocked until you meet with a counselor

Continued Probation

- Same as probation 2

Removal From Probation

A student on academic probation for a grade point deficiency shall be removed from probation when the student's cumulative grade point average is 2.0 or higher.

A student on progress probation shall be removed from probation when the percentage of 'W', 'I', 'NC' and 'NP' units falls below 50 percent.

Disqualified Students

- You are not allowed to enroll immediately after being disqualified
 - If your cumulative GPA is below 1.0 or your completion rate is 25% or lower, you need to stay out two semesters immediately after being disqualified (*Fall and Spring or Spring and Fall*)
 - If your cumulative GPA is between 1.0 and 1.99 or your completion rate between 26% and 50%, you need to stay out one semester immediately after being disqualified (*Fall or Spring*)
- Obtain a Petition for Readmission from the Counseling Center
- Complete a Disqualification Orientation
- Make an appointment to meet with a counselor
 - Appointments are available any time except the first three weeks of the semester
 - Walk-in counseling is not available for disqualified students
- Complete an admission update form online before meeting with a counselor
- Bring completed Petition for Readmission to your appointment. **If approved and readmitted:**
 - You are restricted to a maximum of 7 units (*online courses are not recommended*)
 - You are able to attend Fall or Spring semester only
 - You will develop a SSC and a comprehensive SEP with the counselor, schedule an hour appointment
 - If you registered prior to grades being posted and did not meet academic progress, you will be dropped from the courses

Readmitted Students

- If you were previously disqualified and readmitted for the current semester, you need to wait until grades are posted:
 - If you make academic progress, you will be placed on Continued Probation and allowed to enroll for the following semester (*limited to 12 units*)
 - If you do not make academic progress, you will be disqualified again and will not be allowed to enroll for the next semester or two (*Fall and/or Spring*) based on GPA and completion rate

Administrative Hold

If a student is not in good standing with the college, or has any incomplete sanctions due to a student conduct matter, an administrative hold may have been applied. The hold will prevent students from registering, obtaining a transcript or diploma, making a change to a schedule, or processing an application for admission. To remove this hold, visit the Office of Admissions and Records for more information.

Evening and Weekend Program

Credit classes are also offered by Porterville College at convenient times during the day and evening, both on and off campus. These are regular college courses, which carry the same requirements and credits as other courses. Many evening classes are offered one night per week for two or three hours, Monday through Thursday. Weekend classes are also scheduled during the fall and spring semesters.

College Fees, Tuition, Books, and Fee Refunds**Community College Enrollment Fees**

Enrollment fees are set by the state of California. Enrollment fees are \$46 per unit for the 2020-2021 academic year. If the state of California increases the fees, a supplemental bill will be sent to all students.

Non-Resident Tuition Fee

Non-resident students are required by state law to pay tuition in addition to enrollment fees. The tuition fee for non-resident students is \$229 per unit up to a maximum of 15 units per semester.

California Non-Resident Tuition Exemption For Eligible California High School Graduates

Any student, other than a nonimmigrant alien, who meets all of the following requirements, shall be exempt from paying non-resident tuition at the California Community Colleges, the California State University and the University of California (*all public colleges and universities in California*).

Requirements:

- The student must have attended a high school (*public or private*) in California for three or more years.
- The student must have graduated from a California high school or attained the equivalent prior to the start of the term (*for example, passing the GED or California High School Proficiency exam*).
- An alien student who is without lawful immigration status must file an affidavit with the college or university stating that he or she has filed an application to legalize his or her immigration status, or will file an application as soon as he or she is eligible to do so.

Students who are non-immigrants [for example, those who hold F (*student*) visas, B (*visitor*) visas, etc.] are not eligible for this exemption. The student must file an exemption request including a signed affidavit with the college that indicates the student has met all applicable conditions described above.

Student information obtained in this process is strictly confidential unless disclosure is required under the law. Students eligible for this exemption who are transferring to another California public college or university must submit a new request (*and documentation if required*) to each college under consideration. Non-resident students meeting the criteria will be exempted from the payment of non-resident tuition, but they will not be classified as California residents. They continue to be “non-residents.” AB540 does not provide student financial aid eligibility for undocumented alien students. These students remain ineligible for state and federal financial aid. However, the California Dream Act makes financial aid possible for the AB540 students. Please contact the Office of Financial Aid for details.

Procedures For Requesting This Exemption From Non-Resident Tuition

To request this exemption, a student must complete the form in the Office of Admissions and Records. Students may be required to submit additional documentation. Contact the Office of Admissions and Records if you have questions.

Student Health Fee

A \$12 student health fee has been authorized by the Board of Trustees for all students attending classes on the main campus during the fall or spring semester. The fee is \$9 for summer session. The purpose of the fee is to make health-center services available to all students and to provide greater health-care educational programming.

Student Representation Fee

A student representation fee of \$2 (*Effective Spring 2020 in accordance with California Assembly Bill 1504*) is charged to all students, in accordance to California Educational Code 76060.5. This fee is used by the Porterville College Student Government to provide support for governmental affairs representatives of local or statewide student body organizations who may be stating their positions and viewpoints before city, county, and district governments, and before offices and agencies of state government. A student may choose to opt-out of paying the Student Representations Fee. If a student chooses to opt-out of payment the fee, the student can visit the Admissions and Records Office prior to the refund deadline date.

Health Fee Exemption Procedures

The following health fee exemptions are authorized by law:

1. Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization.
2. Students who are attending a community college under an approved apprenticeship training program.

Exemption form is available in the Office of Admissions and Records.

Student Center Fee

Porterville College students shall be assessed \$1 per unit for courses on the main campus up to a maximum of \$5 per fall semester and \$5 per spring semester. The fee shall not be assessed for summer session enrollment.

Parking Fees

Parking on the main campus is restricted to parking permit holders during the academic year, including summer session. A semester parking permit is \$20 and a summer permit is \$10. Parking permits are not required on weekends. Visitor parking and handicapped parking is enforced at all times.

<https://www.portervillecollege.edu/security/parking-regulations>

Books

It is estimated that the cost of books and supplies will be \$650 to \$850 per semester for a 15-unit schedule. Books may be purchased or rented at the college bookstore which is open year-round except during college holidays.

Refund Enrollment and Tuition

Enrollment and tuition fees will be credited to the student account, when applicable, for program changes through the first two weeks of the fall or spring semester. In courses other than semester length, the Office of Admissions and Records should be consulted regarding withdrawal and refund deadlines.

To receive the enrollment or tuition refund, a student must apply for the refund in the Office of Admissions and Records before the end of the second consecutive semester of non-attendance (*Summer session is not considered a semester*).

Should the college cancel a class in which a student is enrolled and there is a reduction in units which results in a lower fee, the student should request a refund through the Office of Admissions and Records.

Student Health Fee Refund

Health fee refunds will be credited to the student account when applicable, if all classes on the main campus are dropped and an enrollment fee credit is generated by the transaction.

To receive the health fee refund, a student must apply for the refund in the Office of Admissions and Records before the end of the second consecutive semester of non-attendance. (*Summer session is not considered a semester*.)

Attendance Policies, Registering and Class Schedule

Class Attendance

Regular class attendance is expected of all students enrolled in the college. It is especially important that students attend the first session of each class for it is at this time that instructors may distribute syllabi and course requirements and explain what is expected in terms of attendance. Students enrolled in classes that are full may be dropped by the instructor if they do not attend the first class session. (*See First-Day Drop Policy below.*) Students on a course waitlist should also attend the first class meeting to avoid being dropped.

The attendance policy for each course is established by the instructor and communicated to each class, preferably in writing. Attendance policies will be reasonably related to course objectives, the requirements of institutional reporting and legitimate absences. Instructors are responsible for maintaining accurate attendance records.

While it is the responsibility of instructors to communicate attendance policies and to apply them equally to all students, it is the responsibility of students to know the policy in each of their classes and to be aware of their current attendance status. Students who have been absent from a class should notify the instructor of the reason for the absence. Absence in no way relieves students of responsibility for work missed. Excessive absence may result in the student being dropped from the course.

Students are responsible for officially withdrawing from any class or classes in which they no longer wish to be enrolled. Non-attendance does not release the student from this responsibility.

First-Day Drop Policy

Because many classes become filled and are closed, students in lecture and/or lab courses may be dropped if they do not attend the first class meeting without notifying the instructor.

Students in open entry courses may be dropped if they do not begin attending during the first week of classes.

Distance Education Attendance

All students enrolled in Distance Education courses must log in to the course(s) and complete any assignment(s) or other activities, to be determined by the instructor, that are required during the first week. Students who fail to complete first-week assignments/activities within the instructor's deadline will be dropped.

After the first week and during the time period before the final withdrawal date, "students are responsible for officially withdrawing from any class or classes in which they no longer wish to be enrolled," as stated in the Porterville College Catalog. (*See the catalog section "Withdrawing from classes" for additional details.*)

Registrant Class Schedule

The schedule of classes is the official listing of courses. It is published each semester of the academic year on the web at <https://www.portervillecollege.edu/node/4394>. The schedule contains information regarding registration dates and special instruction for registering in classes.

The college reserves the right to make additions or deletions to the schedule of classes. Any class in which the enrollment is too small to justify continuance may be cancelled. Individual student class schedules are available on the web.

Withdrawing From Classes

Return to Title IV funds is a federal law regarding a student's responsibility in paying money back if the student leaves school. If a student receives a grant and then withdraws from all of his/ her classes, that student may owe money back to the Federal Program. According to the date of withdrawal, the Financial Aid Office will calculate the part of the grant the student earned and what is owed. Note: if the withdrawal was after earning 60% of the grant, the student will not owe any repayment.

Class Non-Participation Policy

Students are expected to attend, complete assignments, and participate fully in all classes in which they are enrolled. Students may be withdrawn at any point in the semester for non-attendance and/or non-participation. At the end of the term, faculty will be responsible for determining the last participation date for students who have failed, or withdrawn after the 20 percent date.

Faculty may determine the appropriate date for each student who stops participating using criteria, such as:

- Student fails to complete class assignments
- Student stops attending class
- Student is not engaging in classroom discussions
- Student is not participating in classroom activities

College Transcripts

Porterville College has partnered with Credentials Solutions to accept transcript orders via internet through a secured site. Credentials Solutions the designated agent for processing and sending official transcripts, including electronic EDI transcripts and PDF transcripts. Credential Solutions has been granted the authority to deliver all such transcript requests on behalf of Porterville College and to respond to any inquiries regarding these transactions.

The first two transcripts (lifetime) a student orders are FREE of charge and processed through Porterville College. Fee will be deducted at the end of the order if eligible. To order your transcripts go online to:

<https://www.portervillecollege.edu/node/1770>.

Verification of Enrollment

The Office of Admissions and Records will complete a verification of enrollment upon written request by the student.

Student Services

Advising and Counseling559-791-2329

The services of counselors and educational advisors are available to all students at Porterville College. Counselors can assist students in the preparation of their academic programs, discuss career opportunities available depending on their major, and provide guidance in the solution of personal problems.

15 Units a Semester to Graduate on Time

How can a student participate?

- Complete the 15 to Finish Pledge
- Schedule an appointment, if you haven't already, to develop/revise your education plan
- Complete your financial aid application (*annually*)
- Register in at least 30 units per academic year
- Utilize the college academic and student services resources
- Students will need to stay in contact with their support team

Anthropology Special Library Collection559-791-2318

The campus library room LIB-447 houses a study room and special library collection intended to serve students and researchers with an interest in Anthropology. Books and journals have been donated to the special collection by Karen Leonard (*Professor Emeritus of Anthropology, UC-Irvine*) and the estates of Gay Weinberger (*a long-time Professor of Anthropology at Porterville College*), Jack and Betty Atwater (*Tulare County avocational Archaeologists*), and William Richardson. The dominant themes of the collection are the archaeology and ethnography of the San Joaquin Valley, aboriginal rock art of Western North America, the Natural and Cultural History of New Guinea, and the Anthropology and Ethnography of South Asia. For further information, call the campus library at 559-791-2318, campus librarian at 559-791-2370, or Anthropology Professor Robert Simpkins at 559-791-2464.

Athletics559-791-2260

Porterville College provides intercollegiate athletic programs for both men and women. Currently, PC offers seven sports – Women's Cross Country, Women's Volleyball, Women's Basketball, Men's Basketball, Baseball, Softball and Women's Tennis. All sports compete in the highly-regarded Central Valley Conference. The athletic teams are governed by the California Community College Athletics Association.

ASPC Card

All students are encouraged to purchase a campus ASPC Card. This card serves the same purpose as the Campus ID Card, in addition to local business discounts, free items, and admission to sporting events on campus. The charge for an ASPC Card is \$7.50. Visit the Associated Students of Porterville College online at <https://www.portervillecollege.edu/aspc/aspc-card-benefits>, to view a full list of benefits.

Campus Photo ID Card

The ID card serves as a method of identification for all current students at the college, for campus departments, labs, Bookstore, and other areas of service. A valid picture ID is required at the time of printing.

CalWORKs Program 559-791-2303

The CalWORKs Program provides services to students who receive TANF (*Temporary Aid for Needy Families, formally known as AFDC*) and who have been referred by their TulareWORKs caseworker and monitors academic progress. Other services include CalWorks work study (*on- and off-campus*), job placement, job search skills, resume writing, interviewing techniques, academic advising, books, funding for child care, mileage reimbursement, and job readiness workshops. For further information call 559-791-2303 or stop by the office in AC-126.

Child Care Services559-791-2272

Limited child care facilities are available for children of Porterville College students. To be eligible, the student must be carrying a minimum of 12 units.

The child must be at least 2 years old and must meet state mandated medical standards. Enrollment priority is established by parents' income level and class load. For further information, call the Child Care Center at 559-791-2272 or 559-791-2420.

Cooperative Agencies Resources for Education (CARE)

CARE participants must meet EOPS eligibility, receive CalWorks (*formally AFDC*), and be a single head of household who is at least 18 years of age.

CARE eligible students may receive assistance through grants, book awards, meal cards, supplies and special interest workshops.

For additional information on the EOPS or CARE Programs, contact the staff in AC-126 or call 559-791-2224.

Disability Resource Center.....559-791-2215

The Disability Resource Center (*DRC*) provides services for students with physical, learning and other types of disabilities.

The DRC is located in AC-115. Services will be based on the level of disability and the academic needs of each student. Students may be interested in improving job skills, getting a vocational certificate, pursuing personal enrichment, or planning to transfer to a four-year college.

Section 504 of the Rehabilitation Act and the Americans with Disabilities Act (*ADA*) mandate that students with learning, physical or other types of disabilities receive services to allow an equal experience in education. The Disability Resource Center is the central area for these free services.

Students can make alternate media requests through the Disability Resource Center.

Students with a verifiable disability who are not participants in the Disability Resource Center program, but who still wish to utilize special accommodations should contact the Vice President of Student Services, in AC-126.

Extended Opportunity Program and Services (EOPS).....559-791-2224

EOPS provides services to students who are educationally and economically disadvantaged. The program is funded through the State of California and the local community college district.

To be eligible for the program, a student must:

- be a resident of California
- be a full time student (12 units) at Porterville College
- qualify for the Board of Governors Waiver A or B
- be educationally disadvantaged as determined by state regulations
- not have completed more than 40 credits of college level course work
- be working toward a certificate or degree
- be making satisfactory academic progress with an Educational Study Plan on file.
- have a zero EFC (*expected family contribution*)

Students who participate in EOPS receive the personalized support and services listed below:

- Priority registration
- Counseling
- Book Vouchers, as funding permits
- Meal Ticket, as funding permits
- Grants, as funding permits
- Tutoring
- Student Educational Planning
- Cap & Gown, as funding permits
- Phi Theta Kappa Membership Fees, as funding permits
- UC/CSU Application Fee Waivers Workshops
- Food Pantry

Financial Aid 559-791-2301

Academic Center AC 103 • pc_faid@portervillecollege.edu

Financial Aid Office Mission Statement

The mission of the Financial Aid Office (FAO) is to make higher education accessible for the Porterville College student body. Staff members are devoted to awarding and delivering federal, state and institutional need-based financial aid to all individuals in the community and their educational needs. The staff members are committed to supporting the educational excellence of our students by using financial aid-related technology and administering its aid programs in an efficient and fiscally responsible manner.

APPLICATION PROCEDURE

Students wishing to apply for financial aid should submit a FAFSA (*Free Application for Federal Student Aid*) at www.fafsa.gov and list the Porterville College school code, which is 001268. When the student receives his/her SAR (*Student Aid Report*) from the Department of Education, the next step is to go to the Porterville College Website, sign in to InsidePC, and click on Financial, Aid tab and review. Complete any supporting documentation as requested on InsidePC and provide to the FAO.

Dream Act students should complete the California Dream Act application at <https://dream.csac.ca.gov>.

Federal and State Financial Aid

Federal and state financial aid are available to assist students enrolled in eligible programs (*a four-year or two-year public or private educational institution, a career school or trade school*) to cover the cost of their educational expenses, including tuition and fees, room and board, books and supplies, and transportation. Most aid is need-based and requires enrollment in six or more credits.

In order to qualify for federal student aid, you must:

- Demonstrate a financial need based on a recognized system on need analysis
- Be a U.S. citizen or eligible non-citizen with a valid Social Security Number; have a high school diploma or a General Education Development (GED) certificate. You must register (*or have registered*) with the Selective Service System if you are a male between the ages of 18 and 25,
- Be enrolled or accepted for enrollment as a regular student working toward a degree or certificate in an eligible program
- Meet satisfactory academic progress policy (SAP) set by the postsecondary school you are or will be attending. See the Financial Aid website at <https://www.portervillecollege.edu/node/249> or SAP policy
- Certify that you will use federal student aid only for educational purposes. Certify that you are not in default on a federal student loan and that you do not owe money on a federal student grant
- Students CANNOT receive financial aid at two institutions in the same academic period
- The law suspends aid eligibility to students convicted under federal or state law for sale or possession of illegal drugs
- Students may not have been awarded a Bachelor's Degree
- Students must be a recipient of a high school diploma or GED certificate

Basic Loan eligibility criteria are:

- Demonstrates financial need
- Enrolled in at least 6 active units
- Maintains satisfactory academic progress (SAP)
- Prior loan aggregate amounts are taken into account to determine loan eligibility programs

Programs

Federal Pell Grant

Pell is an entitlement program, which means, if the student meets all requirements, they will receive a Pell Grant. The federal government determines the eligibility for a Pell Grant.

Federal Supplemental Educational Opportunity Grant (SEOG)

SEOG designed to supplement other sources of financial aid for students who qualify for additional assistance. The eligibility is based on students/family contribution, resources, and receipt of the Pell Grant.

Federal Work-Study (FWS) Program

FWS program provides jobs for students who have financial need and will earn a portion of their educational expenses. The student's need and the number of hours that can reasonably be handled with the course load selected determine award amounts. Students are limited to a maximum of 19 hours per week when school is in session. If funds are available, students may be eligible to work the summer session.

Federal Direct Subsidized Loan Program

Provides students with low-interest loans for educational expenses (*which are subsidized by the government as long as the student is enrolled at least half-time in college courses*). The interest rate may vary from year to year.

Federal Direct Unsubsidized Loan Program

Provides loans for students who do not qualify, in whole or in part, for subsidized loans. Authorized under a federal law called the Higher Education Amendments of 1992, the terms of the unsubsidized loans are the same as the terms for subsidized loans, except the interest begins to accrue immediately, and can be paid quarterly or capitalized and paid at the end.

Cal Grants

A Cal Grant is money for college you do not have to pay back. To qualify, you must apply for the Free Application for Federal Student Aid (FAFSA) or California Dream Act Application (CADAA) by the deadline and meet the eligibility and financial requirements as well as any minimum GPA requirements. Cal Grants can be used at any University of California, California State University or California Community College, as well as qualifying independent and career colleges or technical schools in California. Assembly Bill 2248, requires that all participating institutions of the California Student Aid Program notify students in writing that, in order to graduate in 4 years, he or she must take 15 semester units, or 30 semester units per academic year, and that a Cal Grant award is limited to 4 academic years.

California College Completion Grant (CCCG)

This is a grant for students who have a Cal Grant and who enroll in at least 12-15 units per semester.

California College Promise Grant (CCPG)

This is a state sponsored program that waives enrollment fees for qualifying students who are California residents or Dream Act students. Students may be eligible for a fee waiver even if they are not eligible for other financial aid. CCPG applicants do not have to be enrolled in a minimum number of courses — whether the student takes .5 units or 26 units, the enrollment fee may be waived. CCPG applicants only need to apply once to have fees waived for the academic year: summer, fall, winter and spring.

Satisfactory Academic Progress Policies

NOTE: All units attempted in the Kern Community College District (*Bakersfield College, Cerro Coso College and Porterville College*) will be used to determine satisfactory academic progress. All units from other institutions that are accepted for credit by KCCD will be used to determine satisfactory academic progress. Student are permitted to appeal once per academic year.

ACADEMIC PROGRESS: 2.0 GPA & 67% COMPLETION:

- **QUALITATIVE STANDARD – Grade Point Average:**
To maintain satisfactory academic progress and remain eligible for financial aid, students must maintain a minimum cumulative grade point average of 2.00. KCCD will review each student's academic progress at the time of determining eligibility and after each payment period.
- **QUANTITATIVE STANDARD – Unit Progress:**
To maintain satisfactory academic progress, students are required to complete 67% of the total number of cumulative units attempted. Unit progress is evaluated by comparing the number of cumulative units attempted with the cumulative units completed to determine whether the student is progressing as a rate that will allow him/her to complete the program within the maximum time frame. The calculation of unit progression will be rounded up to the nearest tenth.

Return to Title IV Policy

Return to Title IV funds is a federal law regarding a student's responsibility in paying money back if the student leaves school. If a student receives a grant and then withdraws from all of his/her classes, that student may owe money back to the Federal Program. According to the date of withdrawal, the Financial Aid Office will calculate the part of the grant the student earned and what is owed. Note: if the withdrawal was after earning 60% of the grant, the student will not owe any repayment.

Financial Wellness

Porterville College has taken the required steps to assist our students to become debt free, with a budget friendly toolkit, and overall financially educated through various avenues to further student success. Our goal is to help our students become financially independent from debt. Additional resources may be found on the Financial Aid Website under Financial Wellness.

Cost of Attendance

Enrollment Fee.....	\$46 per unit*
Non-resident/International (15 units max.)	\$229 per unit
Student Center Fee (\$5 max.).....	\$1 per unit
Health Fees (fall/spring)	\$12 per semester
Summer	\$9
Parking for on-campus classes	
Fall	\$20
Spring	\$20
Summer	\$10
Student ASB Card (optional)	\$15 per year**
Fall only	\$7.50
Spring only.....	\$7.50

In addition to college fees, students could expect average additional costs (*this budget reflects figures for an independent student*):

Room and Board (average).....	\$16,580 per year**
Books and Supplies (average)	\$1,080 per year**
Personal Expenses (average)	\$3,784 per year**
Transportation (average).....	\$858 per year**

*\$46 per unit cost is set by the state and may change.

**Per year is a nine month academic year.

Learning Center.....559-791-2227**Learning Center**

The Porterville College Learning Center offers free tutoring services to PC students who feel a need for assistance in a variety of subjects. Appointments with tutors may be made in the Learning Center. The Learning Center also offers the lab component of several writing, reading and math courses. Writing, reading, Spanish, science, and math instructors are available to help students with specific academic questions and concerns. The Learning Center also houses both the writing mentor and math mentor programs; both services are on a drop-in basis.

Math Mentors

The math mentors are students (*selected for their exceptional knowledge of math*) who assist other students who feel the need for additional assistance with their math assignments and/or test preparation. Math mentors work out of an office in the Learning Center and are available to help students working on printed assignments as well as assignments through their lab component in the Learning Center. Students are free to drop in on a first come, first serve basis throughout the day. See the math mentor schedule posted on their door (LRC-503A) in the Learning Center or on the college website..

Tutor Services

Free tutoring services are available to PC students who feel a need for assistance in a variety of subjects. Appointments with tutors may be made in the Learning Center.

Writing Mentors

The writing mentors are students (*selected by Language Arts faculty for their exceptional writing skills*) who assist other students with their assignments in English on a drop-in basis. Students may work with mentors on any writing assignment they are completing for any course at the college, and at any stage of the writing process, from learning how to generate ideas to mastering proofreading techniques. Mentors work out of an office in the Learning Center, where they have available computers, writing manuals, and other resources. Students are free to drop in on a first come, first serve basis throughout the semester. See the writing mentor schedule posted on their door (LRC-503C) in the Learning Center or on the college website.

Library, Resources and Services 559-791-2318

Porterville College Library houses over 30,000 print books and 40 print magazines, journal, and newspaper titles. The Library provides students and staff with access to 50 databases of full-text online information from periodicals and books. The PC community also has access to over 180,000 free, full-text ebooks. The Library's unique, special preservation collection "Valley Writers" offers over 700 titles from over 200 Central Valley authors.

Wi-Fi is available as well as 20 computer workstations for students. Library users can view and listen to library media resources. Study rooms, carrels, and the Reading Room provide study spaces. Faculty-reserved materials can be viewed and copied. For further information, call 559-791-2318 or visit the library web page at:

<https://www.portervillecollege.edu/node/144>.

NextUp559-791-2224

The NextUp program is a supplemental component of EOPS, designed to strengthen and support the higher education success, health, and well-being of current or former foster youth. NextUp assists with the transition to college and provides comprehensive and personalized support services as students pursue their educational/vocational goals at Porterville College. Services include academic counseling and career guidance, textbooks, and supplies, transportation assistance, mental wellness counseling, emergency housing assistance, and referrals to community resources. For more information and to apply for NextUp, contact the EOPS office.

Pass Leaders

A PASS leader is a student who has succeeded in a course and has been chosen by the instructor to act as a role model for other students. The PASS leader holds scheduled bi-weekly or tri-weekly study sessions for small groups of students in his or her course. A PASS leader's role is to demonstrate to other students how to succeed in a specific course with a particular instructor.

Peer and Embedded Tutors

Peer and Embedded Tutors provide tutoring assistance to students via drop-in and/or recurring appointments. Drop-in tutoring is on a first come, first served basis with the tutor on duty for the desired subject. Drop-in tutoring sessions are approximately 20 minutes. Students can arrange to have designated, recurring appointments with a specific tutor by contacting the Learning Center. Embedded Tutors also attend classes with students and provide tutoring assistance during the class. All tutors are College Reading and Learning Association (CRLA) International Tutor Training Program Certified.

Scholarships559-791-2319

Porterville College has many scholarships ranging from \$250 to \$4000. These scholarships are awarded to students presently enrolled and attending Porterville College, as well as graduating sophomores continuing their education at a four-year institution. Applicants are considered for all awards for which they qualify. Applications are available online at:

<https://www.portervillecollege.edu/financial-aid/scholarships>. For additional information on scholarships, contact the Porterville College Foundation Office at 559-791-2319.

Student Conduct.....559-791-2208

The Board of Trustees of the Kern Community College District, in support of public education and the exercise of general supervision of the campuses of the district, believes that student conduct must reflect the standards of good behavior expected by society. Since public education is furnished by the people of the district, it becomes privilege for students to have this opportunity to further their education. Students are expected to observe a proper standard of conduct, showing such respect for order, morality, personal honor and the rights of others as demanded of good citizens. Failure to do so will be sufficient cause for disciplinary action. The Student Code of Conduct may be reviewed at:

www.portervillecollege.edu/student-services/student-code-conduct or is available in the office of the Vice President of Student Services, AC-126. When working with student complaints, sexual harassment, discrimination, students with reported behaviors, academic integrity, or behavior intervention, the Office of the Vice President of Student Services at Porterville College reviews, investigates, and works with each student case carefully.

Textbooks/Supplies559-791-2252

Porterville College makes education available at the lowest possible cost for all students who attend. Supplies and “new” or “used” textbooks may be purchased at minimum cost in the college bookstore in the student center. Many titles are also available as “rentals” and/or “ebooks” at up to 80% off the “new” textbook price. The college bookstore stocks textbooks, school supplies and school spirit items. As a Barnes & Noble store, it can also special-order most non-course related books, and stocks a selection of reference books, bargain books and national best-sellers. It is open Monday-Thursday from 8 am -6:30 p.m. and Fridays from 8 am -11 am, with extended hours

during Join-A-Club week and Finals weeks. Please visit the bookstore website at www.portervillecollegebookstore.com for current store hours and course textbook requirements. The bookstore also offers exclusive promotions online at: www.facebook.com/PCBookstore.

Transfer Services 559-791-2329

The Transfer Center is available to assist students in making their transition to a four-year college or university a successful one. Here you will find resources and services that will assist you in researching public and private universities. Among the many services available to students are:

- Computers for use in Internet access to college and university information, major exploration, and completing online college applications
- Visits by university representatives
- UC and CSU Campus Tours
- CSU and UC application workshops
- Workshops for prospective transfer students including: Transfer requirements, Internet resources, and Financial Aid
- Transfer Admission Guarantee (TAG)
- Information about the Associate Degree for Transfer (AA-T/AS-T)
- Annual Transfer Fair
- Individual counseling appointments

The Transfer Center is located in AC-121. Visit us to explore the resources available to you or call 559-791-2329 to make an appointment.

Veteran's Education559-791-2222

Porterville College honors and supports the sacrifices of those who have served in our nation's military and is approved as an institution of higher learning for the training of veterans and dependents of veterans who are entitled to educational assistance.

To assist our veterans with their transition from the military to the classroom, Porterville College provides a Veterans Resource Center (VRC) located in the Academic Center building, room 116. The VRC is a relaxing place for student veterans to gather, meet with the veterans' counselor, study, talk with representatives from veteran service providers, or just enjoy the camaraderie of fellow veterans on campus. In addition, the center provides a copy machine for veteran use, a study room with computers, and a lounge area to have lunch or just take a break.

Veterans are also encouraged to participate in the Student Veterans Organization (SVO). The SVO is the student club that advocated for veteran issues on campus, and provides a social group setting to help veterans become successful in their adjustment to the college and civilian life. The SVO meets regularly and all veterans are encouraged to come to the meetings or join in its various activities.

It is important to remember that the Department of Veterans Affairs (VA) only pays benefits for courses that count toward your educational goal. Therefore, it is essential that the veterans meet regularly with the veterans' counselor to ensure courses taken will be approved by the VA.

Wellness Center / Nurse559-791-2212

The Wellness Center, provides health services to currently enrolled full- and part-time students. The purpose of the Wellness Center is to further the equality of educational opportunity and success for all Porterville College students by providing access to health services which promote the physical, emotional and social well-being of students. The Wellness Center maintains high quality health care services by establishing procedures treatments, activities and referral systems designed to meet student needs.

The student health fee gives the students full access to a full-time Registered Public Health Nurse available Monday through Friday and during evening hours as well.

Services included, but are not limited to, campus emergency care, first aid, nursing assessment and treatment of common acute illnesses and infections, TB tests, vision and hearing screening, blood pressure screening, and selected immunizations. If further off-campus medical evaluation or treatment is needed for injuries or ailments, students will be referred. Referral for individual counseling is available for students expressing the need for personal counseling. A rest area and some over-the-counter medications are available. First aid supplies are also located in strategic areas throughout the campus. Appointments are available but not necessary.

Students with chronic health problems of a serious nature (*diabetes, seizure disorder, cardiac problems*) are advised to inform the Wellness Center so that the best possible help can be rendered in case of an emergency.

Throughout the year the Wellness Center coordinates campaigns for better health, such as Red Ribbon Week, Great American Smoke Out, HIV/AIDS Awareness, Cancer Awareness and an Annual Health and Career Faire. Health education information and materials are also available on many topics.

When you visit the Wellness Center, you have the right to privacy, confidentiality, and to be treated with dignity. All records are confidential and cannot be released to anyone without written authorization. The only exception is when subpoenaed by court or when information is required by public health law.

Information on the Wellness Center may be obtained by calling 559-791-2212.

Campus Life

Art Gallery

Porterville College is fortunate to have one of the finer galleries to be found on a community college campus. Located near the college's center, this unique structure provides students and members of the community with a dedicated space in which to experience the visual arts. Gallery exhibits include artwork from local, regional, and occasionally, national or international artists, as well as the artwork of students. This college art gallery is an extension of the classroom and a connection to the community. The public, as well as students, are welcome at all exhibitions and receptions at the gallery.

C.H.A.P.

The Porterville College Cultural and Historical Awareness Program (*CHAP*) was organized in 2002 to enhance awareness on campus and in the community for important aspects of our culture to which they may previously have had little or no exposure. Each year, the members of *CHAP* (*including PC faculty, staff, and others*) choose a theme for the events, and faculty are encouraged to integrate the theme into their courses and encourage student participation at the events. Additionally, events (*such as guest speakers, panel discussions, and exhibitions*) are organized throughout the year free and open to the public. Recent themes have included "Spaceship Earth: Exploring the Interaction between People and our Planet" and "The Life of Books: the Written Word Past and Present". An annual "Distinguished Speaker in Anthropology" has also been selected and hosted through the *CHAP* event series. For more information, please contact the *CHAP* Coordinator, Anthropology Professor Robert Simpkins at 559-791-2464.

Food Services

Porterville College is pleased to announce that its Treasure Café is now open to the public from 7:30 a.m. to 2 p.m. Monday through Thursday for breakfast and lunch. The Treasure Café features freshly made soup, salads, wraps and an array of grill items. The café is located inside the Student Center.

Job, Entrepreneur, and Career (JEC) Center

The JEC Center at Porterville College provides personalized services and programs. Whether you need help choosing a major, exploring careers, starting your own business, or developing job search skills, our staff is here to help you make the necessary preparations to achieve your goals and to ensure a successful transition from academic life to the working world.

Library, Resources and Services

Porterville College Library houses over 30,000 print books and 40 print magazines, journal, and newspaper titles. The Library provides students and staff with access to 50 databases of full-text online information from periodicals and books. The PC community also has access to over 180,000 free, full-text ebooks. The Library's unique, special preservation collection "Valley Writers" offers over 700 titles from over 200 Central Valley authors.

Wi-Fi is available as well as 20 computer workstations for students. Library users can view and listen to library media resources. Study rooms, carrels, and the Reading Room provide study spaces. Faculty-reserved materials can be viewed and copied. For further information, call 559-791-2318 or visit the library web page at:

<https://www.portervillecollege.edu/node/144>.

Music

Students may enjoy the many offerings at Porterville College. A rich tradition of choral music (*including numerous successful tours by PC choirs*) provides vocal students with many opportunities for group performance. Academic classes in music (*such as Music Appreciation and World Music*) prepare students for transfer-level coursework.

Student Activities

Student activity programs are supported largely by the sale of Associated Student Body Cards, and students are encouraged to support the program. PC offers opportunities for students to participate in student government, campus activities, recreation, and cultural and social events. Student activities are monitored by the Student Senate, which meets each week.

Student Clubs

Formation of clubs is encouraged at Porterville College to provide outlets of expression for specialized interests. All clubs are coordinated through the Associated Student at Porterville College (*ASPC*) and Inter-Club Council (*ICC*).

The PC student clubs and organizations include:

- Anthropology Club
- Associated Students of Porterville College
- Business, Entrepreneurship & Technology
- Chicanos/Latinos for Community Medicine
- Harry Potter Book Club
- MEChA Club
- Music Club
- Native American Club
- Otaku Club
- PC Aggies
- Phi Theta Kappa
- Veterans Club

Academic Information and Standards

Academic Advising

Students should see a counselor each term to help plan their academic programs and to make sure they are taking the appropriate classes for their educational goals. In planning a program, students should consider (1) the general requirements prescribed by the college; (2) the special requirements in the major field of study; (3) the general requirements of any future college or university the student may expect to attend; and (4) the most desirable electives.

The normal program includes 15 credits of work per semester. Many students can complete the requirements for graduation in four semesters providing there are only slight variations from the normal program.

Nineteen credits constitute a maximum study program without special approval. Only students with proven scholastic ability should enroll for a maximum program.

Academic Freedom

The district, the colleges and faculty will adhere to the following in regard to academic freedom:

1. Education in a democracy depends upon earnest and unceasing pursuit of truth and upon free and unrestricted communication of truth.
2. Faculty members shall be free to exercise academic freedom, including freedom of investigation, freedom of discussion in the classroom, freedom to select texts and other instructional materials, freedom of assignment of instructional exercises, and freedom of evaluation of student efforts.
3. Faculty members acknowledge that in the exercise of academic freedom they have a responsibility to be accurate and comprehensive in making reports, to be fair-minded in making interpretations and judgements, to respect the freedoms of other persons, to exclude irrelevant matters from classroom discussions and instructional exercises, and to make appropriate distinctions between statements of fact made as faculty subject matter specialists and opinions made as private citizens.
4. The college recognizes the fundamental right of the faculty member to be free from any censorship or restraint which might interfere with the faculty member's obligation to pursue truth and maintain his/her intellectual integrity in the performance of his/her teaching functions.

Academic Instructional Methods

In case of an unexpected emergency, the college reserves the right to change the schedule of classes and/or teaching modalities as necessary, to meet the academic needs of our students. Our commitment is to ensure academic continuity to the greatest extent, while also ensuring the health and safety of students and employees.

Academic Renewal

Previously recorded substandard academic performance may be disregarded if it is not reflective of a student's demonstrated ability. The District Chancellor shall establish procedures that provide for academic renewal.

At least two years have elapsed since the coursework to be alleviated was recorded; at least eighteen (18) units of satisfactory coursework with a GPA of 2.5 have been completed subsequent to the coursework to be alleviated; and then student would initiate the request for academic renewal. This written petition will go to the Vice President or designee.

Articulation

Transfer Students

Articulation is the planned process linking together two educational institutions to help students make a smooth transition without experiencing a delay or duplication of coursework from the community college to the four-year College or university. Porterville College has articulation agreements with a variety of institutions of higher education. Students planning to transfer from Porterville College to a UC or CSU campus can find articulation information online at: www.assist.org or in person at the Counseling Center (AC 126). ASSIST

www.assist.org is a database that contains information on lower-division major requirements and general education requirements and their equivalent at the Community College.

Current Porterville College students wishing to find out more about articulated courses or transfer information contact the Counseling Center at (559) 791-2329.

Articulation/Credit By Exam Agreement

An articulation agreement is a formal, written and published document that describes which coursework from the "sending" institution (e.g. college, high school/ROCP/Adult School is accepted as a comparable to or in lieu of coursework at the "receiving" institution (e.g. community college, University.)

For a current list of PC courses articulated with local high schools check the college website.

For a current list of PC courses articulated with colleges and universities check ASSIST www.assist.org.

Behavior Intervention Team (BIT)

This team of professionals meet throughout the semester to discuss specific student cases that have been referred to respond to student needs. The BIT Team provides proactive assessment and early intervention to individuals who are exhibiting concerning behaviors, to both support students and assist faculty/staff. The team is committed to ensuring community wellness and safety to the campus community by providing an environment where individuals are free to work and learn in a safe and supportive environment.

Catalog Rights / Continuous Enrollment

Students graduating within five (5) academic years of initial enrollment shall have the option of completing either:

- a. the degree requirements of the College catalog in effect at the time of initial enrollment;

OR

- b. any set of revised degree requirements published in a subsequent Porterville College catalog.

Students graduating more than five (5) academic years after initial enrollment must adhere to the specific degree requirements in effect in any Porterville College catalog within the five-year period prior to the students' graduation. To maintain catalog rights, the student must maintain continuous enrollment during the five (5) year period. Continuous enrollment means the student must earn a grade of "A", "B", "C", "D", "F", "NP", "P", "I", "IP", "RD", or "W" in at least one course each academic year. For the purposes of continuous enrollment, an academic year begins with the summer semester and includes the following fall and spring terms. Petitions for exceptions should be directed to the Vice President of Academic Services. Catalog rights apply only to Porterville College graduation and program requirements. If other institutions change their requirements for entrance, graduation, satisfaction of general education patterns, or change their requirements in other ways, it may be necessary for the student to meet the new requirements upon transfer, even if continuous enrollment has been maintained. Prerequisites override catalog rights.

Confidentiality of Student Records

Student record means any item of information directly related to an identifiable student, other than directory information, which is maintained by a community college whether recorded by handwriting, print, tapes, film, microfilm, or any other means.

Student record does not include:

- Confidential letters and statements of recommendation.
- Information provided by a student's parents related to financial aid or scholarships.
- Information related to a student that remains in the sole possession of the maker (*e.g. individual counselor or instructor notes*).
- Information related to a student created or maintained by a physician, psychiatrist, psychologist in his or her professional capacity.
- Information maintained by a community college law enforcement unit, and the information is used solely for law enforcement purposes.

Directory information may include one or more of the following items: student's name, address, telephone number, date and place of birth, major field of study, e-mail address, photograph, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous public or private school attended by the student, and any other information authorized in writing by the student.

The Office of Admissions and Records are the designated keepers of student records. The office shall not release any information from the official student records (*other than directory information*) to any outside person or group unless the student provides a signed and dated release or a legally valid subpoena is received. Access may be permitted to:

- Officials and employees of the district and college if those persons have legitimate educational needs to inspect the records;

- Auditors, other federal, state and local officials pursuant to state law;
- Agencies in connection with financial aid;
- Organizations conducting approved educational studies;
- Appropriate persons in connection with an emergency situation, officials of other public or private schools or school systems, where the student seeks to attend.

The College Director of Enrollment Services may authorize the release of directory information about students who have authorized the release of that information to legitimate educational institutions, governmental agencies, firms that perform contracted work on behalf of the college or district, and other agencies that have legitimate need for this information upon receipt of a formal request on official letterhead from the organization making the request.

If a student does not want this information released, the student must check the privacy requested boxes on the online admissions form or the update form.

Controlled Substances

The use, sale, or possession on campus of, or presence on campus under the influence of, any controlled substance is prohibited by law. Violation of this policy will result in disciplinary action as outlined in the Student Code of Conduct.

Credits Allowed from Other Institutions

Porterville College grants credit for lower division work from accredited colleges or universities. Transferred courses may count toward completion of general education, majors, certificates, electives, and developmental or prerequisite requirements. Before an evaluation of courses from other colleges and universities can be completed, students must submit official copies of transcripts showing all attempted work from each college or university attended. Unofficial copies of transcripts cannot be used to officially evaluate courses for transfer.

When a degree evaluation application has been submitted, the campus evaluator will complete an official evaluation of the transferred courses. Students wishing to have transcripts evaluated prior to the formal degree evaluation process may do so by completing the Request for Transcript Evaluation in the Office of Admissions and Records. For courses taken from out-of-state or private colleges where a catalog and course descriptions are not on file at the college, the student will be responsible for providing a copy of the course descriptions to the campus evaluator.

Failure to provide official transcripts will delay and possibly prevent graduation. Transcripts should be sent directly from the college or university to the Porterville College Office of Admissions and Records. All transcripts become the property of the college and will not be returned or released to other institutions.

Dismissal from Classes

An instructor may, for good cause as defined by law, remove a student from class for the day and the next class meeting. The Kern Community College District Student Discipline Policy

provides for due process and stipulates the procedure for administration of discipline. The policy is available in the office of the Vice President of Student Services, AC-126 and is also located on the college website.

Faculty Office Hours

Porterville College is noted for the close academic relationship between faculty and students. The educational benefit of the student being able to know and talk personally with his or her instructor is an invaluable part of the instruction offered at Porterville College. During the fall and spring semester each member of the full-time faculty schedules office hours each week for this purpose. This schedule is posted outside the instructor's office. Students are encouraged to take advantage of this opportunity, the benefits of which include:

- Assistance in understanding and achieving specific course requirements,
- Development of concepts and understanding beyond the course expectancies,
- Insights into career opportunities within the instructor's area of expertise,
- Direction in meeting requirements in a transfer major, specifically if that major is within the instructor's area of expertise.

Grades and Credits

Grading System

Grades are earned and awarded in each course and are recorded on the student's permanent record at the end of each academic term. Evaluation of student achievement will be made in relation to the attainment of the specific objectives of the course. At the beginning of a course the instructor will explain these objectives and the basis upon which grades are determined. A student's work is considered satisfactory when he/she maintains an average of "C" (*grade point average 2.0*) or higher.

Non-degree applicable credit course grades are not counted in calculating grade point averages for graduation or transfer.

Prerequisites or graduation requirements may require a grade of "C" or higher (*see course descriptions*).

Grade	Grade Points
A - Excellent	4 per unit
B - Good.....	3 per unit
C - Satisfactory	2 per unit
D - Passing, Less Than Satisfactory.....	1 per unit
F - Failing.....	0 per unit
AU - Audit.....	Not computed in GPA
P - Pass.....	Not computed in GPA
NP - No Pass	Not computed in GPA
I - Incomplete	Not computed in GPA
W - Withdrawn.....	Not computed in GPA
IP - In Progress.....	Not computed in GPA
RD - Report Delayed	Not computed in GPA

MW - Military Withdrawal Not computed in GPA

AU - Audit

This grade is issued to students who enroll in classes in an audit status. It will not count in GPA.

Pass / No Pass

Some courses are offered on a pass/no pass basis. Upon successful completion of such a course, unit credit will be awarded. However, courses taken on a pass/no pass basis are not used in the computation of a student's grade point average.

Regulations for such courses are:

1. A maximum of 12 units may be taken on a pass/no pass basis and applied toward the AA and AS degrees at Porterville College.
2. A maximum of three units per semester may be taken on a pass/no pass basis. Exceptions to this rule may be made by the Vice President of Student Services in cases involving Nursing, Radiologic Technology, and special remedial programs.
3. In courses in which pass/no pass is authorized, the pass grade is granted for performance which is equivalent to the letter grade of "C" or better.
4. Combination classes (*pass/no pass or grades*) must have an A, B, C, D, F and pass/no pass system.
5. Petitions for pass/no pass must be filed with the Office of Admissions and Records no later than the last day of the fourth week of the semester or the last day of the second week of summer session.
6. When a student has established the basis for grading as pass/no pass or a letter grade, he/she may not elect to change after the established deadline.
7. Courses in which pass/no pass grading may be used must be so designated by the department involved. A department may require majors to obtain letter grades in that department's major subjects.

Pass/no pass forms are available in the Office of Admissions and Records.

I - Incomplete

Students may request that instructors issue "I" grades when they have an unforeseeable emergency and justifiable reasons at the end of the term. The instructor must indicate the grade to be assigned in lieu of the 'I' if the requirements are not completed. An 'I' must be made up no later than one year following the end of the term in which it was assigned. An 'I' may not be assigned as a withdrawal grade. If the work stipulated is not completed within the time limitation, the grade assigned in lieu of the work being completed will be entered on the permanent record.

W - Withdrawn

The student has withdrawn from a course or has been dropped from a course by the instructor between the dates indicated in these regulations.

MW – Military Withdrawal

MW grades are given to students called up to active duty in the military. Upon presentation of orders, an MW grade is awarded for each class for which the student was enrolled, regardless of when the student stopped attending. MW grades are non-evaluative and do not count in computing the grade point average, nor are they used in calculating progress probation/dismissal. Upon returning from active duty, the student is considered a continuing student with no break in attendance. They retain original catalog rights and resume the same level of priority registration.

EW- Excused Withdrawal

Excused Withdrawal (EW) occurs when a student is permitted to withdraw from a course(s) due to specific events beyond the control of the student affecting his or her ability to complete a course(s). The EW shall not be counted in progress probation and dismissal calculations, and shall not be counted toward the permitted number of withdrawals or counted as an enrollment attempt.

IP - In Progress

The 'IP' indicates the course extends beyond the normal end of an academic term and work is in progress, or the course is listed as an open-entry/open-exit course, and has been approved by the instructor to register and complete course requirements in the succeeding semester in order to receive credit and a course grade. The grade and unit credit will appear on the student's permanent record for the term in which the course work is completed. The 'IP' cannot be given more than twice for any particular course. If a student enrolled in an open-entry, open-exit course is assigned an 'IP' at the end of an attendance period and does not re-enroll in that course during the subsequent attendance period, the instructor shall assign a grade (*A, B, C, D, F, P, or NP*) to be recorded on the student's permanent record for the course.

RD - Report Delayed

'RD' is assigned by the Office of Admissions and Records when there is a delay in reporting the grade of a student due to circumstances beyond the control of the student.

Grade Reports

Final grades will be made available to students on the Porterville College web registration system as soon as possible after the end of each academic term. There will be no additional notification of grades completed or corrected.

Grade Changes

The instructor of each course shall determine the grade to be awarded each student. The determination of the student's grade by the instructor shall be final in the absence of mistake, fraud, bad faith or incompetence. A judgment to change or expunge a grade for reasons of mistake, fraud, bad faith, or incompetence shall be made by the Vice President of Academic Affairs after consultation with the student, the instructor, and the Division Chair. All parties noted above shall be notified in writing of any changes.

Class Non-Participation Process

Students are expected to attend, complete assignments, and par-

ticipate fully in all classes in which they are enrolled. Students may be withdrawn at any point in the semester for non-attendance and/or non-participation. At the end of the term, faculty will be responsible for determining the last participation date for students who have failed, or withdrawn after the 20 percent date.

Faculty may determine the appropriate date for each student who stops participating using criteria, such as:

- Student fails to complete class assignments
- Student stops attending class
- Student is not engaging in classroom discussions
- Student is not participating in classroom activities

Non-Traditional College Credit

Three forms of non-traditional college credit which a student may request to be added to the Porterville College transcript are:

1. Advanced Placement Program

Porterville College recognizes high achievement by students who have successfully completed one or more Advanced Placement Examinations as authorized by the College Entrance Examination Board.

Students who have successfully completed courses in the Advanced Placement Program with a score of 3, 4 or 5 may be granted credit for purposes of general education certification, graduation, advanced placement in the college's sequence courses, and for curriculum requirements. A petition may be obtained in the Office of Admissions and Records.

Students may receive credit for Advanced Placement Examinations if scores are sent to the college. The college will confirm the credit granted. If students choose not to receive credit for AP exams, they should inform the Office of Admissions and Records prior to registration or as soon as possible during the first semester of attendance. Please be aware that other institutions, particularly four-year colleges/universities, may evaluate your advanced placement scores and credits differently. See Advanced Placement chart on page 39.

2. Credit by Examination

Credit may be granted to any student who satisfactorily passes an examination approved by discipline faculty and conducted by a designated authority of the College. Such credit may be granted only to a student who is registered at the College and is in good standing, and only for a course listed in the College catalog. Credit by examination is not available for all courses.

- The nature and content of the examination shall be determined solely by faculty in the discipline who normally teach the course for which credit is to be granted in accordance with procedures approved by the curriculum committee. The faculty shall determine that the examination adequately measures mastery of the course content as set forth in the outline of record.
- A separate examination shall be conducted for each course for which credit is to be granted. Credit may be awarded for prior experience or prior learning only in the individually identified courses for which examinations are conducted.

- The student's academic record shall be clearly annotated to reflect that credit was earned by examination.
- Grading shall be according to the regular grading system, approved by the Board of Trustees.
- Units for which credit is given pursuant to the provisions of this section shall not be counted in determining the twelve (12) semester hours of credit in residence required for an associate degree.
- The District may charge the student a fee for administering the examination, but this fee shall not exceed the enrollment fee for the course for which credit by examination is to be awarded.

To apply for Credit by Examination a student obtains a Credit by Examination Application form in the Office of Admissions and Records.

Military Credit

Porterville College may grant veterans elective credits for specific service experience and certain educational training while in the service. Evaluation of such experience and training will be made by the Office of Admissions and Records. Credit evaluations will conform to the regulations set forth by the State Approval Agency of the California State Department of Education and the recommendations of the American Council on Education. A maximum of 12 semester units will be allowed.

A minimum of 12 semester units of satisfactory work must be completed at Porterville College prior to granting of credit under this program.

Plagiarism and Cheating (Academic Honesty)

Plagiarism Defined:

Plagiarism is defined as the act of using the ideas or work of another person or persons as if they were one's own, without giving credit to the source. Such an act is not plagiarism if it is ascertained that the ideas were arrived at through independent reasoning or logic or where the thought or idea is common knowledge.

Acknowledgment of an original author or source must be made through appropriate references, i.e., quotation marks, footnotes, or commentary. Examples of plagiarism include, but are not limited to, the following: the submission of a work, whether in part or in whole, completed by another, failure to give credit for ideas, statements, facts or conclusions which rightfully belong to another; in written work, failure to use quotation marks when quoting directly from another, whether it be a paragraph, a sentence, or even part thereof; close and lengthy paraphrasing of another's writing or programming. A student who is in doubt about the extent of acceptable paraphrasing should consult the instructor.

Students are cautioned that, in conducting their research, they should prepare their notes by (a) either quoting material exactly (*using quotation marks*) at the time they take notes from a source; or (b) departing completely from the language used in the source, putting the material into their own words. In this way, when the material is used in the paper or project, the stu-

dent can avoid plagiarism resulting from verbatim use of notes. Both quoted and paraphrased materials must be given proper citations.

Cheating Defined:

Cheating is defined as the act of obtaining or attempting to obtain or aiding another to obtain academic credit for work by the use of any dishonest, deceptive or fraudulent means. Examples of cheating during an examination include, but are not limited to, the following: copying, either in part or in whole, from another's test or examination; discussion of answers or ideas relating to the answers on an examination or test unless such discussion is specifically authorized by the instructor; giving or receiving copies of an examination without the permission of the instructor; using or displaying notes, cheat sheets, or other information or devices inappropriate to the prescribed test conditions, as when a test of competence includes a test of unassisted recall of information, skill, or procedure; allowing someone other than the officially enrolled student to represent the same. Also included are plagiarism as defined and altering or interfering with the grading procedures.

Scholastic Recognition

Special recognition is accorded to students whose academic achievement in any one semester meets the requirements for placement on either the President's List, the Dean's List or the Limited (*Part-Time*) Dean's List.

To qualify for one of the honors lists, the student must have earned the following grade point average and grade points in classes where a letter grade is assigned:

Honors Designation

President's Honor List Criteria: Semester GPA of 3.5 with a minimum of 42 grade points and enrolled full-time (*12 credits*).

Dean's Honor List Criteria: Semester GPA of 3.0 with a minimum of 36 grade points.

Limited (*Part-Time*) Dean's Honor List Criteria: Semester GPA of 3.0 with a minimum of 18 grade points.

Honors Recognition at Commencement

Students who have completed at least 60 units in degree applicable letter-graded courses with at least 12 of those units at Porterville College, and who have earned a cumulative grade point average of 3.5 or higher will be identified in the Graduation Programs and recognized at the Commencement Ceremonies as "Honors Graduate".

Honors Societies

Students may qualify for membership in honor societies based on GPA.

Student Complaint Procedure

The Student Complaint Procedures are established so that students can resolve difficulties/problems they encounter in College-related activities. The Student Complaint policy is designed to consider an alleged wrong against a student. Efforts will be made to resolve a complaint in a timely and fair man-

ner. Students who content they have been treated unfairly have the right, without fear of reprisal, to use a written procedure in their attempt to right an alleged wrong. Student complaints are taken seriously; therefore, the complaint must be of a compelling, substantive, and verifiable nature. Repeated filings of the same complaint, filings of a frivolous nature, or capricious complaints against school personnel will be considered abuse of the student conduct and/or complaint process. Such repeated filings will be referred to the College President for a decision. The Vice President of Student Services, or designee, shall be responsible for the administration of the student complaint policy. Student complaints are processed according to Kern Community College District (KCCD) Board Policy, procedures 4F9 (a and b). A copy of the complaint procedures is available in the office of the Vice President, Student Services (AC-126) or they can be found on the website at:

<https://www.portervillecollege.edu/student-services/complaint-procedures>

These procedures apply to student complaints such as:

- Assignment of grades (*See Policy 4C4C for final grade changes*)
- Course content
- Access to classes
- Verbal or physical abuse by faculty, staff, or students
- Faculty Member refusal to confer with student(s)
- Harassment

These procedures do not apply to student complaints which involve:

- Unlawful Discrimination (*see Policy 7D4*)
- Sexual Harassment (*see Policy 7D2*)

The College President will determine and publicize which administrative office will receive and administer the following issues:

- Student complaints
- Complaints related to unlawful discrimination (*see Policy 7D4*)
- Complaints related to sexual harassment (*see Policy 7D2*)

Any party to a complaint may be represented by one (1) person on the College staff or student body.

Filing of complaints against any party is a serious undertaking. Prior to filing a written complaint, and within ten (10) instructional days of the incident leading to the complaint, the student(s) should contact the staff member involved in an attempt to resolve the issue. If this attempt is not feasible or does not resolve the problem, the student(s) may initiate Level I action. Complaints may not be filed after ninety (90) instructional days from the date of the incident leading to the complaint.

Notices sent to the last email address available in the records of the College shall be presumed to have been received and read.

Most complaints, grievances or disciplinary matters should be resolved at the campus level. This is the quickest and most successful way of resolving issues involving a California Community College (CCC). You are encouraged to work through the

campus complaint process first before escalating issues to any of the following resources. Issues that are not resolved at the campus level may be presented:

- To the Accrediting Commission for Community and Junior Colleges (ACCJC) at: <http://www.accjc.org/complaint-process> if your complaint is associated with the institution's compliance with academic program quality and accrediting standards. ACCJC is the agency that accredits the academic programs of the California Community Colleges.
- To the CCC Chancellor's Office by completing the web form if your complaint does not concern CCC's compliance with academic program quality and accrediting standards.

Nothing in this disclosure should be construed to limit any right that you may have to take civil or criminal legal action to resolve your complaints

Traffic and Parking Regulations

General Regulations

Students must purchase a parking permit to park on the Porterville College campus. Parking permits are available for purchase online at www.permitsales.net/portervillecollege. One-day parking permits can be purchased at the parking kiosk in the Student Center for \$1.00.

Parking permits are valid only when displayed in the proper manner in/on the vehicle. Proper posting of permits is on the driver's side, lower left side of the windshield. Vehicles parking at Porterville College must be in a designated parking stall, face forward, within the two painted lines and not over the front painted limit line. Limited time (30 minutes) visitor parking is provided at the front of the college. Porterville College staff and/or students are NOT visitors or guests. Guests/visitors using limited time parking do not require parking permits.

In case of extended visits, guest/visitor parking permits may be obtained at the Information Desk in the Academic Center. The completed guest/visitor parking permit shall be placed in plain view atop the left side of the dash.

All parking permits are the responsibility of the holder and/or purchaser and will not be replaced if lost or stolen. Report lost/stolen permits to campus security and complete an incident report, available from campus security or the Information Desk.

No person shall drive, park or leave standing any motor vehicle, motorcycle, moped or motor-driven cycle upon any area not designated for motor vehicle use including any lawn, athletic field, practice area, or sidewalk.

Read and obey all traffic and parking signs and markings.

Anyone receiving a citation is allowed to file an appeal contesting the action. Information is listed on the back of the citation and on the college website. The decision from a written appeal is final.

Minimum fine for citations issued is \$25.00.

Parking Defined:

To park or leave standing any type vehicle, whether occupied or not, other than for the purpose of, or while actually engaged in, loading or unloading passengers and/or equipment. Vehicles shall not be parked or left standing, even though occupied by driver and/or passenger in a loading zone, disabled zone, limited-time zone or any other limited or restricted parking zone, other than that time specified by sign and/or curb markings, or areas not designed for use.

Parking Zones

- Staff Only Parking – Staff parking zone is reserved for Porterville College staff with a valid staff or adjunct parking permit
- Law Enforcement Only Parking - Reserved for the exclusive use of public law enforcement vehicles.
- Orange Curbed Zone: District parking zone for “E” (*exempt*) district vehicles only.
- Yellow Curbed Zone: Reserved for the exclusive use of public carriers and/or school buses.
- Yellow Posted Zone: Reserved for the exclusive use of district vehicles; loading/unloading passengers (*3 minutes*); loading/unloading of materials only (*30 minutes maximum*). May be used by employees, students, visitors and/or vendors.
- Green Zone: For the exclusive use of guests and visitors only, limited to 30 minutes. Other special parking permits may be requested at the Office of Admissions and Records.
- Red Zone: No parking any time – tow away zone.
- Blue Zone: Reserved for the exclusive use of disabled parking.

Security Department

Emergency 559-791-2200
 and/or call 911
 Campus security 559-791-2440
 Traffic citations/appeals On back of citation

Porterville College - Credit for Advanced Placement (AP) Tests

Students are granted units and subject credit for the Porterville College degree with Advanced Placement Test with scores of 3, 4, or 5. Students must have the College Board send AP exam results to Porterville College Admissions and Records Office (hand carried copies will not be accepted). The outline below represents credit granted toward Porterville College only. Student transferring to a four-year university must consult with the receiving institutions policies on AP Credit. Please consult with a counselor for assistance in understanding AP credit toward local and/or transfer programs and degrees.

AP Exam	Required Score	PC Equivalent Course	PC Units	CCCC or PC GE Area	CSU Breadth Area	IGETC
Art History	3,4, or 5	ART P113 and ART P114	6	L	C1 or C2	3A/3B
Biology	3, 4 or 5	BIOL P110	4	E	B-2 + B-3	5B and 5C
Calculus AB	3, 4, or 5	MATH P103	4	D, I	B-4	2A
Calculus BC	3	MATH P103	4	D, I	B-4	2A
Calculus BC	4, 5	MATH P103 and MATH P104	8	D, I	B-4	2A
Chemistry	3, 4, 5	CHEM P106	4	Area F	B1 + B3 If taken prior to Fall 2009	5A and 5C
Chinese Language and Culture	3, 4, or 5	N/A	3	L	C2	6A and 3B
Comparative Government and Politics	3, 4, or 5	POLS P102	3	H	D8	4H
Computer Science A	3, 4, or 5	N/A	3	Elective	NA	NA
Computer Science Principles	3, 4 or 5	N/A	3	Elective	NA	NA
English Language & Composition	3, 4 or 5	ENGL P101A	4	B	A-2	1A
English Literature & Composition	3, 4, or 5	ENGL P101A	4	B	A-2 + C2	1A/3B
Environmental Science	3, 4 or 5	N/A	4	Elective	B2 + B3 If taken prior to Fall 2009	5A/5C
European History	3, 4 or 5	HIST P104 & P105	6	H or L	C2 or D6	3B/4F
French Language and Culture	3, 4 or 5	N/A	3	L	C2	6A and 3B
German Language	3, 4 or 5	N/A	3	L	C2 If taken prior to Fall 2009	6A and 3B
Human Geography	3, 4 or 5	GEOG P113	3	H	D5	4E
Italian Language and Culture	3, 4 or 5	N/A	3	L	C-2	6A and 3B

EA 10/10/2017

Porterville College - Credit for Advanced Placement (AP) Tests

Students are granted units and subject credit for the Porterville College degree with Advanced Placement Test with scores of 3, 4, or 5. Students must have the College Board send AP exam results to Porterville College Admissions and Records Office (hand carried copies will not be accepted). The outline below represents credit granted toward Porterville College only. Student transferring to a four-year university must consult with the receiving institutions policies on AP Credit. Please consult with a counselor for assistance in understanding AP credit toward local and/or transfer programs and degrees.

Japanese Language and Culture	3, 4, or 5	N/A	3	L	C-2	6A and 3B
Latin	3, 4 or 5	N/A	3	L	C-2	6A and 3B
Macroeconomics	3, 4 or 5	ECON P102	3	H	D2	4B
Microeconomics	3, 4 or 5	ECON P101	3	H	D2	4B
Music Theory	3, 4 or 5	N/A		L	C1 If taken prior to Fall 2009	
Physics	3, 4 or 5	PHYS P102A & PHYS P102B	8	D, F	B-1 + B-3, If taken prior to Fall 2013 for AP Physic B	5A and 5C
Physics Mechanics	3, 4 or 5	PHYS P104A	4	D, F	B-1 + B-3	5A and 5C
Physics C Electricity/ Magnetism	3, 4 or 5	N/A	4	D,F	B-1 + B-3	5A and 5C
Psychology	3, 4 or 5	PSYC P101A	3	H	D-9, E	4I
Seminar	3, 4 or 5	N/A	0	Elective	N/A	
Spanish Language	3, 4 or 5	SPAN P102	5	L	C-2 If taken prior to Spring 2014	6A and 3B
Spanish Language and Culture	3, 4 or 5	SPAN P102	5	L	C-2	6A and 3B
Spanish Literature and Culture	3, 4 or 5	N/A	5	L	C-2	6A and 3B
Statistics	3, 4 or 5	MATH P122	4	D, I	B-4	2A
Studio Art - 2D Design	3, 4 or 5	ART P106	3	N/A	N/A	
Studio Art - 3D Design	3, 4 or 5	ART P107	3	N/A	N/A	
Studio Art - Drawing	3, 4 or 5	ART P103	3	N/A	N/A	
U.S. Government and Politics	3, 4 or 5	POL P101	3	G	D	4H
U.S. History	3, 4 or 5	HIST P117 & 118	6	G	D	3B/4F
World History	3, 4 or 5	HIST P101 & 102	6	J	D	3B/4F

Graduation and General Education

Certificates and Degrees Offered at Porterville College

Students have many different goals in mind when they enroll at Porterville College. Some plan to earn a certificate to enhance their job skills while others want to earn a two-year degree and/or transfer to a four-year university.

Porterville College offers the following certificate and degree programs:

- Associate in Arts for Transfer and Associate in Science for Transfer degrees are intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees are guaranteed admission to the CSU system, but not a particular campus or major.
- Associate in Arts and Associate in Science degrees can be used to obtain necessary skills for a range of possible careers or they may be used to transfer to a four-year institution.
- Certificates of Achievement are awarded to students who complete formal instructional programs of at least 18 units designed to prepare them for a specific field or endeavor.
- Job Skills Certificates are awarded upon the satisfactory completion of coursework (*less than 18 units*) in a specific area of study. Job Skill Certificates are not included on transcripts.

Associate Degrees for Transfer

California Community Colleges are offering associate degrees for transfer to the CSU. These may include Associate in Arts (AA-T) or Associate in Science (AS-T) degrees. These degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T or AS-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses.

Students who have been awarded an AA-T or AS-T are able to complete their remaining requirements for the 120-unit baccalaureate degree within 60 semester or 90 quarter units.

To view the most current list of Porterville College Associate Degrees for Transfer and to find out which CSU campuses accept each degree, please see a counselor. Current and prospective community college students are encouraged to meet with a counselor to review their options for transfer and to develop an educational plan that best meets their goals and needs.

Applying for Graduation

Students must complete a "Degree Evaluation Petition" to begin the formal process of applying for graduation. These petitions are available online at:

<https://www.portervillecollege.edu/node/111>. Although the filing periods change from term to term, the deadline for applying to graduate is generally around the middle of the term prior to the term in which you plan to complete your degree.

You should see a counselor regarding the application deadlines and degree evaluation process or check online under commencement for further information on graduating. Admissions will contact students regarding "Degree Evaluation Petitions" using the students college assigned email account.

Commencement Ceremony

Commencement ceremony is held only once a year in May. In order to participate in commencement, students must have completed and/or be enrolled into all of the requirements that will complete their degree.

Philosophy of General Education for the Associate Degree

The faculty and administration at Porterville College recognize that the associate degree is a valuable and unique college degree which includes courses and requirements that may be different from or are not available at upper division institutions. Therefore, the general education component of the associate degree requirements emphasizes the special needs of the students of this community who may be terminating formal education for a time with the associate degree.

In keeping with the general philosophy of Porterville College, general education for the associate degree stresses the educational process to enhance the intellectual potential and personal worth of all students. Each student is assisted in developing the skills necessary to achieve personal goals and acquire the knowledge and attitudes essential for a self-fulfilling, satisfying life. It reflects the conviction that those individuals who qualify for an associate degree must have an awareness of certain basic principles and concepts shared by various disciplines.

A core program of essential skills is required of all students completing the general education requirements for the associate degree. These skills, required of a productive and educated member of society, include: being able to read, write and speak clearly and correctly and use mathematics effectively.

In addition to the core skills, certain other knowledge is essential to an informed member of society. This knowledge includes: the methods of scientific inquiry and evaluation of the physical and biological environment; an understanding of the political structure of government required of a citizen; methods of inquiry and critical thinking; an ability to fully appreciate and constructively use artistic expression, cultural activities and aesthetic values; to be computer literate; and to be a wise consumer; to acknowledge the value of diversity in other cultures and societies; to achieve good physical and mental health; and to be aware of ethical and moral constraints placed on society and the individual.

PORTERVILLE COLLEGE GENERAL EDUCATION PATTERN 2020-2021

GRADUATION REQUIREMENTS

- An Associate in Arts or Associate in Science degree is awarded to those who complete a minimum of sixty (60) credits in associate degree level courses with at least a 2.0 cumulative grade point average.
- A minimum of twelve (12) credits must be earned in residence at this institution.
- At least 18 units must be completed in a major and all major requirements must be completed with a A, B, C or P. A “P” (pass) grade is not an acceptable grade for courses in the AA-T or AS-T major.
- A minimum of eighteen (18) semester units of general education must be completed (*see General Education Check list*). A course designated by each College as meeting the Multi-Cultural or Diversity requirement must be taken in at least one of these four (4) areas. Courses counted to meet this general education requirement must be completed with a grade point average of 2.0 or better.
- Competency Requirements:
 - a. Completion of English P101A with a minimum grade of “C”.
 - b. Completion of Intermediate Algebra with a minimum grade of “C”.
- In order to receive a degree, students must submit the Degree Evaluation petition.

Requirements for the Associate in Arts (AA) and the Associate in Science (AS) Degrees

Degree requirements include the following: courses in your major, one of the three general education patterns, and additional campus graduation requirements as follows.

• Major Requirements

The courses required for your major are listed in the college catalog. You are encouraged to download a catalog from the Porterville College web site the first term you enroll and keep this throughout your education at Porterville College.

• General Education Patterns

There are three general education patterns you may select from to complete your requirements. Your specific academic goal will determine which one of these checklists to follow. The following table will help you decide which checklist is more appropriate for you:

If you are...	You should follow...
Not planning to transfer after degree completion	The PC General Education Checklist
Planning to transfer to a California State University (CSU) after degree completion	Either the CSU General Education Breadth or the IGETC checklists
Planning to transfer to a University of California (UC), California State University (CSU) or independent college after completing your degree	The IGETC checklist.

• Additional Campus Graduation Requirements

In addition to the major and general education requirements indicated above, you must also complete the following campus graduation requirements: Education (*PC general education checklist*); Multicultural Studies (*PC general education checklist*); and three credits of Health Education/P.E. activity courses. Taking additional campus graduation requirements do not apply to students completing an Associate in Arts for Transfer (AA-T) or Associate in Science for Transfer (AS-T) degree.

Combine these areas and, if necessary, elective courses must equal 60 total credits with a minimum total grade point average of 2.0 in order to graduate.

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

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 California community colleges. 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 degree (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. Taking additional campus graduation requirements do not apply to students completing an Associate in Arts for Transfer (AA-T) or Associate in Science for Transfer (AS-T) degree.

Dual Degrees / Majors:

To be eligible for multiple Associate degrees a student must complete all graduation requirements for each degree.

(Summer 2016)

Program Learning Outcomes: Communications: Students will read, write, speak and listen effectively; Critical Thinking: Students will think independently, creatively, and critically so they can make informed and logical judgements of the arguments of others, arrive at reasoned and meaningful arguments and positions, and formulate and apply ideas to new contexts; Scientific and Quantitative Reasoning: Students will understand and apply mathematical and scientific principles and methods; Technology, Information Literacy and Information Competency: Students will effectively use multiple formats to locate, access, analyze, evaluate and utilize information that facilitates learning and critical inquiry; Social and Cultural Understanding and Ethical Development: Students will understand and be prepared to actively participate as informed and responsible citizens in political, social, cultural and environmental matters, both locally and globally; Personal Development: Students will have the ability to adapt to change, learn effectively, establish a framework for aesthetic responsiveness, enhance wellness, and set personal and professional goals.

GENERAL EDUCATION CHECKLIST – A.A./A.S.

Select **ONE COURSE** from each of the following areas:

A. EDUCATION (1 unit)

(suggested to be taken during first year of enrollment)

- Interdisciplinary Studies P100 (3)
- Interdisciplinary Studies P101 (1)
- Interdisciplinary Studies P102 (1)
- Interdisciplinary Studies P103 (1)
- Student Success P105 (1)
- Student Success P106 (2)
- Student Success P107 (2)
- Interdisciplinary Studies P152 (2)
- Nursing P100 (2)

All courses in areas B, C, and D must be completed with a grade of “C” or higher.

B. WRITING (4 units)

- English P101L (6)
- English P101A (4)
- AP - English Composition
- AP - English Language & Composition

C. COMMUNICATION (3 units)

- Administration of Justice P109 (3)
- Agriculture P103 (3)
- Communication P101 (3)
- Communication P102 (3)
- Communication P103 (3)
- Communication P105 (3)
- Communication P140 (3)
- Marketing P124 (3)

D. MATHEMATICS (3 units)

- Any college level mathematics course numbered P100 - P299
- AP-Calculus BC
- Business Administration P150 (3), P155 (3)
- Chemistry P101A (5), P101B (5)
- ENGR P120 (4), ENGR P132 (3)
- Physics P102A (4), P102B (4), P104A (4), P104B (4)

E. BIOLOGICAL SCIENCE (3 units)

- Agriculture P131 (3)
- Anatomy P110 (4)
- Anthropology P101 (3)
- Biology P105 (5)
- Biology P106 (5)
- Biology P110 (4)
- Biology P115 (3)
- ERSC P115 (3)
- Microbiology P106 (5)
- Physiology P101 (5)
- Completion of the Psychiatric Technology or Vocational Nursing Program

F. PHYSICAL SCIENCE (3 units)

- Agriculture P106 (3)
- Astronomy P101 (4)
- Chemistry P101A (5)
- Chemistry P101B (5)
- Chemistry P106 (4)
- Earth Science P110 (4)
- Earth Science P114 (3)
- Geography P114 (3)
- Geography P115 (3)
- Geology P110 (4)
- Physical Science P112 (4)
- Physics P102A (4)
- Physics P102B (4)
- Physics P104A (4)
- Physics P104B (4)

G. HISTORY/POLITICAL SCIENCE (3 units)

- History P117 (3)
- History P118 (3)
- Political Science P101 (3)
- Political Science P102 (3)
- Political Science P103 (3)
- AP - American History
- AP - American Government

H. SOCIAL/BEHAVIORAL SCIENCE (3 units)

- Admin of Justice P111 (3)
- Admin of Justice P123 (3)
- Agriculture P102 (3)
- Anthropology P102 (3)
- Anthropology P103 (3)
- Anthropology P105 (3)

- Anthropology P107 (3)
- Child Development P122
- Child Development P223
- Economics P101 (3)
- Economics P102 (3)
- Geography P113 (3)
- History P104 (3)
- History P105 (3)
- History P107 (3)
- History P109 (3)
- Psychology P101A (3)
- Psychology P110 (3)
- Psychology P126 (3)
- Psychology P133 (3)
- Psychology P223 (3)
- Sociology P101 (3)
- Sociology P102 (3)
- Sociology P130 (3)
- Sociology P140 (3)
- Sociology P150 (3)
- Sociology P160 (3)
- Sociology P170 (3)
- AP - European History
- AP - Macroeconomics
- AP – Microeconomics

I. ANALYTICAL THINKING (3 units)

- Agriculture P104 (3)
- Business Administration P150 (3)
- Business Administration P155 (3)
- Business Administration P160 (3)
- Communication P105 (3)
- English P101C (3)
- English P100R (3)
- Engineering P120 (4),
- Engineering P132 (3)
- Information Systems P001 (3)
- Information Systems P100 (3)
- Philosophy P107 (3)
- Philosophy P110 (3)
- Any mathematics course numbered P100 through P299
- Completion of the Associate Degree Nursing Program

J. MULTICULTURAL STUDIES (3 units)

- Administration of Justice P107 (3)
- Anthropology P104 (3)
- Anthropology P105 (3)
- Anthropology P107 (3)
- Child Development P117 (3)
- Communication P106 (3)
- English P112 (3)
- English P113 (3)
- English P117 (3)
- Geography P125 (3)

- History P101 (3)
- History P102 (3)
- History P108 (3)
- History P109 (3)
- History P119 (3)
- History P120 (3)
- History P121 (3)
- History P123 (3)
- Music P110 (3)
- Philosophy P113 (3)
- Sociology P140 (3)
- Sociology P150 (3)
- Completion of the Associate Degree Nursing Program

K. HEALTH/KINESIOLOGY (3 units)

- Health Education P112 (3)
- Any KIN Activity Course
- Completion of the Psychiatric Technology or Associate Degree Nursing Program

L. HUMANITIES (1 unit)

- Anthropology P104 (3)
- Art P101 (3)
- Art P113 (3)
- Art P114 (3)
- Communication P170 (3)
- Drama P101 (3)
- English P101B (4)
- English P101C (3)
- English P102 (3)
- English P103 ((3)
- English P104 (3)
- English P113 (3)
- English P115 (3)
- English P116 (3)
- English P118 (3)
- English P119 (3)
- English P130 (3)
- English P131 (3)
- English P140 (3)
- English P141 (3)
- History P101 (3)
- History P102 (3)
- Linguistics P100 (3)
- Music P100 (3)
- Music P101 (4)
- Music P102 (4)
- Music P103 (4)
- Music P108 (1)
- Music P109 (3)
- Music P110 (3)
- Music P111 (3)
- Music P112 (3)
- Music P117 (1)

- Music P130 (3)
- Philosophy P106 (3)
- Philosophy P108 (3)
- Philosophy P109 (3)
- Philosophy P110 (3)
- Philosophy P112 (3)
- Philosophy P113 (3)
- Spanish P101 (5)
- Spanish P102 (5)
- Spanish P103 (5)
- Spanish P104 (5)
- Spanish P105 (5)
- Spanish P106 (5)
- Spanish P107 (3)
- AP Spanish Language

OR

- One semester transfer level foreign language

CSU GENERAL EDUCATION BREADTH REQUIREMENTS

A. WRITTEN AND ORAL COMMUNICATION AND CRITICAL THINKING

(Minimum of nine semester units) –

Select one course from each of the following subdivisions.

A-1. ORAL COMMUNICATION

- COMM P101 (3)
- COMM P102 (3)
- COMM P103 (3)

A-2. WRITTEN COMMUNICATION

- ENGL P101A (4)

A-3. CRITICAL THINKING

- COMM P105 (3)
- ENGL P100R (3)
- ENGL P101B (4)
- ENGL P101C (3)
- PHIL P107 (3)

All courses in Area A must be completed with grades of “C” or higher.

B. NATURAL SCIENCE AND MATHEMATICS

(Minimum of nine semester units) – Select one course in the Physical Sciences, one course in Biological Sciences and one course in Mathematics. At least one course in B-1 or B-2 must be a laboratory course. These are indicated by asterisks (*).

B-1. PHYSICAL SCIENCE

- AGRI P106 (3)*
- ASTR P101 (4)*
- CHEM P101A (5)*
- CHEM P101B (5)*
- CHEM P106 (4)*
- ERSC P110 (4)*
- GEOL P110 (4)*
- GEOL P115 (3)

- PHSC P112 (4)*
- PHYS P102A (4)*
- PHYS P104A (4)*

B-2. BIOLOGICAL SCIENCES

- AGRI P131 (3)
- ANAT P110 (4)*
- ANTH P101 (3)
- BIOL P105 (5)*
- BIOL P106 (5)*
- BIOL P110 (4)*
- MICR P106 (5)*
- PHYL P101 (5)*

B-3. LABORATORY *

B-4. MATHEMATICAL CONCEPTS, QUANTITATIVE REASONING & APPLICATIONS.

- BSAD P150 (3)
- BSAD P155 (3)
- MATH P101 (4)
- MATH P101A (6)
- MATH P102 (4)
- MATH P103 (4)
- MATH P104 (4)
- MATH P110 (4)
- MATH P115 (3)
- MATH P122 (4)
- MATH P205 (4)
- MATH P206 (5)

All courses in Area B-4 must be completed with grades of “C” or higher.

C. ARTS AND HUMANITIES

Three courses / nine semester units, at least one course in the Arts and one course in the Humanities.

C-1. ARTS (ART, DRAMA, MUSIC)

- ART P101 (3)
- ART P113 (3)
- ART P114 (3)
- DRMA P101 (3)
- MUSC P109 (3)
- MUSC P110 (3)**
- MUSC P111 (3)
- MUSC P112 (3)
- MUSC P117 (1)

C-2. HUMANITIES (LITERATURE, PHILOSOPHY, FOREIGN LANGUAGES)

- ANTH P102 (3)
- ASL P101 (4)
- ASL P102 (4)
- ASL P103 (3)
- ASL P104 (3)
- ENGL P101B (4)
- ENGL P102 (3)
- ENGL P103 (3)

- ENGL P104 (3)
- ENGL P112 (3)**
- ENGL P113 (3) **
- ENGL P114 (3) **
- ENGL P115 (3)
- ENGL P116 (3)
- ENGL P117 (3)**
- ENGL P118 (3)
- ENGL P119 (3)
- ENGL P130 (3)
- ENGL P131 (3)
- ENGL P140 (3)
- HIST P101 (3)**
- HIST P102 (3)**
- HIST P104 (3)
- HIST P105 (3)
- HIST P108 (3)**
- HIST P120 (3)**
- HIST P121 (3)**
- PHIL P106 (3)
- PHIL P108 (3)
- PHIL P109 (3)
- PHIL P110 (3)
- PHIL P112 (3)
- PHIL P113 (3)**
- PHIL P114 (3)
- SPAN P101 (5)
- SPAN P102 (5)
- SPAN P103 (5)
- SPAN P104 (5)
- SPAN P105 (5)
- SPAN P106 (5)

Select additional course from C-1 or C-2.

**Course meets Multicultural Studies requirement

D. SOCIAL SCIENCES

(Minimum of nine semester units) –

Select three courses in at least two disciplines.

- ADMJ P107 (3)**
- ADMJ P121 (3)
- ADMJ P123 (3)
- AGRI P102 (3)
- ANTH P101 (3)
- ANTH P102 (3)
- ANTH P103 (3)
- ANTH P104 (3)**
- ANTH P105 (3)**
- ANTH P107 (3)**
- CHDV P122 (3)
- CHDV P223 (3)
- COMM P106 (3)**
- ECON P101 (3)
- ECON P102 (3)
- ERSC P114 (3)
- GEOG P113 (3)

- GEOG P114 (3)
- HIST P101 (3)**
- HIST P102 (3)**
- HIST P104 (3)
- HIST P105 (3)
- HIST P107 (3)
- HIST P108 (3)**
- HIST P109 (3)**
- HIST P117 (3)
- HIST P118 (3)
- HIST P119 (3)**
- HIST P120 (3)**
- HIST P121 (3)**
- HIST P123 (3)**
- POLS P101 (3)
- POLS P102 (3)
- POLS P103 (3)
- PSYC P101A (3)
- PSYC P126 (3)
- PSYC P133 (3)
- PSYC P223 (3)
- SOCI P101 (3)
- SOCI P102 (3)
- SOCI P130 (3)
- SOCI P140 (3)**
- SOCI P160 (3)
- SOCI P170 (3)

(CSU Graduation Requirement)

Two courses are needed from above to meet the requirement:

- US 1: Choose one course - HIST P117 (3) or HIST P118 (3),

AND

- US 2: POLS P101 (3)

• Students are encouraged to complete these two courses prior to transfer as part of their lower division courses.

**Course meets Multicultural Studies requirement

E. UNDERSTANDING AND SELF-DEVELOPMENT

(Minimum of three semester units) –

Select one course from the following subdivision.

E-1. INTEGRATED ORGANISM

- ANTH P101 (3)
- ANTH P102 (3)
- COMM P102 (3)
- HLED P112 (3)
- PHIL P112 (3)
- PHYL P101 (5)
- PSYC P101A (3)
- PSYC P126 (3)
- SOCI P102 (3)
- SOCI P130 (3)
- SOCI P140 (3)**
- SOCI P170 (3)

F. ADDITIONAL PORTERVILLE COLLEGE GRADUATION REQUIREMENTS

(Not part of CSU Breadth Requirement).

Not required for AA-T or AS-T.

- INST P100/P101/P102/P103/P152/STSS P105/P106/P107/NURS P100
- Multicultural Studies
- HLED P112/HMSV P125/PE Activity Course (3 units)

Goal: Transfer to a California State University (CSU) after completing the degree.

Checklist: Follow either the CSU General Education Breadth or the Intersegmental General Education Transfer Curriculum (IGETC) checklist.

Note: A course may meet only one area/subdivision requirement.

INTERSEGMENTAL GENERAL EDUCATION TRANSFER

IGETC is a general education program which community college transfer students may use to fulfill lower-division general education requirements in either the UC or CSU system.

Students pursuing majors that require extensive lower-division preparation may not find completing the IGETC option advantageous. BIOL, Engineering and Liberal Studies are examples of these majors. Please consult with an academic advisor.

All courses must be completed with a grade of "C" or higher. A course may meet only one area of IGETC.

Pass/No Pass Grades: The UC will award Porterville College's pass grade which is equivalent to a "C". Please discuss this with your counselor/advisor for a more in-depth explanation on how this may affect your GPA and major prep coursework.

AREA 1 – ENGLISH COMM

Three courses / nine semester units, (two courses / six units for UC)

- 1A - ENGL P101A (4)
- 1B - ENGL P101B (4) or • 1B - ENGL P101C (3)
- 1C - COMM P101 (3) (Not required for UC)

AREA 2 – MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING

One course / three semester units:

- Business Administration P150 (3)
- Business Administration P155 (3)
- Math P101A (6)
- Math P102 (4)
- Math P103 (4)
- Math P104 (4)
- Math P122 (4)
- Math P205 (4)
- Math P206 (3)

AREA 3 – ARTS AND HUMANITIES

Three courses / nine semester units. Select at least one course in the Arts and one course in the Humanities.

3A - ARTS:

- Art P101 (3)
- Art P113 (3)
- Art P114 (3)
- Drama P101 (3)
- Music P109 (3)
- Music P110 (3)**
- Music P111 (3)
- Music P112 (3)

3B - HUMANITIES:

- Anthropology P102 (3)
- English P102 (3)
- English P103 (3)
- English P104 (3)
- English P112 (3)**
- English P115 (3)
- English P116 (3)
- English P117 (3)
- English P118 (3)
- English P119 (3)
- English P130 (3)
- English P131 (3)
- History P101 (3)**
- History P102 (3)**
- History P104 (3)
- History P105 (3)
- History P120 (3)**
- History P121 (3)**
- Philosophy P106 (3)
- Philosophy P108 (3)
- Philosophy P109 (3)
- Philosophy P110 (3)
- Philosophy P113 (3)**
- Philosophy P114 (3)
- Spanish P103 (5)
- Spanish P104 (5)
- Spanish P105 (5)
- Spanish P106 (5)

Select additional course from 3A or 3B

**Course meets Multicultural requirement.

AREA 4 – SOCIAL AND BEHAVIORAL SCIENCES

Three courses / nine semester units. Select courses from at least two disciplines.

- ADMJ P107 (3)
- AGRI P102 (3)
- ANTH P103 (3)
- ANTH P104 (3)**
- ANTH P105 (3)**
- ANTH P107 (3)**
- CHDV P223(3)

- COMM P106 (3)**
- ECON P101 (3)
- ECON P102 (3)
- ERSC P114 (3)
- GEOG P113 (3)
- GEOG P114 (3)
- HIST P101 (3)**
- HIST P102 (3)**
- HIST P104 (3)
- HIST P105 (3)
- HIST P107 (3)
- HIST P108 (3)
- HIST P109 (3)
- HIST P117 (3)
- HIST P118 (3)
- HIST P119 (3)**
- HIST P120 (3)**
- HIST P121 (3)**
- HIST P123 (3)**
- POLS P101 (3)
- POLS P102 (3)
- POLS P103 (3)
- PSYC P101A (3)
- PSYC P133 (3)
- PSYC P223 (3)
- SOCI P101 (3)
- SOCI P102 (3)
- SOCI P120 (3)**
- SOCI P121 (3)**
- SOCI P130 (3)
- SOCI P140 (3)**
- SOCI P160 (3)
- SOCI P170 (3)

**Course meets Multicultural Studies requirement.

AREA 5 – PHYSICAL AND BIOLOGICAL SCIENCES

Two courses/seven-nine semester units. Select one PHSC course, one Biological Science course; one course must include a laboratory.

5A - PHYSICAL SCIENCES:

- Astronomy P101 (4)*
- Chemistry P101A (5)*
- Chemistry P101B (5)*
- Chemistry P106 (4)*
- Earth Science P110 (4)*
- Geology P110 (4)*
- Geology P115 (3)
- Physical Science P112 (4)*
- Physics P102A (4)*
- Physics P102B (4)*
- Physics P104A (4)*
- Physics P104B (4)*

5B - BIOLOGICAL SCIENCES:

- Anatomy P110 (4)*
- Anthropology P101 (3)
- Biology P105 (5)*
- Biology P106 (5)*
- Biology P110 (4)*
- Microbiology P106 (5)*
- Physiology P101 (5)*

*Course meets laboratory requirement

5C - LABORATORY*

Course meets laboratory requirement

AREA 6 - LANGUAGE OTHER THAN ENGLISH (UC REQUIREMENT ONLY)

Proficiency equivalent to two years of high school or one semester of college study in the same language.

- ASL P101 (4)
- ASL P102 (4)
- SPAN P101 (5)
- SPAN P102 (5)
- SPAN P103 (5)
- SPAN P104 (5)
- SPAN P105 (5)
- SPAN P106 (5)

CSU GRADUATION REQUIREMENT IN U.S. HIST, CONSTITUTION AND AMERICAN IDEALS

(Not part of IGETC; may be completed prior to transfer).

Six units, one course from Group 1 and one course from Group 2.

GROUP 1:

- Political Science P101 (3)

GROUP 2:

- History P117 (3)

OR

- History P118 (3)

ADDITIONAL PORTERVILLE COLLEGE GRADUATION REQUIREMENTS

(Not part of IGETC). Not required for AA-T or AS-T.

- INST P100/P101/P102/P103/P152/STSS P105/P106/P107/
NURS P100
- Multicultural Studies
- HLED P112/HMSV P125/PE Activity Course (3 units)

Goal: Transfer to a University of California (UC) California State University (CSU) or independent college after completing the degree.

Checklist: Follow the IGETC checklist.

Programs, Certificates and Degrees

PROGRAMS, CERTIFICATES AND DEGREES

Listed below are Job Skills Certificates, Certificates and Degree Programs which Porterville College currently offers. Suggested paths of study that may be found in the catalog are indicated by (JSC), (CA), (NC), (AA), (AS), (AA-T), or (AS-T).

JSC	Job Skills Certificate
CA	Certificate of Achievement
NC	Non-Credit Certificate of Competency
AA	Associate in Arts Degree
AS	Associate in Science Degree
AA-T	Associate in Arts for Transfer Degree
AS-T	Associate in Science for Transfer Degree

Job Skills Certificate (JSC) (*less than 18 units*) document the satisfactory completion of training in a specific area of study. Job Skills Certificates are not posted to transcripts.

Non-Credit Certificate of Competency (NC) document confirming that a student enrolled in a noncredit educational program of noncredit courses has demonstrated achievement in a set of competencies that prepares students to progress in a career path or to undertake degree applicable or nondegree-applicable credit courses.

Certificates of Achievement (CA) are any credit certificate that may appear by name on a student's transcript. Some Certificate of Achievements may not be approved for Title IV aid.

- (18 units of study or more) degree-applicable credit coursework are awarded for the completion of a formal instructional program which is designed to give the learner skills, knowledge, and aptitudes for a specific field or endeavor.
- (12 units of study or more) degree-applicable credit coursework that represents a well-defined pattern of learning experiences designed to develop certain capabilities that may be oriented to career or general education.

To qualify for a Certificate of Achievement (CA) the student must complete all required credits with a grade of "C" or higher in each course. Certificates that require a "B" or higher a specified in the program.

Associate Degrees (AA, AS, AA-T, or AS-T) are intended for employment preparation, transfer to a four-year institution, or academic achievement. Appear on student transcript.

Accounting (CA, JSC)

**Accounting (JSC) not approved for Title IV aid*

Administration of Justice (AS-T, CA)

Advanced Computing (JSC)

**Adv. Computing (JSC) not approved for Title IV aid*

Advanced Information Systems (AS)

Agribusiness (AS-T)

Agriculture: Production (AA)

Anthropology (AA-T)

Art: Commercial (AA)

Associate Degree Nursing (AS)

Basic Computing (JSC)

**Basic Computing (JSC) not approved for Title IV aid*

Biology (AS-T)

Biology and Physical Science (AA, AS)

Business Administration (AS-T)

Business Information Systems (AS)

Business Management: Accounting (AS)

Business Management: Entrepreneurship (AS)

Business Management: Human Resources (AS)

Business Management: Logistics (AS)

Child Development (AA)

Child Development Associate Teacher Certificate (CA)

Child Development Teacher Permit (CA)

Communication Studies (AA-T, CA)

**Communication Studies (CA) not approved for Title IV aid*

Computer Information Systems (AS)

Customer Service Academy (JSC)

**Customer Service Academy (JSC) not approved for Title IV aid*

Early Childhood Education (AS-T)

Elementary Teacher Education (AS-T)

EMT Basic (JSC)

**EMT-1 (JSC) not approved for Title IV aid*

English (AA-T)

English As a Second Language (ESL) (NC)

Engineering (AS)

Entrepreneurship (CA, JSC)

**Entrepreneurship (JSC) not approved for Title IV aid*

Fire Technology Structural Fire Fighter (CA)

History (AA-T)

Human Resources (JSC)

**Human Resources (JSC) not approved for Title IV aid*

Human Resource Management (CA)

Industrial Maintenance (CA)

Industrial Technology (JSC)

**Industrial Technology (JSC) not approved for Title IV aid*

Kinesiology (AA-T)

Leadership (JSC)

**Leadership (JSC) not approved for Title IV aid*

Liberal Arts: Arts and Humanities (AA)

Logistics (CA, JSC)

**Logistics (JSC) not approved for Title IV aid*

LVN to ADN (AS)

LVN to RN 30 Unit Option (CA)

Mathematics (AS-T)

Music (CA)

Philosophy (AA-T)

Political Science (AA-T)

Power Technology (CA)

**Power Tech (CA) not approved for Title IV aid*

Public Safety (AS)

Psychiatric Technology (CA)

Social Science (AA)

Sociology (AA-T)

Studio Art (AA-T)

Welding (JSC)

**Welding (JSC) not approved for Title IV aid*

Wildland Firefighter (JSC)

**Wildland Firefighter (JSC) not approved for Title IV aid*

Programs of Study

ASSOCIATE DEGREES

To be eligible for multiple Associate degrees a student must complete all graduation requirements for each degree.

(Summer 2016)

Administration of Justice

Associate in Science for Transfer

The Associate in Science in Administration of Justice for Transfer is designed to prepare students to continue studies toward a B.A. or B.S. degree in Administration of Justice or for entry-level into a variety of career options. Students who pursue an Administration of Justice degree enjoy a wealth of career options including law enforcement, probation, and parole. They work in multiple specialty areas including detectives, S.W.A.T., narcotics, K-9 handler and motors officer. Students must satisfy both of the following requirements in order to earn the Associate in Science in Administration of Justice for Transfer degree:

Program Learning Outcomes: By the completion of the degree the student will be able to identify the procedures involved in the justice system from arrest to release; identify how the criminal justice system works as a system; identify the importance of the inter-cooperation of all three parts of the criminal justice system; identify the steps that are taken from the point of arrest by the police officer to the release of the defendant from prison.

1. Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:
 - a. 40 units from either the Intersegmental General Education Transfer Curriculum (*IGETC*) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 18 semester units in the major as determined by the required courses described below.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a “C” or better in all courses required for the major. A “P” (*Pass*) grade is not an acceptable grade for courses in the major.

List A: Required core courses (6 units):

ADMJ P102 - Intro. to Administration of Justice3 units

ADMJ P104 - Criminal Law3 units

List B: Select two of the following courses (6 units):

Any course from List A not already chosen

ADMJ P105 - Principles/Procedures of the Justice System3 units

ADMJ P106 - Legal Aspects of Evidence3 units

ADMJ P108 - Principles of Investigation3 units

ADMJ P109 - Criminal Justice Communications3 units

ADMJ P111 - Introduction to Behavioral and Correctional Science3 units

ADMJ P121 - Juvenile Delinquency3 units

List C: Select two of the following courses (6 units):

SOCI P101 - The Social World3 units

MATH P122 - Intro. to Probability and Statistics4 units

PSYC P101 - General Psychology3 units

In addition to the “major specific” courses on the left, students must complete the rest of the CSU GE or IGETC pattern requirements. Course “double-dipping” is allowed to satisfy these areas with courses from the above Major lists.

Total Overall Units 60 units

Students are not required to complete additional campus course graduation requirements.

Effective Fall 2013

Advanced Information Systems

Associate in Science

The Associate in Science in Advanced Information Systems prepares students transferring to a CSU in Information Technology-Information Systems (*IT IS*). The required classes represent the normal undergraduate core for transfer to the CSU. Graduates from a CSU have a wide range of career options including: business, industry, teaching, research, and agriculture. They work in multiple specialty areas including: business application developers, business analysts, database designers, web and E-Commerce developers and administrators, webmasters, wireless and mobile application developers, network and security specialists, network administrators, social media specialists, and information systems consultants.

Program Learning Outcomes: By the completion of the degree the student will be able to demonstrate knowledge of a broad business and real world perspective of information technology; apply knowledge of data design and data management principles demonstrate knowledge of basic programming principles; demonstrate the ability to select, implement and evaluate appropriate problem solving techniques and tools; design effective and usable IT-based solutions and integrate those components into the user environment; communicate effectively and efficiently with clients, users and peers both verbally and in writing, using appropriate terminology.

1. Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:
 - a. 40 units from either the Intersegmental General Education Transfer Curriculum (*IGETC*) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 18 semester units in the major as determined by the required courses described below.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a “C” or better in all courses required for the major.

Required Core Courses: (13 units):

INFS P100 – Introduction to Information Systems3 units

INFS P110 – Information & Communication Technology Essentials4 units

INFS P113 – Structured Programming3 units

INFS P220 – Data Communications and Networking ..3 units

List A: Select 6 units or 2 courses from the following courses:

BSAD P132 - Business Communications3 units

INFS P164 - Introduction to Information Systems

Security - Ethical Hacking3 units

INFS P180 - Introduction to Database Management Systems	3 units
INFS P210 - Systems Analysis and Design	3 units
List B: Select 3 units or 1 course from the following courses:	
BSAD P155 – Business Statistics.....	3 units
MATH P122 – Intro to Probability and Statistics	4 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.

Effective Summer 2017

Agribusiness

Associate in Science for Transfer

The Associate in Science in Agribusiness for transfer is designed to prepare students to continue studies toward a Bachelor of Arts or Bachelor of Science degree in Agribusiness or for entry-level into a variety of career options. Students who pursue an Agribusiness degree will enjoy a wealth of career options in areas including, but not limited to: Agribusiness, General Business, Agricultural Sales, Ag Marketing, Ag Finance, Agricultural Production, Agricultural research, Vocational Ag Education and general agriculture. They may work in a number of specialty areas related to Agriculture, including, but not limited to: accounting, finance, marketing, management, human resources, logistics, communication and information systems.

Program Learning Outcomes: By the completion of the degree the student will be able to: analyze business, economic, or financial principles and explain their applications to the real-world of agriculture; apply written and verbal communication skills in an Agribusiness relationship, a teamwork setting or a leadership position; demonstrate applications of ethical behavior in the agribusiness environment; demonstrate competency by using technology effectively in the agribusiness environment; explain the significance of international markets to the success of global agribusiness and the stability of commodity prices domestically.

Students must satisfy both of the following requirements in order to earn the Associate in Science in Agribusiness for Transfer degree:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a “C” or better in all courses required for the major. A “P” (*Pass*) grade is not an acceptable grade for courses in the major.

Required Core Courses: (13 - 15 units):

AGRI P106 - Intro to Soil Science.....3 units
OR

CHEM P106 - Intro to Chemical Principles4 units
OR

CHEM P101A - General Inorganic Chemistry5 units
AND

AGRI P102 - Agricultural Economics3 units

ECON P102 - Principals of Economics3 units

MATH P122 - Intro to Probability and Statistics.....4 units

List A: Select three of the following courses (9 units):

AGRI P101 - Intro to Agribusiness 3 units

AGRI P103 - Agriculture Sales3 units

AGRI P104 - Computer Applications in Agriculture.. 3 units

AGRI P105 - Farm Accounting3 units

AGRI P131 - Introduction to Plant Science.....3 units

List B: Select 0 - 9 units of the following courses:

Any course from List A not already chosen

Students are not required to complete additional campus course graduation requirements.

Effective Fall 2017

Agriculture: Production

Associate in Arts

The Agriculture major is designed for students who are looking at an Associate Degree from Porterville College as a terminal Degree as well as for students transferring to four-year schools with various Agriculture majors. The required classes represent the normal undergraduate core for transfer to the CSU system.

Graduates from a four-year school have a wide range of career options including but not limited to: Agriculture Business and Agriculture Production areas.

Program Learning Outcomes: Students will understand and describe the nature of leadership and the role of the manager as a leader; compare and contrast the role of agriculture in the economic structure of the country and the world; identify the Best Management Practices for sustained productivity of agricultural production; demonstrate technological competency by using technology effectively in the business environment or workplace; explain the significance of international cooperation to the success of global Agribusiness.

At least twenty-four (24) units must be completed from the following courses:

Required Core Courses: (12 units):

AGRI P101 - Introduction to Agribusiness..... 3 units

AGRI P102 - Agricultural Economics 3 units

AGRI P103 - Agricultural Sales..... 3 units

AGRI P104 - Computer Applications in Agriculture.. 3 units

Optional Courses: (12 units):

AGRI P105 - Farm Accounting 3 units

AGRI P106 - Introduction to Soil Science..... 3 units

AGRI P107 - Agricultural Marketing 3 units

AGRI P110 - Principles of Pesticide Use..... 3 units

AGRI P117 - Plant Propagation/Production	3 units
AGRI P131 - Introduction to Plant Science.....	3 units
AGRI P132 - Agricultural Math.....	3 units
AGRI P133 - Orchard Production and Management ..	3 units
AGRI P134 - Vineyard Production and Management ..	3 units
AGRI P135 - Irrigation Fundamentals.....	3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.

Anthropology

Associate in Arts for Transfer AA-T

Anthropology is the study of the human species and its forms of cultural and biological diversity throughout time. Students at Porterville College pursuing the Associate in Arts in Anthropology for Transfer will be introduced to the study of human diversity through specific courses in the areas of Biological Anthropology, Cultural Anthropology, and Archaeology. Students will additionally acquire a basic foundation in Natural and Social Sciences. Skills related to the analysis of human life, perceptions, interactions, and diverse points of view are promoted, and opportunities to broaden their personal understanding of the human experience are provided.

The Associate in Arts in Anthropology for Transfer Degree is designed to prepare students to continue studies toward a B.A. degree in Anthropology, assist students in seamlessly transferring to a CSU, or for entry-level career options. Anthropology students have found success in a variety of careers, from education, management, market research, business and finance, tourism, cultural heritage management, journalism, and civil service at all levels. Porterville College students enrolling in this program are not required to complete any additional graduation requirements beyond those specified in this 60 unit degree.

Program Learning Outcomes: Describe the origins, evolution, and modern structure of the discipline of Anthropology, including its subfields and relationship to related disciplines; identify and describe the major periods and phases in the history of the human species, prehistorically, historically, and in the present day, as defined by Anthropologists; identify and apply major concepts and theoretical perspectives used in Anthropology to describe and explain of the origins and evolution of human diversity; identify and describe methods used in Anthropology in documenting, analyzing, and interpreting human diversity and the processes of cultural and/or biological change in the human species; describe and explain the problems and consequences of ethnocentrism and cross-cultural misunderstanding, and how Anthropologists address such issues.

Pursuant to SB1440, section 66746, the Associate in Arts in Anthropology for Transfer requires:

- Completion of 60 semester or 90 quarter CSU-transferable units that include:
 - a minimum of 18 semester or 27 quarter units in the major as determined by the community college district, and
 - the California State University General Education-Breadth (*CSU GE-Breadth*) pattern of 39 units; **OR** the Intersegmental General Education Transfer Curriculum (*IGETC*) pattern of 37 units.
 - Obtainment of a minimum grade point average (*GPA*) of 2.0
 - Earn a grade of "C" or better in all courses required for the major.

Completion of 20 semester units in the program as defined below:

Required Core Courses: (9 units):

ANTH P101 - Intro to Biological Anthropology 3 units

ANTH P102 - Intro to Cultural Anthropology 3 units

ANTH P103 - Introduction to Archaeology 3 units

List A: (4 units):

MATH P122 - Intro to Probability and Statistics..... 4 units

List B: Select 1 (4 units):

ERSC P110 - Introduction to Earth Science 4 units

GEOL P110 - Introduction to Geology 4 units

List C: Select 1 (3 units):

ANTH P104 - Prehistory and Ancient Civilizations ... 3 units

ANTH P105 - Native Cultures of North America..... 3 units

ANTH P107 - Anthropology of Religion and Ritual .. 3 units

GEOG P113 - Cultural Geography 3 units

HIST P123 - History of Mexico 3 units

Total Overall Units:60 units

Students are not required to complete additional campus course graduation requirements.

Effective Spring 2017

Biology

Associate in Science for Transfer AS-T

The Associate in Science in Biology for Transfer Degree prepares students for a seamless transfer to a California State University. Students completing the Associate in Science in Biology for Transfer Degree will have an introductory foundation for the field of biology through the study of molecular biology, energy transfer, cells, organismal structure, physiology, and diversity, heredity, evolution, ecology, the philosophy of science, methods of scientific inquiry, and experimental design. Students with a bachelor's degree in biology are qualified for a variety of government and industry positions or, with appropriate credentials, high school teaching. Students with a bachelor's degree in biology are prepared to enter many professional programs, such as medical, dental, pharmacy or law schools. Students may enter graduate schools to obtain a master's or doctorate degree in preparation for careers in research and/or education.

Students must satisfy the following requirements in order to earn the Associate in Science in Biology for Transfer Degree:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:

- a. The Intersegmental General Education Transfer Curriculum (*IGETC*) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a “C” or better in all courses required for the major. A “P” (*Pass*) grade is not an acceptable grade for courses in the major.

Core Courses: (10 units):

Complete the following courses to total 10 units:

BIOL P105 – Introductory Biology 5 units

BIOL P106 – Introductory Biology 5 units

List A: Supporting Science and Mathematics (22 units):

CHEM P101A – General Chemistry 1 5 units

CHEM P101B – General Chemistry 2 5 units

MATH P103 – Calculus 1 with Analytic Geometry ... 4 units

PHYS P102A – General College Physics ... 4 units

AND

PHYS P102B – General College Physics 4 units

OR

PHYS P104A – Physics for Scientists and Engineers... 4 units

AND

PHYS P104B – Physics for Scientists and Engineers ... 4 units

Total Overall Units: 60 units

Students are not required to complete additional campus course graduation requirements.

Effective Summer 2019

Biological and Physical Science

Associate in Arts

The Associate of Arts degree in Biological and Physical Science is suggested for students planning entry into an allied health program or a career in the sciences.

Program Learning Outcomes: Students will apply the scientific method to analyze physical and biological processes; use scientific terminology appropriately; draw appropriate conclusions from laboratory activities; identify the relationships between natural science, human activities and society; identify levels of organization within natural systems and relate to biological and/or physical processes; describe the structure and properties of matter, transfer of energy, and the relationships between matter and energy within biological and/or physical systems; explain basic physical, chemical and/or biological processes; select the appropriate qualitative and quantitative methods to analyze physical systems.

The Associate of Arts degree in Biological and Physical Science may be awarded to students who complete the Porterville College graduation requirements for an Associate of Arts degree through any of the three general educational patterns (*the Porterville College General Education checklist, CSU General Education Breadth Requirements, or Intersegmental General Education Transfer Curriculum*), including major requirements of at least eighteen (18) units in the biological and

physical sciences from the following list (*at least one course must be taken from each group*):

Group I - Biological Sciences:

(4 or more units are required from this group):

ANAT P110 - Human Anatomy 4 units

BIOL P105 - Introductory Biology 5 units

BIOL P106 - Introductory Biology 5 units

BIOL P110 - Principles of Biology 4 units

BIOL P118 - Nutrition 3 units

MICR P106 - Microbiology 5 units

PHYL P101 - Introductory Physiology 5 units

Group II - Physical Sciences:

(4 or more units are required from this group):

ASTR P101 - Elementary Astronomy 4 units

CHEM P101A - General Chemistry I 5 units

CHEM P101B - General Chemistry II 5 units

CHEM P106 - Introduction to Chemical Principles 4 units

ERSC P110 - Introduction to Earth Science 4 units

GEOL P110 - Introduction to Geology 4 units

PHSC P112 - Physical Science 4 units

PHYS P102A - General College Physics 4 units

PHYS P102B - General College Physics 4 units

PHYS P104A - Physics for Scientists and Engineers .. 4 units

PHYS P104B - Physics for Scientists and Engineers .. 4 units

Total to a minimum of 18 combined units

Biological and Physical Science

Associate in Science

The Associate in Science degree in Biological and Physical Science is suggested for students who plan to continue their studies in the sciences at a four-year university with a goal of obtaining a bachelor's or higher degree in the sciences or a medical related field.

Program Learning Outcomes: Students will apply the scientific method to analyze physical and biological processes; use scientific terminology appropriately; evaluate results from laboratory activities; assess the relationships between natural science, human activities and society; identify levels of organization within natural systems, and relate to biological and/or physical processes; describe the structure and properties of matter, transfer of energy, and the relationships between matter and energy within biological and/or physical systems; explain and apply knowledge of basic physical, chemical and/or biological processes; apply the appropriate qualitative and quantitative methods to analyze and solve problems in physical systems.

The Associate in Science degree in Biological and Physical Science may be awarded to students who complete the Porterville College Graduation Requirements for an Associate in Arts degree through any of the three general education patterns (*the Porterville College General Education checklist, CSU General Education Breadth Requirements, or Intersegmental General Education Transfer Curriculum*), including major requirements of at least eighteen (18) units in the biological and physical sciences from the following list (*at least one course must be taken from each group*):

Group I - Biological Sciences:

(5 or more units are required from this group):

BIOL P105 - Introductory Biology	5 units
BIOL P106 - Introductory Biology	5 units
MICR P106 - Microbiology	5 units
PHYL P101 - Introductory Physiology	5 units

Group II - Physical Sciences:

(4 or more units are required from this group):

CHEM P101A - General Chemistry I	5 units
CHEM P101B - General Chemistry II	5 units
CHEM P106 - Introduction to Chemical Principles	4 units
PHYS P102A - General College Physics	4 units
PHYS P102B - General College Physics	4 units
PHYS P104A - Physics for Scientists & Engineers	4 units
PHYS P104B - Physics for Scientists & Engineers	4 units

Business Administration**Associate in Science for Transfer**

The Associate in Science in Business Administration for Transfer is designed to prepare students to continue studies toward a B.A. or B.S. degree in Business Administration or for entry-level into a variety of career options. Students who pursue a Business Administration degree enjoy a wealth of career options ranging business, industry, teaching, research, and agriculture. They work in multiple specialty areas including: accounting, finance, marketing, management, human resources, logistics, and information systems.

Program Learning Outcomes: By the completion of the degree the student will be able to analyze business, economic, or financial principles and explain their application to the real-world; apply written and verbal communication skills in a business relationship, a teamwork setting or a leadership position; apply the importance of Ethical behavior in the business environment; demonstrate technological competency by using technology effectively in the business environment or workplace; explain the significance of international cooperation to the success of global business.

Students must satisfy both of the following requirements in order to earn the Associate in Science in Business Administration for Transfer degree:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (*IGETC*) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a "C" or better in all courses required for the major. A "P" (*Pass*) grade is not an acceptable grade for courses in the major.

Required Core Courses: (15 units):

ACCT P110 - Financial Accounting	3 units
ACCT P120 - Managerial Accounting	3 units
ECON P101 - Microeconomics	3 units
ECON P102 - Macroeconomics	3 units
BSAD P140 - Business Law	3 units

List A: Select one of the following courses:

BSAD P150 - Quantitative Methods in Business Decision Making	3 units
BSAD P155 - Business Statistics	3 units

List B: Select two of the following courses:

Any course from List A not already chosen

AND

BSAD P101 - Introduction to Business	3 units
---	---------

OR

BSAD P132 - Business Communications	3 units
--	---------

Total Overall Units 60 units

Students are not required to complete additional campus course graduation requirements.

Effective Summer 2017

Business Information Systems**Associate in Science**

The Business Information Systems Associate of Science will prepare students in a wide range of information systems skills such as office application software, systems analysis and design, programming, data communication and networking, accounting, and business communications. These skills will prepare a student to enter into or advance within career patterns of the business information systems industry. The goal for the Business Information Systems Associate of Science is to provide an opportunity for students to complete an intensive, hands-on program preparing them for employment in the business information systems field.

Program Learning Outcomes: Upon completion of this program students will be able to demonstrate fundamental and comprehensive understanding of the current field of computing upon which future growth within the field can be realized; demonstrate computer competencies necessary to compete in the business world; use critical thinking to evaluate computing problems and explore options for their solutions; use effective approaches for problem solving and data modeling; design effective and usable IT-based solutions and integrate those components into the user environment; demonstrate awareness of the ethical concerns of computing professionals.

Required Core Courses: (28 units):

INFS P100 - Introduction to Information Systems	3 units
INFS P210 - Systems Analysis and Design	3 units
INFS P113 - Structured Programming	3 units
INFS P220 - Data Communications and Networking ..	3 units
INFS P180 - Intro Database Management Systems	3 units
INFS P010 - Introduction to Word Processing/Word ..	2 units
INFS P020 - Introduction to Spreadsheets/Excel	2 units
ACCT P110 - Financial Accounting	3 units
BSAD P132 - Business Communications	3 units
BSAD P101 - Introduction to Business	3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.

Effective Summer 2017

Business Management - Accounting

Associate in Science

The Associate of Science Degree in Business Management is designed for students who wish to have a broad knowledge of business management plus additional coursework in an area of emphasis. This area of emphasis would be an ideal choice for students wishing to pursue a specific career in the management field. Graduates have a wide range of career options including: business, industry, and research. They work in multiple specialty areas including: accounting, finance, marketing, management, human resources, logistics, and information systems. Career opportunities are expected to continue to be strong in these areas.

Program Learning Outcomes: Analyze business, economic, or financial principles and explain their application to the real-world; apply written and verbal communication skills in a business relationship, a teamwork setting or a leadership position; apply the importance of Ethical behavior in the business environment; demonstrate technological competency by using technology effectively in the business environment or workplace.

Required Core Courses: (20 units):

ACCT P110 - Financial Accounting	3 units
BSAD P140 - Business Law.....	3 units
BSAD P155 - Business Statistics	3 units
BSAD P162 - Entrepreneur Mentor/Internship	2 units
MKTG P124 - Principles of Marketing	3 units
BSAD P101 - Introduction to Business	3 units
OR	
BSAD P160 - Introduction to Entrepreneurship.....	3 units
INFS P001 - Introduction to Computers	3 units
OR	
INFS P100 - Introduction to Information Systems	3 units

Accounting Emphasis (9 units required)

ACCT P120 - Managerial Accounting	3 units
BSAD P165 - Entrepreneurial Finance	3 units
BSAD P150 - Quantitative Methods in Business Decision Making	3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.

Effective Fall 2016

Business Management - Entrepreneurship

Associate in Science

The Associate of Science Degree in Business Management is designed for students who wish to have a broad knowledge of business management plus additional coursework in an area of emphasis. This area of emphasis would be an ideal choice for students wishing to pursue a specific career in the management field. Graduates have a wide range of career options including: business, industry, and research. They work in multiple specialty areas including: accounting, finance, marketing, management, human resources, logistics, and information systems. Career opportunities are expected to continue to be strong in these areas.

Program Learning Outcomes: Analyze business, economic, or financial principles and explain their application to the real-world; apply written and verbal communication skills in a business relationship, a teamwork setting or a leadership position; apply the importance of Ethical behavior in the business environment; demonstrate technological competency by using technology effectively in the business environment or workplace.

Required Core Courses: (20 units):

BSAD P140 - Business Law.....	3 units
BSAD P155 - Business Statistics	3 units
BSAD P160 - Introduction to Entrepreneurship	3 units
BSAD P162 - Entrepreneur Mentor/Internship	2 units
MKTG P124 - Principles of Marketing	3 units
ACCT P010 - Practical Accounting	3 units
OR	
ACCT P110 - Financial Accounting	3 units
INFS P001 - Introduction to Computers	3 units
OR	
INFS P100 - Introduction to Information Systems	3 units

Required Entrepreneurship Emphasis: (6 units):

BSAD P161 - Entrepreneur Business Management	3 units
BSAD P165 - Entrepreneurial Finance	3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.

Effective Fall 2016

Business Management - Human Resources

Associate in Science

The Associate of Science Degree in Business Management is designed for students who wish to have a broad knowledge of business management plus additional coursework in an area of emphasis. This area of emphasis would be an ideal choice for students wishing to pursue a specific career in the management field. Graduates have a wide range of career options including: business, industry, and research. They work in multiple specialty areas including: accounting, finance, marketing, management, human resources, logistics, and information

systems. Career opportunities are expected to continue to be strong in these areas.

Program Learning Outcomes: Analyze business, economic, or financial principles and explain their application to the real-world; apply written and verbal communication skills in a business relationship, a teamwork setting or a leadership position; apply the importance of Ethical behavior in the business environment; demonstrate technological competency by using technology effectively in the business environment or workplace.

Required Core Courses: (20 units):

BSAD P140 - Business Law	3 units
BSAD P155 - Business Statistics	3 units
BSAD P162 - Entrepreneur Mentor / Internship	2 units
MKTG P124 - Principles of Marketing	3 units
ACCT P010 - Practical Accounting	3 units
OR	
ACCT P110 - Financial Accounting	3 units
BSAD P101 - Introduction to Business	3 units
OR	
BSAD P160 - Introduction to Entrepreneurship	3 units
INFS P001 Introduction to Computers	3 units
OR	
INFS P100 - Introduction to Information Systems	3 units
Human Resources Emphasis: (6 units required)	
BSAD P120 - Principles of Management and Organization.....	3 units
BSAD P122 - Human Resource Management.....	3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.

Effective Fall 2016

Business Management - Logistics

Associate in Science

The Associate of Science Degree in Business Management is designed for students who wish to have a broad knowledge of business management plus additional coursework in an area of emphasis. This area of emphasis would be an ideal choice for students wishing to pursue a specific career in the management field. Graduates have a wide range of career options including: business, industry, and research. They work in multiple specialty areas including: accounting, finance, marketing, management, human resources, logistics, and information systems. Career opportunities are expected to continue to be strong in these areas.

Program Learning Outcomes: Analyze business, economic, or financial principles and explain their application to the real-world; apply written and verbal communication skills in a business relationship, a teamwork setting or a leadership position; apply the importance of Ethical behavior in the business environment; demonstrate technological competency by using technology effectively in the business environment or workplace.

ronment; demonstrate technological competency by using technology effectively in the business environment or workplace.

Required Core Courses: (20 units):

BSAD P140 - Business Law	3 units
BSAD P155 - Business Statistics	3 units
BSAD P162 - Entrepreneur Mentor/Internship	2 units
MKTG P124 - Principles of Marketing	3 units
ACCT P010 - Practical Accounting	3 units
OR	
ACCT P110 - Financial Accounting	3 units
BSAD P101 - Introduction to Business	3 units
OR	
BSAD P160 - Introduction to Entrepreneurship	3 units
INFS P001 - Introduction to Computers	3 units
OR	
INFS P100 - Introduction to Information Systems	3 units
Required Logistics Emphasis: (9 units):	
BSAD P170 - Logistics Operation Management.....	3 units
BSAD P172 - Supply Chain Management	3 units
BSAD P171 - Purchasing and Contracting	3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.

Effective Fall 2016

Child Development

Associate in Arts

Program Learning Outcomes: Supporting Early Learning and Development; planning and guiding early learning and development; creating and maintaining program policies and practices; advancing the early childhood profession.

Required Core Courses: (18 units):

CHDV P117 - Teaching in a Diverse Society	3 units
CHDV P119 - Health, Safety and Nutrition	3 units
CHDV P122 - Child, Family and Community	3 units
CHDV P143 - Practicum/Field Experience.....	3 units
CHDV P144 - Introduction to Curriculum.....	3 units
CHDV P223 - Child Growth and Development.....	3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.

Art: Commercial

Associate in Arts

Associate in Arts The Commercial Art Associate in Arts Degree will prepare students to work in the fields of graphic arts and illustration. Students will learn how to do design layouts in advertising, print, and digital media and will learn to produce illustrations with commercial applications, such as for books and graphic novels, magazines and the web and for advertising, editorial, and technical purposes. The degree also prepares students for transfer to a four year university to continue their studies toward earning a B.A. or B.F.A. in Commercial Art, Graphic Design, or Illustration.

Program Learning Outcomes: Students will use a variety of techniques in various media, to construct an engaging and dynamic layout by applying the principles of design to the concept and components of the project; apply a range of approaches to using typography in projects; identify the elements of good storytelling and apply these elements to his/her illustrations and designs; describe, deconstruct, and evaluate contemporary and historical examples of illustrations and layouts for their purposes and use of visual language; create an original design or illustration for a specific client or audience by applying the creative process of research, brainstorm, refinement, critique, and finished project; assemble a portfolio of finished drawings, paintings, illustrations, digital media, and graphic designs that exhibit the technical skills and artistic vision necessary for entry-level work in illustration and graphic design.

Required Core Courses (16 units):

ART P103 - Fundamentals of Drawing.....	3 units
ART P106 - 2-D Design.....	3 units
ART P114 - Renaissance to Contemp Art History.....	3 units
CGRA P110 - Introduction to Digital Arts.....	3 units
CMRT P102 - Commercial Layout and Design.....	2 units
CMRT P103 - Illustration.....	2 units

Required Electives: (5 units):

ART P116 - Introduction to Painting.....	3 units
ART P117 - Advanced Drawing.....	2 units
ART P119 - Advanced Painting.....	2 units
ART P124 - Figure Drawing.....	3 units
CGRA P111 - Digital Graphic Design.....	3 units
CGRA P112 - Digital Imaging.....	3 units
PHOT P101 - Introduction to Photography.....	3 units
PHOT P103 - Advanced Photography.....	3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.

Effective Summer 2019

Communication Studies

Associate in Arts for Transfer

The Associate in Arts in Communication Studies for Transfer program is designed to prepare students to continue studies toward a B.A. degree in Communication Studies, assist students in seamlessly transferring to a CSU or for entry level into a variety of career options that require competent and ethical communication skills. Students who pursue advanced Communication degrees enjoy a wealth of career options ranging from Public Relations Officer, Human Resources Managers, Retail Managers, Politician, Lawyers, College Professors, and numerous options in Mass Communications such as radio and television. Communication courses focus on how people use messages to generate meaning within and across various contexts, cultures, and channels.

Program Learning Outcomes: Construct and deliver a presentation with communicative competence and confidence; demonstrate the dynamics of effective communication in a variety of settings and contexts.

Students must satisfy both of the following requirements in order to earn the Communication Studies AA-T degree:

Students must earn a "C" or better in all courses required for the major. A "P" (*Pass*) grade is not an acceptable grade for courses in the major.

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (*IGETC*) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 18 semester units or 27 quarter units in a Communication Studies coursework.
2. Obtainment of a minimum grade point average of 2.0.

Required Core Course: (3 units):

COMM P101 - Introduction to Public Speaking 3 units

List A: (6 units):

COMM P102 - Interpersonal Communication 3 units

COMM P105 - Argumentation & Debate..... 3 units

List B: Select two courses (6 units):

COMM P103 - Persuasion..... 3 units

COMM P106 - Intercultural Communication 3 units

COMM P170 - Oral Interpretation 3 units

List C: Select one course (3 units):

Any course from List A or B not already used

ANTH P102 - Introduction to Cultural Anthropology.... 3 units

PSYC P101A - General Psychology 3 units

SOCI P101 - The Social World 3 units

Total Major Units..... 18 units

In addition to the above "major specific" courses, students must complete the rest of the CSU GE or IGETC pattern requirements. Course "double-dipping" is allowed to satisfy these areas with courses from the above Major lists.

Remaining units must be transfer-level electives to reach a total of 60 units.

Total Overall Units 60 units

Students are not required to complete additional campus course graduation requirements.

Effective Summer 2017

Computer Information Systems

Associate in Science

The Computer Information Systems Associate of Science will prepare students in a wide range of information systems skills such as web design, systems analysis and design, programming, data communication and networking, communication technologies, and internet protocols. These skills will prepare a student to enter into or advance within career patterns of the computer information systems industry. The goal for the Computer Information Systems Associate in Science is to provide an opportunity for students to complete a short-term, intensive, hands-on program preparing them for employment in the computer information systems field.

Program Learning Outcomes: Upon completion of this program students will be able to demonstrate the ability to use technology effectively to communicate and analyze information related to computer information systems; demonstrate a broad knowledge of computer information systems terminology and practices, including those related to networking and data communications technology; effectively use word processing spreadsheet, presentation graphics and database management software in a professional office environment; design and implement a relational database; develop solutions to common programming problems using the structured sequential logic of computer programming languages.

Required Core Courses: (28 units):

BSAD P132 - Business Communications..... 3 units

INFS P052 - Introduction to Web Design 3 units

INFS P100 - Introduction to Information Systems 3 units

INFS P110 - Information and Communication

Technology Essentials..... 4 units

INFS P113 - Structured Programming 3 units

INFS P170 - Internet Protocols and Principles 3 units

INFS P180 - Intro to Database Management Systems. 3 units

INFS P210 - Systems Analysis and Design 3 units

INFS P220 - Data Communications and Networking.. 3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.

Effective Summer 2017

Early Childhood Education

Associate in Science for Transfer

The Associate in Science in Early Childhood Education for Transfer provides a clearly articulated curricular track for student who wish to transfer to a CSU campus, while also serving the diverse needs of students interested in the breadth and depth of the field of early childhood education. Additionally, this degree exposes students to the core principles and practices of the field in order to build a foundation for their future personal, academic, or vocational paths.

The degree was designed to facilitate students' successful transfer to certain California State University (CSU) campuses that prepare them for advanced study in a variety of graduate programs, as well as a variety of careers such as teaching, Child Development Specialist, Program Director, and Child Life Specialists. With a Bachelor of Science in Early Childhood Education students are eligible for the Master Teacher and Site Supervisor levels of the California Child Development Permit, using the Alternative Qualifications category. The Associate in Science in Early Childhood Education for Transfer provides students with a major that fulfills the general requirement of the California State University for transfer. Student with this degree will receive priority admission with junior status to certain California State University campuses.

Program Learning Outcomes: Synthesize child development research with principles and practices for early childhood teaching to create early learning environments that are respectful, supportive, and challenging for all children, from infancy through adolescence; design inclusive, culturally and linguistically appropriate learning environments, based on child development, child observations, family information and knowledge of culturally diverse child rearing, practices; incorporate strategies for building respectful, reciprocal family and community relationships in order to support families with their children's development and learning; assess children's learning through observation, documentation, and interpretation, using results to guide curriculum and teaching strategies; recommend developmentally appropriate and culturally relevant approaches to teaching and learning that include respectful, supportive relationships with children and families, and curriculum that supports foundational skills and concepts in language, math, science, art, and social relationships; demonstrate practices that maintain standards of health, nutrition, and safety in group care early childhood settings; apply ethical standards of behavior accepted by the profession of early childhood education.

Students must satisfy the following requirements to earn the Associate in Science in Early Childhood Education for Transfer:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 24 semester units in the major as determined by the required courses described right.
2. Obtainment of a minimum grade point average of 2.0.

A grade of “C” or better in all courses required for the major.

Required Core Courses:

CHDV P142 - Principles and Practices of Teaching Young Children.....	3 units
CHDV P122 - The Child, the Family and the Community	3 units
CHDV P144 - Introduction to Curriculum	3 units
CHDV P143 - Practicum/Field Experiences	3 units
CHDV P239 - Observation and Assessment	3 units
CHDV P119 - Health, Safety and Nutrition	3 units
CHDV P117 - Teaching in a Diverse Society	3 units
CHDV P223 - Child, Growth & Development	3 units
<i>OR</i>	
PSYC P223 - Child Psychology.....	3 units
Total Overall Units	60 units

Students are not required to complete additional campus course graduation requirements.

Effective Summer 2017

Elementary Teacher Education

Associate in Arts for Transfer

The Associate in Arts in Elementary Teacher Education for Transfer degree incorporates the elementary subject matter competence requirements as established by the California Teacher Credentialing Commission and prepares students for the California Subject Examinations for Teachers (CSET) Multiple Subjects exam, including core courses in the Arts, Education, English, the Humanities, Mathematics, Science, and Social Science. While developing the knowledge of the subject matter required, students will also acquire and develop the skills and abilities and be provided with the practical work-related experiences, test preparation, and guidance necessary for a successful career in public education. Porterville College students enrolling in this program are not required to complete any additional graduation requirements beyond those specified in this 60 unit degree.

Program Learning Outcomes: Demonstrate understanding of educational philosophies and issues in an historical and global context; demonstrate knowledge of the impact of social and cultural contexts on learning; recognize differences among students and identify the strategies and accommodations used to address these differences while promoting a healthy learning environment; demonstrate subject matter competency in all areas of the California Curriculum Standards required for K-6 teachers

Additionally, pursuant to the requirements of SB 1440, section 66746, the Associate in Arts Degree for Transfer requires the following:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis as determined by the community college district.

2. Obtainment of a minimum grade point average of 2.0.

A grade of “C” or better in all courses required for the major or area of emphasis.

Required Core Courses: (44 units):

EDUC P110 - Introduction to Elementary Education.....	3 units
CHDV P223 - Child, Growth & Development	3 units
BIOL P110 - Principles of Biology	4 units
PHSC P112 - Physical Science	4 units
ERSC P110 - Introduction to Earth Science	4 units
MATH P115 - Structures and Concepts	3 units
COMM P101 - Intro to Public Speaking	3 units
ENGL P101A - Expository Composition.....	4 units
ENGL P101B - Argumentative Writing and Critical Thinking Through Literature	4 units
GEOG P125 -World Regional Geography.....	3 units
HIST P101 - World History to 1500	3 units
HIST P117 - History of the US from the Colonial Period to 1877	3 units
POLS P101 - American Government.....	3 units
Core Total:	44 units

List A: (3 units):

ENGL P101C - Argumentative Writing and Critical Thinking	3 units
List A Total:	3 units

List B: (Select one - 3 units):

ART P101 - Art Studio Fundamentals.....	3 units
DRMA P101 - Introduction to Theatre.....	3 units
List B Total:	3 units
Total Overall Units	60 units

Students are not required to complete additional campus course graduation requirements.

Effective Summer 2019

Engineering

Associate in Science

The Associate of Science in Engineering is designed to prepare students to continue studies toward a B.S. degree in any field of Engineering. The intent of the program is to assist students in transferring to an Engineering degree program in the UC/CSU system. Students who pursue an Engineering degree enjoy a wealth of career opportunities in such fields as Aerospace Engineering, Biomedical Engineering, Civil Engineering, Computer/Software Engineering, Electrical Engineering, Industrial Engineering, Mechanical Engineering, Nuclear Engineering, and Petroleum Engineering.

Program Learning Outcomes: Explain engineering ethical principles and standards; apply the engineering design process to design projects; apply appropriate engineering analysis techniques for engineering applications; legibly and effectively communicate engineering solutions to others, whether the audience members are engineers or not.

The Associate in Science degree in Engineering may be awarded to students who complete the Porterville College Graduation Requirements for an Associate in Arts degree through any of the three general education patterns (*the Porterville College*

General Education checklist, CSU General Education Breadth Requirements, or Intersegmental General Education Transfer Curriculum), including major requirements that include:

Required Core Courses: (26 - 27 units):

ENGR P110 - Introduction to Engineering	2 units
MATH P103 - Calculus 1 with Analytic Geometry	4 units
MATH P104 - Calculus 2 with Analytic Geometry	4 units
MATH P205 - Calculus 3 with Analytic Geometry	4 units
MATH P206 - Differential Equations with Linear Algebra.....	5 units

OR

MATH P207 - Ordinary Differential Equations.....	4 units
PHYS P104A - Physics for Scientists and Engineers ...	4 units
PHYS P104B - Physics for Scientists and Engineers ...	4 units

Elective Courses: (10 - 12 units):

CHEM P101A - General Chemistry I	5 units
ENGR P120 - Introduction to Programming Concepts and Methodologies for Engineers	4 units
ENGR P132 - Program Concepts and Methodologies II	3 units
ENGR P260 - Circuits Analysis	3 units

Effective Summer 2020

English

Associate in Arts for Transfer

The Associate in Arts in English for Transfer is designed for students planning to transfer to the California State University that require a foundation of close textual reading, effective writing, and critical thinking. Students will explore literature from a variety of critical perspectives and will apply their understanding of history, sociology, and philosophy and other areas of study to written and spoken language, particularly texts of artistic and social value. English majors will gain a variety of critical reading, writing, and thinking skills that foster a broad understanding of culture, history, and diversity as well as a sense of the ways reading and writing have changed over time.

Program Learning Outcomes: Implement skills for thinking critically about individual texts; relate texts to the social, cultural, and historical contexts in which they were produced; extend, deepen, and refine research and writing skills, particularly the ability to write correctly documented essays; read literary works from a variety of genres and determine their literary significance; identify and utilize the critical approaches that are most likely to illuminate the meaning; apply the nuances of language in both reading and expression.

Students must satisfy the following requirements to earn the Associate in Arts in English for Transfer:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University.
 - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 18 semester or 27 quarter units in the major or area of emphasis, as determined by the community college district.

2. Obtainment of a minimum grade point average of 2.0.

A grade of “C” or better in all courses required for the major or area of emphasis.

Required Core Course:

ENGL P101B - Argumentative Writing and Critical Thinking Through Literature	4 units
--	---------

LIST A: Choose two courses: (6 units):

ENGL P130 - American Literature 1	3 units
ENGL P131 - American Literature 2	3 units
ENGL P102 - English Literature: Beowulf to Pope/Age of Reason	3 units
ENGL P104 - Engl Literature: Romantics to Present ..	3 units

List B: Choose two courses: (6 units):

Any List A course not already used

ENGL P140 - Creative Writing	3 units
ENGL P103 - Shakespeare Survey	3 units
ENGL P112 - Forms of Literature: Chicano Literature ..	3 units
ENGL P113 - Forms of Literature: Chicano Drama ...	3 units
ENGL P118 - The Bible as Literature	3 units

LIST C: Choose one course (3 units):

Any course not selected from List A or B

ENGL P114 - Mythology and Folklore	3 units
ENGL P115 - Forms of Literature: Women Writers ...	3 units
ENGL P116 - Forms of Literature: The Short Story ...	3 units
ENGL P115 - Forms of Literature: Women Writers ...	3 units
ENGL P117 - Forms of Literature: American Indian Literature	3 units

DRMA P101 - Introduction to Theatre.....	3 units
---	---------

Major Total: 19 units

In addition to the above “major specific” courses, students must complete the rest of the CSU GE or IGETC pattern requirements. Course “double-dipping” is allowed to satisfy these areas with courses from the above Major lists.

Remaining units must be transfer-level electives to reach a total of 60 units.

Total Overall Units 60 units

Students are not required to complete additional campus course graduation requirements.

Effective Summer 2020

History

Associate in Arts for Transfer

The Associate in Arts in History for Transfer degree is designed for students planning to transfer to the California State University or other institutions to continue studies toward a B.A. in History or for other programs that require an introductory foundation of the knowledge and skills to interpret and build understanding of our political, economic, and social past. Students who pursue History degrees at transfer institutions establish a foundation for careers in education, law, politics, information management, business, travel, government, and journalism. Additionally, History students also find success in museum, library, and archival. Students must satisfy the following requirements in order to earn the Associate in Arts in History for Transfer degree:

Program Learning Outcomes: The student will demonstrate knowledge and understanding of United States, Western and/or World histories through recalling and analyzing significant events, peoples, ideas, individuals, organizations, and movements involved in the processes of historical change and continuity; critically read topics in history, analyzing primary and secondary sources, identifying problems, theses, arguments, points of view, evidence, and conclusions; critically communicate in writing and speaking about topics in history, addressing problems, formulating theses, making arguments, analyzing and utilizing supporting evidence, and deriving conclusions and assessments.

Students must also complete, at a minimum, the following:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (*IGETC*) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a “C” or better in all courses required for the major. A “P” (*Pass*) grade is not an acceptable grade for courses in the major.

Completion of 18 semester units in History as follows:

Required Core Courses: (6 units):

HIST P117 - History of the US from the Colonial Period to 1877 3 units

HIST P118 - History of the US from 1865 to the Present 3 units

List A: Complete (6 units):

HIST P101 - World History to 1500 3 units
OR

HIST P104 - History of Western Civilization I 3 units
AND

HIST P102 - World History from 1500 to the Present .. 3 units
OR

HIST P105 - History of Western Civilization II 3 units

List B: Complete (6 units):

(One 3-unit course from each of the following 2 areas):

Multicultural/Diversity:

(Any of the following courses not already used in List A)

HIST P101 - World History to 1500 3 units

HIST P102 - World History from 1500 to the Present ... 3 units

HIST P108 - Early Latin American History 3 units

HIST P109 - Modern Latin American History 3 units

HIST P119 - Mexican American History 3 units

HIST P120 - History of the Middle East 3 units

HIST P121 - History of East Asia 3 units

HIST P123 - History of Mexico 3 units

Other History Course:

(*LIST A courses*):

OR

LIST B course (*NOT used above*):

OR

History P107 - California History 3 units

Major Total 18 units

Total Overall Units 60 units

Students are not required to complete additional campus course graduation requirements.

Effective Fall 2012

Kinesiology

Associate in Arts for Transfer

The Associate in Arts Degree in Kinesiology for Transfer prepares students for transfer to a CSU where they may complete a Bachelor's degree in Kinesiology or related disciplines. This program is designed to provide students with an introduction to the academic discipline dealing with the art and science contained in human movement. The course of study provides a foundation in the fundamentals of human anatomy, physiology, movement, and the refinement of individual fitness and sport related skills. Opportunities are provided for students to expand their understanding and expertise in a variety of areas.

Program Learning Outcomes: Demonstrate an understanding of human anatomy and physiology as they relate to physical activity; demonstrate an ability to assess and analyze fitness and movement skills; apply techniques of, and demonstrate a beginning level of knowledge, in at least three areas of physical sport skills; demonstrate an ability to find and critically analyze information relevant to kinesiology.

Students must satisfy both of the following requirements in order to earn the Associate in Arts in Kinesiology for Transfer degree: Students must earn a “C” or better in all courses required for the major.

1. Completion of the 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. 40 units from either the Intersegmental General Education Transfer Curriculum (*IGETC*) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 22 semester units in the major as determined by the required courses described below.
2. Obtainment of a minimum grade point average of 2.0.

Required Core Courses:

Complete all of the following courses (12 units):

ANAT P110 - Human Anatomy 4 units

PHYL P101 - Introductory Physiology 5 units

KIN P101 - Introduction to Kinesiology 3 units

Movement-Based Courses (3 unit minimum):

Select one course maximum from three of the following four areas:

Dance Activities Area:**KIN P160 - Body-Movement: Country Western**

Line Dancing 1 unit

Fitness Area:**KIN P103 - Beginning Weight Training**..... 1-2 units**KIN P105 - Advanced Weight Training** 1-2 units**KIN P106A - Shape Up-Aerobic Exercise**..... .5-2 units**KIN P106B - Shape Up-Aerobic and Anaerobic Exercise**..... .5-2 units**KIN P143 - Intercollegiate Team Conditioning** 1-2 units**Individual Activities Area:****KIN P112A - Beginning Tennis** 1 unit**KIN P112B - Intermediate Tennis** 1 unit**Team Sport Area:****KIN P147A - Beginning Soccer**..... 1 unit**List A: Additional Program Requirements:***Select two courses from the below listed course offerings:***CHEM P101A - General Chemistry I**..... 5 units**MATH P122 - Intro to Probability and Statistics** 4 units**PHYS P104A - Physics for Scientists and Engineers**.... 4 units**BIOL P110 - Principles of Biology** 4 units**Major Total** **23-25 units****Total Overall Units** **60 units**

Students are not required to complete additional campus course graduation requirements.

*Effective Summer 2019***Liberal Arts****Associate in Arts**

The Associate Degree in Liberal Arts is designed for students who wish to have a broad knowledge of liberal arts and sciences plus additional coursework in an “area of emphasis.” This area of emphasis would be an ideal choice for students who plan to transfer to the California State University (CSU) or University of California (UC). Students can satisfy general education requirements plus focus on transferable course work that relate to majors at these institutions. Please consult with a counselor for information regarding your intended major at the specific college or university of your choice.

Program Learning Outcomes: Demonstrate competency in various areas including: math, English, social science, humanities, and natural and physical sciences; apply written and verbal communication skills in personal and professional environment; describe the importance of a liberal education; apply critical thinking skills.

- Choose either Option A: Porterville College Local General Education Pattern, Option B: CSU General Education Breadth or Option C: IGETC (*Intersegmental General Education Transfer Curriculum*) for the general education pattern which relates to your educational goal. Completion of the Porterville College Local General Education Pattern DOES NOT prepare a student for transfer. If you are planning to transfer to a four-year school, depending on your transfer goal, you should select Option B or C only. Please consult with a counselor or educational advisor if you have any question about which option is right for you.

- Complete 18 units in one “Area of Emphasis” from those outlined below. (**Note:** *Where appropriate, courses in the “Area of Emphasis” may also apply toward general education areas on the general education pattern.*)
- All classes listed below transfer to the CSU system and courses in **BOLD ITALIC** also transfer to the UC system. Please refer to www.assist.org for articulation agreements and transfer details for each course.

Program Requirements:

General Education: Porterville College General Education, CSU General Education Breadth or IGETC (*31-40 units*).

Areas of Emphasis: A minimum of 18 units are required in one Area of Emphasis listed below. Courses selected may also be used to fulfill GE areas. Refer to each transfer institution policy.

Electives: Elective units may be necessary to total 60 overall units required for the associate degree. These units must be transferable to the CSU and/or UC for appropriate credit (*2-11 units*).

Total..... **60 units****Areas of Emphasis:** Arts and Humanities**Arts and Humanities:**

These courses emphasize the study of cultural, literary, humanistic activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments.

ASL P101 - Beginning American Sign Language 4 units**ASL P102 - Beginning American Sign Language** 4 units**ART P101 - Art Studio Fundamentals** 3 units**ART P103 - Fundamentals of Drawing** 3 units**ART P104 - Basic Painting**..... 2 units**ART P105 - Mixed Media Sculpture** 2 units**ART P106 - 2-D Design** 3 units**ART P110 - Ancient Art History**..... 3 units**ART P111 - Renaissance and Baroque Art History** 3 units**ART P112 - Modern Art History** 3 units**ART P117 - Advanced Drawing** 2 units**ART P118 - Figure Drawing**..... 2 units**ART P119 - Advanced Painting** 2 units**ART P120 - Head Sculpture** 2 units**ART P122 - Advanced Figure Drawing**..... 2 units**ART P134 - Portrait Painting**..... 2 units**COMM P101 - Introduction to Public Speaking** 3 units**COMM P102 - Interpersonal Communication** 3 units**DRMA P101 - Introduction to Theatre** 3 units**DRMA P102 - Introduction to Contemporary Drama**.... 3 units**ENGL P101B - Argumentative Writing and Critical Thinking Through Literature** 4 units**ENGL P102 - English Literature: Beowulf to Pope** 3 units**ENGL P103 - Shakespeare Survey**..... 3 units**ENGL P104 - English Lit.: Romantics to the Present**.. 3 units**ENGL P112 - Forms of Lit.: Chicano Literature**..... 3 units**ENGL P113 - Forms of Lit.: Chicano Drama**..... 3 units**ENGL P114 - Greek and Roman Mythology** 3 units**ENGL P115 - Forms of Lit.: Women Writers**..... 3 units

ENGL P116 - Forms of Lit.: The Short Story	3 units
ENGL P117 - Forms of Lit.: American Indian Lit.	3 units
ENGL P118 - The Bible as Literature	3 units
ENGL P119 - Forms of Literature: Poetry	3 units
ENGL P130 - Survey of American Literature	3 units
ENGL P140 - Creative Writing	3 units
ENGL P141 - Magazine Article Writing	3 units
HIST P104 - History of Western Civilization I	3 units
HIST P105 - History of Western Civilization II	3 units
MUSC P110 - Exploring the World Through Music	3 units
MUSC P111 - Music Appreciation: Music through 1800	3 units
MUSC P112 - Music Appreciation: 1800 to Present	3 units
MUSC P113 - Introduction to Music Literature	2 units
MUSC P117 - College Chorale	1 unit
MUSC P118 - Chamber Singers	1 unit
MUSC P119 - Women's Chorus	1 unit
MUSC P121 - Chamber Music Ensemble	1 unit
MUSC P130 - Studio Band	2 units
MUSC P143A - Beginning Class Piano	2 units
MUSC P143B - Intermediate Class Piano	2 units
MUSC P143C - Advanced Class Piano	2 units
MUSC P143D - Advanced Class Piano	2 units
PHIL P106 - Introduction to Philosophy	3 units
PHIL P107 - Introduction to Logic	3 units
PHIL P108 - Introduction to Philosophy of Religion ..	3 units
PHIL P109 - Existence and Reality	3 units
PHIL P110 - Introduction to Ethics	3 units
PHIL P111 - Critical Thinking and Composition	3 units
PHIL P112 - The Ethics of Living and Dying	3 units
SPAN P101 - Elementary Spanish	5 units
SPAN P102 - Elementary Spanish	5 units
SPAN P103 - Intermediate Spanish	5 units
SPAN P104 - Intermediate Spanish	5 units
SOCI P127 - Women and Society	3 units

LVN to ADN

Associate in Science

MISSION

The Porterville College Licensed Vocational Nursing Associate Degree Nursing (LVN-ADN) Program endorses the mission of Porterville College which is: "With students as our focus, Porterville College provides our local and diverse communities quality education that promotes intellectual curiosity, personal growth, and lifelong learning, while preparing students for vocational and academic success."

The Porterville College LVN-ADN Program adheres to this mission when offering the Associate Degree in Nursing. The mission of the nursing program is to provide an innovative, student-centered educational program that prepares diverse students as candidates to become Registered Nurses to provide safe, quality, evidence-based nursing care in the current healthcare environment. The program is market-conscious as it prepares students to practice nursing in a variety of healthcare environments with input from the community represented through the program's Advisory Committee. Upon completion of the program the graduate is qualified to take the NCLEX-RN examination.

In alignment with the mission of Porterville College, the LVN-ADN program also provides a solid base for continued lifelong learning as a Professional Nurse. Although the LVN-ADN program is not considered a Transfer Program, the nursing program graduates are prepared with the necessary nursing knowledge, skills, and competencies to continue their education in a higher degree program. The nursing program has articulation agreements with upper level institutions in California to assist students in their quest for a baccalaureate in nursing degree.

NOTE: The California Board of Registered Nursing (BRN) protects the public by screening applicants for licensure in order to identify potentially unsafe practitioners. The law provides for denial of licensure for crimes or acts, which are substantially related to nursing qualifications, functions or duties. Conviction of any offenses other than minor traffic violations must be reported to the Board of Registered Nursing at the time of application for licensure. Business and Professions Code 480 and Nurse Practice Act article 3 section 2761. For clarification contact the ADN Program Director or the Board of Registered Nursing, P.O. Box 944210, Sacramento, California, 94244-2100, (916) 322-3350.

NOTE: Social Security Number (SSN) or Individual Taxpayer Identification Number Requirement: Pursuant to Section 30(c) of the Business and Professions code the California Board of Registered Nursing (BRN) will not process any application for licensure unless the applicant provides a United State SSN or Individual Taxpayer Identification Number. The Nursing Practice Act provides for a unified examination and licensing application. Once an applicant passes the examination, a license is automatically issued. Under these circumstances the BRN cannot accept applications for the examination and licensure without a SSN or Tax Payer Identification Number.

CAREER OPPORTUNITIES

Employment in the field for registered nurses is excellent locally and nationally. The registered nurse enjoys a well-compensated, rewarding, highly flexible career, which should continue in the future. This field is expanding and growth in the job market is projected.

Program Learning Outcomes: Provide safe, quality, evidence-based, patient-centered nursing care to diverse patients across the lifespan in a variety of healthcare settings; exercise clinical judgment to make increasingly complex patient-centered care decisions; participate in quality improvement processes to improve patient care outcomes; participate in teamwork and collaboration with members of the inter-professional team, the patient, and the patient's support persons; use information management systems and patient care technology to communicate, manage knowledge, mitigate error, and support decision-making; incorporate leadership, management, legal, and ethical principles to guide practice as a Registered Nurse; promote a culture of caring in all healthcare environments.

ENROLLMENT ELIGIBILITY

To be eligible for enrollment in the program, the student must meet the following criteria:

- Possession of a current clear and active California Vocational Nurse (LVN) license at the time of application and throughout program completion.
- Intravenous Certification required.
- Completion of a minimum of six months full-time equivalent LVN work experience within the past year.
- A grade of “C” or better required for all **Prerequisites**
- **2.5 minimum GPA** in anatomy, physiology, and microbiology

ANAT P110 (*Human Anatomy*) 4 units at Porterville College, or equivalent course at another accredited college.

PHYL P101 (*Introductory Physiology*) 5 units at Porterville College, or equivalent 4-5 semester unit physiology course at another accredited college.

MICR P106 (*Microbiology*) 5 units at Porterville College, or equivalent 4-5 semester unit microbiology course at another accredited college.

- **2.5 minimum GPA** in remaining prerequisite courses for the nursing program.

ENGL P101A (*Expository Composition*) 4 units at Porterville College, or equivalent course at another accredited college.

MATH P051 (*Intermediate Algebra*) 4 units OR higher at Porterville College or equivalent 3-4 semester unit math course equivalent at another accredited college.

- A grade of “C” or higher in **NURS P171** LVN Transition to RN Program.

ENROLLMENT PROCESS

Eligible students are selected for the program according to the following steps:

- Pre-enrollment applications and deadlines for the LVN-ADN program are available from the Health Careers Division or program website.
- Selection is based on a random selection process from among the qualified applicants and is submit to space availability. Students must reapply each semester. There is no waiting list.
- Only students who meet the educational and pre-nursing requirements and follow the pre-enrollment procedures will be considered for the program. Meeting all these requirements does not guarantee acceptance into the program.

CONDITIONS OF ENROLLMENT

As a condition of enrollment into the Nursing program, the student is required to have a physical examination, inoculations, tuberculosis clearance, drug screen, background check, and current American Heart Association Basic Life Support Provider card (*at the student's expense*).

NOTE: The student is responsible for providing uniforms, laboratory fees, necessary equipment and transportation to off-campus laboratory locations. There are morning, afternoon, evening, and weekend clinical experiences that may change with limited notice.

PROGRAM PROGRESSION

A grade of “C” or better is required in each nursing course for progression toward the LVN-ADN Degree.

PROGRAM APPROVAL

The California Board of Registered Nursing approves the Porterville College LVN-ADN Program.

OTHER LVN-ADN REQUIREMENTS

- **COMM P101** (*Introduction to Public Speaking*) OR **COMM P102** (*Interpersonal Communication*)
- **PSYC P101A** (*General Psychology*)
- **SOCI P101** (*The Social World*) OR **ANTH P102** (*Cultural Anthropology*)

GENERAL EDUCATION COURSES

General education courses are required to graduate from Porterville College with an LVN-Associate Degree in Nursing. It is suggested that most of these courses be completed prior to beginning the LVN-ADN Program. NOTE: Some of the general education courses are also prerequisite courses for the LVN-ADN OR other LVN-ADN requirements.

- Area A: Education – **NURS P100** recommended
- Area B: Writing - **ENGL P101A** (4 units) prerequisite course for the program
- Area C: Communications – **COMM P101** OR **COMM 102** LVN-ADN requirement
- Area D: Mathematics - **MATH P051** OR higher – prerequisite course for the program
- Area E: Biological Science – **ANAT P110**, **PHYL P101** AND **MICR P106** – prerequisite courses for the program
- Area F: Physical Science – **CHEM P106** recommended
- Area G: History/Political Science – **HIST P117**, **P118** OR **POLS P101**
- Area H: Social/Behavioral Science – **PSYC P101A** AND **SOCI P101** OR **ANTH P102** – LVN-ADN requirement
- Area I: Analytical Thinking - this area is met by completing the Associate Degree Nursing courses
- Area J: Multicultural Studies - this area is met by completing the Associate Degree Nursing courses
- Area K: Health/Physical Education - this area is met by completing the Associate Degree Nursing courses
- Area L: Humanities: **PHIL P112** is recommended or any course as listed in Area L of the General Education Checklist

LVN-ADN PROGRAM CURRICULUM

Third Semester

NURS P135 - Concepts of Mental Health Nursing.....4 units

NURS P136 - Concepts of Nursing Care of the Adult and Older Adult III.....6 units

Fourth Semester

NURS P138 - Concepts of Nursing Care of the Adult and Older Adult IV.....6 units

NURS P139 - Transition to Registered Nurse 1 unit

Total Units (*prerequisites and program*).....**59-61 units**

Challenge/Advanced Placement into the Nursing Program for Military Personnel

In compliance with Senate Bill 466, Military Personnel and Veterans may be eligible for advanced placement into the Porterville College LVN-ADN Program. Three pathways have been established to assist with obtaining nursing credit for previous education and experience for the Basic Medical Technician Corpsman, the Basic Medical Technician Corpsman with an active California LVN license, and the Independent Duty Corpsman/Advanced Army Medic/Advanced Air Force Medic. All applicants must meet all general entrance requirements of the Associate Degree Nursing Program, including completion of designated prerequisites. Students must pass the first and/or second semester written challenge exams with 75% or higher and obtain a satisfactory level of achievement on skills competency. Military Challenge students will not be admitted if they have previously failed a nursing course at another nursing school.

Effective Summer 2019

Mathematics

Associate in Science for Transfer

The Associate in Science in Mathematics for Transfer is designed to prepare students to continue studies toward a B.A. or B.S. degree in Mathematics or for entry-level into a variety of career options. The intent of an Associate Degree for Transfer (ADT) is to assist students in seamlessly transferring to a campus in the California State University (CSU) system. Students who pursue a Mathematics degree enjoy a wealth of career options ranging from Business, Engineering, Computer Science, Education, the Sciences and the many others.

Program Learning Outcomes: Use mathematics to investigate, model, and solve a variety of real-world problems; use a variety of problem-solving methods to solve equations and related applications; use technology as a tool for exploring mathematical concepts; demonstrate an understanding of concepts and skills needed for future mathematics courses or courses in related disciplines; demonstrate a solid understanding of functions from multiple perspectives; use numerical, graphical, and symbolic representations to solve problems and communicate with others; demonstrate an ability to work with mathematical abstractions; analyze mathematical relationships, and make plausible conjectures. Students must satisfy both of the following requirements in order to earn the Associate in Science in Mathematics for Transfer degree:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 21 semester units in the major as determined by the required courses described below.
2. Obtainment of a minimum grade point average of 2.0.

Required Core Courses:

MATH P103 - Calculus 1 with Analytical Geometry ..	4 units
MATH P104 - Calculus 2 with Analytical Geometry ..	4 units
MATH P205 - Calculus 3 with Analytical Geometry ..	4 units
MATH P206 - Differential Equations and Linear Algebra.....	5 units
PHYS P104A - Physics for Scientists and Engineers ..	4 units
Major Total	21 units
Total Overall Units	60 units

Students are not required to complete additional campus course graduation requirements.

Effective Summer 2014

Nursing

Associate in Science

Registered nursing education prepares the graduate to provide services to those who need healthcare. As needs are varied so are educational programs, which may proceed from the simpler to the more complex in accordance with the career ladder concept. The progression is as follows: nurse assistant (CNA), licensed vocational nurse (LVN), registered nurse (RN), and other nurses with Bachelor of Science, Master of Science or Doctorate in Nursing and special certifications. The successful RN may begin employment in a wide variety of entry-level positions. The role of a new graduate is usually that of a staff nurse.

With additional education, a nurse may advance to a position of supervision, administrator, clinical specialist, educator, or researcher. Associate Degree Nursing (ADN) is a four-semester program after the prerequisite courses have been completed. In addition, students must complete all the Porterville College general education requirements for graduation. Upon successful completion of the ADN Program, graduates are eligible to take the National Council Licensure Examination for licensure as a Registered Nurse in the State of California.

Program Learning Outcomes: Provider of Care-The graduate will provide safe nursing care through therapeutic nursing interventions to clients with critical and complex disease states. The care is characterized by consistent critical thinking and problem-solving skills, clinical competence, accountability, effective communication skills, respect for diverse cultures, with an emphasis on health education and a commitment to the value of caring; Manager of Care-The graduate will provide safe nursing care consistently utilizing critical thinking skills for clients who have critical and complex disease states. The care is characterized by the ability to assess and establish priority of care for a group of clients and delegation of appropriate aspects of nursing care to licensed and unlicensed personnel and directs their activities. The manager of care collaborates with other members of the health care team, including organizational and community resources, using effective oral and written communication skills. The manager of care recognizes roles and responsibilities within the levels of the career ladder and is competent in using technology to provide evidence-based nursing care; Member of Profession. The graduate will consistently demonstrate accountability, advocacy, legal /

ethical and caring behavior, and responsibility for one's own professional growth, behavior, and formal /informal education. The student nurse routinely participates in self-evaluation and makes changes to improve the practice of nursing, with the ultimate goal of making positive contributions to the nursing profession.

Program Prerequisites:

English P101A - (<i>Expository Composition</i>).....	4 units
Anatomy P110 - (<i>Human Anatomy</i>).....	4 units
Physiology P101 - (<i>Introductory Physiology</i>).....	5 units
Microbiology P106 - (<i>Microbiology</i>).....	5 units

General Education

(additional nursing/GE required for the Associate Degree):

Math P051 - (<i>Intermediate Algebra</i>).....	5 units
Communication P101 - (<i>Introduction to Public Speaking</i>)... 3 units	
OR	
Communication P102 - (<i>Interpersonal Communication</i>)... 3 units	
Psychology P101A - (<i>General Psychology</i>).....	3 units
Sociology P101 - (<i>The Social World</i>)	3 units
OR	
Anthropology P102 - (<i>Cultural Anthropology</i>)	3 units
Social Science - History P117 or P118	3 units
OR	
Political Science P101	3 units
Physical Science - Chemistry P106 recommended ... 4 units	
(<i>Chemistry is a prerequisite of Microbiology</i>)	
Humanities - Philosophy P112 (<i>Ethics of Living & Dying</i>) 3 units	
or other humanities course listed on the general education list	
Education P105 (<i>College Planning & Success</i>)	1 unit
OR	
Education P102, P107	2 units
OR	
Nursing P100	1-2 units

Remediation Program: Students who do not meet the eligibility requirements (*Prerequisite Validation Cut-Score of 75% and Composite Score of 62% on the Assessment Test*) may successfully complete all of the following remediation requirements to be considered eligible for enrollment in the ADN Program*:

- Completion of **EDUC P076** - Effective Learning Skills with a "B" grade or higher
- Completion of **NURS P110** - Patho-physiology for Nursing with a "B" grade or higher
- Completion of a Certified Nursing Assistant course (*CNA*) with a "C" grade or higher or Current CNA certification with proof of recent work experience
- Completion of **NURS P100** - Strategies for Nursing Success with a "CR" grade
- Repeat Assessment Testing with a score of 62% or higher

*Successful completion of the Remediation Program must be completed within 12-months of initial application to the ADN Program to be considered eligible. Students wishing to be re-considered must provide proof of successful completion of all remediation steps.

First Semester

NURS P120 - Fundamentals of Nursing	4.5 units
NURS P121 - Medical-Surgical Nursing I.....	4.5 units
NURS P122 - Pharmacology.....	3 units

Second Semester

NURS P123 - Medical Surgical Nursing 2.....	4.5 units
NURS P124 - Obstetrics - Maternity Nursing.....	3 units
NURS P127 - Pediatric Nursing.....	3.5 units

Third Semester

NURS P126 - Medical-Surgical Nursing 3	5.5 units
NURS P125 - Mental Health - Psychiatric Nursing..	3.5 units

Fourth Semester

NURS P128 - Medical-Surgical Nursing 4	7 units
NURS P129 - Gerontology - Community Nursing	2 units

Effective Fall 2012

Philosophy

Associate in Arts for Transfer

The Associate in Arts in Philosophy for Transfer program prepares students to continue studies toward a bachelors of arts in philosophy. Successful completion of the Associate in Arts in Philosophy for Transfer guarantees the student acceptance to a California State University (*but does not guarantee acceptance to particular campus or major*) to pursue a baccalaureate degree.

Philosophy is the study of fundamental questions related to human experience. What is the good life? What is knowledge and truth? What is the nature of reality? Does God exist? With its emphasis on logical reasoning, philosophy provides insights into how to understand the various meanings of these questions and ways to answer them with applications to everyday life..

With its emphasis on developing strong analytical and logical reasoning skills, a philosophy degree serves as outstanding preparation for law school, graduate school, business school, and medical school. Career opportunities with a Philosophy Baccalaureate degree include a broad range of fields such as business, education, ethics, government, law, management, publishing, religious service, scientific research, social work, and teaching.

Program Learning Outcomes: Students will develop the expertise to evaluate a variety of arguments with respect to validity, strength, soundness, and cogency; students will develop the expertise to discuss philosophical issues in their historical context; students will develop the expertise to formulate the core questions of philosophy and analyze and evaluate philosophical claims; students will develop the expertise to apply moral theories to a variety of moral issues; and students will develop the expertise to articulate and defend a philosophical world view relevant to their own lives.

Students must satisfy the following requirements in order to earn the Associate in Arts in Philosophy for Transfer degree:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to California State University.
 - a. The California State University-General Education-Breadth pattern (*CSU GE-Breadth*); OR the Inter-segmental General Education Transfer Curriculum (*IGETC*).

- b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis as determined by the community college district.
2. Obtainment of a minimum grade point average (GPA) of 2.0.

Students must earn a “C” or better in all courses required for the major or area of emphasis.

Required Core Courses: 2 courses (6 units):

PHIL P107 - Introduction to Logic3 units

AND Choose 1 course from the following:

PHIL P106 - Introduction to Philosophy3 units

PHIL P110 - Introduction to Ethics.....3 units

List A: Select 1 course (3 units):

Select any course not selected from Core Courses

PHIL P109 - Existence and Reality3 units

PHIL P114 - History of Ancient Philosophy.....3 units

List B: Select 2 courses (6 units):

Any course not selected from List A

HIST P104 - History of Western Civilization I.....3 units

HIST P105 - History of Western Civilization II3 units

PHIL P108 - Introduction to Philosophy of Religion .3 units

List C: Select 1 course (3 units):

Any course not selected from List A or B

PHIL P112 - The Ethics of Living and Dying.....3 units

HIST P121 - History of East Asia.....3 units

PHIL P113 - Introduction to the World's Religions....3 units

Major Total:.....18 units

Total Units for Degree:60 units

Students are not required to complete additional campus course graduation requirements.

Effective Summer 2020

Political Science

Associate in Arts for Transfer

The Associate in Arts in Political Science for Transfer is designed for students planning to transfer to the California State University or other institutions to continue studies toward a Bachelor in Art in Political Science, Government, or Public Administration. They are also prepared to continue in other programs of study that require an introductory foundation of the knowledge and skills to interpret, understand, and effectively participate in political, social and organizational environments. Students who pursue Political Science degrees at transfer institutions prepare a foundation for careers in politics, law, government education, business, travel, information management, and journalism. Political Science is frequently the most common BA degree for students admitted into law schools in the United States. Political Science majors often find successful careers in business, in government service, and in non-profit organizations.

Program Learning Outcomes: Define the core concepts of political science such as: government, regime, state, institutions, sovereignty, constitution, democracy, authoritarianism, and globalization; analyze contemporary political events by

application of major theoretical models in political science. The Associate in Arts in Political Science for Transfer is designed for students planning to transfer to the California State University or other institutions to continue studies toward a Bachelor of Arts Degree in Political Science, Government, or Public Administration. They are also prepared to continue in other programs of study that require an introductory foundation of the knowledge and skills to interpret, understand, and effectively participate in political, social and organizational environments. Students who pursue Political Science degrees at transfer institutions prepare a foundation for careers in politics, law, government education, business, travel, information management, and journalism.

Students must also complete, at a minimum, the following:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a “C” or better in all courses required for the major. A “P” (Pass) grade is not an acceptable grade for courses in the major.

Completion of 19 semester units in the program as defined below:

Required Core Courses: (3 units):

POLS P101 - American Government 3 units

List A: Select 3 (10 units):

POLS P102 - Introduction to Comparative Politics3 units

POLS P103 - Introduction to International Politics ...3 units

MATH P122 - Intro Probability/Statistics.....4 units

List B: Select 2 (6 units):

ANTH P102 - Cultural Anthropology3 units

ECON P101 - Principles of Microeconomics3 units

ECON P102 - Principles of Macroeconomics3 units

HIST P102 - World Hist from 1500 to the Present.....3 units

HIST P105 - History of Western Civilization II3 units

HIST P117 - History of the United States from the Colonial Period to 18773 units

HIST P118 - History of the United States from 1865 to the Present.....3 units

SOCI P101 - The Social World.....3 units

SOCI P102 - Social Problems.....3 units

Total Overall Units.....60 units

Students are not required to complete additional campus course graduation requirements.

Effective Summer 2015

Public Safety

Associate in Science

The Associate of Science in Public Safety is a two-year course of study designed to prepare students for entry-level employment upon graduation from Porterville College. The Associate of Science in Public Safety offers the student vocational training programs in law enforcement, corrections and fire. The curriculum surveys the history, development, theory and practical application of knowledge in areas of law enforcement, corrections and fire. Curriculum is kept current by continuous contact with other colleges, criminal justice agencies and fire organizations. The training programs are certified by the California Commission on Peace Officers Standards and Training (P.O.S.T.), the State Board of Fire Services and the California Fire Chief's Association.

Program Learning Outcomes: By the completion of the degree the student will be able to: Identify the procedures involved in the justice system from arrest to release; identify how the criminal justice system works as a system; identify the importance of the inter-cooperation of all three parts of the criminal justice system; identify the steps that are taken from the point of arrest by the police officer to the release of the defendant from prison; demonstrate the principles of fire development, cause, and prevention. The Associate of Science in Public Safety may be earned upon satisfactory completion of a minimum of 24 units from the following courses. Courses must be selected from the following groups as indicated:

Required Core Courses: (15 units):

ADMJ P101 - Public Safety Report Writing	3 units
ADMJ P102 - Intro. to Administration of Justice	3 units
ADMJ P103 - Intro. to Law	3 units
ADMJ P104 - Criminal Law	3 units
ADMJ P107 - Exp Contem. Multicultural Issues	3 units
ADMJ P111 - Introduction to Behavioral and Correctional Science	3 units
ADMJ P113 - Interviewing/Counseling in Corrections	3 units
ADMJ P121 - Juvenile Delinquency	3 units
ADMJ P122 - Probation and Parole	3 units
FIRE P101 - Principles of Emergency Services	3 units

Required Electives: (9 - 14 units):

ADMJ P066A - Police Reserve Training, Level III	7 units
ADMJ P066B - Police Reserve Training, Level II ...	10.5 units
ADMJ P105 - Principles/Procedures of the Justice System	3 units
ADMJ P106 - Legal Aspects of Evidence	3 units
ADMJ P108 - Principles of Investigation	3 units
ADMJ P109 - Criminal Justice Communications	3 units
ADMJ P114 - Control and Supervision in Corrections ..	3 units
ADMJ P115 - Legal Aspects of Corrections	3 units
ADMJ P117 - Police Operations	3 units
ADMJ P123 - Constitutional Rights of the Accused ...	3 units
ADMJ P140A - Basic Field Work Administration of Justice Police Cadet	3 units
ADMJ P140B - Intermediate Field Work Administration of Justice Police Cadet	3 units
ADMJ P140C - Advanced Field Work Administration of Justice Police Cadet	3 units

Only 3 units from ADMJ P140A, ADMJ P140B, and ADMJ P140C may be applied to the degree.

FIRE P050 - Fire Fighter Academy..... 14 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.

Effective Fall 2017

Social Science

Associate in Arts

The Social Science Associate in Arts degree is intended to train students in a variety of methods and expose them to diverse perspectives in understanding and appreciating the human condition in the past, present, and future. The Social Science Division's core disciplines of Anthropology, Geography, History, Philosophy, Political Science, Psychology, and Sociology encourage students to investigate human existence from a variety of theoretical, methodological, and cross-cultural perspectives. Students intending to transfer to a four-year institution will find that this general background will prepare them for upper-division coursework in any of the disciplines within the degree, or that it will serve as an intellectual foundation for coursework in other disciplines. This preparation provides a solid foundation for critical thinking and understanding suited to a variety of careers.

Program Learning Outcomes: Explain the methods of investigation typically used in the disciplines studied within the degree; explain the methods of explanation typically used in the disciplines studied within the degree; apply the methods and explanations studied within the degree toward an understanding of world events, conflicts, and processes; apply the methods and explanations studied within the degree toward an understanding of the development of one's own point of view or perspective about the world; present research and concepts from the disciplines studied within the degree according to the current standards for the respective disciplines.

Required Core Courses: (19 units total):

List A: (12 units):

ANTH P102 - Cultural Anthropology	3 units
GEOG P113 - Cultural Geography	3 units
HIST P117 - History of U.S./Colonial Period to 1877	3 units
HIST P118 - History of the U.S. from 1865 to the Present	3 units
PHIL P106 - Introduction to Philosophy	3 units
POLS P101 - American Government	3 units
PSYC P101A - General Psychology	3 units
SOCI P101 - The Social World	3 units

List B: (3 units):

All students must select one course from any of the following disciplines; courses already selected for the List A requirement may not be used for the List B requirement:

ANTH P101 - Intro to Biological Anthropology	3 units
ANTH P102 - Introduction to Cultural Anthropology	3 units
ANTH P103 - Introduction to Archaeology	3 units
ANTH P104 - Prehistory and Ancient Civilizations	3 units
ANTH P105 - Native Cultures of North America	3 units
ANTH P107 - Anthropology of Religion and Ritual ...	3 units
ECON P101 - The Principles of Microeconomics	3 units
ECON P102 - Principles of Macroeconomics	3 units
GEOG P113 - Cultural Geography	3 units
GEOG P114- Physical Geography	3 units
GEOG P125 -World Regional Geography	3 units
HIST P101 - World History to 1500	3 units
HIST P102 - World History from 1500 to the present ..	3 units
HIST P104 - History of Western Civilization	3 units
HIST P105 - History of Western Civilization II	3 units
HIST P107 - California History	3 units
HIST P108 - Early Latin American History	3 units
HIST P109 - Modern Latin American History	3 units
HIST P117 - History of U.S./Colonial Period to 1877 ..	3 units
HIST P118 - History of U.S./1865 to the Present	3 units
HIST P119- Mexican American History	3 units
HIST P120 - History of the Middle East	3 units
HIST P121- History of East Asia	3 units
HIST P123 - History of Mexico	3 units
PHIL P106 - Introduction to Philosophy	3 units
PHIL P107- Introduction to Logic	3 units
PHIL P108 - Introduction to Philosophy of Religion ..	3 units
PHIL P109- Existence and Reality	3 units
PHIL P110 - Introduction to Ethics	3 units
PHIL P112- The Ethics of Living and Dying	3 units
PHIL P113 - Introduction to the World Religions	3 units
PHIL P114- History of Ancient Philosophy	3 units
POLS P101 - American Government	3 units
POLS P102- Introduction to Comparative Politics	3 units
POLS P103 - Introduction to International Politics	3 units
PSYC P101A- General Psychology	3 units
PSYC P110- Abnormal Psychology	3 units
PSYC P126- Lifespan Human Development	3 units
PSYC P133- Psychology of Personal & Social Adjustment	3 units
PSYC P223- Child Psychology	3 units
SOCI P101 - The Social World	3 units
SOCI P102 - Social Problems	3 units
SOCI P130 - Family and Society	3 units
SOCI P140 - Gender and Society	3 units
SOCI P150 - American Ethnicity	3 units
SOCI P160 - Crime and Society	3 units
SOCI P170 - Community & Social Psychology	3 units

List C: (4 units):

MATH P122 - Introduction to Statistics	4 units
--	---------

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.

Sociology

Associate in Arts for Transfer

Sociology is the study of human life as it exists in groups. Students with preparation in sociology go into a variety of fields including social work, population studies, policy analysis, international relations, law and community planning & redevelopment. Students with an Associate in Arts in Sociology for Transfer can often qualify for entry level positions in social services and community organizations while those with higher degrees in sociology have more options. By gaining an understanding of the discipline, completing a variety of sociology coursework, and applying sociological concepts to their own communities through service learning, students completing the Porterville College Associate in Arts in Sociology for Transfer will have earned a degree that follows the Transfer Model Curriculum (TMC) and will be qualified for transfer into any California State University campus accepting the state-approved sociology TMC for that purpose. The Associate in Arts in Sociology for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Sociology or similar major. Porterville College students enrolling in this program are not required to complete any additional graduation requirements beyond those specified in this 60 unit degree.

Program Learning Outcomes: Students will identify major theories and concepts in sociology and their relevance for understanding the nature of social life, social structure, socioeconomic, political, and cultural institutions; gather and critically evaluate sociological data and the means by which they are gathered, utilize the scientific method, and draw reasonable conclusions; identify and understand the ethical implications involved in research and their impact on social and public policy; apply sociological principles and theories in a community context involving interaction with people from diverse backgrounds in a just, equitable, and inclusive manner

Pursuant to SB1440, section 66746, Associate in Arts in Sociology for Transfer requires:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

A grade of "C" or better in all courses required for the major or area of emphasis.

Complete All Total Core Courses: (units 13):

SOCI P101 - The Social World	3 units
SOCI P102 - Social Problems	3 units
SOCI P170 - Community & Social Psychology	3 units
MATH P122 - Intro to Probability/Statistics	4 units

List A: Choose Two from List A (6 units):

SOCI P130 - Family and Society	3 units
SOCI P140 - Gender and Society	3 units
SOCI P150 - American Ethnicity	3 units
SOCI P160 - Crime and Society	3 units

*Effective Summer 2018***Spanish****Associate of Arts for Transfer AA-T**

The Associate in Arts in Spanish for Transfer is not only designed to prepare students to continue studies towards a Bachelor Degree, but to assist students in seamlessly transferring to a CSU to continue a career in teaching Spanish or bilingual education. The Associate in Arts in Spanish for transfer is also created for the diverse needs of students in various fields such as the health care, legal system, customer service, social services, education, and business just to name a few. Besides acquiring a Spanish proficiency in the career fields mentioned above, this degree also exposes students to global issues and diversity. Due to the large percentage of Spanish speakers living in our community, and in California, this degree can offer numerous and valuable job and personal opportunities.

Program Learning Outcomes: Upon completion of this program students will be able to demonstrate oral competence in Spanish by using appropriate pronunciation in personal and public situations; demonstrate written competence by integrating advanced grammar, vocabulary and idiomatic expressions in compositions; analyze Spanish-language literary, artistic and educational readings; recognize and discuss the cultural similarities and differences between their own and Hispanic cultures.

Students must satisfy the following requirements to earn the Associate in Arts in Spanish for Transfer degree:

1. Completion of 60 semester or 90 quarter units that are eligible to transfer to CSU.
2. The Intersegmental General Education Transfer Curriculum (*IGETC*), **or** the California State University General Education-Breadth Requirements (*CSU GE-Breadth*).
3. Obtainment of a minimum grade point average (*GPA*) of 2.0
4. A minimum of 23-25 semester units in the major as determined by the required courses described below.

Earn a "C" or better in all courses required for the major.

Required Core Courses: 4 courses (20 units):

SPAN P101 - Elementary Spanish.....	5 units
SPAN P102 - Elementary Spanish.....	5 units
SPAN P103 - Intermediate Spanish.....	5 units
<i>OR</i>	
SPAN P105 - Spanish for Spanish Speakers	5 units
SPAN P104 - Intermediate Spanish.....	5 units
<i>OR</i>	
SPAN P106 - Spanish for Spanish Speakers	5 units

List A: Select 1 course (3 - 5 units):

ENGL P112 - Forms of Literature: Chicano	3 units
ENGL P113 - Forms of Literature: Chicano Drama ..	3 units
HIST P109 - Modern Latin American History.....	3 units
SPAN P103 - Intermediate Spanish.....	5 units
SPAN P104 - Intermediate Spanish.....	5 units
SPAN P105 - Spanish for Spanish Speakers.	5 units
SPAN P106 - Spanish for Spanish Speakers	5 units

If students place out of any required course and are not awarded units for that course, they will have to take additional units to compensate for the course/units they placed out of. Approved substitutions include courses in the Approved Substitutions below:

Substitution Courses: Any course(s) from List A not already used

ANTH P102 - Intro to Cultural Anthropology	3 units
ANTH P107 - Anthropology of Religion and Ritual.....	3 units
SOCI P101 - The Social World	3 units
SOCI P140 - Gender and Society	3 units
SOCI P150 - American Ethnicity	3 units
COMM P101 - Intercultural Communication.....	3 units
Major Total:	23 - 28 units
Total Degree Units (maximum):	60 units

Students are not required to complete additional campus course graduation requirements.

*Effective Summer 2020***Studio Art****Associate in Arts for Transfer**

This Associate in Arts in Studio Art for Transfer degree is designed to prepare students for transfer to a four-year university to continue their studies toward earning a B.A. in Art or Studio Art. The students who achieve this Studio Art AA-T degree will have the skills necessary to create many kinds of 2-D and 3-D art projects. They will be trained to use visual media to generate ideas, solve visual problems, and enhance perception and to think and respond critically to visual information in their lives. They will be able to identify and describe the historical and cultural contexts of works of art in order to evaluate the relationship between works of art and their time and culture. They will also be able to assess the role of the visual arts in contemporary culture as a vehicle of human expression in order to evaluate and value that creative impulse in their own lives.

Program Learning Outcomes: The student will create basic 2-D, 3-D, and digital art projects; use drawing, painting, sculpture, photography, and digital arts to generate ideas, solve visual problems, and enhance perception; recognize, describe, analyze, and employ the visual language inherent in all art forms and visual media; identify and describe the historical and cultural contexts of works of art in order to evaluate the relationship between works of art and their time and culture; assess the role of the visual arts in contemporary culture as a

vehicle of human expression in order to recognize, evaluate, and value that creative impulse in their own lives. Students must satisfy the following requirements in order to earn the Associate in Arts in Studio Art for Transfer degree:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (*IGETC*) or the California State University General Education-Breadth Requirements.
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a “C” or better in all courses required for the major. A “P” (*Pass*) grade is not an acceptable grade for courses in the major.

Required Core Courses: (12 units):

Complete the following courses to total 12 units:

ART P103 - Fundamentals of Drawing.....	3 units
ART P106 - 2-D Design.....	3 units
ART P107 - 3-D Design.....	3 units
ART P114 - Renaissance to Contemp Art History	3 units

List A: Art History Restricted Electives (3 units):

Select one course to total 3 units from the following:

ART P113 - Pre-Historic to Medieval Art History	3 units
--	---------

List B: Studio Art Restricted Electives (9 units):

Select three courses for a total of 9 units from the following:

ART P116 - Introduction to Painting.....	3 units
ART P123 - Introduction to Sculpture	3 units
ART P124 - Figure Drawing	3 units
CGRA P110 - Introduction to Digital Arts.....	3 units
PHOT P101 - Introduction to Photography	3 units

Total Overall Units60 units

Students are not required to complete additional campus course graduation requirements.

CERTIFICATES OF ACHIEVEMENT

Divisions offering career education courses are developing certificate programs whereby students who complete a required pattern of courses in the development of an occupational skill may have their competency certified to prospective employers. The certificate programs are designed so that the student may later take college level work to qualify for an Associate in Arts degree.

The Certificate of Achievement is awarded to a student for completion of a formal instructional program with a minimum 12 units or more, in a specified discipline, designed to give the learner the skills, knowledge and aptitudes required for his chosen field of endeavor. Specific requirements in a subject matter area will be developed by the division faculty and approved by the Curriculum Committee.

To qualify for a Certificate of Achievement, the student must complete all required credits with a grade of "C" or higher in each course. Courses taken at other accredited institutions of higher education are accepted towards the certificate or degree program provided that at least one-half of the credits are taken in residence at Porterville College.

Accounting

The Accounting Certificate Program is a competitive and rigorous course of study that develops skills in critical thinking, problem solving, written and oral communication, and decision making, in addition to developing the necessary tools to engage in lifelong learning after completion. The program also develops an understanding of accounting theory, technical procedures, and the professional standards and ethics essential to becoming a successful professional in public, industry, government and not-for-profit accounting.

Program Learning Outcomes: Demonstrate knowledge in accounting for external financial reporting and managerial applications; research accounting literature for both structured and unstructured problems in external financial reporting, tax and auditing; recognize and analyze ethical problems in practical accounting situations, select and defend a course of action; effectively communicate complex accounting concepts both orally and in writing.

Required Core: (17 units):

BSAD P150 - Quantitative Methods in Business Decision Making.....	3 units
BSAD P155 - Business Statistics	3 units
ACCT P110 - Financial Accounting	3 units
ACCT P120 - Managerial Accounting.....	3 units
BSAD P165 - Entrepreneurial Finance.....	3 units
BSAD P162 - Entrepreneur Mentor / Internship	2 units

Effective Fall 2016

This program is designed to be completed in 32 weeks. This program will cost \$3,228 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed. Of the students who completed this program within normal time, the typical graduate leaves with \$ 0 debt.

The following States do not have licensure requirements for this profession: CA

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to:

<https://collegescorecard.ed.gov/>

Administration of Justice

The Administration of Justice Certificate prepares students for careers in law enforcement, probation, and parole. They can also work in multiple specialty areas including detectives, S.W.A.T., narcotics, K-9 handler, and motors officer. Career opportunities are expected to continue to be strong in these areas. The curriculum surveys the history, development, theory and practical application of knowledge in areas of law enforcement, corrections, probation and parole. Curriculum is kept current by continuous contact with other colleges and criminal justice agencies. The training programs are certified by the California Commission on Peace Officers Standards and Training (P.O.S.T.) and Standards and Training for Corrections (S.T.C.).

Program Learning Outcomes: Identify the procedures involved in the justice system from arrest to release; identify how the criminal justice system works as a system; identify the importance of the inter-cooperation of all three parts of the criminal justice system; identify the steps that are taken from the point of arrest by the police officer to the release of the defendant from prison.

A certificate may be earned in Administration of Justice upon satisfactory completion of 24-25.5 units. Courses must be selected from the following groups as indicated:

Required Group I: (15 units):

ADMJ P101 - Public Safety Report Writing.....	3 units
ADMJ P102 - Intro. to Administration of Justice	3 units
ADMJ P103 - Introduction to Law	3 units
ADMJ P104 - Criminal Law	3 units
ADMJ P107 - Expl. Contemp. Multicultural Issues	3 units
ADMJ P109 - Criminal Justice Communications.....	3 units
ADMJ P111 - Intro. to Behavioral/Correctional Science...	3 units
ADMJ P121 - Juvenile Delinquency	3 units
ADMJ P122 - Probation and Parole.....	3 units

Required Group II: (9 - 10.5 units):

ADMJ P066A - Police Reserve Training, Level III.....	7 units
ADMJ P066B - Police Reserve Training, Level II....	10.5 units
ADMJ P105 - Principles/Procedures/Justice System...	3 units
ADMJ P106 - Legal Aspects of Evidence	3 units
ADMJ P108 - Principles of Investigations	3 units
ADMJ P113 - Interviewing and Counseling in Corrections.....	3 units
ADMJ P114 - Control & Supervision in Corrections....	3 units
ADMJ P115 - Legal Aspects of Corrections	3 units
ADMJ P117 - Police Operations	3 units
ADMJ P118 - Introduction to Criminology	3 units
ADMJ P123 - Constitutional Rights of the Accused ..	3 units
ADMJ P140A - Basic Field Work Administration of Justice Police Cadet	3 units
ADMJ P140B - Intermediate Field Work Administration of Justice Police Cadet.....	3 units

ADMJ P140C - Advanced Field Work Administration of Justice Police Cadet..... 3 units

Only 3 units from **ADMJ P140A**, **ADMJ P140B**, and **ADMJ P140C** may be applied to the certificate.

Effective Summer 2016

This program is designed to be completed in 32 weeks. This program will cost \$3,619 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed. Of the students who completed this program within normal time, the typical graduate leaves with \$ 0 debt. The following States do not have licensure requirements for this profession: CA

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to:

<https://collegescorecard.ed.gov/>

Child Development Associate Teacher Certificate

Program Learning Outcomes: Supporting Early Learning and Development; planning and guiding early learning and development; creating and maintaining program policies and practices; advancing the early childhood profession. Twelve (12) units required in core courses. Six additional units required in child development support courses. Eighteen (18) total units required.

Experience: Associate Teacher Child Development Permit or Preschool Teacher as required for employment in private centers by the State Department of Social Services **DSS Title 22.

DSS1 Child, Growth and Development: (3 units):

CHDV P223 - Child Growth and Development..... 3 units

PSYC P223 - Child Psychology 3 units

DSS2 Child, Family and Community: (3 units):

CHDV P122* - Child, Family and Community 3 units

DSS3 Program and Curriculum: (6 units):

CHDV P144 - Introduction to Curriculum (DSS5) 3 units

CHDV P143* - Practicum/Field Experience..... 3 units

Support Courses: (select 6 additional units):

CHDV P117 - Teaching in a Diverse Society 3 units

CHDV P119 - Health, Safety and Nutrition (DSS7) 3 units

Experience: (3 units): Three hours per day for a minimum 50 days within a two-year period.

State Department of Social Services (DSS) requires coursework to be identified by DSS numbers.

DSS1 - Three units in Child, Growth and Development

DSS2 - Three units in Child, Family and Community

DSS3 - Six units in Program and Curriculum

For the Child Development Associate Teacher Permit, the student must apply through the State of California Commission on Teacher Credentialing. You can receive evaluation assistance on your permit application to make sure the application is complete at Tulare County Office of Education in Visalia,

and they will also submit the application to the State Commission on Teacher credentialing. For information on California's requirements, call the Commission on Teacher Credentialing at (888) 921-2682 or visit their website.

This program is designed to be completed in 32 weeks. This program will cost \$3,274 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed. Of the students who completed this program within normal time, the typical graduate leaves with \$ 0 debt. The following States do not have licensure requirements for this profession: CA

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to:

<https://collegescorecard.ed.gov/>

Child Development Teacher Permit

Program Learning Outcomes: Supporting Early Learning and Development; planning and guiding early learning and development; creating and maintaining program policies and practices; advancing the early childhood profession.

Twenty-four (24) units in child development courses required.

Twelve (12) units must be from the core courses.

Twelve (12) additional units required in child development support courses.

Sixteen (16) units in general education.

Experience: Child Development Permit: Teacher as required for employment in funded child care programs. State Department of Education, Title V, DSS (*Department of Social Services*).

Core Courses: (12 units required):

DSS1 Child, Growth and Development (3 units):

CHDV P223 - Child Growth and Development..... 3 units

PSYC P223 - Child Psychology 3 units

DSS2 Child, Family and Community: (3 units):

CHDV P122 - Child, Family and Community 3 units

DSS3 Program and Curriculum: (6 units):

CHDV P144 - Introduction to Curriculum..... 3 units

CHDV P143* - Practicum/Field Experience..... 3 units

*Includes laboratory

Support Courses: (select 12 additional units):

CHDV P117 - Teaching in a Diverse Society 3 units

CHDV P119 - Health, Safety and Nutrition (DSS7) ... 3 units

CHDV P142* - Principles and Practices of Teaching Young Children 3 units

CHDV P239 - Observation and Assessment 3 units

*Includes laboratory

Experience: At least three hours per day for a minimum 175 days in a four-year period.

Plus: A total of 16 general education units which must apply toward the associate arts degree. One course is required from each of the four general education categories: (*English, social science, humanities/fine arts, math or science*).

For the Child Development Teacher Permit the student must

apply through the State of California Commission on Teacher Credentialing. You can receive evaluation assistance on your permit application to make sure the application is complete at Tulare County Office of Education in Visalia, and they will also submit the application to the State Commission on Teacher Credentialing. For information on California's requirements, call the Commission on Teacher Credentialing at (888) 921-2682 or visit their website.

This program is designed to be completed in 64 weeks. This program will cost \$4,286 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed. Of the students who completed this program within normal time, the typical graduate leaves with \$ 0 debt. The following States do not have licensure requirements for this profession: CA

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to:

<https://collegescorecard.ed.gov/>

Communication Studies

The Communication Studies certificate program is designed to enhance a student's ability to communicate in social, professional, and relational contexts. This certificate is intended to enhance the communication skills of students from all majors and career plans. Communication courses focus on how people use messages to generate meaning within and across various contexts, cultures, and channels. Students are required to take four classes for a total of twelve units.

Program Learning Outcomes: Upon completion of this program, students will be able to construct and deliver a presentation with communicative competence and confidence; demonstrate the dynamics of effective communication in a variety of settings and contexts.

Students must satisfy both of the following requirements in order to earn the Communication Studies certificate:

1. Completion of 12 semester units in Communication coursework.
2. Earn a letter grade of "C" or higher in each Communication course.

This program prepares students for careers in Communication Job and career opportunities for students completing a Communication Studies Certificate of Achievement include, but are not limited to:

• Customer service representative • Hospitality Agent • Bank Teller • Employee Trainer • Administrative assistant • Clerical • Supervisor • Manager

COMM P101 - Intro to Public Speaking 3 units

COMM P102 - Interpersonal Communication 3 units

COMM P103 - Persuasion 3 units

COMM P105 - Argumentation & Debate 3 units

COMM P106 - Intercultural Communication 3 units

COMM P111 - Intercultural Communication 3 units

COMM P140 - Small Group Communication 3 units

COMM P170 - Oral Interpretation 3 units

Communications Studies (CA) not approved for Title IV aid.

Effective Summer 2020

Early Child Care Administration Specialization

The Early Child Care Administration Specialization Certificate of Achievement is designed to prepare students to work with adults in an early care and education settings. All professionals working with adults are required to have 6 units of specialized course work in Child Development Administration and Supervision and 3 units of course work in Adult Supervision, 350 days of experience within 4 years, including 100 days of supervising adults, and meet the Porterville College Child Development Teacher Permit certificate requirements. Students may meet the requirements of a Master Teacher or Site Supervisor California Child Development Permit. The California Child Development Permit Matrix requirements are reflected in our program allowing students to qualify for the permits required for teaching in programs governed by Title V and funded by contracts with the State of California. Permits are issued by the State Department of Education, California Commission on Teacher Credentialing (not Porterville College) and include: Assistant Teacher, Associate Teacher, Teacher, Master Teacher, and Site Supervisor.

Program Learning Outcomes: Develop strategies that promote partnerships between teachers, families, programs, and their communities; integrate an understanding of supervising adults as related to high quality early childhood and after school education and care; apply effective administrative interaction strategies and guidance that will support all teacher and staff self-confidence, self-esteem, and learning; design, implement, and evaluate activities and environments that support positive developmental play and learning outcomes for infants, toddlers, and children within a child care or school age setting; design, implement, and evaluate activities and environments that support positive developmental play and learning outcomes for infants, toddlers, and children.

Required Courses: (33 units):

CHDV P244 - Adult Supervision 3 units

CHDV P245 - Administration I: Programs in Early Childhood Education 3 units

CHDV P246 - Administration II: Personnel and Leadership in Early Childhood Education ... 3 units

CHDV P117 - Teaching in a Diverse Society 3 units

CHDV P119 - Health, Safety, and Nutrition 3 units

CHDV P122 - Child, Family, and Community 3 units

CHDV P142 - Principles and Practices of Teaching Young Children 3 units

CHDV P143 - Practicum and Field Experiences 3 units

CHDV P144 - Introduction to Curriculum 3 units

CHDV P223 - Child, Growth and Development 3 units

CHDV P239 - Observation and Assessment 3 units

Effective Summer 2019

This program is designed to be completed in 48 weeks. This program will cost \$3,964 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed. Of the students who completed this program within normal time, the typical graduate leaves with \$ 0 debt. The following States do not have licensure requirements for this profession: CA

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to:
<https://collegescorecard.ed.gov/>

Early Intervention Assistant

The Early Intervention Assistant Certificate of Achievement is designed to prepare students to work with infants, toddlers and young children with disabilities and other special needs in early intervention settings and inclusive early care and education settings. All professionals working with children are required to have a clean criminal record, to demonstrate freedom from tuberculosis (TB), and to demonstrate the physical ability to perform all of the duties of a professional position working directly with children. Students may want to continue their course work to meet the requirements of a Master Teacher or Site Supervisor California Child Development Permit. The California Child Development Permit Matrix requirements are reflected in our program allowing students to qualify for the permits required for teaching in programs governed by Title V and funded by contracts with the State of California. Permits are issued by the State Department of Education, California Commission on Teacher Credentialing (*not Porterville College*) and include: Assistant Teacher, Associate Teacher, Teacher, Master Teacher, and Site Supervisor.

Program Learning Outcomes: Develop strategies that promote partnerships between teachers, families, programs, and their communities; integrate an understanding of the needs, multiple influences and characteristics on the development of children birth to eight as related to high quality education and care; apply effective interaction strategies and guidance that will support all children's self-confidence, self-esteem, and social learning, identity; design, implement, and evaluate activities and environments that support positive developmental play and learning outcomes for infants, toddlers, and children.

Required Courses: (18 units):

- CHDV P115** - Curriculum and Strategies for Children with Special Needs.....3 units
- CHDV P118** - Introduction to Children with Special Needs.....3 units
- CHDV P121** - Infant/Toddler Development3 units
- CHDV P161** - Infant/Toddler Care and Education3 units
- CHDV P223** - Child Growth and Development.....3 units
- CHDV P119** - Health, Safety, and Nutrition3 units

Effective Summer 2019

This program is designed to be completed in 32 weeks. This program will cost \$3,274 if completed within normal time.

There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed. Of the students who completed this program within normal time, the typical graduate leaves with \$ 0 debt. The following States do not have licensure requirements for this profession: CA

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to:
<https://collegescorecard.ed.gov/>

Entrepreneurship

Students receive a comprehensive academic experience in entrepreneurship that starts with the classroom and links to the community. It integrates core business concepts around the formation, start-up, and growth of an entrepreneurial firm. The certificate prepares students to conceive, develop and launch new ventures and to turn innovative ideas into products that can be brought to market. Emphasis is placed on the financial, legal, and marketing aspects of start-up businesses. Completion of this certificate will provide the student with the entrepreneurial skills that are required to succeed in the small business area.

Program Learning Outcomes: Analyze business, economic, and financial principles and explain their application in an entrepreneurial setting; apply written and verbal communication skills in an entrepreneurial business relationship, a teamwork setting and entrepreneurial leadership position; apply the importance of ethical behavior in the entrepreneurial business environment; Demonstrate technological competency by using technology effectively in the entrepreneurial business environment.

The certificate program requires 17 units for completion; all are required units

- BSAD P160** - Introduction to Entrepreneurship..... 3 units
- BSAD P165** - Entrepreneurial Finance..... 3 units
- MKTG P124** - Principles of Marketing 3 units
- BSAD P161** - Entrepreneur Business Management 3 units
- BSAD P162** - Entrepreneurial Mentor / Internship 2 units
- BSAD P140** - Business Law..... 3 units

Effective Fall 2013

This program is designed to be completed in 32 weeks. This program will cost \$3,228 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed. Of the students who completed this program within normal time, the typical graduate leaves with \$ 0 debt. The following States do not have licensure requirements for this profession: CA

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to:
<https://collegescorecard.ed.gov/>

Fire Technology Structural Fire Fighter

The Fire Technology Structural Fire Fighter Certificate program is intended to provide students with the skills, understanding and hands-on training needed for fire service employment opportunities. The Fire Technology Structural Fire Fighter Certificate program focuses on an introduction to fire protection education, career opportunities in fire protection and related fields, philosophy and history of fire protection, fire loss analysis, organization and function of public and private fire protection services, fire departments as part of local government, laws and regulations affecting the fire service, fire service nomenclature, basic fire chemistry and physics, basic fire control strategy and tactics, and common fire protection systems. Additional emphasis is given to foundation skills and assessment techniques to care for an ill or injured person in the pre-hospital setting and follows state regulations for EMT-I training and leads to certification at the county level.

Program Learning Outcomes: The goal for the Fire Technology Structural Fire Fighter Certificate program is to provide an opportunity for students to complete a short-term, intensive, hands-on program preparing them for employment in the public safety industry. Upon completion of this program students will be able to: Define fire department organization and culture and the expectations of entry-level fire department personnel; demonstrate knowledge of fire department equipment through the selection and application of equipment for given fire fighting tasks; analyze and assess fire fighter hazards inherent to the profession; demonstrate the ability to communicate effectively through multiple methods of communication including: written, electronic, face to face, and radio transmitted messages; demonstrate knowledge of strategies, tactics and incident command through the selection and implementation of fire fighting methods, and the application of the Emergency Command System; describe the history, purpose and scope of fire departments and their sub functions; describe the educational requirements, duties, and information sources for various occupations in fire protection; identify the basic components of fire as a chemical reaction, the major phases of fire, and the primary factors that influence fire behavior and fire spread; identify the types of common fire department apparatus, equipment, and personal safety equipment used for fire fighting; identify the various organizations, codes, standards and ordinances, which regulate fire protection; identify the various types of public and private fire protection and water supply equipment and systems; describe the basic fire fighting strategies and tactics; describe the basic elements of fire fighter safety and survival; describe and demonstrate the proper patient assessment procedure for medical emergencies, trauma emergencies, airway management, breathing, and circulation interventions; describe and explain the patho-physiology of common diseases in the pre-hospital setting; describe the role and identify the responsibilities of the EMT-Basic; pass the National Registry Examination for certification as an EMT-Basic.

The certificate program requires 24.5 units for completion.

Required Courses:

FIRE P101 - Principles of Emergency Services 3 units
FIRE P050 - Fire Fighter I Academy 13 units
EMTC P050 - Emergency Medical Technician-Basic 8.5 units

Total Units 24.5 units

Effective Summer 2014

This program is designed to be completed in 32 weeks. This program will cost \$3,573 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed. Of the students who completed this program within normal time, the typical graduate leaves with \$ 0 debt. The following States do not have licensure requirements for this profession: CA

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to:

<https://collegescorecard.ed.gov/>

Human Resource Management

The Human Resource Management Certificate program provides practical, up-to-date information on handling an organization's human resources. Students learn how to minimize potential liabilities in tough areas such as: hiring, terminations, workers' compensation, and sexual harassment, best practices in performance appraisals, better hiring techniques, planning benefit packages, and maintaining a safe work environment which can help the Human Resource Manager recruit and retain a top notch workforce. These are essential tools to becoming a successful Human Resource Manager in a public, private, government or non-profit organization.

Program Learning Outcomes: Identify the legal and ethical context of Human Resource Management; explain the Federal, State, and local laws that affect public and private employers; describe the importance of staffing an organization including planning, job analysis, recruitment, and selection of staff; explain labor relations and collective bargaining agreements in the public and private sectors.

Required Core: (17 units):

BSAD P101 - Introduction to Business 3 units
BSAD P140 - Business Law 3 units
BSAD P120 - Principles of Management and Organization 3 units
BSAD P122 - Human Resource Management 3 units
BSAD P155 - Business Statistics 3 units
BSAD P162 - Entrepreneur Mentor/Internship 2 units

Effective Fall 2016

This program is designed to be completed in 32 weeks. This program will cost \$3,228 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed. Of the students who completed this program within normal time, the typical graduate leaves with \$ 0 debt. The following States do not have licensure requirements for this profession: CA

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to:

<https://collegescorecard.ed.gov/>

Industrial Maintenance

The Industrial Maintenance Certificate Program will prepare students in electrical control systems, residential and commercial wiring, electrical motor control, hydraulics, pneumatics, piping systems, welding, and programmable logic controllers (PLC) to enter into the industrial maintenance workforce.

The goal for the Industrial Maintenance Certificate program is to provide an opportunity for students to complete a short-term, intensive, hands-on program preparing them for employment in the Industrial Maintenance field.

Program Learning Outcomes: Identify the terms used in industry in the subject areas of pneumatic, mechanical, welding and electrical control; identify the principles of electrical theory, electrical motor theory, timer controls, industrial sensors, DC motor drives and AC variable frequency drives, and conveyor systems; demonstrate manufacturing processes in the following areas: mechanical devices, refrigeration, air conditioning, pumps, and piping systems; demonstrate the fundamentals of industrial fluid power which includes pneumatics and hydraulics, and electrical theory; identify the functions and a minimum of three methods of entering a PLC program; identify teamwork, communication, and conflict resolution skills and first aid.

The certificate program requires 16.5 units for completion; all are required units.

INDT P050 - Industrial Maintenance I	5 units
INDT P051 - Industrial Maintenance II	4.5 units
INDT P052 - PLC Basics	2 units
WELD P116 - Arc and Gas Welding.....	3 units
OFFT P030 - Human Relations in Business.....	2 units

Effective Fall 2013

This program is designed to be completed in 36 weeks. This program will cost \$3,365 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed. Of the students who completed this program within normal time, the typical graduate leaves with \$ 0 debt. The following States do not have licensure requirements for this profession: CA

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to:

<https://collegescorecard.ed.gov/>

Logistics

The Logistics Management Certificate Program will prepare students in warehousing, operations, supply chain, distribution transportation, purchasing, and global logistics to enter into or advance within management career patterns of the logistics industry. The goal for the Logistics Management Certificate program is to provide an opportunity for students to complete a short-term intensive, hands-on program preparing them for employment in the logistics field.

Program Learning Outcomes: Compare roles and objectives of the logistics disciplines; understand how logistics functions can interact to efficiently use total personnel, facilities and equipment; contribute knowledge needed by multidisciplinary teams to effectively integrate and exceed end user (customer expectations; analyze, prepare, file and process claims when unavoidable freight disputes arise; explain how the overall flow of goods, services and information can be optimized to satisfy customer and business goals; identify third party logistics provider and client needs in negotiations, bidding and contracts, as well as legal and regulatory constraints to integrated logistics describe roles and value added by global logistics intermediaries.

Required Core: (20 units):

BSAD P170 - Logistics Operation Management	3 units
BSAD P171 - Purchasing and Contracting.....	3 units
BSAD P172 - Supply Chain Management	3 units
BSAD P174 - Transportation Management.....	3 units
BSAD P173 - Distribution Management.....	3 units
BSAD P175 - Global and International Logistics	3 units
BSAD P162 - Entrepreneurial Mentor/Internship	2 units

Effective Summer 2016

This program is designed to be completed in 36 weeks. This program will cost \$3,366 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed. Of the students who completed this program within normal time, the typical graduate leaves with \$ 0 debt. The following States do not have licensure requirements for this profession: CA

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to:

<https://collegescorecard.ed.gov/>

LVN - RN 30 Unit Option

MISSION - The Porterville College Licensed Vocational Nursing to Registered Nurse (LVN-RN) 30 Unit Option Certificate of Achievement endorses the mission of Porterville college which is: "With students as our focus, Porterville College provides our local and diverse communities quality education that promotes intellectual curiosity, personal growth, and lifelong learning, while preparing student for vocational and academic success." The Porterville College nursing program adheres to this mission when offering the LVN-RN 30 Unit Option Certificate of Achievement. The mission of the nursing program is to provide an innovative, student-centered educational program that prepares diverse students as candidates to become Registered Nurses to provide safe, quality, evidence-based nursing care in the current healthcare environment. The program is market-conscious as it prepares students to practice nursing in a variety of healthcare environments with input from the community represented through the program's Advisory Committee.

The 30-unit option provides the Licensed Vocational Nurse (LVN) the opportunity to prepare and sit for the National Council Licensure Examination (NCLEX-RN) after completing 30 college semester units. This option is available to all LVN's entering the PC Nursing Program. This is a two-semester Program. Students do not need to complete all the Porterville College General Education Requirements for the LVN-RN 30-Unit Certificate of Achievement. This option does not lead to an Associate Degree in Nursing.

A grade of "C" or better is required in each nursing course for progression toward the 30-unit option certificate.

Note: The California Board of Registered Nursing (BRN) protects the public by screening applicants for licensure in order to identify potentially unsafe practitioners. The law provides for denial of licensure for crimes or acts, which are substantially related to nursing qualifications, functions or duties. Conviction of any offenses other than minor traffic violations must be reported to the Board of Registered Nursing at the time of application for licensure. Business and Professions Code 480 and Nursing Practice Act article 3 section 2761. For clarification contact the ADN Program Director or the Board of Registered Nursing, P.O Box 944210, Sacramento, California, 94244-2100, (916) 322-3350.

Note: Social Security Number (SSN) or Individual Taxpayer Identification Number Requirement: Pursuant to Section 30(c) of the Business and Professions code the California Board of Registered Nursing (BRN) will not process any application for licensure unless the applicant provides a United State SSN or Individual Taxpayer Identification Number. The Nursing Practice Act provides for a unified examination and licensing application. Once an applicant passes the examination, a license is automatically issued. Under these circumstances the BRN cannot accept applications for the examination and licensure without a SSN or Tax Payer Identification Number.

Career Opportunities: Employment in the field for registered nurses is excellent locally and nationally. The registered nurse enjoys a well-compensated, rewarding, highly flexible career, which should continue in the future. The State of California provides the LVN with an option to sit for the National Council Licensure Examination (NCLEX-RN) after completing 30 college semester units. The LVN seeking this path to RN licensure may not receive reciprocal RN licensure in other states. LVN's considering moving out of state are encouraged to consult with that state's board of nursing for RN licensure requirements before committing to the 30-unit option.

Program Learning Outcomes: Provide safe, quality, evidence-based, patient-centered nursing care to diverse patients across the lifespan in a variety of healthcare settings; exercise clinical judgment to make increasingly complex patient-centered care decisions; participate in quality improvement processes to improve patient care outcomes; participate in teamwork and collaboration with members of the inter-professional team, the patient, and the patient's support persons; use information management systems and patient care technology to communicate, manage knowledge, mitigate error, and support decision-making; incorporate leadership, management, legal,

and ethical principles to guide practice as a Registered Nurse; promote a culture of caring in all healthcare environments.

Enrollment Eligibility: To be eligible for enrollment in the program, the student must meet the following criteria:

- Possession of a current clear and active California Vocational Nurse (LVN) license at the time of application and throughout program completion.
- A grade of "C" or better in the following science prerequisites
PHYL P101 (Introductory Physiology with Lab) 5 units at Porterville College or equivalent 4 - 5 semester unit physiology course at another accredited college.
MICR P106 (Microbiology with Lab) 5 units at Porterville College or equivalent 4 - 5 semester unit microbiology course at another accredited college.
- Completion of **NURS P171** LVN Transition to RN Program 3 units at Porterville College or equivalent course at another accredited college.

Enrollment Process: Eligible students are selected for the program according to the following steps:

- Contact the Health Careers Division at 559-791-2321 for an appointment to see the Program Director.
- At the time of this appointment, the student will be provided objective counseling. The counseling will include the admission process, course requirements, the advantages/disadvantages of this route to licensure, and that high school graduation or equivalent is required in order to take the RN national licensing examination.
- An individual evaluation of the applicant's academic deficiencies irrespective of time such courses were completed will occur at the appointment.
- If physiology, microbiology, and previous LVN program were taken at another accredited college, provide official transcripts and course descriptions of courses at the time of the appointment.
- After appointment with Program Director, submit completed application packet during the appropriate application period.
- Pre-enrollment applications and deadlines are available in the Health Careers office and on the program website.
- Only students who meet the educational and pre-nursing requirements and follow the pre-enrollment procedures will be considered for the program. Meeting all these requirements does not guarantee acceptance into the program.
- Selection is based on a random selection process from among the qualified applicants and is subject to space availability. Students must reapply each semester. There is no waiting list.

Note: As a condition of enrollment into the Nursing program, the student is required to have a physical examination, inoculations, TB clearance, drug screen, background check, and current BLS card (*at the student's expense*).

Note: The student is responsible for providing uniforms, laboratory fees, necessary equipment and transportation to off-campus laboratory locations. There are morning, afternoon, evening, and weekend clinical experiences that may change with limited notice.

Program Approval: The Board of Registered Nursing approves the Porterville College LVN to RN 30 Unit Option Certificate. LVN to RN 30 UNIT OPTION NURSING CURRICULUM

Third Semester

- NURS P135 Concepts of Mental Health Nursing
- NURS P136 Concepts of Nursing Care of the Adult and Older Adult III

Fourth Semester

- NURS P138 Concepts of Nursing Care of the Adult and Older Adult IV
- NURS P139 Transition to Registered Nurse

Challenge/Advanced Placement into the Nursing Program for Military Personnel

In compliance with Senate Bill 466, Military Personnel and Veterans may be eligible for advanced placement into the Porterville College LVN-ADN Program. Three pathways have been established to assist with obtaining nursing credit for previous education and experience for the Basic Medical Technician Corpsman, the Basic Medical Technician Corpsman with an active California LVN license, and the Independent Duty Corpsman/Advanced Army Medic/Advanced Airforce Medic.

All applicants must meet all general entrance requirements of the Associate Degree Nursing Program, including completion of designated prerequisites. Students must pass the first and/or second semester written challenge exams with 75% or higher and obtain a satisfactory level of achievement on skills competency. Military Challenge students will not be admitted if they have previously failed a nursing course at another nursing school.

Prerequisite Core Courses:

PHYL P101 - Introductory Physiology 5 units
MICR P106 - Microbiology 5 units
NURS P171 - LVN Transition to RN Program 3 units

Required Core:

NURS P135 - Concepts of Mental Health Nursing 4 units
NURS P136 - Concepts of Nursing Practice of the Adult and Older Adult III 6 units
NURS P138 - Concepts of Nursing Practice of the Adult and Older Adult IV 6 units
NURS P139 - Transition to Registered Nursing Practice 1 unit

Total Nursing Core Courses: 17 units

Total Core Units Required for Degree: 30 units

Effective Summer 2019

This program is designed to be completed in 48 weeks. This program will cost \$5,897 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed. Of the students who completed this program within normal time, the typical graduate leaves with \$ 0 debt. The following States have licensure requirements for this profession: CA

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to:

<https://collegescorecard.ed.gov/>

Music

The Certificate of Achievement in Music is designed for students wishing to gain the necessary skills and expertise to work in the field of music. Completion of a Certificate in Music expands career opportunities including (but not limited to) private teacher/instructor, solo and/or ensemble performer, accompanist, composer, arranger, publisher, and music administrator.

Program Learning Outcomes: Upon completion of this certificate students will be able to: Demonstrate fluency in the written and performance language of music; identify and explain the similarities and differences among various musical styles, composers, and forms; demonstrate facility at the keyboard (*piano*), voice, or musical instrument; demonstrate knowledge of literature through rehearsal and public performance.

Required Courses: (16 units):

Required Core Courses: (4 units):

MUSC P101 - Music Theory and Musicianship I 4 units

Required History: (6 units):

Select a minimum of six units from the following:

MUSC P109 - History of Rock and Roll 3 units

MUSC P110 - Exploring the World through Music 3 units

MUSC P111 - Music Appreciation: Music Through 1800 .. 3 units

MUSC P112 - Music Appreciation: 1800 to present 3 units

Required Piano/Applied Lessons: (2 units):

Select a minimum of two units from the following:

MUSC P108 - Applied Lessons* 1 unit

MUSC P143A - Beginning Class Piano 2 units

MUSC P143B - Intermediate Class Piano 2 units

MUSC P143C - Advanced Class Piano 2 units

Required Ensemble: (4 units):

Select a minimum of four units from the following:

MUSC P117 - College Chorale* 1 unit

MUSC P127 - Concert Band* 1 unit

MUSC P130 - College Orchestra* 1 unit

***Note:** MUSC P108, P117, P127 & P130 are 1 unit per semester and are repeated 3 times to earn 4 units.

Effective Summer 2020

This program is designed to be completed in 36 weeks. This program will cost \$3,320 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed. Of the students who completed this program within normal time, the typical graduate leaves with \$ 0 debt. The following States do not have licensure requirements for this profession: CA

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to:

<https://collegescorecard.ed.gov/>

Power Technician Utility Worker

The Power Technician Utility Worker Certificate program is intended to provide students with the skills, understanding and hands-on training needed for public utility service employment opportunities. The power Technician Utility Worker Certificate program focuses on OSHA, basic electricity, basic climbing, standards interpretation, excavation, reading technical drawings, heights safety, tools, ropes and knots, pole testing, technical math, physical training, physical test battery, and environmental awareness. This program will give the students a strong foundation and preparation for enter level work in the utilities field.

Program Learning Outcomes: Interpret math for trades theories, applied formulas; visualization and tests; read and interpret technical drawings; apply compliance and ethics practices to utility worker and utility pole worker occupations; identify teamwork, communication, and conflict resolution skills; apply physical conditioning and injury prevention to utility worker and utility pole worker occupations; demonstrate knowledge in basic electricity; identify tools, materials and standards interpretation for the industry; demonstrate knowledge in environmental awareness; demonstrate proficiency in utility pole climbing; demonstrate knowledge in OSHA 10, i.e. work site, height, railroad, flagging, confined space, excavation, industrial ergonomics, hearing protection, fire extinguisher, evacuation, and first aid.

The certificate program requires 15 units for completion; all are required units.

INDT P060 - Power Technician Pre Apprentice4.5 units

INDT P061 - Power Technician I.....5 units

INDT P062 - Power Technician II.....5.5 units

Power Tech is not approved for Title IV aid

Effective Fall 2012

Psychiatric Technology

Psychiatric Technology includes the study of nursing science, developmentally disabilities, and the mentally ill. Courses include Anatomy and Physiology, Fundamental Concepts, Nursing Science, Mental Health and Psychiatric Nursing, and Nursing Care of the Client with Developmental Disabilities. This is a three semester certificate program. The program includes classes on the college campus plus clinical training at developmental centers, behavioral health centers, and other approved facilities. Upon completion of the program the graduate is qualified to take the California Psychiatric Technician Licensing Examination.

MISSION

The Porterville College Psychiatric Technology Certificate of Achievement endorses the mission of Porterville college which is: "With students as our focus, Porterville College provides our local and diverse communities quality education that promotes intellectual curiosity, personal growth, and lifelong learning, while preparing student for vocational and academic success." The Porterville College Psychiatric Technology program ad-

heres to this mission when offering the Psychiatric Technology Certificate of Achievement. The mission of the Psychiatric Technician Program is to provide an innovative, student-centered educational program that prepares diverse students as candidates to become Psychiatric Technicians to provide safe, quality, evidence-based care in the current healthcare environment. The program is market-conscious as it prepares students to practice as a Psychiatric Technician in a variety of healthcare environments with input from the community represented through the program's Advisory Committee.

In alignment with the mission of Porterville College, the psychiatric technician program provides a solid base for continued lifelong learning as a Psychiatric Technician. Although the Psychiatric Technician program is not a degree program, the psychiatric technician graduates are prepared with the necessary knowledge, skills, and competencies to continue their education.

This is a three semester certificate program. The program includes classes on the college campus, the developmental center, mental health, behavioral health and other approved clinical facilities.

NOTE: The California Board of Vocational Nursing and Psychiatric Technicians (BVNPT) shall issue a psychiatric technicians' license to each applicant who qualifies and successfully passes the licensing examination. An applicant for a psychiatric technician's license shall have the following qualifications (a) Be at least 18 years of age, (b) have successfully completed an approved general education course of study and training through the 12th grade or the equivalent, (c) have successfully completed a prescribed course of study and training in a school approved by the board. Psychiatric Technician Law Business and Professions Code, Division 2, Chapter 10, Article 2.

NOTE: The BVNPT protects the public by screening applicants for licensure in order to identify potentially unsafe practitioners. The law provides for denial of licensure for crimes or acts, which if committed by a licensed psychiatric technician, would be grounds for disciplinary action. Conviction of any offenses other than minor traffic violations must be reported to the Board of Vocational Nursing and Psychiatric Technicians at the time of application for licensure. Psychiatric Technician Law Business and Professions Code, Division 2, Chapter 10, section 4511 and Business and Professions Code Division 2, Chapter 10, Article 3. For clarification contact the Psychiatric Technician Program Director or the Board of Vocational Nursing and Psychiatric Technicians, 2535 Capitol Oaks Drive, Suite 205, Sacramento, CA 95833, (916) 263-7800.

CAREER OPPORTUNITIES

Employment in the field for licensed psychiatric technician is good both locally and regionally. The licensed psychiatric technician enjoys a well-compensated, rewarding, highly flexible career, which should continue in the future.

Program Learning Outcomes: Provide safe, therapeutic, client-centered nursing care to diverse clients across the lifespan utilizing evidence based practice in a variety of healthcare

settings; exercise clinical judgment to make client-centered care decisions; participate in quality improvement processes to improve client care outcomes; participate in teamwork and collaboration with members of the interdisciplinary team, the client, and the client's support persons; use information management systems and client care technology to communicate and support safe client care; incorporate professionalism, leadership, management, legal, and ethical principles to guide practice as a Psychiatric Technician.

ENROLLMENT ELIGIBILITY

To be eligible for enrollment in the program, the student must meet the following criteria:

- Graduation from an accredited high school, or successful completion of General Education Development (GED) or California High School Proficiency Exam (CHSPE).
- Completion of the prerequisites within the previous five years with a grade of "C" or better in the following prerequisites
 - ANAT P052 Introduction to Anatomy and Physiology OR HCRS P008 Introduction to Anatomy and Physiology for Health Careers, 2 units at Porterville College or equivalent 2 unit semester Anatomy and Physiology course at another accredited college or BVNPT approved Psychiatric Technician or Vocational Nursing program.
 - HCRS P009 Health Careers Fundamental Concepts, 2 units at Porterville College or equivalent 2 unit semester Fundamental Concepts course at an other accredited college or BVNPT approved Psychiatric Technician or Vocational Nursing program.

ENROLLMENT PROCESS

Eligible students are selected for the program according to the following steps:

- Pre-enrollment applications and deadlines for the Psychiatric Technician program are available from the Health Careers Division or program website.
- Selection is based on a random selection process from among the qualified applicants and is subject to space availability. Students must reapply each semester. There is no waiting list.
- Only students who meet the educational and prerequisite requirements and follow the pre-enrollment procedures will be considered for the program. Meeting all these requirements does not guarantee acceptance into the program.

NOTE: As a condition of enrollment into the psychiatric technician program, the student is required to have a physical examination, inoculations, tuberculosis clearance, drug screen, background check, and current BLS card (at the student's expense).

NOTE: The student is responsible for providing uniforms, laboratory fees, necessary equipment and transportation to off-campus laboratory locations. There are morning, afternoon, evening, and weekend clinical experiences that may change with limited notice.

PROGRAM APPROVAL

The Board of Vocational Nursing and Psychiatric Technicians approves the Porterville College Psychiatric Technician program.

First Semester

PSYT P001 - Nursing Concepts..... 15 units

Second Semester

PSYT P002 - Theories and Concepts of Mental Health and Psychiatric Nursing 18 units

Third Semester

PSYT P003 - Concepts of Nursing Care of the Client with Developmental Disabilities..... 1.5 units

POLICY FOR GRANTING CREDIT FOR PREVIOUS EDUCATION AND/OR EXPERIENCE

The Porterville College Psychiatric Technician Program has established criteria for past education and experience within the last five years. The amount of credit granted will not exceed two thirds (2/3) of the total program hours. All requests for credit for previous education and/or experience will be initiated by the applicant/student, not by Porterville College or its employees.

Transfer credit shall be given for related previous education completed within the last five years. This includes the following courses:

- Approved vocational or practical nursing courses.
- Approved registered nursing courses.
- Approved psychiatric technician courses.
- Armed services nursing courses.
- Certified nurse assistant courses.
- Other courses the school determines equivalent to courses in the program.

Competency-based credit shall be granted for knowledge and/or skill acquired through experience. Credit shall be determined by written and/or practical examination. (*Psychiatric Technician Law Business and Professions Code Section 2581.1*).

REQUEST FOR CREDIT GRANTING

- The student shall request credit granting and submit official transcripts or other documents verifying course content and supervised theory and clinical hours.
- All requests for granting credit for education or experience and official documents must be submitted to the Program Director with the pre-enrollment application.

PROCESS FOR GRANTING CREDIT FOR PREVIOUS EDUCATION:

- Transcripts and other documentation of course content and evidence of hours satisfactorily completed will be reviewed by the Program Director.
- The number of credit hours granted and the nature of credit granted will be recorded, signed by the Program Director, and maintained in the student file.

PROCESS FOR GRANTING CREDIT FOR PREVIOUS EXPERIENCE:

- Documents will be reviewed for equivalent experience, content, and hours by the Program Director.

- Assessment of knowledge will be conducted by a program instructor who is a content expert in the specific experience area. The assessment may include written and/or practical examinations.
- The number of credit hours granted and the nature of credit granted will be recorded, signed by the Program Director and program instructor, and maintained in the student file.

First Semester**PSYT P001** - Nursing Concepts..... 15 units**Second Semester****PSYT P002** - Theories and Concepts of Mental Health and Psychiatric Nursing 18 units**Third Semester****PSYT P003** - Concepts of Nursing Care of the Client with Developmental Disabilities..... 1.5 units**Effective Summer 2019**

This program is designed to be completed in 54 weeks.

This program will cost \$7,453 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed.

Of the students who completed this program within normal time, the typical graduate leaves with \$ 0 debt.

The following States have licensure requirements for this profession: CA

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to:

<https://collegescorecard.ed.gov/>

CERTIFICATE OF COMPETENCY

High Beginning English as a Second Language (ESL)

The Certificate of Competency in High Beginning English as a Second Language is designed to give students the reading, writing, listening and speaking skills necessary for high-beginning workplace communication and to begin study for the Certificate of Competency in High Intermediate English as a Second Language.

Program Learning Outcomes: write a paragraph on a familiar topic with a topic sentence and supporting details; demonstrate knowledge of, and ability to use, correct capitalization and punctuation; use grammar structures at the high-beginning level; apply knowledge of English pronunciation rules at the high-beginning level; and listen to a passage and identify the main ideas and supporting details at the high-beginning level.

Required:**EL2 P090** -Intro to English for Second Language

Learners 90 hours

EL2 P091A - Beginning Grammar and Writing..... 90 hours**EL2 P092A** - Beginning Listening and Speaking.....90 hours**EL2 P091B** - High Begin Grammar and Writing90 hours**EL2 P092B** - High Begin Listening and Speaking.....90 hours**Effective Fall 2017**

High Intermediate English as a Second Language (ESL)

The Certificate of Competency in High Intermediate English as a Second Language is designed to give students the reading, writing, listening and speaking skills necessary for high-intermediate workplace communication and to begin study for the Certificate of Competency in Advanced English as a Second Language.

Program Learning Outcomes: compose essays which have a clear thesis statement, introduction, body and conclusion; use grammar structures at the high-intermediate level; identify main ideas and supporting details in multi-paragraph reading passages at the high-intermediate level; apply knowledge of English pronunciation rules at the high-intermediate level; and listen to a passage and identify the main ideas and supporting details at the high-intermediate level.

Required:**EL2 P093A** - Intermediate Reading and Writing..... 90 hours**EL2 P094A** - Intermediate Listening and Speaking....90 hours**EL2 P093B** - High Interm Reading and Writing..... 90 hours**EL2 P094B** - High Interm Listening and Speaking ... 90 hours**Effective Fall 2017**

Advanced English as a Second Language (ESL)

The Certificate of Competency in Advanced English as a Second Language is designed to give students the reading, writing, listening and speaking skills necessary for advanced workplace communication and to transition to credit programs at Porterville College.

Program Learning Outcomes: evaluate academic and literary texts; compose essays that cite outside sources and which have a clear thesis statement, introduction, body and conclusion; revise writing to eliminate errors in syntax and grammatical constructions; identify main ideas and supporting details in multi-paragraph reading passages at the advanced level; apply knowledge of English pronunciation rules at the advanced level; listen to a passage and identify the main ideas and supporting details at the advanced level; and use grammar structures at the advanced level.

Required:**EL2 P095** - Advanced Reading and Writing90 hours**EL2 P096** - Advanced Listening and Speaking.....90 hours**Effective Fall 2017**

JOB SKILLS CERTIFICATE

Not posted to transcripts and are not approved for Title IV aid.

Accounting

The Accounting Job Skills Certificate program integrates core accounting systems and methods for recording the financial transactions of business.

Program Learning Outcomes: Demonstrate proficiency in financial statement analysis; analyze, interpret, and record business transactions; demonstrate the fundamental concepts and importance of finance as it relates to individuals and business.

Completion of 11 units is required to earn this skills award. Students may earn this certificate by completing the required courses with a minimum grade of “C”.

Required Courses:

ACCT P110 - Financial Accounting	3 units
ACCT P120 - Managerial Accounting	3 units
BSAD P162- Entrepreneur Mentor / Internship	2 units
BSAD P165 - Entrepreneurial Finance.....	3 units

Effective Summer 2016

Advanced Computing

An Advanced Computing Job Skills Certificate allows students to be more efficient in a wide range of careers which include (*but not limited to*): network technician, programmer, computer support specialist, and help desk specialist.

Designed for students who want to hone their advanced information systems skills, this three-course program provides the student with valuable programming, data networking, computer construction, and hardware/software skills needed for a range of positions in careers that require a high degree of information systems skills. Completion of this certificate will provide the student with the skills to succeed in an entry-level position that requires advanced information systems skills.

Program Learning Outcomes: demonstrate knowledge of a broad business and real world perspective of information technology; apply knowledge of data design and data management principles; demonstrate knowledge of basic programming principles; demonstrate the ability to select, implement and evaluate appropriate problem solving techniques and tools; design effective and usable IT-based solutions and integrate those components into the user environment; communicate effectively and efficiently with clients, users and peers both verbally and in writing, using appropriate terminology.

Required Core: (10 units):

INFS P113 - Structured Programming	3 units
INFS P110 - Information and Communication Technology Essentials	4 units
INFS P220 - Data Communications and Networking....	3 units

Effective Summer 2017

Basic Computing

A Basic Computing Job Skills Certificate allows students to be more efficient in a wide range of careers which include (*but not limited to*): Business, Law Enforcement, Child Development, Agriculture, Health Careers, Information Systems, and Industrial Technology.

Designed for students who want to hone their information systems skills, this four-course program provides the foundational word processing, spreadsheet, and database design skills you need for a wide range of positions, including computer support specialist, systems administrator, and help desk specialist. Completion of this certificate will provide the student with the information systems skills to succeed in an entry level position that requires basic computing skills.

Program Learning Outcomes: Demonstrate knowledge of a broad business and real world perspective of information technology; apply knowledge of data design and data management principles; demonstrate the ability to select, implement and evaluate appropriate problem solving techniques and tools; design effective and usable IT-based solutions and integrate those components into the user environment; communicate effectively and efficiently with clients, users and peers both verbally and in writing, using appropriate terminology.

Required: (10 units):

INFS P010 - Introduction to Word Processing/Word..	2 units
INFS P020 - Introduction to Spreadsheets/Excel.....	2 units
INFS P100 - Introduction to Information Systems	3 units
INFS P180 - Intro to Database Management Systems...	3 units

Effective Summer 2017

Customer Service Academy

The Customer Service Academy Skills Award provides training in key areas of customer service and supervisory leadership, and equips students with communication, leadership and teamwork skills that can be applied in their workplace.

Program Learning Outcomes: Demonstrate the skills necessary to provide customer service in a business environment; demonstrate the skills necessary to communicate in a business environment; demonstrate the skills necessary to problem solve in a business environment; demonstrate conflict resolution skills, time management, and stress management skills necessary to provide customer service in a business environment.

Completion of 5 units is required to earn this skills award.

MGMT P050 - Communication in the Workplace.....	0.5 unit
MGMT P051 - Customer Service	0.5 unit
MGMT P052 - Team Building.....	0.5 unit
MGMT P053 - Attitude in the Workplace	0.5 unit
MGMT P054 - Values and Ethics	0.5 unit
MGMT P055 - Stress Management	0.5 unit
MGMT P056 - Time Management	0.5 unit
MGMT P057 - Conflict Resolution	0.5 unit
MGMT P058 - Decision Making & Problem Solving.	0.5 unit
MGMT P059 - Managing Organizational Change	0.5 unit

Effective Spring 2016

EMT - Basic

Emergency Medical Technicians (EMT) provide basic life support services by assessing, treating, and transporting patients to prevent further injury, illness, and/or loss of life. Successful completion of all program requirements will prepare the student for the National Registry of EMT certification exam. The EMT Job Skills Certificate is awarded for successful course completion with a grade “C” or higher. This certificate is required for the Fire Fighter Academy. The Course Completion Record is issued to students who successfully complete the course and final exam with a grade of “B” or higher, complete 24 hours of supervised clinical experience with 10 patient contacts, and successfully pass all psychomotor competencies. The Course Completion Record is required for certification as

a Nationally Registered EMT and subsequent state certification. To be eligible for State of California certification, an individual shall have a valid EMT Course Completion Record, be 18 years of age, complete the criminal history background check requirement, and pass the National Registry EMT certification examination (*California Code of Regulations Title 22, Division 9 Prehospital Emergency Medical Services, Chapter 2 Emergency Medical Technician*) CAREER OPPORTUNITIES Employment in the field of emergency medical services is good both locally and regionally. Once certified, the student has the opportunity to work on an ambulance, fire apparatus, or in a hospital emergency room. The certified EMT enjoys a rewarding, highly flexible career, which should continue in the future.

Career Opportunities Employment in the field of emergency medical services is good both locally and regionally. Once certified, the student has the opportunity to work on an ambulance, fire apparatus, or in a hospital emergency room. The certified EMT enjoys a rewarding, highly flexible career, which should continue in the future.

NOTE: The National Registry of Emergency Medical Technicians may deny certification or take other appropriate actions in regards to applicants for certification or recertification when a criminal conviction has occurred. Refer to the National Registry of Emergency Medical Technicians Criminal Conviction Policy for additional information.

NOTE: As a condition of enrollment into the EMT-Basic program, the student is required to have a physical examination, inoculations, tuberculosis clearance, drug screen, background check, and current American Health Association BLS Provider card (*at the student's expense*).

NOTE: The student is responsible for providing uniforms, laboratory fees, necessary equipment and transportation to off-campus laboratory locations. There are morning, afternoon, evening, and weekend clinical experiences.

PROGRAM APPROVAL

The Emergency Medical Technician program is approved by Central California Emergency Medical Services Agency.

Program Learning Outcomes: Explain the role and responsibilities of the Emergency Medical Technician-Basic; apply basic human anatomy, physiology, and pathophysiology of common diseases and disorders to assessment and management of patients needing basic emergency care across the lifespan; apply proper assessment and basic emergency management for the acutely ill and the acutely injured patient across the lifespan.

Required Course:

EMTC P050 - Emergency Medical Technician-Basic8.5 units

Effective Summer 2019

Entrepreneurship

The Entrepreneurship Job Skills Certificate program integrates core business concepts impacting the formation, start-up, and growth of an entrepreneurial firm. By completing a select group of entrepreneurship courses, the students learn how to launch their own business idea.

Program Learning Outcomes: Analyze financial principles and explain their application in an entrepreneurial setting; apply the importance of ethical behavior in the entrepreneurial business environment; apply written and verbal communication skills in an entrepreneurial business relationship, a teamwork setting and entrepreneurial leadership position.

Completion of 11 units is required to earn this skills award. Students may earn this certificate by completing the required courses with a minimum grade of "C".

Required Courses:

BSAD P160- Introduction to Entrepreneurship..... 3 units
BSAD P161 - Entrepreneur Business Management 3 units
BSAD P162 - Entrepreneur Mentor/Internship 2 units
BSAD P165 - Entrepreneurial Finance..... 3 units

Effective Summer 2016

Human Resources

The Human Resources Job Skills Certificate program provides an overview of the functional areas of Human Resource Management. Among the issues discussed are how to recruit and select the best employees, how to determine fair compensation, how to use benefit and performance appraisal systems that reward high performance, how to comply with federal and state employment laws, and how to negotiate and resolve employment disputes. The courses offered are intended to help those interested in creating a work environment that promotes teamwork and encourages employee excellence.

Program Learning Outcomes: Identify the legal and ethical context of Human Resource Management; explain the Federal, State, and local laws that affect public and private employers.; describe the importance of staffing an organization including planning, job analysis, recruitment and selection of staff; explain labor relations and collective bargaining agreements in the public and private sectors

Completion of 11 units is required to earn this skills award:

BSAD P120 - Prin of Management and Operations.....3 units
BSAD P122 - Human Resource Management.....3 units
BSAD P140 - Business Law.....3 units
BSAD P162 -Entrepreneur Mentor/Internship2 units

Industrial Technology

Industrial Maintenance Skills Award prepares individuals for a job as a building or a production line maintenance technician. Completion of nine and half (9.5) units required to receive this skills award.

Program Learning Outcomes: Identify the terms used in industry in the subject areas of pneumatic, mechanical, weld-

ing and electrical control; identify the principles of electrical theory, electrical motor theory, timer controls, industrial sensors, DC motor drives and AC variable frequency drives, and conveyor systems; demonstrate manufacturing processes in the following areas: mechanical devices, refrigeration, air conditioning, pumps, and piping systems; demonstrate the fundamentals of industrial fluid power which includes pneumatics and hydraulics, and electrical theory; identify the functions and a minimum of three methods of entering a PLC program.

Students may earn this certificate by completing the required courses with a minimum grade of “C”.

Required Courses:

INDT P050 - Industrial Maintenance I.....5 units

INDT P051 - Industrial Maintenance II4.5 units

Effective Summer 2014

Leadership

What do great leaders all have in common? They never stop learning. For great leaders, development lasts a lifetime and draws upon surprising sources that exceed far beyond the day-to-day world. The Job Skills Certificate Program in Leadership at Porterville College teaches students about adaptive leadership, strategic innovation, and change management. It also includes timely discussions on creativity, emotional intelligence, and ethical decision-making. Our world needs more great leaders and courageous innovators and what better place to develop your leadership skills than within the safe and encouraging environment found at Porterville College. Whether your interest is in student senate, Associated Students of Porterville College, campus clubs, community-wide involvement, or beyond, Porterville College’s Job Skills Certificate Program in Leadership will be the catalyst to launch you out into the world as a leader.

Program Learning Outcomes: Demonstrate knowledge of parliamentary procedures; exhibit ability to effectively communicate ideas and build collaboration; demonstrate knowledge of intrinsic and extrinsic motivations and how these apply to leadership styles; exhibit ability to effectively institutionalize organizational change.

Students must satisfy both of the following requirements in order to earn the Leadership Job Skills Certificate:

1. Completion of 6 semester units in Leadership coursework
2. Earn a letter grade of “C” or higher in each Leadership course

INST P100 - Introduction to Leadership Development .. 3 units

INST P101 - Beginning Applied Leadership 1 unit

INST P102 - Intermediate Applied Leadership 1 unit

INST P103 - Advanced Applied Leadership 1 unit

Effective Summer 2014

Logistics

The Logistics Job Skills Certificate program will prepare students in warehousing, operations, and supply chain to enter into or advance within management career patterns of the logistics industry. The goal for the Logistics Management Certificate program is to provide an opportunity for students to complete a short-term intensive, hands-on program preparing them for employment in the logistics field. Completion of 11 units is required to earn this skills award.

Program Learning Outcomes: Identify how logistics functions can interact to efficiently use total personnel, facilities and equipment; analyze, prepare, file and process claims when unavoidable freight disputes arise; explain how the overall flow of goods, services and information can be optimized to satisfy customer and business goals.

Completion of 11 units is required to earn this skills award. Students may earn this certificate by completing the required courses with a minimum grade of “C”.

BSAD P162 - Entrepreneur Mentor/Internship2 units

BSAD P170 - Logistics Operations Management3 units

BSAD P171 - Purchasing and Contracting3 units

BSAD P172 - Supply Chain Management3 units

Effective Summer 2016

Solar Sales

The Solar and Alternative Energy Sales program provides 108 hours of training. This training will prepare participants to effectively discuss the benefits of solar and alternative energy with customers. Topics covered include solar system estimation, cost justification, rebates and incentives, customized solar presentation, effectively closing a solar sale, understanding your buyer, performing site visits, how to sell solar as an investment, common questions, kit-based quoting, system up-selling and closing and custom sales presentations.

Program Learning Outcomes: Demonstrate competence in the basic fundamentals of electricity and electrical drawings; identify the various photovoltaic modules; respond to and translate necessary knowledge in NEC, AHJ, while qualifying energy efficiency with PV forecasting; demonstrate a PV solar electrical system installation layout; develop a customer proposal for the correct size residential or commercial PV system; identify soft skills that address PV methodologies and considerations; demonstrate project costs and the ability to present a PV system solution; demonstrate a properly designed solar electric system and cost estimation: including a performance analysis, saving, incentives and financial benefit analysis to a potential customer.

Required Course:

INDT P063 - Solar Sales6 units

Welding Technology

Upon successful completion of the Welding Certificate, the student will be able to demonstrate skills in SMAW (*shielded metal arc welding*), OFW and OFC (oxy fuel welding and cutting), Plasma cutting, GMAW (gas metal arc welding), and GTAW (gas tungsten arc welding) on mild steel, stainless steel, and aluminum in all positions and all joint configurations. Students will receive training for entry-level job employment in welding shops, sheet metal shops, metal fabrication, and maintenance.

Program Learning Outcomes: Demonstrate proficiency in oxyacetylene welding and cutting (*OFW and OFC*), Shielded Metal Arc Welding (*SMAW*), Gas Metal Arc Welding (*GMAW*), and Gas Tungsten Arc Welding (*GTAW*) process; demonstrate safety practices and knowledge in industrial welding technology.

Complete 6 units within 3 years of the first enrollment.

Core Courses:

WELD P116 - Arc and Gas Welding.....3 units

WELD P118 - Inert Gas Arc Welding.....3 units

Wildland Firefighter

Wildland Firefighter Skills Award successful completion will result in the student meeting the “Basic 32” training requirements of the Federal fire agencies and issuance of the appropriate related certificates.

Graduates of this Academy will meet the minimum wildland fire training requirements typically necessary to apply for seasonal wildland fire control positions with most State and Federal fire agencies in California.

Program Learning Outcomes: Identify basic fire service organization and command and control systems; identify basic elements of wildland fire behavior; identify basic wildland fire control terminology, principles and procedures; demonstrate ability to perform essential basic fire ground tasks with minimal supervision; demonstrate ability to use, inspect and maintain basic wildland fire fighting tools/equipment; identify basic fire line safety principles and procedures.

Completion of six and one half (6.5) units required to receive the skills award. Students may earn this certificate by completing the required course with a minimum grade of “B”.

Required Courses:

FIRE P051 - Interagency Basic Wildland

Firefighter Academy 6.5 units

Placement

BSTEM Major Math Placement

Major	HS GPA [†]	Additional Requirement	Placement [‡]
STEM	None [‡]	High school calculus or equivalent with C- or better both semesters	Math 103 Calculus (4 units)
	≥ 3.2	Precalculus or equivalent with B- or better both semesters and trigonometry with C- or better	Math 101* College-Level Precalculus II (4 units)
	≥ 3.0	Precalculus or equivalent with C- or better both semesters	Math 101A* Trigonometry and Precalculus (6 units)
	≥ 3.4	None	Math 100 and 50X College-Level Precalculus I with Corequisite Support (6 units)
	≥ 3.0	Algebra 2, Integrated Math 3, or equivalent with B- or better both semesters	Math 100 and 50X College-Level Precalculus I with Corequisite Support (6 units)
	≥ 2.6	Enrolled in high school calculus or equivalent	Math 100 and 50X College-Level Precalculus I with Corequisite Support (6 units)
	< 2.6	None	Math 100 and 50X College-Level Precalculus I with Corequisite Support (6 units)
Business	≥ 2.8	None	BSAD 155 Business Statistics (3 units)
	< 2.8	Algebra 2, Integrated Math 3, or equivalent with C- or better both semesters	BSAD 155 Business Statistics (3 units)
	< 2.8	None	Math 118 and 18X[‡] Finite Mathematics with Corequisite Support (6 units) or Math 122 and 22X[‡] Statistics with Corequisite Support (6 units)

* An EAP/CAASPP test score of 4 or better (2718-2862) can also place a student here.

† GPA through at least grade 10. Students without a transcript can self-report GPA.

‡ A student can challenge his or her placement with an exam in the Learning Center.

Revised 3/31/20
Effective Summer 2020

Non-BSTEM Major Math Placement

Major	HS GPA [†]	Additional Requirement	Placement [‡]	Option
Education	≥ 2.8 ⁺	None	Math 115* Structures and Concepts (3 units)	
	< 2.8 ⁺	Algebra 2, Integrated Math 3, or equivalent with B- or better both semesters		
	Students who do not meet the criteria for Math 115 should follow the Math 110 track and then take Math 115.		Math 110 Track (see below)	Student can challenge placement.
Other Non- BSTEM (Students can choose track: Math 122 OR Math 110) [§]	≥ 2.8 ⁺	None		
	< 2.8 ⁺	Algebra 2, Integrated Math 3, or equivalent with C- or better both semesters	Math 122* Statistics (4 units)	Math 122 and 22X Statistics with Corequisite Support (6 units)
	≥ 2.3 ⁺	None		
	< 2.3 ⁺	None	Math 122 and 22X Statistics with Corequisite Support (6 units)	Student can challenge the corequisite placement.
	≥ 2.6 ⁺	Algebra 1, Integrated Math 1, or equivalent with C- or better both semesters	Math 110 [§] College Algebra (4 units)	
	< 2.6 ⁺	Algebra 2, Integrated Math 3, or equivalent with C- or better both semesters		
	< 2.6 ⁺	None	Math 110 and 10X College Algebra for Liberal Arts with Corequisite Support (6 units)	Student can challenge the corequisite placement.

* An EAP/CAASPP test score of 4 or better (2718-2862) can also place a student here.

† GPA through at least grade 10. Students without a transcript can self-report GPA.

‡ A student can challenge his or her placement with an exam in the Learning Center.

§ The following majors require Math 122: Administration of Justice, Agribusiness, Anthropology, Political Science, and Sociology. Advanced Information Systems majors can take Math 122 or BSAD 155.

Revised 3/31/20
Effective Summer 2020

English Placement

HS GPA [†]	Placement	Options
≥ 2.6	English 101A* Expository Composition (4 units)	English 01AX is an option, but should not be recommended.
≥ 1.9	English 101A* Expository Composition (4 units)	English 101A with English 01AX is recommended, but not required.
< 1.9	English 101A and 01AX Expanded Expository Composition (4 units and 2 units)	English 101A and 01AX is required. A student must sign an informed consent to take stand-alone English 101A.

* An EAP/CAASPP test score of 4 or better (2718-2862) can also place a student here.

† GPA through at least grade 10. Students without a transcript can self-report GPA.

Revised 3/31/20
Effective Summer 2020

Course Descriptions

GENERAL COURSE INFORMATION

COURSE LEVEL

The relative level and applicability of each course are designated by the following letter symbols:

A – Applicable to all Associate degree and Certificate Programs.

UC – Transferable to universities within the University of California System.

CSU – Transferable to universities within the California State University System.

Courses without one of the above designations do not carry certificate or degree-level credit, but may be used to prepare students for further study in an institution of higher education.

Every effort is made to offer all the courses in the catalog at least once every two years. However, the fact that a course is in the catalog does not necessarily mean that it will be offered in a particular semester. Students should check the schedule of classes for current offerings.

COURSE NUMBERING SYSTEM

The course numbering system at Porterville College has been established to indicate the intent of the course and its relationship to the offerings of four-year colleges and universities. The meaning of the number system is as follows:

P100 - P299

Certificate and associate-degree-level courses that are generally transferable to four-year colleges and universities. Students should understand that even though a course so designated will transfer, the courses may not meet the specific major requirements of the transferring institution. However, regardless of major applicability, these courses may be used for elective credit.

Course Prefix Listing

Accounting.....	ACCT
Administration of Justice	ADMJ
Agriculture	AGRI
American Sign Language.....	ASL
Anatomy.....	ANAT
Anthropology	ANTH
Applied Design	APDS
Art.....	ART
Astronomy.....	ASTR
Biology.....	BIOL
Business	BUS
Business Administration	BSAD
Chemistry.....	CHEM
Child Development	CHDV
Commercial Art.....	CMRT
Communication.....	COMM
Computer Graphics	CGRA
Drama.....	DRMA

Earth Science	ERSC
Economics.....	ECON
Education	EDUC
Emergency Medical Technician.....	EMTC
English	ENGL
English for Second Language Learners	EL2
Engineering	ENGR
English as a Second Language.....	ENSL
Ethnic Studies	ETHN
Fire Technology	FIRE
General Studies	GNST & GENS
Geography.....	GEOG
Geology.....	GEOL
Graphic Arts	GRPH
Health Careers.....	HCRS
Health Education.....	HLED
History.....	HIST
Human Services	HMSV
Industrial Maintenance.....	INDT
Information Systems	INFS
Interdisciplinary Studies	INST& INTR
Kinesiology	KIN
Linguistics.....	LING
Life Science	LISC
Management.....	MGMT
Marketing.....	MKTG
Mathematics.....	MATH
Microbiology.....	MICR
Music.....	MUSC
Nursing.....	NURS
Office Technology.....	OFFT
Philosophy.....	PHIL
Photography	PHOT
Physical Education.....	PHED
Physical Science.....	PHSC
Physics	PHYS
Physiology.....	PHYL
Political Science.....	POLS
Psychiatric Technology	PSYT
Psychology	PSYC
Psychiatric Technology/Voc Nursing.....	PTVN
Sociology	SOCI
Spanish.....	SPAN
Student Success.....	STSS
Vocational Nursing.....	VNRS
Welding	WELD
Work Experience.....	WEXP

COURSE DESCRIPTION

Unit: Each course carries a specified unit value. This is indicated at the right of the title line. In California Community Colleges, generally, for each unit offered, one hour of lecture per week, three hours of laboratory per week, or an equivalent combination of both per week is required. In laboratory, some physical education and other selected classes, additional hours of in-class work is required. Each hour a student spends in a lecture class presupposes two hours of outside preparation.

When a course may be taken for variable credit, depending on the amount of work assigned, the unit value designation will show two numbers, hyphenated, instead of the usual one number.

Prerequisites: Course prerequisites are intended to ensure that the student will have sufficient preparation before entering a course and to assure a reasonable chance for his/her success. An instructor has the prerogative to refuse admission to class or officially drop a student from class who has not satisfied the course prerequisites as published in the college catalog. Students are advised that credit will not be awarded for courses taken after a higher level course has been completed, e. g., English P050 taken after completion of English P101A, or Beginning Tennis taken after Intermediate Tennis.

COURSE IDENTIFICATION NUMBER C-ID

The Course Identification Numbering System (*C-ID*) is a state-wide numbering system independent from the course numbers assigned by local California community colleges. A C-ID number next to a course signals that participating California colleges and universities have determined that courses offered by the other California community colleges are comparable in content and scope to course offered on their own campuses, regardless of their unique titles or local course number. Thus, if a catalog lists a course bearing a C-ID number, for example COMM 110, students at that college can be assured that it will be accepted in lieu of a course bearing the C-ID COMM 110 designation at another community college. In other words, the C-ID designation can be used to identify comparable courses at different community colleges. However, student should always go to www.assist.org to confirm how each college's course will be accepted at a particular four-year college or university for transfer credit.

The C-ID numbers system is useful for student attending more than one community college and is applied to many of the transferable courses students need as a preparation for transfer. Because these course requirements may change and because courses may be modified and qualified for or deleted from the C-ID database, students should always check with a counselor to determine how C-ID designation courses fit into their educational plans to transfer.

Students may consult the ASSIST database at www.assist.org for specific information on C-ID course designations. Counselors can always help students interpret or explain this information.

ACCOUNTING

P010 – PRACTICAL ACCOUNTING..... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is designed to provide coverage of the bookkeeping process from analysis of business transactions through the preparation of periodic financial reports. These activities cover both the service business form and the merchandising operation. (A)

Note: This course is typically only offered during the spring semester.

P110 – FINANCIAL ACCOUNTING3 UNITS

Prerequisite: Math P061.

Total lecture 54 hours. This course is the first part of the introduction to basics of accounting and provides students with a working knowledge of the concepts, purposes, and basic principles of accounting within the business system. Topics include preparing, analyzing and interpreting the complete accounting cycles of service and merchandising business; concepts of accruals, deferrals, and valuation; and computerized accounting systems using commercial general ledger software. C-ID ACCT 110 (A/CSU/UC)

P120 – MANAGERIAL ACCOUNTING..... 3 UNITS

Prerequisite: Accounting P110 or equivalent, with a "C" or better.

Total lecture 54 hours. This is the study of how managers use accounting information in decision-making, planning, directing operations and controlling. Focuses on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. Includes issues relating to cost systems, cost control, profit planning, and performance analysis in manufacturing and service environments. C-ID ACCT 120 (A/CSU/UC)

ADMINISTRATION OF JUSTICE

P066A – POLICE RESERVE TRAINING, LEVEL III 7 UNITS

Prerequisite: None.

Total lecture 108 hours, total laboratory 54 hours. This course provides required training for Level III Police Reserve Officers in accordance with P.C. 832.6 and P.O.S.T. regulations. P.O.S.T. has mandated the curriculum. Course is approved for pass/no pass grading option. (A)

P066B – POLICE RESERVE TRAINING, LEVEL II 10.5 UNITS

Prerequisite: Administration of Justice P066A.

Total lecture 162 hours, laboratory 81 hours. This is a P.O.S.T. (*Peace Officer Standards and Training*) certified course designed to prepare the student to be a Level II Police Reserve Officer. Areas covered are community relations, victimology/crisis intervention, physical training, property crimes, crimes against children, laws of arrest, search and seizure, presentation of evidence firearms, chemical weapons, weaponless

defense and scenario training. Upon successful completion, student will be qualified to apply for a position as a reserve officer. Completion of this course and Administration of Justice P066A will give the student completion of 75 percent of the Basic P.O.S.T. Police Academy and allow the student to take the P.O.S.T. entrance exam to be admitted to level I at a college offering the Basic P.O.S.T. Academy. Course is approved for pass/no pass grading option. (A)

P101 – PUBLIC SAFETY REPORT WRITING..... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is designed to introduce students who are interested in careers in the public safety area to the report writing skills necessary to be successful once they are employed in the fields of law enforcement, corrections or fire technology. The course will review the basics of English grammar, syntax, composition and style. With this refresher, the student will begin to analyze case studies for the proper crime committed and then write a series of crime, incident, hazard and confinement reports. (A/CSU)

P102 – INTRODUCTION TO ADMINISTRATION OF JUSTICE..... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course introduces students to the characteristics of the criminal justice system in the United States. Focus is placed on examining crime measurement, theoretical explanations of crime, response to crime, components of the system, and current challenges to the system. The course examines the evolution of the principles and approaches utilized by the justice system and the evolving forces which have shaped those principals and approaches. Although justice structure and process is examined in a cross cultural context, emphasis is placed on the US justice system, particularly the structure and function of US police, courts, and corrections. Students are introduced to the origins and development of criminal law, legal process, and sentencing and incarceration policies. Course is approved for pass/no pass grading option. C-ID AJ 110 (A/CSU/UC)

P103 – INTRODUCTION TO LAW 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides an introduction to the historical development and philosophy of law and constitutional research, legal methodology and concepts of law as a social force. A brief analysis of criminal intent, parties to a crime, elements of crime, corpus delicti, defenses to crimes and an introduction to laws of arrest will also be addressed. In addition, law as it affects the correctional component of the justice system will be clearly identified. (A/CSU)

P104 – CRIMINAL LAW 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course will cover historical development, philosophy of law and constitutional provisions; definitions, classifications of crime, and their application to the system of criminology; legal research, study of case law,

methodology, and concepts of law as a social force. Law as it affects the correctional component of the justice system will be clearly identified. C-ID AJ 120 (A/CSU/UC)

Note: This course is typically only offered during the spring semester

P105 – PRINCIPLES & PROCEDURES OF THE JUSTICE SYSTEM..... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides an examination and analysis of due process in the criminal proceedings from pre-arrest through trial and appeal utilizing statutory law and state and constitutional law precedents. An in-depth study of the role and responsibilities of each segment within the Criminology System; law enforcement, judicial, corrections. C-ID AJ 122 (A/CSU)

Note: This course is typically only offered during the spring semester

P106 – LEGAL ASPECTS OF EVIDENCE .. 3 UNITS

Prerequisite: None.

Total lecture 54 hours. The origin, development, philosophy and constitutional basis of evidence; constitutional and procedural considerations affecting arrest, search and seizure; kinds and degrees of evidence and rules governing admissibility; admissibility of evidence in the courtroom; procedures for formally admitting evidence during trial; judicial decisions interpreting individual rights and case studies. C-ID AJ 124 (A/CSU)

P107 - EXPLORING CONTEMPORARY MULTICULTURAL ISSUES 3 UNITS

Prerequisite: None.

Total lecture 54 hours. An in-depth exploration of the roles of the administration of justice practitioners and their agencies. Through interaction and study, the student will become aware of the interrelationships and role expectations among the various agencies and the public. Principal emphasis will be placed upon the professional image of the system of justice administration and the development of positive relationships between members of the system and the public. C-ID AJ 160 (A/CSU/UC) PC-AREA J; CSU-D0; IGETC-4J

P108 – PRINCIPLES OF INVESTIGATION... 3 UNITS

Prerequisite: None.

The study of basic principles of all types of investigations utilized in the Justice System. Coverage will include human aspects in dealing with the public; specific knowledge necessary for handling crime scenes; interviews, evidence, surveillance, follow-up, technical resources, and case preparations. C-ID AJ 140 (A/CSU)

Note: This course is typically only offered during the fall semester

P109 – CRIMINAL JUSTICE COMMUNICATIONS3 UNITS

Prerequisite: None.

Total lecture 54 hours. A course within the Administration of Justice department designed for both the criminal justice student and the individual who wishes to examine the process by which people, acting collectively, make and remake their social and cultural worlds. Topics include a study of effective oral and written communications, including varied aspects of criminal justice agency interrogation, observation recording field note-taking and current trends in criminal justice reporting. (A/CSU) PC-Area C

Note: This course is typically only offered during the spring semester

P111 – INTRODUCTION TO BEHAVIORAL AND CORRECTIONAL SCIENCE3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is designed to provide the student with an overview of the history and trends of adult and juvenile corrections, including probation and parole. It will also explore the theoretical and philosophical explanations of behavior, the correctional system, and its relationship to the criminal offender, as well as modern techniques of controlling crime. It will specifically focus on the legal issues, specific laws, and general operation of correctional institutions. It will survey the occupational field with emphasis on treatment and rehabilitation methods and facilities and opportunities for psychological and sociological services. Finally, the course will explore the relationship between corrections and other components of the judicial system. C-ID AJ 200 (A/CSU) PC-Area H

Note: This course is typically only offered during the spring semester

P113 – INTERVIEWING AND COUNSELING IN CORRECTIONS3 UNITS

Prerequisite: None.

Total lecture 54 hours. Introduction to approaches to behavior modification through interviewing and counseling. An overview of the techniques available to entry-level practitioners in corrections, counseling and interviewing. Create an awareness of advanced methods utilized by professional counselors. Traces the development of positive relationships between the client and corrections personnel. (A/CSU)

P114 – CONTROL AND SUPERVISION IN CORRECTIONS3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course offers an overview of supervision of inmates in the local, state, and federal correctional institutions. The issues of control in a continuum from institutional daily living through crisis situations will be introduced and discussed. The course will emphasize the role played by the offender and the correctional worker. Topics will include inmate subculture, violence, and effects of crowding on inmates and staff, coping techniques for correctional officers in a hostile prison environment. The causes and effects of abusive tactics will also be discussed. (A/CSU)

P115 – LEGAL ASPECTS OF CORRECTIONS3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides students with an awareness of the historical framework, concepts and precedents that guide correctional practice. Course material will broaden the individual's perspective of the correction's environment, the civil rights of prisoners and responsibilities and liabilities of corrections officials. (A/CSU)

P117 – POLICE OPERATIONS3 UNITS

Prerequisite: None.

Total lecture 54 hours. Exploration of theories, philosophies, and concepts related to the role expectations of the line enforcement officer. Emphasis is placed upon patrol, traffic, public service responsibilities and their relationship to the administration of justice system. (A/CSU)

P118 – INTRODUCTION TO CRIMINOLOGY3 UNITS

Prerequisite: None.

Total lecture 54 hours. A study and discussion of current theories of crime causation, types of criminal behavior, sociological and psychological factors' contribution to crime, and the methods of dealing with criminals. (A/CSU)

P121 – JUVENILE DELINQUENCY3 UNITS

Prerequisite: None.

Total lecture 54 hours. An in depth study of juvenile delinquency in America. Coverage will include theories of delinquency, social class and delinquency, subcultures and delinquency, delinquencies and gangs among boys, delinquencies of girls, the effects of home and school, community prevention programs, police contact, juvenile courts, probation, and institutional treatment. C-ID AJ 220 (A/CSU) CSU-D10

P122 – PROBATION AND PAROLE3 UNITS

Prerequisite: None.

Total lecture 54 hours. An in-depth exploration of theories, philosophies, and procedures related to the role of the probation and parole officer. Emphasis is placed upon client contact, motivation, decision making, methods of evaluation, management, treatment, and client supervision. (A/CSU)

P123 – CONSTITUTIONAL RIGHTS OF THE ACCUSED3 UNITS

Prerequisite: None.

Total lecture 54 hours. Landmark U.S. Supreme Court decisions involving constitutional issues relating to: due process, right to counsel, search and seizure, self-incrimination, fair trial, cruel and unusual punishment, double jeopardy, first amendment rights, equal protection, and the critical thinking process of analysis, criticism, advocacy of ideas and reasoning. (A/CSU) PC-Area H; CSU-Area D

P140A – BASIC FIELD WORK ADMINISTRATION OF JUSTICE POLICE CADET 3 UNITS**Prerequisite:** None.**Recommendation:** Instructor's permission.

Total lecture 18 hours, laboratory 108 hours. This is the first course in the Police Cadet program. Under direct supervision, students will perform duties as assigned on campus or with local law enforcement agencies. Duties on campus will consist of parking enforcement, traffic control, building and parking lot security, escort service when needed, and security at school events. Students assigned to a law enforcement agency will receive training in records, communications, jail maintenance, prisoner processing, gathering of information, report writing, and other areas assigned. Lecture will cover basic principles of law enforcement and report writing as well as the philosophical, sociological, political and legal aspects of law enforcement. (A/CSU)

P140B – INTER. FIELD WORK ADMINISTRATION OF JUSTICE POLICE CADET 3 UNITS**Prerequisite:** ADMJ P140A.**Recommendation:** Instructor's permission.

Total lecture 18 hours, laboratory 108 hours. This is the second course in the Police Cadet program. Under direct supervision, students will perform duties as assigned on campus or with local law enforcement agencies. Duties on campus will consist of parking enforcement, traffic control, building and parking lot security, escort service when needed, and security at school events. Students assigned to a law enforcement agency will receive training in records, communications, jail maintenance, prisoner processing, gathering of information, report writing, and other areas assigned. Lecture will cover investigative report writing as well as the philosophical, sociological, political and legal aspects of law enforcement. (A/CSU)

P140C – ADVANCED FIELD WORK ADMIN OF JUSTICE POLICE CADET 3 UNITS**Prerequisite:** ADMJ P140B.**Recommendation:** Instructor's permission.

Total lecture 18 hour, laboratory 108 hours. Under direct supervision, students will perform duties as assigned on campus or with local law enforcement agencies. Duties on campus will consist of parking enforcement, traffic control, building and parking lot security, escort service when needed, and security at school events. Students assigned to a law enforcement agency will receive training in records, communications, jail maintenance, prisoner processing, gathering of information, report writing, and other areas assigned. Lecture will cover leadership, ethics and professionalism as well as the philosophical, sociological, psychological, political and legal aspects of law enforcement. (A/CSU)

AGRICULTURE**P101 – INTRODUCTION TO AGRIBUSINESS.....3 UNITS****Prerequisite:** None.

Total lecture 54 hours. Total lecture 54 hours. A survey and basic understanding of the business and economics of the agriculture industry. Introduction to the economic aspects of agriculture and their implications to the agricultural producer, consumer and the food system. The management principles encountered in the day-to-day operation of an agricultural enterprise are stressed as they relate to the decision-making process. C-ID AG-AB 104 (A/CSU)

Note: This course is typically only offered during the fall semester

P102 – AGRICULTURAL ECONOMICS3 UNITS**Prerequisite:** None.**Recommendation:** Math P055.

Total lecture 54 hours. Total lecture 54 hours. Economic principles of resource allocation, production, cost analysis, and market price equilibrium with primary application to the agriculture sector; supply and demand in commodity pricing under perfect and imperfect competition; survey of agriculture credit, marketing and policy issues. C-ID AG-AB 124 (A/CSU/UC) PC-Area H; CSU-D2; IGETC-4B

P103 – AGRICULTURAL SALES..... 3 UNITS**Prerequisite:** None.

Total lecture 54 hours. This course involves the study of principles and practices of the selling process: selling strategies and approaches, why and how people buy, prospecting, territory management, and customer service. Self-management, communication, and interpersonal skills necessary explored. Students will gain experience through role-play, formal sales presentations, and job shadowing. The course content is organized to give students an in-depth understanding of the factors and influences that affect the agribusiness industry on a day-to-day basis. Communication, leadership, and management skills are basic tools necessary for future career development within the agribusiness sector, as well as other aspects of life C-ID AG-AB 112 (A/CSU) PC-Area C

Note: This course is typically only offered during the fall semester

P104 – COMPUTER APPLICATIONS IN AGRICULTURE 3 UNITS**Prerequisite:** None.

Total lecture 54 hours. Computer use in the workplace with emphasis on agribusiness situations. Computer applications including word processing, spreadsheets, databases, and presentation managers will be covered. Also included will be accessing information through the Internet and World Wide Web, telecommunications, an introduction to web page design and other software appropriate to agribusiness. C-ID AG-AB 108 (A/CSU)

Note: This course is typically only offered during the fall semester

P105 – FARM ACCOUNTING 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Focuses on the principles of financial accounting systems that apply to most farming operations, recording single- and double-entry transactions under cash and accrual accounting, preparation and analysis of enterprise records and financial statements to generate management information. (A/CSU)

Note: This course is typically only offered during the spring semester

P106 – INTRODUCTION TO SOIL SCIENCE 3 UNITS

Prerequisite: None.

Total lecture 36 hours, laboratory 54 hours. The study of physical, chemical and biological properties of soils. Soil classification, derivation, use, function and management including: erosion, moisture retention, structure, cultivation, organic matter and microbiology. Laboratory topics include: soil type, classification, soil reaction, soil fertility and physical properties of soils. C-ID AG-PS 128L (A/CSU/UC) PC-Area F; CSU-B1; CSU-B3

P107 – AGRICULTURAL MARKETING 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Survey of marketing aspects of the agricultural industry. An overview of the structure and institutional aspects of the marketing system including global agricultural markets. Industry studies of the marketing of selected locally grown commodities will be made. (A/CSU)

Note: This course is typically only offered during the spring semester

P110 – PRINCIPLES OF PESTICIDE USE .. 3 UNITS

Prerequisite: None

Total lecture 54 hours. The course emphasis is on plant pests and development of pesticide use, modes of action and effective use of insecticides, herbicides, fungicides, rodenticides, nematocides and plant growth regulators. Also covered are correct and responsible pesticide handling and application, label interpretation, worker and food safety, integrated pest management sustainable practices. This course will assist in the preparation to take the Qualified Applicator Certificate test. (A/CSU)

P117 – PLANT PROPAGATION & PRODUCTION 3 UNITS

Prerequisite: None.

Total lecture 45 hours, total laboratory 27 hours. Plant propagation and production practices with emphasis on nursery operations including sexual and asexual reproduction, planting, transplanting, fertilizing, plant pest and disease control, structures and site layout. Preparation and use of propagating and planting mediums. Use and maintenance of common tools and equipment. Regulations pertaining to plant production. This course contains the same content as C-ID AG-EH 116L of the California Community College Statewide Agriculture Curriculum and Course Articulation Model. (A/CSU)

Note: This course is typically only offered during the spring semester.

P131 – INTRODUCTION TO PLANT SCIENCE 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is designed to provide the student with a working knowledge of the fundamental structures and processes of plants. Principles to be applied cover plant structures, physiology (including, but not limited to: Photosynthesis, Respiration, Translocation), heredity (including, but not limited to: Genetic replication), environmental relationship to growth, adaptation, and management of crops. Techniques of research, exploration of plant growth, and identification of economical crops will be included. (A/CSU) PC-Area E; CSU-Area B-2

P132 – AGRICULTURAL MATH 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Algebraic problem solving skills applied to agricultural production. Calculation of discounts, interest, percentages, linear measurements, area, volume, ratios and proportions. Use of the metric system. (A/CSU)

AMERICAN SIGN LANGUAGE**P101 – BEGINNING AMERICAN SIGN LANGUAGE 4 UNITS**

Prerequisite: None.

Total lecture 72 hours. Fundamentals of American Sign Language (ASL). Introduces the history, (Deaf) culture, basic vocabulary and grammatical structure, techniques of signing, and nonverbal aspects of American Sign Language. Outside assignments require practice with videotaped programs. (A/CSU/UC) CSU-C2; IGETC-6A

P102 – BEGINNING AMERICAN SIGN LANGUAGE II 4 UNITS

Prerequisite: ASL P101 with a "C" or higher or demonstrated skill level.

Total lecture 72 hours. Fundamentals of American Sign Language (ASL). This course is a continuation of the study of American Sign Language ASL P101. Emphasis is on the development of ASL vocabulary and receptive skills. Instruction includes a natural approach to teaching a second language by exposing students to authentic conversations in the classroom. This course builds students' receptive and expressive skills in ASL and fingerspelling as well as their knowledge of Deaf culture. It is designed for the student or professional interested in working and interacting with Deaf people. *Approved for pass/no pass grading option.* (A/CSU/UC) CSU-C2; IGETC-6A

P103 – INTERMEDIATE AMERICAN SIGN LANGUAGE 3 UNITS

Prerequisite: ASL P102.

Total lecture 54 hours. A continuation of ASL P101 and ASL P102. Emphasis is on expanding conversation adeptly and comfortably in a wide variety of situations in the Deaf community. (A/CSU) CSU-C2

P104 – ADVANCED AMERICAN SIGN LANGUAGE.....3 UNITS*Prerequisite:* ASL P103.*Total lecture 54 hours.* A continuation of ASL P101, P102, and ASL P103. Emphasis on fluency in functional conversation skills in cultural context. Morphology and grammar of American Sign Language will be explored in depth. (A/CSU) CSU-C2**ANATOMY****P052 – INTRODUCTION AND SURVEY OF ANATOMY AND PHYSIOLOGY2 UNITS***Prerequisite:* None.*Total lecture 27 hours, total laboratory 27 hours.* The course will cover basic anatomy and physiology of the human body. It is designed to fulfill the requirements of students preparing to enroll in the Vocational Nurse and Psychiatric Technician programs. Does not meet the Associate in Arts degree requirement in science. Course is approved for pass/no pass grading option. (A)**P110 – HUMAN ANATOMY.....4 UNITS***Prerequisite:* None.*Total lecture 54 hours, laboratory 54 hours.* The essential features of human anatomy, including the gross and microscopic anatomy of all the body systems. Laboratory study of animal and human preserved specimens, models, and dissection of the cat. Designed for students majoring in nursing, physical education, and the para-medical professions. Approved for pass/no pass grading option. C-ID BIOL 110B (A/CSU/UC) PC-Area E; CSU-B2; CSU-B3; IGETC-5B; IGETC-5C**ANTHROPOLOGY****P101 – INTRODUCTION TO BIOLOGICAL ANTHROPOLOGY3 UNITS***Prerequisite:* None.*Recommendation:* Eligible for English P101A or equivalent.*Total lecture 54 hours.* This course introduces evidence, methods of research, and explanations in modern science for understanding human biological evolution. The course will review the scientific method, the historical development of evolutionary theory, recognized mechanisms producing genetic change, adaptation, and speciation, comparative analysis of primate anatomy and behavior, the fossil and archaeological record for human origins, human biocultural adaptations, and modern human biological variation. C-ID ANTH 110 (A/CSU/UC) PC-Area E; CSU-B2; CSU-D1; CSU-E1; IGETC-5B**P102 – INTRODUCTION TO CULTURAL ANTHROPOLOGY3 UNITS***Prerequisite:* None.*Recommendation:* Eligible for English P101A or equivalent.*Total lecture 54 hours.* This course is an introduction to how anthropologists research and explain human cultural diversity

globally. Students will learn about Anthropology's development as a discipline and, through ethnographic field studies, the insights gained from the study of non-Western cultures, the consequences of colonialism and globalization, and perspectives on understanding ethnocentrism and cultural conflicts globally. Topics may include ethnographic research methods and the anthropological study of family, kinship systems, gender roles, political and economic organization, art, religion, the nature of culture change, and the ethical obligations of research on human subjects, individually and culturally. Applications of the research methods of cultural anthropologists to modern culture will also be considered. C-ID ANTH 120 (A/CSU/UC) PC-Area H; CSU-C2; CSU-D1; CSU-E1; IGETC-3B

P103 – INTRODUCTION TO ARCHAEOLOGY.....3 UNITS*Prerequisite:* None.*Recommendation:* Eligible for English P101A or equivalent.*Total lecture 54 hours.* This course is an introduction to the study of the human past through archaeology. Through global examples of research and discovery, the course will demonstrate how archaeologists conduct field and laboratory research and explain human behavior scientifically through the archaeological record and material culture. Archaeological methods and theories are emphasized, as well as the public role and ethical responsibilities of archaeologists in the modern world. C-ID ANTH 150 (A/CSU/UC) PC-Area H; CSU-D1; CSU-D6; IGETC-4A**P104 – PREHISTORY AND ANCIENT CIVILIZATIONS3 UNITS***Prerequisite:* None.*Total lecture 54 hours.* This course provides an archaeological perspective on the origins and early evolution of human cultures, from the first humans to the origins of agriculture and the formation of early civilization in each of the major regions of the world, including Europe, Africa, Asia, Oceania, and the Americas. The cultural diversity of the past, the development of complex societies, and role of archaeology in the present-day understanding of ancient cultures are among the themes emphasized. (A/CSU/UC) PC-Area J; PC Area L; CSU-D1; IGETC-4A**P105 – NATIVE CULTURES OF NORTH AMERICA3 UNITS***Prerequisite:* None.*Total lecture 54 hours.* This course provides a general overview of the Native cultures of North America, from their origins, adaptations and cultural evolution up to the present day. Evidence from historical sources, oral histories, linguistic, ethnographic, and archaeological research will be surveyed for the Native cultures in each of the major regions of North America. The impact of European contact, contemporary issues, misconceptions, and an appreciation of ancient and modern cultural diversity will be emphasized. (A/CSU/UC) PC Area H; PC-Area J; CSU-D1; CSU-D3; IGETC-4A; IGETC-4C

P107 – ANTHROPOLOGY OF RELIGION AND RITUAL 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides a cross-cultural perspective in understanding the human experience with the supernatural, with an emphasis on cultural practices from daily rituals, beliefs, and symbolism to organized forms of collective religious expression. Ethnographic studies of non-Western religious expression will be compared to Western concepts of religion. Anthropological perspectives for the origins and evolution of religion will be examined, as well as the impact of Globalization on traditional religious beliefs and rituals, and the role of religious identity in cultural conflicts and movements around the world. (A/CSU/UC) PC-Area H; PC-Area J; CSU-D1; IGETC-4A

ART

P101 – ART STUDIO FUNDAMENTALS.....3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is an introduction to art across time and diverse cultures, through its processes and media, and through its language and themes. This foundation course is for all studio art classes. C-ID ARTH 100 (A/CSU/UC) PC-Area L; CSU-C1; IGETC-3A

P103 –FUNDAMENTALS OF DRAWING3 UNITS

Prerequisite: None.

Total lecture 36 hours, total laboratory 54 hours. This course will introduce principles, elements, and practices of drawing, employing a step-by-step approach that progressively builds technical and observational skills and trains visual perception. Exploring a variety of subject matter and drawing media, this course provides a solid foundation for individual creative expression and is required for the Studio Art AA-T and for the Commercial Art AA. C-ID ARTS 110 (A/CSU/UC)

P106 – 2-D DESIGN.....3 UNITS

Prerequisite: None.

Total lecture 36 hours, total laboratory 54 hours. Introduction to the concepts, applications, and historical references related to two-dimensional art and composition, including the study of the basic principles and elements of line, shape, texture, value, color and spatial illusion. Development of a visual vocabulary for creative expression through lecture presentations, studio projects, problem solving, and written assignments. Required course for the Studio Art major and for the Commercial Art major. C-ID ARTS 100 (A/CSU/UC)

P107 – 3-D DESIGN..... 3 UNITS

Prerequisite: None.

Total lecture 36 hours, total laboratory 54 hours. Introduction to the concepts, applications, and historical references related to three-dimensional design and spatial composition, including the study of the elements and organizing principles of design as they apply to three-dimensional space and form. Develop-

ment of a visual vocabulary for creative expression through lecture presentations and use of appropriate materials for non-representational three-dimensional studio projects. Required course for the Studio Art major. C-ID ARTS 101 (A/CSU/UC)

P113 – PRE-HISTORIC TO MEDIEVAL ART HISTORY3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides an overview of western art and architecture from prehistory through the medieval period. The course follows a historical chronology with illustrated lectures, discussions, and readings. The course is required for the Studio Art AA-T. C-ID ARTH 110 (A/CSU/UC) PC-Area L; CSU-C1; IGETC-3A

P114 – RENAISSANCE TO CONTEMPORARY ART HISTORY 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides an overview of art and architecture from the Renaissance to the Contemporary period. The course follows a historical chronology with illustrated lectures, discussions, and readings. The course is required for the Studio Art AA-T and Commercial Art AA. C-ID ARTH 120 (A/CSU/UC) PC-Area L; CSU-C1; IGETC-3A

P116 – INTRODUCTION TO PAINTING3 UNITS

Prerequisite: None.

Total lecture 36 hours, total laboratory 54 hours. Introduction to principles, elements, and practices of painting. Focus on exploration of painting materials, perceptual skills and color theory, paint mixing and technique, as well as creative responses to materials and subject matter. The course is recommended for the Studio Art AA-T and the Commercial Art AA. Not open to students with credit in ART P104 - Basic Painting. C-ID ARTS 210 (A/CSU/UC)

P117 – ADVANCED DRAWING 3 UNITS

Prerequisite: Art P103.

Total lecture 36 hours, total laboratory 54 hours. Exploration of artistic concepts, styles, and creative expression through the making of complex two-dimensional imagery using a variety of drawing mediums, techniques, and methodologies. Students in this course will build on fundamental drawing skills to develop personalized approaches to content and material in exercises covering multiple historical and contemporary approaches to drawing. Recommended for Commercial Art majors. C-ID ARTS 205 (A/CSU/UC)

P119 – ADVANCED PAINTING 2 UNITS

Prerequisite: Art P116.

Total lecture 18 hours, total laboratory 54 hours. Painting used as a vehicle in the exploration and expression of ideas. Originality, self-expression, experimentation, and skill refinement will be emphasized in the creation of two- and three-dimensional imagery. Instruction is individualized. Recommended for Commercial Art majors. (A/CSU/UC)

P123 – INTRODUCTION TO SCULPTURE..3 UNITS

Prerequisite: None.

Total lecture 36 hours, laboratory 54 hours. Introduction to three-dimensional sculptural principles, techniques, and concepts utilizing a wide range of materials and practices. Various sculpture methods are practiced with attention to creative self-expression and historical context. The course is recommended for the Studio Art AA-T. (A/CSU/UC)

P124 – FIGURE DRAWING3 UNITS

Prerequisite: None.

Total lecture 36 hours, total laboratory 54 hours. Introduction to drawing the human figure from observation using a wide variety of drawing media and techniques. Topics include an introduction to human anatomy and the historical and contemporary roles of figure drawing in the visual arts. Students in this course will learn both descriptive and interpretive approaches to drawing the figure. The course is recommended for the Studio Art AA-T and Commercial Art AA. C-ID ARTS 200 (A/CSU/UC)

ASTRONOMY**P101 – ELEMENTARY ASTRONOMY 4 UNITS**

Prerequisite: None.

Total lecture 54 hours, total laboratory 54 hours. An introduction to the origin, characteristics, and evolution of the solar system, the stars, the galaxies, and the universe, and historical milestones in the science of astronomy from ancient astronomers to space probes of today. Approved for pass/no pass grading option. (A/CSU/UC) PC-Area F; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C

BIOLOGY**P105 – INTRODUCTORY BIOLOGY 5 UNITS**

Prerequisite or Corequisite: Math P051 or equivalent, or High School Intermediate Algebra or Integrated Math 3.

Total lecture 54 hours, total laboratory 108 hours. An introduction to the molecular basis of cells, cell structure and function, and energy metabolism. Investigation of chromosomal genetics and inheritance patterns, and population genetics. A survey of the prokaryote, protist, and animal kingdoms, with reference to structure, physiology, and evolutionary relationships, reproduction and development. Introduction to viruses. Intended for students majoring in any of the of the biological and related sciences, but open to all qualified students. One of two semesters of introductory biology typically required for biology majors, as well as pre-medical, pre-dental, pre-pharmacy, and pre-veterinary students. C-ID BIOL 135S [BIOL P105+BIOL P106] (A/CSU/UC) PC-Area E; CSU-B2; CSU-B3; IGETC-5B; IGETC-5C

Note: This course is typically only offered during the fall semester

P106 – INTRODUCTORY BIOLOGY 5 UNITS

Prerequisite: Eligible for transfer level math or equivalent.

Total lecture 54 hours, total laboratory 108 hours. This course covers ecology and environmental biology (*including interactions between organisms and their environment*), molecular genetics and genetic technologies, cell metabolism including photosynthesis and respiration, and homeostasis. It includes a survey of the biology and diversity of the fungal and plant kingdoms with reference to structure, physiology, classification, and evolutionary relationships. The philosophy of science, methods of scientific inquiry, and experimental design are foundational. One of two semesters of introductory biology typically required for biology majors, as well as pre-medical, pre-dental, pre-pharmacy, and pre-veterinary students. C-ID BIOL 135S [BIOL P105+BIOL P106] (A/CSU/UC) PC-Area E; CSU-B2; CSU-B3; IGETC-5B; IGETC-5C.

Note: This course is typically only offered during the spring semester.

P110 – PRINCIPLES OF BIOLOGY..... 4 UNITS

Prerequisite: None.

Total lecture 54 hours, total laboratory 54 hours. An introduction to the general concepts of biology as related to the chemical nature of life, the cell, molecular genetics, heredity and reproduction, ecology, diversity of life, and evolution. Includes a survey of organismal structure and function, and the phylogenetic relationships of major groups. Special reference to the bearing of biology on human life. Primarily intended for students majoring in liberal studies for teacher education and to meet general education biological science requirements. (A/CSU/UC) PC-Area E; CSU-B2; CSU-B3; IGETC-5B; IGETC-5C; No UC credit for BIOL P110 if taken after BIOL P105 or BIOL P106.

P115 – ENVIRONMENTAL SCIENCE.....3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is an introduction to environmental issues from a scientific perspective, focusing on Earth processes, the interaction between humans and these processes, and the role of science in finding sustainable solutions. Topics include human population and consumption, ecological principles, biodiversity, climate change, sustainability, energy resources, water resources, air and water pollution, and solid waste management. [Equivalent to BIOL P115]. (A/CSU)

P118 – NUTRITION3 UNITS

Prerequisite: None.

Total lecture 54 hours. A scientific study of the basic chemical and physiological concepts of human nutrition. Includes adaptation of these concepts to the changing needs experienced from infancy to older adult. (A/CSU/UC)

BUSINESS ADMINISTRATION

P101 – INTRODUCTION TO BUSINESS3 UNITS

Prerequisite: None.

Total lecture 54 hours. Introductory study of American business providing a multidisciplinary examination of how culture, society, economic systems, legal, international, political, financial institutions, and human behavior interact to affect a business organization's policy and practices within the U.S. and a global society. Demonstrates how these influences impact the primary areas of business including: organizational structure and design; leadership, human resource management, organized labor practices; marketing; organizational communication; technology; entrepreneurship; legal, accounting, financial practices; the stock and securities market; and therefore affect a business' ability to achieve its organizational goals. C-ID BUS 110 (A/CSU/UC)

P120 – PRINCIPLES OF MANAGEMENT AND ORGANIZATION 3 UNITS

Prerequisite: None.

Total lecture 54 hours. A basic course of management and supervision to help managers and supervisors in both public and private sectors build professional expertise in the areas of management and organization. (A/CSU)

Note: This course is typically only offered every other fall semester

P122 - HUMAN RESOURCES MANAGEMENT3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides an overview of the functional areas of Human Resource Management. Topics included are legislation, organizational strategy, labor, global issues, recruiting, training, compensation, benefits, performance appraisal, and termination. (A/CSU)

Note: This course is typically only offered during the spring semester

P132 – BUSINESS COMMUNICATIONS3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course includes oral and written communications development through individual and group performance. Topics include development of sentence and paragraph structure, patterns and formats of business messages, report writing, oral communication and public Speaking/presentations, global and cross-cultural communication guidelines and techniques, technology-enabled communication with differing media, and business research methods. Development of business-related vocabulary and spelling is emphasized in all student work. C-ID BUS 115 (A/CSU)

Note: This course is typically only offered during the spring semester

P140 – BUSINESS LAW 3 UNITS

Prerequisite: None.

Total lecture 54 hours. The primary purpose of this course is to examine the basic principles of law that are applicable to specific subjects. Topics included are the nature, development and source of law, methods of enforcement in the civil court system, contracts, agency, criminal law, torts and business torts, administrative law in economic regulation, labor and employment, and aspects of international business transactions. Discussion, analysis, and case studies. (A/CSU/UC)

P150 – QUANTITATIVE METHODS FOR BUSINESS DECISION MAKING 3 UNITS

Prerequisite: Intermediate Algebra or equivalent course or appropriate math placement as determined by the PC multiple measures process.

Total lecture 54 hours. Presents a study of the techniques of calculus with emphasis placed on the application of these concepts to business and management related problems. The applications of derivatives and integrals of functions including polynomials, rational, exponential and logarithmic functions are studied. C-ID MATH 140 (A/CSU/UC) PC-Area D; PC-Area I; CSU-B4; IGETC-Area 2A

Note: This course is typically only offered during the fall semester

P155 - BUSINESS STATISTICS..... 3 UNITS

Prerequisite: Intermediate Algebra or equivalent course or appropriate math placement as determined by the PC multiple measures process.

Total lecture 54 hours. This course is intended for Business Administration majors or anyone who wishes to gain an understanding of elementary data analysis, probability, and statistics. It delivers sound statistical methodology, a proven problem-scenario approach, and meaningful applications that clearly demonstrate how statistical information informs decisions in actual business practice, emphasizing statistical results that provide guidance for business decisions or suggest solutions to contemporary business and economic problems. Topics include descriptive statistics, probability and sampling distributions, statistical inference, correlation and linear regression, analysis of variance, chi-square and t-tests, statistical analysis including the interpretation of the relevance of the statistical findings as related to business applications, and application of technology for statistical analysis. C-ID MATH 110 (A/CSU/UC) PC-Area D; PC-Area I; CSU-B4; IGETC-2

Note: This course is typically only offered during the spring semester

P160 – INTRODUCTION TO ENTREPRENEURSHIP3 UNITS

Recommendation: None.

Total lecture 54 hours. This course will introduce students to the world of business from the point of view of running a business as an entrepreneur. Students will create a business plan for a hypothetical company. This plan will include a description

of the business, location, products, services, analysis of competition, market survey, marketing strategies, organizational structure, legal issues, business forms, financial plans, and financial projections. Activities will include reading, writing, discussion, direct and indirect research of the following topics: raising capital, financial analysis, negotiation, marketing, budgeting, business math, accounting principles, team work, problem solving, and decision making. (A/CSU) PC-Area I

Note: This course is typically only offered during the fall semester

P161 – ENTREPRENEUR BUSINESS MANAGEMENT 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course focuses on creating and maintaining a sustainable competitive advantage in a small business. Topics include an overview of the entrepreneurial process beginning with the initial idea through start-up, growth, and harvesting the business. Using the business plan as a primary learning vehicle, students learn to manage all elements of a business in the entrepreneurial context. (A/CSU)

P162– ENTREPRENEURIAL MENTOR/ INTERNSHIP..... 2 UNITS

Prerequisite: None.

Total lecture 18 hours, total laboratory 54 hours. The primary objective of this course is to give students practical experience working in an entrepreneurial operation and relate their college learning experience to the world of work. Students will intern at a paid or nonpaid academically related work station (business, government, or nonprofit agency) and meet with an instructor weekly to prepare a reflective journal, final report, and work station evaluation. Course may be repeated three times. (A/CSU)

P165 – ENTREPRENEURIAL FINANCE..... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides students with an understanding of the core financial aspects of business entrepreneurship. Topics include evaluating operating and financial performance, financial statements, break-even analysis, working capital management, time value of money, managing cash flow, valuing early-stage ventures, and capital budgeting. (A/CSU)

Note: This course is typically only offered every other spring semester

P170 – LOGISTICS OPERATIONS MANAGEMENT 3 UNITS

Prerequisite: None.

Recommendation: BSAD P120.

Total lecture 54 hours. This course provides an introduction to the management of business logistics functions including purchasing, inventory management, transportation, warehousing and their related technologies; including an analysis of warehouse functions and management including facility location and operation, financial analysis, security, cargo handling, and

productivity improvement and measurement. (A/CSU)

Note: This course is typically only offered every other fall semester

P171 – PURCHASING & CONTRACTING ... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course focuses on the legal and regulatory requirements applicable to contracts for product transportation and logistics functions. Additional topics include considerations for drafting and negotiating contracts with freight carriers, warehouse men and other logistics service providers, basic purchasing functions, establishing requirements and quantities, developing policies and procedures for purchasing, making purchasing decisions, receiving acceptable goods, arranging packaging and shipping, and managing inventory levels. (A/CSU)

Note: This course is typically only offered every other spring semester

P172 – SUPPLY CHAIN MANAGEMENT 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is an introduction to supply chain management functions and includes a review of the concepts and techniques available for planning and controlling inventories. Other topics addressed are inventory controls, forecast and demand planning, in transit visibility, and integration of logistics functions to improve overall supply chain customer service and cost performance. (A/CSU)

Note: This course is typically only offered every other fall semester

P173 – DISTRIBUTION MANAGEMENT 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course focuses on the vocational level concepts in warehouse and distribution processes and techniques; including distribution planning and terminology, transportation methods, OSHA safety rules and regulations, shipping, marking and receiving procedures, formats, designs and materials handling equipment options, network location considerations, distribution channel management, and capital and operational budgeting. (A/CSU)

Note: This course is typically only offered every other spring semester

P174 – TRANSPORTATION MANAGEMENT ... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is an introduction to the domestic freight transportation system including the demand for freight movement, laws, regulations, pricing, and policies, traffic management and international transportation issues. (A/CSU)

Note: This course is typically only offered every other spring semester

P175 – GLOBAL & INTERNATIONAL LOGISTICS 3 UNITS

Prerequisite: None.

Total lecture 54 hours. An introduction to the role of logistics in global business; including the economic and service characteristics of international transportation providers, the government's role, documentation and terms of sale used in global business, and the fundamentals of effective export and import management. (A/CSU)

Note: This course is typically only offered every other fall semester

CHEMISTRY

P101A – GENERAL CHEMISTRY I 5 UNITS

Prerequisite: CHEM 106 or equivalent, Intermediate Algebra or equivalent.

Total lecture 54 hours, laboratory 108 hours. Usually required for pre-med, pre-dental, pre-pharmacy, engineering and science majors. Stresses the concepts and principles of chemistry: chemical formulas and equations, thermochemistry, behavior of gases, electronic structures of atoms, solutions, chemical bonding, and physical properties. C-ID CHEM 110 (A/CSU/UC) PC-Area D; PC-Area F; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C

Note: This course is typically only offered during the fall semester.

P101B – GENERAL CHEMISTRY II 5 UNITS

Prerequisite: Grade of "C" or higher in Chemistry P101A.

Total lecture 54 hours, laboratory 108 hours. Usually required for pre-med, pre-dental, pre-pharmacy, engineering and science majors. Stresses the concepts and principles of chemistry: reaction rates, equilibrium, thermodynamics, reaction spontaneity, solubility, acids and bases, coordination compounds, electrochemistry, and nuclear chemistry. (A/CSU/UC) PC-Area D; PC-Area F; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C

Note: This course is typically only offered during the spring semester.

P106 – INTRODUCTION TO CHEMICAL PRINCIPLES 4 UNITS

Prerequisite: Math P055 or equivalent, Eligible for English level 2. Elementary algebra equivalent or higher.

Total lecture 54 hours, laboratory 54 hours. Emphasis on concepts and principles of chemistry: measurement, chemical formulas and equations, stoichiometry, energy, chemical reactions, atomic structure, bonding, molecular geometry, and properties of solids, liquids, and gases. C-ID CHEM 101 (A/CSU/UC) PC-Area F; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C; No UC credit for CHEM P106 if taken after CHEM P101A

CHILD DEVELOPMENT

P115 – CURRICULUM AND STRATEGIES FOR CHILDREN WITH SPECIAL NEEDS 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course covers curriculum and intervention strategies for working with children with special needs in partnership with their families. It focuses on the use of observation and assessment in meeting the individualized needs of children in inclusive and natural environments. It includes the role of the teachers as a professional working with families, collaboration with interdisciplinary teams, and cultural competence. (A/CSU)

P117 – TEACHING IN A DIVERSE SOCIETY.. 3 UNITS

Prerequisite: None.

Total lecture 54 hours. An examination of the major social, economic, and psychological processes involved in interactions and relationships as related to differences in personal and group characteristics and how these processes impact work with young children and their families in early education programs. Various approaches will be explored, with emphasis on an anti-bias approach. Self-examination, reflection and integration of practices to promote equity and deepening understanding of how to best support children as they gain a sense of identity and become respectful and confident members of our complex, diverse society. Course is also offered online. C-ID ECE 230 (A/CSU) PC-AREA J

P118 – INTRODUCTION TO CHILDREN WITH SPECIAL NEEDS 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Introduces the variations in development of children with special needs ages birth through eight and the resulting impact on families. Includes an overview of historical and societal influences, laws relating to children with special needs, and the identification and referral process. (A/CSU)

P119 – HEALTH, SAFETY AND NUTRITION..... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Introduction to the laws, regulations, standards, policies and procedures, and early childhood curriculum related to child health, safety and nutrition. The key components that ensure physical health, mental health and safety for both children and staff will be identified, along with the importance of collaboration with families and health professionals. Focus on integrating the concepts into everyday planning and program development for all children. C-ID ECE 220 (A/CSU)

P121 – INFANT/TODDLER DEVELOPMENT 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Applies current theory and research to the care and education of infants and toddlers in group settings. Examines essential policies, principles and practices that lead to quality care and developmentally appropriate curriculum for children birth to 36 months. This course is approved for pass/no pass grading option. (A/CSU)

P122 – CHILD, FAMILY AND COMMUNITY 3 UNITS*Prerequisite:* None.

Total lecture 54 hours. An examination of the developing child in a societal context focusing on the interrelationship of family, school and community with an emphasis on historical and cultural factors which influence the family and processes of socialization with an emphasis on the importance of respectful, reciprocal relationships that support and empower families. This course is also taught on line. Not open to students with credit in Child Development 42. C-ID CDEV 110 (A/CSU/UC) CSU-D7

P142 – PRIN AND PRACTICES OF TEACHING YOUNG CHILDREN 3 UNITS*Prerequisite:* None

Total lecture 36 hours, laboratory 54 hours. An examination of the underlying theoretical principles of developmentally appropriate practices applied to programs and environments, emphasizing the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative and intellectual development for all children. This course includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics and professional identity. C-ID ECE 120 (A/CSU)

P143 – PRACTICUM/FIELD EXPERIENCE .. 3 UNITS*Prerequisite:* CHDV P122, CHDV P142, CHDV P144, and CHDV P223.

Total lecture 36 hours, laboratory 54 hours. A demonstration of developmentally appropriate early childhood teaching competencies under guided supervision. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child centered, play-oriented approaches to teaching, learning, and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. C-ID ECE 210 (A/CSU)

P144 – INTRODUCTION TO CURRICULUM.. 3 UNITS*Prerequisite:* None.

Total lecture/demonstration 54 hours. This course presents an overview of knowledge and skills related to providing appropriate curriculum and environments for young children from birth to age 6. Students will examine the teacher's role in supporting development and the joy of learning for all young children using observation and assessment strategies emphasizing the essential role of play. An overview of content areas will include but not be limited to: Language and literacy, social and emotional learning, sensory learning, art and creativity, math and science. C-ID ECE 130 (A/CSU)

P161 – INFANT/TODDLER CARE & EDUCATION 3 UNITS*Prerequisite:* None.

Total lecture 36 hours, total laboratory 54 hours. Applies current theory and research to the care and education of infants and toddlers in group settings. Examines essential policies, principles and practices that lead to quality care and developmentally appropriate curriculum for children birth to 36 months (A/CSU)

P223 – CHILD GROWTH & DEVELOPMENT 3 UNITS*Prerequisite:* None.

Total lecture 54 hours. Examination of the major developmental milestones for children, both typical and atypical, from conception through adolescence in the areas of physical, psychosocial, and cognitive development, emphasizing interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages. Course is also offered online. [Equivalent to Psychology P223] C-ID CDEV 100 (A/CSU/UC) PC-Area H; CSU-D9; IGETC-4

P239 – OBSERVATION & ASSESSMENT ... 3 UNITS*Prerequisite:* None.

Total lecture 36 hours, laboratory 54 hour. This course focuses on the appropriate use of assessment and observation strategies to document development, growth, play and learning in order to join with families and professionals in promoting children's success and maintaining quality programs. Recording strategies, rating systems, portfolios, and multiple assessment methods are explored. C-ID ECE 200 (A/CSU)

P244 – SUPERVISION OF ADULTS 3 UNITS*Prerequisite:* None.

Total lecture 54 hours. Methods and principles of supervising student teachers, volunteers, staff, and other adults in early care and education settings. Emphasis is on the roles and development of early childhood professionals as mentors and leaders. (A/CSU)

P245 – ADMINISTRATION I: PROGRAMS IN EARLY CHILDHOOD EDUCATION 3 UNITS*Prerequisite:* None.

Total lecture 54 hours. Introduction to the administration of early childhood programs. Covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. Examines administrative tools, philosophies, and techniques needed to organize, open, and operate an early care and education program. This course is approved for pass/no pass grading option. (A/CSU)

P246 – ADMINISTRATION II: PERSONNEL AND LEADERSHIP IN EARLY CHILDHOOD EDUCATION 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Effective strategies for personnel management and leadership in early care and education settings. Includes legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for a diverse and inclusive early care and education program. Designed to meet the California State Child Development Permit Matrix requirements for Site Supervisors. Course is approved for pass/no pass grading option. (A/CSU)

COMMERCIAL ART

P102 – COMMERCIAL LAYOUT & DESIGN 2 UNITS

Prerequisite: None.

Total lecture 18 hours, total laboratory 54 hours. This course is for those interested in how design layouts are produced in advertising, print media, the web, etc. Basic design concepts and methods used in the construction of layouts are explored through both digital and traditional media. Required for the Commercial Art major. (A/CSU)

P103 – ILLUSTRATION 2 UNITS

Prerequisite: None.

Total lecture 18 hours, total laboratory 54 hours. This introductory course in illustration balances an emphasis on concept and individual expression with continuous development of skills. Students will work in drawing, painting, and digital media to produce illustrations with commercial applications, such as for books, magazines, and graphic novels, and for advertising, editorial, and technical purposes. Required for Commercial Art major. (A/CSU)

COMMUNICATION

P101 – INTRODUCTION TO PUBLIC SPEAKING 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides a practical introduction to the fundamental principles of public speaking through an audience-centered approach, and a forum for practicing public speaking skills. Through a variety of instructional strategies and presentations, students learn the process by which effective speeches are conceived, and researched, as well as the actual planning, rehearsing, and presentation of formal and informal speeches to specific audiences. Listening, speaking, and critiquing abilities are emphasized. C-ID COMM 110 (A/CSU/UC) PC-Area C; CSU-A1; IGETC-1C

P102 – INTERPERSONAL COMMUNICATION 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course in interpersonal communication offers a unique opportunity to understand ourselves, our relationships with others and the situations in which we find ourselves. The course will examine how the process of communication shapes individual behavior, how individuals interact in interdependent communication situations, and how individuals can improve their interpersonal communication skills. The function of varying messages in the initiation, development, maintenance and termination of interpersonal relationships are emphasized. C-ID COMM 130 (A/CSU/UC) PC-Area C; CSU-A1; CSU-E

P103 – PERSUASION 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is an introduction to persuasion and will examine historical and contemporary approaches to persuasive messages throughout time. It will also focus on the presentation of persuasive appeals, and learning to construct, deliver, and critique persuasive messages. C-ID COMM 190 (A/CSU/UC) PC-Area C; CSU-A1

P105 – ARGUMENTATION & DEBATE 3 UNITS

Prerequisite: None.

Recommendation: COMM P101.

Total lecture 54 hours. Theoretical and practical aspects of argumentation and public debating to develop students' critical thinking abilities. Emphasis is on composition, presentation, and evaluation of speeches in argumentative, debate, and advocacy contexts. Identification of public issues, research and organization of evidence, building sound and effective arguments, and facility with debate formats are the primary learning outcomes of this course. Introduces logical reasoning and builds competence with formal reasoning before applying those to argumentation and debate about public issues. C-ID COMM 120 (A/CSU/UC) PC-Area C; PC-Area I; CSU-A3

P106 – INTERCULTURAL COMMUNICATION 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Study of basic theory and skills of intercultural communication. Emphasis is given to communicating effectively in diverse social and professional environments. Focus will also be given to the analysis and comparisons of message perception and transmission in interactions between people from different cultures. Practical application of these skills will also be highlighted. C-ID COMM 150 (A/CSU/UC) PC-Area J; CSU-D3; CSU-D7; IGETC-4C; IGETC-4G

P111 – INTRODUCTION TO MASS COMMUNICATION..... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Survey of mass communication and the interrelationships of media and society, including history, structure, and trends in a digital age. Discussion of theories and effects, economics, technology, law and ethics, global media, media literacy, and social issues, including gender and cultural diversity. (A/CSU/UC)

P140 – SMALL GROUP COMMUNICATION..... 3 UNITS

Prerequisite: None

Total lecture 54 hours. Principles of communication in a variety of group contexts. Theory, application, and evaluation of group communication processes, including problem solving, conflict management, decision making, and leadership. (A/CSU)

P170 – ORAL INTERPRETATION.....3 UNITS

Prerequisite: None.

Total lecture 54 hours. Introduction to performance studies; analysis, appreciation, and application of theories of interpretive performance of various forms of literature including poetry, prose, and drama (*plays, scripts and screenplays*). C-ID COMM 170 (A/CSU/UC) PC-Area L

Note: This course is typically only offered during the spring semester.

COMPUTER GRAPHICS**P110 – INTRODUCTION TO DIGITAL ARTS3 UNITS**

Prerequisite: None.

Total lecture 36 hours, laboratory 54 hours. This introductory course will teach basic theory and techniques for producing art and design using the computer. The student will work with digital imaging and graphics software applications such as Adobe Photoshop, Illustrator, and Indesign to create bitmap images and vector graphics for art projects in print media and the digital environment. Required for the Commercial Art AA, and recommended for the Studio Art AA-T. C-ID ARTS 250 (A/CSU/UC)

P111 – DIGITAL GRAPHIC DESIGN 3 UNITS

Prerequisite: Computer Graphics P110.

Total lecture 36 hours, laboratory 54 hours. This course explores the tools, techniques, and concepts of graphic art and design created on the computer. The student will use Adobe Illustrator and its vector-based environment to create graphic art and design projects. Through a series of lessons and projects, students will develop a proficiency in computer illustration and design. Recommended for the Commercial Art major. (A/CSU)

P112 – DIGITAL IMAGING..... 3 UNITS

Prerequisite: Computer Graphics P110.

Total lecture 36 hours, total laboratory 54 hours. This course explores the tools, techniques, and concepts of digital image creation on the computer. The student will use Adobe Photoshop and its bit-mapped environment to design and create original artwork from digital images. Through a series of lessons and projects, students will develop proficiency in digital imaging. Recommended for the Commercial Art major. (A/CSU)

DRAMA**P101 – INTRODUCTION TO THEATRE 3 UNITS**

Prerequisite: None.

Total lecture 54 hours. Survey of major dramatic forms and works for the theatre. Study of historical literary periods and their relationships to the socio-economic, religious, and political issues of the times. Introduction to the literature of significant playwrights. C-ID THTR 111 (A/CSU/UC) PC-Area L; CSU-C1; IGETC-3A

EARTH SCIENCE**P110 – INTRODUCTION TO EARTH SCIENCE..... 4 UNITS**

Prerequisite: None..

Total lecture 54 hours, total laboratory 54 hours. This course is a general introduction to the earth sciences: geology, oceanography, meteorology, and astronomy. Together this class and the accompanying lab give students a well-rounded understanding of the earth environment that surrounds them and how they can interact with that environment for the betterment of themselves and their fellow citizens. The course is designed for, but not limited to, liberal studies majors who are seeking an Elementary Teaching Credential. Course is approved for pass/no pass grading option. C-ID GEOL 121 (A/CSU/UC) PC-Area F; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C

P114 – PHYSICAL GEOGRAPHY..... 3 UNITS

Prerequisite: Eligible for MATH P055 or equivalent placement.

Total Lecture 54 hours. This course is a basic study of physical geography and the earth as a system. Important elements include the origin of the earth's major geological and climatological patterns and their influence upon the characteristics of landforms, vegetation, and soils. Finally, the course will deal with human impact on the earth as a whole and how human-induced global change will alter the landscape around us. Approved for pass/no pass grading option. Equivalent to GEOG P114. (A/CSU/UC) PC-Area F; CSU-D5; IGETC-4E

P115 – ENVIRONMENTAL SCIENCE3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is an introduction to environmental issues from a scientific perspective, focusing on Earth processes, the interaction between humans and these processes, and the role of science in finding sustainable solutions. Topics include human population and consumption, ecological principles, biodiversity, climate change, sustainability, energy resources, water resources, air and water pollution, and solid waste management. [Equivalent to BIOL P115]. (A/CSU)

ECONOMICS**P101 – PRINCIPLES OF MICROECONOMICS.....3 UNITS**

Prerequisite: Math P055 or appropriate math placement as determined by the PC multiple measures.

Total lecture 54 hours. This introductory course focuses on economic issues from the viewpoint of the whole economy. Topics include: market systems, GDP and other macroeconomic measures of production, macroeconomic equilibrium, unemployment, inflation, economic growth, monetary and fiscal policy, financial institutions, and international economics. C-ID ECON 201 (A/CSU/UC) PC-Area H; CSU-D2; IGETC-4B

P102 – PRINCIPLES OF MACROECONOMICS 3 UNITS

Prerequisite: Successful completion of Elementary Algebra (MATH P055) or equivalent.

Total lecture 54 hours. This introductory course focuses on economic issues from the viewpoint of the whole economy. Topics include: market systems, GDP and other macroeconomic measures of production, macroeconomic equilibrium, unemployment, inflation, economic growth, monetary and fiscal policy, financial institutions, and international economics. C-ID ECON 202 (A/CSU/UC) PC-Area H; CSU-D2; IGETC-4B

EDUCATION**P110 – INTRODUCTION TO ELEMENTARY EDUCATION..... 3 UNITS**

Prerequisite: None.

Advisory: Eligible for English Level 1.

Total lecture 54 hours, total laboratory 54 hours. This course introduces students to the concepts and issues related to teaching diverse learners in today's contemporary schools, Kindergarten through grade 12 (K-12). Topics include teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary educational issues, California's content standards and frameworks, and teacher performance standards. In addition to class time, the course requires a minimum of 45 hours of structured fieldwork in public school elementary classrooms that represent California's diverse student population, and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher. C-ID EDUC 200 (A/CSU)

EMERGENCY MEDICAL TECHNICIAN**P050 – EMERGENCY MEDICAL TECHNICIAN - BASIC 8.5 UNITS**

Prerequisite: California Code of Regulations Title 22 requires that students be 18 years of age before they can be certified. Current American Heart Association BLS Health Care Provider (CPR & AED).

Total lecture 144, total laboratory 27 hours. This course provides instruction in pre-hospital techniques in the evaluation and emergency medical care through the recognition of signs and symptoms of illnesses and injuries. The course also includes instruction in the care rendered on scene and during transportation by EMT personnel. A requirement for ambulance personnel and appropriate for many first responders such as law enforcement and fire personnel. The content of the course meets the objectives contained in the U.S. Department of Transportation (DOT) National EMS Education Standards. The student must meet Health Careers Division health requirements and criminal history background clearance to participate in the laboratory section of the course. Any expenses involved in meeting the health requirements and background clearance are the student's expense. To be eligible for State of California certification, an individual shall have a valid EMT course completion record, be 18 years of age, complete the criminal history background check requirement, and pass the National Registry EMT certification examination (California Code of regulations Title 22, Division 9 Prehospital Emergency Medical Services, Chapter 2 Emergency Medical Technician). (A)

ENGINEERING**P110–INTRODUCTION TO ENGINEERING 2 UNITS**

Prerequisite: None.

Total lecture 36 hours. The course explores the branches of engineering, the functions of an engineer, and the industries in which engineers work. Explains the engineering education pathways and explores effective strategies for students to reach their full academic potential. Presents an introduction to the methods and tools of engineering problem solving and design including the interface of the engineer with society and engineering ethics. Develops communication skills pertinent to the engineering profession. (A/CSU/UC)

P120–INTRODUCTION TO PROGRAMMING CONCEPTS AND METHODOLOGIES FOR ENGINEERS.....4 UNITS

Prerequisite: MATH P102 or equivalent.

Total lecture 54 hours, laboratory 54 hours. Introduces the basics of software development using a high level programming language and the interaction of software with the physical world (e.g., the use of sensors). (A/CSU/UC) PC-Area D; PC-Area I

P132– PROGRAMMING CONCEPTS AND METHODOLOGIES II.....3 UNITS

Prerequisite: ENGR P120 or equivalent.

Total lecture 54 hours. Application of software engineering techniques to the design and development of large programs: data abstraction and structures and associated algorithms. (A/CSU) PC-Area D; PC-Area I

P260–CIRCUIT ANALYSIS.....3 UNITS

Prerequisite: PHYS P104B.

Corequisite: MATH P206.

Total lecture 54 hours. An introduction to the analysis of electrical circuits. Use of analytical techniques based on the application of circuit laws and network theorems. Analysis of DC and AC circuits containing resistors, capacitors, inductors, dependent sources, operational amplifiers, and/or switches. Natural and forced responses of first and second order RLC circuits; the use of phasors; AC power calculations; power transfer; and energy concepts. (A/CSU/UC)

ENGLISH**P01AX – EXPANDED EXPOSITORY COMPOSITION..... 2 UNITS**

Prerequisite: Concurrent enrollment in English 101A.

Total lecture 36 hours. Intensive instruction in advanced reading and writing skills for students who are currently taking English 101A. This course is designed to help English 101A students further hone their craft as writers and readers. Success in this course will be based on attendance and satisfactory completion of in-class reading and writing assignments. The class is primarily geared toward students who have basic skills needs such that they need additional support in order to take a transfer-level English course, but who are able to enter English 101A immediately without first taking a separate basic skills class. The aim is to offer a streamlined path for students to complete their transfer-level English requirements by shortening their development sequence if they wish. Credits do not count toward the associate degree.

P050 – COLLEGE WRITING4 UNITS

Prerequisite: Eligible for English level 2 or a grade of “C” or higher in English P071, EL2 P071A or EL2 P071B, or English P073X.

Total lecture 72 hours. A course intended to prepare students to successfully contend with the rigorous demands of transfer level academic writing across the curriculum. Instruction emphasizes development of 500 - 750 word essays utilizing a variety of rhetorical modes. Students use evidence to support clearly stated positions. Students experience researching and writing a reference paper using MLA documentation style. Students will read at least one book length work and write a minimum of 6,000 words. This course is also offered online. Credits do not count toward the associate degree.

P052 – ADV. READING TECHNIQUES3 UNITS

Prerequisite: None.

Recommendation: Eligible for English level 2.

Total lecture 54 hours. A course designed to develop critical reading skills sufficient to successfully comprehend college level material. The course includes instruction in critical reading, distinguishing between fact or opinion, summarizing, outlining and vocabulary development through a combination of lecture and class activities. Credits do not count toward the associate degree.

P071 – BASIC WRITING SKILLS3 UNITS

Prerequisite: Eligible for level 3 English placement or a grade of “C” or better in English P083/P083R.

Total lecture 54 hours. Introduction to college writing with an emphasis on short essay development utilizing a writing process. Practice to achieve clarity and coherence in written sentences and tightly constructed paragraphs and short essays. Students will review grammar and punctuation and be introduced to rhetorical modes. Readings are used for analysis and as models for writing. Students will read one book-length work and write a minimum of 4,000 words. Credits do not count toward the associate degree.

P072 – EFFECTIVE READING.....3 UNITS

Prerequisite: None.

Recommendation: Eligible for English level 3.

Total lecture 54 hours. This course is designed to elevate students’ ability to read critically and analytically and thus successfully comprehend college level written materials in a variety of disciplines. Emphasis will include vocabulary development, reading strategies, note taking, distinguishing fact from opinion as well as identifying author’s purpose, tone, audience and theme from a selection of college level reading materials. Credits do not count toward the associate degree.

P073X – ENGLISH EXPRESS 6 UNITS

Prerequisite: Eligible for English level 4.

Total lecture 108 hours. Intensive developmental (*pre-college level*) composition and reading. Practice in critical reading, critical thinking, exposition, and argumentation. English P073X is a time-consuming, high intensity course designed to accelerate progress to transfer level English. Students are advised that the workload in this class is very fast-paced, challenging, and time-consuming. Credits do not count towards the associate degree.

P081 – BASIC READING..... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course covers basic reading and study skills. Instruction is designed to improve students’ reading comprehension and vocabulary. Class work and assignments will emphasize study skills, dictionary skills, textbook reading skills and elements of fiction, including main idea, details, characters, setting, plot, symbols, and themes. Credits do not count toward the associate degree.

P083 – BASIC WRITING.....3 UNITS

Prerequisite: Eligible for English level 4.

Total lecture 54 hours. This course covers grammar usage and basic writing techniques with an emphasis on writing simple sentences and short, coherent paragraphs. Credits do not count toward the associate degree.

P083R – BASIC READING AND WRITING....6 UNITS

Prerequisite: Eligible for English level 4.

Total lecture 108 hours. This course covers basic reading and writing techniques to prepare students for level 2 reading and writing tasks. Reading instruction is designed to improve students' reading comprehension and vocabulary. Writing instruction includes grammar, punctuation, paragraph structure, and the writing process. Compositions are assigned in response to readings, emphasizing the relationship between reading and writing. Credits do not count toward the associate degree.

P100R – COLLEGE READING: LOGICAL ANALYSIS AND EVALUATION3 UNITS

Prerequisite: None.

Total lecture 54 hours. A transfer level general education course in critical thinking and critical reading. Emphasis is placed on learning the strategies necessary to analyze and evaluate the validity and logic of written language. (A/CSU) PC-AREA I; CSU-A3

P101A – EXPOSITORY COMPOSITION4 UNITS

Prerequisite: Appropriate English placement as determined by the Porterville College multiple measures process.

Total lecture/discussion 72 hours. The study of writing, including paragraph development, essay organization, logic, writing process, and research paper writing. Readings in a variety of rhetorical modes used as models for writing. Instruction and experience in writing research papers. Students will read at least two book length works and write a minimum of 8,000 words, including an argumentative research paper. This course is also offered online. C-ID ENGL 100 (A/CSU/UC) PC-Area B; CSU-A2; IGETC-1A

P101B – ARGUMENTATIVE WRITING & CRITICAL THINKING THROUGH LITERATURE 4 UNITS

Prerequisite: Grade of "C" or higher in English 101A.

Total lecture 72 hours. A study of fiction, poetry, and drama representing a variety of cultural experiences from different critical viewpoints with an emphasis on analytical, critical, and argumentative writing and thinking. Students are required to read one book length work and a novel, as well as selected works of literature from different genres. Critical thinking is taught within the context of literary criticism. Course includes advanced instruction in the art of writing, with particular emphasis on argumentation as a means of conveying the students' critical viewpoint, library research, and MLA documentation. Course emphasizes a close reading of literary selections C-ID ENGL 110 [ENGL LIT-105]; C-ID ENGL 120 (A/CSU/UC) PC-Area L; CSU-A3; CSU-C2; IGETC-1B

P101C – ARGUMENTATIVE WRITING & CRITICAL THINKING3 UNITS

Prerequisite: English 101A with a "C" or better.

Total lecture 54 hours. This course offers instruction in argumentation and critical writing, critical thinking, analytical evaluation of texts, research strategies, information literacy, and proper documentation. Students will write a minimum of 6,000 words. C-ID ENGL 105 [ENGL 115] (A/ CSU/UC) PC-Area I; PC-Area L; CSU-A3; IGETC-1B

Note: This course is typically only offered during the spring semester.

P101L – LAYERED EXPOSITORY COMPOSITION6 UNITS

Prerequisite: None.

Total lecture/discussion 108 hours. A layered approach to English P101A. Offers students a slower-paced, incremental approach to Expository English. The study of writing, including paragraph development, essay organization, logic, writing process, and research paper writing. Students will read at least two book length works. Instruction emphasizes development of essays utilizing a variety of rhetorical modes and culminates in an 8-10 page argumentative research paper. Students write a minimum of 8,000 words. (A/CSU)

P102 – ENG LIT: BEOWULF TO POPE & THE AGE OF REASON..... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. The history of English literature from the earliest examples to the present time with an emphasis on cultural influences in the literature. The course includes a detailed study of Beowulf, Chaucer, Spenser, Shakespeare, Milton, and Swift. Required for students whose major or minor is English. Recommended for students who desire to extend their knowledge of their cultural heritage. C-ID ENGL 160 [ENGL LIT 160] (A/CSU/UC) PC-Area L; CSU-C2; IGETC-3B

Note: This course is typically only offered every other spring semester.

P103 – SHAKESPEARE SURVEY.....3 UNITS

Prerequisite: None.

Total lecture 54 hours. Read, interpret, and analyze approximately nine key comedies, tragedies, and histories for an understanding of their themes, background, and literary significance. View video productions for discussion of dramatic elements, contrasting productions and dramatic techniques, and for visual reinforcement of the textual elements. Discussion should emphasize Shakespeare's language and poetic style, as well as historical and sociological connections to each of the plays. A brief discussion of Shakespeare's sonnets and contemporaries will also be included. (A/CSU/UC) PC-Area L; CSU-C2; IGETC-3B

Note: This course is typically only offered every other fall semester.

**P104 – ENGLISH LITERATURE:
ROMANTICS TO PRESENT..... 3 UNITS**

Prerequisite: None.

Total lecture 54 hours. A survey of English literature from the late 18th century Romantics to contemporary British writers including 21st century and post-colonial texts. Required for students whose major is English. Recommended for students who wish to extend their knowledge of their cultural inheritance. C-ID ENGL 165 (A/CSU/UC) PC-Area L; CSU-C2; IGETC-3B

Note: This course is typically only offered every other spring semester.

**P112 – FORMS OF LITERATURE:
CHICANO..... 3 UNITS**

Prerequisite: None.

Total lecture 54 hours. This course provides a survey of literary portrayals of Chicanos by Chicanos and other writers in three major genres (poetry, short story, novel). The literary analysis of works focuses on four areas: factual content, interpretive aspects, stylistic features, and an over all evaluation of the writer's management of his/her theme(s). (A/CSU/UC) PC-Area J; CSU-C2; IGETC-3B

Note: This course is typically only offered during the fall semester.

**P113 – FORMS OF LITERATURE:
CHICANO DRAMA.....3 UNITS**

Prerequisite: None.

Total lecture 54 hours. A study of drama created by Chicanos including the historical origins and social/political influences of individual plays. Students will read and analyze Chicano drama as a literary art form and a philosophical, sociological, psychological, and political expression of the Chicano American experience. Various forms representing several styles will be studied as representing multiple theater movements. (A/CSU/UC) PC-Area J; PC-Area L; CSU-C2

Note: This course is typically only offered every other spring semester.

**P114 – INTRODUCTION TO MYTHOLOGY AND
FOLKLORE.....3 UNITS**

Prerequisite: None.

Total lecture 54 hours. This course cultivates a cross-cultural perspective on myths, mythologies, folktales, and folklore from around the world, including folklore of the San Joaquin Valley. This course scrutinizes different theories of cultural meaning and functions of myth and folklore, past and present. It introduces various ways of interpreting and experiencing myth and folklore texts with oral origins. The assigned reading will cover a range and diversity of mythology and folklore. (A/CSU/UC) PC--Area J; PC-Area L; CSU-C2

**P115 – FORMS OF LITERATURE:
WOMEN WRITERS 3 UNITS**

Prerequisite: None.

Total lecture 54 hours. This course will address women as writers and characters through the study of basic feminist theory and a variety of genres (essay, speech, short story, poetry, drama and film) from the middle ages to the present. Whenever possible, students will attend a nearby conference or art show focused on the works of contemporary women artists. (A/CSU/UC) PC-Area L; CSU-C2; IGETC-3B

Note: This course is typically only offered every other fall semester.

**P116 – FORMS OF LITERATURE:
THE SHORT STORY3 UNITS**

Prerequisite: None.

Total lecture 54 hours. Study of the short story as a literary art form, emphasizing the contemporary scene. (A/CSU/UC) PC-Area L; CSU-C2; IGETC-3B

Note: This course is typically only offered every other fall semester.

**P117 – FORMS OF LITERATURE:
AMERICAN INDIAN LITERATURE3 UNITS**

Prerequisite: None.

Total lecture 54 hours. Students explore the American Indian experience as recorded in fiction, non-fiction, poetry, drama, and essay. They will consider how literature created by Native Americans brings to light tribal traditions, values, and practices. While studying the literature they will consider historical, geographical, political, and economic circumstances. (A/CSU/UC) PC-Area J; CSU-C2; IGETC-3B

P118 – THE BIBLE AS LITERATURE 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Exploration of the Bible as a literary work foundational to western culture. Emphasis will be given to the Old Testament and the New Testament Gospels; other New Testament and non-canonical works may be included. (A/CSU/UC) PC-Area L; CSU-C2; IGETC-3B

Note: This course is typically only offered every other spring semester.

**P119 – FORMS OF LITERATURE:
POETRY 3 UNITS**

Prerequisite: None.

Total lecture 54 hours. Study of poetry as a literary art form, emphasizing critical interpretation and recognition of poetic forms and elements. Designed as an elective. (A/CSU/UC) PC-Area L; CSU-C2; IGETC-3B

Note: This course is typically only offered every other spring semester.

P130 – AMERICAN LITERATURE 1 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Lectures, reading and discussion on major American authors, movements, and trends from the colonial times to the mid-1800s. Literary masterpieces are studied for their intrinsic worth as well as for their significance in American literary development C-ID ENGL 130 (A/CSU/UC) PC-Area L; CSU-C2; IGETC-3B

Note: This course is typically only offered every other fall semester.

P131 – AMERICAN LITERATURE 2 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Lectures, reading and discussion on major American authors, movements, and trends after mid-1800s to present. Literary masterpieces are studied for their intrinsic work as well as for their significance in American literary development. C-ID ENGL 135 (A/CSU/UC) PC-Area L; CSU-C2; IGETC-3B

Note: This course is typically only offered every other fall semester.

P134A – INTRODUCTION TO RESEARCH FOR WRITING 1 UNIT

Prerequisite: None.

Total lecture 18 hours. This course introduces methods of research, instructs in evaluation of print and online sources, and illustrates the research process to prepare students for academic, personal, and workplace research. (A/CSU)

P134B – ACADEMIC FORMAT AND CITATION 1 UNIT

Prerequisite: None.

Total lecture 18 hours. This class introduces MLA style and instructs in proper format and citation for collegiate-level papers based on the fluent use of the latest MLA style guidelines. Also includes a brief overview of style guidelines used in other disciplines. (A/CSU)

P134C – REVISING AND EDITING..... 1 UNIT

Prerequisite: None.

Total lecture 18 hours. This course is an introduction to revising and editing. Students will learn how to revise and edit their own work as well as how to review others' writing and how to apply those skills to papers in a variety of disciplines. (A/CSU)

P140 – CREATIVE WRITING.....3 UNITS

Prerequisite: None.

Total lecture 54 hours. Instruction in the writing of fiction including the short story, personal narrative, and poetry. In a series of workshops, students will learn and apply the elements of the craft and write for publication; in addition, they will read and critically analyze appropriate models. Intended for those seeking a career in writing. Especially recommended for English majors. C-ID ENGL 200 [ENGL-CW 100] (A/CSU) PC-Area L; CSU-C2

Note: This course is typically only offered every other summer semester.

P141 – MAGAZINE ARTICLE WRITING3 UNITS

Prerequisite: None.

Total lecture 54 hours. Exploration of professional nonfiction magazine article writing, including methods of locating and researching stories for publication and the relatability to the market. Techniques in writing leads, creating consistent news threads, interviewing multiple sources for stories; understanding how to cite sources, plagiarism, AP Stylebook, and newsworthiness, and how to query a publication. Students will be introduced to the magazine industry and learn how to target their ideas and approaches to various publications. Students will be exposed to examples of high-quality magazine journalism and practice using literary techniques, such as description and scene setting, in their writing. They will develop skills in generating marketable ideas, reporting, and writing for magazine audiences. Students will produce several articles over the course of the semester with the goal of publication. (A/CSU) PC-Area L

ENGLISH FOR SECOND LANGUAGE LEARNERS**P060 – ADVANCED READING & WRITING..5 UNITS**

Prerequisites: EL2 P071B or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Total lecture 90 hours. This course is designed for students at the advanced level of academic English as a second language. The course provides extensive practice in expository essays referencing outside sources, critical analysis of academic reading, and techniques to improve the organization, syntax, and grammar of the essays. (Non-transferable, non-degree applicable).

P061 – ADVANCED LISTENING & SPEAKING.....5 UNITS

Prerequisite: EL2 P072B or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Total lecture 90 hours. This class is a grammar-based speaking class for the advanced ESL student. Students will further develop listening comprehension and the ability to speak with greater fluency, accuracy, and confidence. (Non-transferable, non-degree applicable).

P071A – INTERMEDIATE READING & WRITING 5 UNITS

Prerequisite: EL2 P091B or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Total lecture 90 hours. This course focuses on reading and composition for students at the intermediate level of academic English as a second language. The course covers increasingly complex grammatical structures that students incorporate into compositions of one or more paragraphs. (Non-transferable, non-degree applicable).

P071B – HIGH INTERMEDIATE READING & WRITING 5 UNITS

Prerequisite: EL2 P071A or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Total lecture 90 hours. This course is designed for students at the high intermediate level of academic English as a second language. The course focuses on thesis-based essays, critical analysis of academic reading, and techniques to improve the organization, syntax, and grammar of essays. Essays are written in response to readings and discussions. (*Non-transferable, non-degree applicable*).

P072A – INTERMEDIATE LISTENING & SPEAKING 5 UNITS

Prerequisite: EL2 P092A or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Total lecture 90 hours. This course is a grammar-based speaking class for the intermediate ESL student. Students will further develop listening comprehension and will demonstrate greater fluency, accuracy, and confidence in oral production. (*Non-transferable, non-degree applicable*).

P072B – HIGH-INTERMEDIATE LISTENING & SPEAKING 5 UNITS

Prerequisite: EL2 P072A or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Total lecture 90 hours. This course is a grammar-based speaking class for the high intermediate ESL student. Students will further develop their listening comprehension and will demonstrate greater fluency, accuracy, and confidence in oral production. (*Non-transferable, non-degree applicable*).

P081A – BEGINNING GRAMMAR & WRITING 5 UNITS

Prerequisite: None.

Recommendation: EL2 P090 or placement through a multiple measure process, including approved scores on an approved ESL placement test.

Total lecture 90 hours. This is a grammar and writing class designed for the beginning ESL student. The course will cover grammar and simple sentence writing. The content of P081A is identical to that of P091A and shall be offered with P091A as a dual roster class. (*Non-transferable, non-degree applicable*).

P081B – HIGH BEGINNING GRAMMAR & WRITING 5 UNITS

Prerequisite: None.

Recommendation: EL2 P081A or placement through a multiple measure process, including approved scores on an approved ESL placement test.

Total lecture 90 hours. This is a grammar and writing class designed for the high-beginning ESL student. The course will cover grammar and short paragraphs on familiar topics. The

content of P081B is identical to that of P091B and shall be offered with P091B as a dual-roster class. (*Non-transferable, non-degree applicable*).

P082A – BEGINNING LISTENING & SPEAKING 5 UNITS

Prerequisite: None.

Recommendation: EL2 P090 or placement through a multiple measure process, including approved scores on an approved ESL placement test.

Total lecture 90 hours. This is a grammar-based speaking class for the beginning ESL student. Listening comprehension and speaking skills will be developed through basic dialogues, modeled tasks, and communicative activities. The content of P082A is identical to that of P092A and shall be offered with P092A as a dual-roster class. (*Non-transferable, non-degree applicable*).

P082B – HIGH BEGINNING LISTENING & SPEAKING 5 UNITS

Prerequisite: None.

Recommendation: EL2 P082A or placement through a multiple measure process, including approved scores on an approved ESL placement test.

Total lecture 90 hours. This is a grammar-based speaking class for the high-beginning ESL student. Students will further develop listening comprehension and will increase fluency, accuracy, and confidence in oral production. The content of P082B is identical to that of P092B and shall be offered with P092B as a dual-roster class. (*Non-transferable, non-degree applicable*).

P090 – INTRODUCTION TO ENGLISH FOR SECOND LANGUAGE LEARNERS 0 UNITS

Prerequisite: None.

Total lecture 90 hours. This noncredit course will introduce adults with minimal English-speaking skills to English instruction for second language learners, focusing on rudimentary aspects of oral and written English to encourage students to seek additional instruction in English.

P091A – BEGINNING GRAMMAR & WRITING 0 UNITS

Prerequisite: None.

Recommendation: EL2 P090 or placement through a multiple measure process, including approved scores on an approved ESL placement test.

Total lecture 90 hours. This is a grammar and writing class designed for the beginning ESL student. The course will cover grammar and simple sentence writing. (*Non-transferable, non-degree applicable*).

P091B – HIGH BEGINNING GRAMMAR & WRITING 0 UNITS

Prerequisite: None.

Recommendation: EL2 P091A or placement through a multiple measure process, including approved scores on an approved ESL placement test.

Total lecture 90 hours. This is a grammar and writing class designed for the high-beginning ESL student. The course will cover grammar and short paragraphs on familiar topics. (*Non-transferable, non-degree applicable*).

P092A – BEGINNING LISTENING & SPEAKING..... 0 UNITS

Prerequisite: None.

Recommendation: EL2 P090 or placement through a multiple measure process, including approved scores on an approved ESL placement test.

Total lecture 90 hours. This is a grammar-based speaking class for the beginning ESL student. Listening comprehension and speaking skills will be developed through basic dialogues, modeled tasks, and communicative activities. (*Non-transferable, non-degree applicable*).

P092B – HIGH BEGINNING LISTENING & SPEAKING..... 0 UNITS

Prerequisite: None.

Recommendation: EL2 P092A or placement through a multiple measure process, including approved scores on an approved ESL placement test.

Total lecture 90 hours. This is a grammar-based speaking class for the high-beginning ESL student. Students will further develop listening comprehension and will increase fluency, accuracy, and confidence in oral production. (*Non-transferable, non-degree applicable*).

P093A – INTERMEDIATE READING & WRITING 0 UNITS

Prerequisite: EL2 P091B or EL2 P081B or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Total lecture 90 hours. This course focuses on reading and composition for students at the intermediate level of academic English as a second language. The course covers increasingly complex grammatical structures that students incorporate into compositions of one or more paragraphs. The content of P093A is identical to that of P071A and shall be offered with P093A as a dual-roster class. (*Non-transferable, non-degree applicable*)

P093B – HIGH INTERMEDIATE READING & WRITING0 UNITS

Prerequisite: EL2 P093A or EL2 P071A or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Total lecture 90 hours. This course is designed for students at the high intermediate level of academic English as a second language. The course focuses on thesis-based essays, critical analysis of academic reading, and techniques to improve the organization, syntax, and grammar of essays. Essays are written in response to readings and discussions. The content of P093B is identical to that of P071B and shall be offered with P093B as a dual-roster class. (*Non-transferable, non-degree applicable*)

P094A – INTERMEDIATE LISTENING & SPEAKING.....0 UNITS

Prerequisite: EL2 P092B or EL2 P082B or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Total lecture 90 hours. This course is a grammar-based speaking class for the intermediate ESL student. Students will further develop listening comprehension and will demonstrate greater fluency, accuracy, and confidence in oral production. The content of P094A is identical to that of P072A and shall be offered with P072A as a dual-roster class. (*Non-transferable, non-degree applicable*)

P094B – HIGH INTERMEDIATE LISTENING & SPEAKING.....0 UNITS

Prerequisite: EL2 P094A or EL2 P072A or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Total lecture 90 hours. This course is a grammar-based speaking class for the high intermediate ESL student. Students will further develop listening comprehension and will demonstrate greater fluency, accuracy, and confidence in oral production. The content of P094B is identical to that of P072B and shall be offered with P072B as a dual-roster class. (*Non-transferable, non-degree applicable*)

P095 – ADVANCED READING & WRITING 0 UNITS

Prerequisite: EL2 P093B or EL2 P071B or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Total lecture 90 hours. This course is designed for students at the advanced level of academic English as a second language. The course provides extensive practice in expository essays referencing outside sources, critical analysis of academic reading, and techniques to improve the organization, syntax, and grammar of the essays. The content of P095 is identical to that of P060 and shall be offered with P060 as a dual-roster class. (*Non-transferable, non-degree applicable*)

P096 – ADVANCED LISTENING & SPEAKING.....0 UNITS

Prerequisite: EL2 P094B or EL2 P072B or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Total lecture 90 hours. This class is a grammar-based speaking class for the advanced ESL student. Students will further develop listening comprehension and the ability to speak with greater fluency, accuracy, and confidence. The content of P096 is identical to that of P061 and shall be offered with P061 as a dual-roster class. (*Non-transferable, non-degree applicable*)

FIRE TECHNOLOGY

P050 – FIRE FIGHTER I ACADEMY..... 14 UNITS

Prerequisite: FIRE P101, EMTC P050, and current first aid and CPR certification at the Public Safety First Aid level or above as defined by California Health and Safety Code.

Corequisite: Confined Space Awareness (*CA Code of Regulations, Title 8, Section 5157*) Introduction to the Incident Command System (*ICS-100*), FEMA National Incident Management System, An Introduction (*IS-700.A*), FEMA. This meets or exceeds the minimum emergency medical training requirements mandated by the California Office of the State Fire Marshall for this course. Students (*Academy Cadets*) must provide proof of certification at first class session.

Total lecture 180 hours, total laboratory 216 hours. This course provides the skills and knowledge needed for the entry level professional fire fighter to perform his/her duties safely, effectively, and competently. The curriculum is based on the 2013 edition of NFPA 1001 Standard for Fire Fighter Professional Qualifications, the 2012 edition of NFPA 1051 Standard for Wildland Fire Fighter Professional Qualifications, and the 2008 edition of NFPA 472 Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents. The seven overarching themes of the California State Fire Fighter I curriculum are: general knowledge germane to the profession, fire department communications, fireground operations, rescue operations, preparedness and maintenance, wildland suppression activities, and hazardous materials/WMD. (A)

P051 – INTERAGENCY BASIC WILDLAND FIREFIGHTER6.5 UNITS

Prerequisite: None.

Recommendation: Current first aid and CPR certification at Public Safety First Aid level or above as defined by California Health and Safety Code.

Total lecture 90 hours, total laboratory 81 hours. This course is designed to provide the basic educational and practical training elements required for issuance of the California Department of Forestry and Fire Protection's Basic Wildland Firefighter ("Basic 67") certificate. Successful completion of this course will also result in the student meeting the "Basic 32" training requirements of the Federal fire agencies and issuance of the appropriate certificates. Graduates of this Academy will meet the minimum wildland fire training requirements typically necessary to apply for seasonal wildland fire control positions with most State and Federal fire agencies in California. (A)

P101 – PRINCIPLES OF EMERGENCY SERVICES3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides an introduction to fire protection education, career opportunities in fire protection and related fields, philosophy and history of fire protection, fire loss analysis, organization and function of public and private fire protection services, fire departments as part of lo-

cal government, laws and regulations affecting the fire service, fire service nomenclature, basic fire chemistry and physics, basic fire control strategy and tactics, and common fire protection systems. (A/CSU)

P102 – FIRE PREVENTION TECHNOLOGY 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationships of fire prevention with built-in fire protection systems, fire investigation, and fire and life-safety education. (A/CSU)

P103 – FIRE PROTECTION EQUIPMENT SYSTEMS3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides information relating to the features of design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers. (A/CSU)

P104 – BUILDING CONSTRUCTION FIRE PROTECTION 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides the components of building construction that relate to fire and life safety. The focus of this course is on firefighter safety. The elements of construction and design of structures are shown to be key when inspecting buildings, preplanning fire operations, and operating at emergencies. (A/CSU)

P105 – FIRE BEHAVIOR & COMBUSTION3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course explores the theories and fundamentals of how and why fires start, spread, and how they are controlled. (A/CSU)

GEOGRAPHY

P113 – CULTURAL GEOGRAPHY 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Introduction to understanding the relationship between human populations and the earth from a geographic perspective, exploring patterns in population dynamics, settlement systems, natural resource exploitation, food production, economic and political organization, language, religion, ethnicity, culture history, and globalization. (A/CSU/UC) PC-Area H; CSU-D5; IGETC-4E

P114 – PHYSICAL GEOGRAPHY.....3 UNITS

Prerequisite: Eligible for level 2 Mathematics placement or Equivalent.

Total Lecture 54 hours. This course is a basic study of physical geography and the earth as a system. Important elements include the origin of the earth's major geological and climatological patterns and their influence upon the characteristics of landforms, vegetation, and soils. Finally, the course will deal with human impact on the earth as a whole and how human-induced global change will alter the landscape around us. Approved for pass/no pass grading option. Equivalent to ERSC P114. (A/CSU/UC) PC-Area F; CSU-D5; IGETC-4E

P125 – WORLD REGIONAL GEOGRAPHY ..3 UNITS

Prerequisite: None.

This course introduces students to a geographic perspective on cultural and natural variation across the Earth. Surveying the major regions of the world, cultural and environmental features will be introduced and analyzed through spatial methods of analysis to understand the processes shaping each region over time. This course provides a foundation for understanding our relationship with the natural world and its implications for the future. (A/CSU/UC) PC-Area F

GEOLOGY**P110 – INTRODUCTION TO GEOLOGY..... 4 UNITS**

Prerequisite: None.

Total lecture 54 hours, laboratory 54 hours. An introduction to the processes and materials which together produce the different topographic and geological features on earth. An emphasis will be placed on the theory of plate tectonics as the unifying model to explain geological phenomena. Laboratory work will include a systematic study of minerals and rocks, as well as the methods of geology. The course is designed as an introductory survey and designed for those students not necessarily majoring in physical sciences and engineering. Course is approved for pass/no pass grading option. C-ID GEOL 101 (A/CSU/UC) PC-Area F; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C

P115 – GEOLOGY OF CALIFORNIA..... 3 UNITS

Prerequisite: None.

Recommendation: GEOL P110.

Total lecture 54 hours. An introduction to the geology of California, including tectonic processes, geologic structures, physiographic provinces, local rocks and minerals, landforms, natural resources, geologic history, and natural hazards in the state. Emphasis will be on field study, with at least one field trip required. The course is designed as an introductory survey and designed for those students not necessarily majoring in physical sciences and engineering. Course is approved for pass/no pass grading option. C-ID GEOL 200 (A/CSU/UC) PC-Area F; CSU-B1; IGETC-5A

HEALTH CAREERS**P008 – INTRODUCTION TO ANATOMY & PHYSIOLOGY FOR HEALTH CAREERS ...2 UNITS**

Prerequisite: None.

Total lecture 36 hours. This course is designed to provide a basic overview of human anatomy and physiology related to practical nursing and other allied health students. This course provides an understanding of normal body structure and function integrated with nursing concepts. (A)

P009 – HEALTH CAREERS FUNDAMENTAL CONCEPTS.....2 UNITS

Prerequisite: None.

Total lecture 36 hours. This course provides an introduction to medical language and terminology used by health care professionals. Basic terminology, including prefixes, suffixes and word roots are covered generally and by body system. Math (*dimensional analysis*) utilized when administering medication will be covered. Students will be required to research an assigned topic and write a research paper. This course is also offered online. (A)

Note: Not open to students with credit in PTVN P009.

HEALTH EDUCATION**P112 – HEALTH EDUCATION..... 3 UNITS**

Prerequisite: None.

Total lecture 54 hours. A course in health education based upon the fundamental concepts of human biology. Includes a study of diseases, sex education, drug abuse, emotional health, environmental health, nutrition, and consumer health. This course is also offered online and as a hybrid. Course is approved for pass/no pass grading option. (A/CSU/UC) PC-Area K; CSU-E

HISTORY**P101 – WORLD HISTORY TO 1500 3 UNITS**

Prerequisite: None.

Total lecture 54 hours. A comparative survey of the political, economic, social, religious, intellectual, and cultural development of world civilizations from the rise of the first complex societies to 1500 CE. Course is approved for pass/no-pass grading option. C-ID HIST 150 (A/CSU/UC) PC-Area J; PC-Area L; CSU-C2; CSU-D6; IGETC-3B; IGETC-4F

P102 – WORLD HISTORY FROM 1500 TO THE PRESENT 3 UNITS

Prerequisite: None.

Total lecture 54 hours. A comparative survey of the political, economic, religious, intellectual, and cultural development of world civilizations from 1500 to the present, including the interconnections and interdependencies of the modern world. Course is approved for pass/no-pass grading option. C-ID HIST 160 (A/CSU/UC) PC-Area J; PC-Area L; CSU-C2; CSU-D6; IGETC-3B; IGETC-4F

P104 – HISTORY OF WESTERN CIVILIZATION I..... 3 UNITS**Prerequisite:** None.

Total lecture 54 hours. A study of the cultural, social, economic, religious, philosophical, and political development of Western Civilization from its beginnings to 1648. Course is approved for pass/no-pass grading option. C-ID HIST 170 (A/CSU/UC) PC-Area H; CSU-C2; CSU-D6; IGETC-3B; IGETC-4F

Note: This course is typically only offered during the fall semester.

P105 – HISTORY OF WESTERN CIVILIZATION II 3 UNITS**Prerequisite:** None.

Total lecture 54 hours. A study of the historical, cultural, social, economic, religious, philosophical, and political development of Western Civilization from 1648 until the present. C-ID HIST 180 (A/CSU/UC) PC-Area H; CSU-C2; CSU-D6; IGETC-3B; IGETC-4F

Note: This course is typically only offered during the spring semester.

P107 – CALIFORNIA HISTORY 3 UNITS**Prerequisite:** None.

Total lecture 54 hours. A survey of the growth and development of California politically, socially, and economically from 1542 to the present, emphasizing twentieth century issues. (A/CSU/UC) PC-Area H; CSU-D6; IGETC-4F

P108 – EARLY LATIN AMERICAN HISTORY 3 UNITS**Prerequisite:** None.

Total lecture 54 hours. A survey of the social and political history of early Latin America from the Pre-Columbian civilizations, the Iberian conquest and settlement, the 300 years of colonial development, through independence by the 1820s. Course is approved for pass/no-pass grading option. (A/CSU/UC) PC-Area J; CSU-C2; CSU-D3; CSU-D6; IGETC-4F

Note: This course is typically only offered during the spring semester.

P109 – MODERN LATIN AMERICAN HISTORY 3 UNITS**Prerequisite:** None.

Total lecture 54 hours. A survey of the social and political history of Latin America from independence through the struggles to create nation-states, the movements of revolution and reform, the tensions between traditionalism and modernization, and the modern social and political transformation of the region. Course is approved for pass/no-pass grading option. (A/CSU/UC) PC-Area H; PC-Area J; CSU-D6; IGETC-4F

P117 – HISTORY OF THE U.S. FROM THE COLONIAL PERIOD TO 1877 3 UNITS**Prerequisite:** None.

Total lecture 54 hours. A survey of the historical, political, and social development of the United States from the beginning of the colonial period to 1877. C-ID HIST 130 (A/CSU/UC) PC-Area G; CSU-D6; IGETC-4F

P118 – HISTORY OF THE U.S. FROM 1865 TO THE PRESENT 3 UNITS**Prerequisite:** None.

Total lecture 54 hours. A survey of the historical, political, and social development of the United States from 1865 to the present. C-ID HIST 140 (A/CSU/UC) PC-Area G; CSU-D6; IGETC-4F

P119 – MEXICAN AMERICAN HISTORY3 UNITS**Prerequisite:** None.

Total lecture 54 hours. A survey of the Mexican-American ethnic group in United States history, including Latin-American backgrounds and cultural contributions. (A/CSU/UC) PC-Area J; CSU-D3; CSU-D6; IGETC-4F

Note: This course is typically only offered during the fall semester.

P120 – HISTORY OF THE MIDDLE EAST ..3 UNITS**Prerequisite:** None.

Total lecture 54 hours. An introduction to the history, peoples, and cultures of the Middle East from the birth of Mohammad in the 6th century to the present. Examines the development and achievements of Islamic civilization and its interactions with modernity, nationalism, Israel, and the West. Course is approved for pass/no-pass grading option. (A/CSU/UC) PC-Area J; CSU-C2; CSU-D3; CSU-D6; IGETC-3B; IGETC-4F

Note: This course is typically only offered during the fall semester.

P121 – HISTORY OF EAST ASIA3 UNITS**Prerequisite:** None.

Total lecture 54 hours. A survey of the social and political history of East Asia from the foundations of literate Asian civilization through the transition into modern nations and their adaptation to a changing contemporary world. The course focuses on China, Japan, and Korea, giving substantial attention to the philosophical and religious traditions that bestow distinctive characteristics on the East Asian region and on each of the three countries. Course is approved for pass/no-pass grading option. (A/CSU/UC) PC-Area J; CSU-C2; CSU-D3; CSU-D6; IGETC-3B; IGETC-4F

P123 – HISTORY OF MEXICO3 UNITS**Prerequisite:** None.

Total lecture 54 hours. Surveys Mexico's historical foundation from the pre-Columbian civilizations through the Spanish conquest and colonial period, independence, nation building, foreign interventions, the eras of reform, dictatorship, revo-

lution, and modernity to the present. Course is approved for pass/no-pass grading option. (A/CSU/UC) PC-Area J; CSU-D3; CSU-D6; IGETC-4F

Note: This course is typically only offered during the spring semester.

INDUSTRIAL TECHNOLOGY

P050 – INDUSTRIAL MAINTENANCE I.....5 UNITS

Prerequisite: None

Total lecture 54 hours, total laboratory 108 hours. This course provides foundational skills training for maintenance technicians. Topics will include activities focused upon creating foundation skills, math skills, basic electrical skills, basic pneumatics and hydraulics, basic mechanical skills, basic plumbing, air-conditioning, and workplace success skills. Completion of this basic course will prepare students for a job as a building or production line maintenance technician. (A)

P051 – INDUSTRIAL MAINTENANCE II . 4.5 UNITS

Prerequisite: Grade of “C” or higher in Industrial Maintenance P050 or equivalent course in Industrial Maintenance.

Total lecture 54 hours, total laboratory 81 hours. In this course, participants will receive instruction and participate in activities enabling them to build skills in manufacturing maintenance; including pneumatics, mechanical drives, electrical wiring, electronic sensors, HVAC and solar energy. Successful completion of this basic course will prepare students for a job as a building or production line maintenance technician. (A)

P052– PROGRAMMABLE LOGIC CONTROLLER BASICS..... 2 UNITS

Prerequisite: None.

Total lecture 36 hours. This course provides a solid foundation in PLC theory, installation, programming, operation, and troubleshooting. Students will become knowledgeable with the fundamentals of installing, programming, and troubleshooting digital and analog PLCs. (A)

P060 – POWER TECH PRE APPRENTICE.....4.5 UNITS

Prerequisite: None.

Total lecture 81 hours. This course provides a broader view of six major industries within the green building field, and prepares students for the Power Technician I and II courses. Topics include environmental stewardship, renewable energy, green building and energy efficiency, bio-fuels production and farming, green industry trends, environmental compliance and sustainability, and transportation and alternative fuels. (A)

P061– POWER TECHNICIAN I 5 UNITS

Prerequisite: INDT P060 with a ‘C’ or better.

Total lecture 90 hours. This course is the first part of a two-part course series that provides foundational skills training for utility workers. Topics will include activities focused upon foundational skills, math skills, compliance and ethics, technical drawings, environmental awareness, first aid, hazard, and workplace success skills. (A)

P062– POWER TECHNICIAN II5.5 UNITS

Prerequisite: INDT P060 and INDT P061 with a ‘C’ or better.

Total lecture 99 hours. This is the final course of a two-part series for Power Technician. In this course, participants will receive instruction and participate in activities enabling them to build skills in basic electricity, basic climbing, excavation and knots, OSHA and code and safety practice. Successful completion of this basic course will prepare students for employment as utility workers. (A)

P063–SOLAR SALES 6 UNITS

Prerequisite: None.

Recommendation: INDT P060, INDT P061 and INDT P062 with a ‘C’ or better.

Total 108 lecture hours. This Solar Sales course incorporates a resourceful tour of electrical and technical knowledge enhancing skills to enlighten and sell basic photovoltaic (PV) solar energy systems. Includes incentives in state and federal subsidies, devise a PV system, explore sizing, placement, and cost estimation of solar energy systems; maintaining customer service, consider marketing practices and investigating global marketing practice; assisting the student’s preparedness in technical background and performance, thus increasing their marketability in the renewable energy job marketplace. (A)

INFORMATION SYSTEMS

P001 – INTRODUCTION TO COMPUTERS 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is designed to provide the student with fundamental concepts of microcomputer hardware and software. The software covered is Microsoft Word, Microsoft Excel, and Microsoft PowerPoint. The student is expected to use the computer outside of the classroom to accomplish the assignments and to enhance their understanding of the subject matter. A research project will also be assigned to help the student to critically evaluate the advances of today’s computer technology. (A) PC-Area I

P010 – INTRODUCTION TO WORD PROCESSING/WORD2 UNITS

Prerequisite: None.

Total lecture 36 hours. This course will familiarize students with the basic and advanced functions of Microsoft Word for Windows. Included topics are: creating, editing, illustrating, and formatting letters, tables, memos, outlines, forms, reports, merging word documents, and integrating Word with other programs. (A)

Note: This course is typically only offered during the spring semester

P020 – INTRODUCTION TO WINDOWS SPREADSHEET/EXCEL.....2 UNITS

Prerequisite: None.

Recommendation: Information Systems P001.

Total lecture 36 hours. This course is designed to provide students with an overview of the spreadsheet using the most current version of Microsoft Excel. A task-driver approach will be employed throughout the course. By working through realistic cases, students will learn how to apply knowledge and skills in situations they are likely to encounter in the workplace. Weekly tutorial projects and case problems will be assigned to reinforce classroom instruction and to facilitate students' understanding of common business applications in the real world. (A)

Note: This course is typically only offered during the spring semester

P052 – INTRODUCTION TO WEB DESIGN..... 3 UNITS

Prerequisite: None.

Recommendation: Information Systems P001.

Total lecture 54 hours. This course provides hands-on learning in web design and publishing using several web authoring tools, including Dreamweaver; as well as examining other programs. Students will learn how to create web pages with various links, pictures, images, tables, and CSS layout. Use of HTML, XHTML, and CSS will be discussed. Students will be required to complete weekly homework assignments. As a part of the course, students will also demonstrate their ability in creating a properly designed and fully functional web site. (A)

Note: This course is typically only offered during the fall semester

P055 – INTERNET RESEARCH..... 2 UNITS

Prerequisite: None.

Total lecture 36 hours. This course instructs students in a wide variety of Internet research techniques. Students will learn web search strategies and the use of appropriate search engines and directories. The course also covers evaluation techniques for web resources, and MLA/APA citation formats for web resources. (A)

Note: This course is typically only offered during the spring semester

P100 – INTRODUCTION TO INFORMATION SYSTEMS.....3 UNITS

Prerequisite: None.

Recommendation: Math P055.

Total lecture 54 hours. Examination of information systems and their role in business. Focus on information systems, database management systems, networking, e-commerce, ethics and security, computer systems hardware and software components. Application of these concepts and methods through hands-on projects developing computer-based solutions to business problems. (A/CSU/UC) PC-Area I

P110 – INFORMATION & COMMUNICATION TECHNOLOGY ESSENTIALS 4 UNITS

Prerequisite: None

Total lecture 72 hours. This course provides an introduction to the computer hardware and software skills needed to help meet the growing demand for entry-level ICT professionals. The fundamentals of computer hardware and software as well as advanced concepts such as security, networking, and the responsibilities of an ICT professional will be introduced. Preparation for the CompTIA A+ certification exams. (A/CSU)

Note: This course is typically only offered during the fall semester

P113 – STRUCTURED PROGRAMMING.... 3 UNITS

Prerequisite: Information Systems P100.

Total lecture 54 hours. An introduction to the fundamental concepts and models of application development including the basic concepts of program design, data structures, programming, problem solving, programming logic, and fundamental design techniques for event-driven programs. Hands-on experience with a modern application programming language and development platform. (A/CSU) PC- Area I

Note: This course is typically only offered during the spring semester

P164 – INTRODUCTION TO INFORMATION SYSTEMS SECURITY - ETHICAL HACKING3 UNITS

Prerequisite: Information Systems P220.

Total 54 lecture hours. An introduction to the fundamental principles and topics of Information Technology Security and Risk Management at the organizational level. It addresses hardware, software, processes, communications, applications, and policies and procedures with respect to organizational Cybersecurity and Risk Management. Preparation for the CompTIA Security+ certification exams. (A/CSU)

Note: This course is typically only offered during the fall semester

P170 – INTERNET PROTOCOLS & PRINCIPLES 3 UNITS

Prerequisite: None.

Recommendation: INFS P100.

Total lecture 54 hours. Overview of the TCP/IP and OSI models, addressing, local and wide-area networks, routing protocols, transport protocols (TCP/UDP), switched and routed networks, name lookup, IPv6, network security and address translation. (A/CSU)

P180 – INTRODUCTION TO DATABASE MANAGEMENT SYSTEMS 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides the students with an introduction to the core concepts in data and information management. It is centered around the core skills of identifying organizational information requirements, modeling them using conceptual data modeling techniques, converting the

conceptual data models into relational data models and verifying its structural characteristics with normalization techniques, and implementing and utilizing a relational database using an industrial-strength database management system. The course will also include coverage of basic database administration tasks and key concepts of data quality and data security. In addition to developing database applications, the course helps the students understand how large-scale packaged systems are highly dependent on the use of Database Management Systems (DBMSs). Building on the transactional database understanding, the course provides an introduction to data and information management technologies that provide decision support capabilities under the broad business intelligence umbrella. (A/CSU)

P210 – SYSTEMS ANALYSIS & DESIGN ... 3 UNITS

Prerequisite: Information Systems P100.

Total lecture 54 hours. The course presents a systematic methodology for analyzing a business problem or opportunity, determining what role, if any, computer-based technologies can play in addressing the business need, articulating business requirements for the technology solution, specifying alternative approaches to acquiring the technology capabilities needed to address the business requirements, and specifying the requirements for the information systems solution in particular, in-house development, development from third-party providers, or purchased commercial-off-the-shelf packages. (A/CSU)

Note: This course is typically only offered during the spring semester

P220 – DATA COMMUNICATIONS & NETWORKING 3 UNITS

Prerequisite: None.

Recommendation: INFS P100.

Total lecture 54 hours. This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP (*Internet Protocol*) addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for further study of computer networks. It uses the OSI (Open Systems Interconnection) and TCP (Transmission Control Protocol) layered models to examine the nature and roles of protocols and services at the application, network, data link, and physical layers. Preparation for the CompTIA Network+ certification exam. (A/CSU)

Note: This course is typically only offered during the fall semester

INTERDISCIPLINARY STUDIES

P100 – INTRODUCTION TO LEADERSHIP DEVELOPMENT 3 UNIT

Prerequisite: None.

Total lecture 54 hours. This course is designed to provide emerging and existing student leaders the opportunity to explore the concept of leadership and to develop and improve their leadership skills for application in multiple roles throughout

their lifetime. Students will learn the role that communication, motivation, delegation, self assessment, planning, time management, stress management, evaluation and governance play in developing successful leaders, working relationships, and organizations. Focus will include: parliamentary procedure, program development, stress reduction, and time management. (A/CSU) PC-Area A

P101 – BEGINNING APPLIED LEADERSHIP 1 UNIT

Prerequisite: None.

Total lecture 18 hours. The course is designed as an introduction to applied leadership to give students the skills and proper knowledge to participate in student government. Students critically reflect on their goals, objectives and action plans and review their own performance along with assessing the organizational environment. (A/CSU) PC-Area A

P102 – INTERMEDIATE APPLIED LEADERSHIP 1 UNIT

Prerequisite: INST P101 with a “C” or better.

Total lecture 18 hours. The course is designed to give students intermediate leadership skills and proper knowledge to participate in student government. Students critically reflect on their goals, objectives and action plans and review their own performance along with assessing the organizational environment. (A/CSU) PC-Area A

P103 – ADVANCED APPLIED LEADERSHIP 1 UNIT

Prerequisite: INST P102 with a “C” or better.

Total lecture 18 hours. The course is designed to give students advanced leadership skills and proper knowledge to participate in student government. Students critically reflect on their goals, objectives and action plans and review their own performance along with assessing the organizational environment. (A/CSU) PC-Area A

P152 – COLLEGE & CAREER READINESS 2 UNITS

Prerequisite: None.

Total lecture 18 hours. This classroom-based, guidance experience teaches students a quantifiable decision-making process that will help them identify and plan for their career and education goals. The culmination of this process is the development of an online career and education 10-year plan that can be used for advisory and academic coaching purposes and updated as students change, and/or face transitions. The personalized 10-year plan provides the focus and intrinsic motivation to succeed in college, at work, and in life. (A/CSU) PC-Area A

INTER-COLLEGIATE SPORTS

The following courses are for students who excel in athletic ability and wish to participate in the intercollegiate program competing in conference and practice schedules. No student shall represent this college in any athletic contest unless he/she is actively enrolled and attending a minimum of 12 units of course work.

A student who has previously competed in college athletics must complete a total of 24 units (18 transferable) with a 2.0 GPA to be eligible for a second season of competition. A student transferring from another college must have passed 12 units in residence the previous semester. Please contact the Department of Athletics for more specific rules regarding eligibility for intercollegiate athletics.

P109 – OFF SEASON INTERCOLLEGIATE BASKETBALL-WOMEN 1 UNIT

Prerequisite: None.

Total 54 activity hours. This course is designed to provide the student with the opportunity for mastering the specific individual basketball skills, team techniques and strategies of basketball at the intercollegiate level of play. Course is approved for pass/no pass grading option. Course may be repeated three times. (A/CSU/UC) PC-Area K

P114 – OFF SEASON INTERCOLLEGIATE VOLLEYBALL – WOMEN..... 1-2 UNITS

Prerequisite: None.

Total 54 activity hours per unit. The course is designed to provide the student with the opportunity for mastering the specific individual volleyball skills, team techniques and strategies of volleyball at an intercollegiate level of play. Course is approved for pass/no-pass grading option. Course may be repeated three times. (A/CSU/UC) PC-Area K

P115 – OFF SEASON INTERCOLLEGIATE SOFTBALL – WOMEN..... 1-2 UNITS

Prerequisite: None.

Total 54 activity hours per unit. This course is designed to provide the student with the opportunity for mastering the specific individual softball skills, team techniques, and strategies of softball at the intercollegiate level of play. Course is approved for pass/no-pass grading option. Course may be repeated three times. (A/CSU/UC) PC-Area K; CSU-E

P116 – OFF SEASON INTERCOLLEGIATE BASEBALL – MEN..... 1-2 UNITS

Prerequisite: None.

Total 54 activity hours per unit. This course is designed to provide the student with the opportunity for mastering the specific individual baseball skills, team techniques and strategies of baseball at the Intercollegiate level of play. Course is approved for pass/no-pass grading option. Course may be repeatable three times. (A/CSU/UC) PC-Area K; CSU-E

P117 – OFF SEASON INTERCOLLEGIATE BASKETBALL – MEN 1 UNIT

Prerequisite: None.

Total activity 54 hours. This course is designed to provide the student with the opportunity for mastering the specific individual basketball skills, team techniques, and strategies of basketball at the Intercollegiate level of play. Course is approved for pass/no pass grading option. Course may be repeated three times. (A/CSU/UC) PC-Area K; CSU-E

P118 – OFF SEASON INTERCOLLEGIATE TENNIS – WOMEN.....2 UNITS

Prerequisite: None.

Total activity 108 hours. This course is designed to provide the student with the opportunity for mastering the specific individual tennis skills, team techniques, and strategies of tennis at the intercollegiate level of play. Approved for pass/no-pass grading option. Maximum of four credits. Course may be repeated three times. (A/CSU) PC-Area K

P122 – VARSITY BASKETBALL FOR MEN ...1 UNIT

Prerequisite: None.

Total laboratory 87.5 hours. Instruction given to develop the necessary skills and knowledge to participate in basketball at the collegiate level. Course is approved for pass/no pass grading option. Course may be repeated three times. (A/CSU/UC) PC-Area K; CSU-E

P123 – VARSITY BASKETBALL FOR WOMEN.....1 UNIT

Prerequisite: None.

Total laboratory 87.5 hours. Instruction given to develop the necessary skills and knowledge to participate in basketball at the collegiate level. Course is approved for pass/no pass grading option. Course may be repeated three times. (A/CSU/UC) PC-Area K; CSU-E

P126 – VARSITY BASEBALL2 UNITS

Prerequisite: None.

Total laboratory 175 hours. Instruction given to develop the necessary skills and knowledge to participate in baseball at the collegiate level. Approved for pass/no pass grading option. Course may be repeated three times. (A/CSU/UC) PC-Area K; CSU-E

P130 – VARSITY VOLLEYBALL FOR WOMEN.....2 UNITS

Prerequisite: None.

Total laboratory 175 hours. Instruction given to develop the necessary skills and knowledge to participate in volleyball at the collegiate level. Course is approved for pass/no pass grading option. Course may be repeated three times. (A/CSU/UC) PC-Area K; CSU-E

P132 – VARSITY SOFTBALL FOR WOMEN.....2 UNITS

Prerequisite: None.

Total laboratory 175 hours. Instruction given to develop the necessary skills and knowledge to participate in softball at the collegiate level. Course is approved for pass/no pass grading option. Course may be repeated three times. (A/CSU/UC) PC-Area K; CSU-E

**P143 – INTERCOLLEGIATE TEAM
CONDITIONING1-2 UNITS**

Prerequisite: None.

Total 54 activity hours per unit. Preparatory conditioning necessary for intercollegiate competition. Development of sport-specific strength, power, endurance, agility and flexibility as well as mental training techniques. Course is approved for pass/no pass grading option. Course may be repeated three times. (A/CSU/UC) PC-Area K

KINESIOLOGY**P101 – INTRO TO KINESIOLOGY.....3 UNITS**

Prerequisite: None.

Total lecture 54 hours. This course examines the history and trends in physical education, kinesiology, fitness, and sport. Areas covered include an orientation to major subfields such as exercise physiology, biomechanics, motor learning, sport sociology, and exercise psychology. The course also explores available career opportunities and pathways in the areas of allied health, sport, fitness, physical therapy, teaching, and coaching. C-ID KIN 100 (A/CSU) PC-Area K

P102 – INTRO TO ATHLETIC TRAINING3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course provides an examination of the theories of prevention, evaluation, care and rehabilitation of physical/athletic injuries. Therapeutic modalities and various taping/wrapping techniques will be explored. (A/CSU) PC-Area K

P102A – BEGINNING BASKETBALL 1 UNITS

Prerequisite: None.

Total 54 activity hours per unit. This course is designed to introduce the student to all the basic elements of the sport of basketball. The Intent of this course will engage the students in the practice of all the basic skills through individual and group drills. Course is approved for Pass/No Pass grading option. (A/CSU) PC-Area K

P103 – BEGINNING WEIGHT TRAINING.....1-2 UNITS

Prerequisite: None.

Total 54 activity hours per unit. Development of muscular knowledge, proper techniques, safety and training programs. Course is approved for pass/no-pass grading option. (A/CSU/UC) PC-Area K; CSU-E

P105 – ADVANCED WEIGHT TRAINING.....1-2 UNITS

Prerequisite: PHED P103 with a 'C' or better.

Total 54 activity hours per unit. Fundamentals of an advanced weight training program. Application of strength training using weight machines and free weights. Anatomy and physiology associated with weight training and safe lifting procedures, along with the design of an individualized strength training program. Course is approved for pass/ no pass grading option. (A/CSU/UC) PC-Area K

**P106A – SHAPE UP - AEROBIC
EXERCISE5-2 UNITS**

Prerequisite: None.

Total 27 activity hours per 1/2 unit. Fundamentals of an advanced weight training program. This course is designed to develop physical fitness parameters of cardiovascular fitness, flexibility, aerobic and general good health. Emphasis will be placed on safety for fitness programs, aerobic conditioning, and evaluation of individual aerobic fitness levels. This course is offered on a pass/no-pass grading basis. Student may petition for a letter grade. (A/CSU/UC) PC-Area K; CSU-E

**P106B – SHAPE UP-AEROBIC &
ANAEROBIC EXERCISE5-2 UNITS**

Prerequisite: PHED P106A with a "C" or better.

Total 27 activity hours per 1/2 unit. This course is designed to maintain physical fitness parameters of cardiovascular and aerobic fitness while adding muscular fitness, strength/power, endurance, flexibility, and general good health. Emphasis will be placed on safety for fitness programs, strength training, anaerobic conditioning, and evaluation of individual fitness levels. This course is offered on a pass/no-pass grading basis. Student may petition for a letter grade. (A/CSU/UC) PC-Area K

P112A – BEGINNING TENNIS 1 UNIT

Prerequisite: None.

Total laboratory 54 hours. Tennis as a lifelong physiological, psychological and social activity. Student will learn basic tennis skills, rules, strategies and etiquette. Course is approved for pass/no pass grading option. (A/CSU/UC) PC-Area K

P112B – INTERMEDIATE TENNIS1 UNIT

Prerequisite: KIN P112A or equivalent.

Total laboratory 54 hours. Review of beginning level skills and introduction of intermediate level tennis strokes and strategy. Course is approved for pass/no pass grading option. (A/CSU/UC) PC-Area K

**P113 – OFF SEASON INTERCOLLEGIATE
CROSS-COUNTRY WOMEN..... 1-2 UNIT**

Prerequisite: None.

Total laboratory 54 hours. The course is designed to provide the student with the opportunity for mastering the specific skills required to be successful in competitive cross country, including training technique, race planning, and overall fitness. Approved for pass/no-pass grading option. Course may be repeated three times. (A/CSU/UC)

**P121 – VARSITY CROSS COUNTRY
FOR WOMEN..... 3 UNITS**

Prerequisite: None.

Total laboratory 175 hours. Instruction given to develop the necessary skills and knowledge to participate in cross country at the collegiate level. Course is approved for pass/no pass option. (A/CSU)

P128 – VARSITY TENNIS FOR WOMEN3 UNITS*Prerequisite:* None.

Total laboratory 175 hours. Instruction given to develop the necessary skills and knowledge to participate in tennis at the collegiate level. Course is approved for pass/no pass grading option. (A/CSU)

P147A – BEGINNING SOCCER.....1 UNIT*Prerequisite:* None

Total laboratory 54 hours. Instruction and practice in the basic fundamentals of soccer. Includes game rules, terminology, participation and competition drills, fundamental soccer skills, conditioning, principles of play, and appropriate sportsmanship. Course is approved for pass/no pass grading option. (A/CSU/UC) PC-Area K;

**P160 – BODY MOVEMENT:
COUNTRY WESTERN LINE DANCING 1 UNIT***Prerequisite:* None.

Total laboratory 54 hours. This course is designed to develop cardiovascular endurance, flexibility and muscular strength through Country Western Line Dancing. Course is approved for pass/no pass grading option. (A/CSU/UC) PC-Area K;

LINGUISTICS**P100 – INTRO TO LINGUISTICS.....3 UNITS***Prerequisite:* None.

Total lecture 54 hours. This course serves as an introduction to the study of language, its origins, development, structure, social implications, and real-life applications. Students will gain a solid knowledge base about the main linguistics topics such as phonetics, phonology, morphology, syntax, semantics, pragmatics, as well first and second language acquisition. (A/CSU/UC) PC-Area H

MANAGEMENT**P050 – COMMUNICATION IN THE
WORKPLACE..... .5 UNITS***Prerequisite:* None.

Total lecture 9 hours. This course is designed to introduce the student to key elements in communication within business organizations. Topics will include verbal and nonverbal communication, listening skills and specific workplace communication skills. (A)

P051 – CUSTOMER SERVICE..... .5 UNITS*Prerequisite:* None.

Total lecture 9 hours. This course is designed to provide the student with certain key skills and attitudes in order to effectively meet the needs of customers. The students will be introduced to the key elements of outstanding customer service. Topics will also include understanding and exceeding customer expectations, and how to deal with unrealistic expectations. The course addresses why customers leave, and the long-term value of customers. (A)

P052 – TEAM BUILDING5 UNITS*Prerequisite:* None.

Total lecture 9 hours. This course is designed to provide the student with an understanding of how teams work together, common problems teams encounter and how to solve them. Students will learn to recognize various personalities and how their strengths and weaknesses impact a team. Students will be introduced to team building in the workplace. (A)

P053 – ATTITUDE IN THE WORKPLACE5 UNITS*Prerequisite:* None.

Total lecture 9 hours. This course is designed to provide students with certain key skills in the area of attitude so that they may effectively maintain a positive attitude in the workplace and at home. Students will be introduced to the concepts of how attitudes are communicated, and how to adjust one's attitude. (A)

P054 – VALUES AND ETHICS5 UNITS*Prerequisite:* None.

Total lecture 9 hours. This course is designed to acquaint the participant with the importance of values and ethics in the workplace. Emphasis will be placed on how values influence actions, evaluating one's ethical behavior, and helping people do the right thing. (A)

P055 – STRESS MANAGEMENT5 UNITS*Prerequisite:* None.

Total lecture 9 hours. This course is designed to acquaint the participant with key elements of stress management. Topics will include the recognition of stress, causes of stress, and the benefits of stress management. Various stress management techniques will be covered. (A)

P056 – TIME MANAGEMENT5 UNITS*Prerequisite:* None.

Total lecture 9 hours. This course is designed to introduce the student to time management principles and specific tools that assist in making maximum use of time. Emphasis will be placed on how to prioritize, identifying time wasters, and goal setting. (A)

P057 – CONFLICT RESOLUTION5 UNITS*Prerequisite:* None.

Total lecture 9 hours. This course is designed to introduce participants to the meaning of conflict, the causes of conflict, and strategies for resolving interpersonal conflict as well as dealing with difficult customers. (A)

**P058 – DECISION MAKING & PROBLEM
SOLVING..... .5 UNITS***Prerequisite:* None.

Total lecture 9 hours. This course is designed to introduce the student to decision making and problem solving techniques including brainstorming, creativity in the workplace, how to find new perspectives, and seeking alternatives. (A)

P059 – MANAGING ORGANIZATIONAL CHANGE 5 UNITS

Prerequisite: None.

Total lecture 9 hours. This course is designed to provide the participant with an understanding of change and the influence it has on an organization and the individuals in that organization. Topics will include understanding organizational change, stages of change, and how to manage organizational change. (A)

MARKETING**P124 – PRINCIPLES OF MARKETING 3 UNITS**

Prerequisite: None.

Total lecture 54 hours. This course is designed to provide an active-learning approach involving students in the operational, promotional and developmental problems of marketing from the entrepreneurial perspective to the corporate perspective; focusing on local, national, and global issues. Topics include buying, pricing, sales promotion, salesmanship, public relations, stock control and record keeping. (A/CSU) PC-Area C

Note: This course is typically only offered during the fall semester.

MATHEMATICS**PQ – APPLIED ALGEBRA 6 UNITS**

Prerequisite: Appropriate math placement as determined by the PC multiple measures process.

Total lecture 108 hours. A careful treatment of the fundamental arithmetic concepts with a focus on the application of mathematical operations to the solution of mathematical-oriented problems that are commonly encountered in industry. Also a study of elementary concepts of algebra. This course is a combination of pre-algebra and elementary algebra. Credits do not count toward the associate degree.

PS – ACCELERATED ALGEBRA 6 UNITS

Prerequisite: A “C” or higher in Math P061 or appropriate math placement as determined by the PC multiple measures process.

Total lecture 108 hours. A careful treatment of the fundamental arithmetic concepts with a focus on the application of mathematical operations to the solution of mathematical-oriented problems that are commonly encountered in industry. Includes the study of elementary algebraic theory and techniques. Also extends beyond elementary algebra, including quadratics, rational functions, ratio, proportion, logarithms, and conic sections. This course is a combination of elementary and intermediate algebra. STEM and Business and majors are not eligible for this course. Credits count toward the associate degree. This is a non-transferable course. (A)

P10X - COLLEGE ALGEBRA FOR LIBERAL ARTS CO-REQUISITE SUPPORT.....2 UNITS

Corequisite: Concurrent enrollment in Math P110.

Total lecture 36 hours. An-time remediation of core prerequisite skills, competencies, and concepts needed in Math P110. Additional emphasis is on solving linear and quadratic equations, operations with polynomials, and solving systems of equations. *Non-transferable/non-degree applicable. Course offered on a pass/no pass basis only.*

P18X - FINITE MATHEMATICS COREQUISITE2 UNITS

Prerequisite: None.

Corequisite: Concurrent enrollment in Math P118.

Total lecture 36 hours. A review of the core prerequisite skills, competencies, and concepts needed in Finite Mathematics. Intended for majors in business, science, technology, engineering, and mathematics who are concurrently enrolled in MATH P118, Finite Mathematics at Porterville College. *Non-transferable/non-degree applicable. Course offered on a pass/no pass basis only.*

P22 – JUST-IN-TIME SUPPORT-STATISTICS.....2 UNITS

Prerequisite: Concurrent enrollment in Math P122 or appropriate math placement as determined by the PC multiple measures process AND eligible for level 2, 3 or 4 Math.

Total lecture 36 hours. In-time remediation of the core prerequisite skills, competencies, and concepts needed in statistics. Concepts are taught through the context of descriptive data analysis. Additional emphasis is placed on solving and graphing linear equations and modeling with linear functions. *Non-transferable/non-degree applicable. Course offered on a pass/no pass basis only.*

P25 – PRE-STATISTICS.....4 UNITS

Prerequisite: Appropriate math placement as determined by the PC multiple measures process and eligible for level 2, 3 or 4 Math.

Total lecture 72 hours. An introduction to basic statistics, probability and odds, independent and dependent events and distributions. The course includes a brief review of solving equations and inequalities, graphing linear equations, reading graphs and tables, function evaluation and applications. *Non-transferable/non-degree applicable.*

P050X – COLLEGE PRECALCULUS I CO-REQUISITE SUPPORT2 UNITS

Corequisite: Concurrent enrollment in Math P100 College PreCalculus I

Total lecture 36 hours. In-time remediation of core prerequisite skills, competencies, and concepts needed in PreCalculus I. Additional emphasis is on solving linear and quadratic equations, operations with polynomials, and solving systems of equations. *Non-transferable/non-degree applicable. This is a pass/no pass course.*

P051C – INTERMEDIATE ALGEBRA**CO-REQUISITE2 UNITS**

Prerequisite: Concurrent enrollment in Math P051 or appropriate math placement as determined by the PC multiple measures process AND eligible for level 2, 3 or 4 Math.

Total lecture 36 hours. In-time remediation of elementary algebraic theory and techniques. A study of the elementary concepts of algebra, including the structure of algebra, formulas, polynomials, products and factorings, linear equations, and graphing linear equations. *Non-transferable/non-degree applicable. Course offered on a pass/no pass basis only.*

P051 – INTERMEDIATE ALGEBRA**FOR STEM4 UNITS**

Prerequisite: Math P055 or appropriate math placement as determined by the PC multiple measures process.

Total lecture 72 hours. Includes the study of elementary algebraic theory and techniques. Extends beyond elementary algebra, including quadratics, rational functions, complex numbers, binomial theorem, ratio, proportion, variation, progressions, and logarithms. This course is also offered partially online (*hybrid, face-to-face, and online*). (A) PC-Area D

P055 – ELEMENTARY ALGEBRA 4 UNITS

Prerequisite: Math P061, or appropriate math placement as determined by the PC multiple measures process.

Total lecture 72 hours. A study of the elementary concepts of algebra, including the structure of algebra, formulas, signed numbers, polynomials, products and factorings, linear equations systems of linear equations, ratio, proportion, graphing linear equations. Does not fulfill the associate degree requirement in mathematics.

P100 – COLLEGE PRECALCULUS I4 UNITS

Prerequisite: Intermediate Algebra (*Math P051*) or equivalent course or appropriate math placement as determined by the PC multiple measures process.

Total lecture 72 hours. College level course in algebra for majors in science, technology, engineering, and mathematics: polynomial, rational, radical, exponential, absolute value, and logarithmic functions; systems of equations; theory of polynomial equations; analytic geometry. C-ID MATH 151 (A/CSU/UC) PC Area D

P101 – COLLEGE PRECALCULUS II4 UNITS

Prerequisite: College PreCalculus I (*MATH P100*), or appropriate placement as determined by the PC multiple measures process.

Total lecture 72 hours. A study of the meaning of trigonometric ratios, unit circle relations, graphs of the trigonometric and inverse trigonometric functions, trigonometric identities and equations, solving right and oblique triangles, introduction to polar coordinates, complex numbers in the plane, introduction to vectors, conic sections, exponential and logarithmic functions. (A/CSU) PC-Area D; PC-Area I; CSU-B4

P101A – PRE-CALCULUS &**TRIGONOMETRY6 UNITS**

Prerequisite: Intermediate Algebra (*MATH P051*) or the equivalent or appropriate math placement as determined by the PC multiple measures process.

Total lecture 108 hours. Preparation for calculus: the study of polynomial, absolute value, radical, rational, exponential, and logarithmic functions, analytic geometry, and polar coordinates. The study of trigonometric functions, their inverses and their graphs, identities and proofs related to trigonometric expressions, trigonometric equations, solving right triangles, solving triangles using the Law of Cosines and the Law of Sines, and introduction to vectors. C-ID MATH 955 (A/CSU/UC) PC-Area D; CSU-B4

P102 – PRECALCULUS FUNCTIONS &**GRAPHS 4 UNITS**

Prerequisite: Mathematics P101 or appropriate math placement as determined by the PC multiple measures process.

Total lecture 72 hours. The course is a rigorous preparation for a 3-semester calculus sequence. Main topics include the following: functions and their graphs-- logarithmic, exponential, radical, absolute value, linear, polynomial, and trigonometric--as well as analytic geometry and polar coordinates. (A/CSU/UC) PC-Area D; PC-Area I; CSU-B4; IGETC-2A

Note: This course is typically only offered during the spring semester.

P103 – CALCULUS 1 WITH ANALYTIC**GEOMETRY4 UNITS**

Prerequisite: Trigonometry (*MATH P101*) and Precalculus function & graphs (*MATH P102*), or College Algebra for STEM (*MATH P100*) and Trigonometry (*MATH P101*), or Pre-Calculus and Trigonometry (*MATH 101A*), or appropriate math placement as determined by the PC multiple measures process.

Total lecture 90 hours. Begins a sequence of three courses in calculus. Coverage includes the study of limits, continuity, derivatives, and integration. Extensive applications of the calculus to include related rates; optimization of functions of one variable; calculation of areas, volumes, arc length, surface area, work, fluid force, and centers of mass. C-ID MATH 211 (A/CSU/UC) PC-Area D; PC-Area I; CSU-B4; IGETC-2A

Note: This course is typically only offered during the fall semester.

P104 – CALCULUS 2 WITH**ANALYTIC GEOMETRY 4 UNITS**

Prerequisite: Math P103.

Total lecture 72 hours. Continues the study of calculus begun in MATH P103. Attention and greater detail is given to the techniques of integration and applications of integration. Other topics include the study of exponential, logarithmic, and inverse trigonometric functions; infinite series and the expansion of functions into power series; parametric and polar representations of curves. C-ID MATH 221 (A/CSU/UC) PC-Area D; PC-Area I; CSU-B4; IGETC-2A

Note: This course is typically only offered during the spring semester.

P110 - GENERAL COLLEGE ALGEBRA.... 4 UNITS

Prerequisite: Intermediate Algebra equivalent or higher or appropriate math placement as determined by the PC multiple measures process.

Total lecture 72 hours. College level course in algebra for majors in the Liberal Arts: polynomial, rational, radical, exponential, absolute value, and logarithmic functions; systems of equations; theory of polynomial equations; analytic geometry. This course is also offered in an online or hybrid format, in addition to face-to-face. (A/CSU/UC) PC-Area D; CSU-B4

P115 - STRUCTURES AND CONCEPTS..... 3 UNITS

Prerequisite: Math P051, MATH PS, MATH P110 or appropriate math placement as determined by the PC Multiple Measures process.

Total lecture 45 hours, laboratory 27 hours. Development of quantitative reasoning skills including real number systems, basic number theory, rational numbers, problem solving, modeling, national and state curriculum standards for elementary school math. Designed for prospective elementary school teachers and liberal studies majors. C-ID MATH 120 (A/CSU/UC) PC-Area D; CSU-B4

P116 - STRUCTURES & CONCEPTS II..... 3 UNITS

Prerequisite: Math P115.

Total lecture 45 hours, laboratory 27 hours. This course continues topics from MATH 115 and includes statistics, probability, geometry, measurement, transformations, congruence, and coordinate geometry. Designed for prospective elementary school teachers and liberal studies majors. (A/CSU) PC-Area D; PC-Area I

P118 - FINITE MATHEMATICS 3 UNITS

Prerequisite: Intermediate Algebra (Math P051) or equivalent course or Co-requisite MATH 18X Coreq Support for Finite Mathematics.

Total lecture 72 hours. Finite Mathematics focuses on linear functions, systems of linear equations and inequalities, matrices, linear programming, mathematics of finance, sets and Venn diagrams, combinatorial techniques and an introduction to probability. Applications in business, economics and social sciences. (A/CSU) PC-Area D

P122 – INTRODUCTION TO PROBABILITY & STATISTICS 4 UNITS

Prerequisite: Intermediate Algebra (MATH P051) or appropriate math placement as determined by the PC Multiple Measures process.

Total lecture 72 hours. A study of basic descriptive and inferential statistics. Topics will include graphs and frequency distributions, measures of central tendency and variation, probability, Baye's Theorem, discrete and continuous probability distributions, including the normal and binomial distributions, hypothesis testing with one and two samples, estimation, linear correlation and regression, chi-square procedures (tests for goodness of fit and independence), analysis of variance, non-

parametric statistics and conducting a study. Each student must have a TI 84 or 84 Plus calculator or a calculator with equivalent statistical functions (with division approval). This course is also offered online. C-ID MATH 110 (A/CSU/UC) PC-Area D; PC-Area I; CSU-B4; IGETC-2A

P205 – CALCULUS 3 WITH ANALYTIC GEOMETRY 4 UNITS

Prerequisite: Mathematics P104.

Total lecture 72 hours. Concludes the study of calculus begun in MATH P103. The concepts of the derivative and the definite integral are extended to functions of several variables in the form of partial derivatives and multiple integrals. In addition, the theory of limits, derivatives, and integrals are extended to vector-valued functions. Considerable attention is given to topics in vector calculus such as vector fields, line integrals, divergence and curl, the Fundamental Theorem of Line Integrals, Green's Theorem, Stoke's Theorem, and the Divergence Theorem. C-ID MATH 230 (A/CSU/UC) PC-Area D; PC-Area I; CSU-B4; IGETC-2A

Note: This course is typically only offered during the fall semester.

P206 – DIFFERENTIAL EQUATIONS & LINEAR ALGEBRA 5 UNITS

Prerequisite: Math P205.

Total lecture 90 hours. First order ordinary differential equations, including separable, linear, homogeneous of degree zero, Bernoulli and exact with applications and numerical methods. Solutions to higher order differential equations using undetermined coefficients, variation of parameters, and power series, with applications. Solutions to linear and non-linear systems of differential equations, including numerical solutions. Matrix algebra, solutions of linear systems of equations, and determinants. Vector spaces, linear independence, basis and dimension, subspace and inner product space, including the Gram-Schmidt procedure. Linear transformations, kernel and range, eigenvalues, eigenvectors, diagonalization and symmetric matrices. C-ID MATH 910S (A/CSU/UC) PC-Area D; PC-Area I; CSU-B4; IGETC-2A

Note: This course is typically only offered during the spring semester.

P207 – ORDINARY DIFFERENTIAL EQUATIONS 4 UNITS

Prerequisite: Calculus II With Analytic Geometry (MATH P104).

Total lecture 72 hours. The course is an introduction to ordinary differential equations including both quantitative and qualitative methods as well as applications from a variety of disciplines. Introduces the theoretical aspects of differential equations, including establishing when solution(s) exist, and techniques for obtaining solutions, including, series solutions, and singular points, Laplace transforms and linear systems. (A/CSU) PC-Area D; PC-Area I

P208 – INTRODUCTION TO LINEAR ALGEBRA..... 4 UNITS

Prerequisite: Calculus I With Analytic Geometry (*MATH P103*).

Total lecture 72 hours. This course develops the techniques and theory needed to solve and classify systems of linear equations. Solution techniques include row operations, Gaussian elimination, and matrix algebra. Investigates the properties of vectors in two and three dimensions, leading to the notion of an abstract vector space. Vector space and matrix theory are presented including topics such as inner products, norms, orthogonality, eigenvalues, eigenspaces, and linear transformations. Selected applications of linear algebra are included. (*A/CSU*) PC-Area D

MICROBIOLOGY**P106 – MICROBIOLOGY..... 5 UNITS**

Prerequisite: Chemistry P106.

Recommendation: Biology P110 or equivalent.

Total lecture 54 hours, total laboratory 108 hours. An introduction to microbiology dealing with morphology, physiology, classification and importance of bacteria, viruses, and multicellular parasites and immunology. Recommended for students entering allied health fields. Course is approved for pass/no-pass grading option. (*A/CSU/UC*) PC-Area E; CSU-B2; CSU-B3; IGETC-5B; IGETC-5C

MUSIC**P100 – FUNDAMENTALS OF MUSIC THEORY..... 3 UNITS**

Prerequisite: None.

Total lecture 54 hours. This course will introduce students to concepts, nomenclature, and techniques that are considered prerequisite to a formal, college-level study of music theory, and is also recommended as a transfer-level, foundational course in music for non-music majors. This course covers the basic elements of music, including pitch and rhythm notation, scales, major and minor keys and key signatures, transpositions, intervals, chords, and an introduction to the keyboard. No previous musical training is necessary. C-ID MUS 110 (*A/CSU/UC*) PC-Area L

P101 – MUSIC THEORY AND MUSICIANSHIP I..... 4 UNITS

Prerequisite: None.

Total lecture 72 hours. This course will include a review of music fundamentals incorporating the following concepts: rhythm and meter; basic properties of sound; intervals; diatonic chords; basic cadential formulas and phrase structure; seventh chords; figured bass symbols; and non-harmonic tones. All analytical concepts will be developed and applied through ear training, sight-singing, dictation and rhythmic performance. (*A/CSU/UC*)

P102 – MUSIC THEORY AND MUSICIANSHIP II 4 UNITS

Prerequisite: Music P101.

Total lecture 72 hours. This is the second in a series of three courses, intended primarily for music majors. The course will include: musical form; non-chord tones; an introduction to two-part counterpoint; voice leading involving four-part choral writing; diatonic seventh chord functions; secondary function chords and modulation. All analytical concepts will be developed and applied through ear training, sight-singing, dictation and rhythmic performance. (*A/CSU*)

P103 – MUSIC THEORY AND MUSICIANSHIP III..... 4 UNITS

Prerequisite: Music P102.

Total lecture 72 hours. This is the third in a series of three courses, intended primarily for music majors. The course will focus on chromatic harmony and will include: secondary functions; modulations of all types; analysis of larger forms; mode mixture, Neapolitan and augmented sixth chords. All analytical concepts will be developed and applied through ear training, sight singing, dictation and rhythmic performance. (*A/CSU*)

P108 – APPLIED MUSIC 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Individual and group instruction in solo performance for music majors culminating in a juried performance final. Includes instruction in technique, repertoire, and performance practice. The course is repeatable for a maximum of 3 times. (*A/CSU*)

P109 – HISTORY OF ROCK AND ROLL.... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is a general overview of rock and roll music and includes study of the impact of rock and roll on social, economic, cultural and political structures, as well as a chronological history of rock music. No previous musical training is necessary. (*A/CSU/UC*) PC-Area L

P110 – EXPLORING THE WORLD THROUGH MUSIC 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Surveys the music that is unique to different parts of the world. There will be emphasis on the elements of each kind of music, the instruments, form, style and the role that each music plays in its society. (*A/CSU/UC*) PC-Area J; PC-Area L; CSU-C1: IGETC-3A

P111 – MUSIC APPRECIATION: MUSIC THROUGH 1800 3 UNITS

Prerequisite: None.

Total lecture 54 hours. A survey of music throughout western civilization. Music from antiquity through the classical period. Required of music majors and minors. Meets a general education requirement. C-ID MUS 105; C-ID MUS 100 (*MUSC P111+MUSC P112*) (*A/CSU/UC*) PC-Area L; CSU-C1; IGETC-3A

**P112 – MUSIC APPRECIATION:
1800 TO PRESENT 3 UNITS**

Prerequisite: None.

Total lecture 54 hours. A survey of music throughout western civilization. Music from 1800 through the contemporary period. Required of music majors and minors. Meets a general education requirement. C-ID MUS 100 (*MUSC P111+MUSC P112*) (A/CSU/UC) PC-Area L; CSU-C1; IGETC-3A

P117 – COLLEGE CHORALE 1 UNIT

Prerequisite: None. Vocal placement to be made during first week of class.

Total laboratory 54 hours plus 18 hours arranged. The chorale participates in major concerts, performs for school and community organizations and may tour during the spring semester. Different literature will be studied each semester. Vocal techniques, including posture, breath support, vowel and consonant formation, pitch evaluation and interpretation are emphasized. Participation at public performances is required. The course is repeatable for credit the maximum times allowable by regulation. C-ID MUS 180 (A/CSU/UC) PC-Area L; CSU-C1

P118 – CHAMBER SINGERS 1 UNIT

Prerequisite: Concurrent enrollment in Music P117. Vocal placement by audition.

Total laboratory 54 hours. This select vocal ensemble typically numbers between 18 and 24 singers, selected from the College Chorale, and performs many concerts throughout the school year. Interested students should contact the choral director for additional information. Participation at public performances is required. (A/CSU/UC)

P127 – CONCERT BAND 1 UNIT

Prerequisite: None. Placement to be made during first week of class.

Total laboratory 54 hours. This course requires additional hours outside of the arranged hours for rehearsal and performances. The band participates in major concerts, performs for school and community organizations and may tour during the spring semester. Different literature will be studied each semester. Instrumental techniques, including playing posture, embouchure and/or playing technique, fingerings, and interpretation are emphasized. Participation at public performances is required. The course is repeatable for a maximum of 3 times. C-ID MUS 180 (A/CSU/UC)

P130 – COLLEGE ORCHESTRA 1 UNITS

Prerequisite: None.

Total laboratory 54 hours, plus 18 hours arranged. The string ensemble participates in major concerts, performs for school and community organizations and may tour during the semester. Different literature will be studied each semester. Instrumental techniques, including playing posture, fingerings, and interpretation are emphasized. Participation at public performances is required. This course requires additional hours outside of the arranged hours for rehearsal and performances. (A/CSU)

P143A – BEGINNING CLASS PIANO 2 UNITS

Prerequisite: None.

Total lecture 36 hours. This course is designed to develop skills through practical keyboard facility, music reading, knowledge of major keys and primary chords, and performance of easy piano literature. This course is designed for music majors not specialized in piano but who need to fulfill minimum degree requirements, students who will be working toward elementary or single-subject music teacher certification, or those interested in learning to play a keyboard instrument for pleasure. (A/CSU/UC)

P143B – INTERMEDIATE CLASS PIANO ... 2 UNITS

Prerequisite: Music P143A or equivalent proficiency.

Total lecture 36 hours. This course is designed to continue developing basic skills through practical keyboard facility, music reading, knowledge of major keys and primary chords, and performance of easy piano literature. This course is designed for music majors not specialized in piano but who need to fulfill minimum degree requirements, students who will be working toward elementary or single-subject music teacher certification, and students who wish to improve piano skills for personal fulfillment. (A/CSU/UC)

P143C – ADVANCED CLASS PIANO 2 UNITS

Prerequisite: Music P143B or equivalent proficiency.

Total lecture 36 hours. A course to further develop keyboard techniques, sight reading, knowledge of major and minor keys, melodic harmonization, and performance of advanced piano literature. This course is designed for music majors not specialized in piano but who need to fulfill minimum degree requirements, students who will be working toward elementary or single-subject music teacher certification, and students who wish to improve piano skills for personal fulfillment. (A/CSU/UC)

NURSING

**P100 – STRATEGY/SUCCESS/NURSING
PROGRAM..... 2 UNITS**

Prerequisite: None.

Total lecture 36 hours. This course is designed to prepare students for successful completion of the nursing program. The student will be given an overview of the program requirements and expectations, and he/she will acquire information and skills that facilitate student success once admitted into the program. Students will also explore nursing career options which will guide the development of their educational plan. (A/CSU)

**P130 – FUNDAMENTAL CONCEPTS OF
NURSING PRACTICE..... 4 UNITS**

Prerequisite: Acceptance in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Total lecture 36 hours, total laboratory 108 hours. This course focuses on fundamental concepts necessary for safe, patient-centered nursing care for a diverse patient population with

well-defined healthcare concerns, with an introduction to the legal and ethical responsibilities of the Registered Nurse. The student is introduced to the use of clinical judgment applied to nursing, the nursing process, cultural diversity, and communication techniques used when interacting with patients, families, other support persons, and members of the interprofessional team. Other program concepts such as evidence-based care, teamwork/collaboration, and information technology are also introduced. Selected nursing skills are taught in the skills laboratory with opportunities to apply fundamental concepts to basic nursing skills in the clinical setting. (A/CSU)

P131 – CONCEPTS OF NURSING CARE OF THE ADULT AND OLDER ADULT I 4 UNITS

Prerequisite: Appropriate standing in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Total lecture 36 hours, total laboratory 108 hours. This course builds on the concepts of nursing practice for the acquisition and application of adult health nursing theory, communication, collaboration, and clinical judgment necessary for safe, patient-centered nursing care for adults and older adults with stable healthcare conditions. The course incorporates the legal and ethical responsibilities of the Registered Nurse in the care of adults and older adults, their families, and other support persons. Application of knowledge and skills occurs in a variety of clinical settings. (A/CSU)

P132 – CRITICAL THINKING FOR THE REGISTERED NURSE..... 2 UNITS

Prerequisite: Acceptance in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Total lecture 36 hours. This course introduces the learner to critical thinking and strategies at the Registered Nurse level that underscore the clinical judgment represented in the nursing process as well as dealing with aspects of the healthcare system for safe practice in the current healthcare environment. The major purpose of the course is to teach students the clinical judgment needed to predict and manage potential complications and decrease the failure to rescue rate which results in improved patient outcomes. This course is the foundation for the thinking processes applied throughout all nursing courses. (A/CSU)

P133 – CONCEPTS OF NURSING CARE OF THE ADULT AND OLDER ADULT II 6 UNITS

Prerequisite: Appropriate standing in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Total lecture 54 hours, total laboratory 162 hours. This course is a continuation of Concepts of Nursing of the Adult and Older Adult I building on concepts of nursing practice for the acquisition and application of adult health nursing theory, communication, collaboration, and clinical judgment necessary for safe,

patient-centered nursing care of adults and older adults with acute and chronic healthcare issues. The course incorporates the legal and ethical responsibilities of the Registered Nurse in the care of adults and older adults, their families, and other support persons. Application of knowledge and skills occurs in a variety of clinical settings. (A/CSU)

P134 – CONCEPTS OF NURSING CARE OF THE REPRODUCING FAMILY.....4 UNITS

Prerequisite: Appropriate standing in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Total lecture 36 hours, total laboratory 108 hours. This course builds on concepts of nursing practice for the acquisition and application of family, reproductive health, and maternal/child nursing theory, communication, collaboration, and clinical judgment necessary for safe, patient-centered nursing care of the reproducing family and other support persons. The course incorporates the legal and ethical responsibilities of the Registered Nurse in the care of reproducing families. Application of knowledge and skills occurs in a variety of clinical settings. (A/CSU)

P135 – CONCEPTS OF MENTAL HEALTH NURSING 4 UNITS

Prerequisite: Appropriate standing in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience

Total lecture 36 hours, total laboratory 108 hours. This course builds on concepts of nursing practice for the acquisition and application of mental health nursing theory, communication, collaboration, and clinical judgment necessary for safe, patient-centered nursing care of diverse patients needing various levels of mental health promotion and mental illness management, their families, and other support persons. The course incorporates the legal and ethical responsibilities of the Registered Nurse in mental health nursing. Application of knowledge and patient care skills occurs in a variety of clinical settings. (A/CSU)

P136 – CONCEPTS OF NURSING CARE OF THE ADULT AND OLDER ADULT III..... 6 UNITS

Prerequisite: Appropriate standing in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience

Total lecture 54 hours, total laboratory 162 hours. This course is a continuation of Concepts of Nursing Care of the Adult and Older Adult, building on concepts of nursing practice for the acquisition and application of adult health nursing theory, communication, collaboration, and clinical judgment necessary for safe, patient-centered nursing care expanding on the acute and chronic issues common to adults and older adults. The course incorporates the legal and ethical responsibilities of the Registered Nurse in the care of adults, their families, and other support persons. Application of knowledge and skills occurs in a variety of clinical settings. (A/CSU)

P137 – CONCEPTS OF PEDIATRIC NURSING 4 UNITS

Prerequisite: Appropriate standing in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Total lecture 36 hours, total laboratory 108 hours. This course builds on concepts of nursing practice for the acquisition and application of pediatric nursing theory, communication, collaboration, and clinical judgment necessary for safe, patient-centered nursing care of diverse children, their families, and other support persons. The course incorporates legal and ethical responsibilities of the Registered Nurse in the care of children. Application of knowledge and skills occurs in a variety of clinical settings. (A/CSU)

P138 – CONCEPTS OF NURSING CARE OF THE ADULT AND OLDER ADULT IV..... 6 UNITS

Prerequisite: Appropriate standing in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Total lecture 54 hours, total laboratory 162 hours. This is a continuation of Concepts of Nursing Care of the Adult and Older Adult III, building on concepts of nursing practice for the acquisition and application of adult health nursing theory, communication, collaboration, and clinical judgment necessary for safe, patient-centered nursing care of adults and older adults with complex healthcare issues. (A/CSU)

P139 – TRANSITION TO REGISTERED NURSING PRACTICE..... 1 UNIT

Prerequisite: Appropriate standing in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience

Total lecture 18 hours. This advanced, comprehensive course provides a synthesis of all concepts and nursing content taught throughout the program. This course enables the individual student to recognize areas that need enhancement prior to entering Registered Nursing practice. Includes a review for the National Council Licensure Examination-Registered Nursing and strategies for success. (A/CSU)

P171 – LICENSED VOCATIONAL NURSE (LVN) TRANSITION TO REGISTERED NURSE (RN) PROGRAM..... 3 UNITS

Prerequisite: Licensed Vocational Nurse with Intravenous certification or Registered Nursing student with evaluation of skills and knowledge as outlined per the Program Policy of Granting credit for previous education and/or experience.

Total lecture 36 hours, total laboratory 54 hours. This course is required for all Licensed Vocational Nurses seeking advanced placement in the nursing program. Upon successful completion of this course students enter into the third semester of the nursing program. This course presents concepts and

thinking required of the nursing courses at the end of the first year. The course also includes content specific to RN education not included in an LVN program. It also builds on the care of the patients across the life span including the reproducing family, children, adults, and the elderly. Advanced nursing skills are taught in the skills laboratory and course content is applied to patient care in the simulation laboratory. Not open to students with credit in NURS P170. (A/CSU)

OFFICE TECHNOLOGY**P030 – HUMAN RELATIONS IN BUSINESS 2 UNITS**

Prerequisite: None

Total lecture 18 hours. This course is designed to provide insight, experience, and skills in dealing with people in the business world. Includes techniques to become employed, how to be promoted, how to deal effectively with employers, colleagues, and the public. Role-playing, lecture, discussion, group and individual case studies used. Recommended for all business majors. (A)

Note: This course is typically only offered during the fall semester

PHILOSOPHY**P106 – INTRODUCTION TO PHILOSOPHY 3 UNITS**

Prerequisite: None.

Total lecture 54 hours. An overview of the central issues and movements in philosophy. Epistemology (*the study of knowledge*), metaphysics (*the study of reality*), ethics (*the study of morality*), philosophy of religion, and political philosophy are typically covered. Approved for pass/no pass grading option. C-ID PHIL 100 (A/CSU/UC) PC-Area L; CSU-C2; IGETC-3B

P107 – INTRODUCTION TO LOGIC..... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Traditional and basic fundamentals of modern logic are considered with an emphasis on their relationships to language, thought, and argument. The following material is covered: What is logic? Use of language and definition and problems with informal fallacies; deductive logic and the deductive method, including propositional or class calculus or propositional functions and quantifiers; inductive logic involving probable inference, casual connections, hypothesis, and probability. Approved for pass/no pass grading option. C-ID PHIL 110 (A/CSU/UC) PC-Area I; CSU-A3

P108 – INTRODUCTION TO PHILOSOPHY OF RELIGION 3 UNITS

Prerequisite: None.

Total lecture 54 hours. An introduction to philosophical thinking about important issues in religion. The emphasis of the course is upon an analytic approach to the concepts and belief systems of religion, religious experience, and the various uses of religious language. Readings will focus on both classical and contemporary religious and philosophical thinkers. Ap-

proved for pass/no pass grading option. (A/CSU/UC) PC-Area L; CSU-C2; IGETC-3B

P109 – EXISTENCE AND REALITY3 UNITS

Prerequisite: None.

Total lecture 54 hours. An introduction to the problems of metaphysics (*the study of reality and existence*) and epistemology (*the study of knowledge*). Surveys major philosophical problems typically including the existence of God, freedom versus determinism, the mind/body problem, problems of knowledge, and appearance versus reality. Approved for pass/no pass grading option. (A/CSU/UC) PC-Area L; CSU-C2; IGETC-3B

P110 – INTRODUCTION TO ETHICS 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Examination of the philosophical approach to morality. Study of the meaning of ethics and morality and methods used in ethical theorizing and reasoning. Emphasizes major ethical issues and theories. Instructs how to set up an ethical system. Course is approved for pass/no-pass grading option. C-ID PHIL 120 (A/CSU/UC) PC-Area I; PC-Area L; CSU-C2; IGETC-3B

P112 – THE ETHICS OF LIVING & DYING ...3 UNITS

Prerequisite: None.

Total lecture 54 hours. A philosophical yet practical approach to some of the major medical-ethical problems facing human beings today, such as, what patients should be told, the nature and importance of informed consent, the meaning and criteria for living, dying, and death including caring for the dying and allowing to die, mercy death, and mercy killing. Permeating these problems will be a study of the basis for ethical relationships among human beings through a study of what morality is, consequentialist and non-sequentialist theories of morality, and how to set up an ethical system. Special emphasis will be placed on the relationship of professional and the well to the sick, dying and bereaved. Approved for pass/no pass grading option. (A/CSU/UC) PC-Area L; CSU-C2; CSU-E

P113 – INTRODUCTION TO THE WORLD'S RELIGIONS3 UNITS

Prerequisite: None.

Total lecture 54 hours. A survey of three Western religions – Judaism, Christianity, and Islam, and two Eastern religions – Hinduism and Buddhism. Examines each religion's history, sacred scriptures, geographic dispersion, primary theological concepts and spiritual practices, and contemporary role. Emphasis on understanding the distinct belief and practice of an individual in each of these religious traditions. Course is also offered online. (A/CSU/UC) PC-Area L; PC-Area M; CSU-C2; IGETC-3B

P114 – HISTORY OF ANCIENT PHILOSOPHY..... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course addresses ancient philosophy with emphasis on the development of Greek philosophy from the Pre-Socratics through Aristotle and may also include Hellenistic, Roman, medieval or non-western thinkers. This course is approved for pass/no pass grading option. (A/CSU/UC)

PHOTOGRAPHY

P101 – INTRODUCTION TO PHOTOGRAPHY3 UNITS

Prerequisite: None. Camera is required.

Total lecture 36 hours, laboratory 54 hours. Introduction to the processes, principles, and tools of photography. Topics include the development of technical and aesthetic skills, elements of design and composition, camera technology, dark-room procedures and techniques, film concepts, other photographic materials and equipment, and contemporary trends in photography. Recommended for the Studio Art major and the Commercial Art major. Camera is required. (A/CSU/UC)

P103 – ADVANCED PHOTOGRAPHY..... 3 UNITS

Prerequisite: Photography P101.

Total lecture 36 hours, laboratory 54 hours. More advanced applications of techniques on various media such as color, graphics, large format, studio and cinema/film and digital photography. Recommended for the Commercial Art major. Camera is required. (A/CSU)

PHYSICAL SCIENCE

P112 – PHYSICAL SCIENCE4 UNITS

Prerequisite: Elementary Algebra or equivalent.

Total lecture 54 hours, laboratory 54 hours. An investigation of basic principles of physics and chemistry including matter, physical and chemical properties, energy, motion, light, atomic structure, bonding, solutions and chemical reactions. The interdependence of chemistry and physics will be emphasized. This course is intended for non-science majors. Course is approved for pass/no pass grading option. C-ID PHYS 140 (A/CSU/UC) PC-Area F; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C; No UC credit if taken after a college level course in Astronomy, Chemistry, Geology or Physics.

PHYSICS

P102A – GENERAL COLLEGE PHYSICS.....4 UNITS

Prerequisite: Math P101 or equivalent.

Total lecture 54 hours, total laboratory 54 hours. A non-calculus study of the physics of mechanics, heat, and sound. Course is approved for pass/no-pass grading option. C-ID PHYS 105 (A/CSU/UC) PC-Area D; PC-Area F; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C

Note: This course is typically only offered during the fall semester.

P102B – GENERAL COLLEGE**PHYSICS..... 4 UNITS**

Prerequisite: Physics P102A or equivalent.

Total lecture 54 hours, total laboratory 54 hours. The non-calculus based study of the physics of electricity and magnetism, light and optics, relativity, and atomic and nuclear structure. Course is approved for pass/no-pass grading option. *C-ID PHYS 110 (A/CSU/UC)* PC-Area D; PC-Area F; IGETC-5A; IGETC-5C

Note: This course is typically only offered during the spring semester.

P104A – PHYSICS FOR SCIENTISTS & ENGINEERS 4 UNITS

Prerequisite: MATH P103 or equivalent.

Recommended: High school physics or PHYS 102A.

Total lecture 54 hours, laboratory 54 hours. Analysis of mechanics using methods in calculus, Newton's laws of motion, energy, momentum, rotation, gravity, oscillations and wave mechanics and fluid mechanics. The first of a three-semester sequence. *C-ID PHYS 205 (A/CSU/UC)* PC-Area D; PC-Area F; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C

Note: This course is typically only offered during the spring semester.

P104B – PHYSICS FOR SCIENTISTS & ENGINEERS 4 UNITS

Prerequisite: Physics P104A and Math P104, or equivalent.

Total lecture 54 hours, laboratory 54 hours. Topics in classical physics including heat and thermodynamics, electrostatics, electric fields and potential, electric currents, AC and DC electric circuits, magnetic fields, electromagnetic induction, and electromagnetic waves. The second of a three-semester sequence. *C-ID PHYS 210 (A/CSU/UC)* PC-Area D; PC-Area F; IGETC-5A; IGETC-5C

Note: This course is typically only offered during the fall semester.

PHYSIOLOGY**P101 – INTRODUCTORY PHYSIOLOGY.....5 UNITS**

Prerequisite: None.

Recommendation: Chemistry P106 and Anatomy P110.

Total lecture 54 hours, laboratory 108 hours. Basic functions of human body. A detailed study of the physical and chemical basis of life. *C-ID BIOL 120B (A/CSU/UC)* PC-Area E; CSU-B2; CSU-B3; CSU-E; IGETC-5B; IGETC-5C

POLITICAL SCIENCE**P101 – AMERICAN GOVERNMENT.....3 UNITS**

Prerequisite: None.

Total lecture 54 hours. This course is an introduction to American and California Government. It incorporates a comprehensive survey of the dynamics of the American political process at the federal and state level. This course satisfies the educational code requirement in the U.S. Constitution, and state and local government of California. This course may also be offered online. *C-ID POLS 110 (A/CSU/UC)* PC-Area G; CSU-D8; IGETC-4H

P102 – INTRODUCTION TO COMPARATIVE POLITICS 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is an introduction to the comparative analysis of different types of political systems. It analyzes various forms of government in selected countries taking into account their differing political institutions, their processes and policies, their domestic and international environments, the economic systems with which they interact, and the consequences of their differing forms. *CID POLS 130 (A/CSU/UC)* PC-Area G; CSU-D8; IGETC-4H

P103 – INTRODUCTION TO INTERNATIONAL POLITICS 3 UNITS

Prerequisite: None.

Total lecture 54 hours. A comprehensive introduction to international relations. The course introduces the student to contending theoretical approaches to international relations. It examines the characteristics and the roles of national, international, transnational, sub-national and individual level actors as they relate to international politics. *C-ID POLS 140 (A/CSU/UC)* PC-Area G; CSU-D8; IGETC-4H

PSYCHIATRIC TECHNOLOGY**P001 – NURSING SCIENCE CONCEPTS..... 15 UNITS**

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Educations and/or Experience.

Total lecture 162 hours, laboratory 324 hours. This course focuses on concepts necessary for safe, client-centered nursing care for a diverse client population with stable healthcare concerns, with an introduction to the legal and ethical responsibilities of the Psychiatric Technician. The student is introduced to the use of clinical judgment applied to nursing, the nursing process, cultural diversity, and communication techniques used when interacting with clients, families, other support persons, and members of the interdisciplinary team. Other program concepts such as evidence-based care, teamwork/collaboration, and information technology are also introduced. Selected nursing skills are taught in the skills laboratory with opportunities to apply fundamental concepts to basic nursing skills in the clinical setting. (A)

Note: This course is typically offered twice every three semesters.

P002 – THEORIES AND CONCEPTS OF MENTAL HEALTH AND PSYCHIATRIC NURSING 18 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Educations and/or Experience.

Total lecture 216 hours, laboratory 324 hours. This course builds on concepts of nursing science for the acquisition and application of mental health theory and psychiatric nursing, communication, collaboration, and clinical judgement necessary for safe, client-centered nursing care of diverse clients needing various levels of mental health nursing. Application of knowledge and client care skills occur in a variety of settings. (A)

P003 – CONCEPTS OF NURSING CARE OF THE CLIENT WITH DEVELOPMENTAL DISABILITIES..... 17 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Educations and/or Experience.

Total lecture 198 hours, laboratory 324 hours. This course builds on the concepts of nursing science and psychiatric nursing for the acquisition and application of developmental disability theory, communication, collaboration, and clinical judgement necessary for safe, client-centered nursing care of diverse developmentally disabled clients their families, and other support persons. The course incorporates the legal and ethical responsibilities of the Psychiatric Technician in the care of clients with developmental disabilities. Application of knowledge and skills occurs in a variety of clinical settings. (A)

P009 – NURSING FUNDAMENTAL CONCEPTS.....2 UNITS

Prerequisite: None.

Total lecture 36 hours. Introduction to basic concepts that form the foundation of nursing practice. A brief history of the nursing profession is discussed. Concepts relating to professionalism and nursing ethics are outlined in relationship to health care providers. The nursing process is introduced and related to critical thinking. Math utilized when administering medications will be covered. Basic terminology relevant to the nursing field of practice is covered generally and by body systems. Student resources important to their education in the health field are outlined. Students will also be required to research an assigned topic and write a research paper. This course is also offered online. (A)

Note: This course is typically only offered during the fall semester.

P010A – FUNDAMENTALS OF NURSING.... 4 UNITS

Prerequisite: Acceptance in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Experience and/or Experience.

Corequisite: Must be taken concurrently with clinical course PTVN P010D.

Total lecture 72 hours. A study of the basic nursing skills needed to provide total patient care for patients in all age groups. The basic skills include ethics, the nursing process as it applies to communication, body mechanics, medical and surgical asepsis, hygiene, safety, charting, basic physical assessment, nutritional requirements and pharmacology. (A)

Note: This course is typically offered every 3rd semester.

P010B – MEDICAL/SURGICAL NURSING..... 5 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Corequisite: Must be taken concurrently with clinical course PTVN P010D.

Total lecture 90 hours. A study of health and illness using Maslow's Hierarchy of Basic Needs as a theoretical approach. The cause of disease and the many factors influencing health/illness are reviewed. Major body systems are studied with emphasis on assessment, common disorders including etiology, symptoms, medical, nursing, pharmacological, nutritional and rehabilitation interventions. Education of the patient and family is emphasized with sensitivity to cultural needs. (A)

Note: This course is typically offered every 3rd semester.

P010C – LIFE SPAN DEVELOPMENT2 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Total lecture 36 hours. Surveys the developmental process from conception to death. The emphasis is on mental and emotional development and developmental milestones of the normal individual across the entire life span. (A)

Note: This course is typically offered every 3rd semester.

P010D – CLINICAL PRACTICE 6 UNITS

Prerequisite: Acceptance in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Experience and/or Experience.

Corequisite: Must be taken concurrently with theory course PTVN P010A and PTVN P010B.

Total laboratory 324 hours. Clinical practice is done in affiliating hospitals. This course includes the demonstration and practice of basic nursing procedures using the nursing process. The student is functioning as a member of the health team in order to provide individual total patient care to patients in all age groups. This course includes the administration of medica-

tions. This course is offered only on a pass/no-pass grading system. (A)

Note: This course is typically offered every 3rd semester.

P020A – DEVELOPMENTAL DISABILITIES..... 2.5 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy for Granting Credit for Previous Education and/or Experience.

Corequisite: Must be taken concurrently with clinical course PSYT P020F.

Total lecture 45 hours. This course includes the study of the causes, classifications, diagnosis and prevention of developmental disabilities. Not open to students with credit in Psychiatric Technology P053B. (A)

Note: This course is typically offered every 3rd semester.

P020B – UNDERSTANDING & PROMOTING PERSONAL DEVELOPMENT & ADJUSTMENT OF THE DEVELOPMENTALLY DISABLED..... 2 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Corequisite: Must be taken concurrently with clinical course PSYT P020F.

Total lecture 36 hours. This course includes a study of the role of the Psychiatric Technician in meeting the needs of the developmentally disabled in all age groups. (A)

Note: This course is typically offered every 3rd semester.

P020C – PRINCIPLES & PRACTICES OF BEHAVIORAL SUPPORT FOR THE DEVELOPMENTALLY DISABLED 2 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy for Granting Credit for Previous Education and/or Experience.

Corequisite: Must be taken concurrently with clinical course PSYT P020F.

Total lecture 36 hours. This course includes a study of the role of the psychiatric technician in behavior management of clients with developmental disabilities. The principles of behavior modification are studied from historical origins to present day concepts. (A)

Note: This course is typically offered every 3rd semester.

P020D – PHARMACOLOGY/CONCEPTS / PRACTICES..... 1.5 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Corequisite: Must be taken concurrently with clinical course PSYT P020F

Total lecture 27 hours. This module involves the study of medications commonly prescribed for developmentally disabled and mentally ill clients. The focus is on the study of pharmacokinetics, medications and their classifications and addresses; name recognition; mechanisms of actions; indications and dosages; adverse reactions; drug interactions and nursing interventions. Concepts and practices pertinent to the Psychiatric Technician's role and responsibilities in Medication Administration will also be addressed. Not open to students with credit in Psychiatric Technology P053D. (A)

Note: This course is typically offered every 3rd semester.

P020E – THERAPEUTIC COMMUNICATION & RELATIONSHIP 2 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Corequisite: Must be taken concurrently with clinical course PSYT P020F

Total lecture 36 hours. This course includes a study of the fundamentals of communication, therapeutic self, self-awareness, therapeutic communications, communication processes and communication barriers. Also included are effective communication practice, the development and progression of interpersonal relationships, communication strategies and the therapeutic environment. Not open to students with credit in Psychiatric Technology P052E. (A)

Note: This course is typically offered every 3rd semester.

P020F – CLINICAL PRACTICE..... 6 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy for Granting Credit for Previous Education and/or Experience.

Corequisite: Must be taken concurrently with clinical course PSYT P020A-E.

Total laboratory 324 hours. Clinical practice is done in affiliating hospitals to aid the student in functioning as a member of the health team. An introduction to the application of skills utilized in changing the behavior of residents with health, socializing, behavioral and other problems. Clinical practice in administering medications is done by students. This course is offered only a pass/no pass grading system. (A)

Note: This course is typically offered every 3rd semester.

P030A – PSYCHIATRIC NURSING PRACTICE, RESPONSIBILITY & APPROACHES..... 1.5 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy for Granting Credit for Previous Education and/or Experience.

Corequisite: Must be taken concurrently with clinical course PSYT P030F.

Total lecture 27 hours. A study of the legal aspects of psychiatric hospitalization, the Psychiatric Technician Law and mental health legislation. There is an emphasis on the nursing

process as it applies to the therapeutic process and assessment of patients/clients. The psychiatric technician's role on the interdisciplinary team is discussed including documentation. (A)
Note: This course is typically offered every 3rd semester.

P030B – PSYCHOPATHOLOGY I: MAJOR MENTAL ILLNESS 2 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy for Granting Credit for Previous Education and/or Experience.

Corequisite: Must be taken concurrently with clinical course PSYT P030F.

Total lecture 36 hours. A study of schizophrenia and other psychotic disorders, mood disorders and anxiety and related disorders. Diagnostic criteria, symptoms associated with the disorders and management are explored. The therapeutic nurse-patient relationship, pharmacotherapy and milieu management are emphasized. (A)

Note: This course is typically offered every 3rd semester.

P030C – CRISIS ASSESSMENT/ INTERVENTION 1.5 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Corequisite: Must be taken concurrently with clinical course PSYT P030F

Total lecture 27 hours. A study of stress and the human response to stress both physiological and psychological. Identifies the stages, dynamics of a crisis and therapeutic intervention. Assessment tools are discussed including legal aspects and violence potential. (A)

Note: This course is typically offered every 3rd semester.

P030D – PSYCHOPATH II / DISORDERS 2.5 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Corequisite: Must be taken concurrently with clinical course PSYT P030F

Total lecture 45 hours. A study of psychopathology occurring in children and the elderly including diagnostic criteria, symptoms and treatment. Examines personality disorders and their common and distinguishing characteristics, as well as treatment. Also, examines the area of addiction, including specific characteristics and various treatment approaches. (A)

Note: This course is typically offered every 3rd semester.

P030E – THERAPEUTIC METHODS..... 2 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Corequisite: Must be taken concurrently with clinical course PSYT P030F

Total lecture 36 hours. A study of psychoanalytic/psychodynamic, cognitive-behavioral, and existential-humanistic forms of therapy. The elements of a therapeutic milieu are explained and explored. Special therapies are discussed including purpose, benefits and risks. Group therapy including the process, application and the psychiatric technician's role are explored. Pharmacological therapy is reviewed. (A)

Note: This course is typically offered every 3rd semester.

P030F – CLINICAL PRACTICE.....6 UNITS

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Corequisite: Must be taken concurrently with clinical course PSYT P030A-E.

Total laboratory 324 hours. Clinical practice in affiliated clinical settings to promote the demonstration of skills and procedures related to psychiatric nursing. Assignments are designed to promote understanding of abnormal behavior, the ability to effectively interact with and modify patient behavior, and develop professional observation skills and reporting of behavioral symptoms. This course is offered only on a pass/no pass grading system. Not open to students with credit in Psychiatric Technology P054F or P054G. (A)

Note: This course is typically offered every 3rd semester.

PSYCHOLOGY

P101A – GENERAL PSYCHOLOGY 3 UNITS

Prerequisite: None.

Advisories/Recommendations: English, one level below transfer (i.e., eligibility for English composition (C-ID ENGL 100) and reading (a course with an exiting skill of ability to read a college level text)).

Total lecture 54 hours. Psychology is the scientific study of behavior and mental processes. The content focuses on the exploration of major psychological theories and concepts, methods, and research findings in psychology. Topics include the biological bases of behavior, perception, cognition and consciousness, learning and memory, emotion, motivation, development, personality, social psychology, psychological disorders and therapeutic approaches, and applied psychology. This course is also offered online or as a hybrid course. C-ID PSY 110 (A/CSU/UC) PC-Area H; CSU-D9; CSU-E; IGETC-4I

P110 – ABNORMAL PSYCHOLOGY..... 3 UNITS

Prerequisite: None.

Advisories/Recommendations: English, one level below transfer (i.e., eligibility for English composition (C-ID ENGL 100) and reading (a course with an exiting skill of ability to read a college level text)).

Total lecture 54 hours. This course provides an overview of the causes, symptoms and treatments of psychological disorders based on the biological, cognitive, and behavioral theoretical perspectives. Focus is on the description, classification and assessment of anxiety disorders, mood disorders, substance abuse and addiction, eating disorders, schizophrenia and other psychotic disorders, personality disorders, and sexual disorders. It incorporates use of the Diagnostic and Statistical Manual, 5th ed., (DSM-5), and discussions of legal issues pertaining to civil and criminal commitment. (A/CSU/UC) PC-Area H

P126 – LIFESPAN HUMAN DEVELOPMENT..... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. Surveys the developmental process from conception to death, with an emphasis on the physical, cognitive, and psychosocial changes of the normal individual. Students will apply the major theoretical perspectives of psychology to human development, and analyze research findings utilizing various research methods. (A/CSU/UC) PC-Area H; CSU-D9; CSU-E

P133 – PSYCHOLOGY OF PERSONAL & SOCIAL ADJUSTMENT..... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is designed with an applied focus for students interested in how psychology is used in everyday life and is related to other social sciences. The course surveys different psychological perspectives and theoretical foundations and how these are applied across a person's life, taking into account the influence of factors such as culture, gender, ethnicity, historical cohort, and socio-economic status. A broad understanding of how scientists, clinicians, and practitioners study and apply psychology is emphasized. (A/CSU/UC) PC-Area H; CSU-D9; IGETC-4I

P223 – CHILD PSYCHOLOGY.....3 UNITS

Prerequisite: None.

Total lecture 54 hours. Examination of the major developmental milestones for children, both typical and atypical, from conception through adolescence in the areas of physical, psychosocial, and cognitive development, emphasizing interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages. Course is also offered online. [Equivalent to CHDV P223]. C-ID CDEV 100 (A/CSU/UC) PC-Area H; CSU-D9; IGETC-4

SOCIOLOGY

P101 – THE SOCIAL WORLD..... 3 UNITS

Prerequisite: None.

Recommendation: Eligible for English P101A or equivalent.

Total lecture 54 hours. As a survey course, The Social World provides an introduction to the discipline of sociology. This course examines the human experience as it emerges in groups by exploring fundamental concepts related to the study of modern societies, including social institutions, social structure, culture, social power, social class and social change. The course will familiarize students with the major contributors, theories, and methods of the discipline and students will learn about them as they collect their own data and analyze it in the context of their readings. C-ID SOCI 110 (A/CSU/UC) PC-Area H; CSU-D0; IGETC-4J

P102 – SOCIAL PROBLEMS 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course offers a critical analysis of the conditions of society that lead to negative human consequences for a significant number of people. Sociological theories, research methods and critical thinking will be employed to evaluate current challenges facing local, U.S. and global communities. Students will demonstrate an understanding of the relationship between evidence and social analysis. Issues addressed include social inequality, deviance, healthcare, education, politics, media, environmental crises, war and terrorism, and cross-cultural analysis. C-ID SOCI 115 (A/CSU/UC) PC-Area H; CSU-D0; CSU-E; IGETC-4J

P130 – FAMILY AND SOCIETY.....3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course offers a sociological analysis of the family, including historical and recent changes, present nature and the socio-cultural and economic forces shaping these changes. Issues addressed include the family as a social institution, the social construction of gender, partnership and marriage, sexuality, work, parenting, violence, and aging. Interdisciplinary approaches to studying the family reveal cultural variations in families both over time and across groups and societies and their place in the human community. C-ID SOCI 130 (A/CSU/UC) PC-Area H; CSU-D7; CSU-E; IGETC-4J

P140 – GENDER AND SOCIETY 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course offers a sociological analysis of gender in contemporary society, including a brief survey of the feminist movement and the stories of some of its earliest leaders. Issues addressed include gender as a social institution, the social construction of gender, gender and sexuality, social inequality, and the effects of gendered thinking in contemporary mainstream culture on the structure of social institutions and on public perception of social issues and political systems. By studying gender, the course reveals cultural distinctions among men's and women's perspectives and the political consequences of those differences for women's and men's experi-

ences related to health, families, religion, education, politics and work, among others. C-ID SOCI 140 (A/CSU/UC) PC-Area H; PC-AREA J; CSU-D4; CSU-D7;

P150 – AMERICAN ETHNICITY..... 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course is a sociological analysis of race and ethnic relations in the U.S. Sociological and interdisciplinary approaches, theories, and research will be employed to explore and evaluate the cultural, political and economic practices and institutions that support or challenge racism, racial and ethnic inequalities as well as historical and contemporary patterns of interaction among various racial and ethnic groups. Topics addressed include the cultural and geographical diversity, socio-economic status, health status, political conditions of various groups as well as the social psychological impact of social inequality and colonialism. C-ID SOC 150 (A/CSU/UC) PC-Area H; PC-Area-J

P160 – CRIME AND SOCIETY 3 UNITS

Prerequisite: None,

Total lecture 54 hours. This course offers a sociological analysis of crime, criminal behavior, and the criminal justice system. By exploring the concepts of social control and related topics such as social norms, deviance, and social inequality as well the history and social construction of crime and criminality, the course examines the definition of crime and its violations and the laws and methods used to control criminal behavior. The course also explores the measurement of crime and basic theoretical explanations of criminal behavior. C-ID SOCI 160 (A/CSU/UC) PC-Area H; CSU-D10; IGETC 4J

P170 – COMMUNITY & SOCIAL PSYCHOLOGY 3 UNITS

Prerequisite: None.

Recommended: Eligible for English one level below transfer.

Total lecture 54 hours. As an introduction to social psychology, this course considers individual human behavior in relation to community and other social environments from sociological and psychological perspectives. The concepts of the individual and collective psyche will be examined in the context of the influence of the situation, of other individuals and the social group. Emphasized topics include power, culture, aggression, prejudice and stereotypes, interpersonal attraction, attitudes and attitude change, conformity, group phenomena, gender, cultural norms, perception and cognition, as well as application of group and community intervention processes. C-ID PSY 170 (A/CSU/UC) PC-Area H; CSU-D7; CSU-D9; CSU-D10; CSU-E; IGETC-4J

SPANISH

P101 – ELEMENTARY SPANISH..... 5 UNITS

Prerequisite: None.

Total lecture 90 hours. Introduction to Spanish language and culture. Students will learn basic grammar and vocabulary for speaking, reading, understanding and writing at the beginning level as well as learn about the culture and civilization of the Spanish-speaking world. This course may have an online component which requires the student to access the Internet weekly C-ID SPAN 100 (A/CSU/UC) PC-Area L; CSU-C2; IGETC-6A

UC transfer - Span P101 and SPAN P105 combined: maximum credit, one course.

P102 – ELEMENTARY SPANISH..... 5 UNITS

Prerequisite: Spanish P101 with a grade of “C” or better; or equivalent as assessed by the instructor/advisor.

Total lecture 90 hours. This course is a continuation of the introduction to the Spanish language and culture presented in Spanish P101. Students will continue to focus on the grammar and vocabulary necessary for speaking, reading, understanding and writing at the high-beginner level as well as learning about the culture and civilization of the Spanish-speaking world. The course may have an online component which requires the students to access the Internet weekly. C-ID SPAN 110 (A/CSU/UC) PC-Area L; CSU-C2; IGETC-6A

UC transfer - Span P102 and SPAN P106 combined: maximum credit, one course.

P103 – INTERMEDIATE SPANISH 5 UNITS

Prerequisite: None.

Recommendation: Grade of “C” or higher in Spanish P102 or equivalent (or native speaker or equivalent).

Total lecture 90 hours. Intensive grammar review; reading of Spanish and Spanish-American literature including modern novels and plays; conversation, special drills in pronunciation, composition. This class will be taught entirely in Spanish. C-ID SPAN 200 (A/CSU/UC) PC-Area L; CSU-C2; IGETC-6A ; IGETC-3B

P104 – INTERMEDIATE SPANISH 5 UNITS

Prerequisite: None.

Recommendation: Grade of “C” or higher in Spanish P103 or equivalent (or native speaker or equivalent).

Total lecture 90 hours. Continuation of Spanish P103. Intensive grammar review, composition and conversations. Continued advanced readings of Latin American and Spanish writers. Drill in pronunciation. This class will be taught entirely in Spanish. C-ID SPAN 210 (A/CSU/UC). PC-Area L; CSU-C2; IGETC-6A; IGETC-3B

P105 – SPANISH FOR SPANISH SPEAKERS..... 5 UNITS

Prerequisite: Spanish P102 with a grade of “C” or better or equivalent; or Spanish native speaker proficiency as assessed by the instructor/advisor.

Total lecture 90 hours. Designed for students whose native language is Spanish but need to improve their writing, grammar vocabulary, and spelling skills. Strong emphasis will be placed on punctuation, accent rules, composition, grammar, vocabulary and reading of Spanish and Latin-American literature including modern novels and plays. Course taught entirely in Spanish. C-ID SPAN 220 (A/ CSU/UC) PC-Area L; CSU-C2; IGETC-6A; IGETC-3B

UC transfer - Span P101 and SPAN P105 combined: maximum credit, one course.

P106 – SPANISH FOR SPANISH SPEAKERS..... 5 UNITS

Prerequisite: Spanish P105 with a grade of “C” or better or equivalent; or Spanish native speaker proficiency as assessed by the instructor/advisor.

Total lecture 90 hours. A continuation of Spanish P105. Designed for students whose native language is Spanish but need to improve their writing, grammar, vocabulary, and spelling skills. Strong emphasis will be placed on punctuation, accent rules, composition, grammar, vocabulary, and readings of Spanish and Latin-American literature, including modern novels and plays. Course taught entirely in Spanish. C-ID SPAN 230 (A/ CSU/UC). PC-Area L; CSU-C2; IGETC-6A; IGETC-3B

UC transfer - Span P102 and SPAN P106 combined: maximum credit, one course.

P107 – CONVERSATIONAL SPANISH..... 3 UNITS

Prerequisite: None

Total lecture 54 hours. This course is designed for students who need to understand and speak Spanish confidently at a basic level. Emphasis will be made on oral practice, pronunciation and vocabulary building through the use of everyday situations. This course is neither a prerequisite nor equivalent to SPAN P101 and can be taken concurrently with SPAN P101. (A/CSU/UC)

SPECIAL STUDIES

P148 - P058 - P078 – SPECIAL STUDIES 1-3 UNITS

Prerequisite: None.

Lecture 18 hours, laboratory 54 hours, or combination of each credit, may be utilized by any division under any approved program for a single offering, innovative, experimental, or TV course. Course outline to be approved by the Vice President of Academic Affairs and Chancellor’s designee. P148 – (A/CSU); P058 – (A)

STUDENT SUCCESS

P105 – COLLEGE PLANNING AND SUCCESS 1 UNIT

Prerequisite: None.

Total lecture 18 hours. Designed for goal setting, college skill building and exercises in critical thinking and stress management, and making informed decisions about academic planning for college and career success. New students should complete the class during their first semester. Not open to students with credit in EDUC P101 or INST P105 (A/CSU) PC-Area A

P106 – PERSONAL AND CAREER EXPLORATION 2 UNITS

Prerequisite: None.

Total lecture 36 hours. This course is designed for students who are interested in exploring and examining careers and investigate factors that often determine career choices. This class will give students a broad overview of career selection as well as financial literacy. Not open to students with credit in EDUC P102 or INST P106. (A/CSU) PC-Area A

P107 – STRATEGIES FOR PERSONAL AND ACADEMIC SUCCESS..... 2 UNITS

Prerequisite: None.

Total lecture 36 hours. This is a comprehensive survey course that focuses on academic as well as personal growth and development strategies as they relate to personal and academic values and priorities, college culture and diversity, procrastination, motivation, self-responsibility and awareness, behavior modification, problem-solving, goal setting and planning, critical analysis, time management, probation policies, and study skills. Recommended for students in transition from high school to college, and re-entry adults returning to school. Not open to student with credit in EDUC P107 or INST P107 (A/CSU) PC-Area A

WELDING

P116 – ARC & GAS WELDING 3 UNITS

Prerequisite: None.

Total lecture 54 hours. This course covers the basic theory of oxyacetylene and arc welding equipment and processes. It also includes welding and/or cutting of mild steel in flat, vertical and overhead positions in sheet, plate and pipe.. (A/CSU)

P118 – INERT GAS ARC WELDING 3 UNITS

Prerequisite: None.

Total lecture 36 hours, total laboratory 54 hours. This course is the Gas Metal Arc Welding (GMAW, MIG), Gas Tungsten Arc Welding (GTAW, TIG), and Flux Cored Arc Welding (FCAW) processes, in the flat, horizontal, vertical and overhead positions. Plasma cutting, practical and theoretical, is part of the instruction. It also includes safety procedures, electrode selection, MIG and TIG process set-ups, Joint fit-up, materials identification, weld quality and testing. The focus is on theory and practice. (A/CSU)

GLOSSARY

GLOSSARY OF TERMS

For those who have never attended college before, the following brief explanation of common terms used at Porterville College is provided.

A.A., Associate in Arts: Degree granted by California Community Colleges.

A.A.-T, Associate in Arts for Transfer: Degree granted by California Community Colleges and intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus.

A.S., Associate in Science: Degree granted by California Community Colleges.

A.S.-T, Associate in Science for Transfer: Degree granted by California Community Colleges and intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus.

Academic Disqualification: Students are placed in this status after being on probation for three consecutive semesters.

Academic Probation: Status of students who have cumulative GPAs below 2.00. A meeting with a counselor is required to register for any future semester.

Articulation: Articulation agreements identify specific courses or sequences of courses at one institution that are considered comparable to, or acceptable in lieu of, a course or course sequence at another institution.

Assessment: The process of collecting student information through standardized tests, academic transcripts, surveys, and interviews for the purpose of assisting students with the development of educational plans.

ASSIST: ASSIST is a computerized student-transfer information system that can be accessed over the World Wide Web <http://www.assist.org>. It displays reports of how course credits earned at one California college or university can be applied when transferred to another. ASSIST is the official repository of articulation for California's colleges and universities and, therefore, provides the most accurate and up-to-date information available about student transfer in California. For further information, see a counselor.

Bachelor's Degree: Degree granted by four-year colleges. Usually the Bachelor of Arts (B.A.) or the Bachelor of Science (B.S.).

Catalog Rights: Refers to the right of the student to elect to meet the graduation requirements in effect the academic year of first enrollment, as long as continuous enrollment is maintained, or at the time of graduation. Catalog rights apply only to Porterville College graduation and program requirements. If other institutions change their requirements for entrance, graduation, satisfaction of general education patterns or in other ways, it may be necessary for the student to meet the new requirements upon transfer, even if continuous enrollment has been maintained.

Certificate of Achievement: A certificate of achievement is awarded for the completion of a formal instructional program, with a minimum of 18 units, which is designed to give the learner the skills, knowledge and attitudes required for a specific field or endeavor.

Class Schedule: The listing of courses including hours, instructors, and room assignments offered each semester.

Community Education Classes: Fee-funded vocational and recreational classes. These classes carry no credit value.

Credit Course: Courses for which units are granted.

Electives: Courses taken by the student which do not fulfill any specific requirement but provide units toward the degree.

General Education: Certain groups of courses required of all degree candidates regardless of their major. These may differ for the A.A. and A.S. Degrees and for transfer.

Grade Point Average (G.P.A.): The average of a student's grades.

Hybrid Course: A course utilizing more than one mode of instructional delivery. Instruction may be delivered by such modes as, for example, the Internet, email, video, and the classroom.

Job Skills Certificate: The Job Skills Certificate (*less than 18 units*) document the satisfactory completion of training in a specific area of study. Job Skills Certificates are not included on transcript.

Lower Division: The first two years of college work, i.e., freshman and sophomore years and/or courses. By law, only lower division work can be offered at Porterville College.

Major: The major field of study a student plans to pursue, i.e., biology, nursing, etc.

Non-Credit (ungraded) Course: Course for which no units are given.

Online: Courses delivered via the Internet. Students must have access to a computer and Internet Service Provider (ISP) with an e-mail address. Online courses allow students to attend class "anytime, anywhere." Course content and requirements are the same as traditional Face To Face (F2F) courses on the main campus.

Open Entry/Open Exit: Open entry/open exit allows a student to enroll in a class any day or evening throughout the school year and to finish a course any time during the school year.

Orientation: Orientation is recommended for all new students and should be done after assessment testing.

Pass No-Pass Grading: A grading system allowing a course to be taken for a grade of Pass No-Pass rather than for a letter grade of A, B, C, D, F.

Placement: The process of advising a student to enroll in a particular course based on valid prerequisites, valid standardized tests, and other multiple measures.

Prerequisite: A requirement which must be completed prior to enrollment in a course. If required, it is listed in the course description. Prerequisites are expressed as minimum requirements. For example, with a grade of “C” means that a grade of “C” or higher is acceptable.

Progress Disqualification: Status of students with 50 percent or more of their units with grades of W, I, or NC for three consecutive semesters. Students can only be readmitted by petition.

Progress Probation: Status of students with 50 percent or more of their units with grades of W, I, or NC. Students must see a counselor before they can register for a future semester.

Recommended: If a course has “recommended preparation” it means that it is possible, but difficult, to successfully complete the course without the recommended preparation.

Semester Unit: In general, a semester unit represents one hour of lecture or three hours of laboratory per week for a semester. Graduation requires that at least 60 semester units be completed. One semester unit is equivalent to one-and-a-half quarter units.

Student Educational Plan: A plan developed for each student which identifies the student’s educational objectives and the courses, services, and programs to be used to achieve them.

Student Success: A process to assist students in attaining their educational goals consisting of orientation, assessment, counseling and student educational plans.

Transcript (of Record): Copy of student’s college record prepared by the Office of Admissions and Records .

Update: Students must update their basic information before they can register for any semester. This can be done in the Counseling Office.

Upper Division: The last two years of college work, i.e., junior and senior years and/or courses. Upper division work is not offered nor generally accepted in transfer at Porterville College.

ADMINISTRATION, FACULTY AND STAFF

CONFIDENTIAL/CLASSIFIED MANAGEMENT/ADMINISTRATION

Arvizu, Primavera *Vice-President, Student Services*
B.S., California State University, Bakersfield;
M.S., California State University, Bakersfield

Behrens, Kim *Associate Dean, Nursing / Allied Health*
B.S.N., Humboldt State University,
M.S.N., Graceland University

Carley, Michael *College Institutional Researcher*
B.A., California State University, Fresno;
M.A. Stanford University

Cascio, Joseph *Director, Student Programs/Athletics*
Interim, Dean of Instruction
A.A., El Camino College;
B.A., CSU Dominguez Hills;

Chiapa, Ramona *Executive Director, Foundation*
B.A., University of California, Santa Barbara;
M.A., University of Southern California, Los Angeles

Dearmore, Todd *Safety & Security Program Manager*
B.S.B.M., University of Phoenix

Dozier, Reagen *Program Manager, Basic Skills*
B.A., University of California, Berkeley;
M.S., University of California, Berkeley

Habib, Claudia *President*
B.A., California State University, Fresno
M.A., National University
Ed.D., California State University, Fresno

Hannah, Felisa *Administrative Assistant, President*
A.A., American River College, Sacramento;
B.S., California State University, Sacramento

Haynes, Tiffany *Director, Financial Aid*
B.A., Chapman University, Orange;
M.A., Fresno Pacific University

Kerwin, Kevin *Accounting Manager*

Link, Gerred *Director, Athletics*
B.S., Sonoma State University
M.A., Fresno Pacific University

Michelle Miller-Galaz *Interim, Dean of instruction*
Ed.D., Northeastern University, Boston MA
MBA, University of Phoenix, Bellevue Campus, WA
B.S., Cameron University, Lawton OK

Navarrette, Jay *Director, Information Technology*

Perez, Roger.... *Marketing and Communications Manager*
B.A., University of Pittsburgh

Russell, James (Thad) *Vice-President, Instruction*

Salazar, McKenna *Program Director,*
CTE / Dual Enrollment
B.S., University of Phoenix
MAEd-AET, University of Phoenix

VanDerHorst, Anne..... *Human Resources Manager*
A.A., Bakersfield College;
B.S., University of Phoenix

Warren, Kimanthi..... *Program Director, Equity and*
Education Services
B.S., CSU Dominguez Hills;
M.A., Azusa Pacific University

Williams-Harmon, Arlitha *Vice President, Finance &*
Administrative Services
B.S., University of Southern California;
MPA, California State University, Long Beach;
Ph.D., Mississippi State University

Wingfield, Erin..... *Director, Enrollment Services*
B.S., University of Phoenix;
M.A., Fresno Pacific University

Word, John *Director, Maintenance & Operations*

FACULTY

Acres, Dustin (*Professor*) **Mathematics**
B.A., California State University, Bakersfield;
M.A., California State University, Bakersfield

Bady, Terry (*Associate Professor*) **Nursing**
A.S.N., Ventura Community College;
B.S.N., California State University, Dominguez Hills;
M.S.N., F.N.P. California State University, Dominguez Hills

Baird, Rebecca (*Professor*) **History**
B.A., University of California, Los Angeles;
M.A., University of Connecticut;
Ph.D., Arizona State University

Benander, Kathryn (*Professor*) **English**
B.A., California State University, Bakersfield;
M.A., California State University, Bakersfield

Bishop, Karen (*Professor*) **Sociology**
B.A., University of West Florida, Pensacola;
M.A., University of Connecticut, Storrs;
M.A., Depth Psychology, Pacifica Graduate Institute, Carpinteria

Black, Melissa (*Professor*) **English**
B.A., University of Redlands;
M.A., San Francisco State University

Britton, Craig (*Professor*) **Agriculture**
B.S., California State University, Fresno

Buchanan, Elizabeth (*Associate Professor*) **Reading**
B.A., California State University, Fullerton;
M.A., California State University, Fullerton;

Burgess, Sherie (*Professor*) **Mathematics**
A.S., Porterville College;
B.S., Cal Poly, San Luis Obispo;
M.S., California State University, Long Beach;
Ed.D., California State University, Fresno

Callison, Shaunna (*Professor*) **Biological Science**
A.S., Porterville College;
B.A., California State University, Fresno;
M.A., California State University, Fresno

Carranza, Araceli (*Associate Professor*) **Counselor**
B.S., California State University, Fresno
M.A., California State University, Bakersfield

Carson, James (*Professor*) **Information Systems**
B.S., California State University, Fresno;
M.B.A., California State University, Bakersfield

Ceballas, Ana (*Associate Professor*) **Counselor**
A.A., Porterville College;
B.A., California State University, Fresno;
M.S., California State University, Fresno;

Cisneros, Bulmaro (*Associate Professor*) **ESL**
M.A., Santa Barbara University;
Ed.D., Northcentral University, Preston

Cortez, Stepahnie (*Assistant Professor*) **Business**
B.A., Fresno Pacific University;
M.B.A., Grand Canyon University

Crewse, Terry (*Professor*) **Mathematics**
B.S., University of California, Riverside;
M.S., University of California, Riverside

Davis, Bret (*Professor*) **Physical Education**
B.S., San Jose State University;
M.S., California State University, Hayward

Dugan, Vickie (*Professor*) **Women's Softball Coach**
B.A., Fort Hays Kansas State University, Hays;
B.S., Fort Hays Kansas State University, Hays;
M.Ed., Utah State University, Logan

Ebert, Christopher (*Associate Professor*) **Librarian**
B.A., California State University, Fresno;
M.A., California State University, San Jose

Entz, James (*Professor*) **Art**
A.A., Cuesta College;
B.S., University of California, Irvine;
M.F.A., Otis College of Art and Design, Los Angeles

Flummer, Matthew (*Professor*) **Philosophy**
B.S., Jacksonville State University;
M.Div., New Orleans Baptist Theological Seminary;
M.A., University of Missouri, St. Louis;
Ph.D., Florida State University

Ghilarducci, John (*Assistant Professor*) **Counselor**
B.S., Physics, California State University, Bakersfield;
M.S., Azusa Pacific University

Goode, Richard (*Professor*) **Physical / Earth Sciences**
B.G.S., University of Nevada
M.S., Geoscience, Mississippi State University

Guillen, Lupe (*Professor*) **Nursing**
A.S., College of the Sequoias;
B.S.N., California State University, Fresno;
M.S.N., University of California, San Francisco

Gutierrez, Maria "Connie" (*Professor*) **Spanish**
A.A., College of the Sequoias, Visalia;
B.A., California State University, Fresno;
M.A., California State University, Fresno

Haberkorn, Manuela (*Assistant Professor*) **Nursing**
B.A., University of Phoenix;
M.A., University of Phoenix

Hall, Brandon
(*Assistant Professor*) **Administration of Justice**
B.S., Fresno Pacific;
M.S., Trident University

Haney, Kendra (*Professor*) **Chemistry**
B.S., Washington & Lee University, Lexington;
M.S., Virginia Commonwealth University, Richmond

Hartsell, Ethan (*Professor*) **Communications**
 B.A., University of California, Santa Barbara
 M.A., University of California, Santa Barbara
 Ph.D., University of California, Santa Barbara

Hernandez, Jonathan
 (*Associate Professor*) **Communication**
 A.A., Reedley College;
 B.A., California State University, Fresno;
 M.A., California State University, Fresno

Hodges, Catherine (*Professor*) **English**
 B.A., English, University of Redlands;
 M.A., English, Central Washington University;
 M.A., Intercultural Studies, Wheaton Graduate School.

Jordan, Mary Jo (*Professor*) **Child Development**
 M.A., Pacific Oaks College

Kavern, David (*Professor*) **Physical Education**
 A.A., Porterville College;
 B.A., California State University, Sacramento;
 M.S., Ohio University

Keele, Elizabeth (*Associate Professor*) **Nursing**
 B.S., Brigham Young University
 M.S., New York Chiropractic College

Keele, Jeffrey (*Professor*) **Political Science / Economics**
 B.A., Brigham Young University;
 M.A., University of California, Berkeley;
 Ph.D., University of California, Berkeley

Lawrence, Joy (*Associate Professor*) **English**
 A.A., Bakersfield College;
 B.A., California State University, Fresno;
 M.A., California State University, Fresno

Long, Melissa (*Professor*) **English**
 B.A., California State University, Chico;
 M.A., California State University, Chico

Lozano, Vira (*Professor*) **Psychology**
 A.A., College of the Sequoias, Visalia;
 B.A., California State University, Fresno;
 M.A., California State University, Fresno

Lyons, Diran (*Associate Professor*) **Art**
 B.A., California State University, Fresno;
 M.F.A., University of California, Santa Barbara

McVay, Betty (*Associate Professor*) **Psych Tech**
 A.S., West Hills College, Coalinga;
 B.A., Brandman University, Irvine

Minter-Procter, Teresa (*Professor*) **Biological Science**
 A.S., Porterville College;
 B.S., Pepperdine University;
 M.S., University of California, Riverside.
 Additional graduate study, California State University, Fresno;
 University of California, Davis

Mouanoutoua, Kongming (*Professor*) **Counselor/EOPS**
 A.A., Oakland City University;
 B.A., National University, Fresno;
 M.A., Fresno Pacific University

Olmedo-Hinde, Stephanie
 (*Associate Professor*) **Counselor-DRC**
 B.S., California State University, Bakersfield;
 M.S., California State University, Bakersfield

Onizuka, Ian (*Associate Professor*) **Mathematics**
 B.S., Whitman College, Walla Walla
 M.A.Ed, University of Phoenix

Piersol, Christopher (*Professor*) **Chemistry**
 B.S., Purdue University, West Lafayette;
 M.S., University of California, Los Angeles

Pummill, Cindy
 (*Professor*) **Mathematics / Physical Education**
 B.A., Concordia College;
 M.S., California State University, Fullerton

Queenan, Elizabeth
 (*Associate Professor*) **Business Economics**
 B.S., California State University, Bakersfield;
 M.B.A., Northcentral University;
 M.A., American Military University
 Ed.D., California State University, Bakersfield

Reagan, Di Phan (*Associate Professor*) **Mathematics**
 B.A., California State University, San Bernardino;
 M.A., California State University, San Bernardino

Rector, Sarah (*Associate Professor*) **Music**
 B.A., California State University, Fresno;
 M.M., University of Memphis

Rice, Daniel (*Assistant Professor*) **English**
 B.A., California State University, Bakersfield;
 M.A., National University, LaJolla

Roche, Christopher (*Professor*) **Psych Tech**
 A.A., Porterville College;
 B.A., Fresno Pacific University

Roman, Maria (*Professor*) **Counselor / Veterans**
 A.A., Porterville College;
 B.A., California State University, Bakersfield;
 M.A., California State University, Bakersfield

Ruelas, Miguel (*Professor*) **Mathematics**
 B.S., U.C.L.A.;
 M.A., University of California, Santa Cruz

Satko, Jon (*Professor*) **Physics / Astronomy**
 B.S., College of William and Mary;
 M.S., University of Colorado, Colorado Springs

Serrato, Patricia (*Professor*) **Counselor**
 A.A., Porterville College;
 B.A., Cal Poly, San Luis Obispo;
 M.S., California State University, Bakersfield

- Simpkins, Robert** (*Professor*) ***Anthropology***
 B.A. California State University, San Jose;
 M.A., University of Wisconsin;
 Ph.D., University of Wisconsin
- Syrdahl, Rickelle** (*Professor*) ***Biology***
 B.A., University of California, Santa Barbara;
 M.S., California State University, Chico
- Tatro-Duarte, Rachel** (*Associate Professor*) ***English***
 B.A., California State University, Bakersfield;
 M.A., California State University, Bakersfield
- Thompson, James** (*Professor*) ***Communication***
 B.A., California State University, Fresno;
 M.A., California State University, Fresno
- Vanni, Chris** (*Associate Professor*) ***Biology***
 A.S., Porterville College;
 B.S., California State University, Bakersfield;
 M.S., California State University, Bakersfield
- Vasquez, Yolanda** (*Professor*) ***EOPS / Care Counselor***
 A.A., Porterville College;
 B.S., California State University, Fresno;
 M.A., California State University, Fresno
- Vaughn, Debra** (*Associate Professor*) ***Nursing / Sim Cord***
 A.S., Porterville College;
 B.S.N, University of Phoenix;
 M.S.N Ed., University of Phoenix
- Vega, Miles** (*Professor*) ***Counselor***
 B.A., The Masters College;
 M.S., California State University, Dominguez Hills;
 Secondary teaching credential, Loyola Marymount University
- Ward, Beverly** (*Professor*) ***Nursing***
 A.S., Porterville College;
 B.S., California State University, Bakersfield
- Wiens, Joel** (*Professor*) ***Biology***
 B.A., Tabor College;
 M.A., California State University, Fresno;
 Ed.D., Pepperdine University

CLASSIFIED PERSONNEL**Anaya, Andrea** – Admissions & Records Technician II**Aparicio, Angela** – Child Dev. Center Associate Teacher**Baca, Rosaura** – Educational Advisor**Bailly, Eric** – Skilled CraftsWorker**Bean, Tera** – Department Assistant II**Bolanos, Lourdes** - Financial Aid Assistant**Butler, Levern “Vern”** – Systems Support Spec I**Cabrera, Diana** – Department Assistant III**Cabunoc, Billyjean** – Educational Advisor**Carrasco, Charlene** – Learning Center Technician**Caceres, Manuel** – System Support Specialist I**Castaneda, Christian** – Custodian II**Caudillo, Alexander** – Custodian I - Evening**Cruz, Veronica** – Admissions & Records Assistant**Daniels, Monica** – Program Technician**Escareno, Jacqueline** – Educational Advisor**Fallert, Judy** – Instruction Office Specialist**Fernandez, Jolene** – Department Assistant III - M&O**Figueroa, Nora** – Department Assistant III**Griggs, Cherise** – Admissions & Records Technician II**Goebal, Anja** – Athletic Trainer**Guerrero, Irene** – Library Technician II**Halopoff, Janice** – Admissions & Records Technician II**Harter, James “Terry”** – Systems Support Spec II**Hefflefinger-Waddle, Jill** – Child Dev. Center Teacher**Hernandez, Maribel** – Executive Secretary**Herrera, Michelle** – Program Technician**Jauregui, Analicia** – Department Assistant III, SSSP**Lanning, Jana** – Child Dev. Center Teacher**Logan, Jodie** – Administrative Assistant**Macias Jr., Jorge** – Financial Aid Technician**Martinez, Linda** – Department Assistant II**Martinez, Klautitsy (*Vianey*)** – Human Resources Assistant**Medrano, Victor** – Computer Lab Assistant**McIntosh, Emily** – Accompanist**Mejia, John** – Program Technician - Title V**Meurer, Dolores** – Graphics Technician**Minchew, Todd** – Groundsworker II**Narvaiz, Alex** – Groundskeeper II**Natera, Carlos** – Ground Maintenance Supervisor**Nelms, Robert “Arnie”** – Custodian I**Nix, Annette** – Administrative Secretary**Noel, Tim** – Plumber/Skilled Craftsworker**Oropeza, Conception** – Education Advisor**Ortega, John** – Financial Aid Technician**Ott, Kevin** – Web Content Editor**Palomino, Victoria** – Custodian I**Peters, Jacqueline** – Accounting Technician II**Phillips, Tammy** – Child Dev. Center Assistant**Phinney, Sarah** – Educational Media Design Specialist**Platas, Maria** – Accounting Technician II**Porreco, Jennie** – Human Resources Assistant**Ramirez, Efren** – Groundsworker I**Ramirez, Juan** – Maintenance Worker**Ridenhour, Cody** – Department Assistant I**Rojas, Vincent** – Custodian I**Roman, Fernando** – Alt Media Specialist**Salazar, Antonio** – Education Advisor**Tanguma, Joe** – Custodian II**Vallejo, Rachel** – Program Technician**Vanderwerff, DJ** – Institutional Research Analyst**Velasco, Rebecca** – Executive Secretary, Health Careers**Warren, Miranda** – Administrative Assistant**Williams, Shauna** – Sign Language Interpreter I**Wright, Jolene** – Admissions & Records Assistant

TELEPHONE DIRECTORY

TELEPHONE DIRECTORY**ADMINISTRATION**

President.....	791-2316
Vice President, Academic Affairs	791-2307
Vice President, Student Services.....	791-2208

ADMISSIONS AND RECORDS

Admissions-Registration.....	791-2220
------------------------------	----------

FINANCIAL AID

Financial Aid.....	791-2301
--------------------	----------

CAMPUS SECURITY

Campus Security	791-2440
Safety Manager	791-2459

INFORMATION CENTER

Information Center.....	791-2330
-------------------------	----------

STUDENT SERVICES

Placement.....	791-2329
Athletic Director	791-2260
Bookstore	791-2252
Counseling	791-2329
Disabled Student Programs and Services	791-2215
EOPS.....	791-2224
Health Services	791-2212
Tutorial Center	791-2236
Library.....	791-2318
Lost and Found	791-2330
ASPC.....	791-2325
Tutorial Center	791-2236
Veterans Affairs.....	791-2402
Veterans Resource Center	791-2222
Porterville College	www.portervillecollege.edu

INDEX

INDEX

About the College	9
A.A., Associate in Arts.....	150
A.A.-T, Associate in Arts for Transfer	150
A.S., Associate in Science.....	150
A.S., Associate in Science for Transfer.....	150
Academic Advising	36
Academic Calendar	11
Academic Disqualification.....	150
Academic Eligibility	16
Academic Freedom	36
Academic Honesty	40
Academic Instructional Methods	36
Academic Information and Standards	35
Academic Probation.....	21, 150
Academic Progress.....	28
Academic Renewal	36
Academic Standing	21
Accounting.....	82, 92, 103
Accreditation.....	11
Acoso Sexual	14
Additional Campus Graduation Requirements	47
Admission and Registration	15
Administration Hold	22
Administration, Faculty and Staff	153
Administration Personnel.....	154
Administration of Justice	60, 82, 103
Admissions Application / CCCApply	16
Advanced Computing	93
Advanced English as a Second Language (<i>ESL</i>)	92
Advanced Information Systems.....	60
Advanced Placement (<i>AP</i>) Test.....	43, 44
Advanced Placement Program.....	39
Advising & Counseling.....	26
Agriculture	106
Agriculture; Production	61
Agribusiness.....	61
American Sign Language.....	107
Anatomy.....	108
Anthropology	62, 108
Anthropology Special Library Collection.....	26
(<i>AP</i>) Credit for Advanced Placement Tests.....	43, 44
(<i>AP</i>) Advanced Placement Test.....	43, 44
Application Procedure	27
Applying for Graduation.....	46
Art: Commercial	66
Art.....	109
Art Gallery	34
Arts and Humanities, Liberal Arts	72
Articulation	36, 150
ASPC Card.....	26
Assessment.....	150
ASSIST	36, 103, 150
Associate Degrees	60
Associate Degrees for Transfer.....	46
Associate in Arts Degree (<i>AA</i>) Requirements.....	47
Associate in Science Degree (<i>AS</i>) Requirements.....	47
Associate in Arts for Transfer (<i>AA-T</i>) Requirements	47
Associate in Science for Transfer (<i>AS-T</i>) Requirements	47
Astronomy.....	110
Athletics	26
Attendance Policies, Registering and Class Schedule ...	23
Auditing a Course	20
AU - Audit.....	38
Automated Waitlist	19
Bachelor's Degree.....	150
Basic Computing.....	93
Basic Loan Eligibility	27
Behavior Intervention Team (<i>BIT</i>)	36
Biology.....	62, 110
Biological and Physical Science AA.....	63
Biological and Physical Science AS	63
(<i>BIT</i>) Behavior Intervention Team.....	36
Board of Trustees	8
Book Refunds.....	22
Books	23
BSTEM Major Math Placement	98
Business Administration	64, 111
Business Information Systems.....	64
Business Management - Accounting.....	65
Business Management - Entrepreneurship.....	65
Business Management - Human Resources	65
Business Management - Logistics	66
Cal Grants	28
California College Completion Grant (<i>CCCG</i>)	28
California College Promise Grant (<i>CCPG</i>)	28
California Non-resident Tuition Exemption	22
CalWORKs Program	26
Campus Life	33
Campus Photo ID Card	26
(<i>CARE</i>) Cooperative Agencies Resources for Education ..	26
Career Center, Job, and Entrepreneur (<i>JEC</i>).....	34
Catalog Rights.....	36, 150
CCCApply / Admissions Application	16
(<i>CCCG</i>) California College Completion Grant	28
(<i>CCPG</i>) California College Promise Grant	28

Certificate of Achievement	82, 150
Certificate of Competency	92
Certificates and Degrees Offered at Porterville College..	46
Certificates, Degrees and Programs	56
Changing Directory Information.....	16
C.H.A.P.	34
Cheating & Plagiarism	40
Cheating Defined	40
Chemistry	113
Child Care Services.....	26
Child Development	66, 113
Child Development Associate Teacher Certificate	83
Child Development Teacher Permit.....	83
Class Schedule, Attendance Policies and Registering ...	23
Class Attendance.....	23
Class Non-Participation Process	24, 39
Class Schedule	23, 150
Classification of Students	20
Classified Management Personnel	154
Classified Personnel.....	158
College Fees, Tuition, Books and Fee Refunds	22
College Transcripts	24
Commencement Ceremony.....	46
Commercial Art.....	67, 115
Communication.....	115
Communication Studies	67, 84
Community College Enrollment Fees.....	22
Community Education Classes	150
Computer Graphics	116
Computer Information Systems	68
Confidentiality of Student Records.....	37
Confidential Personnel.....	154
Continuous Enrollment	36
Controlled Substances.....	37
Cooperative Agencies Resources for Education (CARE) ..	26
Cost of Attendance	29
Course Admission Policy	18
Course Descriptions	101
Course Description.....	103
Course Identification Number C-ID	103
Course Information	102
Course Level	102
Course Numbering System	102
Course Prefix Listing	102
Credit and Grading.....	38
Credits Allowed from Other Institutions.....	37
Credit by Examination	39
Credit Course	150
Credit for Advanced Placement (AP) Tests.....	43, 44
CSU General Education Breadth Requirements.....	50
Customer Service Academy.....	93
Declaración De Igualdad de Oportunidad	12
Degrees and Certificates offered at Porterville College...	46
Degrees, Programs, and Certificates.....	56
Distance Education Attendance	23
Disabilities	13
Disability Resource Center (DRC).....	26
Discriminación Ilegal	12
Dismissal from Classes	37
Disqualified Students	21
Drama.....	116
(DRC) Disability Resource Center.....	26
Dual Degrees/Majors	48
Early Child Care Administration Specialization.....	84
Early Childhood Education.....	68
Early Intervention Assistant.....	85
Earth Science	116
Economics.....	117
Education	117
Electives.....	150
Elementary Teacher Education	69
Embedded and Peer Tutors	30
Emergency Medical Technician.....	117
EMT - Basic	93
Engineering	69, 117
English	70, 118
English For Second Language Learners	121
English Placement.....	100
Enrollment and Tuition Refunds.....	23
Entrepreneurship	85, 94
Entrepreneur, Job, and Career Center (JEC).....	34
(EOPS) Extended Opportunity Program and Services ..	27
Equal Employment Opportunity Statement.....	12
(ESL) Advanced English as a Second Language.....	92
(ESL) High Beginning English as a Second Language	92
(ESL) High Intermediate English as a Second Language..	92
Estudiantes Incapacitados	13
Evening and Weekend Program.....	22
Exemptions	18
Extended Opportunity Program and Services (EOPS) ..	27
EW - Excused Withdrawal.....	39
Facilities of the College	10
Faculty.....	155
Faculty Office Hours.....	38
Federal Pell Grant	28
Federal Supplemental Educational Opportunity Grant (SEOG).....	28
Federal Work-Study Program (FWS)	28
Federal and State Financial Aid	27

Federal Direct Subsidized Loan Program.....	28	Human Resource Management.....	86
Federal Direct Unsubsidized Loan Program.....	28	Hybrid Course.....	150
Federal and State Financial Aid.....	27	Important Definitions.....	19
Fees, Tuition, and Books Refunds.....	22	I - Incomplete.....	38
Fifteen (15) Units a Semester to Graduate on Time	20, 26	Index.....	161
Financial Aid.....	27	Index.....	162
Financial Aid Office Mission Statement.....	27	Industrial Maintenance.....	87
Financial Holds.....	21	Industrial Technology.....	94, 127
Financial Programs.....	28	Information Systems.....	127
Financial Wellness.....	28	Institutional Learning Outcomes.....	10
Fire Technology.....	124	Interdisciplinary Studies.....	129
Fire Technology Structural Fire Fighter.....	86	Inter-Collegiate Sports.....	129
First-Day Drop Policy.....	23	International Students.....	16
Food Services.....	34	Intersegmental General Education Transfer.....	52
Foundation Mission Statement.....	11	IP - In Progress.....	39
(FWS) Federal Work-Study Program.....	28		
General Course Information.....	102	(JEC) Job, Entrepreneur, and Career Center.....	34
General Education.....	150	Job, Entrepreneur, and Career Center (JEC).....	34
General Education Checklist - A.A./A.S.....	48	Job Skills Certificates.....	92, 150
General Education Pattern.....	47		
Geography.....	124	Kinesiology.....	71, 131
Geology.....	125		
Getting Started at Porterville College.....	16	La presión o acoso sexual se define así:.....	14
Glossary.....	149	Leadership.....	95
Glossary.....	150	Learning Center.....	29
(G.P.A.) Grade Point Average.....	150	Liberal Arts, Arts and Humanities.....	72
Grade.....	38	Library, Resource and Services.....	29, 34
Grade Changes.....	39	Linguistics.....	132
Grade Reports.....	39	Location of College.....	10
Grade Point Average (G.P.A.).....	150	Location of Prerequisite Challenge Petitions.....	19
Grades and Credits.....	38	Logistics.....	87, 95
Grading System.....	38	Lower Division.....	150
Graduation and General Education.....	45	LVN - RN 30 Unit Option.....	87
Graduation Requirements.....	47	LVN to ADN.....	73
Habilidades en el lenguaje.....	13	Major.....	150
Health Careers.....	125	Major / Dual Degrees.....	48
Health Education.....	125	Major Requirements.....	47
Health Fee Exemption Procedures.....	22	Management.....	132
High Beginning English as a Second Language (ESL).....	92	Management Personnel.....	154
High Intermediate English as a Second Language (ESL) ..	92	Marketing.....	133
History.....	70, 125	Math Mentors.....	29
History of the College.....	10	Mathematics.....	75, 133
Holds that Prevent Registration.....	21	Matriculation Steps.....	17
Honors Designation.....	40	Maximum Study Load.....	20
Honors Recognition at Commencement.....	40	Microbiology.....	136
Honors Societies.....	40	Military Credit.....	40
Human Resources.....	94	Minimum Study Load.....	20

Mission Statement of College.....	10	Power Technician Utility Worker.....	90
Music.....	34, 89, 136	Prerequisites.....	19, 151
MW - Military Withdrawal	39	President's Message	8
NextUp.....	29	Priority Registration Appointments	19
No Pass / Pass	38, 150	Probation.....	21
Non-BSTEM Major Math Placement	99	Procedures for Prerequisite Challenge.....	19
Non-Credit Course	150	Procedures for Requesting Exemption from Non-Resident Tuition.....	22
Non-Participation Policy.....	24	Progress Disqualification	151
Non-Resident Tuition Fees	22	Progress Probation	151
Non-Traditional College Credit	39	Programs of Study	59
Nurse / Wellness Center.....	31	Programs, Certificates and Degrees	55
Nursing.....	75, 137	Programs, Certificates and Degrees	56
Office Technology.....	139	Psychiatric Technology	90, 141
Online.....	150	Psychology	144
Open Entry / Open Exit.....	150	Public Safety	78
Orientation	150	RD - Report Delayed	39
Our Philosophy of the College.....	10	Recommended.....	19, 151
Our Values of the College	10	Refund Enrollment and Tuition	23
Parking Defined	42	Registration.....	18
Parking Fees.....	23	Registering, Class Schedule and Attendance Policies ...	23
Parking and Traffic Regulations	41	Registrant Class Schedule.....	23
Parking Zones	42	Readmitted Students	22
Pass Leaders.....	29	Remedial Coursework Limitation.....	21
Passwords.....	17	Removal From Probation.....	21
Pass / No Pass	38, 150	Repeating a Course	20
Peer and Embedded Tutors	30	Requirements for Associate in Arts Degree (<i>AA</i>)	47
Philosophy.....	76, 139	Requirements for Associate in Science Degree (<i>AS</i>)	47
Philosophy of General Education for Associate Degree....	46	Requirements for Associate in Arts for Transfer (<i>AA-T</i>)	47
Photography	140	Requirements for Associate in Science for Transfer (<i>AS-T</i>)....	47
Physical Science.....	140	Residency Determination.....	16
Physics	140	Return to Title IV Policy	28
Physiology.....	141	Satisfactory Academic Progress Policies	28
Placement.....	97	Scholarships	30
Placement.....	151	Scholastic Recognition.....	40
Placement BSTEM Major Math	98	Security Department	42
Placement English.....	100	Semester Unit.....	151
Placement Non-BSTEM Major Math	99	(<i>SEOG</i>) Federal Supplemental Educational Opportunity Grant.....	28
Placement for Students with Disabilities	18	Sexual Harassment Policy.....	13
Placement for Students whose Native Language is not English.....	18	Sexual Harassment Defined.....	13
Plagiarism and Cheating	40	Solar Sales.....	95
Plagiarism Defined	40	Social Science	78
Policy Concerning Sexual Harassment.....	13	Sociology	79, 145
Policy 7D2A.....	13, 14	(<i>SEP</i>) Student Educational Plans	151
Political Science.....	77, 141	Spanish.....	80, 146
Porterville College Foundation	11	Special Status Admission.....	16

Special Status Concurrent	16
Special Status Dual Enrollment	16
Special Studies	147
Student Activities	34
Student Center Fee	23
Student Clubs	34
Student Complaint Procedure	40
Student Conduct	30
Student Educational Plans (<i>SEP</i>)	151
Student Health Fee	22
Student Health Fee Refund	23
Student Registration Fee	22
Student Right-to-Know	11
Students with Disabilities	13
Student Services	25
Student Success	18, 147, 151
Studio Art	80
Summer Intersession	12
Supplies	30
Table of Contents	2
Telephone Directory	159
Telephone Directory	160
Textbooks	22, 30
Title IV Policy Return	28
Traffic and Parking Regulations	41
Transcripts	24, 151
Transfer Services	30
Transfer Students	36
Tuition Refunds	22
Tuition and Enrollment Refunds	23
Tutor Services	29
Unlawful Discrimination	12
Update	151
Upper Division	151
Verification of Enrollment	24
Veterans' Education	30
Waitlist	19
Web Registration for Classes	19
Welding	147
Welding Technology	96
Wellness Center / Nurse	31
Wildland Firefighter	96
Withdrawing From Classes	23
W - Withdrawn	38
Writing Mentors	29