SOARING TO NEW HEIGHTS



OXNARD COLLEGE

2021-22 Catalog

ACADEMIC CALENDAR 2021 - 2022

Oxnard College provides two primary semesters of instruction – Fall and Spring – as well as a Summer intersession. Course times and delivery modes are noted in each semester's online Schedule of Classes, available at www.oxnardcollege.edu about five weeks before each semester begins. The online schedule has continuous updates and includes the most up-to-date and accurate course information.

The special deadlines for semester-length classes are listed below for each primary semester; however, the specific length of each course dictates its deadlines (enrollment, drop, refund, etc.). Check online by clicking on the specific Course Record Number (CRN) for additional course information. Contact Admissions & Records for further assistance. Detailed registration information is readily available at *www.oxnardcollege.edu.*

FALL SEMESTER 2021: AUGUST 16 - DECEMBER 15, 2021

August 16	First day of semester-length traditional classes. First day of late registration.
August 27	Last day to add semester-length classes.
	Last day to drop a semester-length class and apply for enrollment, health and parking fee refunds.
	Last day account credited if dropping semester-length class.
	No refunds or credits after this date for semester-length classes.
September 3	Last day to drop semester-length classes without a transcript entry.
September 4 - 6	Labor Day – NO CLASSES
September 17	Last day to declare Pass/No Pass (P/NP). Formerly called CR/NC grading option for semester-length classes.
October 28	At 12 Noon – Last day to apply for Fall 2021 Associate Degree, Certificate of Achievement, or noncredit Certificate of Completion
November 11	Veterans Day – NO CLASSES
November 19	Last day to drop semester-length classes with a "W" (withdrawal)
November 25 - 28	Thanksgiving Holiday – NO CLASSES
December 9 - 15	Final Exam Week for Fall 2021

SPRING SEMESTER 2022: JANUARY 10 - MAY 18, 2022

January 10	First day of semester-length traditional classes. First day of late registration.
January 15 - 17	Martin Luther King Jr. Day – NO CLASSES
January 21	Last day to add semester-length classes.
	Last day to drop a semester-length class and apply for enrollment, health and parking fee refunds.
	Last day account credited if dropping semester-length class.
	No refunds or credits after this date for semester-length classes.
January 28	Last day to drop semester-length classes without a transcript entry.
February 11	Last day to declare Pass/No Pass (P/NP). Formerly called (R/NC grading option for semester-length classes.
February 18 - 21	Presidents Day Holiday – NO CLASSES
March 3	At 12 Noon – Last day to apply for Spring 2022 Associate Degree, Certificate of Achievement, or noncredit Certificate of Completion
March 26 - 27	NO CLASSES
March 28 - April 1	Spring Break – NO CLASSES
April 22	Last day to drop semester-length classes with a "W" (withdrawal)
April 26	Self-assigned Flex day – NO CLASSES
May 12 - 18	Final Exam Week for Spring 2022
May 19	GRADUATION

SUMMER INTERSESSION 2022

Oxnard College typically offers classes in the summer that meet anywhere from four to eight weeks with classes starting in May, June and July. The goal is to maximize offerings at times most helpful for all students, including returning students, graduating high school seniors and students home for the summer from four-year colleges. The summer Schedule of Classes is available online at *www.oxnardcollege.edu/schedule*

2021 • 2022
General Catalog



Oxnard College has made every reasonable effort to ensure that the information provided in this general catalog is accurate and current. However, this document should not be considered an irrevocable contract between the students and Oxnard College. The content is subject to change. The College reserves the right to make additions, revisions, or deletions, and will implement the changes as may be necessary due to changes in governmental regulations, district and college policy, procedures, and/or curriculum. The College will make every reasonable effort to inform students of significant changes that occur after publication of this document. Information of significant changes will be the official version and will be posted/available on the Oxnard College website at oxnardcollege.edu/apply-and-enroll/college-catalog. Any addenda posted at this site will become the official version. The college catalog is available in the library, online, and for purchase in the campus bookstore. The catalog is available in alternate formats upon request from the Educational Assistance Center, (805) 678-5830.

OXNARD COLLEGE



4000 South Rose Avenue
Oxnard, California 93033-6699

Phone: (805) 678-5800

Fax: (805) 678-5806

www.oxnardcollege.edu

Welcome to Oxnard College. Whether you are a prospective student, a current student, or a member of the community attending one of our many cultural events, we hope you will feel at home here.

Oxnard College was founded in 1975 and is a member of the Ventura County Community College District. Our college is located in the heart of Oxnard, the largest and most vibrant city in Ventura County, and our faculty and staff is wholeheartedly dedicated to helping our students achieve their dreams. For some, those dreams include the attainment of an Associate's Degree and transferring to an excellent university, on their way to a rigorous profession. For others, those dreams include securing a rewarding career in one of the stellar technical programs we offer, such as Culinary Arts, Fire Technology, or Dental Hygiene. In all cases, we offer an affordable and supportive pathway to a better life.

As the proud son of hard-working immigrant parents, I love this nation of opportunity with its commitment to "liberty and justice for all." I worked my way through law school and practiced commercial law for many years before dedicating myself full-time to the irresistible calling of higher education. Now, my joy and my purpose is to help others find their own path to success in its many forms. That is also the purpose and the legacy of Oxnard College.

Bienvenidos. Nuestra casa es su casa.

Sincerely,

Luis P. Sanchez, JD, LLM

President

TELEPHONE NUMBERS (805 AREA CODE)

Administrative Offices

President	678-5807
Vice President of Academic Affairs and Student Learning	678-5198
Vice President of Business Services	678-5896
Vice President of Student Development	678-5937

Instructional Divisions & Services Deans

Career Education, Dean	678-5029
Institutional Effectiveness, Dean	678-5116
Library and Liberal Studies, Dean	678-5949
Mathematics, Science, Health, Kinesiology, and Athletics, Dean	678-5897
Public Safety, Dean	678-5307
Student Success, Dean	678-5195



General Information 678-5800

Admissions and Records	678-5810
Assessment/Orientation	678-5864
Bookstore	678-5826
CalWORKs Services	678-5887
Campus Police	678-5805
Career Center	678-5900
Career Education	678-5824
CARE	678-5827
Child Development Center	678-5801
Counseling	678-5816
Dental Hygiene Program	678-5823
Disabled Students Program/ Educational Assistance Center	678-5830
EOPS	678-5827
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Fine & Performing Arts	678-5804
Fire Academy/Fire Technology	678-5115
Health, Kinesiology, and Athletics	678-5825
Instruction	678-5162
Letters	678-5804
Library Learning Resource Center	678-5819
Marine Center	985-9801
Matriculation	678-5864
Mathematics	678-5803
Outreach and Recruitment	678-5907
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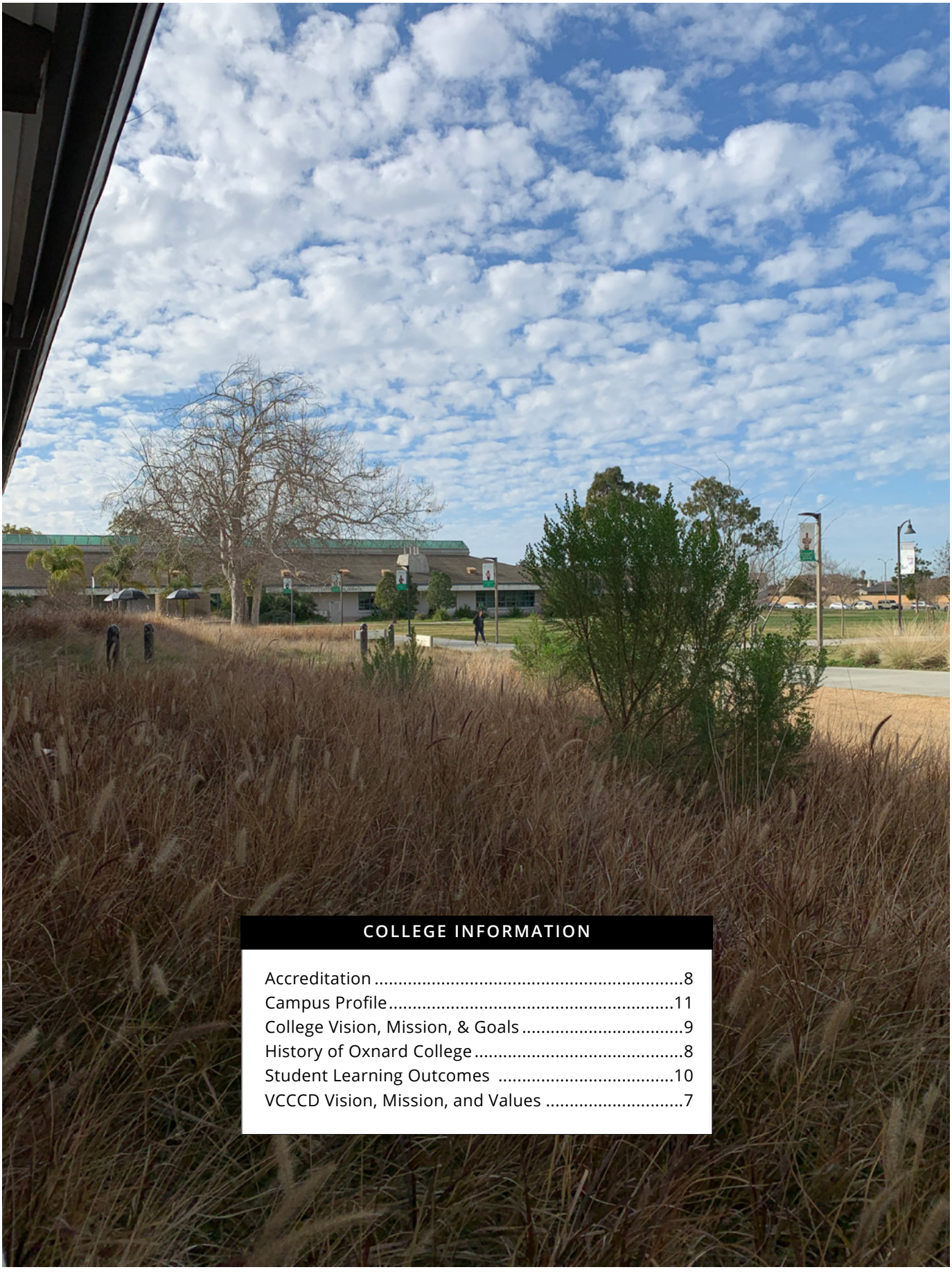
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COLLEGE & DISTRICT INFORMATION

District Vision Statement

The Ventura County Community College District will become the leader in the development of high quality, innovative educational programs and services. Keeping in mind that students come first, we will model best practice in instructional and service delivery, student access, community involvement, and accountability.

District Mission Statement

Ventura County Community College District provides students, in its diverse community, with access to comprehensive quality educational opportunities that support student learning and student success.

District Values Statement

- We base our actions on what will best serve students and the community.
- We maintain high standards in our constant pursuit of excellence.
- We recognize and celebrate creativity, innovation, and entrepreneurship.
- We demonstrate integrity and honesty in action and word.
- We communicate openly and respectfully to students, colleagues and members of the public.
- We hire and retain personnel who reflect the diversity of the communities we serve.
- We promote inclusiveness, and openness to differing viewpoints.
- We use data, research and open discussion to drive our plans and decisions.
- We demonstrate responsible stewardship for our human, financial, physical and environmental resources.
- We seek and maintain long-term partnerships with the communities we serve.

District Administrators

Greg Gillespie, Ph.D.
Chancellor, *Ventura County Community College District*

David El Fattal, Ed.D.
Vice Chancellor, *Business & Administrative Services*

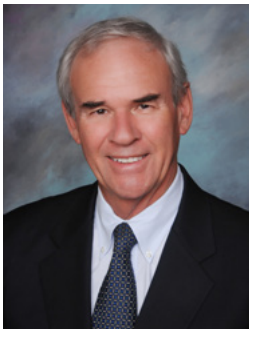
Cynthia Herrera Ph.D.
Vice Chancellor, *Institutional Effectiveness*

Laura Barroso
Vice Chancellor, *Human Resources*

Dan Watkins
Associate Vice Chancellor *Information Technology*

VCCCD Board of Trustees







Left to right: Joshua Chancer, Dianne B. McKay, Stan Manthooth, Bernardo M. Perez, Gabriela Torres

College Presidents



Luis Sanchez, JD, LLM
President, Oxnard College



Julius Sokenu, Ed.D.
President, Moorpark College



Kimberly Hoffmans, Ed.D.
President, Ventura College

HISTORY OF OXNARD COLLEGE

The need for a community college serving the Oxnard Plain was recognized by the Oxnard, Camarillo and Port Hueneme communities and the Governing Board of the Ventura County Community College District when the District was initially founded in 1962. A 118-acre site of farmland located in south Oxnard was purchased in 1968, and by the next year classes were offered by the "Oxnard Center" at Ramona School in Oxnard. In 1969 the architectural firms of Fisher and Wilde of Ventura, and Austin, Field and Fry of Los Angeles were chosen to design the Oxnard College campus.

The Oxnard Center program expanded in the fall of 1973 with the Oxnard Education Center at Ninth and B streets in Oxnard. By February 1974, a Camarillo Center opened as a satellite of Moorpark College. With community support led by Ventura County Community College District trustee Dr. William Simpson, and based on data from the "2000 A.D. Educational Master Plan" report, the Governing Board of the Ventura County Community College District voted on March 26, 1974, to build Oxnard College.

In April 1975, Dr. Arthur J. Schechter was named president. Oxnard College officially opened its doors in June, 1975, for its first summer session, utilizing the Oxnard and Camarillo centers begun by Ventura and Moorpark colleges. Classes were added at a variety of other sites throughout Oxnard and by mid-Fall 1975 Oxnard College reported 4,400 students enrolled. During the spring semester the number of student enrollments continued to climb, in all likelihood setting a record for first-year community colleges in California.

During its early years, Oxnard College classes operated out of borrowed facilities in churches, K-12 schools, military bases, firehouses, public athletic facilities and two storefront centers. In 1976, the college's first Child Care Center opened and the Oxnard College seal – featuring a condor atop a stack of textbooks – was introduced with the words "Truth, Knowledge, Wisdom." In June, the college's first commencement exercises were held at the Oxnard Civic Auditorium with student C.J. Wood receiving the first OC diploma. In September, the North Hall and South Hall modular buildings were moved to campus. In 1977 there was a ground-breaking for permanent classroom buildings and later that year administration offices moved onto campus.

In the fall of 1979 , the first two permanent buildings were occupied on the Oxnard College campus: the Liberal Arts (LA) building housing 20 classrooms, including science and business laboratories and faculty office wings; and a Library/ Learning Resource Center (now known as Condor Hall) that included the College Library, Learning Center, and general classrooms.

In 1986 the Occupational Education complex of buildings was completed and classes were offered for computer information systems, air conditioning and refrigeration, culinary arts and engineering technology programs.

A new Child Development Center opened in early 1992 and a new Physical Education Complex with basketball and racquetball courts, dance studio and weight training facilities officially opened in fall 1994. The new Letters and Science complex with labs, lecture halls and faculty and administrative offices opened in 1997.

Additional programs established in 1997 were the Oxnard College Dental Hygiene program, with classroom and clinic facilities opened on campus and the Oxnard College Regional Firefighter Academy, which was established during the 1997-1998 academic year with portable classroom and training facilities at the Camarillo Airport. Other campus buildings include an automotive technology shop and automotive painting booth, a center for the Associate Student Government and Student Lounge and an off-campus Marine Education Center in the Channel Islands Harbor commercial center.

As a result of the passage of the Measure S bond in 2002, Oxnard College received $129 million designated for new buildings and major renovation projects. The College opened the doors to a new Cafeteria, now known as the Condor Café, in 2009. In addition, we have held dedication ceremonies for the following new buildings on campus: a new Student Services building in 2009, a new Performing Arts building in Spring 2011, a new Library Learning Resource Center (LLRC) in June 2012, and a new Dental Hygiene building in 2016. At the District's Camarillo Airport facility, a new Fire/ Sheriff Training Academy (with shared use by the Oxnard College Fire Technology program/Firefighter Academy and the Ventura County Sheriff's Academy) opened in June 2011.

Remodeling projects included the expansion of classrooms in the Child Development Center, the renovation and expansion of athletic facilities, including a new track/soccer stadium with bleacher seating for 2,500, a new softball field and upgraded baseball facilities. In 2014 renovation and seismic retrofitting began on the old Learning Resource Center (LRC) building. The LRC building, now known as Condor Hall, was completed in 2017 and includes five additional classrooms as well as a conference room. Oxnard College is committed to maintaining a comprehensive educational experience with state-of-the-art facilities for the students in its service area.

During the 2021-22 academic year, Oxnard College will boast a new Art+Design Complex, that will serve our Studio Arts and Digital Design programs, and will replace North and South Halls.

Accreditation Oxnard College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial Boulevard, Suite 204, Novato, CA 94949, (415) 506-0234, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

Our Mission

Oxnard College transforms lives by offering equitable access to multiple educational and career pathways. Our academic programs and student services prepare students to enrich their communities and to succeed socioeconomically, professionally, and personally.

Our Vision

Oxnard College will be a model of state-of-the art education and training in the diverse communities we serve. We will foster the highest level of student success, advocate for a just and inclusive society, and be a valued community partner.

Educational Master Plan Goals

1. **Enhance Student Success**

   In alignment with the system-wide goals for California Community Colleges, Oxnard College will improve the key educational outcomes that transform students' lives.

2. **Strengthen Access To Educational Opportunity**

   Oxnard College will promote our open-access mission and uphold the value of higher education throughout our entire community. Through expanded outreach and streamlined services, we will lead more of our residents to pursue higher education.

3. **Advance Social Justice And Equity-Minded Practices**

   Oxnard College will advance equity-focused practices, rooted in anti-racism, in our instruction, services, and operations.

4. **Promote The College's Reputation**

   To advance the value of an Oxnard education, Oxnard College will earn far-reaching recognition as a leading institution for higher learning, socioeconomic mobility, and community engagement.

5. **Strengthen The College's Financial Future**

   Oxnard College will expand our advancement capacity and diversify our revenue streams in order to better and more sustainably serve our students and employees.

The 2021-2030 Educational Master Plan guides our planning and continuous improvement. To view the plan *visit: www.oxnardcollege.edu/departments/administrative/institutional-effectiveness*

STUDENT LEARNING OUTCOMES

Student Learning Outcomes (SLOs) are the specific observable or measurable results that are expected after successful completion of a course of study. These outcomes may involve knowledge (cognitive), skills (behavioral), or attitudes (affective) that provide evidence that learning has occurred as a result of a specified course, program activity, or process. The college has adopted Institutional Student Learning Outcomes and Oxnard College faculty create and assess learning outcomes for courses and programs.

INSTITUTIONAL *Student Learning Outcomes:*

These are the most over-arching statements for the College. There are ten Oxnard College SLOs.

The student who graduates from Oxnard College . . .

1. Understands the discipline's basic content, principles, methodologies, and perspectives.
2. Exhibits the ability to communicate clearly and effectively.
3. Applies critical thinking skills and reasoning to demonstrate continuous inquiry, problem solving, and learning.
4. Applies quantitative and symbolic reasoning to obtain solutions to problems and equations.
5. Expresses originality, imagination, and innovation.
6. Demonstrates the ability to find, organize, understand, critically examine, and use information from various sources using a variety of technologies.
7. Demonstrates global awareness to look at issues from multiple perspectives and uses skills for participating in global and local societies.
8. Understands the complexities of ethical judgment, leadership, social and/or civil responsibility as applied to social and ethical issues.
9. Demonstrates effective self-management and interpersonal skills and the skills for a career, transfer, lifelong learning, health and/or self-improvement.
10. Applies more than one discipline's approach to a topic, problem, or method.

PROGRAM *Student Learning Outcomes:*

These are broader outcome statements for each **Department** or **Discipline**

These statements cover all Course SLO scores for all of the Department's courses. In this catalog, the Mathematics Department has a Program SLO that states: ***"Demonstrate a working knowledge of selected topics from calculus, linear algebra and a distribution of other branches of mathematics."*** This Program SLO aggregates the student data from all the Math sections using the Math Course SLO below about solving linear equations. All Departments have their Program Student Learning Outcomes listed in this Course Catalog.

COURSE *Student Learning Outcomes:*

This is a measurable objective statement about a specific **Course.**

For example, MATH R115 College Algebra, one course SLO is "Students will solve logarithmic and exponential applications."

For **Culinary Arts**, CRM R102B, a course level SLO is "Students will be able to demonstrate the ability to implement and analyze production control."

Course SLOs must appear on the syllabus for that course. Faculty use a student-based scorecard to enter the rubric for a given CSLO. For example, a student can be given a score of 4 out of 4 rubric for demonstrating the ability to implement and analyze production controls. For the algebra question, the score might be set up as a 0 or a 1, where the only possible correct answer is scored as a 1, a pass/fail rubric. Writing and scoring SLOs is done at the Department/Discipline level, and Program and Course SLOs and SLO assessments are reviewedand updated on a regular basis.

OXNARD CAMPUS DEMOGRAPHIC PROFILE

Fall 2020 Enrollment - Fourth Week Profile

Full-time Students	1,879	(26.1%)
Part-time	5,329	(73.9%)
TOTAL ENROLLMENT	**7,208**	

Gender

Female	4,159	(57.7%)
Male	2,973	(41.2%)
Unknown	76	(1.1%)

Age in Years

Less than 18	379	(5.3%)
18 - 19	1,895	(26.3%)
20 - 21	1,414	(19.6%)
22 - 24	1,087	(15.1%)
25 - 29	1,064	(14.8%)
30 - 34	557	(7.7%)
35 - 39	284	(3.9%)
40 - 49	304	(4.2%)
50 - 64	204	(2.8%)
65 and older	20	(0.3%)
Unknown age	0	(0%)

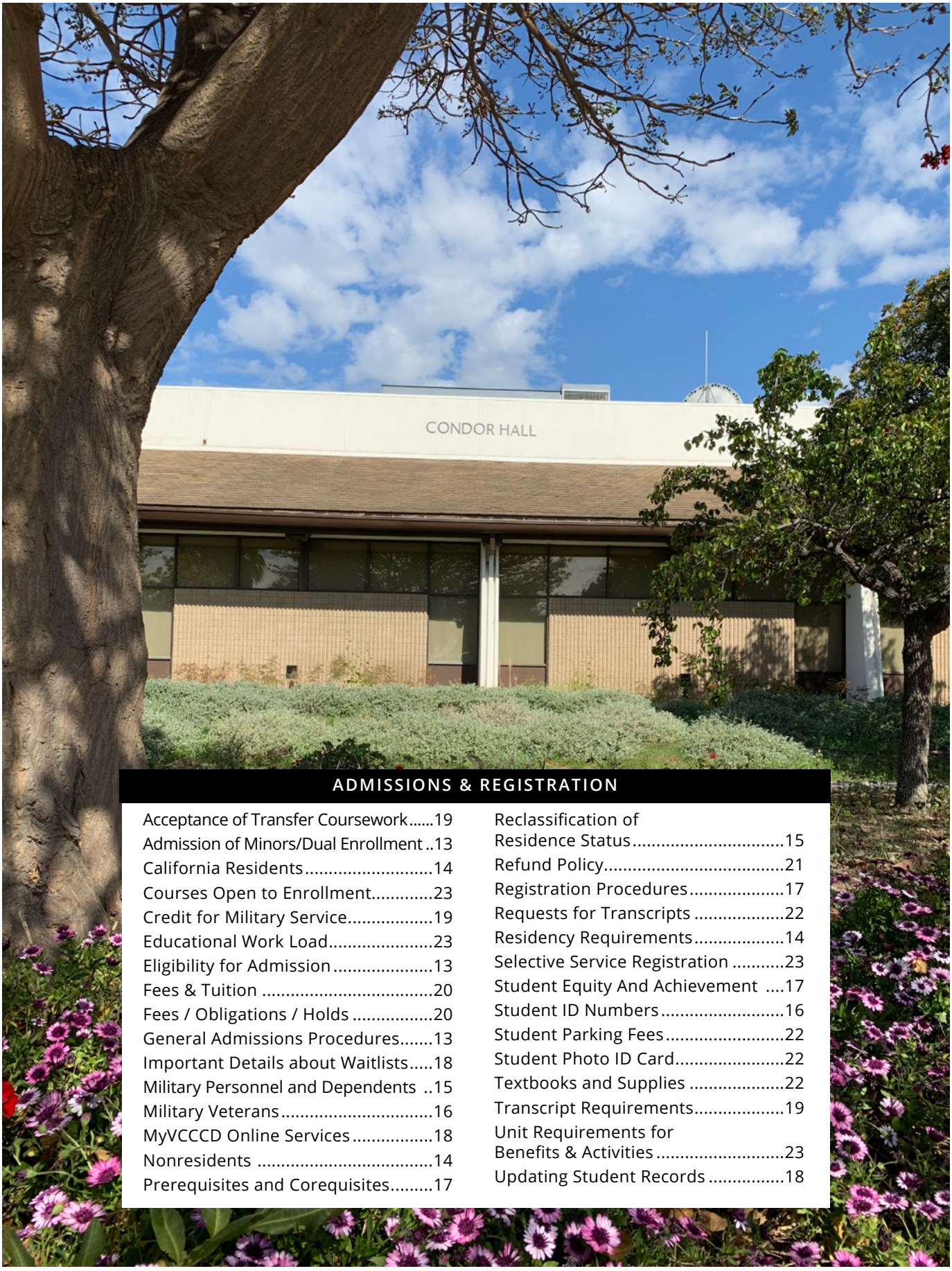
Ethnicity

Hispanic	5,302	(73.6%)
White	1,036	(14.4%)
Asian	369	(5.1%)
Two or More Ethnicities	211	(2.9%)
African American/Black	144	(2.0%)
Unknown	116	(1.6%)
Pacific Islander	17	(0.2%)
Native American	13	(0.2%)

2019-2020 Financial Aid:

Total financial aid awarded **$23,684,828**





ADMISSIONS & REGISTRATION

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Eligibility for Admission

The right of any person to attend any college in the Ventura County Community College District is conditioned by certain admission and residency qualifications as provided by state and federal law.

Admission to the colleges of the Ventura County Community College District is open to any California resident who possesses a high school diploma or equivalent (Certificate of Proficiency, GED), any adult 18 years of age or older who may benefit from instruction offered, and any California resident who is an apprentice as defined in Section 3077 of the California Labor Code.

For the purpose of admission to the colleges of the Ventura County Community College District, students' self-certification may serve as proof of high school attendance and graduation or its equivalent. Students may be required to provide verification of high school graduation; or in the case of homeschooled students, verification from an accredited high school district that the home school curriculum completed meets the criteria for exemption from California's Compulsory Attendance Laws, for financial aid eligibility or other purposes.

Students who are attending an accredited public or private K-12 school may be eligible for admission under dual enrollment provisions noted elsewhere in this catalog. Students who are attending a non-accredited K-12 school or home school may petition for admission under dual enrollment provisions noted elsewhere in this catalog (see "Admission of Minors" below). Dual enrollment provisions apply to minors, and to students 18 years of age and older if they are still attending a K-12 educational institution as defined above.

Students entering any of the public community colleges of California are subject to the residency requirements as determined by the state of California. Students whose legal residence is determined to be in another state (nonresidents) or in a foreign country (International students) may be admitted under conditions stipulated by the governing board upon payment of specified tuition and fees. Additional information regarding residency requirements may be found under the "Residency Requirements" section in this Catalog, on the College website or by contacting the campus Admissions and Records Office.

General Admissions Procedures

Prior to being eligible for priority registration, NEW STUDENTS to the Ventura County Community College District:

- **Must complete an application for admission**
- **Must complete orientation**
- **Assessment through multiple measures, including but not limited to:**
  - Evaluation of other college coursework
  - High school courses and grades
  - Informed self-placement which result in course placement recommendations for Math, English and English as a Second Language.
- **Must complete an educational plan with a counselor**
- **Submit transcripts from high school and/or any college/ universities previously attended**

The application for admission is available online at *www.oxnardcollege.edu/apply*. Printed copies of the application for admission can be downloaded from the College website. Consult the college website for application dates and deadlines. An admission application must be on file before students can register. There is no cost to apply.

Upon admission to the college, new students will be directed to setup their MyVCCCD portal MyVCCCD (*https://my.vcccd.edu*) to gain access to many self-service options.

Local Area Graduating High School Seniors who are interested in attending Oxnard College will receive information about application workshops, orientation, assessment and counseling sessions from their high school counselors. Activities may be held on local high school campuses. See "Student & Instructional Support Services" on page 33 for more information.

Returning Students who have not attended one of the Ventura County Community Colleges in the last year:

- Must reapply for admission at *www.oxnardcollege.edu/apply*.
- Must reactivate their MyVCCCD Student Portal if necessary (*https://my.vcccd.edu*).
- May be required to complete orientation, assessment, and counseling to develop a new educational plan.
- Returning students who have attended other colleges should make a counseling appointment to have their other college transcripts evaluated for the educational plan.
- All requirements must be completed before returning students can register for classes.

Applications for admission to the colleges of the Ventura County Community College District become the property of the colleges once they are submitted. Applications are submitted under penalty of perjury, whether submitted online or in written form. Falsification of information provided therein may result in disciplinary measures up to and including dismissal, termination of eligibility for programs and/or services as appropriate, and/or the retroactive assessment of nonresident tuition charges if warranted. Falsification of information that results in fraud or other crimes may result in legal penalties.

Oxnard College participates in an array of federal and state financial aid programs. All students are encouraged to apply for financial aid by completing the Free Federal Application for Student Aid (FAFSA) at *www.fafsa.gov*.

Students who qualify under AB 540 must complete the California Dream Act Application at https://dream.csac.ca.gov/. Apply early as some funds may be limited. For further information and deadlines, please visit the Financial Aid Office website at *http://www.oxnardcollege.edu/finaid.*

Admission of Minors / Dual Enrollment

Pursuant to California Education Code section 76001, minors may be permitted to take college courses under very specific circumstances. The intent is to provide minors who can benefit from advanced scholastic and vocational education the opportunity to take college-level courses that are not available through their primary school or other alternatives.

The term "Dual Enrollment Student" refers to concurrently enrolled K-12 students who have been recommended by their principal and have parental permission to attend a community college during any session or term. Parental permission may not be required for dual enrollment students who are 18 years of age or older.

Students admitted as Dual Enrollment Students may enroll in a maximum of almost twelve (11) units per semester or term, unless the student (either part-time or full-time) is enrolled under the terms of an existing AB 288 College and Career Access Pathway (CCAP) Partnership Agreement effective at the time of enrollment.

Enrollment fees are waived for Dual Enrollment Students who are enrolled in 11 units or less. Students under an AB 288 College and Career Access Pathways Partnership (CCAP) dual enrollment agreement with a school district who enroll in up to 15 units (no more than 4 college courses) are exempt from enrollment fees. All other fees apply.

Dual Enrollment Students who are determined to be nonresidents may be admitted and classified as nonresidents but exempt from paying additional nonresident tuition per California Ed. Code, Section 76141. Please note the following conditions:

- This exemption only applies to dual enrollment students enrolled in 11 or fewer units per semester. The exemption does not apply to full-time dual enrollment students, unless the student (either part-time or full-time) is enrolled under the terms of an existing AB 288 College and Career Access Pathway (CCAP) Partnership Agreement effective at the time of enrollment.
- This exemption does not apply to categories of students who would not qualify for AB 540 nonresident tuition exemption; i.e., a) students who reside outside of California and enroll via Distance Education and b) students on most non-immigrant visas.
- Students with T or U visas are eligible for this exemption.
- Students receiving this exemption do not receive resident status for the purposes of tuition or financial aid. Rather, they are exempt from nonresident tuition under this law.

To qualify and register for Dual Enrollment, all students must apply for admission. After the initial application, Dual Enrollment students must present the following documents each semester they register at the college:

- The Recommendation for Dual Enrollment and Memorandum of Understanding form signed by a parent/ guardian and the school principal or counselor. In addition, students in 8th grade and below must have the written consent of the college instructor whose class they wish to attend. Students in 8th grade and below are not permitted to enroll until the semester begins.
- Homeschooled students must present the completed Private School Affidavit. For more information, visit: *www.cde.ca.gov/sp/ps/affidavit.asp*

All Dual Enrollment forms are available online at *www.oxnardcollege.edu/dualenrollment* and at the college Admissions and Records Office. Detailed information on clearing prerequisites is available online and in this catalog.

Important Note: **Under the Family Educational Rights and Privacy Act (FERPA), once a student is attending an institution of postsecondary education, all rights pertaining to the inspection, review and release of his/her educational records belong to the student without regard to the student's age. Therefore, all students, regardless of age, must provide written consent for release of their college transcripts and/ or college records. For more information, please refer to "Privacy Rights Regarding Student Records" in the appendices of this catalog.**

Parents and students applying for Special Full-time Admission status must contact the Admissions and Records Office. Petitions for Special Full-Time Admission will be considered only after the parent and student have exhausted all alternatives available through the secondary school district that the student would be attending. The decision to admit a minor as a special full-time admission student may be subject to the availability of classes. Special full-time admission students are required to complete at least 12 units in each primary term, and to maintain continuous enrollment until reaching the age of 18.

Residency Requirements

The determination of legal California residence is a complex matter. Students will be required to present various kinds of documentation for purposes of the final residency determination. All questions as to legal residence and the exceptions allowed under California law shall be directed to the Admissions and Records Office. The right of a student to attend any public community college in California is conditioned by certain residency qualifications set forth in the California Education Code. Residence determination is based on state and federal law, and is subject to change without prior notification.

California Residents

To qualify as a California resident, a student must be capable of establishing residency and have legally resided in California for one year and one day prior to the beginning of the semester of planned attendance and must have taken actions that express intent to establish California residence.

Students who have lived in California for more than one year but less than two years will be asked to show proof of legal California residence. The burden of proof lies with the student, who must present documentation of both physical presence in the state for at least one year and one day, and intent to establish permanent California residence. Failure to present such proof will result in a nonresident classification for admission and tuition purposes.

A list of acceptable documents is available on the college website and from the Admissions and Records Office.

Non-citizens may be eligible to establish California residency if allowed under the terms of his/her citizenship/immigration status, and upon presentation of acceptable residency documentation. The student will initially be classified as a nonresident and required to present the following items at the Admissions and Records Office:

- Citizenship / Immigration Status
- Documentation that verifies the student has resided in California for one year and one day preceding the first day of the semester, and the student has taken actions consistent with the intent to establish California residency.

Nonresident Students

A nonresident is a student who has not lived in California continuously for one year and one day prior to the beginning of the semester he or she is planning to attend, or who is unable to present proof of intent to establish permanent California residency, or who is not eligible to establish residency. Students classified as nonresidents shall pay non-resident tuition fees in addition to mandatory enrollment and health fees. Conduct inconsistent with a claim for California residence includes but is not limited to:

- Being an actively registered voter in another state.
- Petitioning for divorce as a resident of another state.
- Attending an out-of-state educational institution as a resident of that state.
- Declaring nonresident status for California state income tax purposes.
- Maintaining a valid driver's license or registered vehicle in another state.

Legal intent to establish residency in California requires the student take actions that carry an expression of intent to make California their primary and permanent state of residence. Intent can be manifested in many ways, including but not limited to filing California taxes as a resident, being a registered California voter, registering vehicles in California, buying residential property in California (and living here).

U.S. citizens or permanent residents who previously held California residency and are returning to the state after an absence, and non- citizens without lawful immigration status shall be classified as non- residents. These students may be exempt from payment of non-resident tuition pursuant to AB 540 provided they certify they meet all of the following four requirements:

1. The student must have:
    - Attended a combination of high school, adult school, and California Community College for the equivalent of three years or more,
2. 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), or
    - Completed an associate degree from a California Community College, or
    - Completed the minimum requirements at a California Community College for transfer to the California State University or the University of California, and
3. The student must register as an entering student at, or current enrollment at, an accredited institution of higher education in California, and
4. The student must file an affidavit with the college stating that if the student is a non-citizen without current or valid immigration status, the student has filed an application to legalize immigration status, or will file an application as soon as the student is eligible to do so.

Submission of additional verifying documentation may be required by the college to verify the eligibility of the exemption requirements (e.g. high school transcripts or copy of your elementary and middle school transcripts, as relevant, in a sealed envelope).

Students who are non-immigrants, other than those with T or U visa status, [for example, those who hold F (student) visas, B (visitor) visas, etc.] are not eligible for this exemption.

A year's equivalence at a California Community College is a minimum of 24 semester units of credit or 36 quarter units of credit. For noncredit courses, a year's attendance is a minimum of 420 hours, 210 hours for a semester, and 140 hours a quarter. Attendance in credit courses at a California Community College towards the attendance requirements shall not exceed two years of full-time attendance.

Full time attendance at a California adult school (established by a county office of education, a unified school district or high school district, or the Department of Corrections and Rehabilitation) means a minimum of 420 class hours of attendance for each school year in classes or courses.

Dual Enrollment students (concurrently enrolled K-12 students) determined to be nonresidents may be admitted and classified as nonresidents but exempt from paying nonresident tuition per California Ed. Code, Section 76141. See Admission of Minors/ Dual Enrollment section of this catalog for more information.

Nonresident students who are U.S. citizens and who reside in another country will be admitted and classified as nonresidents but exempt from payment of nonresident tuition provided they meet all of the following requirements:

- Demonstrate a financial need for the exemption.
- Has a parent or guardian who has been deported or was permitted to depart voluntarily under the Federal Immigration and Nationality Act.
- Moved abroad as a result of the deportation or voluntary departure.
- Lived in California immediately before moving abroad. Attended a public or private secondary school in California for three or more years.
- Upon enrollment, will be in his or her first academic year as a matriculated student in California public higher education.
- Will be living in California and will file an affidavit with the community college stating declaring he or she intends to establish residency in California as soon as possible.
- Documentation shall be provided by the student as required by the statue as specified in Education Code, Section 76140(a) (5).
- Students receiving this exemption do not receive resident status for the purpose of tuition or financial aid. Rather, they are exempt from nonresident tuition under this law. Application for this exemption is initiated at the Admissions and Records Office on the student's primary campus.
- Education Code section 68075.6 grants an immediate nonresident tuition fee exemption to eligible Special Immigrant Visa (SIV) holders and refugee students who settled in California upon entering the United States. This exemption is granted for one year from the date the student settled in California upon entering the United States. Contact the Admissions and Records Office for additional information on this exemption.

Reclassification of Residence Status

Students who are admitted as nonresidents must petition for reclassification to California resident status. The petition process includes the completion of a Residence Reclassification Request form and the submission of acceptable documentation to support a claim that the student has met the requirements for physical presence and intent to establish legal residence in California. The physical presence requirement is one year of living in California. Students must show proof that California has been their primary state of residence, excluding vacations, for one year and one day prior to the beginning of the term for which reclassification is requested.

Request for Reclassification may be denied if the student:

- Resides in California solely for educational purposes.
- Possesses a driver's license or vehicle registration or voter registration or selective service registration from a state other than California; such items constitute maintaining residence in another state.
- Is claimed as a dependent on out-of-state tax returns (e.g., by parents living in another state).
- Other regulations and restrictions apply that may affect the determination of residence status.

Questions should be referred to the Admissions and Records Office.

Military Personnel and Dependents

Active duty military personnel and their dependents, and military veterans and their dependents are subject to the same criteria and regulations regarding the establishment of California residency as other nonresident students.

The information provided herein refers to the assignment of California residency based on active-duty or discharged veteran status solely for the purposes of determining the tuition and fees for eligible service members, former service members and their dependents.



A student who is a member of the Armed Forces of the United States stationed in this state or a student who is a dependent (natural or adopted child, stepchild, or spouse) of a member of the Armed Forces of the United States stationed in this state on active duty is entitled to resident classification only for the purpose of determining the amount of tuition and fees.

If that service member is subsequently transferred out of California on military orders but continues to serve in the U.S. Armed Forces, or is subsequently retired from military service, neither the service member nor his or her dependent shall lose resident classification for tuition purposes so long as he or she remains continuously enrolled at the institution.

Military Veterans

A student who was a member of the Armed Forces of the United States stationed in this state on active duty for more than one year immediately prior to being discharged shall be exempt from paying nonresident tuition for up to one year if he or she files an affidavit with the community college stating their intention to establish residency in California as soon as possible.

The one year exemption provided in paragraph (1) shall be used while the student lives in this state and within two years of being discharged.

A former member of the Armed Forces of the United States who received a dishonorable or bad conduct discharge shall not be eligible for an exemption pursuant to this section.

Veterans Access, Choice and Accountability Act (VACA)

In accordance with Education Code Section 68075.5(c), a full exemption from the nonresident fee for all students verified to be "covered individuals" per the criteria listed below and who qualify to use Montgomery GI Bill®-Active Duty, or Post-9/11 GI Bill® education benefits or Training and Rehabilitation for Veterans with Service-Connected Disabilities (Chapters 30, 31 and 33, respectively, of Title 38, U.S. Code) while living in California will be eligible for this exemption. A "covered individual" is defined in the VACA Act as:

1. A Veteran who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school after a period of active duty service of 90 days or more.
2. An individual eligible for transferred education benefits who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school after the transferor's discharge from a period of active duty service of 90 days or more.
3. An individual eligible for transferred Post-9/11 G.I. Bill® benefits while the transferor is on active duty who resides (lives) in California (regardless of his/her formal state of residency).
4. An individual eligible for benefits using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (provides Post-9/11 GI Bill® benefits to the children and surviving spouses of service members who died in the line of duty while on active duty) who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence).
5. An individual eligible for rehabilitation under 38 U.S. Code §3102 pursuing a course of education with education assistance from the Training and Rehabilitation for Veterans with Service-Connected Disabilities (Chapter 31) education benefits program.
6. After expiration of the three year period following discharge or death as described in 38 U.S.C. 3679(c), a student who initially qualifies under the applicable requirements above will maintain "covered individual" status as long as continuous enrollment is maintained (other than during regularly scheduled breaks between courses, semesters or terms) at the institution, even if they enroll in multiple programs and shall continue to be exempt from paying nonresident tuition and other fees as described in the updated fee policy described below.

Students eligible for VA education benefits must provide a "Certificate of Eligibility" (COE) or the Authorization of Entrance into Rehabilitation and Certification (Chapter 31 Referral) by the VA confirming the approved education benefits for the veteran or eligible dependent to basic educational assistance under chapters 30, 31 and 33 of title 38, U.S. Code.

The DD Form 214, Certificate of Release or Discharge from Active Duty, generally referred to as a "DD 214," shows the effective date of the veteran's discharge from active service and may also need to be submitted to assist with confirming the "covered individual" status.

Student ID Numbers

Student ID numbers (also called 900 numbers) are assigned to replace social security numbers as the student's primary identifier used by the college. The assigned ID number will appear once the student's MyVCCCD portal account (*https://my.vcccd.edu*) once it has been logged into. It will also appear on printed mailers and notices from the College and on faculty attendance, drop, and grade rosters.

Social security numbers will still be collected for such purposes as statistical reporting, financial aid, and Hope Scholarship Tax Credit reporting. The last four digits will appear on official transcripts.

Students are strongly encouraged to use only their Student ID numbers in all College related business as it provides them with additional security and confidentiality.

Student Equity and Achievement Program Services

The Student Equity and Achievement Program includes that all students develop an educational plan, receive an orientation and assessment for placement recommendation in Math and English or English as a Second Language courses. In order to earn priority enrollment all students must complete the following:

1. Complete a college orientation in person or online through the MyVCCCD student portal.
2. Assessment through multiple measures, including but not limited to evaluation of other college coursework, high school courses and grades, and informed self-placement which result in course placement recommendations for math, English and English as a Second Language.
3. Completion of a Student Educational Plan, which will usually occur through a Counseling session or workshop.

Exceptions may apply. Consult the appendices at the end of this catalog for full policy and procedures regarding the Student Equity and Achievement Program (Appendix XII).

Registration Procedures

(See Appendix XV for details on Enrollment Priorities)

Register online through the MyVCCCD (*https://my.vcccd.edu*) student portal for the earliest and best opportunity to enroll in classes. Registration appointments are posted approximately one month before registration begins. Registration calendars may be viewed through the MyVCCCD portal or the college website.

Be aware that instructors may drop students who are registered or waitlisted but fail to attend the first day of class.

New Students receive enrollment priority after completing an orientation, assessed for placement in Math and English courses and complete an educational plan with a counselor.

Continuing Students receive enrollment priority based on the number of completed and in-progress degree-applicable units taken at any of the colleges in the Ventura County Community College District. Transfer units are not used to calculate enrollment priority.

Limitations

- Continuing students who have earned more than 90 units will lose enrollment priority and will register during open registration unless they successfully petition for a waiver that reinstates them to the previous enrollment priority. The petition for reinstatement of enrollment priority is initiated through a counseling appointment.
- Students may petition for reinstatement of registration priority if they are enrolled in a high-unit major or program of study, high-unit transfer major; or are registering for their last semester at the college.
- Continuing students who are placed on academic or progress probation or more serious academic sanction for two consecutive terms will lose enrollment priority and will register during open registration. Students who lose their priority may appeal if they have verifiable extenuating circumstances as defined below; an approved appeal will result in the reinstatement of enrollment priority. The petition to appeal loss of enrollment priority is initiated through a counseling appointment.
- Extenuating circumstances are defined as verifiable cases of accident, illness or other circumstances beyond the student's control. Appeals must be supported by verifiable documentation of circumstances.

Returning Students who have not attended in the past year, and have completed no more than 90 units within this district, are in good standing in the Ventura County Community College District, and have completed orientation, assessed for placement in Math and English courses, and complete an educational plan with a counselor will have registration priority over returning students who do not meet these criteria.

Dual Enrollment Students register after other groups per state mandate. Where the district has an MOU with specific high schools that designates them as partners in a "middle college high school" agreement, the students from those high schools will be afforded priority over other dual enrollment students.

Early Priority Registration will be granted to students who are identified as foster youth or former foster youth or homeless youth (through age 24); are eligible for services through EOPS, EAC/ACCESS (DSP&S), Tribal TANF and/or CalWORKs; students who are military veterans or active duty service members for:

- New students within these groups who have completed orientation, assessed for placement in Math and English courses, and complete an educational plan with a counselor (with sole exception that a DSPS student may have enrollment priority expressly listed as an accommodation);
- Continuing students within the listed groups who are in good academic standing, and have not earned more than 90 degree-applicable units in the district.

Appeals Students who have lost registration priority due to having more than 90 earned and in-progress degree-applicable units or being placed on academic or progress probation or more serious academic sanction for two consecutive terms, may appeal for reinstatement of priority due to extenuating circumstances. The appeal must be supported by verifiable extenuating circumstances. See Appendix XV for more detailed information, or contact the Counseling Office.

Prerequisites and Corequisites

All **prerequisites** are strictly enforced at registration. In order to register for a course with a prerequisite, students must have completed the prerequisite course at this college with a grade of A, B, C or P, or have presented external transcripts to the Counseling Office and received prerequisite clearance.

Students who do not meet a course prerequisite through college coursework as evidenced on a college transcript may be eligible to challenge the prerequisite requirement. Challenge petitions must be submitted and approved before registration can occur. Consult the Counseling Office for more information about the challenge requirements and process.

Corequisites require the student to register in both of the linked classes during the same semester. Students must be registered for both classes at the same time, and waitlisting is not allowed for corequisite courses.

Late Registration and Program Adjustment begins on the first day of the semester or summer session, and on the first day of instruction in short-term classes.

Registration into a closed class may be accomplished through the use of waitlist options or add authorization codes. The waitlist option is available for most full semester classes through the end of the first week of the semester. Add authorization codes are available beginning the second week of the semester. Summer session procedures may differ.

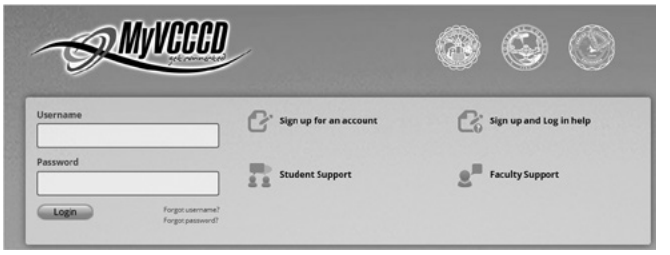
Waitlisted students are captured in chronological order based on the date they register for the waitlist, and are automatically registered into open seats in that order. Email notification is sent confirming the registration. Students who have not received a confirming email by the day of the first class meeting must attend class for further direction from the instructor.

Important Details about Waitlists

Prerequisites and Corequisites:

- All prerequisites are strictly enforced at registration. In order to register for a course with a prerequisite, students must have completed the prerequisite course at this college with a grade of A, B, C or P, or must have presented external transcripts to the Counseling Office and received prerequisite clearance.
- Students who do not meet a course prerequisite through college coursework as evidenced on a college transcript may be eligible to challenge the prerequisite requirement. Challenge petitions must be submitted and approved before registration can occur. Consult the Counseling Office for more information about the challenge requirements and process.
- Waitlisting is not allowed for corequisite courses. Corequisites require a student to register in both of the linked classes during the same semester.
- Students may not exceed the maximum allowable number of units including the waitlisted course (19.5). Requests for unit overload must be approved by a counselor and filed with the Admissions and Records Office.
- Students may not exceed the maximum allowable number of repeats for any class.
- Students will be informed if the waitlist is full.
- Fees will be assessed when a student is moved from the waitlist and registered in the class.
- If students wish to remove themselves from a waitlist they may do so by activating the drop code function on their portal account at MyVCCCD (*https://my.vcccd.edu*).
- Instructors may drop students who are registered or waitlisted but fail to attend the first day of class.
- Students dropped from all enrolled courses due to nonpayment of fees will also be dropped from the priority waitlist.





MyVCCCD Online Services - Portal

Myvcccd.edu (*https://my.vcccd.edu*) is the portal to online services, providing college and district information for current students. New applicants and reapplying returning students will be provided a link to the portal setup in their acceptance email from the college. MyVCCCD provides access to the following online services and features:

- Registration status appointments and calendars
- Request official transcripts
- Registration, add, and drop classes
- Pay fees, purchase Student Photo ID Cards
- Purchase parking permits (can only be done online!)
- Sign up for payment plan (can only be done online!)
- Financial aid: Track and manage awards
- Check progress toward a degree, certificate, or transfer requirements using DegreeWorks
- Access online classes
- View/Print Class Schedule
- View/Print Unofficial transcript
- Print official enrollment verification
- Search for classes using the registration "shopping cart" or the "searchable" schedule of classes (find drop deadlines, prerequisites, more!)
- Update personal information (address, phone, emergency contact numbers, major, program of study, educational goal)
- Forward college email to a personal email account (REQUIRED if you want to receive college emails to your personal account)
- Change portal password

Updating Student Records

Once an application has been submitted, any necessary communication with the student is conducted through the contact information provided (phone or text) and through the VCCCD e-mail account the college creates for all students, or through the MyVCCCD Student Portal (*https://my.vcccd.edu*) . It is important to keep address, phone, and alternate e-mail address updated and corrections be recorded in student academic records as soon as possible. Students may update this information at any time by logging into the MyVCCCD Student Portal and selecting the My College tab.

Requests for name changes cannot be completed online; they must be submitted to the Admissions and Records Office, and the student must present a picture ID (driver's license or California ID card), and at least one other piece of identification bearing the new name.

Transcript Requirements

All new, continuing and returning students are encouraged to submit official transcripts from all high schools, colleges and universities they have attended. EXCEPTION: Students do not need to submit transcripts from Moorpark and Ventura Colleges.

The transcripts should be directed to: Oxnard College Admissions and Records Office, 4000 S. Rose Avenue, Oxnard, CA 93033.

Students are encouraged to have their transcripts submitted to Oxnard College before enrolling for their first semester, to prevent delays in processing their registration.

All transcripts submitted to Oxnard College become the property of the college and copies cannot be forwarded elsewhere or released to the student. These transfer records may be used by authorized college personnel only.

Official transcripts are required for degree and/or certificate applications if courses are being used to satisfy any requirements. Special programs with specific requirements such as nursing, athletics and financial aid may require a student to submit all high school and college transcripts to verify eligibility.

The College is not required to keep external transcripts. Therefore, students should be aware that records are periodically purged and external transcripts are destroyed.

Acceptance of Transfer Coursework

From Regionally Accredited Colleges & Universities:

Institutions must be regionally accredited by one of the following accrediting bodies:

- The Middle States Commission on Higher Education
- The New England Commission of Higher Education
- The New England Association of Schools and Colleges, Committee on Technical and Career Institutions
- The Higher Learning Commission
- The Northwest Commission on Colleges and Universities
- The Southern Association of Colleges and Schools, Commission on Colleges
- The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges
- The Western Association of Schools and Colleges, Senior College and University Commission

Coursework presented on official transcripts from regionally accredited colleges and universities will normally be granted lower division credit by Oxnard College. Exceptions may apply. Students seeking exception must schedule an appointment to see a college counselor.

All transcripts submitted become the property of the College, and copies cannot be forwarded elsewhere or released to the student. These transfer records may be used by authorized College personnel only.

All transfer coursework is evaluated based upon the current information and practices specified in the Accredited Institutions of Postsecondary Education by the American Council on Education. Students transferring to colleges of the Ventura County Community College District are required to declare all previous college attendance. Failure to provide complete information may result in dismissal from the Ventura County Community Colleges.

From Foreign Colleges & Universities:

Students transferring to the Ventura County Community Colleges from foreign colleges or universities must have their transcripts translated and as being equivalent to a regionally accredited institution by one of the member agencies of the National Association of Credentials Evaluation Services or one approved by the California Commission on Teacher Credentialing. Evaluations from other professional credentials evaluation services will be reviewed for acceptability on a case-by-case basis. The evaluation must be a Detailed or Comprehensive evaluation that includes course-by-course descriptions, unit values and/or grade point average, and identification of lower and upper division courses. Evaluations must be mailed directly to Oxnard College from the evaluation service. Contact the Counseling Office for more information regarding credential evaluation criteria.

Students must submit official transcripts to a qualified agency and request that the agency forward the official evaluation to the College. Completed coursework will be considered for lower division unit credit only. However, foreign coursework cannot be applied to CSU General Education Breadth or IGETC (except Area 6) certification unless the foreign institution has U.S. regional accreditation. The individual CSU campus may opt to give students credit for foreign coursework, but community colleges do not have that prerogative. Requests for equivalent Oxnard College course credit are evaluated on an individual basis by a counselor. This review is based upon the recommendations of the transcript evaluation service and by the appropriate college discipline.

Credit for Military Service

The colleges of the Ventura County Community College District will recognize and grant credit to service personnel for formal educational training completed in the United States armed forces provided such credit is not a duplication of work taken previously.

Service personnel may be allowed credit for formal service school courses offered by the United States military service recommended in the Guide to the Evaluation of Educational Experiences in the armed services of the American Council on Education. The credit allowed will be based upon the recommendations specified in the Guide.

Service personnel may be allowed full advanced standing credit for college level courses completed under the auspices of the Defense Activity for Nontraditional Education Support (DANTES) or the United States Armed Forces Institute (USAFI) as recommended in the Guide to the Evaluation of Educational Experiences in the Armed Services of the American Council on Education. Such credit will be treated in the same manner and under the same policies as allowing credit from regionally accredited colleges and universities.

Any work completed at a regionally accredited college or university by service personnel while in military service and for which the college or university issues a regular transcript showing the credits allowable toward its own degrees, will be allowed advanced standing credit toward the associate degree in the same manner as if the student had pursued the courses as a civilian.

Service personnel should be aware that other colleges and universities may have different policies concerning credit for military educational training. There is no assurance that the granting of these units by the colleges of this district will be accepted by other institutions of higher education. Students must submit an official transcript of military course work to the Admissions and Records Office for evaluation. Contact the Counseling Office for more information.

FEES & TUITION

Enrollment fees are set by the State of California. They are subject to change without notice and may be retroactive.

All other fees are set by the Ventura county community college district board of trustees and are subject to change by board action.

All fees must be paid immediately (or committed to be paid) to complete a student's registration. If the registration process is not completed, the student will not be enrolled in classes.

ENROLLMENT FEE	**$46.00 per Unit**
	$23.00 per 1/2 Unit
	$11.50 per 1/4 Unit
HEALTH FEE (mandatory)	**$21.00 Fall/Spring**
	$18.00 Summer
Non-Resident Tuition	**$277.00 per Unit**
Non-California Resident and International Students	
International and Nonresident Domestic Student Surcharge	$13.00 per Unit
International Student Application Processing Fee	$50.00
Materials Fees (See Instructional Materials)	See individual classes for Materials Fees
Student Center Fee (Maximum of $10 per fiscal year)	$2.00 per unit
Student Representation Fee *(optional)*	**$ 2.00 per term**

The student representation fee, of $2 per semester, provides support for students or representatives, including Student Senate of the California Community Colleges (SSCCC), who share positions and viewpoints before city, county, and district governments, and before offices and agencies of the state and federal governments. This fee may be waived during registration.

Student Activities Fee *(optional)* **$ 7.00 per term**

This fee provides support to student life activities, events, and programs sponsored by campus student organizations and departments including the Associated Students and the Student Activities department. The Student Activities Fee is authorized by Education Code, Section §70902(b)9, and approved by the VCCCD Board of Trustees in April 2015. This fee may be waived for religious, political, financial or moral reasons. Waiver forms are available at the Student Business Office.

Credit by Exam Fee	**$ 46.00 per unit**
Audit Fee (non-refundable) Students enrolled in 10 or more credit unit	(No charge)
Students enrolled in fewer than 10 credit units	$ 15.00 per unit

Note: auditing students also pay the health fee.

Student Photo ID Card	$ 10.00 per semester
(optional)	$ 15.00 per year

Note: Student Photo ID Card may also be used as an Oxnard College Library borrower's card. Students at Oxnard can ride the Ventura County bus for free with a Student Photo ID Card, see the VCTC website at: *https://www.goventura.org/about/college-ride-pilot-program/*

Students who owe outstanding fees may not register until their fees are paid and cleared from their account.

Fees / Obligations / Holds

California Residents: California residents must pay the mandated enrollment fee, health fee, student center fee, student representation fee, and applicable course materials fees. California residents and AB 540/Dream Act eligible students meeting certain criteria may be eligible for a California College Promise Grant (formerly known as Board of Governor's Fee Waiver (BOGW) or other financial aid. Contact the Financial Aid Office for more information.

Non-California Residents: Residents of states other than California must pay nonresident tuition and the nonresident student surcharge, as well as the enrollment fee, health fee, student center fee, student representation fee, and applicable material fees. Students are classified as nonresident if they have lived in California for less than one year and one day prior to the first day of the semester, or are unable to present sufficient documentation to prove they have established California residency. See "California Residents" on page 14 for more information.

Payment of Fees

Payment of fees is the responsibility of the student. All fees must be paid immediately (or committed to be paid) to ensure completion of registration. Fees are incurred at the student's action of registering for classes. It is the student's obligation to check their class schedule to be sure they are enrolled in or dropped from classes appropriately. The student is responsible for any fees incurred for classes that were not dropped by the posted refund deadline for the class.

Students must:

- ***Pay all fees*** (including any past term fees), or
- ***Enroll in a payment plan***, or
- Have been ***awarded financial aid*** or
- Have an ***Oxnard College Promise*** award

Veterans Benefits & Transition Act of 2018

VA beneficiaries who provide a certificate of eligibility or valid VAF 28-1905 for the current term will not be dropped for nonpayment.

Health Fees

The health fee enables the College to provide students with a variety of health care services. In accordance with the California Education Code and Board policy, students are required to pay the health fee, regardless of the units taken, unless they meet one of the exemptions. Waiver forms are available at the Admissions and Records Office and the Student Health Center.

This fee enables the College to provide students with a variety of health care services. In accordance with the California Education Code and Board policy, students are required to pay the health fee, regardless of the units taken, unless they meet one of the exemptions listed:

- Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization. Documentary evidence of such an affiliation is required.
- Students who are attending a community college under an approved apprenticeship training program (see Education Code §76355).
- Health fee waivers are located in the Admissions and Records Office and the Student Health Center.

Instructional Materials Fee

(Where Appropriate):

Instructional material fees for certain selected credit or noncredit courses may be required at the time of registration, or the materials may be purchased on your own. If an Instructional Materials Fee is required, the amount of the fee is listed beneath the course title in the Schedule of Classes. Authority for the charge is granted under VCCCD Board Policy 5030. These instructional or other materials include, but are not limited to, textbooks, tools, equipment and clothing if:

1. The instructional and other materials required for the course have a continuing value to the student outside of the classroom setting, or
2. The instructional and other materials are used in the production of an "end product" that has continuing value to the student outside the classroom setting. See course schedule for instructional material fee costs.



Student Center Fee

Students of Oxnard College enacted a Student Center fee of $1.00 per unit, up to a maximum of $10.00 per student per fiscal year (July 1 to June 30), for the purpose of financing, constructing, expanding, remodeling, refurbishing and operating a Student Center. The money collected may only be used for this purpose. The fee shall not be charged to: a student enrolled in noncredit courses; a student who is a recipient of benefits under the Temporary Assistance for Needy Families (TANF) program; a student on the Supplemental Security Income/State Supplementary Program (SSI/SSP); or a student on a General Assistance Program.

Transcript Fee

Official transcripts are ordered online through the student portal (*https://my.vcccd.edu*) or by the link provided at *www.oxnardcollege.edu/transcripts*. Students may order up to two electronic transcripts online free of charge. Costs for transcripts vary based upon the delivery method chosen. Consult the college website for up-to-date information before you request transcripts.

Same day, over the counter, official transcript orders can be made in person at Admissions & Records (with a valid photo ID) after payment is made to the Student Business Office on campus for $15 per transcript. Consult the college website for current pricing of the additional delivery fee and for up to date information about requesting your transcripts.

Refund Policy

Enrollment Fee Refund Policy

- Student must drop classes by the credit refund deadline as stated in the Academic/Registration Calendar to qualify for a credit or refund of enrollment fees.
- Application for refunds must be made to the Student Business Office after the class or classes have been dropped.
- Credits/refunds will NOT be authorized for drops or withdrawals occurring after the deadline date.
- Refund checks will be mailed by the Ventura County Community College District Office after the Refund Request Form is received and processed at the Student Business Office.
- Enrollment fee refunds are subject, once a semester, to the withholding of a $10 Administrative Fee.

The following schedule of refunds will be in effect for all students who drop a class or classes or withdraw from college:

Full-semester Length Classes

- In first and second week 100% enrollment fee refund

Short-term Classes and Summer Session

- Withdraw within 10% of class sessions 100% enrollment fee refund

No refunds are authorized thereafter.

Other (Non-Enrollment) Fee Refund Policy

Audit Fees: are not refundable

Health Center Fee: is only refunded if all classes are dropped for the semester/session within the deadline, regardless of the residency status of the student.

Instructional Materials Fees: are refunded in full when a class requiring the fees is dropped within the stated deadline.

Non-mandatory Fees: are refunded in full when requested within the stated deadline.

Parking Fee: to qualify for a refund of parking fees, whether classes are dropped or not, return the original parking permit to the Student Business Office by the deadline.

Student Center Fee: refunds may include a pro-rated refund of the Student Center fee. If all classes are dropped, a student may be entitled to a full refund of the Student Center fee, depending on enrollment in prior semesters for the academic year.

Student Photo ID Card

$10 per semester or $15 per year. Purchase of a Student Photo ID Card entitles students to check out library books, free admission to home conference athletic events, and reduced rates to dramas, plays, various associated student-sponsored events, and discounts from local merchants.

Student Photo ID Cards may also be used as Oxnard College Library borrower's card.

Students at Oxnard can ride the Ventura County bus for free with a Student Photo ID Card, see the VCTC website at: *https://www.goventura.org/about/college-ride-pilot-program/.*

Textbooks and Supplies

By state law, the College is prohibited from furnishing free textbooks or supplies to students. These items may be purchased in the College Bookstore. Textbook information is available from *www.OxnardCollegeBookstore.com*.

Non-mandatory Fees

Non-mandatory fees are the same whether the student takes day or evening classes, is full time or part time, and has resident, nonresident or international residency. Fees are paid at the Student Business Office.

Student Parking Fees

- Parking permits are required when classes are in session for all vehicles including those with handicapped parking permits and for those attending theater, dance, music, and other college events, with the exception of VCCCD Board Meetings on campus (all lots) and athletic events in designated lots. Public will be ticketed if they do not park in designated lots during hours of enforcement.
- Daily parking permits may be purchased for $2 from parking lot permit dispensers.
- All vehicles must park within a marked stall (CVC 21113a).
- Head-in parking is required in all diagonal stalls on campus.
- Ventura County Community College District is not responsible for any theft or loss of property while utilizing parking facilities.
- Students with a Department of Motor Vehicles disabled person's plate or placard.
- Unauthorized vehicles parked in designated handicapped spaces not displaying distinguishing placards or license plates for physically disabled persons may be towed away at owner's expense. Towed vehicles may be reclaimed by contacting the Campus Police office in the Administration building or by calling (805) 678-5805. (CVC 22652)

Parking Fees: All students parking a vehicle on the campus must pay the parking fees listed below, regardless of the number of units for which they are enrolled.

There will be a strict enforcement of parking regulations requiring students to have parking permits the first day of the term; there is not a "grace period" for obtaining your permit. Semester permits are purchased online through the student web portal: MyVCCCD. Permits will be delivered by mail to the address provided at the time of purchase.

Parking Fee Schedule:

Automobile:	Fall/Spring $58	Summer $27
CCPG Students:	Fall/Spring $30	Summer $25
Motorcycle:	Fall/Spring $40	Summer $15
Single Day	$2	
Ridesharing	Fall/Spring $ 40	Summer $15

Note: Parking fees are subject to change at the discretion of the Governing Board.

To encourage Ridesharing (carpooling), the parking permit fee shall not exceed thirty-six ($36) per Fall and Spring semesters and fifteen dollars ($15) per Summer semester for a student who certifies that he or she regularly has two or more passengers commuting to the community college with him or her in the vehicle parked at the community college.

Purchasing Semester Permits: Semester permits are purchased online through the student web portal: MyVCCCD. Permits will be delivered by mail to the address provided at the time of purchase. Day use passes are $2 and can be purchased at machines located in several parking lots on campus. Student semester parking permits are valid only in student lots and can be used on all three campuses. Parking is strictly enforced Monday through Thursday, 7:00 am to12:00 am, and Friday, 7:00 am to 5:00 pm.

Auto permits are static vinyl and must be affixed to the inside lower- left corner of the front windshield. Motorcycle permits are adhesive and must be affixed to the front fork of the motorcycle.

Students Who Receive Financial Aid: Students who receive financial assistance pursuant to any of the programs described in subsection of Education Code §72252(g) shall be exempt from parking fees in excess of thirty dollars ($30) per semester for one vehicle.

Requests for Transcripts

Official transcripts are ordered online through the my.vcccd.edu student portal or by the link provided at *www.oxnardcollege.edu/transcripts*. Students may order up to two electronic transcripts online free of charge. Costs for transcripts vary based upon the delivery method chose. Consult the college website for up to date information before your request transcripts. Expedited shipping is available for mailed transcripts. Unofficial transcripts are free and can be viewed and printed online through the *my.vcccd.edu* portal.

Same day, over the counter, official transcript orders can be made in person at Admissions & Records (with a valid photo ID) after payment is made to the Student Business Office on campus for $15 per transcript.

Consult the college website at *www.oxnardcollege.edu/transcripts* for current pricing of the additional delivery fee and for up to date information about requesting your transcripts.

Under the Family Educational Rights and Privacy Act (FERPA), once a student is attending an institution of postsecondary education, all rights pertaining to the inspection, review and release of his/her educational records belong to the student without regard to the student's age. Therefore, all students, regardless of age, must provide written consent for release of their transcripts. For more information, please refer to Appendix I in this catalog, "Privacy Rights Regarding Student Records".

Educational Work Load

A student's educational work load generally consists of fifteen (15) units of work per semester in order to make normal progress towards the A.A./A.S. degree and/or transfer requirements. For students receiving a Cal Grant award, note that a Cal Grant awards is limited to four total years of payment.

Students seeking to enroll in more than 19.5 units but fewer than twenty-two (22) must have a counselor's approval. Students seeking enrollment in twenty-two (22) units or more must have the approval of the Vice President of Student Development, or designee, in addition to the counselor's approval.

Full-Time Student A student is defined as full-time if carrying 12 or more units in a regular Fall or Spring semester or 4 units in a summer session.

Students, especially those who work or participate in extracurricular activities, should consider the following guidelines for planning their courses and unit load:

Educational Work Load Calculator:

Units per Semester	Class/ Study Hours per Week	Work/Extra-Curricular Hours per Week
15 or more	30-36	0-8
12-14.5	24-29	8-15
9-11.5	8-24	5-20
6-8.5	12-18	20-30
5.5 or fewer	6-12	30-40

Unit Requirements for Benefits & Activities

To qualify for certain benefits and activities, minimum unit requirements must be maintained, as follows:

Veteran and war orphan benefits under GI Bill: Subsistence payments vary depending on the Chapter of benefits and the amount of units enrolled. Generally payments are prorated for a non-full time student. Summer enrollment status is calculated differently and the payment amounts can be confirmed with VA by calling 1-888-442-4551.

- Automobile insurance discounts and dependent medical insurance: 12 units
- Student Loan deferments:

  Half-time required 6 units or greater
- Financial Aid Enrollment status:

Full-time	12 units or greater
Three quarter time	9 to 11.5 units
Half-time	6 to 8.5 units
Less than half-time	0.5 to 5.5 units
- EOPS Services: 12 units
- Athletic eligibility: 12 units
- Student Government: 6 units for major offices; 3 units for Council members
- Student employment: 12 units (generally); 6 units or less if eligible for CalWORKs, EAC, EOPS, or Federal Work-study funds.

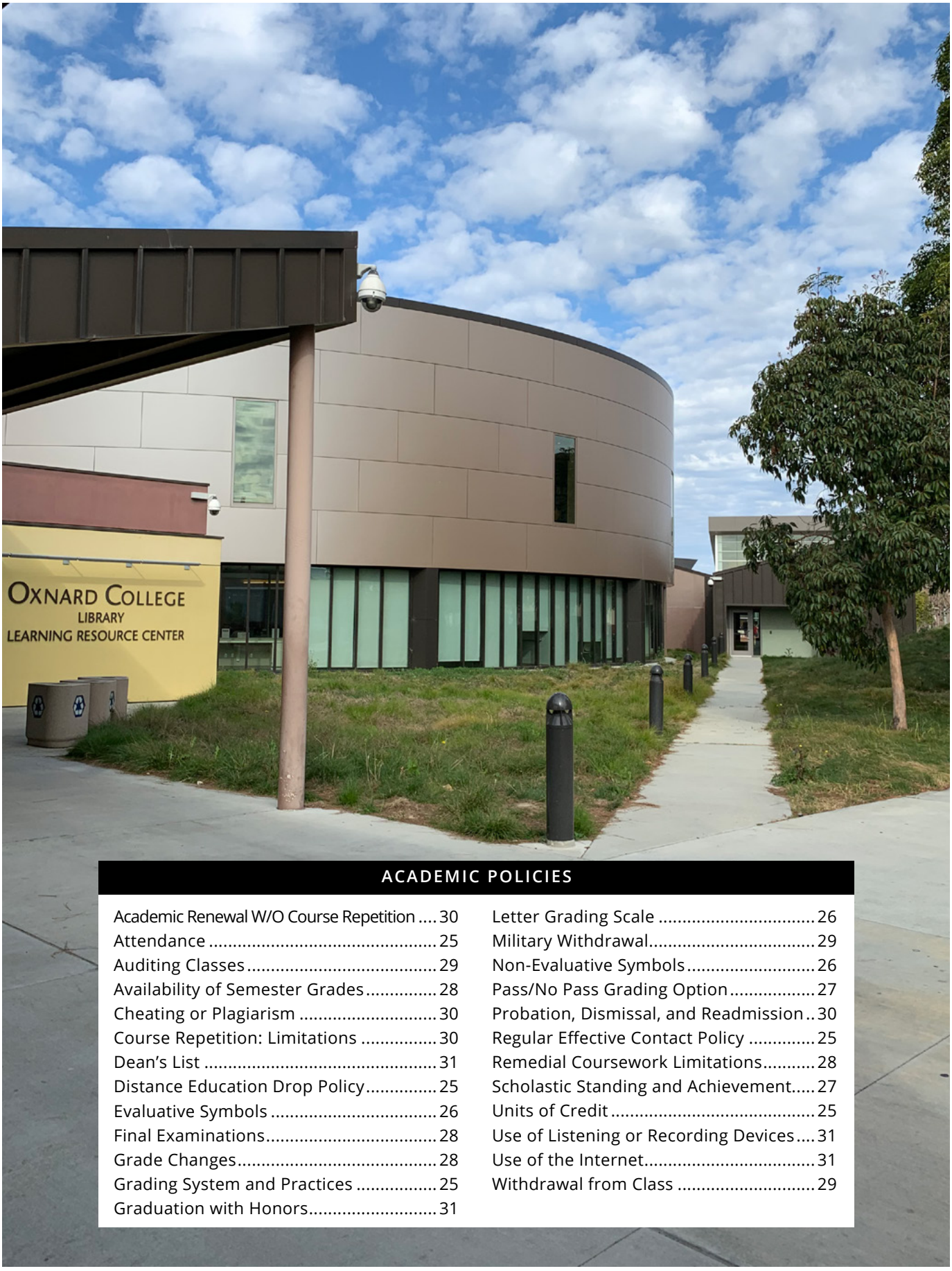
Selective Service Registration

The colleges of the Ventura County Community College District, in accordance with AB 397 added by statutes 1997, c. 575, E.C.s 66500 & 69400, is alerting all male applicants for admission who are at least 18 years of age and born after December 31, 1959 to be aware of their obligation to register with the Selective Service. In order to receive Federal student aid, you must be registered with the Selective Service. For more information, refer to: *www.sss.gov*.

Courses Open to Enrollment

Each course offered by the Ventura County Community College District and its colleges is open to enrollment and participation by any person who has been admitted to the College and who meets the prerequisites to the class or program, unless specifically exempted by statute.





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Attendance

All students, both registered and on the waitlist, are expected to attend the first class meeting. Instructors are required to drop all registered and waitlisted students who do not attend the first day of class and those who quit attending prior to the census date for each class. Instructors may, but are not required to, drop registered students who quit attending after census but before the final drop deadline for each class. Students are responsible for dropping their classes and withdrawing from the college, and should initiate the drop themselves.

All students admitted to the colleges of the Ventura County Community College District are expected to attend classes regularly, both because continuity of attendance is necessary to the individual and group progress in any class, and because financial support of the college is dependent upon student attendance. Absence for any reason does not relieve the student from the responsibility of completing all class requirements.

Additionally, it is the student's responsibility to become aware of the attendance and absence policies of the instructor for each class in which they are enrolled at the beginning of the semester. When a student's absences exceed 1/9 of the total class contact hours for the session (e.g., absence from the equivalent of two weeks of a regular semester-long class), the instructor may drop the student from the class and record a grade in accordance with the policy for dropping a course.

Distance Education Drop Policy

For Distance Education classes, specifically those that are fully online, the drop policies of the individual instructor (as stated in the course syllabus) may vary but are based upon the following:

- All students are expected to attend the online class regularly, for a minimum number of hours and/or to complete a minimum number of assignments or quizzes as determined by the instructor.
- Students enrolled in online classes must regularly log in and actively participate or they may be considered non-participatory and be dropped.
- Although it is the responsibility of the student to officially withdraw from a class, the instructor has the authority to drop a student for lack of active participation. The instructor is not required to notify the student after having provided students with the drop policy in the course syllabus.
- Specific assignments within an online course can act as attendance or student activity indicators. If the assignment or activity is not completed by a given date, then a student is considered inactive and may be dropped. Attendance assignments or student activity indicators will be determined by individual instructors.
- Attendance assignments or student activity indicators must be clearly defined in the course syllabus and fall into one of the following categories:
    - Any assignment given before the census or drop dates.
    - Assignments or activities indicating that the student has begun to participate in the online class.
    - Completion of assignments and activities by due dates.

Regular and Effective Contact Policy

In a distance education class, "regular and effective contact" refers to frequent, substantive interaction between the instructor and his or her students, and among the students themselves, in the district-provided Learning Management System (LMS).

"Substantive interaction" between instructor and students is achieved through regular communication between the two parties. As in a face- to-face course, the instructor and his or her students must be able to initiate and participate in student discussions (or the equivalent) in an online environment via a variety of modalities in the district provided Learning Management System (LMS). The instructor must regularly monitor and moderate any student assignments or activities in the online classroom in which students interact with each other. The instructor must be available to answer students' questions about both the material and the course itself in an efficient and timely manner. The instructor must also provide regular and timely feedback on, and assessment of, student work. For example, the instructor should respond to students' emails within the instructor's stated availability contained in the syllabus; the instructor should provide feedback or grades on assignments within a week or within the instructor's stated availability contained in the syllabus. In the context of a Distance Education (DE) course, the instructor must spend approximately as much time on these interactions as he or she would for a face-to-face course.

The modes that a DE instructor can use to create regular effective contact are almost limitless but should be easily accessible for the students and, when in question, verifiable. Use of the district provided LMS provides both accessibility and verifiability. The district provided LMS and synchronous technologies includes: online chat (scheduled or unscheduled), telephone contact, video conferencing, virtual field trips, virtual meetings, or online presentation platforms. Asynchronous technologies include email and other correspondence, discussion forums or boards, class announcements via a LMS homepage, websites, blogs, podcasts, voicemail, SMS/text messaging, or e-lectures. Neither of these lists is exhaustive, as there are always new student learning technologies available at any given time. Any accessible medium (in compliance with Section 508 and the CCCCO Distance Learning Access Guidelines) is acceptable for facilitating regular effective contact.

Grading System and Practices

All coursework, not just work that fulfills the requirements for associate degrees, certificates, diplomas, licenses, or baccalaureate level work, is graded based on board policy.

Units of Credit

The Carnegie unit formula applies to all credit courses offered by the College, whether or not applicable to the associate degree. "One credit hour of community college work (one unit of credit) requires a minimum of 48 hours of lecture, study, or laboratory work at colleges operating on the semester system."

The colleges of the Ventura County Community College District base their semester unit on one lecture class period of 50 minutes each week of a minimum 16-week semester. For practical purposes, the following terms are synonymous: unit, semester unit, semester hours, credit, credit hour.

For purposes of sections dealing with standards for probation and dismissal, all units attempted means all units of credit for which the student was enrolled in any college or university, regardless of whether the student completed the courses or received any credit or grade.

Letter Grading Scale

Courses are graded pursuant to the grading system established by Title V, Section 55023. Grades from a grading scale shall be averaged on the basis of the point equivalence to determine a student's grade point average. The highest grade shall receive four points, and the lowest grade shall receive no point, using the following evaluative symbols:

Evaluative Symbols

A – Excellent (4 points per semester unit)

B – Good (3 points per semester unit)

C – Satisfactory (2 points per semester unit)

D – Less than satisfactory (1 point per semester unit)

F – Failing (0 point per semester unit)

P – Pass At least satisfactory (units awarded not counted in GPA; replaced CR effective Fall 2009); used to denote "passed with credit" when no letter grade is given. Credit is assigned for work of such quality equivalent to letter grade of "C" or better.

NP – No Pass Less than satisfactory, or failing (units not counted in GPA; replaced NC effective Fall 2009)

SP – Satisfactory Progress towards completion of the course (Used for noncredit courses only and is not supplanted by any other symbol.)

CRE – Credit by Exam (units awarded not counted in GPA). Effective Summer 2015, students receive a letter grade.

Grade Point Averages (GPA) are calculated by dividing the number of grade points earned by the number of units attempted.

Non-Evaluative Symbols

The VCCCD District Governing Board has authorized the use of the non-evaluative symbols "I," "IP," "RD," "W," and, "MW" and "EW" defined as follows:

I - INCOMPLETE Students who are at the end of a term and have failed to complete the required academic work of a course because of an unforeseeable, emergency, and justifiable reasons may receive a symbol "I" (Incomplete) on their records.

The conditions for receiving a letter grade and for the removal of the "I" must be stated by the instructor in a written record which must also state the grade to be assigned in lieu of the removal of the "I." This record must be given to the student and a copy is to be placed on file with the Admissions and Records Office until the conditions are met (the "I" is made up) or the time limit is passed.

A final grade shall be assigned when the work stipulated has been completed and evaluated, or when the time limit for completing the work has passed. The "I" may be made up no later than one year following the end of the term for which it was assigned. The "I" symbol shall not be used in calculating units attempted or for grade point averages.

IP – IN PROGRESS The "IP" symbol shall be used only in those courses which extend beyond the normal end of an academic term. It indicates that work is "in progress," but that assignment of an evaluative symbol (grade) must await its completion. The "IP" symbol shall remain on the student's permanent record in order to satisfy enrollment documentation. The appropriate evaluative symbol (grade) and unit credit shall be assigned and appear on the student's permanent record for the term in which the course is completed. The "IP" shall not be used in calculating grade point averages. If a student enrolled in an "open-entry, open- exit" course is assigned an "IP" at the end of a term and does not re-enroll in that course during the subsequent attendance period, the appropriate faculty will assign an evaluative grade symbol in accordance with the academic record symbols to be recorded on the student's permanent record for the course.

RD - REPORT DELAYED The "RD" symbol may be assigned by the Registrar only. It is to be used when there is a delay in reporting the grade of a student due to circumstances beyond the control of the student. It is a temporary notation to be replaced by a permanent symbol as soon as possible. "RD" shall not be used in calculating grade point averages.

W - WITHDRAWAL Withdrawing from semester-length classes: Students may withdraw from full semester-length classes through the end of the 14th week. A grade of "W" will be posted to the academic record for withdrawals that occur between the class census date and the end of the 14th week. No grade will be posted to the academic record for withdrawals that occur before the class census date. Students still enrolled after the end of the 14th week will receive a grade other than "W" on their academic record.

The census date for each class is determined by the length of the class and may vary. Consult the class syllabus or instructor for more information.

Withdrawing from short-term classes: Students may withdraw from short-term classes through 75% of the total number of class meetings. A grade of "W" will be posted to the academic record for withdrawals that occur between the class census date and the 75% deadline. No grade will be posted to the academic record for withdrawals that occur before the class census date. Students still enrolled after 75% of class meetings will receive a grade other than "W" on their academic record.

The census date for each class is determined by the length of the class and may vary. Consult the class syllabus or instructor for more information. LIMITATIONS ON WITHDRAWAL EXIST. See section on "Withdrawal from Class" in this catalog.

MW - MILITARY WITHDRAWAL Military withdrawal occurs when students who are members of an active or reserve United States military service receive orders compelling withdrawal from classes. Upon verification of orders, the appropriate withdrawal symbol may be assigned at any time after the period established by the governing board during which no notation is made on the permanent academic record for withdrawals.

Students requesting military withdrawal must present a petition for withdrawal and a copy of the military orders, or other acceptable documentation, verifying the dates and location of military assignment that compelled or compels withdrawal from classes. Military withdrawal may be requested at any time upon the student's return to college.

A grade of "MW" shall be recorded on the permanent academic record upon approval of petition for military withdrawal that occurs after the third week of full-semester length classes or 16% of total meetings of short-term classes. "MW" grades shall not be counted as one of the three enrollment attempts allowed to achieve a standard (passing) grade of C/P or better, or in the calculation of a student's academic progress for the determination of academic standing.

EW – EXCUSED WITHDRAWAL An EW symbol may be requested by the student at any time during the semester (effective January 2018) and no later than three (3) years after the term in which the course was taken. Excused Withdraw shall not be counted in progress probation or dismissal calculations nor shall it be counted towards the permitted number of withdrawals or counted as an enrollment attempt. The financial aid of a student may be affected depending on individual circumstance. A student should consult with the financial aid staff regarding any impact.

An EW is acceptable when a student withdraws from a course(s) due to reasons beyond their control, which include but are not limited to, the following:

- Job transfer outside the geographical region;
- Illness in the family where the student is the primary caregiver;
- An incarcerated student in a California State Prison or County Jail is released from custody or involuntarily transferred before the end of the term (In the case of an incarcerated student, an excused withdrawal cannot be applied if the failure to complete the course(s) was the result of a student's behavioral violation or if the student requested and was granted a mid-semester transfer);
- The student is the subject of an immigration action;
- Death of an immediate family member;
- Chronic or acute illness;
- Verifiable accidents; or
- Natural disasters directly affecting the student.

Verifiable documentation can include, but is not limited to a note from a doctor stating the student is not currently able to complete the work due to illness, employment verification of a new job, a booking report, police report of an accident, or any other documentation that proves the student's completion of a course is impractical. The Chancellor's Office defines impractical as impossible due to reasons beyond the student's control.

A student may request to use an EW for only one course or all courses in a term depending on the reason for the request.

Scholastic Standing and Achievement

Scholastic standing is based on a student's work measured quantitatively in semester units and qualitatively in letter grades. This relationship is expressed as a numerical grade point average.

To illustrate the calculation of a grade point average, a student who earns a grade of A in three units, B in three units, C in three units, D in three units, F in two units, and CR in two units, would have a grade point average of 2.14. The computation is shown below.

3 units A x 4	=	12 grade points
3 units B x 3	=	9 grade points
3 units C x 2	=	6 grade points
3 units D x 1	=	3 grade points
2 units F x 0	=	0 grade points
2 units CR x 0	=	0 grade points
16 total units		**30** grade points
(- 2 CR units)		
14 graded units		

30 ÷ 14 = 2.14 grade point average (GPA)

In calculating a student's degree-applicable grade point average, grades earned in non-degree courses shall not be included.

Pass/No Pass Grading Option

Colleges of the Ventura County Community College District may offer courses in two pass/no pass ("P/NP") options:

(1) courses which are offered on a pass/no pass basis only, and
(2) courses in which students ***may elect*** the pass/no pass option.

Pass ("P") is used to denote "passed with credit" when no letter grade Is given. Credit Is assigned for work of such quality as to warrant a letter grade of "C" or better.

The first category includes those courses in which all students in the course are evaluated on a pass/no pass ("P"/"NP") basis. This "P"/"NP" grading option shall be used to the exclusion of all other grades in courses for which there is a single satisfactory standard of performance and for which unit credit is assigned. Credit shall be assigned for meeting that standard, no credit for failure to do so.

The second category of Pass/No Pass options is comprised of courses designated by the college wherein each student may elect by no later than the end of the first 30 percent of the term or length of the class whether the basis of evaluation is to be Pass/No Pass or a letter grade. Once the 30 percent deadline has passed, the request cannot be withdrawn. It is the student's responsibility to file appropriate form by the 30% deadline; otherwise a letter grade will be assigned.

The petition for this purpose, "Request for Pass/No Pass Grade" is available online at the college website and through the MyVCCCD student portal (see "college downloadable forms"). All units earned on a pass/no pass basis in accredited California institutions of higher education or equivalent out-of-state institutions shall be counted in satisfaction of community college curriculum requirements.

A student may apply a maximum of 20 units of credit earned under the pass/no pass option to an A.A. or A.S. degree or Certificate of Achievement. Pass ("P") is used to denote "passed with credit" when no letter grade is given. Credit is assigned for work of such quality as to warrant a letter grade of "C" or better. Units earned on a Pass/No Pass basis shall not be used to calculate grade point averages. However, units attempted for which "NP" is recorded shall be considered in probation and dismissal procedures.

Students should be aware that other colleges and universities may restrict the acceptance of courses taken on a pass/no pass basis, especially for general education and major requirements; therefore, units of "Pass" should not be used to satisfy major requirements for A.A., A.S. degrees or transfer.



Remedial Coursework Limitations

The colleges of the Ventura County Community College District (VCCCD) offer courses which are defined as remedial. "Remedial coursework" refers to non-degree-applicable basic skills courses in reading, writing, computation, learning skills, study skills and English as a Second Language which are designated by the college district as not applicable to the Associate Degree.

Students enrolled in remedial courses will receive unit credit and will be awarded an academic record symbol on transcripts as defined under other academic policies. However, the units earned in these remedial courses do not apply toward proficiency awards, certificates of achievement, or associate degrees.

No students shall receive more than 30 semester units of credit for remedial coursework. This limitation of 30 units applies to all remedial coursework completed at any of the campuses of the college district (Moorpark, Oxnard and Ventura Colleges). It does not apply to remedial coursework completed at colleges outside the District. Students transferring from other educational institutions outside VCCCD shall be permitted to begin with a "clean slate" with regard to the remedial limitation. The 30-unit limit applies to all remedial coursework attempted; however, in the event that some of these 30 units are substandard and a student successfully repeats one or more courses in which substandard grades were earned, then the 30-unit limit would be modified by the application of the Course Repetition Policy.

Students who exhaust the unit limitation shall be referred to appropriate adult non-credit educational services provided by adult schools or other appropriate local providers with which the colleges have an established referral agreement. Such a student may, upon successful completion of appropriate "remedial coursework," or upon demonstration of skills levels which will reasonably assure success in college-level courses, request reinstatement to proceed with college- level coursework. Procedures relating to dismissal and reinstatement are specified in the College Catalog under policies governing Probation, Dismissal and Readmission. The petition for this purpose, Petition for Continued Enrollment or Readmission, is available in the Counseling Office.

The following students are exempted from the limitation on remedial coursework: students enrolled in one or more courses of English as a Second Language; and/or students identified by one of the colleges as having a learning disability.

Any student who shows significant, measurable progress toward the development of skills appropriate to his or her enrollment in college- level courses may qualify for a waiver of the unit limitation. Petitions for waiver can only be given for specified periods of time or for a specified number of units. The petition for this purpose, the Student Educational Plan, is available in the Counseling Office.

The Office of Academic Affairs and Student Learning shall maintain a list for each academic year of remedial courses limited by this policy. Remedial courses are identified as non-degree applicable in the course description section of this catalog.

Students should be aware that this policy applies to all students enrolled in remedial coursework. Students receiving financial aid may have more restrictive limitations due to federal regulations.

The federal rules specify a limitation of one year regardless of units, do not exempt learning skills, and do not provide for a waiver.

Final Examinations

Final examinations are given at the end of each semester. Students are required to take examinations for the classes in which they are enrolled. No examinations are administered prior to the regular schedule for examinations. Exceptions to this rule, in emergency situations, require the approval of the instructor of record and the Division Dean. All student requests for examinations to be administered at a later date must be filed on the proper petition form in the Division Office. Petitions for late examinations will not be considered if the student leaves prior to the last three weeks of the semester.

Grade Changes

Grades are determined and assigned as a result of academic assessment made by the instructor of record of a course. Determination of the student's grade by the instructor is final in the absence of mistake, fraud, bad faith, or incompetence. "Mistake" may include, but is not limited to, errors made by an instructor in calculating a student's grade, and clerical errors. "Fraud" may include, but is not limited to, inaccurate recording or change of a grade by any person who gains access to grade records without authorization.

The removal or change of an incorrect grade from a student's record shall only be done pursuant to California Education Code §76232, or by a compliant alternative method that ensures that each student shall be afforded an objective and reasonable review of the requested grade change.

Grade change petitions must be submitted by the instructor of record or appropriate substitute, or by the Vice President of Academic Affairs and Student Learning.

Procedure requires that a student first request a grade change from the instructor. In cases where the student has filed a discrimination complaint, or if the instructor of record is not available, or where the district determines that there is a possibility of gross misconduct by the original instructor, provisions shall be made to allow another faculty member to substitute for the instructor of record.

Grade changes shall be requested by the student no more than three (3) years after the term in which the grade was awarded. Exceptions to the time limit may be made if it is determined that the grade was awarded as a result of mistake, fraud, bad faith or incompetence by the instructor. Students may be required to provide documentation to support the requested grade change that may include but is not limited to graded assignments and tests from the class in question or substantiation of verifiable extenuating circumstances.

In the case of fraud, bad faith, or incompetence, the final determination concerning the removal or change of grade will be made by the Vice President of Academic Affairs and Student Learning. In all cases, where means exist and when at all possible, the instructor who first awarded the grade will be given notice of the change.

Pass/No Pass (P/NP), Credit/No Credit (C/NC) and Credit-by-Exam (CRE) grade designations, once applied to the transcript, cannot be changed to a letter grade.

When grade changes are made, the student's permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

Availability of Semester Grades

Grades for each semester are generally available within 24 hours of each instructor submitting his/her grades. Students may access their grades through their portal at my.vcccd.edu. Students with outstanding fees and/or obligations will not be able to access their grades until they have cleared their fees/obligations.

Auditing Classes

Auditing enables a student to attend a class without taking exams, receiving a grade or earning unit credit. Students enrolled in ten units or more in Fall or Spring (or three or more units in Summer) may, with instructor consent, be allowed to audit one lecture class per term without a fee. Students enrolled in less than ten units may, with instructor consent, audit one lecture class per term for a non- refundable fee of fifteen dollars ($15.00) per unit per semester. Audit students must also pay the health fee. Audit fees are nonrefundable. All fees are subject to change. Priority in class enrollment shall be given to students desiring to take the courses for credit toward a certificate, degree or transfer certification.

Petitions to Audit are accepted on or after the last two days of program adjustment as specified in the registration calendar. Laboratory and activity classes are not eligible for audit. Students auditing a course shall not be permitted to change their enrollment in that course to receive credit for the course, nor are they permitted to challenge the course at a later date.

Students auditing a course are not permitted to take exams in class, nor are they permitted to challenge the course by exam at a later date. Instructors are under no obligation to grade assignments of students auditing a course. Attendance requirements for students auditing courses are the same for all other students as stated in this Catalog.

The Petition to Audit is available in the Admissions and Records office.

Withdrawal from Class

Withdrawal from a class or from the college is primarily the responsibility of the student. Withdrawals may be done online at *https://my.vcccd.edu* or in person at the Admissions and Records Office. It is the student's responsibility to understand how a withdrawal will affect their academic records, academic standing, ability to repeat the course, eligibility for financial aid, athletic participation, veterans' educational benefits and other programs, services or benefits. Instructors have a responsibility to drop students under certain circumstances as identified below.

Deadline dates for withdrawing from a class may be found on the student's Schedule/Bill and in the online searchable schedule of classes in the CRN notes – click on the CRN to view notes. Students who do not officially withdraw by the stated deadlines will receive an evaluative grade (A-F, P or NP). Withdrawal after the final deadline may be permitted if it is determined that extenuating circumstances prevented a student from completing and withdrawing from a course. Extenuating circumstances are verified cases of accident, illness or other circumstances beyond the student's control. Supporting documentation will be required. Students should contact a counselor or the Admissions and Records Office to initiate a Petition to Change a Grade to "W". A graded course that has been used to satisfy degree, certificate or transfer requirements will not be changed to a "W."

An Excused Withdrawal (EW) may be requested by the student at any time during the semester (effective January 2018) and no later than three (3) years after the term in which the course was taken. Excused Withdraw shall not be counted in progress probation or dismissal calculations nor shall it be counted towards the permitted number of withdrawals or counted as an enrollment attempt. The financial aid of a student may be affected depending on individual circumstance. A student should consult with the financial aid staff regarding any impact.

A grade of "W" is not calculated in the grade point average (GPA). Courses that receive "W" grades are counted as an enrollment attempt and will affect a student's ability to repeat the class. Students will be blocked from repeating any course in which they have already received three W, D, F or NP grades in any combination. See **Appendix XIV Course Repetition** for details. "W" grades are also counted in the determination of a student's academic standing, and excessive "W"s will be cause for placing students on progress probation. Students are encouraged to consult a counselor regarding the full impact of "W" grades.

Instructor-initiated drops: Instructors are required to drop by the census deadline any student who has never attended class or who has quit attending class. They may drop students who do not attend the first class meeting. The census date for each class is determined by the length of the class and may vary. Instructors may, but are not required to, drop students after the census date for excessive absences. Absence is generally considered excessive if a student misses 1/9 or more of the total number of classes (2 weeks of a full –semester class); however, the nature of the class may require a stricter absence policy. Consult the class syllabus or instructor for more information.

Withdrawing from semester-length classes: Students may withdraw from full semester-length classes through the end of the 14th week. A grade of "W" will be posted to the academic record for withdrawals that occur between the class census date and the end of the 14th week. Students still enrolled after the end of the 14th week will receive a grade other than "W" on their academic record.

Withdrawing from short-term classes: Students may withdraw from short-term classes through 75% of the total number of class meetings. A grade of "W" will be posted to the academic record for withdrawals that occur between the class census date and the 75% deadline. Students still enrolled after 75% of class meetings will receive a grade other than "W" on their academic record.

The ***census date*** for each class is determined by the length of the class and may vary. Consult the class syllabus or instructor for more information.

Military Withdrawal

Military withdrawal occurs when students who are members of an active or reserve United States military service receive orders compelling withdrawal from classes. Upon verification of orders, the appropriate withdrawal symbol may be assigned at any time after the period established by the governing board during which no notation is made on the permanent academic record for withdrawals.

Students requesting military withdrawal must present a petition for withdrawal and a copy of the military orders, or other acceptable documentation, which verifies the dates and location of military assignment that compelled or compels withdrawal from classes. Military withdrawal may be requested at any time upon the student's return to college.

A grade of "MW" shall be recorded on the permanent academic record upon approval of petition for military withdrawal that occurs after the third week of full-semester length classes or 16% of total meetings of short-term classes. "MW" grades shall not be counted as one of the three enrollment attempts allowed to achieve a standard (passing) grade of C/P or better, or in the calculation of a student's academic progress for the determination of academic standing.

Course Repetition: Limitation on Enrollments & Withdrawals

Consult **Appendix XIV** of this catalog for full policy and procedure information regarding course repetition.

A non-repeatable course in which a grade of C/P/CR or better is earned may not be repeated except as allowed under special circumstances. Students are permitted a total of three enrollment attempts to achieve a standard grade (defined as a passing grade of A, B, C, P or CR). This rule applies to courses taken at any regionally accredited college, in which the student received a substandard grade as defined above. Once a passing grade of C/P/CR or better is received, the course may not be taken again under this section. However, repetition may be allowable under special circumstances as defined in the appendices.

An enrollment attempt is defined as any enrollment in a course that results in an evaluative (A, B, C, D, F, P, NP, CR, NC) or non-evaluative (W) grade. All of these grades are counted as enrollment attempts when determining a student's eligibility to repeat a course.

Withdrawals may not exceed three (3) times in the same class. Students who have withdrawn from the same class the maximum number of times will be required to petition for a fourth enrollment attempt. The fourth attempt, if authorized, must reflect a grade other than "W."

Petitions for Course Repetition are available in the Counseling Office.

Academic Renewal without Course Repetition

(See Appendix XVI in this catalog)

Students may petition to have a maximum of 24 semester units of any courses with less than a "C" or equivalent grade taken during any five terms maximum (or any portion thereof) of previous college work disregarded in meeting academic requirements in the colleges of the Ventura County Community College District (VCCCD) when that work is not considered to be reflective of the student's present demonstrated ability and level of performance. Academic renewal is intended to facilitate the completion of requirements necessary for an academic degree, certificate, or transfer.

Academic renewal may not be applied to any course that has been used to satisfy associate degrees, certificates of achievement, IGETC or CSU-GE transfer general education breadth requirements.

Consult Appendix XVI of this catalog for full policy and procedure information regarding academic renewal.

Probation, Dismissal, and Readmission

Consult the appendices at the end of this catalog for full policy and procedures for Probation, Dismissal and Readmission practices.

Probation, dismissal, and readmission policies and procedures are designed to assist students in making progress toward realistic academic, career, and personal goals. Students who choose to enroll are encouraged to take advantage of the opportunity to realize their full potential. Limitations regarding programs, courses, and unit loads are consistent with the philosophy of providing an opportunity to succeed.

The standards for academic progress may differ for students who receive financial aid and/or VA educational benefits. Consult "Appendix IX" on page 325 for **Satisfactory Academic Progress** standards for financial aid recipients, and "Unsatisfactory Progress" on page 39 for VA benefits recipients.

Continuing and returning students who have been on progress or academic probation for two consecutive terms, or are dismissed, will lose their registration priority.

Students who lose their registration priority due to their academic standing may appeal for reinstatement of that priority if they can demonstrate extenuating circumstances. Extenuating circumstances, for this purpose, are defined as:

- Accident
- Illness
- Other circumstances beyond the control of the student

Extenuating circumstances must be supported by verifiable documentation; examples of such documentation include statements from doctors or hospitals, police or insurance accident reports. Approval will result in reinstatement of registration priority.

Students who fail to meet the institution's academic progress standards in two consecutive primary terms (Fall/Spring) will lose the California College Promise Grant (formerly BOG Fee Waiver). Students who lose their California College Promise Grant (formerly BOGW) eligibility may appeal the loss by meeting with an academic counselor. See Appendix IX - Financial Aid Programs and the college website for more information.

Cheating or Plagiarism

It is the belief at Oxnard College that students share a responsibility with their instructors for assuring that their education is honestly attained. In keeping with this belief, every instructor has the responsibility and authority to deal with any instances of plagiarism, cheating or fabrication that occur in the classroom. Examples of academic dishonesty include (but are not limited to) the following:

Plagiarism: Plagiarism is the act of presenting someone else's work as one's own. Examples include:

- Copying and pasting text from websites or other electronic sources and presenting it in an assignment as your own original work.
- Copying and pasting text from printed sources (including books, magazines, encyclopedias or newspapers) and presenting it in an assignment as your own original work.
- Using another student's work and claiming it as your own original work (even if you have the permission of the other student).

Cheating: Cheating is the act of pretending (or helping others to pretend) to have mastered course material through misrepresentation. Examples include:

- Copying in whole or in part from another student's test or paper.
- Allowing another student to copy from your test or assignment.
- Using the textbook, course handouts, or notes during a test without instructor permission.
- Stealing, buying or otherwise obtaining all or part of a test before it is administered.
- Selling or giving away all or part of a test before it is administered.
- Having someone else attend a course or take a test in your place.
- Attending a course or taking a test for someone else.
- Failing to follow test-taking procedures, including talking during the test, ignoring starting and stopping times, or other disruptive activity.

Fabrication: Fabrication is the intentional use of invented information. Examples include:

- Signing a roll sheet for another student.
- Giving false information to college personnel.
- Answering verbal or written questions in an untruthful manner.
- Inventing data or sources of information for research papers or other assignments.

As members of the Oxnard College learning community, students are not to engage in any form of academic dishonesty. Any act of academic dishonesty will be considered a serious offense that is subject to disciplinary action.

For additional information on Academic Honesty, please see *www.oxnardcollege.edu*.

Dean's List

Special recognition is accorded to students who complete a program of twelve or more units of letter-graded coursework with a 3.50 grade point or higher during a semester. (Pass/No Pass units are not considered in the twelve-unit requirement.) These students are placed on the Dean's List and accorded appropriate recognition.

Graduation With Highest Honors The highest honors designation is placed on the degree of the graduate who has achieved an overall grade point average (GPA) of 4.0. The highest honors graduate must have completed at least 30 units of coursework at Ventura County Community College District of which 18 units or more must be letter grades. All letter grades must be an A.

Graduation With High Honors The high honors designation is placed on the degree of the graduate who has achieved an overall grade point average (GPA) of 3.75. The high honors graduate must have completed at least 30 units of coursework at Ventura County Community College District of which 18 units or more must be letter grades.

Graduation With Honors The honors designation is placed on the degree of the graduate who has achieved an overall grade point average (GPA) of 3.5. The honors graduate must have completed at least 30 units of coursework at Ventura County Community College District of which 18 units or more must be letter grades.

Use of Listening or Recording Devices

State law in California prohibits the use by anyone in a classroom of any electronic listening or recording device without prior consent of the instructor and school administration. Any student who has the need to use electronic aids must secure the consent of the instructor. Students who need to use recording devices as an authorized disability accommodation must receive verification through the campus Educational Assistance Center and must provide this verification to the instructor prior to use.

Use of the Internet

PURPOSE OF THE INTERNET: The Internet access provided by Oxnard College is to be used to support the instructional needs of students who are actively enrolled in a designated course. Non-educational, recreational and commercial uses of the Internet are prohibited on the Oxnard College network.

RULES FOR USING THE INTERNET: Each student is responsible for ensuring that he or she uses the College provided Internet access in an effective, efficient, ethical and lawful manner. To this end, students must comply with the following rules:

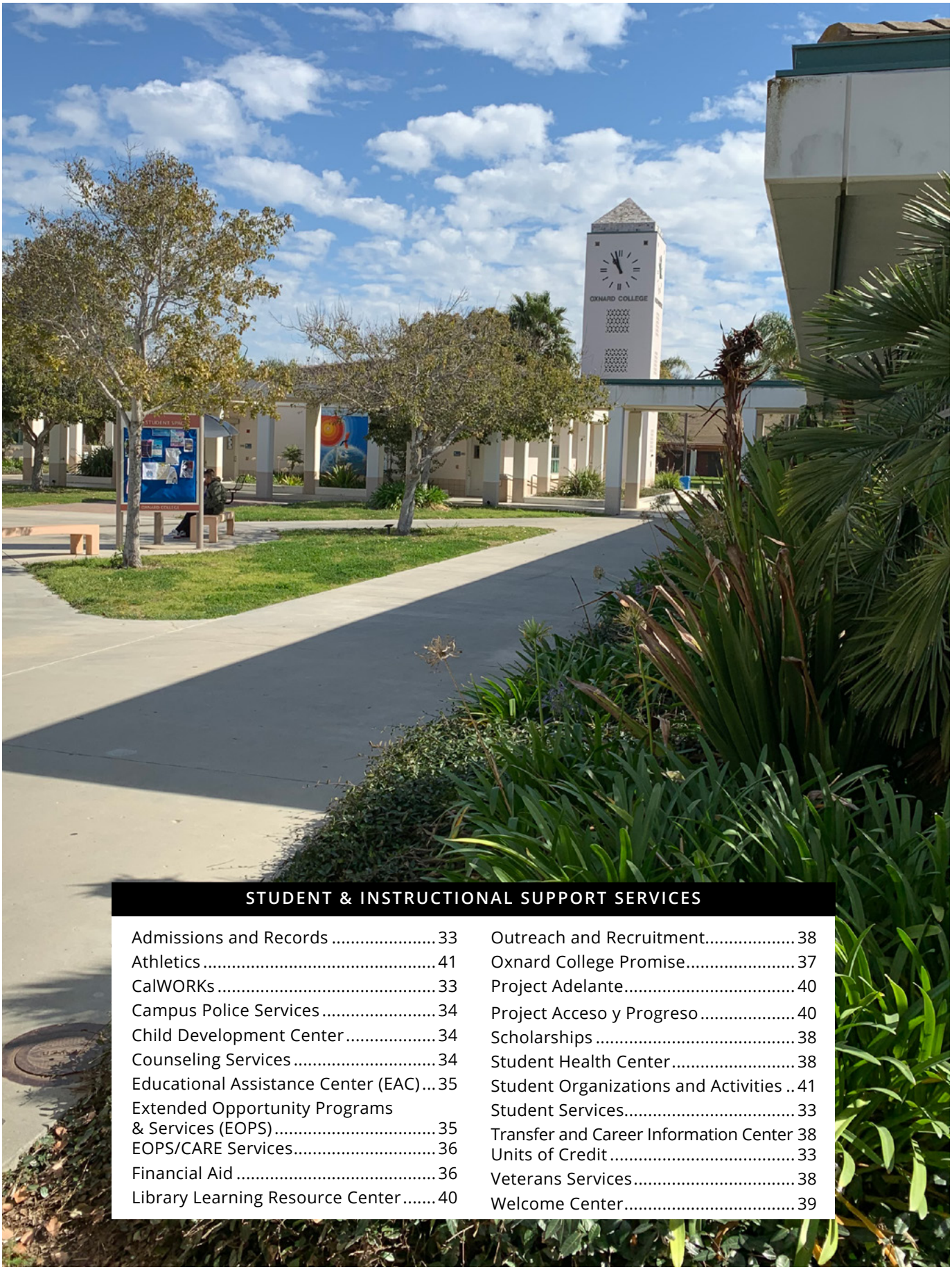
1. Observe the guidelines for acceptable use of networks or services.
2. Only attempt to gain access to resources for which he or she has authorization. Oxnard College will not assume financial responsibility for unauthorized Internet-related expenditures.
3. Do not make harassing or defamatory remarks using the Internet.
4. Do not create a personal link to any Oxnard College page, and do not represent Oxnard College on any personal page.
5. Do not install any software.
6. Do not use any unapproved software.
7. Do not violate any federal or state law, including copyright laws.
8. Download data from the Internet onto personal data storage units – any data found on a College-owned hard drive will be deleted.
9. Do not create any social networking page on behalf of Oxnard College or claiming to represent Oxnard College.

Privacy On The Internet: Please be aware that electronic mail is not private since classes will be sharing a mailbox, and that the College reserves the right to access any such information on College- owned servers.

Responsibility For Information On The Internet: Through the Internet, the College provides access to public and private outside networks which furnish electronic mail, information services, bulletin boards, conferences, etc. Please be advised that the College does not assume responsibility for the contents of any of these outside networks.

Obscene Material: District information resources should not be used for knowingly viewing, downloading, transmitting, or otherwise engaging in any communication which contains obscene, indecent, profane, lewd, or lascivious material or other material which explicitly or implicitly refers to sexual conduct. This policy does not prohibit the use of appropriate material for educational purposes, nor limit academic freedom. However, knowingly displaying sexually explicit or sexually harassing images or text in a private or public computer facility or location that can potentially be in view of other individuals is prohibited.





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Student Services

Students planning to take classes to increase knowledge, develop skills, obtain a certificate or degree, and/or transfer to a university will know the steps necessary to ensure the successful completion of their goal(s).

Student Services at Oxnard College exists to provide support services to current and potential students for educational access and success. Student Development Theory has been adopted as the Student Service model at Oxnard College to guide students toward the development of self-reliance and self-directed characteristics and encourage the acquisition of skill sets needed for academic and career success. In support of this model, Student Services evaluates student academic readiness and provides recommendations for appropriate courses, programs of study and strengthens retention and persistence through personal growth courses, financial resources, student activities, continuous follow-up and Early Alert activities. The following descriptive list of Student Service areas outlines student programs and services available.

Admissions and Records

The Admissions and Records Office performs a variety of functions and services that facilitate student access to the college from preadmission through the achievement of their educational and career goals. Admission functions include preadmission guidance, admission, residency determination and reclassification, registration and program adjustments. Records functions include processing grades, transcripts, external transcript evaluations, applications for degrees, certificates and transfer certification, enrollment verifications and determination of eligibility for veteran's benefits and intercollegiate athletics. The Admissions and Records Office is located in the Student Services Building. Call (805) 678-5810 or email ocadmissions@vcccd.edu for assistance.

CalWORKs

The CalWORKs, or "California Work Opportunities & Responsibility to Kids", Program is a state-mandated program that provides educational and training assistance to student-parents who are receiving TANF Benefits. The Program aids students in achieving long-term success through the attainment of higher education, which, in turn, promotes self-sufficiency and personal growth. At Oxnard College, the objective of the CalWORKs Program is to equip the CalWORKs student with special supportive services including Course Recommendation, Academic Counseling, Childcare, Work-Study, and insuring compliance with the Human Services Agency's Welfare-to-Work Program regulations.

Oxnard College CalWORKs Mission Statement

The focus of the Oxnard College CalWORKs Program is to empower student-parents within a supportive community united in bridging the gap from adversity to self-sufficiency through higher education and personal success.

The CalWORKs program at Oxnard College offers the following support services:

- Academic, vocational and personal counseling
- Individual Training Plans (ITP)
- Educational Plans/Course Recommendation
- Paid on-campus Work-Study/internships (if available)
- Easy Access to Successful Employment for Life (EASEL) Workshops
- Priority Registration
- Referrals to other on campus services/programs
- Assistance with fulfillment of Welfare to Work (WTW) requirements
- Advocacy with the Department of Social Services
- Assistance with the Enrollment Process
- Printing and copying
- Computer lab
- School supplies
- Mandatory Welcome Back Orientation during (Fall/Spring Semester)
- Tutorial Services
- Retention for Students on Academic Probation
- Collaboration with other institutional agents such as, Academic, Student Services and County of Ventura

*Some services may be limited or paused due to CDC COVID-19 regulations.

Program Eligibility

In order for a student-parent to be eligible for the CalWORKs Program, he or she MUST:

- Be enrolled at VCCCD with semester units at Oxnard College
- Be receiving the Adult Portion of TANF Benefits, also known as Cash Aid
- Have a Ventura County CalWORKs Community College Referral Form and/or a Ventura County Notice of Action

Units of Credit

Our district, consistent with other districts across the state, adheres to the Carnegie Unit model for time spent in class and for time a student is expected to spend out of class in order to conduct required reading and homework.

- For every lecture hour that a student spends in class each week, the Carnegie Unit model calls for a student to spend two hours outside of class reviewing the material from lecture, reviewing notes, reading, and/or completing required homework.
- In courses that are "hands-on" and include lab time incorporated into the instruction, such as a word processing course or automotive repair course, there is very little homework involved. Because of the "hands on" nature of this type of instruction, the required weekly hours for such a course or program are typically on-site at the colleges. The scheduled hours are posted within the printed college schedule for the given semester. In addition, every course and program offered by the three colleges is described in each of the respective college catalogs. The course and program descriptions clearly specify whether a course/program is straight lecture or lab based.
- In cases where a CalWORKs participant has learning or physical disabilities, extra time may be needed in order to accommodate the special student success needs of such students. College counselors and/or Educational Assistance Center (EAC) personnel at each of the colleges will advise and/or assist County case workers with estimation of weekly schedules for any student with special needs.

The following Carnegie table serves to illustrate the various configurations and weekly schedules that a student, depending on the unit load, may be required to follow in order to succeed with their course of study.

VCCCD Based on Carnegie Unit Model

Total weekly number of hours based on number of lecture units being pursued by a student.

Academic Units for in-class lecture time	Two-to-one ratio of hours for outside class study time, i.e. reading time, homework	Total number of weekly hours that a CalWORKs student will be actively dedicated to educational program
1 Unit	2	3
2 Units	4	6
3 Units	6	9
4 Units	8	12
5 Units	10	15
6 Units	12	18
7 Units	14	21
8 Units	16	24
9 Units	18	27
10 Units	20	30
11 Units	22	33
12 Units	24	36
13 Units	26	39
14 Units	28	42
15 Units	30	45
In-Class Lab Formula (i.e. "hands on training" programs)		
20 Lab-based Instructional hours	20 All work typically performed by student in-class, lab, shop, unless required otherwise by instructor or program	20 Weekly hours
Note: The weekly hourly schedule described above does not include any time that a CalWORKs participant may be required to conduct extra-curricular activities (i.e. field trips), student services orientations outside of class, counseling sessions, tutoring sessions, or travel time to and from campus, etc. Credit for acceptable activities will have to be determined as such by County personnel who, ideally, will discuss any related concerns with appropriate college staff.		
There are some training programs, such as Air Conditioning & Refrigeration at Oxnard College that utilize both the straight lecture formula and the lab-based formula to deliver their instruction to students.		

Campus Police Services

Campus police officers, assisted by student police cadets, provide law enforcement and security services to the campus community. Officers patrol the campus by vehicle, foot, bicycle, and cart(s), and are trained to respond to all calls, including active shooter incidents. Anyone observing or having knowledge of possible criminal activity on or about the campus is asked to promptly report the facts of the situation to the on-duty campus police officer.

The Campus Police Office phone number is (805) 678-5805 (from campus phones dial 5805). You can also reach the campus police office by dialing 678-5800. For emergencies, dial 911 from College phones or 911 from pay phones. This will put you in touch with the California Highway Patrol (CHP). The CHP will then forward the information to Oxnard Police and to the college Dispatch center.

You can also provide an anonymous tip by calling (805) 639-8629, via email at *oxnard@tipnow.com*, or by using the TipNow app on your smartphone. Students who want to be notified of emergencies on campus are encouraged to login to the my.vcccd.edu student portal and click on "Maintain Emergency Alert Information" on the "My College" tab under "My Student Records." Detailed guidance on matters concerning student conduct and traffic regulations is provided in the appendices of this Catalog.

Child Development Center

Oxnard College's Child Development Center (OC CDC) provides high-quality care and preschool education for the children of OC students, employees, and community members.

Located on the northeast corner of the Oxnard College campus, our program is regulated by California Child Care Licensing regulations and embraces The Creative Curriculum® philosophy of "Young children learn best by doing." Our program enhances the cognitive development, school readiness, and wellness of your child through age-appropriate educational programs.

Registration and tuition fees are paid on a monthly basis; we also accept subsidized childcare assistance (CDR). Our program is open from 7:45 a.m. to 4:30 p.m., Monday through Friday, and offers comprehensive half-day or full-day options for your child. For more information or a tour of our facilities, please call us at (805) 678-5801.

Counseling Services

Students will know the importance of visiting an academic counselor to discuss their goal(s), establish an Education Plan and identify support services available to ensure their success.

The Counseling Department provides academic, career, transfer and personal counseling to Oxnard College students.

The overall goal and purpose of the Counseling Department is to assist students, full and part time, with the process of determining their educational objective and developing a plan to achieve that goal. Numerous services are provided to achieve individual student educational goals including: academic, career, transfer, social and person counseling/advising. Attention to the individual needs of each student is particularly vital at Oxnard College, where its open door policy attracts students of diversified backgrounds, interests, abilities and needs. Cooperation between instructors and counselors is extremely important in aiding students in self-assessment, self-reliance and self-directed activities. Students are encouraged to meet with a counselor during their first semester to develop an educational plan and to explore their educational options. Areas of services provided by the Counseling Center that support these needs are:

Academic Counseling

One of the primary responsibilities of Oxnard College counselors is to assist students in planning for a program of study which appropriately reflects their educational and career objectives. The counselor's function, however, is an advisory one. Ultimately, the responsibility for knowing program requirements and enrolling in proper courses rests with the student.

Career / Life Planning

Counselors can provide students with information about a variety of career clusters and vocational fields. By enrolling in Personal Growth classes and meeting with counselors, students have the opportunity to explore relationships between career choice, decision-making procedures, and personal values. Personal Growth classes allow students the opportunity to gain insight into past and present performance of specific careers and professions while providing a supportive atmosphere for self-exploration.

The counseling department is located on the second floor of the Student Services Building. To schedule an appointment, call (805) 678-5816.

Personal Concerns

Trained professionals are available for personal counseling. Through a self-help holistic approach, counselors will help students explore immediate alternatives for crisis situations or assist in decision-making to provide for maximum student success while in attendance at Oxnard College. When further assistance is necessary, counselors can provide students with referral services for personal and social problems. Personal Counselors are available through the Student Health Center at (805) 678-5832.

Educational Assistance Center (EAC)

Eligible students will know the accommodations available to them, and know how to advocate for the tutors, adaptive technology, alternative media services and counseling services they require.

The mission (purpose) of the Educational Assistant Center (EAC) is to provide specialized counseling, exemplary instruction, support services, and access to students with disabilities. The EAC will support students with disabilities in educationally related activities consistent with the mission and vision of Oxnard College and in compliance with federal and state laws. With equal access as our hallmark, the faculty and staff of the EAC are committed to ensure equal educational opportunities and encourage retention of students with disabilities who have the potential to achieve academic, vocational and life skills goals.

The Educational Assistant Center (EAC) offers eligible students with disabilities access to a variety of specialized support services and assistive equipment in a timely manner. These services are intended to assist college students with disabilities to more successfully participate in regular college programs and activities. The EAC works to meet both federal and state accessibility requirements required by law related to students with disabilities. Disabilities include impairments in mobility, vision, hearing, and speech; and less obvious problems such as learning disabilities, psychological disorders, autism spectrum disorders, and developmental disabilities. There are also individuals who experience other functional limitations as a result of an acquired brain impairment or other health problems such as arthritis, diabetes, seizures, cardiac disorders to mention a few.

The EAC supports student success by offering the following services: early registration, tutoring referrals, note takers, audio books, interpreters for deaf students, mobility assistance, and adaptive equipment. The department goals are to empower students with disabilities to achieve independence and integration leading to maximum participation in the college and community. EAC serves as linkage between students with disabilities and community agencies.

If you are a student with a disability, your involvement with the EAC can be thought of as a partnership between you and the EAC staff. Our staff consists of a coordinator, counselors, faculty members, disability specialists, technology and media specialists, instructional assistants, interpreters, and office staff. They are people you can work with to plan support services that will help you move toward your educational and vocational goals.

Our counselors have specific expertise in disabilities, including disability accommodations. These accommodations which are designed to give students an equal opportunity in the college setting. (e.g., extended time for tests, a quiet testing environment, audio books, tutoring or note taker).

After verifying a student's disability, the counselor will recommend appropriate accommodations. Counselors also help students identify their academic and career goals and develop necessary coping strategies. *For more information, please contact us at: (805) 678-5830.

*For students struggling in their academic pursuits, a Learning Disability Assessment may be beneficial. The EAC provides screening for students to determine if an assessment is appropriate, and if it is, a counselor will refer you to our LD Specialist. Students are then provided an assessment, and the results will be utilized to determine if accommodations are required. Examples of some common accommodations are:

- Extended testing time
- Notetaking assistance
- Audio books
- ASL Interpreter
- Access to utilize EAC Proctoring Room for exams

The use of accommodations is to aid the student in their academic pursuit, creating equal access to their education so they may matriculate more fully with their peers.

Extended Opportunity Programs and Services (EOPS)

EOPS / CARE students will understand the processes / resources necessary to achieve their educational goals. At-risk students will improve their G.P.A. by following their Academic Success Agreement.

EOPS was established in 1969 with the intent to encourage local community colleges to establish and implement programs directed at identifying low income and educationally disadvantaged students and increasing these numbers of students to be served by the colleges. At Oxnard College, the EOPS Program is designed to give EOPS eligible students the opportunities and assistance necessary to successfully complete their academic transfer and/or vocational program.

EOPS supplements the regular educational programs and encourages students to participate in other college programs and to maximize usage of their services. EOPS support services assist students in overcoming the many obstacles that a new environment, a new school, or a new setting can present.

How Can One Qualify For The EOPS Program And Services?

- Eligible to receive a California Community College Promise Grant (CCPG) A or B or C:

  CCPG A: Currently receiving TANF/CalWORKs or SSI
  CCPG B: Meet CCPG Income Guidelines
  CCPG C: Have an Estimated Family Contribution (EFC) of 0

- Full-time (12 units)
- California resident
- Less than 45 units of degree applicable credit
- Meet any one of the following educational criteria:
  - Non-high school graduate
  - High school GPA below 2.50
  - Previously enrolled in remedial courses
  - Placed in non-degree level Math course
  - Placed in non-degree level English course
  - First generation college student
  - From non-English speaking family
  - Member of an underrepresented group

Programs Under the Umbrella of EOPS:

Cooperative Agencies Resources for Education (CARE) is a cooperative effort under the umbrella of EOPS involving the State Employment Development Department, State Department of Social Services, local county welfare departments and the Chancellor's Office of the California Community Colleges. It is a special outreach and support effort targeted specifically to cash aid recipients.

The program provides services to EOPS eligible, single heads of households, with one child under the age of 18 that is receiving cash aid. CalWORKs students that meet CARE criteria may also be eligible for services. All CARE eligible students qualify for EOPS services as well.

How can one qualify for the CARE program and services?

- Must be enrolled in EOPS
- Single parent with at least one child under the age of 18
- Current Cash Aid/TANFs recipient
- Full time student (Minimum of 9 or more units)
- Pursuing an educational, vocational, or job training program

EOPS/CARE Services Provided

Counseling Services

- Academic/Personal counseling: Individual or Group
- Vocational decision making/Career Guidance
- CalWORKs Information
- Educational Plan development
- Transfer/Transitional services
- Study Skills, Time Management and Success Strategies
- Assistance with the financial aid process
- Retention for Students on Academic Probation

Financial Assistance* in the form of EOPS and/or CARE grants are offered to eligible students with financial need as determined by Title V guidelines.

Workshops are offered that facilitate student progress and academic achievement. Special emphasis is placed on career guidance and academic success.

Pre-registration is offered each semester prior to regular registration. This enables the EOPS student to register early, and secure needed classes before campus-wide enrollment.

Book Service* is provided to EOPS eligible students and this assists with the cost of books.

Tutoring, Peer Advisement, College Success Class: EOPS-PG R100A, EOPS/CARE Orientations and Survival Kits are additional services provided to assist students in achieving their educational goals.

Transitional Services: EOPS Students are eligible to receive CSU/UC Application Fee Waivers when applying to Transfer. In addition, our EOPS Counselors are able to provide detailed letters of recommendations upon timely requests.

In addition, CARE eligible students receive additional services in the form of gas cards, parking permits, books, Student Photo ID Cards and meal coupons.

*Funding does not cover the full cost for books needed. Any monetary service is dependent on funding availability each year. In order to be eligible for CARE services and receive funds, students must be in good standing status.

For information and appointments, call (805) 678-5827 or visit the EOPS/CARE office upon enrollment. EOPS/CARE is located on the 2nd floor in the Student Services Building in Room 254.

FINANCIAL AID

Students with financial need will know about the federal and state grants and scholarships available to them, and how to apply and access Financial Aid.

Oxnard College is committed to providing financial assistance to qualified students who cannot afford to pay their educational expenses. The Financial Aid office awards 70% of Oxnard College students with some form of financial assistance.

Oxnard College participates in a variety of federal and state financial aid programs designed to assist students in meeting college costs. Grants are funds that do not have to be repaid and are usually based on need. Students must meet federal and state eligibility criteria to qualify.

California Community College Promise Grant (CCPG) is a form of financial aid that waives enrollment fees for eligible California residents and AB 540 students. See CCPG changes below.

***Federal Pell Grant*:** Pell Grant program is an entitlement program that is based on financial eligibility and enrollment. Grants range from $650.00 - $6,495.00 per academic year.

Federal Supplemental Educational Opportunity Grant: FSEOG is a grant available to students who qualify for a Pell Grant. FSEOG is a campus-based program (limited funds). Awards are contingent on availability of funds and awarded to students with the greatest financial need. Grants range from $200.00 - $2,000.00 per academic year.

Federal Work Study: FWS is a campus based program that provides part-time employment on campus to eligible students. Awards are based on need and contingent on availability of funds. Grants range from $500.00 - $8,000.00 per academic year.

Federal Direct Loans for Undergraduate Students: Information about the William D. Ford Federal Direct Loan Program can be found on the financial aid website. The U.S. Department of Education is the lender for the Direct Loan Program. The Direct Loan program offers loans at a low interest rate with repayment terms designed with students in mind. In most cases, a student will not have to start repaying these loans until six months after graduation and/or enrolling less than half time. Direct Loans include Subsidized and Unsubsidized Student Loans. Loans must be repaid with interest so it is important to understand your rights and responsibilities as a borrower.

Cal Grant: Cal Grant recipients are selected by the California Student Aid Commission. To apply for the Cal Grant Program, students must submit the FAFSA or California Dream Application and a Cal Grant GPA Verification form by March 2nd. Students who do not meet the March 2nd priority filing deadline may have a second chance to compete for a Cal Grant by filing the FAFSA or the California Dream Act Application, and GPA Verification form by September 2nd.

Cal Grant B: Cal Grant B is for students who are from disadvantaged and low income families. These awards can be used for tuition, fees, and access costs at qualifying California schools whose programs are at least one year in length. Grants range from $414.00 to $6,008 per academic year.

Cal Grant C: Cal Grant C helps pay for tuition and training costs in vocational/technical programs not to exceed two years. Grants range from $547.00 to $2,188.00 per academic year.

California College Promise Grant

California residents and students with AB 540 status may apply for a California College Promise Grant. California College Promise Grants begin in the fall semester of each academic year and must be renewed every year. California College Promise Grants are awarded for the current term in which the application is submitted and other terms falling within that Financial Aid Year.

Eligibility:

- Are a student at a California community college, and have been determined to be a resident, or to be exempt from non-resident fees under AB 540, and;
- Have financial need, based on a financial aid office review of your Free Application for Federal Student Aid (FAFSA) or California Dream Act Application
- Are receiving TANF, SSI/SSP or General Assistance, or
- Meet the 2021-2022 income standards
- Are a Congressional Medal of Honor recipient (or dependent); are a dependent of a victim of the Sept. 11, 2001, terrorist attack; having certification from the California Department of Veteran Affairs or the National Guard Adjutant General; or is a dependent of a deceased law enforcement/fire suppression personnel killed in the line of duty.

Requirements:

- Sustain a GPA of 2.0 or higher
- Complete more than 50% of coursework attempted

Minimum Requirements For Maximum Success

Whether the goal is to move into a career or move on to a four-year university, California Community Colleges want to help students achieve their educational goals. The California Community College Promise Grant (CCPG) is available for eligible students at California community colleges, and will waive the per-unit enrollment fee at any community college throughout the state. Once a student qualifies for the CCPG, it is important that they meet the academic and progress standards in order to avoid losing the CCPG.

Students must complete the following for eligibility:

- Oxnard College Application and/or CCPG application.
- Free Application for Federal Student Aid (FAFSA) or California Dream Act application.
- College orientation, assessment and an abbreviated student educational plan.
- Recommended to enroll in 12 units or more each semester.
- Maintain good academic and progress standards to continue to receive the CCPG.
- Meet the income criteria.

Academic — Sustain a GPA of 2.0 or higher

If a student's cumulative GPA falls below 2.0 for two consecutive primary terms (Fall/Spring semesters) they may lose their California Community College Promise Grant (CCPG) eligibility.

Progress — Complete more than 50% of coursework each semester

If the cumulative number of units a student completes is not more than 50% of units attempted in two consecutive primary terms (Fall/Spring semesters, or Fall/Winter/Spring quarters) the student may lose CCPG eligibility.

Combination of Academic and Progress Standards

Any combination of two consecutive terms of cumulative GPA below 2.0, and/or cumulative unit completion of not more than 50% of units attempted may result in loss of CCPG eligibility.

How will students know?

Students will be notified within 30 days of the end of each term if they are being placed on either Academic (GPA) and/or Progress (Course Completion) probation. The notification will include the information that a second term of probation will result in loss of California Community College Promise Grant (CCPG) eligibility. After the second consecutive term of probation, the student may lose eligibility for the CCPG at their next registration opportunity.

How to regain eligibility

If a student loses eligibility for the California Community College Promise Grant (CCPG), there are a few ways to reinstate the grant.

- Improve GPA or Course Completion measures to meet the academic and progress standards
- Successful appeal regarding extenuating circumstances
- Not attend courses in the Ventura County Community College District for two consecutive primary terms (Fall/Spring semesters)

The appeals process for extenuating circumstances includes:

- Verified accidents, illness or other circumstances beyond your control
- Changes in economic situation
- Evidence of inability to obtain essential support services
- Special consideration factors for CalWORKs, EOPS, DSPS and veteran students
- Disability accommodations not received in a timely manner

Please note that foster youth and former foster youth (age 24 years and younger) are not subject to loss of the California Community College Promise Grant (CCPG) under these regulations.

For more information or further assistance, please see Appendix IX and contact the Financial Aid office.

Oxnard College Promise

The Oxnard College Promise waives tuition fees for two academic years for first-time college students who are enrolled in 12 or more semester units or the equivalent at the college and complete and submit either a Free Application for Federal Student Aid or a California Dream Act application.

Eligibility:

- There is no income criteria for the Oxnard College Promise

Requirements:

- Submit an Oxnard College application
- Complete a Free Application for Federal Student Aid or the California Dream Act
- Attend an Oxnard College orientation (available online or in-person)
- Complete the Math and English assessment placement (bring a copy of your high school or college transcript)
- Complete an educational plan with an Oxnard College Counselor
- Must enroll in 12 or more units per semester

For more information and appointments, call (805) 678-5828 or visit the Financial Aid office upon enrollment. The Financial Aid office is located in the first floor of the Student Services Building.

Outreach and Recruitment

The local community and K-12 partners, will know how to get information about Oxnard College program offerings and services, and will know how to gain access to Oxnard College.

The Outreach and Recruitment office highlights the value of Oxnard College and the Student Equity and Achievement Program services while facilitating the enrollment of new and continuing students from our local high schools and the community. Outreach and Recruitment is committed to recruiting a diverse student population through college fairs, campus visits, and presentations to local high schools and community organizations. The goal is to enhance collaboration within our service area to increase enrollment at Oxnard College by providing effective services to K-12 schools and the community.

Oxnard College does not support or condone fraudulent and aggressive recruiting practices. The College will continue to uphold its high ethical standards for recruiting.

Scholarships

Oxnard College Foundation offers over $240,000 annually in various Scholarships and Grants. Annual Scholarship Applications will go online at *www.oxnardcollege.edu/scholarships* at the beginning of each year and are awarded during the spring semester to be used for the upcoming fall semester.

Funding is provided through Community Market at Oxnard College net profits, campus payroll deductions, and private donors. Eligibility is based upon criteria set by the Scholarship Selection Committee of the OCF Board of Directors and various donors. Contact Oxnard College Foundation for specific scholarships information at (805) 678-5889.

Student Health Center

Students will demonstrate knowledge of the mental and physical health services available at Oxnard College that provide holistic care and support for student success.

Oxnard College Student Health Center is here to support students' success in college by promoting physical, emotional, and psychological wellness. We provide nursing, medical and mental health services to help you meet your educational and life goals. The student health center can also assist you in finding community health and wellness resources.

Free Health Services:

- Mental health counseling
- Illness visits/nurse practitioner and doctor consults
- Health Screening: diabetes, blood pressure, vision, body fat analysis
- Help to quit smoking
- Healthy lifestyle counseling
- Accidents and emergencies on campus
- Over the counter medications

Student Health 101: A free online health magazine provided by the Health Center at *http://readsh101.com/oxnardcollege.html.*

Services requiring an additional fee:

- Program physicals: EMT, dental hygiene, dental assisting, child care (no athletic physicals)
- Immunizations – Flu Shots, TDAP, Hepatitis B, measles, mumps, rubella and varicella
- TB Tests
- Tests: laboratory tests such as blood tests, pregnancy tests, and immunity titers required for program physicals

The schedule for professional care varies each semester and includes some evening hours. Please refer to the Student Health Center web page at *www.oxnardcollege.edu* or call (805) 678-5832 for hours of operation.

Any injuries or accidents on campus or at college sanctioned events must be reported to the student health center to be covered by student accident insurance.

Transfer and Career Information Center

Students who plan to transfer to a four-year university will clearly understand the correct general education plan they need to follow and will know how to access transfer counseling and access to visiting University Representatives.

The Oxnard College Transfer and Career Information Center offers multiple pathways that will prepare students to be transfer ready and assist every step of the way in the transfer process. Students will be able to identify their transfer pathway and access resources and support services to transfer to a four-year college or university of their choice.

The Transfer Center and is committed to helping make your transfer goal a reality, and is located in the Administration Building in AA 113. For more information please call the Transfer Center at (805) 678-5837.

Services provided by the Transfer and Career Information Center include the following:

- One-on-one Transfer counseling and planning appointments
- CSU GE-Breadth and IGETC Certification
- Group Transfer planning workshops
- Scheduled visits by university admission and recruitment counselors
- CSU and UC application workshops
- Field trips to university campuses
- Collection of college catalogs, transfer guides, articulation information and agreements, applications to four year colleges and universities, and related transfer information
- University Transfer Day
- Transfer Recognition Day
- Student use computers
- Transitional Workshops

Veterans Services

Students eligible for veterans services will have access to information about services available, their options, and their responsibilities.

Military Veterans and Eligible Dependents

The Colleges of the Ventura County Community College District offer courses approved for VA benefits under Chapters 30,31,32,33,35, and 1606/1607 under Title 38 of the U.S. Code. All veterans and eligible dependents are required to apply for admission and VA benefits before seeing a counselor and the VA Certifying Official. They are also responsible for notifying the VA Certifying Official on campus of any changes in their academic program, class schedule, in their marital or dependent status, or to their address.

AB272: Registration priority is granted to any member or former member of the Armed Forces of the U.S. for any academic term attended within four years of leaving active duty, who meet the 3SP requirements.

Enrollment can only be certified to the Veterans Administration for benefits when a student has completed the following:

- Apply for College admission at oxnardcollege.edu/apply.
- Apply for your VA benefits online at gibill.va.gov.
- Make an appointment with a College counselor to complete the Veteran's Educational Plan and Service Form for the current term.
- Submit official transcripts from all other colleges and universities you have attended, including JST military transcripts, to the campus Veteran's Certifying Official.
- Submit required paperwork to the VA Certifying Official in the Admissions and Records Office.

Important: Veterans who have attended other colleges: an unofficial transcript can be used for the initial counseling appointment. Please submit official transcripts to the Admissions & Records office shortly thereafter.

The Oxnard College Veterans Benefit Specialist/Certifying Official is located in the Student Services Building in the Admissions and Records Office, at (805) 678-5259 or 678-5844.

External Resources

The California Department of Veteran Affairs can be reached directly at (800) 952-5626 or cdva.ca.gov.

The Department of Veteran Affairs can be reached at (888) 442-4551 or gibill.va.gov.

Veterans Educational Benefits

The colleges of the Ventura County Community College District are approved to process claims for students who are eligible to receive educational benefits under various chapters from the VA.

Students interested in filing benefits claims or receiving information should contact V.A. Certifying Official in the Admissions & Records Office.

Students eligible for veteran's services will have access to information about services available, their options and their responsibilities for using benefits.

Veterans Benefits and Transition Act of 2018

For Post 9/11 GI Bill® (Ch 33) students and VA Vocational Rehabilitation and Employment (Ch 31) students, our tuition policy complies with 38 USC 3679(e) which means Post 9/11 and Vocational Rehabilitation and Employment students will not be charged or otherwise penalized due to a delay in VA tuition and fee payments. For eligibility consideration, a Post 9/11 GI Bill student must submit a VA Certificate of Eligibility (COE) and a Vocational Rehabilitation Student must provide a VAF 28-1905 form. All persons seeking enrollment must meet the general admissions policies. Those seeking to use VA Education Benefits must submit all prior transcripts for a transfer evaluation and submit one of the following a 22-1990, 22-1995, 22-5490, or a 22-5495 to the VA.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at www.benefits.va.gov/gibill.

Enrollment and Rate of Pay

Only courses which meet requirements for the major and degree objective indicated on the veterans' Educational Plan will be certified for payment. If the educational objective is changed, the student must complete a new Educational Plan. Veterans must request enrollment certification each semester if they want to continue to receive benefits. It is not automatic.

V.A. educational benefits are paid based on the number of certified units in which the student is enrolled:

Regular Semester

- 12 or more units = full-time pay
- 9 - 11 units = three-quarter time pay
- 6 - 8 units = pay varies by benefit type
  Please contact the VA for information regarding one-half time pay requirements for your specific chapter.

Summer Session

- 6 units = full-time for 8 week classes
- 4 units = full-time for 6 week classes
- (3/4 and half-time pay calculated accordingly)

Payment amounts are calculated based on eligibility, Chapter of benefits, and units certified as determined by the Veteran's Administration.

The majority of VA Educational Assistance Programs do not pay a monthly allowance for less than half-time enrollment, although the veteran may be reimbursed for the cost of tuition and fees.

Under existing Veterans' Administration regulations, a student repeating a course is not eligible for veterans' benefits in most cases. Veterans should, therefore, check with the V.A. Certifying Official in the Admissions & Records Office before repeating a course.

Unsatisfactory Progress: In addition to the academic probation and dismissal standards applicable to all students, the Veterans' Administration requires that standards of progress be adopted for certification of educational benefits.

For the purpose of certification for educational benefits, academic probation is defined as the failure to complete a minimum of 50% of the total units attempted, and/or to maintain a minimum 2.0 cumulative grade point average.

Unsatisfactory progress occurs when a veteran has been placed on academic probation for two consecutive semesters. Unsatisfactory progress must be reported to the Veteran's Administration, and the veteran may not be certified for future educational benefits. Any veteran placed on unsatisfactory progress must consult the campus V.A. Certifying Official and receive academic counseling before educational benefits can be reinstated.

For more information about Veteran Support Services at Oxnard College, please visit our website: *www.oxnardcollege.edu/veterans* or visit with our Veteran Counselor in the Counseling office.

Welcome Center

The Welcome Center, located in the foyer of the Student Services Building, provides general information to new, potential and continuing students as well as the community regarding general College information, as well as programs and services available at Oxnard College.

Student Ambassadors are available to help students process admissions applications, register, add/drop classes, apply for financial aid, gain access to their grades and transcripts, recover portal passwords, and update their student record online. The Welcome Center provides campus tours for new students as well as middle and high-school students.

Library Learning Resource Center

The Library Learning Resource Center (LLRC) at Oxnard College is a beautifully crafted building that is home to Library Services, Tutorial Services, Writing & Reading Center, Open Access Computer Lab and Student Study Rooms.

The LLRC provides programs and services designed to enhance student learning, student success and faculty instruction and interaction. See: *http://www.oxnardcollege.edu/llrc*

- All Oxnard College students may check-out reserve, circulation or digital media materials. Free community members borrower's cards are available to Ventura County residents.
- Computer laptops are also available for check-out to students, faculty and staff.
- LLRC hours are 8:00 a.m. - 9:00 p.m. Monday through Thursday, 8:00 a.m.- 5:00 p.m. on Friday, and 9:00 a.m. - 5:00 p.m. on instructional Saturdays during the Fall and Spring Semesters. Summer session hours are as posted. The LLRC is closed on Sundays and all academic holidays. Variations to LLRC hours for unforeseen events or emergencies will be posted to the website.

Library Services

Located on the second floor of the LLRC, the Library maintains a collection of 40,000 books, 19,000 electronic books and multiple online database services. Reference librarians are available to assist students with academic research, teach research skills and to make classroom presentations upon faculty request. Library staff are available to check materials in and out and to render assistance with document editing, courseware and other technical tasks. See: *http://www.oxnardcollege.edu/llrc*

Tutorial Services

The goal of tutorial services in the LLRC is to support students in becoming independent lifelong learners by providing services that will improve and strengthen academic performance and skills.

Tutorial services in the LLRC are available for free to all enrolled Oxnard College students and are offered on a drop-in basis (no appointment needed). Writing and Reading tutors are available to support students with any writing or reading assignment for any class at any stage in the process from planning to the final draft. We help students improve skills such as brainstorming, understanding the assignment, writing thesis statements, organizing ideas, reading comprehension, study skills, using accurate citations, improving sentence structure and grammar skills. Additionally, the tutors help with other types of writing including personal statements for university applications, scholarship essays, resumes, and cover letters.

Course-specific tutoring is also available in most subjects including math, science, social sciences, humanities and others. Tutoring is provided by trained peer tutors and university graduates who have outstanding academic performance in their respective subject areas. The Writing, Reading, and Tutoring Center (WRTC) and STEM peer and provisional tutors provide a friendly and supportive atmosphere for all students.

Online tutoring is also available. Students have the option of meeting Oxnard College Tutors online, as well as utilizing the online tutoring program Net Tutor.

Fall and Spring Semester WRTC Hours of Operation:

Monday - Thursday	10:00 am - 7:00 pm
Friday	10:00 am - 5:00 pm

Summer Session hours as posted at:

http://www.oxnardcollege.edu/tutoring

Open Access Computer Lab and Study Rooms

The LLRC has an open access computer lab available for student and faculty use as well as several small group study rooms and desk space for individual or group student interaction.

To contact the Library Learning Resource Center by phone or email:

Circulation and Information Desk:

(805) 678-5819 occirculation@vcccd.edu

Library Research & Instruction Services:

(805) 678-5820 ocreference@vcccd.edu

Tutoring and Writing & Reading Center:

(805) 678-5819 octutoring@vcccd.edu

Oxnard College students, faculty and staff are encouraged to utilize all programs and services available through the Library Learning Resource Center.

Project Adelante, 2015 HSI Title V U.S. Department of Education Grant Initiative

This cooperative project creates the Adelante academic and transfer pathways for students by:

1. Creating a first-year experience that immediately incorporates "transfer discussions and educational planning" to a 4-year institution and/or career; integrates learning communities across disciplines; assigns first year OC students a CSUCI peer mentor and year-long activities and; incorporates community/ industry mentors to enhance self-efficacy, career awareness and leadership skills.
2. Initiating high impact practices to increase college readiness - developing and implementing a dual-enrollment program with the local high schools; initiating summer bridge programs; developing summer orientation programs for first-year students and; enhancing outreach efforts to parents and students around college readiness, expectations, awareness and success.
3. Increasing distance learning/hybrid opportunities and technologies development.

Grant Services: First Year Experience (FYE) Program

- Interactive Workshops in: Financial literacy, self-efficacy, time management, studying skills, professional etiquette, networking, transfer success and career readiness.
- Educational Excursions (UCLA, UCSB, CSULA, UC Berkeley, San Jose State, Port of Hueneme, JPL and AGQ labs)
- Tutoring, Peer and Industry Mentorship
- Lending Library
- Priority Registration
- Community Building
- FYE Center Located in Condor Hall Rm# 333 (Laptops, Desktop, tutoring, internet, study and homework area)

For more information please call the FYE center at (805) 678-5952 or email octitlev@vcccd.edu.

Project Acceso y Progreso (2020-2025), HSI Title V Grant

Project Acceso y Progreso goals are to increase Oxnard College's institutional capacity and impact in three key areas: 1) Student Access 2) Student Retention 3) Student Completion which includes transfer to a 4-year institution as identified by the student's

educational goal. Project Acceso y Progreso will simultaneously create and integrate parallel, sustainable financial literacy educational activities and workshops, group and individualized services into all of the Comprehensive Development Plan (CDP) objectives and activities of the Project Design.

Title V funds present a unique opportunity of profoundly impacting core practices within Oxnard College. Acceso y Progreso focuses on innovative, cost-effective strategies that significantly strengthen the infrastructure and that hold the greatest potential for institutionalization and minimizes the need for permanent staff commitments beyond the five-year grant funding cycle. As a direct result of this Title V grant funding, Oxnard College will establish an endowment fund that will support on-going expenditures beyond the five-year grant funding.

OC STEM

The mission of OC STEM is to help future STEM professionals get their start here at Oxnard College. We do this through programs such as: Illumineers (STEM tutors and mentors), OC Make (a makerspace for learning by doing), OC Campaigns and our Condor Connections mentoring projects. Efforts often employ student workers as mentors and tutors.

The OC STEM team is here to help you on your path to a STEM career. Connecting with us helps you to connect with STEM experiences and opportunities.

Find us at: https://www.oxnardcollege.edu/oc-stem-project-acabado

Athletics

The Oxnard College Condors participate in eight Men's and Women's Intercollegiate Athletic programs competing in the 16-member Western State Conference.

The Men's Athletic Program offers competition in baseball, basketball, cross-country, and soccer.

The Women's Athletic Program includes competition in softball, basketball, cross-country, and soccer.

To be eligible for competition, the student-athlete must be continuously and actively enrolled in a minimum of 12 units during the season of competition and maintain a 2.0 cumulative grade point average, from the beginning of athletic participation. Of the 12 credit units, at least nine shall be attempted in courses counting toward the associate degree, remediation, transfer, and/or certification as defined by the College Catalog and are consistent with the student athlete's educational plan.

All student athletes who would like to participate in Intercollegiate Athletics can visit the college website at *https://www.occondors.com*. Click on "Athletics" on the main college website for more information about each program or call the Athletics Department at (805) 678-5825.

Student Organizations and Activities

Students will know about and have access to a variety of activities, events and leadership opportunities.

The Associated Student Government of Oxnard College

The Associated Student Government (ASG) of Oxnard College was established in 1977. The aims of the association are in close harmony with the objectives of the college, including opportunities for personal development, group cooperation, leadership development and enrichment of student life. The Associated Student Government of Oxnard College is a governing body of students. Students have the opportunity to become active leaders on campus and in their community. Students who join student government strive to promote scholarship, advocacy and leadership.

Scholarship

Oxnard College students strive for academic excellence, and the Associated Student Government at OC provides enrichment to the student experience. A major part of student life is academic achievement, and ASG at OC supports all students in their pathway to success.

Advocacy

Oxnard College student leaders are involved in campus wide and district wide committees, where they learn about student success goals, projects and services on campus. Students involved in ASG are trained at conferences and general assemblies to provide better leadership on campus. Advocacy is a strong element for ASG at OC. Students program several events and forums on student advocacy throughout the year.

Leadership

Oxnard College students become leaders in their community. ASG board members are the liaison between the students at OC and administration. ASG board members are the role models and decision makers for the students they represent. Leadership opportunities are available throughout the year including serving on ASG committees or volunteer opportunities.

For more information: *805-678-5232 or* visit *oxnardcollege.edu/asg*

See what's new at:
facebook.com/ASGOxnardCollege
www.instagram.com/oc_asg/

Student Elections

Elections are held every spring semester for student government. There are several requirements for eligibility for candidacy. A student seeking an officer position in OC ASG must hold a 2.0 GPA or better and maintain this average while in office, and students must be enrolled in 5 or more units at their primary campus. For more information on candidate requirements, please refer to the Student Election Standard Operating Practices for Associated Students' Positions and Student Trustee Position. All students are eligible to vote in these elections. Students elected to a position in OC ASG serve for a full academic year from June 1st to May 31st.

Student Activities

Student activities at Oxnard College include student government, campus clubs and student organizations, national honor societies, performing arts, literature and arts lectures, leadership and personal growth workshops, academic and cultural events. New and continuing students are encouraged to participate in student life activities. Existing clubs and student organizations at Oxnard College are always looking for new ideas to increase their membership. There is a club or organization on campus for everyone. If students cannot find a club or an organization to join at OC, students may start their own club or organization. A chartered student organization shall have a faculty or staff advisor who shall be chosen by the members of that organization and approved by the Vice President of Student Development or designee. See Appendix IV for more information.





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Planning Your Education

We all have unique interests and goals. You may be attending Oxnard College for any number of reasons. Oxnard College offers courses in an array of disciplines that can prepare you for skilled trades, specialized careers, job advancement, and transfer to a four-year college or university to further your education. Your goals should have a direct influence on the courses and programs you choose to complete while at Oxnard College. It is important to keep your goals in mind at all times when selecting classes and programs and to remain informed about requirements specific to your goals.

Counseling Office

Student Services Building, 2nd Floor **(805) 678-5816**

Jose Vega (Counseling Department Chair/Counselor)
Julius Munyantwali (Counselor)
Charles Ramirez (Counselor)
Linda Webb (Counselor)
Melissa Garcia (Counselor)
Akadina Amrekhasadeh (Counselor)
Nayeli Madero Fernandez (Counselor)

Extended Opportunity Programs & Service (EOPS/CARE) Office

Students Services Building, 2nd Floor **(805) 678-5837**

Cesar Flores (EOPS/CARE Coordinator)
Gloria Espinoza-Lopez (EOPS Counselor)
Ross Fontes (EOPS Counselor)
Everardo Rivera (EOPS/CARE Counselor)
Robert Chaparro (EOPS Counselor)

Educational Assistance Center (EAC) Office

Student Services Building, 1st Floor **(805) 678-5830**

Leo Orange (EAC Coordinator)
Cynthia Narvarro (EAC Counselor)

Veterans Center

Student Services Building, 2nd Floor **(805) 678-5845**

Veterans Counselors available

Transfer And Career Information Center

Administrative Services Bldg, 1st Floor **(805) 678-5837**

Letty Mojica (Transfer Counselor/Coordinator)

CalWORKS Services

Student Services Building, 2nd Floor **(805) 678-5887**

Marta Munoz (CalWorks Counselor/Coordinator)

Make Educational Choices to Support Your Goals

Why are *you* attending Oxnard College?

You may already know what you want to accomplish while enrolled at Oxnard College or you may be unaware of your options and what is necessary to reach your goals. Counselors at Oxnard College are available to help you identify your goals and to create an educational plan that will help you achieve those goals. Counselors also assist undecided students in clarifying what their goals are. The Student Success Act of 2012 requires that all students develop a first semester educational plan (abbreviated) in order to receive priority enrollment. Schedule a counseling appointment to start exploring the possibilities.

What do you want to accomplish at Oxnard College?

- Prepare to transfer to a four-year college or university while earning an Associate Degree for Transfer.
- Earn an Associate Degree in a specific major or in General Studies with an area of emphasis.
- Gain skills for a job placement or advancement through a Certificate of Achievement, Proficiency Award, Certificate of Compentency, or Certificate of Completion.

Proof of Your Success

Oxnard College offers four distinct types of awards showing educational achievement. If you are hoping to apply skills and knowledge to the job market once you are finished at Oxnard College, having proof of your accomplishments can be an asset.

- ***Associate Degrees for Transfer*** (ADT) are Associate in Arts for Transfer (AA-T) or Associate in Science for Transfer (AS-T) degrees and are awarded to students who successfully complete 60 semester units of required general education (either the CSU GE-Breadth, CSU GE-Breadth for STEM, IGETC for CSU pattern, or IGETC for STEM) and specific set of lower division major preparation coursework. Students with an ADT are guaranteed admission into the CSU in a program deemed similar to that of the degree and will have the opportunity to complete their Bachelor's degree upon completion of the additional 60 units.
- ***Associate Degrees*** are awards that are broader in scope than certificates because they require coursework in an array of disciplines to broaden your learning experience and strengthen your critical thinking skills. This is referred to as General Education. See an Oxnard College counselor to help determine which pattern you should follow.
- ***Certificates of Achievement*** require concentrated study in a specific skill or knowledge area.
- ***Proficiency Awards*** show that you have successfully completed one or more courses in a targeted career or skills area.
- ***Certificates of Competency*** demonstrate achievement in a set of competencies that prepares students to progress in a career path or to enroll in credit courses.
- ***Certificates of Completion*** lead to improved employability or job opportunities.

Choose an Educational Goal

Which Educational Program is the Right Fit For You?

The information below shows the different opportunities available at Oxnard College to prepare you for your chosen career and the type of recognition you will receive for completing these programs. Schedule an appointment with a counselor to help you choose your specific educational goals. A list of all courses, awards and degrees offered at Oxnard College can be found on pages 46 and Educational Pathways from pages 48 to 61.

Transfer to a 4-Year Institution

Oxnard College offers students the opportunity to complete their Associate Degree while completing courses that are required for transfer and apply toward their Bachelor's Degree, whether that is a University of California (UC), California State University (CSU), Independent or out-of-state institutions.

Associate Degree for Transfer to the CSU (AS-T)

California Community Colleges (CCC) are now offering Associate Degrees for Transfer (ADTs) to the California State University (CSU). These include Associate in Arts for Transfer (AA-T) or Associate in Science for Transfer (AS-T) degrees. These degrees are designed to provide students with a clear pathway to a CSU major and baccalaureate degree by completing 60 CSU transferable semester units at the community college and 60 units at the CSU campus. Oxnard College currently offers 31 ADTs with more in development. Please meet with a counselor to see if one of these ADTs is appropriate for you and meets your transfer educational goal.

Associate Degree - Associate in Arts (A.A.) or Associate in Science (A.S.)

In any economy, it is advantageous to have a college degree. Most Associate Degree majors at Oxnard College are applicable to the local job market. An Associate in Arts (A.A.) or an Associate in Science (A.S.) degree requires the completion of 60 degree-applicable units including courses in general education and courses in the chosen major. Oxnard College also offers a General Studies Degree that allows students to choose an area of emphasis from a group of disciplines rather than a specific major. See page 49 for a complete list of requirements for earning an Associate Degree.

Certificate of Achievement (COA)

Certificates of Achievement require concentrated study in specific skill or knowledge areas. Certificates require more units and generally prove more in-depth study than a proficiency award. Completion of a Certificate of Achievement makes a student eligible to participate in the spring graduation ceremony and is reflected on the student's transcript. See page 58 for a complete list of requirements for earning a Certificate of Achievement.

Choose an Educational Goal

Which Educational Program is the Right Fit For You?

The information below shows the different opportunities available at Oxnard College to prepare you for your chosen career and the type of recognition you will receive for completing these programs. Schedule an appointment with a counselor to help you choose your specific educational goals. A list of all courses, awards and degrees offered at Oxnard College can be found on pages 46 and Educational Pathways from pages 48 to 60.

Proficiency Award (PA)



Proficiency Awards are given to students who have satisfactorily completed a course or a sequence of courses designed to lead them to specific types of employment or to enhance their skills. These awards are not recorded on student transcripts. See page 59 for a complete list of requirements for earning a Proficiency Award.

Certificate of Competency- Noncredit Certificate



A Certificate of Competency is awarded to students who have demonstrated achievement in a set of competencies that prepares them to progress in a career path or to take non-degree applicable or degree-applicable credit courses. See page 60 for a complete list of requirements for earning a Certificate of Competency.

Certificate of Completion- Noncredit Certificate



Certificates of Completion are given to students who have satisfactorily completed a sequence of noncredit courses designed to improve employability or job opportunities. See page 60 for a complete list of requirements for earning a Certificate of Completion.



COURSES / DEGREES / CERTIFICATES / PROFICIENCY AWARDS

CURRICULUM	Courses	AS-T	A.A. / A.S.	COA	PA	Noncredit
ACCOUNTING	●					
ADDICTIVE DISORDERS STUDIES	●		●	●		
ADDICTIVE DISORDERS STUDIES IN THE CRIMINAL JUSTICE SYSTEM			●	●		
ADVANCED SKILLS FOR ADDICTION TREATMENT COUNSELORS				●		
AIR CONDITIONING & REFRIGERATION	●		●	●		
AIRSIDE SYSTEMS	●				●	
ELECTRICAL SYSTEMS FOR HVAC/R	●				●	
ENERGY AUDITING	●				●	
HEATING AND HYDRONICS	●				●	
MECHANICAL SYSTEMS FOR HVAC/R	●				●	
AMERICAN SIGN LANGUAGE	●			●		
ANTHROPOLOGY	●	●	●			
ART	●					
ART HISTORY	●	●				
ART TWO-DIMENSIONAL STUDIO	●		●			
STUDIO ARTS	●	●				
ASSISTIVE COMPUTER TECHNOLOGY	●					
ASTRONOMY	●					
AUTOMOTIVE BODY AND FENDER REPAIR	●		●	●		
AUTO BODY/COLLISION REPAIR	●				●	
AUTO BODY PAINTING AND REFINISHING	●				●	
AUTOMOTIVE GRAPHICS	●				●	
ESTIMATING AUTO BODY DAMAGE & ADVANCED REPAIR	●				●	
AUTOMOTIVE TECHNOLOGY	●		●	●		
AIR CONDITIONING SERVICE	●			●		
BRAKE SYSTEMS	●			●		
EMISSIONS SYSTEMS	●			●		
ENGINE PERFORMANCE	●			●		
SERVICE ADVISING	●			●		
STEERING AND SUSPENSION	●			●		
TRANSMISSION AND DRIVELINE SYSTEMS	●			●		

CURRICULUM	Courses	AS-T	A.A. / A.S.	COA	PA	Noncredit
BIOLOGICAL SCIENCES						
ANATOMY	●					
BIOLOGY	●	●	●			
MICROBIOLOGY	●					
PHYSIOLOGY	●					
BORDER STUDIES	●					
BUSINESS	●					
ACCOUNTING FOR ENTREPRENEURS	●					
BUSINESS ADMINISTRATION		●				
BUSINESS MANAGEMENT	●		●	●		
ENTREPRENEURSHIP	●					
MARKETING FOR ENTREPRENEURS	●				●	
CHEMISTRY	●		●			
CHICANA/O STUDIES	●	●	●			
CHILD AND ADOLESCENT DEVELOPMENT		●				
CHILD DEVELOPMENT (SEE OPTIONS UNDER EARLY CHILDHOOD EDUCATION)						
COASTAL ENVIRONMENTAL STUDIES			●			
COMMUNICATION STUDIES	●	●				
COMPUTER APPLICATIONS AND OFFICE TECHNOLOGIES	●					
BUSINESS INFORMATION WORKER QUICK START						●
COMPUTER INFORMATION SYSTEMS	●					
COMPUTER NETWORING / INFORMATION TECHNOLOGY	●		●	●		
ADMINISTERING MICROSOFT WINDOWS					●	
CISCO NETWORKING					●	
WIRELESS NETWORKING					●	
CYBERSECURITY	●			●	●	
COOPERATIVE WORK EXPERIENCE	●					
CSU GENERAL EDUCATION - BREADTH	●			●		
CULINARY ARTS AND RESTAURANT MANAGEMENT	●					
CULINARY ARTS			●	●		
BAKING AND PATISSERIE	●				●	
LEAD COOK					●	
RESTAURANT MANAGEMENT			●	●		

Note: *AS-T (Associate Degree for Transfer), A.A. (Associate in Arts), A.S. (Associate in Science), COA (Certificate of Achievement), PA (Proficiency Award), Noncredit (Certificates of Completion and Certificates of Competency).*

COURSES / DEGREES / CERTIFICATES / PROFICIENCY AWARDS

CURRICULUM	Courses	AS-T	A.A. / A.S.	COA	PA	Noncredit
DANCE	●					
DEAF STUDIES	●		●			
DENTAL ASSISTING	●		●	●		
DENTAL HYGIENE	●		●			
EARLY CHILDHOOD EDUCATION	●	●				
EARLY CHILDHOOD STUDIES			●	●		
EARLY CHILDHOOD STUDIES ASSOCIATE TEACHER				●		
ECONOMICS	●	●	●			
EDUCATION	●					
ELEMENTARY TEACHER EDUCATION	●	●				
EMERGENCY MEDICAL RESPONDER	●				●	
EMERGENCY MEDICAL TECHNOLOGY	●				●	
EMERGENCY MEDICAL TECHNICIAN -REFRESHER	●				●	
EMERGENCY MEDICAL TECHNICIAN				●		
ENGINEERING	●		●			
ENGLISH	●	●				
ENGLISH AS A SECOND LANGUAGE	●					●
ENVIRONMENTAL SCIENCE	●	●				
ETHNIC STUDIES	●					
FILM, TELEVISION, AND ELECTRONIC MEDIA	●	●	●			
FILM, TELEVISION, AND ELECTRONIC MEDIA PRODUCTION				●		
FIRE TECHNOLOGY	●		●	●		
FIRE COMPANY OFFICER	●		●	●		
FIRE FIGHTER I/II ACADEMY	●			●		
WILDLAND FIRE ACADEMY	●				●	
GENERAL STUDIES: ARTS & HUMANITIES (PATTERNS II/III)			●			
GENERAL STUDIES: HUMANITIES (PATTERN I)			●			
GENERAL STUDIES: NATURAL SCIENCES (PATTERN I)			●			
GENERAL STUDIES: NATURAL SCIENCE OR MATHEMATICS (PATTERNS II/III)			●			
GENERAL STUDIES: SOCIAL & BEHAVIORAL SCIENCES (PATTERN I)			●			
GENERAL STUDIES: SOCIAL & BEHAVIORAL SCIENCES (PATTERNS II/III)			●			

CURRICULUM	Courses	AS-T	A.A. / A.S.	COA	PA	Noncredit
GEOGRAPHICAL INFORMATION SYSTEMS	●					
GEOGRAPHY	●	●				
GEOLOGY	●	●				
GLOBAL STUDIES	●	●				
HEALTH EDUCATION	●					
HISTORY	●	●				
HOSPITALITY MANAGEMENT	●	●	●	●		
HUMAN SERVICES (SEE SOCIOLOGY)	●		●	●		
IGETC	●			●		
INTERCOLLEGIATE ATHLETICS	●					
INTERDISCIPLINARY STUDIES	●					
KINESIOLOGY	●	●				
LAW, PUBLIC POLICY, AND SOCIETY	●	●				
LEARNING SKILLS	●					
LIFEGUARDING ACADEMY	●				●	
MARINE STUDIES	●					
MATHEMATICS	●	●				
MUSIC	●					
NUTRITION AND DIETETICS	●	●				
PARALEGAL STUDIES	●		●	●		
PERSONAL GROWTH	●					
PHILOSOPHY	●	●	●			
PHYSICAL SCIENCE	●					
PHYSICS	●	●	●			
POLITICAL SCIENCE	●	●	●			
PRE-HEALTH PROFESSIONS			●			
PUBLIC HEALTH SCIENCE	●	●				
PSYCHOLOGY	●	●	●			
SOCIAL JUSTICE STUDIES	●	●				
SOCIAL MEDIA MARKETING	●					
SOCIOLOGY	●	●	●			
HUMAN SERVICES	●		●	●		
SPANISH	●	●				
THEATRE	●					
TUTORING	●					
URBAN STUDIES	●					

Note: *AS-T (Associate Degree for Transfer), A.A. (Associate in Arts), A.S. (Associate in Science), COA (Certificate of Achievement), PA (Proficiency Award), Noncredit (Certificates of Completion and Certificates of Competency).*

EARN AN ASSOCIATE DEGREE FOR TRANSFER (ADT)

Associate in Arts for Transfer (AA-T) and **Associate in Science for Transfer (AS-T)** are degrees that are designed specifically for transfer to the California State University (CSU). The degrees are the results of Senate Bill 1440, a transfer bill that required the California Community Colleges (CCC) to offer associate degrees for transfer in many of the most popular majors, and for the CSU to provide priority admission to CCC students who have earned an AA-T or AS-T degree. These degrees can be completed in 60 CSU transferable semester units (or 90 quarter units) and include coursework in general education, major preparation and electives (if needed).

Students who have completed an AA-T or AS-T and are admitted to a CSU major that has been deemed similar are guaranteed admission at junior standing, and the opportunity to complete a baccalaureate degree with 60 additional semester (or 90 quarter) units. AA-T and AS-T degrees are recognized by both the CCC and CSU systems as a measure of preparation and readiness for transfer to upper-division course work at the CSU.

To obtain an AA-T or AS-T, students must complete the following:

1. **Choose** an Associate in Arts for Transfer (AA-T) or Associate in Science for Transfer (AS-T) degree. AA-T or AS-T in a specific major. (See list below.)
2. Sixty (60) semester units or 90 quarter units that **are eligible for transfer** to the CSU, including both of the following:
   a. Certified completion of the California State University General Education-Breadth (CSU GE Breadth) pattern (see page 76 for more information); OR the Intersegmental General Education Transfer Curriculum (IGETC - CSU) pattern (see page 85 for more information).
   b. **Completion of a minimum of 18 semester units** or 27 quarter units in a major or area of emphasis as determined by the college as detailed in the Course and Program Descriptions section of the catalog. All courses in the major must be completed with a grade of "C" or better or a "P" if the course is taken on a "pass-no-pass" basis (Title 5 § 55063). Even though a "pass-no-pass" is allowed, it is recommended that students complete their major courses with a letter grade (A, B, or C).
3. **Earn a minimum overall grade point average (GPA) of 2.0** in all CSU-transferable coursework. While a minimum of 2.0 is deemed eligible for transfer into a CSU program, some majors may require a higher GPA. Please consult the *www.assist.org* website and/or meet with a counselor for more information.
4. **Complete requirements in Residency.** For students in the Ventura County Community College District, a minimum of 12 units must be completed in residence, at the college granting the degree.
5. **Apply for your ADT.** The ADT is not automatically awarded when you complete the requirements. Meet with a counselor to file an ADT Application for Graduation in the Counseling Office during the same semester in which you plan to finish the requirements.

At the time of this catalog publication, a student may earn the following **31 AA-T** or **AS-T** degrees at Oxnard College:

Anthropology (AA-T)
Art History (AA-T)
Biology (AS-T)
Business Administration (AS-T)
Business Administration 2.0 (AS-T)
Child and Adolescent Development (AA-T)
Communication Studies (AA-T)
Early Childhood Education (AS-T)
Economics (AA-T)
Elementary Teacher Education (AA-T)
English (AA-T)
Environmental Science (AS-T)
Film, Television, & Electronic Media (AS-T)
Geology (AS-T)
Geography (AA-T)
Global Studies (AA-T)
History (AA-T)
Hospitality Management (AS-T)
Kinesiology (AA-T)
Law, Public Policy, and Society (AA-T)
Mathematics (AS-T)
Nutrition & Dietetics (AS-T)
Philosophy (AA-T)
Physics (AS-T)
Political Science (AA-T)
Psychology (AA-T)
Public Health Science (AS-T)
Sociology (AA-T)
Social Justice Studies (AA-T)
Social Justice Studies - Chicana/o Studies (AA-T)
Spanish (AA-T)
Studio Arts (AA-T)

Program requirements subject to change. See a counselor. Additional majors are being developed. Please see a counselor for more information.

For the latest information on Associate Degrees for Transfer (ADT), go to *www.icangotocollege.com*.

Reference: AP 4100 - Last reviewed and approved by the Board in April 2021.

EARN AN ASSOCIATE DEGREE A.A. OR A.S.

An **Associate Degree** is an undergraduate academic degree consisting of a minimum of 60 degree-applicable semester units including general education requirements, major or emphasis requirements, and electives. Associate degrees may be earned in career technical areas or in the arts, mathematics, sciences, and humanities.

1. **Major/Area of Emphasis and General Education**
   Choose from these two options and complete required General Education and Major or an Area of Emphasis (18 units minimum):
   - **Associate in Arts (A.A.) or Associate in Science (A.S.) in a specific major.** See page 49.
   - **Associate in Arts (A.A.) in General Studies, Patterns I, II, or III.** See pages 51-52.
2. **Units** - Satisfactorily complete at least 60 semester units of degree-applicable college credit coursework (General Studies Patterns II and III degrees require all 60 units to be CSU transferable units).
3. **Grades -** Earn a grade of "C" or better or a "P" if the course is taken on a "Pass/No-Pass" (Title 5 § 55063) in every course in the major or area of emphasis. Even though a "Pass/No Pass" is allowed, it is recommended that students complete all major coursework for a letter grade.

   Note: Universities have limitations on the number of units that can be taken "pass/no pass" basis and therefore it is strongly recommended that students take all major coursework for a letter grade. Most universities also have limitations on the number of general education units that can be taken on a pass/no pass basis.
4. **GPA -** Achieve a cumulative grade point average (GPA) of 2.0 or better in degree-applicable college credit coursework.
5. **Competency** Demonstrate competency in reading, written expression, and mathematics.
   A. **Reading** – Minimum competency in reading is satisfied by completion of the requirements for the associate degree.
   B. **Written Expression** – Minimum competency in written expression is satisfied by one of following:
      1. Successful completion (A, B, C, or P) of a college English Composition course at the freshmen composition level, or
      2. Successful completion of an equivalent English Composition course from a regionally accredited institution; or
      3. A score of 3 or higher on the Advanced Placement (AP) Language and Composition; or
      4. A score of 3 or higher on the Advanced Placement (AP) Literature and Composition; or
      5. A score of 5 or higher on the International Baccalaureate (IB) English HL exam; or
      6. A score of 50 or higher on the College Level Examination Program (C.L.E.P) exam.
   C. **Mathematics** – Minimum competency in mathematics is satisfied by one of the following:
      1. Successful completion (A, B, C, or P) of a college mathematics course in Intermediate Algebra; or
      2. Successful completion (A, B, C, or P) of a course offered by the college mathematics department with an Intermediate Algebra or higher prerequisite; or
      3. Successful completion (A, B, C, or P) of a course offered by a different department with an enforced prerequisite of Intermediate Algebra or higher; or
      4. A score of 3 or higher on the AP Calculus AB or Calculus BC exam; or
      5. A score of 3 or higher on the AP Statistics exam; or
      6. A score of 4 or higher on the IB Mathematics HL exam; or
      7. A score of 50 or higher on the CLEP College Mathematics or Precalculus exam; or
      8. Successful passing of the VCCCD math competency exam; or
      9. Successful completion (A, B, C, or P) of any course offered by the college's math department, or approved by the math department if offered by another department, which includes demonstrated ability in all of the following:
         - Simplify rational expressions and solve rational equations
         - Solve problems and applications involving systems of equations in three variables
         - Graph systems of inequalities in two variables
         - Simplify expressions involving positive, negative, and rational exponents
         - Perform mathematical operations on radical expressions and solve radical equations
         - Solve quadratic equations and their applications using multiple methods
         - Graph and evaluate elementary functions. Use definitions, domain and range, algebra and composition of functions on related applications.
         - Solve elementary exponential and logarithmic equations and related applications.
6. **Residency -** Complete a minimum of 12 semester units in residence at the college granting the degree. The VCCCD Board of Trustees may make exceptions to the residency requirements in any instance in which it is determined that an injustice or hardship would otherwise be placed upon an individual student.

Reference AP 4025. Last reviewed and approved by the Board in May 2017 and AP 4100, last reviewed and approved by the Board in April 2021.

ASSOCIATE DEGREES IN SPECIFIC MAJORS

Associate in Arts (A.A.) or Associate in Science (A.S.) Degrees in Specific Majors Requirements

1. **Complete Oxnard College's General Education Requirements** (areas 1 through 5) on page 66.

   A. Natural Sciences - a minimum of 6 semester units
   Biological Science - one (1) course
   Physical Science - one (1) course

   B. Social and Behavioral Sciences - a minimum of 6 semester units
   American History and Institutions - one (1) course
   Social and Behavioral Sciences - one (1) course

   C. Humanities - a minimum of 6 semester units
   Fine Arts / Performing Arts - one (1) course
   Humanities - one (1) course

   D. Language and Rationality - a minimum of 6 semester units
   English Composition - one (1) course
   Communication and Analytical Thinking - one (1) course

   E. Health and Physical Education/Kinesiology
   Health Education - one (1) course
   Physical Education/Kinesiology, Intercollegiate Athletics, and Dance activity - one (1) activity course

2. **Choose a major from the following list and complete the courses required for that major.**
   Courses for the major must be completed with a grade of C or better, or a "P" if the course is taken on a "pass-no pass" basis (Title 5 § 55063). Even though a "pass-no pass" is allowed, it is recommended that students complete all major coursework for a letter grade (A, B, or C).

   Note: Universities have limitations on the number of units that can be taken pass-no pass and therefore it is strongly recommended that students take all major coursework for a letter grade.

   Addictive Disorders Studies
   Addictive Disorders Studies in the Criminal Justice System
   Air Conditioning and Refrigeration
   Anthropology
   Art: Two-Dimensional Studio
   Automotive Body and Fender Repair
   Automotive Technology
   Biology
   Business Management
   Chemistry
   Chicana/o Studies
   Coastal Environmental Studies
   Computer Networking/ Information Technology
   Culinary Arts
   Deaf Studies
   Dental Assisting
   Dental Hygiene
   Early Childhood Studies
   Economics
   Engineering
   Film, Television, and Electronic Media
   Fire Technology
   Fire Company Officer
   Hospitality Management
   Human Services
   Paralegal Studies
   Philosophy
   Physics
   Political Science
   Pre-Health Professions
   Psychology
   Restaurant Management
   Sociology

3. Satisfactorily complete at least 60 semester units of degree-applicable college coursework (including General Education, major, and electives, if needed).
4. Demonstrate competency in reading, written expression, and mathematics as defined in Title 5 Section 55063 for the appropriate catalog year.
5. Achieve a cumulative grade point average (GPA) of 2.0 or better in degree-applicable college credit coursework.
6. Complete a minimum of 12 semester units in residence at the college granting the degree. Exceptions to the residency requirement can be made by the Board when an injustice or undue hardship would result. (See Residency on page 48).
7. Apply for the Associate Degree in the Counseling Office by the published deadline dates. All of your official transcripts and test scores (such as AP, IB, or CLEP) must be on file with the Admissions and Records office. See graduation requirements on pages 50 and 54.

Reference AP 4025, last reviewed and approved by the Board in May 2017 and AP 4100, last reviewed and approved by the Board in April 2021.

ASSOCIATE DEGREE IN GENERAL STUDIES PATTERN I

Associate Degree in General Studies

Pattern I

This pattern provides an opportunity to earn an Associate in Arts in General Studies. This degree covers a broad area of study and is intended for students who may not be planning to transfer to a four-year university or who may need to explore possibilities before committing themselves to a major. Students are required to:

1. **Complete Oxnard College's General Education requirements** to include areas A through F on page 66.
2. Choose an **area of emphasis** from one of three categories listed below:
   - **Natural Sciences Emphasis**
   - **Social and Behavioral Sciences Emphasis**
   - **Arts and Humanities Emphasis**
3. **Complete a minimum of 18 units in the chosen area of emphasis** with a grade of "C" or better or a "P" if the course is taken on a "Pass/No Pass" (P/NP) basis (Title 5 § 55063). Even though a "P" is allowed, it is recommended that students complete all major coursework for a letter grade (A, B, or C). (Note: Universities have limitations on the number of units that can be taken "pass/no pass" and therefore it is strongly recommended that students take all major coursework for a letter grade.) Complete a minimum of 6 of the 18 units within a single discipline. Courses in the area of emphasis may also be used to fulfill general education requirements but the units may count only once.
4. **Complete a minimum of 60 degree-applicable semester units.**
5. Complete the college's other **graduation requirements in competency** (Mathematics and English), scholarship, and residency.
6. **Apply** for the A.A. degree in the Counseling Office.

Note: Students planning to transfer to a four-year university are advised that this curriculum may not adequately prepare them for transfer. General Studies Patterns II and III are designed for transfer students.

Areas of Emphasis for Pattern I

Natural Sciences Emphasis

The courses that fulfill the Natural Sciences area of emphasis will examine the physical universe, its' life forms and natural phenomena. The courses are designed to develop students' appreciation and understanding of the scientific method, and encourage an understanding of the relationships between science and other human activities.

ANAT R101; **ANTH** R101/L, R101H, R118; **AST** R101/L; **BIOL** R100/L, R101/L, R101H, R120/L, R122/L, R155/L, R170; **CHEM** R104, R110, R112, R120, R122, R130, R132; **ESRM** R100; **GEOG** R101/L, R103; **GEOL** R101/L, R103/L, R114/L, R121, R130; **MICR** R100/L; **MST** R100/L, R103/L; **PHSC** R170; **PHSO** R101; **PHYS** R101/L, R102/L, R121, R122, R131, R132, R133; **PSY** R105

Social and Behavioral Sciences

The courses that fulfill the Social and Behavioral Sciences area of emphasis will examine people as members of society. The courses are designed to develop students' awareness of the method of inquiry used by the social and behavioral sciences; to stimulate critical thinking about the ways people respond to their societies; and to promote appreciation of how societies and social subgroups operate.

ADS R131; **ANTH** R102, R102H, R103, R105, R106, R107, R110, R111, R111H, R113, R114, R115, R116, R118, R119; **ASL** R110; **BRS** R101; **CHST** R101, R102, R107, R108; **ECE** R102, R106, R108; **ECON** R100, R201, R201H, R202, R202H; **EDU** R122; **ETHS** R107, R110, R114, R119; **FTVE** R100; **GEOG** R102, R104, R105; **GLST** R101, R102; **HIST** R104, R107, R108, R109, R110, R117, R124, R125, R125H, R126, R130, R130H, R140, R140H, R150, R150H, R160, R160H; **IDS** R102; **PHIL** R114; **POLS** R100, R101, R102, R104, R108, R120, R125, R125H; **PSY** R101, R101H, R102, R104, R107, R108, R110, R111, R131; **SJS** R110, R120, R130; **SOC** R101, R101H, R102, R103, R104, R106, R108, R110, R111, R114, R116, R119, R140; **URBS** R101

Arts and Humanities Emphasis

The courses that fulfill the Arts and Humanities area of emphasis will examine the cultural activities and artistic expressions of human beings. The courses are designed to develop students' awareness of the ways in which people throughout the ages and in different cultures have responded to themselves and the world around them in artistic and cultural creation and to develop students' aesthetic understanding and ability to make value judgments.

ART R101, R102, R103, R104A, R106A, R140, R171, R172, R174; **ASL** R101, R102, R103, R104; **ENGL** R102, R102H, R103, R104, R105, R107, R108, R111, R112, R124, R125, R126, R129; **ESL** R100; **FTVE** R100, R107, R110, R130, R135, R155; **HIST** R109, R117, R126, R150, R150H, R160, R160H; **MUS** R101, R103, R109, R116, R130; **PHIL** R101, R101H, R102, R102H, R103, R104, R105, R106, R108, R110, R114, R115, R115H, R116; **SPAN** R100, R110, R200, R210, R220, R220H, R230, R230H, R232, R232H, R234, R236, R236H; **THTR** R111, R151

ASSOCIATE DEGREE IN GENERAL STUDIES PATTERNS II & III

Associate Degree in General Studies

Pattern II

This pattern is intended for students who are planning to transfer to a four-year university in high-unit majors or where completion of CSU GE-Breadth or IGETC is not appropriate or advisable. See *www.assist.org* or an Oxnard College counselor for guidance. Independent or out-of-state universities may also fall in this category.

1. **Select and complete courses** from the general education of a transfer institution to include, at a minimum, the following Title 5 requirements:
   - Natural Sciences (3 units)
   - Social and Behavioral Sciences (3 units)
   - Arts and Humanities (3 units)
   - Language and Rationality – English Composition (3 units)
   - Communication and Analytical Thinking (3 units)
   - Three additional units from any of the above areas.

Associate Degree in General Studies

Pattern III

This pattern is intended for students who are planning to transfer to a California public four-year university (UC or CSU) and plan to use the CSU GE-Breadth or IGETC to fulfill their lower division general education.

1. **Complete CSU GE-Breadth (page 76) or IGETC (page 85)**

   Note: Students who complete CSU GE-Breadth or IGETC need to apply for GE certification in the Transfer Center or Counseling Office and may also apply for a Certificate of Achievement.

2. **Complete local graduation requirements to include:**
   - **Health Education** (one course/no unit minimum): **HED** R101, R102, R103, R104, R105, R107, R113, R114; **EMT** R109, R169; **KIN** R100
   - **Physical Education/Kinesiology** (one course/no unit minimum): Any Dance (**DANC**) activity course, Kinesiology (**KIN**) activity course, or Intercollegiate Athletics course (**ICA**).
   - **Ethnic/Gender Studies:** (A minimum of 3 units): **ANTH** R102, R102H, R105, R107, R114, R119; **BRS** R101; **CHST** R101, R102, R107, R108; **ECE** R107; **ENGL** R112, R124, R126, R129; **ETHS** R107, R110, R114, R119; **GEOG** R102; **GLST** R101; **HED** R103; **HIST** R107, R108, R109, R117, R124; **PSY** R107, R110; **SJS** R110, R120, R130; **SOC** R103, R104, R108, R140; **SPAN** R232, R232H

3. **Choose an area of emphasis** from one of three categories listed below.
   - Complete a minimum of 18 units in the chosen area of emphasis with a grade of "C" or better or a "P" if the course is taken on a "pass/no pass" basis (Title 5 § 55063). Even though a "P" is allowed, it is recommended that students complete all major coursework for a letter grade ("A", "B", or "C").

     Note: Universities have limitations on the number of units that can be taken "pass-no pass" and therefore it is strongly recommended that students take all major coursework for a letter grade.
   - Complete a minimum of 6 of the 18 units within a single discipline.
   - Select courses that fulfill major preparation requirements for the chosen transfer institution. CSU and UC articulation can be found on *www.assist.org*. If no articulation exists with the intended transfer institution, you may obtain guidance from recruitment counselors, the transfer institution's departmental advisors in your major, and their catalog/website.

4. **Complete a minimum of 60 transferable units.**

5. **Complete competency requirements in Mathematics and English**
   (See page 51 for options in meeting Math competencies).

   Note: Courses used to fulfill the CSU GE-Breadth or IGETC requirements in Math and Written Communication or English Composition will fulfill this requirement.

6. **Complete requirements in scholarship** (2.0 minimum cumulative degree-applicable GPA).

7. **Complete residency requirements**.
   Students must complete at least 12 semester units in residence at Oxnard College in order to receive a degree from Oxnard College. The same policy applies to all colleges in the district: a minimum of 12 semester units must be completed at the college granting the degree.

8. **Apply for the degree in the Counseling Office.**

AREAS OF EMPHASIS FOR PATTERNS II & III

Areas of Emphasis for Patterns II & III

It is recommended that students select courses that fulfill major preparation requirements for the chosen transfer institution. CSU and UC articulation can be found on *www.assist.org.* Schedule an appointment with an Oxnard College counselor for assistance.

Natural Sciences or Mathematics Emphasis

The courses that fulfill the Natural Sciences or Mathematics area of emphasis will examine the physical universe, its life forms and the measurement of natural phenomena. The courses are designed to develop students' appreciation and understanding of the scientific method, along with mathematical evaluation, and to encourage an understanding of the relationships between science/mathematics and other human activities.

This emphasis enables the student to take courses that will satisfy lower division major preparation requirements for areas including but not limited to Allied Health, Biology, Chemistry, Environmental Science, Geological Sciences, Geography, Health Sciences, Mathematics, Nursing, Physics, and Pre-Medicine.

ANAT R101; **ANTH** R101/L, R101H; **AST** R101/L; **BIOL** R120, R122; **CHEM** R104, R110, R112, R120, R122, R130, R132; **ESRM** R100; **GEOG** R101/L, R103; **GEOL** R101/L, R103/L, R114/L, R121, R130; **MATH** R102, R105, R105H, R106, R115, R116, R117, R120, R121, R122, R134, R143; **MICR** R100/L; **PHSO** R101; **PHYS** R101/L, R102/L, R121, R122, R131, R132, R133

Social and Behavioral Sciences Emphasis

The courses that fulfill the Social and Behavioral Sciences area of emphasis will examine people as members of society. The courses are designed to develop students' awareness of the method of inquiry used by the social and behavioral sciences; to stimulate critical thinking about the ways people respond to their societies; and to promote appreciation of how societies and social subgroups operate.

This emphasis enables the student to take courses that will satisfy lower division major preparation requirements for areas within the fields of Anthropology, Economics, Ethnic Studies, Geography, History, Political Science, Psychology, and Sociology.

ANTH R102, R102H, R103, R114, R115, R119; **BRS** R101; **CHST** R101, R102, R107, R108; **ECON** R201, R201H, R202, R202H; **ETHS** R114, R119; **GEOG** R101, R101L, R102, R103, R105, R106; **GLST** R101, R102; **HIST** R107, R108, R130, R130H, R140, R140H, R150, R150H, R160, R160H; **MATH** R105, R105H, R106, R120; **POLS** R100, R101, R102, R104, R108, R120; **PSY** R101, R101H, R103, R104, R105, R108; **SJS** R120; **SOC** R101, R101H, R102, R103, R111, R125; **SPAN** R232, R232H

Arts and Humanities Emphasis

The Arts and Humanities area of emphasis will examine the cultural activities and artistic expressions of human beings. The courses are designed to develop students' awareness of the ways in which people throughout the ages and in different cultures have responded to themselves and the world around them in artistic and cultural creation and to develop students' aesthetic understanding and ability to make value judgments.

This emphasis enables the student to take courses that will satisfy lower division major preparation requirements for areas within the fields of Fine Arts, Performing Arts, English, Foreign Languages, Music, and Philosophy.

ART R102, R103, R104A, R104B, R106A, R106B, R108A, R110A, R126A, R160, R171, R172, R174, R175, R180; **ENGL** R103, R104, R105, R107, R108, R111; **MUS** R107A, R107B, R107C, R107D, R118A, R118B, R118C, R118D, R126; **PHIL** R102, R102H, R105, R106, R107, R111, R115, R115H; **SPAN** R100, R110, R200, R210, R220, R220H, R230, R230H; **THTR** R111, R151



OTHER GRADUATION INFORMATION

Graduation Requirements

As authorized by the California Code of Regulations, Title 5 (Education) section 55063 (credit coursework) and Title 5 section 55150 (noncredit coursework), the Ventura County Community College District (VCCCD) Governing Board confers the Associate in Arts degree, the Associate in Science degree, Associate in Arts for Transfer degree (AA-T), the Associate in Science for Transfer degree (AS-T), Certificates of Achievement, Proficiency Awards (Title 5, section 55070), Certificates of Completion and Certificates of Competency (Title 5 section 55072) to students who:

- provide required transcripts from any institutions attended, and
- satisfy the respective major and/or area of emphasis requirements listed in the college catalog, and
- for Associate degrees, satisfy the General Education (GE) requirements set forth by Title 5 of the California code of Regulations to include the VCCCD GE, CSU GE Breadth, CSU GE Breadth for STEM, IGETC, IGETC for STEM, and GE pattern for intended transfer institution, and
- file with the appropriate college office an application for a degree and/ or Certificate of Achievement, and/or Proficiency Award.

Only those courses which have been designated as appropriate to the associate degree in accordance with Title 5, Section 55063 and that meet the standards and criteria described in Title 5, Section 55002, Title 5 section 55002.5, and Title 5 section 55064 and have been properly approved pursuant to this section, shall be applied to any degree or credit certificate awarded by the district. Degree-applicable credit courses completed at regionally accredited institutions other than a California community college are expected to meet or exceed the same standards of section 55002(a). District policies and procedures regarding general education and program requirements must be published in the college catalog (Title 5 section 55060) and courses and programs, with the exception of Proficiency Awards, must be chaptered or approved by the California Community College Chancellor's Office (CCCCO).

Graduation Requirements for the Associate Degree are listed on page 49 of this catalog. Graduation requirements for the Associate Degree for Transfer are listed on page 48. Requirements for Certificates of Achievement and Proficiency Awards are listed on page 58 and 59.

Academic Year

The fall semester is the first term of an academic year. A summer term, whether one or more sessions, constitutes the last term of an academic year.

Student Responsibility

While counselors are available for assistance, the college expects every student to be familiar with graduation requirements and to assume the responsibility for their completion.

Catalog Rights/Continuous Enrollment

A student remaining in continuous enrollment at one or more of the colleges of the Ventura County Community College District (VCCCD) or at any other regionally accredited college or university, may meet the VCCCD graduation requirements in effect at the time of his/her entering or at any time thereafter. This applies only to graduation requirements and not to policies, procedures, or other regulations. Catalog rights/continuous enrollment are defined as attendance in at least one term each calendar year. Any academic record symbol entered on a transcript (A-F, CRE, P, NP, SP, I, IP, RD, W, EW, MW and prior to fall 2009: CR and NC) shall constitute enrollment or attendance.

A student who has not maintained continuous enrollment is considered to be under new requirements when returning unless the student is granted a petition/waiver for extenuating circumstances. This petition must be initiated by the student through a college counselor and approved by the appropriate dean or designee.

Students should be made aware that other governing agencies may impose more restrictive limitations concerning the definitions of continuous enrollment or continuous attendance. Some agencies define continuous enrollment as remaining in attendance both fall and spring semesters. Some will not accept selected academic record symbols (such as Ws). Those who may be affected by more restrictive guidelines include students receiving financial aid, veterans and alien students.

Multiple Majors

Multiple majors are acceptable and occur when a student works simultaneously toward the completion of more than one major field of study. Completion of the major field of study does not change if a student has declared multiple majors. An Associate in Arts (AA), Associate in Science (AS), Associate in Arts for Transfer (AA-T) OR Associate in Science for Transfer (AS-T) degree with a multiple major can be earned by completion of all appropriate general education requirements plus the courses required for the majors as outlined in the College catalog under Course and Program Descriptions. The student must petition to graduate with each major. The student will be awarded one diploma for each major completed.



OTHER GRADUATION INFORMATION

Course Substitution for Local Major and/ or General Education Requirements

Occasionally, a student may have difficulty in completing exact major and/or general education requirements as specified in the college catalog due to circumstances of class schedule conflicts, class cancellation, related but nonequivalent coursework taken outside of this college district, or circumstances beyond the control of the student. Under such circumstances, a student may file a Petition for Course Substitution/Petition for Variance for Major and/or General Education Requirements to seek approval from the appropriate college officials to substitute one or more courses in a designated major, an area of emphasis, and/or in general education. The petition forms are available in the Counseling Office/Center.

Reciprocity for Local General Education Requirements

The College shall apply courses taken at other regionally accredited colleges or universities toward general education (GE) requirements in the areas where the student would have received credit at the institution where they were originally taken, or in the area where the college granting the degree places, or meets our GE criteria/ description, or would place a comparable course, whichever best facilitates the student's degree completion. (ASCCC Resolution 09.02 spring 2010)

Double Counting for a Credit Course

While a course might satisfy more than one general education requirement, it may not be counted more than once for these purposes within sections A through D of the district general education pattern(s). A course may not satisfy more than one requirement within a major and/or area of emphasis. However, a course may be used to satisfy both a general education requirement and a major or area of emphasis requirement. A course may also be used to satisfy requirements in two (2) or more different majors, whether for an Associate degree, Associate degree for Transfer, Certificate of Achievement, or Proficiency Award. The units, however, may never be counted more than once toward the units required for the specific degree, certificate or proficiency award.

Double Counting for a Noncredit Course

If a noncredit course is prescribed in more than one Certificate of Completion program, it may also be double counted to satisfy requirements in two (2) or more different Certificate of Competency or Certificate of Completion programs.

Unit Transferability

While all California community colleges have transfer agreements with various educational institutions, it is important for students to understand there are limits on the number and type of course credits a student can transfer. Each college develops courses and curriculum based on the expertise of its faculty and District standards. Each course is assigned a number of units depending upon the course content. While the majority of our courses are articulated to the UC system and/or CSU system, there is a possibility that not all units for every course will transfer in their entirety to every transfer institution due to the receiving institution's unit limitations. Students need to connect with a community college academic counselor as soon as possible, visit the Transfer Center, and regularly check www.assist.org to learn whether their specific courses are transferable to an institution of choice. Taking more credits than needed to transfer to another institution can also limit an eligible student's financial aid opportunities. By working closely with academic counselors, the financial aid office, and a receiving institution's support services, eligible students can maintain maximum levels of financial aid resources and transfer of credits.

Reciprocity for CSU GE-Breadth or IGETC Requirements

Students who are required to complete CSU GE-Breadth or IGETC for their particular degree, such as General Studies Patterns II/ III, or Associate Degrees for Transfer, shall have their courses evaluated for reciprocity according to the rules set forth by either Executive Order (EO) 1065, EO 1100 Revised or in the most recent version of the IGETC Standards.

Course Substitution Within Approved Associate Degrees for Transfer (AA-T/AS-T)

While the C-ID system establishes course-to-course reciprocity, where C-ID descriptors are not in place or where the substitution does not involve deeming two courses comparable, substitution decisions must be informed by the judgment of counseling or discipline faculty. When an AA-T or AS-T degree is being conferred, any substitutions made must result in the awarding of a degree that is consistent with the parameters defined by the Transfer Model Curriculum (TMC). The colleges are encouraged to apply courses successfully completed as part of a TMC-aligned degree at one college for requirements within their own degrees to the greatest extent deemed possible and reasonable, but substitutions should only be made in instances where the TMC allows flexibility, as the local AA-T or AS-T degree awarded must remain consistent with parameters of the TMC for the specific discipline. (ASCCC Resolution 15.01 Spring 2011 and ASCCC Statements on Reciprocity, Course Substitution and Credit by Exam - in light of AA-T and AS-T degrees September 2013, and ADT Substitution Guidelines with Scenarios.)

Graduation Application Procedure

- Students must file a petition for a degree and/or a Certificate, and/or a Proficiency Award through the appropriate college office granting the degree and/or certificate.
- District Colleges offer three graduation dates: fall semester, spring semester, and summer term.
- Graduation ceremonies are conducted at the end of the spring semester.
- Graduation petition deadline dates are locally announced at each District College.

OTHER GRADUATION INFORMATION

Guidelines for Additional Degrees, Certificates of Achievement, and Proficiency Awards

Any District College will award additional associate degrees, associate degrees for transfer, certificates of achievement, proficiency awards, certificates of completion, and certificates of competency to students under certain criteria which follow below.

Students seeking an associate degree(s) and who have a previous degree from a regional accredited institution will only be required to complete (1) residency, (2) competency, (3) general education minimum Title 5 requirements, (4) major, and (5) scholarship requirements. There will be no additional local GE or health/PE requirements (see below).

U.S. Degrees: A student who has earned an associate degree or higher at any regionally accredited institution in the United States may earn additional associate degrees. Institutions must be regionally accredited by one of the following accrediting bodies:

- The Middle States Commission on Higher Education
- The New England Commission of Higher Education
- The New England Association of Schools and Colleges, Committee on Technical and Career Institutions
- The Higher Learning Commission
- The Northwest Commission on Colleges and Universities
- The Southern Association of Colleges and Schools, Commission on Colleges
- The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges
- The Western Association of Schools and Colleges, Senior College and University Commission

Foreign Degree: A student who already holds an associate degree or higher degree from any foreign institution accredited by one of the above accepted regionally U.S. accrediting bodies or evaluated as equivalent to a regionally accredited institution by one of the member agencies of the National Association of Credential Evaluation Services or one approved by the California Commission on Teacher Credentialing may also earn additional degrees at one of the colleges of the VCCCD.

Students with transcripts in either of the above categories must complete the following minimum Title 5 requirements for the catalog year covering the additional degree(s). These include:

- Residency requirements: Students must complete a minimum of 12 semester units at the community college granting the degree.
- Competency requirements in reading, written expression and mathematics as defined by Title 5 section 55063. Students pursuing an AA-T or AS-T will have met these competency requirements by completion of either CSU GE-Breadth or IGETC.
- General Education - Title 5 minimums include 18 units of General Education with:
  - 3 semester units of Natural Sciences
  - 3 semester units of Social and Behavioral Sciences
  - 3 semester units of Arts and Humanities
  - 3 semester units in English Composition
  - 3 semester units in Communication and Analytical Thinking
  - 3 additional semester units in one of the five areas above.
- Major Requirements: Students must complete all required courses listed in the college catalog for the appropriate year for the specific major, Associate Degree for Transfer, area of emphasis or area of option for the additional degree(s).
- Scholarship: Students must meet the standards of scholarship in effect for the catalog year covering the additional degree(s) including the following:
  - Courses for Associate degree majors must have a grade of "C" or "P" or better beginning fall 2009.
  - Courses for Certificates of Achievement must have a grade of "C" or "P" or better beginning fall 2012.
  - Courses for Proficiency Awards must have a grade of "C" or "P" or better beginning fall 2012.

An additional degree can be in a specific major, General Studies with an area of emphasis, an Associate Degree for Transfer, or an additional option or emphasis within the major of the original degree.

Coursework taken for previously earned degrees may be used to fulfill the above requirements if deemed comparable by a counseling faculty and/or discipline faculty.

No additional general education or local graduation requirements may be required.

Exception to Requirements for Students in Nursing Programs

Nursing students who are admitted into the Nursing Program at a District College and who have already earned a baccalaureate or higher degree from a domestic regionally accredited institution of higher education are not required to take additional general education or local graduation requirements to earn an associate degree in Nursing per section 66055.8 of the Education Code.

Guidelines for Noncredit Certificate of Completion or Certificate of Competency

Any District College will award additional certificate of completion or certificate of competency to students under certain criteria which follow below. Students who have completed prior noncredit courses from other regionally accredited institutions will only be required to complete the remaining noncredit coursework and the attendance hours as prescribed within the program. A counseling faculty or a discipline faculty will use their best judgment to determine the comparability of the previously completed coursework.

OTHER GRADUATION INFORMATION

Institutions must be regionally accredited by one of the following accrediting bodies:

- The Middle States Commission on Higher Education
- The New England Commission of Higher Education
- The New England Association of Schools and Colleges, Committee on Technical and Career Institutions
- The Higher Learning Commission
- The Northwest Commission on Colleges and Universities
- The Southern Association of Colleges and Schools, Commission on Colleges
- The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges
- The Western Association of Schools and Colleges, Senior College and University Commission

Exceptions to Graduation Requirements

Appeals to the above policy may be submitted to the Chief Instructional Officer, or designee. Exceptions may be granted under extenuating circumstances or when there has not been sufficient opportunity to enroll in required courses.

Transfer Limitations

Students should be aware that the conferring of additional degrees by any college within the VCCCD does not always guarantee admission or the accomplishment of general education or major requirements at transfer institutions.

Reference: AP 4100 - Graduation Requirements for Degrees, Certificates, and Proficiency Awards, last reviewed and approved by the Board in April, 2021.



EARN A CERTIFICATE OF ACHIEVEMENT

Certificates of Achievement are designed to demonstrate that the student has completed coursework and developed capabilities relating to career or general education.

For a Certificate of Achievement (COA) a student must:

1. Complete all COA applicable major coursework, a minimum of 16 units (or between 8 and 15.5 units in a low-unit certificate), prescribed in a State Chancellor's Office approved Certificate of Achievement with a grade of "C" or better or a "P" (formerly "CR") in each course.
2. Achieve a cumulative grade point average (GPA) of no less than 2.0 in all COA applicable college coursework.

Oxnard College **Certificates of Achievement** Available:

Addictive Disorders Studies
Advanced Skills for Addiction Treatment Counselors
Addictive Disorders Studies in the Criminal Justice System
Air Conditioning and Refrigeration
American Sign Language
Automotive Body and Fender Repair
Automotive Technology
Automotive Air Conditioning Service
Automotive Brake Systems
Automotive Emission Systems
Automotive Engine Performance
Automotive Service Advising
Automotive Steering and Suspension
Automotive Transmission and Driveline Systems
Business Management
Computer Networking/Information Technology
CSU GE-Breadth
Culinary Arts
Cybersecurity
Dental Assisting
Early Childhood Studies
Early Childhood Studies Associate Teacher
Emergency Medical Technician
Film, Television and Electronic Media Production
Fire Company Officer
Fire Fighter I/II Academy
Fire Technology
Hospitality Management
Human Services
IGETC
Paralegal Studies
Restaurant Management



EARN A PROFICIENCY AWARD

A Proficiency Award may be given to a student upon successful completion of a course or series of courses as designated in the College Catalog.

For a Proficiency Award, a student must complete all applicable coursework in a Ventura County Community College District (VCCCD) Board approved Proficiency Award with a grade of "C" or better or "P" (formerly "CR") in each course.

NOTE: Proficiency Awards cannot be recorded on a student transcript.

Oxnard College **Proficiency Awards** Available:

Administering Microsoft Windows
Airside Systems
Auto Body/Collision Repair
Auto Body Painting and Refinishing
Automotive Graphics
Baking and Patisserie
Cisco Networking
Cybersecurity
Electrical Systems for HVAC/R
Emergency Medical Responder
Emergency Medical Technology
Emergency Medical Technician - Refresher
Energy Auditing
Estimating Auto Body Damage and Advanced Repair
Heating and Hydronics
Lead Cook
Marketing for Entrepreneurs
Mechanical Systems for HVAC/R
USLA Lifeguard Academy I
Wildland Fire Academy
Wireless Networking



EARN A CERTIFICATE OF COMPETENCY

A Certificate of Competency is awarded to students who have demonstrated achievement in a set of competencies that prepares them to progress in a career path or to take non-degree applicable or degree-applicable credit courses.

No credit is awarded. These courses are offered for no cost, with the exception of textbooks and other materials, if required.

Oxnard College **Certificates of Competency** Available:

English as a Second Language - Level 1

English as a Second Language - Level 2

English as a Second Language - Level 3

EARN A CERTIFICATE OF COMPLETION

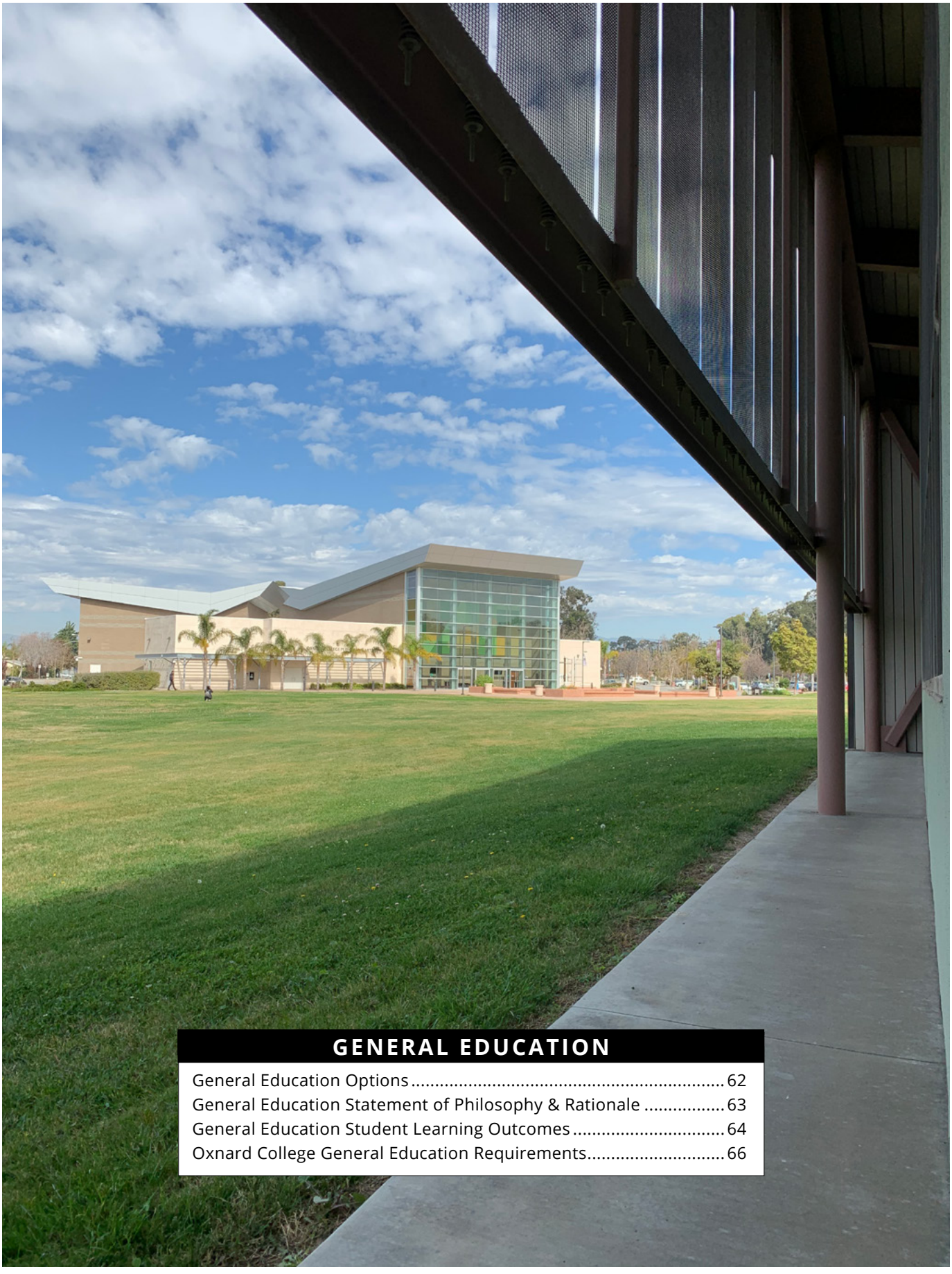
A Certificate of Completion is awarded to students who have satisfactorily completed a sequence of noncredit courses designed to improve employability or job opportunities.

No credit is awarded. These courses are offered for no cost, with the exception of textbooks and other materials, if required.

Oxnard College **Certificates of Completion** Available:

Business Information Worker Quick Start





GENERAL EDUCATION

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GENERAL EDUCATION OPTIONS

General Education is one of the required components of all Associate (and Baccalaureate) degrees. At Oxnard College, there are **five** General Education options available. The major and/or transfer path a student is pursuing will dictate the choices available to the student.

1. Oxnard College General Education Requirements (page 66)

Oxnard College's General Education (**OC GE**) plan is based on Title 5 requirements in the California Code of Regulations and District policy. Majors at Oxnard College requiring students to complete Oxnard College's GE plan include:

A.A. in General Studies Pattern I
A.A. and A.S. Degrees in Specific Majors

2. California State University General Education Breadth (CSU GE-Breadth) (page 76)

Certified Completion of the CSU GE-Breadth (**CSU GE**) pattern will fulfill the lower-division general education requirements of all CSU campuses in most majors. Note: There are some majors or colleges within CSU campuses for which CSU GE-Breadth is not the appropriate preparation. Refer to your intended campus and major at *www.assist.org* for guidance.

Majors at Oxnard College for which the **CSU GE-Breadth** is an option include:

General Studies Pattern III
Anthropology (AA-T)
Anthropology (A.A.)
Art History (AA-T)
Biology (AS-T)
Business Administration (AS-T)
Business Administration 2.0 (AS-T)
Chicana/o Studies (A.A.)
Child and Adolescent Development (AA-T)
Coastal Environmental Studies (A.S.)
Communication Studies (AA-T)
Deaf Studies (A.A.)
Early Childhood Education (AS-T)
Economics (AA-T)
Elementary Teacher Education (AA-T)
English (AA-T)
Film, Television, and Electronic Media (AS-T)
Fire Technology (A.S.)
Fire Company Officer (A.S.)
Geography (AA-T)
Geology (AS-T)
Global Studies (AA-T)
History (AA-T)
Hospitality Management (AS-T)
Kinesiology (AA-T)
Law, Public Policy, and Society (AA-T)
Mathematics (AS-T)
Nutrition and Dietetics(AS-T)
Philosophy (AA-T)
Political Science (AA-T)
Political Science (A.A.)
Psychology (AA-T)
Public Health Science (AS-T)
Social Justice Studies (AA-T)
Social Justice Studies - Chicana/o Studies (AA-T)
Sociology (AA-T)
Spanish (AA-T)
Studio Arts (AA-T)

Additional majors are being developed. Please see a counselor for more information. For the latest information on Associate Degrees for Transfer (ADTs), go to www.icangotocollege.com or www.sb1440.org.

3. Intersegmental General Education Transfer Curriculum (IGETC) (page 85)

Certified completion of IGETC will fulfill the lower-division general education requirements of all UC campuses in most majors. Note: There are some majors or colleges within UC/CSU campuses for which IGETC is not the appropriate preparation. See IGETC Considerations on page 89 and refer to your intended campus and major on *www.assist.org* for guidance.

Majors for which **IGETC** is an option include:

General Studies Pattern III
Anthropology (AA-T)
Anthropology (A.A.)
Art History (AA-T)
Biology (AS-T)
Business Administration (AS-T)
Chicana/o Studies (A.A.)
Child and Adolescent Development (AA-T)
Coastal Environmental Studies (A.S.)
Communication Studies (AA-T)
Deaf Studies (A.A.)
Early Childhood Education (AS-T)
Economics (AA-T)
Elementary Teacher Education (AA-T)
English (AA-T)
Film, Television, and Electronic Media (AS-T)
Geography (AA-T)
Geology (AS-T)
Global Studies (AA-T)
History (AA-T)
Hospitality Management (AS-T)
Kinesiology (AA-T)
Law, Public Policy, and Society (AA-T)
Mathematics (AS-T)
Nutrition and Dietetics(AS-T)
Philosophy (AA-T)
Physics (AS-T)
Political Science (AA-T)
Political Science (A.A.)
Psychology (AA-T)
Public Health Science (AS-T)
Social Justice Studies (AA-T)
Social Justice Studies - Chicana/o Studies (AA-T)
Sociology (AA-T)
Spanish (AA-T)
Studio Arts (AA-T)

Additional majors are being developed. Please see a counselor for more information.

4. IGETC for Science, Technology, Engineering, and Math (STEM)

A transfer student intending to major in science, engineering or mathematics may complete up to three courses after transfer. UC will accept IGETC for STEM if the UC school, college or major program to which the student transfers accepts partial IGETC certification. The courses to be completed after transfer may consist of at most one in each of the following areas: Arts and Humanities, Social and Behavioral Science, and Language Other Than English (LOTE). See: *admission.universityofcalifornia.edu/glossary/igetc-for-stem.html* for more information.

Majors at Oxnard College for which IGETC for STEM is an option include:

- **Biology (AS-T)**
- **Environmental Science (AS-T)**

5. General Education Pattern of the Intended Transfer Institution (including meeting minimum Title 5 requirements)

Students transferring to a four-year university in high-unit majors or where completion of the CSU GE-Breadth or IGETC is not appropriate or advisable may choose to instead follow the GE pattern of their intended institution. This may include students transferring to private universities, out-of-state universities, or UC/CSU campuses within majors that have their own specific GE requirements.

STATEMENT OF PHILOSOPHY & RATIONALE

Opening Statement

General Education is an essential part of the curriculum at Oxnard College.

The rationale for general education requirements is ancient and deeply rooted in a positive affirmation of human potential. Developing this potential has been linked to the study of the imaginatively-rich and intellectual heritage of classical education throughout the world.

The academies of Greece and Rome and the early universities of Europe and those universities established in the Americas required their students to complete a liberal arts curriculum which is remarkably similar to present day patterns of general education. The expectation then and now was that by completing a curriculum that included language arts, fine and performing arts, natural sciences, social sciences, mathematics, logic, analytical philosophy and physical education, a student would develop an honest, insightful, sensitive and moral capacity to think, communicate and live a fully human life. A well-educated human being would understand the value of participating in the civic life of the community and contributing to the well-being of others.

These goals of general education are promoted and kept relevant by an on-going revision and expansion of the content of general education courses. In this way, new research and vital perspectives on human experience in all the cultures evident in world history and contemporary life are included in the curriculum.

A liberal arts education can help a student develop an inner capacity for both thoughtful contentment and flexible perseverance in living through the changing cycles of human experience. Through the assimilation of general education subjects and methods of inquiry, students can become wiser, more creative, more tolerant, happier, and more responsible participants in human history. Students are advised to choose their general education courses with an imaginative sense of their own authentic interests and well-being.

To promote a rich and effective general education program, the following aims have been defined by the faculty of Oxnard College:

General

- To introduce students to several areas of academic discourse and the methods of inquiry developed in each area.
- To illustrate the depth, breadth, and diversity of knowledge inherited from centuries of human effort to learn.
- To demonstrate the connections between ideas and historical reality and between ethical values and social experience.
- To educate broad-minded and insightful students who are capable of reasoned and responsible decisions in many arenas of life.

Individual Growth & Career Development

- To develop in students an awareness of their potential for learning and intellectual understanding and to awaken creativity, sensitivity, and communication skills in each student. This includes a capacity for confident access to all modes of information technology.
- To develop in students the critical thinking and learning skills that will promote success in their chosen careers or professions and enable students to participate competitively and cooperatively in the work place and global economy of the 21st century.

Critical Thinking Skills

- To teach students how to recognize clear and defensible modes of reasoning as distinguished from fallacies and rationalizations.
- To encourage students to articulate their own thoughts clearly and reasonably and to analyze fairly the statements and arguments of others.
- To teach the distinction between facts and values, descriptive statements and prescriptive norms, relative values and absolute values in order to help students engage more effectively in scientific, social, and moral discourse.
- To develop the critical thinking and problem solving skills which enhance students' ability to participate effectively in employment and community activities.

Multi-Cultural Appreciation

- To introduce students to a wide range of cultures as presented in art, literature, religion, mythology, music, drama, dance, and social customs.
- To promote appreciation of the ideas and values implicit in the multi-cultural heritage of humanity and to teach the relevance of multi-cultural sensitivity to a rewarding and effective life in the global community.
- To encourage students to explore their own cultural identity and seek continuous opportunities to develop themselves through creative expression.

Community Life and Civic Responsibility

- To develop informed and responsible citizens who understand and value the need for active participation in the public, artistic, and political life of the community, the nation, and the world.
- To teach students the fundamental concepts and values that support constitutional and representative institutions of government and nurture world-wide aspirations for freedom and opportunity.
- To promote the understanding that cooperation and peaceful resolution of disputes are the most morally defensible and practical ways to work through conflicts at all levels of social experience.

OXNARD COLLEGE GE STUDENT LEARNING OUTCOMES

Central to an Associate Degree, General Education is designed to introduce students to the variety of means through which people comprehend the modern world. It reflects the conviction of colleges that those who receive their degrees must possess in common certain basic principles, concepts and methodologies both unique to and shared by the various disciplines. College educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the culture, and the society in which they live. Most importantly, General Education should lead to better self-understanding. (Title 5 § 55061)

Natural Sciences

Courses in the natural sciences are those which examine the physical universe, its life forms, and its natural phenomena. To satisfy the general education requirement in natural sciences, a course shall be designed to help the student develop and appreciation and understanding of the scientific method, and encourage an understanding of the relationships between science and other human activities.

Upon successful completion of the Natural Science General Education Requirement, the student will be able to:

- Utilize critical thinking skills in evaluating reports of scientific information regarding source, bias, and scientific method.
- Demonstrate an understanding and appreciation of the scientific method.
- Express an understanding of the relationships between science and other human activities which may include recognizing components of scientific decision making and apply personal and social values within the process of decision making in scientific endeavors.
- Apply appropriate quantitative and qualitative methods to interpret and analyze pertinent data.

Social and Behavioral Sciences

Courses in the social and behavioral sciences are those which focus on people as members of society. To satisfy the general education requirement in social and behavioral sciences, a course shall be designed to develop an awareness of the method of inquiry used by the social and behavioral sciences. It shall be designed to stimulate critical thinking about the ways people act and have acted in response to their societies and should promote appreciation of how societies and social subgroups operate.

Upon successful completion of the Social Science general education requirement students will be able to:

- Demonstrate an understanding of human behavior, including social interaction and individual behavior in relation to social, cultural, political, psychological, economic, linguistic, biological, physical and other contexts and variables.
- Articulate how societies, cultures and subcultures develop and change over time, and how they influence human behavior within specific contexts, including historic contexts.
- Articulate how decisions are made in economic or political systems
- Demonstrate ability to utilize the research information technologies, reading abilities and theoretical frameworks that support lifelong learning about the study of human beings and their psychology, their behavior, their social interactions, their cultural diversity and the richness of their human heritages.
- Apply critical thinking and methods of inquiry, including qualitative and quantitative analysis, appropriate to social science disciplines.
- Communicate clearly ideas and facts regarding the human condition and how humans respond, adapt and intentionally change those conditions.
- Demonstrate an ability to consider the ethics of human behavior and the human impact on planetary conditions and cycles.
- Demonstrate the ability to self-assess their learning regarding social science learning outcomes.
- Articulate the importance of responsible participation in their government, community and society.
- Identify the skills they have learned in college that prepare them for lifelong learning.
- Explain the significance of cooperation and peaceful resolution in addressing societal conflicts.

Humanities

Fine and Performing Arts

Courses in the humanities are those which study the cultural activities and artistic expressions of human beings. To satisfy the general education requirement in the humanities, a course shall be designed to help the student develop an awareness of the ways in which people throughout the ages and in different cultures have responded to themselves and the world around them in artistic and cultural creation and help the student develop aesthetic understanding and an ability to make value judgments.

Upon successful completion of the Fine and Performing Arts general education requirement students will be able to:

- Demonstrate an appreciation of human expression through fine and performing arts.
- Demonstrate knowledge of the language and content of one or more artistic forms: visual arts, music, theatre, dance, film/television, writing, digital arts.
- Identify and discuss (in a way that demonstrates broad-based knowledge within one or more disciplines) at least two different individuals or movements from a list of historical and contemporary artists, musicians, dancers/choreographers, playwrights, and/or directors, media producers and script writers including Western and non-Western examples.
- Demonstrate an understanding of the arts and humanities, including historical context and interrelationships with other disciplines.
- Express understanding and appreciation of varieties of cultural and artistic expression.
- Explain how artistic (and literary) works from past and present civilizations are individual expressions of cultural, historical, and intellectual forces.
- Identify values of their culture and community as expressed through art.
- Understand the complex blend of personal vision, social-cultural background, ethical values and aesthetic judgment in their own artistic work.

Humanities

Upon successful completion of the Humanities general education requirement students will be able to:

- Demonstrate factual knowledge of the emergence and development of a set of ideas, an artistic form or medium, or a religious, philosophical, or artistic tradition.
- Apply a methodological approach to scholarly analysis and critical assessment of the artistic and intellectual creations of Western and non-western cultures, for academic disciplines in the humanities.
- Assess the effectiveness and value of a given cultural artifact using standards appropriate to the medium and cultural origin of the work.
- Make clear, well organized, and substantive written and oral presentations.
- Read, comprehend and communicate at the beginning or intermediate level of a target language.
- Participate in informed discourse on topics involving art, architecture, language, literature, politics and current events, history, ethnography, geography, religion, philosophy, music, or theater.

Language & Rationality

Courses in language and rationality are those which develop for the student the principles and applications of language toward logical thought, clear and precise expression and critical evaluation of communication in whatever symbol system the student uses.

English Composition:

Upon successful completion of the English Composition general education requirement students will be able to:

- Demonstrate effective expository and persuasive writing skills using the rules of standard written English in a written assignment of at least 1,000 words.
- Employ an academically recognized format (e.g., MLA, APA) in a research paper.
- Revise, proofread, and edit written work.

Communication and Analytical Thinking:

Upon successful completion of the Communication and Analytical Thinking general education requirement students will be able to:

- Demonstrate an understanding of the principles of clear and coherent communication.
- Use verbal and non-verbal languages in a clear and precise manner.
- Develop logical and rational thinking skills.
- Properly use relevant quantitative and qualitative symbolic expressions to evaluate and understand argumentation and/or problem solving.
- Distinguish the form of an argument from its content.

Health Education

Courses in health and physical activity help students develop the understanding and skills necessary to maintain a healthful life. Upon successful completion of the Health Education requirement, students will be able to:

- Demonstrate an understanding of the basic principles and techniques for the restoration, maintenance, and development of optimal health and fitness.
- Utilize goal setting, time management, and personal planning to maximize success in the classroom.

Physical Education/Kinesiology

At the successful completion of the Physical Education/Kinesiology requirement, students will be able to:

- Demonstrate an appreciation and understanding of how to develop personal health and longevity through appropriate physical activity and theory courses.
- Understand the role physical fitness plays in achieving and maintaining a personal sense of well-being.

And those who participated in Intercollegiate Athletics to meet this requirement will be able to:

- Demonstrate leadership roles both on campus and in the community.
- Demonstrate an understanding and high level of competence in fitness, physical activity, and intercollegiate athletics.

Ethnic Studies/Gender Studies

Courses in ethnic and gender studies help students develop an awareness of the historical roots and an appreciation of the cultural contributions of diverse ethnic populations and women; lead to an understanding of the causes and consequences of socio-economic inequality based on race, sex or ethnicity; and explore ways for eliminating such inequalities. Upon the successful completion of the Ethnic Studies/Gender Studies requirement students will be able to:

- Demonstrate an understanding of multicultural diversity and/or gender difference as they relate to social, cultural, political, economic and demographic changes occurring locally and globally.
- Articulate how the concepts of class, age, nationality, ethnicity, and/or sexual identity influence interactions between cultures and societies, both historically and presently.
- Demonstrate knowledge of the contributions of ethnic, racial and gendered groups to U.S. society and culture such that an appreciation is developed for diverse people and cultures.
- Communicate clearly ideas and facts regarding various cultures/ethnicities and gender as expressed through the authentic voices and perspectives of those same cultures and the individuals who populate them.
- Demonstrate ability to utilize research information technologies, reading abilities and theoretical frameworks to support lifelong learning that connects knowledge of self and society to larger cultural contexts.
- Apply critical thinking, methodologies, theories and paradigms appropriate to gender, ethnic, and multicultural studies.
- Develop clear, well-organized, and substantive written or oral presentations which demonstrate an awareness of examining one's own culture from a removed perspective.

OXNARD COLLEGE GENERAL EDUCATION REQUIREMENTS

Applies to Associate Degrees in General Studies Pattern I & All A.A./A.S. Degrees in Specific Majors

All Students pursuing the Associate Degree (A.A.) in General Studies Pattern I, must complete this General Education plan in its entirety as part of their degree requirements. Students pursuing the A.A. in General Studies Patterns II and III have their own General Education patterns to complete. Students completing an Associate Degree in a Specific Major (A.A./A.S.) listed on page 50 (for example: Addictive Disorders Studies or Paralegal Studies) must complete areas **A-E** below (but not F) of this General Education plan. Area F is only required for General Studies majors. A minimum of 60 units is required for the Associate Degree. See page 49 for all degree requirements.

A. NATURAL SCIENCES

A minimum of 6 semester units with ONE course from the Biological Science and ONE course from the Physical Science sections

A1. Biological Science: ANAT R101; **ANTH** R101, R101H, R101L, R118; **BIOL** R100, R100L, R101, R101H, R101L, R120, R120L, R122, R122L, R155, R155L; **ESRM** R100; **MICR** R100, R100L; **MST** R100, R100L ; **PHSO** R101; **PSY** R105

A2. Physical Science: AST R101, R101L; **CHEM** R104, R110, R112, R120, R122, R130, R132; **GEOG** R101, R101L, R103; **GEOL** R101, R101L, R103, 103L, R114, R114L, R121, R130; **MST** R103, R103L; **PHSC** R170; **PHYS** R101, R101L, R102, R102L, R121, R122, R131, R132, R133

B. SOCIAL & BEHAVIORAL SCIENCES

A minimum of 6 semester units with ONE course from American History/Institutions and ONE course from Social and Behavioral Sciences

B1. American History/Institutions: CHST R107; **HIST** R107, R108, R117, R130, R130H, R140, R140H; **POLS** R100, R101, R102

B2. Social and Behavioral Sciences: ADS R131; **ANTH** R102, R102H, R103, R105, R106, R107, R110, R111, R111H, R113, R114, R115, R116, R118, R119; **ASL** R110; **BRS** R101; **CHST** R101, R102, R107, R108; **ECE** R102, R106, R108; **ECON** R100, R201, R201H, R202, R202H; **EDU** R122; **ETHS** R107, R110, R114, R119; **FTVE** R100; **GEOG** R102, R104, R105; **GLST** R101, R102; **HIST** R104, R107, R108, R109, R110, R117, R124, R125, R125H, R126, R130, R130H, R140, R140H, R150, R150H, R160, R160H; **IDS** R102; **PHIL** R114; **POLS** R100, R101, R102, R104, R108, R120, R125, R125H; **PSY** R101, R101H, R102, R104, R107, R108, R110, R111, R131; **SJS** R110, R120, R130; **SOC** R101, R101H, R102, R103, R104, R106, R108, R110, R111, R114, R116, R119, R140; **URBS** R101

C. HUMANITIES

A minimum of 6 units with ONE course from Fine/Performing Arts and ONE course from the Humanities section

C1. Fine/Performing Arts: ART R101, R102, R103, R104A, R106A, R140, R171, R172, R174; **FTVE** R107, R130, R135, R155; **MUS** R101, R103, R109, R116, R130; **THTR** R111, R151

C2. Humanities: ART R174; **ASL** R101, R102, R103, R104; **ENGL** R102, R102H, R103, R104, R105, R107, R108, R111, R112, R124, R125, R126, R129; **ESL** R100; **FTVE** R100, R110; **HIST** R109, R117, R126, R150, R150H, R160, R160H; **PHIL** R101, R101H, R102, R102H, R103, R104, R105, R106, R108, R110, R114, R115, R115H, R116; **SOC** R114; **SPAN** R100, R110, R200, R210, R220, R220H, R230, R230H, R232, R232H, R234, R236, R236H

D. LANGUAGE & RATIONALITY

A minimum of 6 semester units with ONE course from English Composition and ONE course from the Communication/Analytical Thinking section.

D1. English Composition: ENGL R101, R101H (also meets English Competency requirement if passed with a "C" or better or "P")

D2. Communication/Analytical Thinking: COMM R100, R101, R107, R110, R111, R113; **ENGL** R102, R102H, R128; **MATH** R005, R015, R101, R102, R105, R105H, R106, R115, R116, R117, R120, R121, R122, R134, R143; **PHIL** R100, R107, R111, R112; **PSY** R103, R104; **SOC** R125 (MATH R005 or higher will also meet Math Competency if passed with a "C" or better or "P")

E. HEALTH AND PHYSICAL EDUCATION/KINESIOLOGY

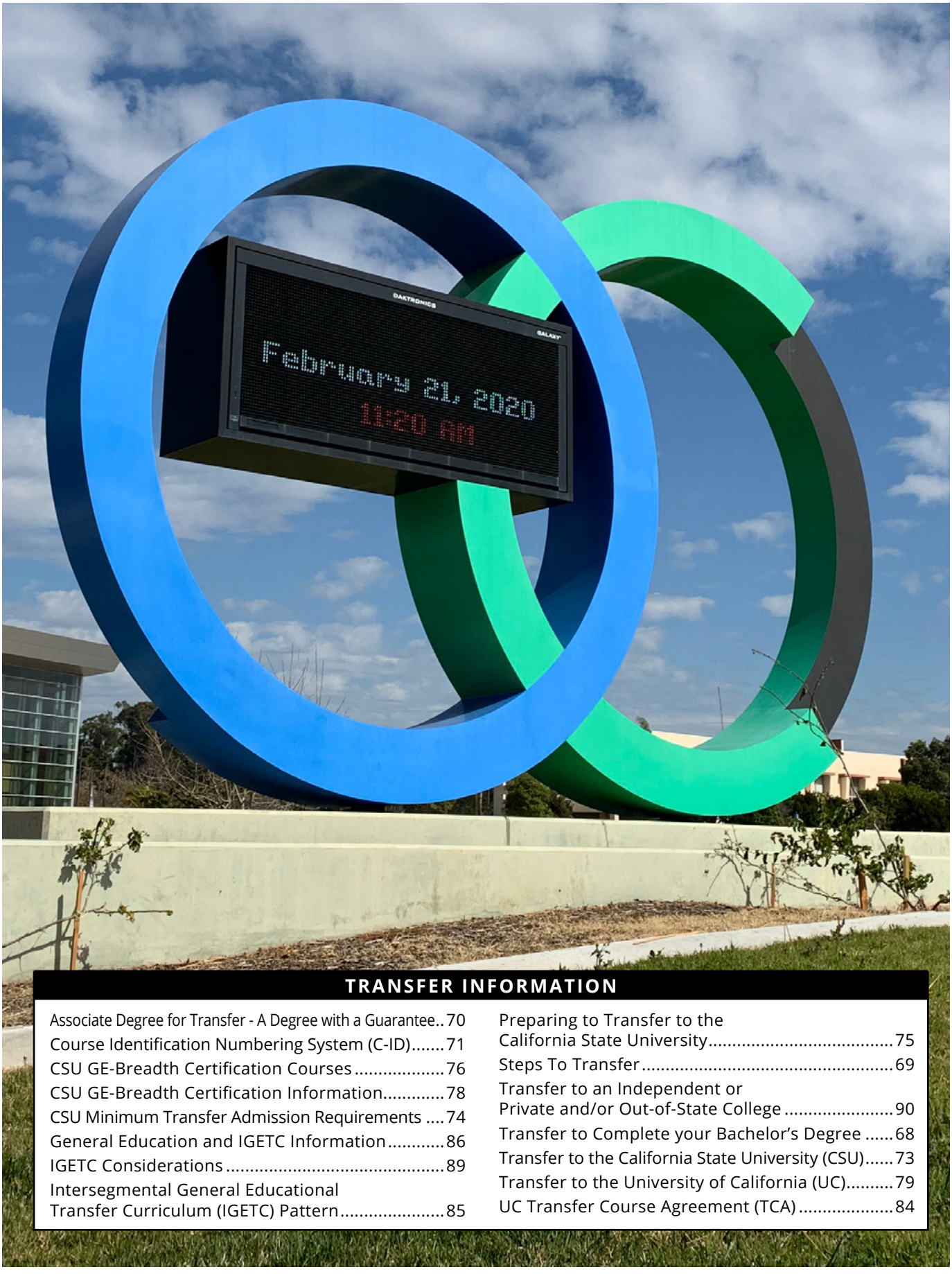
A minimum of ONE course from section Health Education and ONE course from section Physical Education. There is no unit minimum.

E1. Health Education: HED R101, R102, R103, R104, R105, R107, R113, R114; **EMT** R109, R169; **KIN** R100

E2. Physical Education/Kinesiology: Any Dance (**DANC**) activity course, Kinesiology (**KIN**) activity course or Intercollegiate Athletics course (**ICA**).

F. ETHNIC/GENDER STUDIES

A minimum of three units. For General Studies Majors ONLY (Patterns I, II, and III); NOT required for other degrees.
ANTH R102, R102H, R105, R107, R114, R119; **BRS** R101; **CHST** R101, R102, R107, R108; **ECE** R107; **ENGL** R112, R124, R126, R129; **ETHS** R107, R110, R114, R119; **GEOG** R102; **GLST** R101; **HED** R103; **HIST** R107, R108, R109, R117, R124; **PSY** R107, R110; **SJS** R110, R120, R130; **SOC** R103, R104, R108, R140; **SPAN** R232, R232H



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TRANSFER TO COMPLETE YOUR BACHELOR'S DEGREE

What is a Bachelor's Degree?

A Bachelor's degree, sometimes called a baccalaureate degree, generally requires 4-5 years of study at a university. A Bachelor's degree requires completion of both lower and upper division courses.

Community colleges offer lower division courses, providing students the opportunity to complete general education and lower division major or pre-major coursework prior to transferring to a university. Once students transfer, they will complete mainly upper division coursework in their major at the university.

The Bachelor of Arts (BA) and Bachelor of Science (BS) are the most common baccalaureate degrees. BA degrees are most often awarded in the arts, humanities, and social sciences. The BS is more likely to be awarded in the sciences, math, engineering and for professional or technical fields of study. However, there are no absolute universal differences between these degrees and policies can vary from college to college.



Explore your major options at websites such as:

assist.org
collegeboard.org
bls.gov/bls/occupation.htm
campusexplorer.com
icangotocollege.com
mymajors.com
careercafe.com

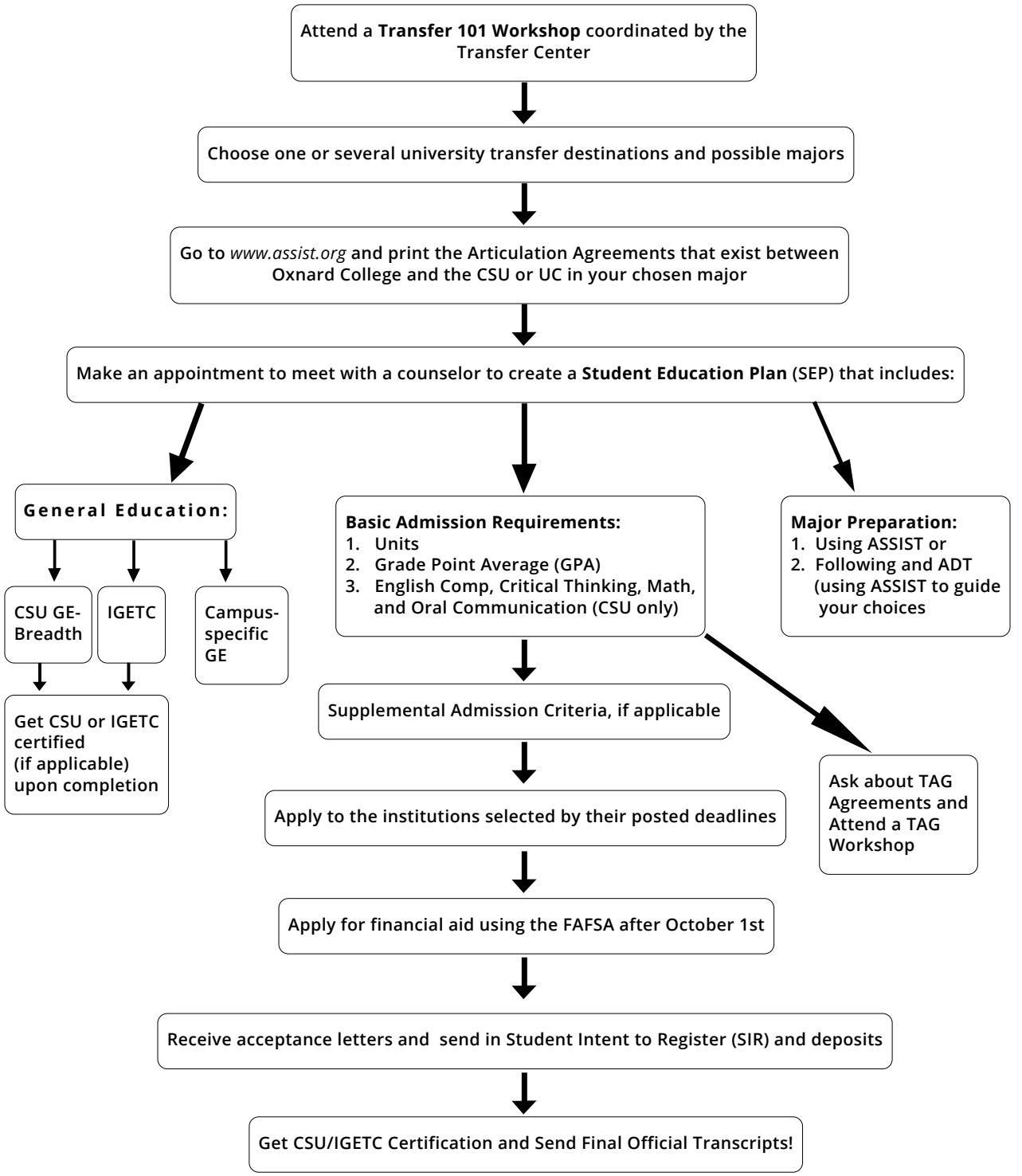
1. **Explore Transfer Opportunities:**

   California State University (CSU): 23 campuses — *www2.calstate.edu/apply*
   University of California (UC): 9 undergraduate campuses — *universityofcalifornia.edu*
   Independent/Private Colleges and Universities: — *californiacolleges.edu*
   Out-of-State Colleges and Universities: — *collegeboard.org - Petersons.com*, and specific college websites

2. **Schedule an appointment with a counselor** in the Counseling Office at (805) 678-5816 to develop a Transfer plan.
3. **Talk to a university representative** either in the Career and Transfer Center, at the university campus, or by phone or email to refine your educational plan and/or get up to date information regarding your major, housing, and campus support services.
4. **Schedule a visit and campus tour** by calling the university's admission or outreach/recruitment office.
5. **Stay on-track**. Continue to follow your transfer plan, meeting with your counselor each semester to make adjustments as necessary. Updated major requirements can be found at *www.assist.org* for the UC and CSU.
6. **Apply to the institutions you selected by their posted deadlines**. The UC system accepts fall applications from Nov. 1st –Nov. 30th only. The CSU system accepts fall applications from Oct. 1st through Nov. 30th. Independent and out-of-state colleges have their own deadlines. Check with their admission offices and on their websites.
7. **Apply for financial aid online at:**

   studentaid.gov/h/apply-for-aid/fafsa
   or
   https://www.csac.ca.gov/post/resources-california-dream-act-application

   October 1st and prior to March 2nd to meet the deadline for potential Cal Grant eligibility and begin searching for outside scholarship opportunities online (examples: *hsf.net*, *vccf.org*, *fastweb.com*) and through community organizations.
8. **Receive your acceptance letters** (and from some colleges you will also receive your financial aid award offers shortly after). Choose the campus that best suits your needs and commit to that campus by signing a letter of intent and paying any necessary deposits. Notify the other campuses that you will not be attending so that they may make room for other students. Student Intent to Register - SIR - deadline is typically May 1st.
9. **Get Certified:** Make an appointment in the Oxnard Counseling Office to have your IGETC, IGETC for STEM, or CSU-GE certified and apply for your Certificate of Achievement in IGETC or CSU GE- Breadth.
10. **Don't Forget to Send Final Official Transcripts** after you have completed all coursework to the university. The importance of this cannot be stressed enough. You may have your admission revoked if you do not provide complete official transcripts by the university deadline.


Attend a **Transfer 101 Workshop** coordinated by the Transfer Center
Choose one or several university transfer destinations and possible majors
Go to *www.assist.org* and print the Articulation Agreements that exist between Oxnard College and the CSU or UC in your chosen major
Make an appointment to meet with a counselor to create a **Student Education Plan** (SEP) that includes:
General Education:
CSU GE-Breadth
IGETC
Campus-specific GE
Get CSU or IGETC certified (if applicable) upon completion
Basic Admission Requirements:
1. Units
2. Grade Point Average (GPA)
3. English Comp, Critical Thinking, Math, and Oral Communication (CSU only)
Major Preparation:
1. Using ASSIST or
2. Following and ADT (using ASSIST to guide your choices
Supplemental Admission Criteria, if applicable
Ask about TAG Agreements and Attend a TAG Workshop
Apply to the institutions selected by their posted deadlines
Apply for financial aid using the FAFSA after October 1st
Receive acceptance letters and send in Student Intent to Register (SIR) and deposits
Get CSU/IGETC Certification and Send Final Official Transcripts!



California State University Guarantee for AA-T and AS-T

Associate in Arts for Transfer (AA-T) and **Associate in Science** (AS-T) are degrees that are designed specifically for transfer to the California State University system.

The degrees are the results of Senate Bill 1440 and 440 (codified in Education Code 66745-66749) known as the Student Transfer Achievement Reform Act (STAR Act), a transfer bill that required the California Community Colleges to offer Associate Degrees for Transfer (ADT) in many of the most popular majors, and for the California State University (CSU) to provide priority admission to California Community College (CCC) students who have earned an AA-T or AS-T. These degrees can be completed in 60 CSU transferable semester units (or 90 quarter units) and include coursework in general education, major preparation and electives (if needed).

Students who have completed an AA-T or AS-T and are admitted to a CSU major that has been deemed similar are guaranteed admission at junior standing, and the opportunity to complete a baccalaureate degree with 60 additional semester (or 90 quarter) units. AA-T and AS-T degrees are recognized by both the California Community College and CSU systems as a measure of preparation and readiness for transfer to upper division course work at a California State University college.

Below is the list of Oxnard College Associate Degrees for Transfer. To find out which CSU campuses accept each degree, go to *www.icangotocollege.com*.

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. Program requirements subject to change. See a counselor.

At the time of catalog publication, a student may earn an AA-T or AS-T at Oxnard College in the following 31 majors:

Anthropology (AA-T)

Art History (AA-T)

Biology (AS-T)

Business Administration (AS-T)

Business Administration 2.0 (AS-T)

Child and Adolescent Development (AA-T)

Communication Studies (AA-T)

Early Childhood Education (AS-T)

Economics (AA-T)

Elementary Teacher Education (AA-T)

English (AA-T)

Environmental Science (AS-T)

Film, Television, and Electronic Media (AS-T)

Geography (AA-T)

Geology (AS-T)

Global Studies (AA-T)

History (AA-T)

Hospitality Management (AS-T)

Kinesiology (AA-T)

Law, Public Policy, and Society (AA-T)

Mathematics (AS-T)

Nutrition and Dietetics (AS-T)

Philosophy (AA-T)

Physics (AS-T)

Political Science (AA-T)

Psychology (AA-T)

Public Health Science (AS-T)

Social Justice Studies (AA-T)

Social Justice Studies - Chicana/o Studies (AA-T)

Sociology (AA-T)

Spanish (AA-T)

Studio Arts (AA-T)

Additional majors are being developed. Please see a counselor for more information. For more information on "A Degree with a Guarantee," go to *www.icangotocollege.com* or *www.sb1440.org*.
Reference: AP 4100 - Last reviewed and approved by the Board in April 2021.

Course Identification Numbering System

The Course Identification Numbering System (C-ID) is a statewide numbering system independent from the course numbers assigned by local California Community Colleges. A C-ID number attached to a course signals that participating California colleges and universities have determined that courses offered by other California community colleges are comparable in content and scope to courses offered on their own campuses, regardless of their unique titles or local course number.

Thus, if a schedule of classes or catalog lists a course bearing a C-ID number, for example COMM R101, which has been approved for C-ID COMM 110, students at Oxnard 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, students 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 numbering system is useful for students attending more than one community college and is applied to many of the transferable courses students need as 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 designated courses fit into their educational plans for transfer. Below is the list of Oxnard College courses (the "R" is for Oxnard) that have been approved by the C-ID program and given a C-ID designation at the time of the catalog publication. For an updated list of courses approved for C-ID, refer to the C-ID website at www.c-id.net.

C-ID Designation	Oxnard College Course Number
ACCT 110	ACCT R101/H
ACCT 120	ACCT R102
ADS 120X	ADS R104
ADS 130X	ADS R105A
ADS 140X	ADS R103
ADS 150X	ADS R112
AJ 110	SOC R116
AJ 150	ANTH R118
ALTF 100x	AT R100
ANTH 110	ANTH R101/H
ANTH 115L	ANTH R101L
ANTH 120	ANTH R102/H
ANTH 130	ANTH R115
ANTH 150	ANTH R103
ARTH 100	ART R101
ARTH 110	ART R102
ARTH 120	ART R103
ARTH 145	ART R172
ARTH 150	ART R171
ARTS 100	ART R104A
ARTS 101	ART R180
ARTS 110	ART R106A
ARTS 200	ART R126A
ARTS 205	ART R106B
ARTS 210	ART R108A *or* ART R110A
ARTS 250	ART R175
ARTS 270	ART R104B
AUTO 110X	AT R110
AUTO 120X	AT R120
AUTO 140X	AT R140
AUTO 150X	AT R150
AUTO 170X	AT R170
BIOL 110B	ANAT R101
BIOL 120B	PHSO R101
BIOL 135S	BIOL R120 + R120L + R122 + R122L
BIOL 140	BIOL R122 + BIOL R122L
BIOL 155	BIOL R155 + BIOL R155L
BIOL 190	BIOL R120 + BIOL R120L
BUS 110	BUS R120
BUS 115	BUS R140
BUS 125	BUS R111
BUS 140	CIS R100
CDEV 100	ECE R102

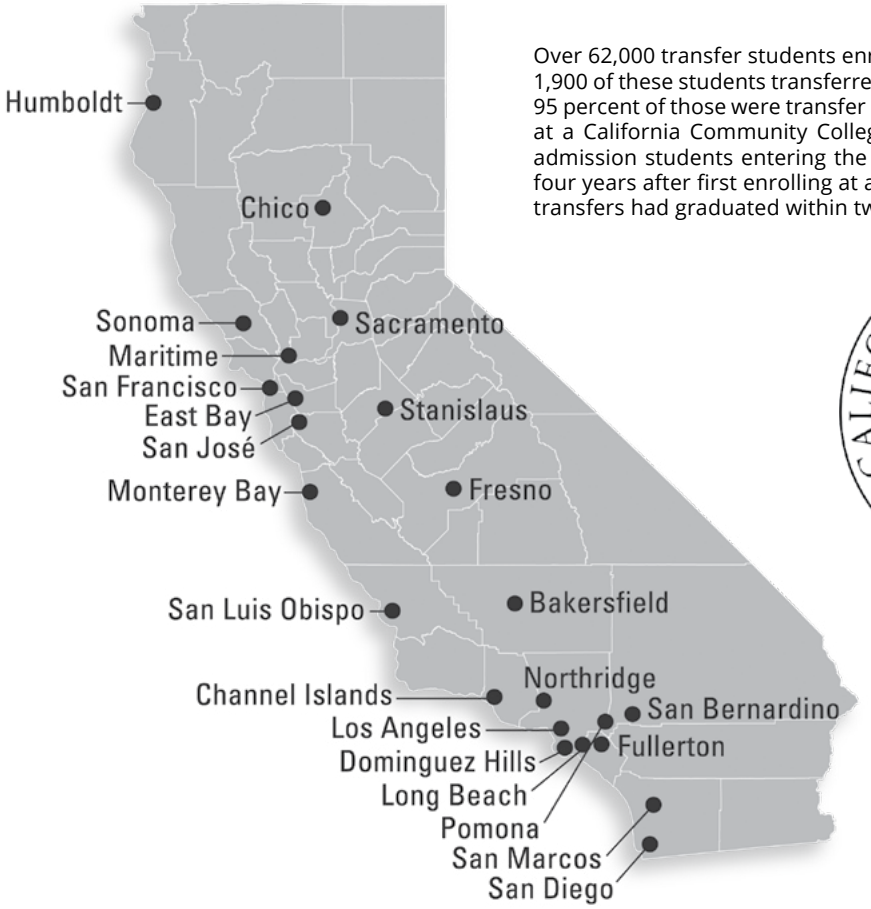
C-ID Designation	Oxnard College Course Number
CDEV 110	ECE R106
CHEM 101	CHEM R110
CHEM 102	CHEM R112
CHEM 110	CHEM R120
CHEM 120S	CHEM R120 + CHEM R122
CHEM 150	CHEM R130
CHEM 160S	CHEM R130 + CHEM R132
CMUS 130X	MUS R140
COMM 110	COMM R101
COMM 120	COMM R107
COMM 130	COMM R111
COMM 140	COMM R110
COMM 150	COMM R113
COMM 180	COMM R102
ECE 120	ECE R103
ECE 130	ECE R100
ECE 200	ECE R111
ECE 210	ECE R112
ECE 220	ECE R129
ECE 230	ECE R107
ECON 201	ECON R201/H
ECON 202	ECON R202/H
EDUC 200	EDU R122
ENGL 100	ENGL R101/H
ENGL 105	ENGL R128
ENGL 110	ENGL R102/H
ENGL 120	ENGL R102/H
ENGL 130	ENGL R107
ENGL 135	ENGL R108
ENGL 160	ENGL R104
ENGL 165	ENGL R105
ENGL 180	ENGL R125
ENGL 200	ENGL R103
ENGR 110	ENGR R101
ENGR 130	ENGR R130
ENGR 140	ENGR R140
ENGR 140L	ENGR R140L
ENGR 140B	ENGR R140 + ENGR R140L
ENGR 150	ENGR R150
ENGR 220	ENGR R148 *or* MATH R148
ENGR 230	ENGR R135
ENGR 260	ENGR R160
ENGR 260L	ENGR R160L

C-ID Designation	Oxnard College Course Number
FIRE 110X	FT R152
FIRE 120X	FT R155
FIRE 130X	FT R161
FIRE 140X	FT R154
FIRE 150X	FT R158
FIRE 160X	FT R160
FIRE 200X	FT R200
FIRE 210X	FT R210
FIRE 220X	FT R220
FIRE 230X	FT R230
FIRE 231X	FT R231
FIRE 232X	FT R232
FIRE 240X	FT R240
FIRE 241X	FT R241
FIRE 251X	FT R251
FTVE 130	FTVE R130
FTVE 150	FTVE R150
GEOG 110	GEOG R101
GEOG 111	GEOG R101L
GEOG 115	GEOG R101 + GEOG R101L
GEOG 120	GEOG R105
GEOG 125	GEOG R102
GEOG 130	GEOG R103
GEOG 140	GEOG R104
GEOG 155	GEOG R106 *or* GIS R106
GEOL 100	GEOL R101
GEOL 100L	GEOL R101L
GEOL 110	GEOL R114
GEOL 110L	GEOL R114L
GEOL 111	GEOL R114 & GEOL R114L
GEOL 121	GEOL R121
GEOL 130	GEOL R130
GLST 101	GLST R101
GLST 102	GLST R102
HIST 130	HIST R101A
HIST 130	HIST R130/H
HIST 140	HIST R101B
HIST 140	HIST R140/H
HIST 150	HIST R100A
HIST 150	HIST R150/H
HIST 160	HIST R100B
HIST 160	HIST R160/H
HOSP 100	HM R100 *or* CRM R100
HOSP 110	HM R104 *or* CRM R104
HOSP 130	HM R112 *or* CRM R112
HOSP 140	HM R101
HOSP 160	CRM R102A
KIN 100	HED R110
KIN 101	HED R105
LPPS 110	POLS R102
MATH 110	MATH R105/H *or* PSY R103
MATH 120	MATH R102
MATH 140	MATH R106
MATH 150	MATH R101
MATH 151	MATH R115
MATH 210	MATH R120
MATH 220	MATH R121
MATH 230	MATH R122
MATH 240	MATH R143
MATH 250	MATH R134
MATH 851	MATH R116

C-ID Designation	Oxnard College Course Number
MATH 900S	MATH R120 + MATH R121
MATH 910S	MATH R134 + MATH R143
MUS 100	MUS R103
MUS 110	MUS R101
MUS 170	MUS R107A
MUS 171	MUS R107B
MUS 172	MUS R107C
CMUS 130	MUS R140
NUTR 110	HED R114
PHIL 100	PHIL R101/H
PHIL 120	PHIL R102/H
PHIL 110	PHIL R107
PHIL 130	PHIL R105
PHIL 140	PHIL R106
PHIL 210	PHIL R112
PHS 100	HED R104
PHS 101	HED R113
PHYS 100S	PHYS R121 + PHYS R122 or PHYS R101 + PHYS R101L and PHYS R102 + PHYS R102L
PHYS 105	PHYS R101 + PHYS R101L or PHYS R121
PHYS 110	PHYS R102 + PHYS R102L PHYS R122
PHYS 140	PHSC R170
PHYS 200S	PHYS R131 + PHYS R132 + PHYS R133
PHYS 205	PHYS R131
PHYS 210	PHYS R132
PHYS 215	PHYS R133
POLS 110	POLS R101
POLS 120	POLS R120
POLS 130	POLS R108
POLS 140	POLS R104
POLS 150	POLS R100
PSY 110	PSY R101/H
PSY 115	PSY R102
PSY 120	PSY R131 *or* ADS R131
PSY 130	PSY R110
PSY 150	PSY R105
PSY 180	PSY R108
PSY 200	PSY R104
SJS 110	SJS R110
SJS 120	SJS R120
SJS 130	SJS R130
SOCI 110	SOC R101/H
SOCI 115	SOC R102
SOCI 120	SOC R111
SOCI 125	SOC R125
SOCI 130	SOC R106
SOCI 140	SOC R140
SOCI 150	SOC R103
SOCI 160	SOC R116
SPAN 100	SPAN R100
SPAN 110	SPAN R110
SPAN 200	SPAN R200
SPAN 210	SPAN R210
SPAN 220	SPAN R220/H
SPAN 230	SPAN R230/H
THTR 111	THTR R111
THTR 151	THTR R151
THTR 191	THTR R191

California State University

The California State University (CSU) is now the largest university system in the country with the most diverse college student population. With its 23 campuses across the state, the CSU offers more than 4,200 bachelor's and master's degree programs in over 500 subject areas, as well as teaching credential programs. The CSU provides the majority of the skilled professional workers that are critical to the state's knowledge-based industries such as agriculture, engineering, business, technology, media, and computer science. In addition, the CSU is the state's leading provider of graduates in services that are critical to the state, providing more than 80 percent of the college degrees in criminal justice, education, social work and public administration.



Over 62,000 transfer students enrolled at CSU campuses in fall 2020; more than 1,900 of these students transferred from one of the three VCCCD colleges. Nearly 95 percent of those were transfer students who began their educational program at a California Community College (CCC). In recent years, 25% to 31% of fall-admission students entering the CSU directly from high school had graduated four years after first enrolling at a CSU campus, whereas 38% to 43% of fall CCC transfers had graduated within two years of transferring to the CSU.

Humboldt State University
California State University, Chico
Sonoma State University
California State University, Sacramento
California State University, Maritime Academy
California State University, East Bay
San Francisco State University
San Jose State University
California State University, Stanislaus
California State University, Monterey Bay
California State University, Fresno
California Polytechnic State University, San Luis Obispo
California State University, Northridge
California State University, Bakersfield
California State University, Channel Islands
California State Polytechnic University, Pomona
California State University, San Bernardino
California State University, Los Angeles
California State University, Fullerton
California State University, Dominguez Hills
California State University, Long Beach
California State University, San Marcos
San Diego State University

References: www2.calstate.edu/data-center/institutional-research-analyses, tableau.calstate.edu, www2.calstate.edu/attend/degrees-certificates-credentials/Pages/search-degrees-results.aspx

California State University (CSU) Minimum Transfer Admission Requirements

All California State University campuses welcome applications from transfer students. If you complete college units after the summer following graduation from high school, you are considered a transfer student. The number of units you have completed at the time you enter a CSU determines the admission standards that will apply to your application. It is important to identify which admission requirements apply to you.

An Oxnard College student who is planning to transfer to one of the campuses of the California State University (except CSU Maritime Academy) can satisfy the minimum admission criteria by meeting the following requirements:

1. **TRANSFERRING WITH AN ASSOCIATE DEGREE FOR TRANSFER (ADT)**

   California Community College (CCC) students who are awarded an associate degree for transfer (AA-T/AS-T) and meet the CSU minimum admission requirements are guaranteed admission with junior standing and are given priority admission consideration when applying to a program that has been deemed similar to the degree earned at the student's community college. Once admitted, the student will only be required to complete 60 additional prescribed semester units to qualify for the similar baccalaureate degree.

   To obtain an AA-T/AS-T degree, students must:

   - Complete 60 semester units (or 90 quarter units) that are eligible for transfer to the California State University, including both of the following:
     - **a.** Certified completion of the California State University General Education-Breadth (CSU GE Breadth) pattern or the Intersegmental General Education Transfer Curriculum (IGETC) for CSU pattern.
     - **b.** Completion of a minimum of 18 semester units in an "AA-T" or "AS-T" major as detailed in the **Course and Program Descriptions**. All courses in the major must be completed with a grade of C or better or a "P" if the course is taken on a "pass-no-pass" basis (Title 5 § 55063). Even though a "pass-no-pass" is allowed, it is recommended that students complete their major courses with a letter grade.
   - Earn a minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework. While a minimum of 2.0 is deemed eligible for transfer into a CSU program, some majors may require a higher GPA. Please consult the assist.org website and/or with a counselor for more information.
   - Complete **Residency** requirements. For students in the Ventura County Community College District (VCCCD), a minimum of 12 units must be completed in residence at the college granting the degree.

   An up-to-date list of associate degrees for transfer offered by CCC, and CSU campuses where majors are aligned with those associate degrees for transfer can be found at: ***www.icangotocollege.com***

   Note: SB 1440 does not guarantee a student admission to a specified major or campus, but requires the California State University to grant a student priority admission consideration to the local CSU campus and to a program or major that is similar to the transfer AA-T and AS-T degree as determined by the California State University. With this degree, students may be given a GPA bump when applying to an impacted campus outside their local area or an impacted major that is deemed similar.

2. **UPPER DIVISION TRANSFER REQUIREMENTS:**

   To qualify for admission as an **upper division transfer**, applicants must have completed a minimum of 60 semester (or 90 quarter) transferable units and have met the following requirements:

   - The applicant must complete at least 30 semester (45 quarter) units of general education courses. Students may visit www.assist.org for a full listing of courses at each CCC that meet CSU General Education requirements or see page 76 of this catalog for applicable Oxnard College courses.
   - The applicant must complete transferable courses (CSU GE-Breadth category A) with grades of C- or better in written communication, oral communication, and critical thinking.
   - The applicant must complete one transferable course (CSU GE-Breadth category B4) with a grade of C- or better in mathematics or quantitative reasoning.
   - The applicant must have achieved a cumulative grade point average of 2.0 or better in all transferable college units attempted.
   - The applicant is expected to be in good standing at the last college or university attended (i.e. eligible to re-enroll at that college or university).

   The CSU gives priority admission consideration to CCC students who meet the CSU upper-division transfer admission requirements. However, the highest admission priority is given to CCC students who have earned a CCC Associate Degree for Transfer (ADT).

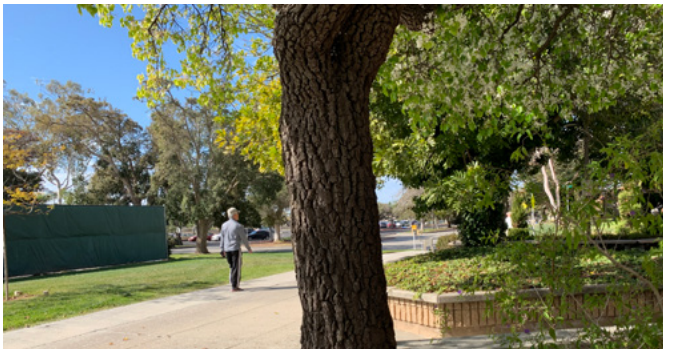
3. **LOWER DIVISION TRANSFER REQUIREMENTS:**

   An applicant who completes fewer than 60 semester (90 quarter) units is considered a **lower division transfer student.**

   Please be aware that due to enrollment pressures, most CSU campuses do not admit lower division transfers so that more upper division transfers can be accommodated. Be sure to check with the specific CSU campus if you are considering transferring as a lower division student.

The best way to apply to the CSU is to go online to the Cal State Apply website at: *https://www2.calstate.edu/apply*

In addition to the online application, Cal State Apply has preadmission, financial aid, and admission information as well as campus-specific supplemental information.



Preparing to Transfer to the California State University System

Students planning to transfer to one of the California State Universities must keep the following requirements in mind when selecting courses:

1. **COMPLETION AND CERTIFICATION OF GENERAL EDUCATION (GE) IS STRONGLY RECOMMENDED:** The CSU requires completion of 48 semester units (72 quarter units) of general education for graduation of which up to 39 semester units can be transferred and certified by a California Community College. It is strongly recommended that students complete the 39 units of CSU GE-Breadth courses as part of their minimum 60 semester units requirement for transfer as an upper division student. Certification waives additional lower division general education requirements that each CSU campus otherwise requires. It is important that students request certification prior to transfer. Certification is not automatic. Students can complete their GE by either of the following:

   A. Complete CSU GE-Breadth (page 76)
   B. Complete IGETC (page 85)

2. **AMERICAN INSTITUTIONS REQUIREMENT:** The CSU requires each student to be knowledgeable about the Constitution of the United States, American history, and state and local government. The "U.S. History, Constitution, and American Ideals Requirement" is generally known as the American Institutions requirement. While not a part of GE, it is still a graduation requirement at all CSU campuses. Students may complete this requirement while at a community college. All CCCs have designated courses that satisfy the CSU's American Institutions requirement. The colleges of the VCCCD allow courses used to fulfill the American Institutions requirement to also satisfy requirements in area D of the CSU GE-Breadth or Area 4 of IGETC. Certification of the CSU GE-Breadth or IGETC guarantees that courses can double count, whereas without certification, individual CSU campuses may not allow courses to fulfill both area D and American Institutions.

3. **PREREQUISITE COURSES FOR THE MAJOR:** Some lower division courses in the student's major must be taken prior to transfer in order for the student to be admitted into a particular major. Some majors may also require concentration courses or additional support courses. For a complete list of major and supporting requirements at your CSU destination campus and their comparable courses at Oxnard College, go to *www.assist.org*.

4. **SUPPLEMENTAL ADMISSION CRITERIA/ IMPACTED MAJORS:** In the CSU, an undergraduate major or campus is designated as impacted when it receives more eligible applicants than either the campus or the major can accommodate. In such instances, the CSU campuses have been authorized to use supplemental admission criteria to screen applicants to these majors and/or campuses. There are subtle, yet important, differences between major and campus impaction. Major impaction means that the number of applications from fully eligible students to a designated major on a CSU campus during the initial filing period far exceeds the number of spaces available in that major. However, students can still be admitted to the campus in an alternate major, or they may eventually be admitted to the oversubscribed major if they meet the supplemental admission criteria. Students interested in an impacted major or campus must apply for admission during the initial admission application filing period (Oct. 1 - Nov. 30 for fall admission) and should strive to make themselves as competitive as possible, both in course preparation and GPA. Applicants to majors or campuses that are impacted should apply to additional CSU campuses to maximize opportunity for admission. A number of CSU campuses are impacted in some majors but the following CSU campuses are impacted in all undergraduate programs, pre-programs, and undeclared/ undecided programs: CSU Fresno, CSU Fullerton, CSU Long Beach, CSU Los Angeles, San Diego State University, San Jose State University, and Cal Poly San Luis Obispo. The website *www.assist.org* will provide information about required coursework in impacted majors. For the most up-to-date information on campus impaction and impacted programs, please go to *www2.calstate.edu/attend/degrees-certficates-credentials/Pages/impacted-degrees.aspx*

5. **TRANSFERABILITY OF COURSES:** Only courses considered as appropriate for baccalaureate credit are transferable. In this catalog, these courses are indicated in their course descriptions by the notation "Transfer credit: CSU." A maximum of 70 semester (105 quarter) baccalaureate units earned at community colleges may be transferred to the CSU. Community college coursework completed above the 70 units may be used to meet general education, or major preparation requirements even if the units will not count toward the baccalaureate degree. Credit for external exams such as Advanced Placement (AP), International Baccalaureate (IB), and College Level Examination Program (CLEP) will not count in the 70 unit limit. Transfer credit is also granted to students who successfully complete equivalent courses at other regionally accredited four-year colleges or universities.

6. **TRANSFER GRADE POINT AVERAGE:** Calculations of transfer grade point averages include all transferable units attempted at all colleges attended and are part of transfer admission requirements.

7. **APPLYING TO THE CSU:**
   Students are strongly encouraged to apply electronically at: *https://www2.calstate.edu/apply*
   - File a CSU admission application online through Cal State Apply as early as possible. The application period for fall admission is October 1st through November 30th. Some campuses may have different deadlines based on the number of students applying for admission to that campus.
   - If you have college/university coursework in progress, have the final transcripts sent to the CSU campus admission office as soon as the most recent grades have been posted.

IMPORTANT NOTE: *Final official transcripts from all colleges and universities attended and/or external credit documentation must be submitted prior to CSU enrollment to verify that the student is eligible for admission. CSU campuses may rescind admission, delay admission, or not permit registration or attendance until receipt of final transcripts and/or external credit documentation has been verified. Students should request that official transcripts be sent directly to the CSU campus from all colleges or universities previously attended* ***even if no coursework was completed.*** *Transcripts must be received in sealed envelopes from each institution attended. In some cases, transcripts may be sent electronically to CSU campuses. Students should keep personal copies of all transcripts and test scores for admission application and academic advising sessions. High school transcripts and SAT/ACT test scores are not required for upper-division transfer students.*

These admission requirements are subject to change. Students should consult a counselor and/or the *https://www2.calstate.edu/apply* website for the most up-to-date transfer requirements.

Reference: *The CSU Admissions Handbook 2020-2021; www2.calstate.edu/attend/student-services/Documents/Admissions-Handbook-2020-21.pdf*

CSU GE-BREADTH CERTIFICATION COURSES 2021 - 2022

AREA A: ENGLISH LANGUAGE COMMUNICATION AND CRITICAL THINKING

Complete one course from each group (A1, A2, A3). A total of 9 semester units (12-15 qtr. Units) are required. All courses in Area A must be completed with a grade of "C" or better.

A1: Oral Communication:

COMM: R101, R107, R110, R111

A2: Written Communication:

ENGL: R101, R101H

A3: Critical Thinking:

COMM: R107
ENGL: R102, R102H, R128
PHIL: R100, R107, R111, R112
READ: R105

AREA B: SCIENTIFIC INQUIRY AND QUANTITATIVE REASONING

Complete a minimum of 9 semester units (12-15 qtr. Units) with at least one course from each group (B1, B2, B3, B4) to include one laboratory activity course corresponding to selected lecture course. Math requires a grade of "C" or better.

B1: Physical Science:

AST: R10
CHEM: R104, R110, R112, R120, R122, R130, R132
GEOG: R101, R103
GEOL: R101, R103, R114, R121, R130
MST: R103
PHSC: R170
PHYS: R101, R102, R121, R122, R131, R132, R133

B2: Life Science:

ANAT: R101
ANTH: R101, R101H, R118
BIOL: R100, R101, R101H, R120, R122, R155
ESRM: R100
MICR: R100
MST: R100
PHSO: R101
PSY: R105

B3: Laboratory Activity:

ANAT: R101
ANTH: R101L
AST: R101L
BIOL: R100L, R101L, R120L, R122L, R155L
CHEM: R104, R110, R112, R120, R122, R130, R132
ESRM: R100L
GEOG: R101L
GEOL: R101L, R103L, R114L, R121
MICR: R100L
MST: R100L, R103L
PHSC: R170
PHSO: R101
PHYS: R101L, R102L, R121, R122, R131, R132, R133

B4: Math:

MATH: R101, R102, R105, R105H, R106, R115, R116, R117, R120, R121, R122, R134, R143
PSY: R103
SOC: R125

AREA C: ARTS AND HUMANITIES

Complete 9 units (12-15 qtr. units) with at least one course from area C1, one course from C2, and the third course from either C1 or C2.

C1: Arts (Art, Cinema, Dance, Music, Theater):

ART: R101, R102, R103, R140, R171, R174
FTVE: R107
MUS: R101, R103, R106, R109, R116, R130
SPAN: R234
THTR: R111

C2: Humanities (Literature, Philosophy, Languages other than English):

ANTH: R110, R113, R116
ART: R108A, R172, R174
ASL: R101, R102, R103, R104, R110
ENGL: R103, R104, R105, R107, R108, R111, R112, R124, R125, R126, R129
HIST: R108, R109, R110, R150, R150H, R160, R160H
ESL: R100
IDS: R102
MUS: R109
PHIL: R101, R101H, R102, R102H, R103, R104, R105, R106, R108, R110, R114, R115, R115H, R116
SOC: R114
SPAN: R100, R110, R200, R210, R220, R220H, R230, R230H, R232, R232H, R234, R236, R236H

AREA D: SOCIAL SCIENCES

Students starting Oxnard College (or any CCC or CSU) beginning Fall 2021 need to complete 6 semester (8 qtr.) units for CSU GE Certification. Courses can be from the same or different disciplines.

*Students who started Oxnard College (or any CCC or CSU) prior to Fall 2021 and have maintained continuous enrollment, need to complete 9 semester units (12 qtr. units) for CSU GE Certification. Courses must be taken from more than one discipline.

ADS: R131
ANTH: R102, R102H, R103, R105, R106, R107, R110, R111, R111H, R113, R114, R115, R116, R118, R119
ASL: R110
BRS: R101
CHST: R101, R102, R107*, R108
COMM: R102, R111, R113
ECE: R102, R106, R107
ECON: R100, R201, R201H, R202, R202H
EDU: R124
ETHS: R107, R110, R114, R119
FTVE: R100
GEOG: R102, R104, R105
GLST: R101, R102
HED: R103, R113
HIST: R104, R107*, R108*, R109, R110, R117*, R124, R125, R125H, R126, R130*, R130H*, R140*, R140H*, R150, R150H, R160, R160H
IDS: R102
PHIL: R114
POLS: R100*, R101*, R102*, R104, R108, R120, R125, R125H
PSY: R101, R101H, R104, R107, R108, R110, R131
SJS: R110, R120, R130
SOC: R101, R101H, R102, R103, R104, R106, R108, R114, R111, R116, R119, R140
URBS: R101

***** Courses may be double counted in U.S. History, Constitution and American Ideals.

AREA E: LIFE LONG LEARNING & SELF-DEVELOPMENT

Complete 3 semester units (4-5 qtr. units) with no more than 1 unit of physical activity.

DANC: R102A, R102B, R104A, R104B, R110A, R110B, R112A, R112B
ECE: R102, R129
EMT: R109
HED: R101, R102, R103, R104, R105, R107, R113, R114
ICA: R110, R120, R122, R130A, R132, R140, R142, R160, R162, R170, R172, R180, R182, R190A, R192
KIN: R100, R120A, R120B, R121A, R121B, R122, R123, R124, R140, R141, R142A, R142B, R143, R144, R145A, R145B, R146A, R146B, R147A, R147B, R148, R162A, R162B, R163A, R163B, R164A, R164B, R165A, R165B
MUS: R107A
PG: R101, R102
PSY: R101, R102, R107, R108, R110, R115
SOC: R104, R106

AREA F: ETHNIC STUDIES

Students starting Oxnard College (or any CCC or CSU) beginning Fall 2021 are required to complete 3 semester (4 qtr) units for CSU GE Certification.

*Students who started Oxnard College (or any CCC or CSU) prior to Fall 2021 & have maintained continuous enrollment are not required to complete area F for CSU GE Certification.

Note: Students who will graduate from a CSU in 2024-2025 (or thereafter) will need an Ethnic Studies course, which may be taken prior to transfer.

ETHS R107**/ANTH** R107

U.S. HISTORY, CONSTITUTION AND AMERICAN IDEALS:

One course from Group A and ONE course from Group B.

Group A: U.S. History:

CHST: R107* **HIST:** R107*, R108*, R117*, R130*, R130H*, R140*, R140H*

Group B: U.S. Government:

POLS: R100*, R101*, R102*

***** Courses may be double counted in Area D.

NOTE: *Certification is not automatic. Students must request certification after completion of the CSU GE-Breadth. Students completing CSU GE-Breadth Certification with a grade of "C" or better or "P" in every course may also apply for a Certificate of Achievement in CSU GE-Breadth.. See your counselor. Courses on the CSU GE-Breadth are subject to change. Always check www.assist.org to verify the latest CSU GE approvals before taking a course to meet CSU GE-Breadth.*

CSU GE-BREADTH CERTIFICATION INFORMATION

It is highly recommended that students planning to transfer to a California State University (CSU) complete their lower division general education prior to transfer by following the CSU GE-Breadth plan. Counselors can help students select courses that fulfill lower-division major requirements as well as general education. Students who fully complete the CSU GE-Breadth for Oxnard College will also be eligible to apply for a Certificate of Achievement in California State University General Education-Breadth (CSU GE-Breadth). CSU GE-Breadth is not appropriate for every major/college within the CSU. Check on *www.assist.org* or with your counselor or the Transfer Center for updated information.

CERTIFICATION After students complete the CSU GE-Breadth pattern, they must meet with a counselor in the Counseling Office to request certification. Without this "certification," students may have additional lower-division general education requirements to fulfill after transfer that vary from campus to campus in the CSU. Associate Degrees for Transfer (ADTs) require full certification. Certification is not automatic.

Certification of the CSU General Education Breadth requirements may include courses completed at Oxnard College and previously completed courses from other regionally accredited institutions as well as external examinations (AP/IB/CLEP).

Courses completed at other CSU campuses or at California community colleges must be certified in accordance with their General Education Patterns. It is the student's responsibility to provide an official transcript(s) from external institutions and/or official test scores for external exams.

Courses that have been completed at a regionally accredited institution other than a California community college or CSU will be included only under the following circumstances:

1. The student provides an official transcript, catalog description(s) and, if required, dated course outline(s);
2. The course is determined to be equivalent to a course in Oxnard College's CSU General Education-Breadth pattern through the pass-along process in accordance with California State University Executive Orders (EO), the Academic Senate of the California Community Colleges (ASCCC) Resolution on Reciprocity and VCCCD AP 4100.

PARTIAL CERTIFICATION It is possible to complete separately any of the Areas or sections (A-F) at Oxnard College and receive partial certification in any or several of these areas; if you are not fully certified, it will be necessary for you to complete the remaining areas (and perhaps other areas) after transferring as defined by the catalog of the transfer school.

COURSE RESTRICTIONS No course may be counted in more than one Area.

SCHOLARSHIP A grade of "C-" or better is required for each course completed in the oral communication (A1), written communication (A2), critical thinking (A3), and mathematics or quantitative reasoning (B4) of the CSU GE-Breadth. A "pass" or "P" is allowed, if the college's catalog states that it is equivalent to a "C" or better. Although a "P" is permissible, it is highly recommended that students complete each of these four (4) courses with a letter grade ("A", "B" or "C").

NOTE: While a "C-" can be used for CSU GE-Breadth Certification, students earning an Associate degree cannot use this grade to meet written competency (ENGL R101 or ENGL R101H) or Mathematics competency requirements. A grade of "C-" also cannot be used for a Certificate of Achievement in CSU GE-Breadth which requires all courses be completed with a grade of "C" or better or "P".

MAJOR COURSES Most campuses require a grade of "C" or better for each course required in preparation for a student's major; most do not allow a "P" (Pass) grade for major courses. Some CSU campuses allow applicants who submit full or partial certification to double count courses for general education and major requirements. Some majors are highly selective and require completion of some, or all, of the required major preparation coursework prior to transfer. Consult a counselor or *www.assist.org* for more information.

U.S. HISTORY, CONSTITUTION AND AMERICAN IDEALS REQUIREMENTS All campuses require students to complete college-level coursework in U.S. History, American Government and California Government, in addition to GE requirements for graduation. Courses approved to satisfy this requirement are specified in appropriate areas. CSU campuses may permit double counting of courses taken to meet this requirement and CSU GE-Breadth if the student is partially or fully certified.

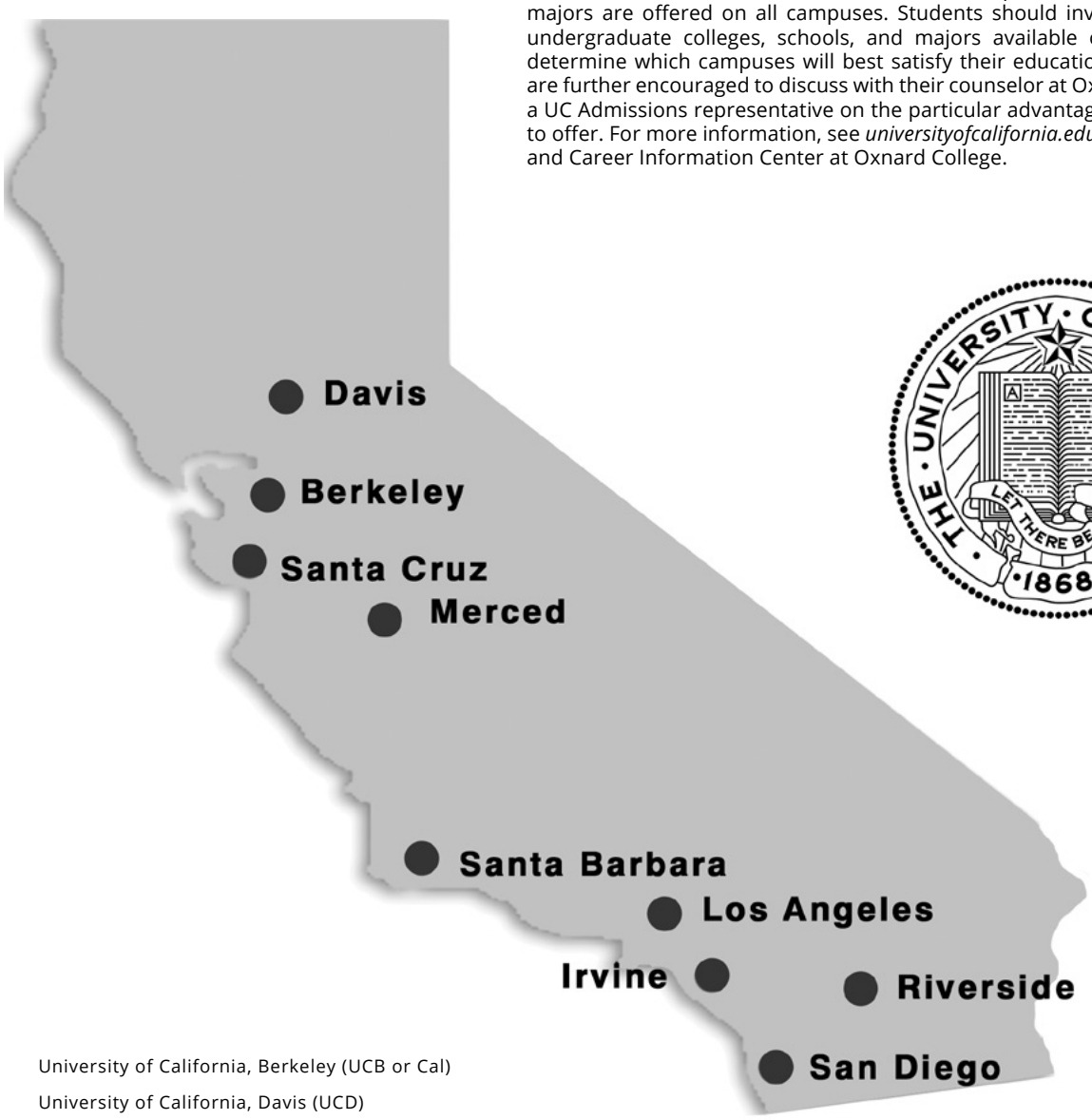
EXTERNAL CREDITS OR CREDIT BY EXAMINATION Advanced Placement (AP), International Baccalaureate (IB), and College Level Examination Program (CLEP) exams will be included in the CSU certification of general education requirements in accordance with the CSU Chancellor's Office policy. Students wishing to use units awarded for AP, IB, or CLEP should check with a Counselor or refer to the Credit for Prior Learning section of this catalog.

References: *CSU Executive Order 1036 (PolicyStat ID 7800250), CSU Coded Memo ASA-2019-03 (no PolicyStat ID), CSU Executive Order 1100 (PolicyStat ID: 8919100), CSU Coded Memo ASA-2016-18 (PolicyStat ID: 6726075).*

The University of California

The University of California (UC) is one of the finest research universities in the world. It offers more than 800 degree programs and 160 academic disciplines, with more academic departments ranked in the top 10 nationally than any other public or private university. The UC system has 10 campuses, one (UC San Francisco) is a graduate/professional program, and nine offer undergraduate programs and include: UC Berkeley, UC Davis, UC Irvine, UC Los Angeles, UC Merced, UC Riverside, UC San Diego, UC Santa Barbara, and UC Santa Cruz.

All nine campuses have uniform minimum entrance requirements and certain other features in common. However, each campus is distinctive and not all majors are offered on all campuses. Students should investigate the various undergraduate colleges, schools, and majors available on each campus to determine which campuses will best satisfy their educational needs. Students are further encouraged to discuss with their counselor at Oxnard College or with a UC Admissions representative on the particular advantages each campus has to offer. For more information, see *universityofcalifornia.edu* or visit the Transfer and Career Information Center at Oxnard College.



University of California, Berkeley (UCB or Cal)
University of California, Davis (UCD)
University of California, Irvine (UCI)
University of California, Los Angeles (UCLA)
University of California, Merced (UCM)
University of California, Riverside (UCR)
University of California, San Diego (UCSD)
University of California, Santa Barbara (UCSB)
University of California, Santa Cruz (UCSC)

TRANSFER TO THE UNIVERSITY OF CALIFORNIA (UC)

Nearly 30 percent of University of California (UC) undergraduates are transfer students. Students from California community colleges (CCC) can become eligible for admission to the UC by meeting specific requirements. The requirements described below represent the minimum academic standards students must attain to be considered for admission to the University. ***Meeting the minimum requirements does not guarantee admission to the University nor does it guarantee admission to a particular campus or major of the student's choice.***

Many campuses and majors receive more applications than they have spaces available. To be more competitive, students should work toward meeting the specific major preparation courses and general education requirements for the campuses and majors they're interested in.

I. Admission Requirements as a Junior-Level Transfer

The UC gives highest priority to CCC students transferring as juniors. A transfer student, according to the University, is a student who has enrolled in a regular session (fall, winter, or spring) at a college or university after high school. A student who meets this definition cannot disregard his or her college record and apply as a freshman. A student who attends a college summer program immediately after graduating from high school or who has completed college work while in high school is still considered a freshman applicant.

Studies have shown that community college students who enter UC as juniors perform just as well academically and their graduation rates are comparable to that of students who entered UC as freshmen. To be considered for admission as a junior level transfer, a student must fulfill the following criteria:

1. Complete at least 60 semester (90 quarter) units of UC transferable college credit. No more than 14 semester (21 quarter) units of the 60 semester (90 quarter) units may be taken pass/no-pass or credit/no-credit basis, unless the student is transferring from a college or university that awards only Pass/credit.

   Note: In order to ensure that all units are UC transferable, students should visit *www.assist.org* to make sure their courses are approved for UC transfer.

2. Earn at least a 2.4 GPA in UC transferable courses (2.8 for non-California residents). Some campuses and majors require a higher GPA for admission selection.

   NOTE: A grade of "D" (including plus/minus) in a transferable course will count toward the number of transferable units completed. However, a grade of "C" or better is required when completing the seven-course pattern. And, in most cases, grades of "D" do not satisfy major or general education requirements.

3. Be in good academic standing (2.0 GPA or better) at the last institution of attendance and at any previous UC campus where the student was enrolled in a regular term (e.g., fall, winter, spring).

4. Complete either:

   a. Intersegmental General Education Transfer Curriculum (IGETC) on page 85 OR

   b. The following seven-course pattern by the end of the spring term prior to fall enrollment at a UC and earning a grade of "C" or better in each course or a Pass (P) grade if pass is equivalent to a "C" (2.00).

   - Two UC transferable college courses (3 semester or 4-5 quarter units each) in English composition.
   - One UC transferable college course (3 semester or 4-5 quarter units) in mathematical concepts and quantitative reasoning.
   - Four transferable college courses (3 semester or 4-5 quarter units each) chosen from at least two of the following subject areas:
     - Arts and Humanities;
     - Social and Behavioral Sciences;
     - Physical and Biological Sciences

All campuses recommend that the student complete mathematics and English as early as possible (some highly recommend or require completion by the end of the fall term, one year prior to enrolling at UC).

5. Complete the required/recommended courses needed for your intended major with the minimum grades.

How to Transfer as a Junior-Level Applicant

To transfer to the University as a CCC junior-level transfer student, a student must take the following steps:

1. **Meet Admission Requirements** students must complete the statewide eligibility requirements for transferring to the UC, see Admission Requirements as a Junior-Level Transfer listed above.

2. **Major Preparation Requirements** major preparation requirements specify the courses a student must take during the first two years of college to prepare for advanced study in the selected major. Major preparation is one of the central factors some UCs use to determine admission to the University. They may be required as part of the major, be prerequisites for other courses that are required as part of the major or be required to gain admission to the major. Completing these courses before transfer makes a student a more competitive applicant and will help ensure on-time graduation after transfer.

   Performance counts - transfer applicants are evaluated, in part, on the basis of their performance in major preparation coursework. So it's important – very important – that students investigate the requirements for the intended major as soon as possible. If the major requires mathematics and/or science, it is essential that those prerequisites be completed before transfer. Lack of preparatory coursework may affect admission to the major, particularly if there are many applicants vying for a limited number of spaces.

   Start early - Students should begin coursework in the major as soon as one is selected. For fall admission, the campus may require the completion of certain major preparation requirements by the end of the preceding spring term.

   Students who have decided on a major but are undecided on the specific UC campus can refer to the UC Transfer Pathways for the list of most common lower-division pre-major preparation courses required for the most popular majors at the UC. Schedule an appointment with an Oxnard College counselor to discuss and explore the many options of majors and careers available.

3. **Complete an appropriate set of general education course requirements and electives**

   Transfer students have three options for fulfilling General Education (GE) preparation for the UC, depending on the campus and major selected:

   a. **Intersegmental General Education Transfer Curriculum (IGETC)** - is a series of courses that CCC students may complete to satisfy the lower-division breadth/general education requirements at both the UC and the California State University (CSU). The IGETC pattern is most helpful for students who know they want to transfer but have not yet decided upon a particular institution, campus or major. Students who intend to transfer into high-unit majors, such as engineering and many of the physical and natural sciences, should concentrate on completing the many prerequisites for the major that the college screens for to determine eligibility for admission. See "IGETC Considerations" on page 89. ***OR***

   b. **IGETC for STEM** - UC will accept IGETC for STEM only if:

      - An associate degree for transfer (ADT) at a CCC offers IGETC for STEM as an option for those degrees AND
      - The UC major preparation or college accepts partial IGETC certification.

      NOTE: As of May 2020, UC will accept IGETC for STEM for the associate degrees for transfer (ADT) in Biology or Chemistry only. Although IGETC for STEM is an option, students should prioritize completing major-preparation courses for the specific campuses and programs considering. ***OR***

   c. **Campus-specific general education requirements** of the college or campus they plan to attend (see *www.assist.org*).

Transfer Pathways +
A roadmap to UC's most sought-after majors

In an effort to simplify the transfer process and help students better prepare for admission, the University of California (UC) has developed the UC Transfer Pathways +. The intent of the Transfer Pathways + is to provide an academic roadmap to the most popular majors for California community college (CCC) students by unifying major preparation requirements in selected majors for those students who apply to multiple UC campuses or who do not yet know which campus they plan to attend. These Pathways, created by UC faculty and academic leaders, outline a single set of lower-division, pre-major preparation courses that will prepare transfer students for a particular major at any of the university's nine undergraduate campuses, and position a greater number of students to graduate from UC within two years after they transfer.

The Transfer Pathways cover UC's most popular majors and include: **Anthropology, Biochemistry, Biology, Business Administration, Cell Biology, Chemistry, Communication, Computer Science, Economics, Electrical Engineering, English, History, Mathematics, Mechanical Engineering, Molecular Biology, Philosophy, Physics, Political Science, Psychology and Sociology**.

Although following a pathway doesn't guarantee admission to a UC, a student who completes these pre-major courses and general education courses with a satisfactory GPA would be well-prepared for junior-level transfer to the UC in that major and be well-positioned to graduate on time.

Note: The Transfer Pathways + guide students who want to make themselves competitive across the UC system; some campuses and majors listed may want fewer courses for admission, but none will expect more. Students are strongly encouraged to apply to multiple campuses to improve their chances of admission.

For more information on the Transfer Pathways curriculum, visit: *http://pathwaysguide.universityofcalifornia.edu/college-pathway*

Transferring with an Associate Degree for Transfer (ADT)

For students working toward an Associate Degree for Transfer (ADT), courses should be chosen that align with the requirements of the intended UC campus. Students should refer to the ASSIST website to guide them in selecting the right courses. Although earning an ADT does not guarantee admission to a UC, some campuses consider it in the comprehensive application review process.

II. Transfer from Four-Year or Out-of-State Two-Year Institutions

Every year, California community college transfer students make up over 90% of the transfer class, leaving about 10 percent of other transfers from a four-year or out-of-state two-year institutions. For admission requirements of these, go to: *https://admission.universityofcalifornia.edu/admission-requirements/transfer-requirements/preparing-to-transfer/other-types-of-transfers.html*

III. Other Types of Transfer

Some campuses admit a limited number of lower-division transfer (completed less than 60 UC transferable semester units), second baccalaureate degree or limited status applicants if the applicant has met specific requirements. Refer to the open/closed majors status report on the UC website to learn if a UC will accept applications from lower-division transfer, second bachelor's degree or limited status applicants.

Transfer Selection by Campus

Many colleges, schools, or majors within the UC are highly selective and may have additional program requirements. These could include but are not limited to an audition, submission of a portfolio, supplemental applications, specific prerequisite coursework, test scores, and/or higher GPA than the minimum criteria for admission. Students are advised to make themselves as competitive as possible when applying for admission both in GPA and course preparation.

For more details about each campus's additional program requirements, visit: *https://admission.universityofcalifornia.edu/campuses-majors/*

Transfer Admission Guarantee (TAG)

Six UC campuses offer guaranteed admission to CCC students who meet specific requirements. By participating in a Transfer Admission Guarantee (TAG) program, students may, at some campuses, receive early review of their academic records, early admission notification, and specific guidance about major preparation and general education coursework.

For more information on TAG, visit a counselor and/or the following website:

https://admission.universityofcalifornia.edu/admission-requirements/transfer-requirements/transfer-admission-guarantee-tag.html

TAG is available for the following UC: Davis, Irvine, Merced, Riverside, Santa Barbara, and Santa Cruz.

Who can file a TAG?

Only students transferring directly from a California community college (CCC) are considered for a TAG, including international students (those with a visa). Again, a CCC transfer is one who has completed at least 30 semester (45 quarter) UC-transferable units at one or more CCC, and the last college the student attended in a regular session (fall/spring or fall/winter/spring) before admission to a UC campus is a CCC. All UC campuses that offer TAGs require students to meet this definition.

Who's NOT Eligible for a TAG?

Students who have already earned a bachelor's degree, graduate degree, and/or professional degree cannot receive a TAG. Students who have previously enrolled at a UC campus during a regular term (not including summer session) cannot submit a TAG application to return to that same campus. Students concurrently enrolled in high school are not eligible for TAG. For the most up-to-date information on TAG, visit the Transfer and Career Information Center and/or schedule an appointment with a counselor.

Limitations on Transfer Credit

In order to receive transfer credit, a course must be approved by the UC and be listed on the Transfer Course Agreement (TCA) available in this catalog and on *www.assist.org*.

1. ***Lower-Division Units*** for units beyond the maximum (70 semester or 105 quarter) for which credit is awarded will be granted subject credit and may be used to satisfy subject requirements.

   a. Units earned through AP, IB, and/or A-Level examinations are not included in the limitation and do not put applicants at risk of being denied admissions.

   b. Units earned at an UC campus (Extension, summer, cross/concurrent, and regular academic year enrollment) are not included in the limitation but are added to the maximum lower division credit allowed and might put applicants at risk of being denied admission due to excessive units.

   NOTE: if all courses are completed at one or more 2-year (community) colleges, a student would never be in danger of having too many (excessive) units.

2. University of California Courses:

   a. Courses from enrollment at another UC main campus (not UC Extension) during a regular academic (fall, winter, spring) or summer term are all transferable.

   b. Courses from enrollment at any UC Extension are transferable if the course is numbered X1-X199; course number 1-99 which include a campus designation (e.g. XB, XLA) are equivalent to the same course offered to undergraduates on that campus.

3. Duplicative Credit: UC will not grant credit for college courses if the content duplicates material of previously completed courses or examinations for which credit has already been granted; with the exception of the repeat of deficient (C-/D/F) course grades.

4. Grades of D: A grade of "D" (including plus/minus) in a transferable course will count toward the number of transferable units completed. However, students must earn a grade of "C" or better when completing the seven-course pattern, and, in most cases, grades of "D" do not satisfy major or general education requirements.

5. Pass Grades: Pass (P) or Credit (CR) grades are acceptable in transferable courses as long as they are equivalent to a grade of "C" or better (not C-); however, students are strongly advised that they must take courses required for their major for a letter grade. The UC system allows a maximum of 14 semester (21 quarter) units graded "pass-no pass."

6. UC does not grant unit credit for: work "or volunteer" experience, vocational or technical training, and personal enrichment courses; remedial academic or pre-baccalaureate courses, especially in English and mathematics; or College-Level Examination Program (CLEP) or DANTES Subject Standardized Tests (DSST) exams.

   Courses completed at unaccredited/non-regionally accredited institutions may be reviewed on a case-by-case basis. Contact the individual UC campus for more information.

7. Independent Study and Variable topics courses are reviewed after transfer by the enrolling institution and credit is given only after a review of the scope and content of the course and may require recommendations by faculty. Student must submit course syllabus and petition for credit. Faculty recommendations from the sending CCC campus may be required. This applies to courses in Independent Study, Experiential Learning, Field Studies, Individual Projects, Internship, Special Studies, Special Topics, and Tutorial. UC does not grant credit for variable topics courses in Journalism, Photography, Health, Business Administration, Architecture, Administration of Justice (Criminology) or Library Departments because of credit restrictions in these areas.

8. International Academic Records: UC does not grant credit for junior/community college programs that are technical or vocational, or that do not lead to further academic study at a University in the international country.

9. Elementary/intermediate language courses: no credit is granted to students who were instructed in that language during secondary school.

10. Honors courses: Duplicate credit will not be awarded for both the honors and regular versions of a course. Credit will only be awarded to the first course completed with a grade of "C" or better.

11. A maximum of 4 units of physical education activity (including intercollegiate athletics) will count towards degree or transfer unit requirements.

12. A maximum of 8 units of physical education theory courses will count towards degree or transfer unit requirements.

13. English as a Second Language Courses (ESL/ELD): A maximum of 8 semester (12 quarter) units will earn transfer credit.

14. Students may take one series in Physics.

Repeated Courses

A student is allowed to repeat each course in which a "C-", "D+", "D", "D-", "F" or " NP" grade was originally earned, as many times as necessary, until the first time he or she earns a letter grade of "C" or better. The following rules apply:

- The replacement (repeat) course must have curriculum similar to the original course (the same content but not necessarily the same title) and must be offered at the same level as the original course.
- The new grade earned will replace the deficient grade in the GPA calculation. UC does not average the grades.
- All coursework (original and repeats) must be reported on the admission application.
- A non-honors course can be used as a repeat of an honors-level course.
- An honors-level course may be used as a repeat of a non-honors course.
- Repeat of "C" (2.0) grades is not allowed, regardless of the repeat policy of the sending institution.

- Repeat of courses out of sequence is not allowed.
    - Sequential subjects for UC are chemistry, English as a second language, languages other than English, and mathematics. These are also the subjects for which the UC allows validation.
- Students may not repeat a lower-level course if a grade of "D-" or higher has already been earned in a higher-level course. UC will not award credit or grade points for such courses.
- UC courses must be repeated at UC, but not necessarily at the original campus.
- Non-UC courses may be repeated at any U.S. regionally accredited college (or international university by the Ministry of Education).
- UC will not grant credit for college courses in which the content duplicates material of a previously completed course or examination for which credit has already been granted, with the exception of the repeat of deficient (C-/D/F) course grades.

Course Sequences

When requirements are stated as a full-year sequence, students are encouraged to complete the entire course series before transferring to avoid duplicating coursework. Also, the topics covered in a particular semester or quarter of the sequence at a community college may not be the same as at a UC campus.

Military Service Courses

UC may award lower division (freshman/sophomore level) units for military courses completed if the courses are consistent with University policy on granting transfer credit when there is an equivalent course taught at a UC campus. UC will consult the ACE recommendations for information regarding course content and as a guide to the awarding of credit. Credit for military courses is determined *after* matriculation at UC.

References:

https://admission.universityofcalifornia.edu/counselors/files/quick-reference.pdf

https://www.ucop.edu/transfer-articulation/transferable-course-agreements/tca-policy/regulations-by-subject-area.html

UC Undergraduate Admissions Statement of Transfer Credit Practices. August 2019.

Quick Reference Guide to UC Admissions, August 2020



University of California Transfer Course Agreement (UC TCA) 2021-2022

This agreement lists courses transferable for unit credit at all UC campuses. While all courses that appear on this chart have been approved as transferable to the UC system, how they are applied may vary from campus to campus. Students should go to *www.assist.org* and research their intended major at the UC campuses they plan to apply to for information on how particular courses are applied in the pre-major and for new courses added to the TCA after this catalog was published. ***All students planning to apply to the UC should also consult a counselor in the Transfer Center or Counseling Office.***

Honors Course Credit Information: Duplicate credit will not be awarded for both the Honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better.

Accounting (ACCT): R101, R101H, R102

American Sign Language (ASL): R101*, R102, R103, R104, R110
**ASL R101 corresponds to two years of high school study*

Addictive Disorders Studies (ADS): R101, R103, R131

Anatomy (ANAT): R101

Anthropology (ANTH): R101, R101H, R101L, R102, R102H, R103, R105, R106, R107, R110, R111, R111H, R113, R114, R115, R116, R118, R119

Art (ART): R101, R102, R103, R104A, R104B, R106A, R106B, R106C, R108A, R108B, R108C, R110A, R110B, R110C, R115, R126A, R126B, R126C, R155, R156, R160, R171, R172, R174, R175, R180

Astronomy (AST): R101, R101L

Biology (BIOL): R100, R100L, R101*, R101H*, R101L*, R120*, R120L*, R122, R122L , R155, R155L
**No credit for R101 or R101H and R101L if taken after R120, R120L*

Border Studies (BRS): R101

Business (BUS): R111, R120*, R121*, R124, R125
**R120 and R121 combined - max credit: one course*

Chemistry (CHEM): R104*, R110*, R112‡, R120, R122, R130, R132
**No credit for R104 or R110 if taken after R120*
‡No credit for R112 if taken after R130

Chicano Studies (CHST): R101, R102, R107

Communication Studies (COMM): R101, R102, R107, R110, R111, R113, R114

Computer Information Systems (CIS): R100

Computer Networking/Information Technology (CNIT): R101, R161

Dance (DANC): R102A, R102B, R104A, R104B, R110A, R110B, R112A, R112B

Early Childhood Education (ECE): R102, R106, R107

Economics (ECON): R100*, R101, R101H, R102, R102H
**No credit for R100 if taken after R101 or R102*

Education (EDU): R122

English (ENGL): R100*, R101, R101H, R102, R102H, R103, R104, R105, R107, R108, R111, R112, R124, R125, R126, R127, R128
**Any of this type of course combined - max credit: 8 units*

English as a Second Language (ESL): R100

Engineering (ENGR): R101, R130, R135, R140, R140L, R148, R150, R160, R160L

Environmental Science (ESRM): R100, R100L

Ethnic Studies (ETHS): R107, R110, R114, R119

Film, Television, and Electronic Media (FTVE): R100, R106, R107, R120, R130, R135, R150, R155, R160

Geographic Information Systems (GIS): R106

Geography (GEOG): R101, R101L, R102, R103, R104, R105, R106

Geology (GEOL): R101, R101L, R103, R103L, R114, R114L, R121, R130

Global Studies (GLST): GLST R101, R102

Health Education (HED): R101*, R102*, R103*, R104*, R105‡, R107‡, R113, R114
**R101, R102, R103, R104 combined - max credit: one course*
‡Any or all of these courses combined - max credit: 8 units

History (HIST): R104, R107, R108, R109, R110, R117, R124, R125, R125H, R126, R130, R130H, R140, R140H, R150, R150H, R160, R160H

Intercollegiate Athletics (ICA): *any or all of these PE activity courses combined - max credit: 4 units*

Interdisciplinary Studies (IDS): R102

Kinesiology (KIN): R100, R120A, R120B, R121A, R121B, R122, R123, R124, R140, R141, R142A, R142B, R143, R144, R145A, R145B, R146A, R146B, R147A, R147B, R148, R162A, R162B, R163A, R163B, R164A, R164B, R165A, R165B

Marine Studies (MST): R100L, R103, R103L

Mathematics (MATH): R101, R102, R105*, R105H*, R106‡, R115**, R117**, R120‡, R121, R122, R134, R143, R148
**R105/H, PSY R103, SOC R125 combined - max credit: one course*
‡R106 & R120 combined - max credit: one course
***R115 and R117 combined - max credit: 5 semester units*

Microbiology (MICR): R100, R100L

Music (MUS): R101, R103, R106, R107A, R107B, R107C, R107D, R109, R116, R118A, R118B, R118C, R118D, R126, R140

Personal Growth (PG): R100A*, R100B*, R101*, R102*
**PG R100A, PG R100B, PG R101, PG R102 combined - max credit: one course*

Philosophy (PHIL): R100*, R101, R101H, R102, R102H, R103, R104, R105, R106, R107, R108, R110, R111*, R112, R114, R115, R115H, R116
**R100 and R111 combined: max credit, one course*

Physical Science (PHSC): R170*
**No credit if taken after a college level course in physics or chemistry*

Physics (PHYS): R101*, R101L*, R102*, R102L*, R121*, R122*, R131*, R132*, R133*
**R101/L, R102/L or R121, R122 and R131, R132, R133 combined - max credit: one series*

Physiology (PHSO): R101

Political Science (POLS): R100, R101, R102, R104, R108, R120, R125, R125H

Psychology (PSY): R101, R101H, R102, R103*, R104, R105, R107, R108, R110, R131
**PSY R103, SOC R125, MATH R105 combined - max credit: one course*

Social Justice Studies (SJS): R110, R120, R130

Sociology (SOC): R101, R101H, R102, R103, R104, R106, R108, R111, R114, R116, R119, R125*
**SOC R125, PSY R103, MATH R105 combined - max credit: one course*

Spanish (SPAN): R100, R110, R200, R210, R200, R220, R220H, R230, R230H, R232, R232H, R234, R236, R236H

Theatre (THTR): R111, R151, R191

Urban Studies (URBS): R101

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC) PATTERN 2021-2022

For the University of California (UC) & California State University (CSU)

A minimum of "C" grade is required in each college course for IGETC. A "C" is defined as a minimum 2.0 grade points on a 4.0 scale. Each course must be at least 3 semester/4-5 quarter units (except Science Lab courses in Area 5C).

AREA 1: ENGLISH COMMUNICATION

CSU: 3 courses required, one each from Group A, B, and C. UC: 2 courses required, one each from Group A and B.

1A: English Composition: No IB score accepted for this area. **ENGL** R101, R101H

1B: Critical Thinking - English Composition: No AP or IB scores accepted for this area. **ENGL** R102, R102H, R128, **PHIL** R111

1C: Oral Communication (CSU requirement ONLY): No AP or IB scores accepted for this area. **COMM** R101, R107, R110, R111

AREA 2: MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING

One course, 3 semester or 4-5 quarter units

MATH R101, R105, R105H, R106, R115, R117, R120, R121, R122, R134, R143; **PSY** R103; **SOC** R125

AREA 3: ARTS AND HUMANITIES

Three courses, with at least one from the Arts and one from Humanities. 9 semester or 12-15 quarter units

3A: Art: ART R101, R102, R103, R171, R174; **FTVE** R107; **MUS** R101, R103, R109, R116; **SPAN** R234; **THTR** R111

3B: Humanities: ANTH R110, R111, R113, R116; **ART** R172, R174; **ASL** R103, R104, R110; **ENGL** R104, R105, R107, R108, R111, R112, R124, R125, R126; **ESL** R100; **HIST** R108, R109, R110, R150, R150H, R160, R160H; **IDS** R102; **MUS** R109; **PHIL** R101, R101H, R102, 102H, R103, R104, R105, R106, R108, R110, R114, R115, 115H, R116; **SOC** R114; **SPAN** R210, R220, R220H, R230, R230H, R232, R232H, R236, R236H

AREA 4: SOCIAL AND BEHAVIORAL SCIENCES

At least 3 courses from at least two academic disciplines. 9 semester or 12-15 quarter units

ADS R131; **ANTH** R102, R102H, R103, R105, R106, R107*, R110, R111, R111H, R113, R114, R115, R116, R119; **ASL** R110; **BRS** R101; **CHST** R101, R102, R107; **COMM** R102, R111, R113; **ECE** R102; **ECON** R100, R201, R201H, R202, R202H; **ETHS** R107*, R110, R114, R119; **GEOG** R102, R104, R105; **GLST** R101 R102; **HED** R113; **HIST** R104, R107, R108, R109, R110, R117, R124, R125, R125H, R126, R130, R130H, R140, R140H, R150, R150H, R160, R160H; **IDS** R102 **PHIL** R114; **POLS** R100, R101, R102, R104, R108, R120, R125, R125H; **PSY** R101, R101H, R104, R107, R108, R110, R131; **SJS** R110, R120, R130; **SOC** R101, R101H, R102, R103, R104, R106, R108, R111, R114, R116, R118; **URBS** R101

* Course also meets the CSU Ethnic Studies Graduation Requirement (Area F of CSU GE-Breadth)

AREA 5: PHYSICAL AND BIOLOGICAL SCIENCES

Two courses, with one from the Physical Science and one from the Biological Science, at least one of the two courses must include a laboratory. 7-9 semester or 9-12 quarter units.

5A: Physical Science: **AST** R101; **CHEM** R110, R112, R120, R122, R130, R132; **GEOG** R101, R103; **GEOL** R101, R103, R114, R121, R130; **MST** R103; **PHSC** R170; **PHYS** R101, R102, R121, R122, R131, R132, R133

5B: Biological Science: **ANAT** R101; **ANTH** R101, R101H; **BIOL** R100, R101, R101H, R120, R122, R155; **ESRM** R100; **MICR** R100; **PHSO** R101; **PSY** R105

5C: Laboratory Science: **ANAT** R101; **ANTH** R101L; **AST** R101L; **BIOL** R100L, R101L, R120L, R122L, R155L; **CHEM** R110, R112, R120, R122, R130, R132; **ESRM** R100L; **GEOG** R101L; **GEOL** R101L, R103L, R114L, R121; **MICR** R100L; **MST** R100L, R103L; **PHSC** R170; **PHSO** R101; **PHYS** R101L, R102L, R121, R122, R131, R132, R133

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

Proficiency equivalent to two years of high school in the same language with a "C-" or better, or one of the following courses with a "C" or better.

ASL R101, R102, R103, R104; **SPAN** R110, R200, R210, R220, R220H, R230, R230H

CSU GRADUATION REQUIREMENT IN U.S. HISTORY, CONSTITUTION AND AMERICAN IDEALS: Not part of IGETC; may be completed prior to transfer 6 units. One course from Group 1 and one course from Group 2. May also be used in Area 4 at the discretion of the CSU campus.

GROUP 1: US (Historical development of American institutions and ideals) CHST R107; **HIST** R107, R108, R117, R130, R130H, R140, R140H

GROUP 2: US (U.S. Constitution and government) and US-3 (California state and local government) POLS R100, R101, R102

NOTE: Courses listed in more than one area shall not be certified in more than one area, except combined lecture/lab science courses or courses used to meet AREA 6-LOTE. Duplicate credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better. Certification of coursework completed for IGETC will be honored provided that a course was on a college's approved IGETC list when it was completed. Always check www.assist.org for the latest approvals before taking a course to fulfill an IGETC requirement.

What is IGETC?

The Intersegmental General Education Transfer Curriculum (IGETC) is a series of courses that prospective transfer students attending California community colleges (CCC) may complete to satisfy the lower-division breadth/general education requirements at both the University of California and the California State University. Many independent/private and out-of-state colleges and universities will also accept the IGETC.

Students Who Are Eligible to Use the IGETC

The IGETC was developed by the Academic Senates of the CCC, UC, and CSU for use by CCC transfer students. A student may be IGETC certified if they have completed coursework at a CCC(s) without regard to current enrollment status or number of units accrued at a CCC.

Students who enroll at a UC or CSU campus, then leave and attend a community college, and subsequently return to a different UC or CSU campus may use the IGETC.

Students Who Are NOT Eligible to Use the IGETC

Students who initially enroll at a UC campus, then leave and attend a community college, and subsequently return to the same campus are considered "readmits" by the UC. Such students cannot use the IGETC. CSU does not have a system-wide policy that addresses this issue. Questions regarding the use of IGETC for a student who has recently been enrolled at a CSU should be directed to the specific campus the student wishes to attend.

Which Type of Student Should Follow the IGETC

IGETC is most helpful to students who want to keep their options open - specifically, those who know they want to transfer but haven't yet decided upon a particular system, institution, or major.

Which Type of Student Should NOT follow the IGETC

Students who intend to transfer into majors that require extensive lower-division preparation, such as engineering or the biological, physical and natural sciences, should first concentrate on completing the many prerequisites for the major while meeting minimum admission requirements.

Is Completion of the IGETC an Admission Requirement?

Completion of the IGETC is not an admission requirement or admission guarantee for transfer to CSU or UC, nor is it the only way to fulfill the lower-division for CSU or UC prior to transfer. However, completing the lower-division general education/breadth requirements - whether through IGETC or the campus-specific requirements - may be considered by the campus in selecting among qualified applicants. In fact, some programs may accept only students who complete IGETC. Consult with an OC counselor, *www.assist.org* and/or campus admissions websites to determine whether IGETC is a good option and what courses could meet IGETC requirements.



IGETC for STEM

IGETC for STEM is a separate IGETC track available for students planning to major in science, technology, engineering or mathematics. As of May 2020, UC will accept IGETC for STEM only if:

- The student is earning an associate degrees for transfer (ADT) in Biology, Chemistry, or Environmental Science at a community college that offers IGETC for STEM as an option for those degrees AND
- The UC major program or college the student is applying to accepts partial IGETC certification.

Although IGETC for STEM is an option, student should prioritize completing major-preparation courses for the specific campuses and programs they are considering.

Information Pertinent to both IGETC and IGETC for STEM

Minimum Grade Requirement (GPA)

A minimum "C" grade is required in each college course for IGETC. A "C" is defined as a minimum of 2.0 grade points on a 4.0 scale. A "C-" grade valued at less than 2.0 grade points on a 4.0 scale cannot be used for IGETC certification. Exception: For the UC Language Other Than English (LOTE) requirement, Area 6A, the UC does not count "minus" or "plus" grades for high school coursework, only the whole grade is used. In other words, a "C-" grade is counted as a "C".

Credit/No Credit-Pass/No Pass

Courses in which a student receives a "Credit/Pass" grade may be certified for IGETC if the community college's policy states that a "Credit/Pass" designation is equivalent to a "C" grade (2.0 grade points on a 4.0 scale) or better. It is important to keep in mind that some CSU and UC campuses may have limitations on the number of "Credit/No Credit" ("Pass/No Pass") courses that may be used to meet degree requirements. The UC system allows a maximum of 14 semester (21 quarter) units graded "Pass/No Pass" (Credit/No Credit) basis of the 60 UC transferable semester units required for admission.

There is no system-wide policy for CSU campuses. Therefore, each campus has established its own policy on limitations of courses transferred with grades of "Credit/Pass". The information is updated annually and is available at the CSU Student Academic Support website: *https://www2.calstate.edu/attend/student-services/casper*.

Minimum Unit Value

A course must have a minimum unit value of 3 semester or 4 quarter units to meet the requirements for IGETC. It is not acceptable to take three 1-unit courses to fulfill a 3-unit course requirement because of the lack of depth or rigor.

Exception: 3-quarter unit Math and English courses that satisfy IGETC Area/s 1A or 2 may be applied if they are a part of a sequence, and at least two of the 3-quarter unit sequence courses have each been completed with "C" grade (2.0 on a 4.0 scale) or higher. The course sequence must meet the rigor of IGETC standards.

Use of AP and IB Exams

IGETC course credit may be earned for scores of 3, 4 or 5 on Advanced Placement (AP) exams and 5, 6 or 7 on International Baccalaureate (IB) Higher Level exams that the community college faculty recognizes as equivalent to its IGETC-approved courses. An acceptable score on an AP English exam may be used to meet the English composition requirement, but not the critical thinking/ English composition requirement. For more information, refer to the latest version of the IGETC Standards, Policies and Procedures available at https://icas-ca.org/igetc/standards-policies-and-procedures-manual/.

Certification of IGETC

Completion of the IGETC will permit a student to transfer from a California Community College (CCC) to a California State University (CSU) or University of California (UC) campus generally without the need, after transfer, to take additional lower-division, general education courses to satisfy campus general education requirements. It is strongly recommended that students complete IGETC prior to transfer.

Advantages of completing IGETC include more flexibility in class selection at the university and timely progress to degree completion. All UC and CSU campuses will accept the completed IGETC to satisfy all lower-division general education requirements. However, individual colleges or majors within a CSU or UC campus may not accept IGETC for meeting general education. A list of those UC colleges and majors is found on the following website: *https://admission.universityofcalifornia.edu/admission-requirements/transfer-requirements/general-education-igetc/igetc/campus-guidance.html*

It is the student's responsibility to request IGETC Certification in the Counseling Office.

Note: Students transferring to a CSU with a completed IGETC will still need to complete nine semester units of upper division general education and may be held to other campus specific graduation requirements outside of general education and major coursework.

Certification of IGETC for STEM

A transfer student intending to major in science, engineering or mathematics may complete up to three courses after transfer. UC will accept IGETC for STEM if the UC school, college or major program to which the student transfers accepts partial IGETC certification.

For IGETC for STEM certification, the following courses should be completed before transfer:

- All courses in Area 1 (except 1C for UC-bound students), Area 2, and Area 5 of the traditional IGETC; and
- One course in Area 3A; one course in Area 3B; and two courses in Area 4 from two different disciplines.

Complete the following courses *after* transfer:

- One remaining lower-division general education course in Area 3;*
- One remaining lower-division general education course in Area 4;* and
- One course in Area 6 for UC-bound students who have not satisfied it through proficiency.*

*These deferred lower division courses must be replaced with calculus and/or science courses required by the major before transfer. See admission.universityofcalifornia.edu/glossary/igetc-for-stem.html for more information.

Partial IGETC Certification

Students who do not complete IGETC before transferring will be required to satisfy the specific lower-division general education/ breadth requirements of the UC school they plan to attend. However, California community colleges (CCC) may grant partial certification of IGETC to students who are missing no more than two courses. Students should verify that their UC school/ college/major program will accept partial certification. Students submitting partial IGETC certification should work with the transfer institution to determine how the missing courses/requirements can be completed. Students who have been granted partial IGETC certification should not return to the community college for a full certification.

Consult with a counselor and/or the school website to see if a specific UC accepts partial certification for the intended major.

The following UC have indicated their acceptance and/or conditions of partial certification:

- **Berkeley** does not accept partial IGETC certification
- **Davis** all colleges accept partial IGETC certification
- **Irvine** all schools accept partial IGETC certification
- **Los Angeles** all schools, except: School of Engineering and Applied Science, the School of Nursing, and the School of Theater, Film and Television
- **Merced** all schools; however, the School of Social Sciences, Humanities and Arts requires completion of the additional GE courses after enrollment at UCM
- **Riverside** all colleges accept partial IGETC certification, except the College of Natural and Agricultural Sciences
- **San Diego** all colleges accept partial IGETC certification
- **Santa Barbara** all colleges accept partial IGETC certification
- **Santa Cruz** all schools accept partial IGETC certification

Note: Partial IGETC certification that acknowledges a deficiency in IGETC Areas 1 and/or 2 may indicate a student does not meet minimum transfer admission requirements.

Who Certifies the IGETC or IGETC for STEM?

Students who have completed coursework at more than one CCC should have their coursework certified by the last CCC they attended for a regular term (fall or spring for semester schools; fall, winter, or spring for quarter schools) prior to transfer. If a student requests certification from a CCC that is not the last school of attendance, it is at the discretion of that community college to certify. IGETC certification will be processed without regard to current enrollment status or number of units accrued at a particular CCC.

CSU U.S. History, Constitution, and American Ideals Requirement

The CSU U.S. History, Constitution, and American Ideals graduation requirement is not part of IGETC. Courses used to satisfy this requirement may also be listed in IGETC Subject Area 3B and/or Area 4. CSU campuses have the discretion whether to allow courses used to satisfy the CSU U.S. History, Constitution, and American Ideals graduation requirement to also count in Areas 3B/4.

Coursework from another California Community College

Coursework completed at another California Community College should be applied to the subject area in which it is listed by the institution where the work was completed. In addition, the course must have been IGETC approved in the area it was taken at the time it was taken. Approval dates can be verified by consulting the website *www.assist.org*. Courses with an approval date of fall 1991 may be applied to the IGETC if completed prior to fall 1991. Courses approved after fall 1991 may only be applied if completed on or after the approval date.

Non-California Community College Courses

Appropriate non-CCC general education courses in the humanities, mathematics, social sciences, and natural sciences that are completed at United States regionally accredited institutions should be routinely included in IGETC. However, care should be taken to carefully scrutinize course outlines for content, prerequisites, texts, units, and IGETC Area Standards (See Section 10.0 for Standards).

Particular care should be taken when evaluating non-CCC courses to fulfill IGETC Area 1B, Critical Thinking and Composition. Few non-CCC second semester English Composition courses includes both Critical Thinking and English Composition. Guidelines to determine if a course is IGETC appropriate can be found in Section 10.0 of the IGETC Standards.

Coursework from all Other United States Regionally Accredited Institutions

Coursework from all other United States regionally accredited institutions should be deemed by the CCC faculty in the discipline or their designee to be comparable to coursework on that community college's approved IGETC course list before it is allowed to fulfill IGETC requirements. The course should then be used in the same subject areas as those for the community college completing the certification. Upper division work may also be used in limited circumstances. See the latest version of the IGETC Standards for criteria. There is no limitation on the number of courses completed at other United States regionally accredited institutions that can be included in the IGETC certification.

International Coursework

International coursework may be applied to IGETC if the international institution has United States regional accreditation. All other international coursework cannot be applied to IGETC with the exception of Area 6, Language Other Than English (LOTE). These can be from non-United States institution.

Students with a substantial amount of international coursework at a non-United States regionally accredited institution should be encouraged to follow the CSU or UC campus specific general education pattern.

Online/Distance Education/Telecourses

- **CCC Courses** California Community Colleges may use online/distance education/telecourses for IGETC provided that the courses have been approved by the CSU and UC during the IGETC review process.
- **Non-CCC Courses** Non-CCC Institutions online/distance education/telecourses may be used on IGETC. The same scrutiny should be applied when reviewing these courses as when reviewing other non-CCC courses. (See Section 5.2 of IGETC Standards for guidelines).

Credit by External Exams

Advanced Placement (AP) and ***International Baccalaureate*** (IB) exams can provide IGETC credit as listed on the AP and IB GE charts included in this catalog. College Level Examination Program (CLEP) cannot be used on IGETC.

There is no limit on the number of external exams that can be applied to IGETC and may be used regardless of when the exam was taken. However, students who have earned credit from an external exam (AP/IB) should not take a comparable college course because transfer credit will not be granted for both.

Advanced Placement The UC grants unit credit for College Board Advanced Placement (AP) examinations on which a student scores a 3, 4, or 5. Elective units awarded may be applied to UC graduation requirements for specific subjects and/or for general education/breadth requirements, as determined by each campus. To see how AP credits are used for IGETC certification see AP Chart on page 96.

International Baccalaureate The UC awards unit credit for International baccalaureate (IB) examinations. A score of 5, 6, or 7 on Higher Level exams is required to grant credit for IGETC certification. An acceptable IB score for IGETC equates to either 3 semester or 4 quarter units for certification purposes. To see how IB credits are used for IGETC certification see the IB Chart on page 98.

College Level Examination Program The UC does not award unit credit for College Level Examination Program (CLEP).

Reference:

IGETC Standards, Policies & Procedures for Intersegmental General Education Transfer Curriculum – Version 2.1 (2020)

Quick Reference Guide to UC Admissions – August 2021



IGETC CONSIDERATIONS 2021-2022 - UNIVERSITY OF CALIFORNIA

If you have completed substantial coursework from institutions outside the United States, consult a counselor to determine whether you should complete IGETC or the lower-division breadth/general education requirements at the campus you plan to attend. In addition, some transfer students in some colleges or majors must follow a more prescribed lower-division curriculum than IGETC allows. Please check with a counselor, the college website, and/or visit the ASSIST website to obtain the most up-to-date information.

UC Berkeley:

College of Chemistry: IGETC is not required. However, when completed by the end of the spring term before transferring to UC Berkeley, full certification is accepted in satisfaction of the English Reading and Composition requirement and the Foreign Language requirement. ***Note:*** IGETC does not satisfy the entire breadth requirement.

College of Engineering: Does not accept IGETC as completion of breadth.

College of Environmental Design (CED): IGETC is acceptable with full certification to fulfill CED's breadth requirements.

College of Letters and Science: Either IGETC certification or the college's requirements (reading and composition, quantitative reasoning, and language other than English) are acceptable.

College of Natural Resources: IGETC does not fully satisfy lower-division requirements for this major. For some majors, IGETC does satisfy certain breadth requirements. Focus should be on fulfilling specific major's requirements.

Haas School of Business: IGETC is not accepted.

UC Davis:

All undergraduate colleges accept IGETC. However, for Bachelor of Science degrees and selective majors, IGETC is not recommended; students should focus instead on completing major preparation and taking UC Davis general education pattern courses as time permits.

UC Irvine:

All schools accept IGETC.

UC Los Angeles:

All Schools accept IGETC. However, completion of IGETC is not required/encouraged for students applying to the ***School of Engineering***; instead they should focus on lower-division major preparation. For the School of Nursing and the School of Theater, Film and Television, IGETC is required.

UC Merced:

School of Engineering: IGETC is strongly discouraged but accepted as students are encouraged to focus on lower-division major preparation prior to transfer.

School of Natural Sciences: IGETC is not recommended but is accepted; students are encouraged to focus on lower-division major preparation prior to transfer.

School of Social Sciences, Humanities, and Arts: IGETC is recommended and students are encouraged to complete as much lower-division major preparation as possible prior to transfer.

UC Riverside:

College of Humanities, Arts and Social Sciences: IGETC is recommended.

College of Natural and Agricultural Sciences: IGETC is accepted.

The Marlan and Rosemary Bourns College of Engineering: IGETC is acceptable; some additional coursework may be required after enrollment.

School of Business Administration (SOBA): IGETC is required.

UC San Diego:

John Muir, Earl Warren, Eleanor Roosevelt, Thurgood Marshall and ***Sixth Colleges***: IGETC clears all lower division GE requirements; some upper-division courses required after enrollment.

Revelle College: IGETC does not clear all lower-division GE requirements; students with IGETC are required to complete 3 courses in mathematics and 5 courses in natural science before transfer or while enrolled at UCSD.

UC Santa Barbara:

The College of Letters and Science and the ***College of Creative Studies:*** IGETC is acceptable.

The College of Engineering: students are encouraged to focus on major preparation rather than general education, but may use IGETC to substitute for general education requirements. However, some additional coursework may be required after enrollment to complete the depth requirement if not satisfied during IGETC certification.

NOTE: Students planning to transfer to UCSB into a major in biological or physical sciences, computer science, economics, engineering, mathematics, psychology or statistics must be careful to complete lower-division major preparation courses to ensure competitiveness and make normal, timely progress through the major.

UC Santa Cruz:

For majors in engineering and physical and Biological sciences – IGETC is not recommended. Students should ensure completion of lower-division courses for their intended major, as indicated in the UCSC Catalog and on *www.assist.org*.

Reference:
https://admission.universityofcalifornia.edu/admission-requirements/transfer-requirements/general-education-igetc/igetc/campus-guidance.html

Quick Reference Guide to UC Admissions – August 2020

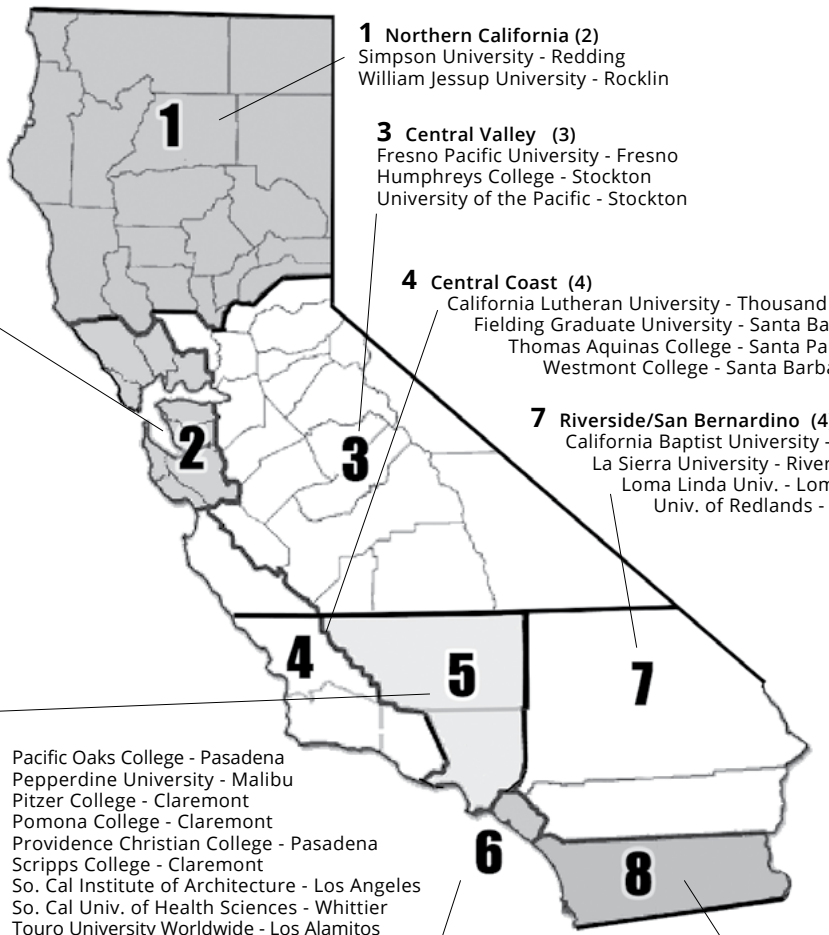
IGETC Standards, Policies, and Procedures Version 2.1 (2020) https://admission.universityofcalifornia.edu/admission-requirements/transfer-requirements/preparing-to-transfer/

TRANSFER TO AN INDEPENDENT OR PRIVATE OUT-OF-STATE COLLEGE

Students who are planning to transfer to an independent or private college or university outside of the UC and CSU system should refer to the catalog and website of that particular school for specific admission and lower division requirements.

California's independent colleges and universities are an excellent choice for many students. The most important criteria for selecting a college or university is how well it fits with your personality, values, and goals. Because every nonprofit, independent college and university has a unique character, there will be at least one that fits your needs. Unlike the University of California or the California State University systems, each California nonprofit, independent college and university has its own Governing Board. This independence allows for a diverse set of college opportunities in California. There are 85 independent, nonprofit colleges and universities that belong to the AICCU (Association of Independent California Colleges and Universities). These colleges and universities are listed below along with their locations. Some of these institutions have committed to accept ADTs, guaranteeing admission (for those meeting admission requirements), the transfer of a minimum of 60 units, and that the student will transfer with junior status. For more information on participating AICCCU institutions visit aiccu.org.

For assistance in planning a transfer program to an independent institution or an out-of-state college, students should schedule an appointment with a counselor in the Counseling Department.



2 San Francisco Bay Area (20)
California College of the Arts - San Francisco
Calif. Institute of Integral Studies - San Francisco
Dominican University of California - San Rafael
Golden Gate University - San Francisco
Holy Names University - Oakland
International Technological University - San Jose
John F. Kennedy University - Pleasant Hill
Menlo College - Atherton
Mills College - Oakland
Notre Dame de Namur University - Belmont
Pacific Union College - Angwin
Palo Alto University - Palo Alto
Saint Mary's College of California - Moraga
Samuel Merritt College - Oakland
San Francisco Art Institute - San Francisco
San Francisco Conservatory of Music - San Francisco
Santa Clara University - Santa Clara
Saybrook University - San Francisco
Stanford University - Stanford
Touro University California - Vallejo
University of San Francisco - San Francisco
Zaytuna College- Berkeley;

1 Northern California (2)
Simpson University - Redding
William Jessup University - Rocklin

3 Central Valley (3)
Fresno Pacific University - Fresno
Humphreys College - Stockton
University of the Pacific - Stockton

4 Central Coast (4)
California Lutheran University - Thousand Oaks
Fielding Graduate University - Santa Barbara
Thomas Aquinas College - Santa Paula
Westmont College - Santa Barbara

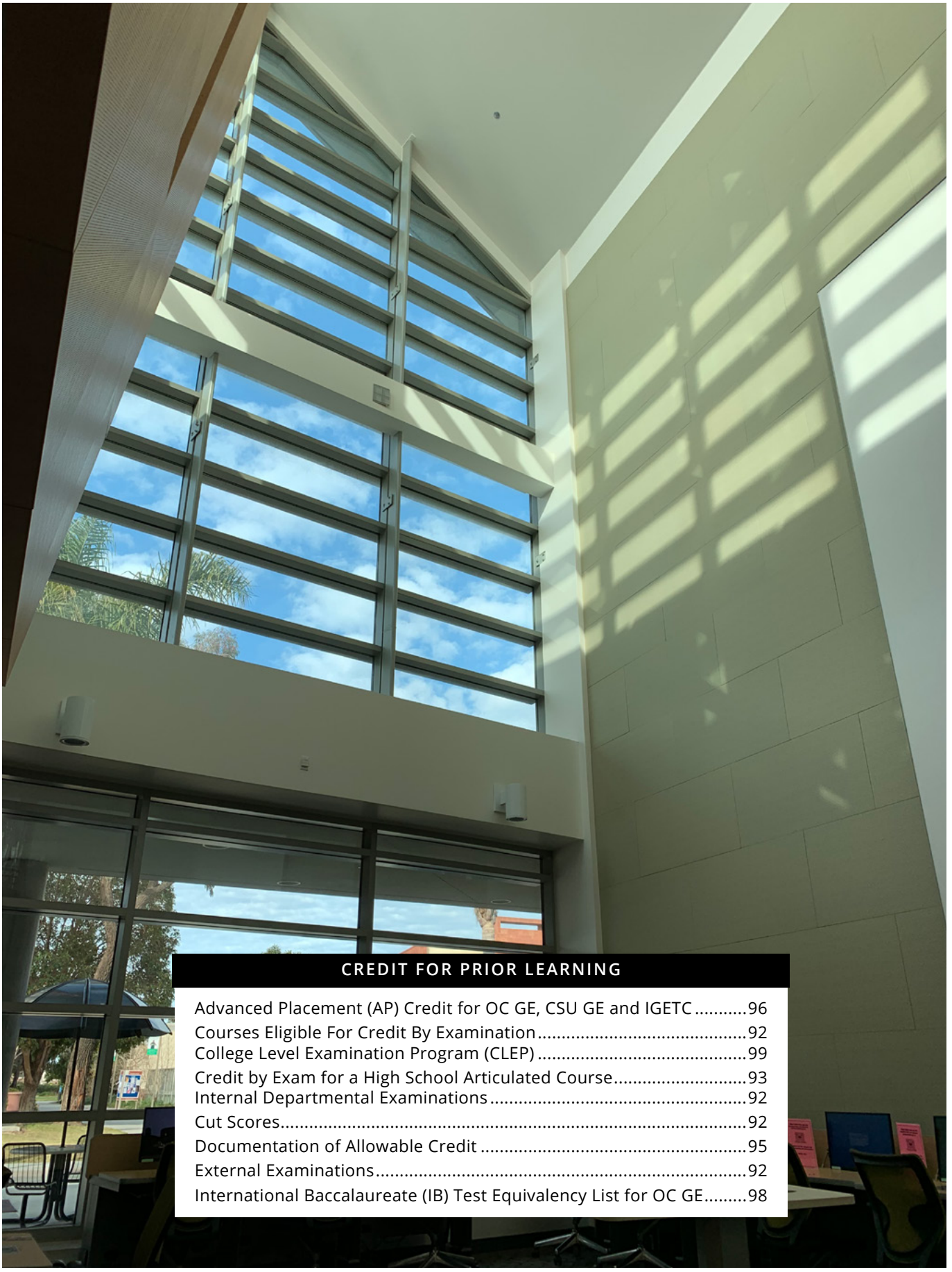
7 Riverside/San Bernardino (4)
California Baptist University - Riverside
La Sierra University - Riverside
Loma Linda Univ. - Loma Linda
Univ. of Redlands - Redlands

5 Los Angeles/Kern (33)
American Jewish University - Bel Air
Antioch University Los Angeles - Los Angeles
Art Center College of Design - Pasadena
Azusa Pacific University - Azusa
Biola University - La Mirada
California Institute of Technology - Pasadena
California Institute of the Arts - Valencia
Charles R. Drew University of Medicine & Science
Charles R. Drew University of Medicine and Science - Los Angeles
Chicago School of Prof. Psychology - Los Angeles
Claremont Graduate University - Claremont
Claremont McKenna College - Claremont
Columbia College - Hollywood
Harvey Mudd College - Claremont
Keck Graduate University - Claremont
Life Pacific University - San Dimas
Los Angeles Pacific University - San Dimas
Loyola Marymount University - Los Angeles
Marymount California University - Rancho Palos Verdes
The Master's University - Santa Clarita
Mount St. Mary's College - Los Angeles
Occidental College - Los Angeles
Otis College of Art and Design - Los Angeles
Pacific Oaks College - Pasadena
Pepperdine University - Malibu
Pitzer College - Claremont
Pomona College - Claremont
Providence Christian College - Pasadena
Scripps College - Claremont
So. Cal Institute of Architecture - Los Angeles
So. Cal Univ. of Health Sciences - Whittier
Touro University Worldwide - Los Alamitos
University of La Verne - La Verne
Univ.of Southern California - Los Angeles
University of the West - Rosemead
Western Univ.of Health Sciences - Pomona
Whittier College - Whittier
Woodbury University - Burbank

8 San Diego/Imperial (6)
John Paul the Great Catholic University - Escondido
National University - La Jolla
Point Loma Nazarene University - San Diego
San Diego Christian College - El Cajon
University of Saint Katherine - San Marcos
University of San Diego - San Diego

6 Orange (6)
Brandman University - Irvine
Chapman University - Orange
Concordia University Irvine - Irvine
Hope International University - Fullerton
Laguna College of Art & Design - Laguna Beach
Soka University - Aliso Viejo
Vanguard University - Costa Mesa

Reference: *aiccu.edu*



CREDIT FOR PRIOR LEARNING

Advanced Placement (AP) Credit for OC GE, CSU GE and IGETC 96
Courses Eligible For Credit By Examination 92
College Level Examination Program (CLEP) 99
Credit by Exam for a High School Articulated Course 93
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International Baccalaureate (IB) Test Equivalency List for OC GE 98

CREDIT FOR PRIOR LEARNING

Granting unit credit for prior learning is based on the principle that previous experience, training, or instruction is the equivalent of a specific course taught by the college. Course and unit credit can be obtained through the credit for External Examinations process (AP/IB/CLEP), Internal Departmental Examinations process (locally administered exams), High School to College Articulation process, or Evaluation of Joint Services Transcripts (JST), Student-Created Portfolios, or Industry-Recognized Documentation, Credentials or Licensure.

Courses Eligible for Credit for Prior Learning:

All courses shall be open to Credit for Prior Learning unless specifically exempted by the District College.

Academic divisions of the District Colleges determine the courses for which Credit for Prior Learning may be granted.

The Office of the Vice President of Academic Affairs at each District College maintains a current list of courses excluded from Credit for Prior Learning and makes it readily available to students.

Documentation of Credit for Prior Learning:

For credit earned through the Credit for Prior Learning provisions, the student's academic record shall be clearly annotated to reflect that credit was earned by examination, through articulation, or by another type of assessment of prior learning.

Obtaining Credit for Prior Learning

Credit for Prior Learning may be obtained by one or a combination of two of the following methods:

1. External Examinations:

This method cannot be combined with another assessment method for granting CPL for any single course. (Title 5 Section 55052)

a. Advanced Placement (AP): Students who earn scores of 3, 4 or 5 on the College Board AP Examinations taken before high school graduation will receive credit for each exam as specified in the catalog of the District College.

b. International Baccalaureate (IB): Students who complete the IB diploma with a score of 30 or above, will receive 20 units of credit. Students who complete the IB Higher Level examinations with scores of 4, 5, 6 or 7 will receive credit for each exam as specified in the catalog of the District College. A score of 4 or higher on the IB Mathematics HL exam will satisfy the math competency requirement for the associate degree. Students will not receive credit for Standard Level exams.

c. College Level Examination Program (CLEP): Students who earn scores of 50 or higher on a CLEP exam will receive credit for each exam as specified in the catalog of the District College.

Cut Scores

- The number of units awarded for each type of examination is subject to change based on the establishment of cut scores and/or other evaluative measures developed by District College faculty in collaboration with Academic Senates and/or a CSU Chancellor's Office policy pursuant to AB 1985, and/or Intersegmental General Education Transfer Curriculum (IGETC) Standards, Policies, and Procedures latest version.

Credit for External Examinations (AP, IB and CLEP):

- The evaluation of credit for AP, IB and CLEP examination scores is done by a college counselor. Counselors may require additional documentation or information as necessary to determine eligibility for external credit.
- Credit granted for the examinations may be counted as credit toward an associate degree. The Counseling faculty at each District College will determine how the credit is used to satisfy general education and major requirements for the associate degree.
- Credit granted for these examinations may also be counted toward the satisfaction of IGETC or CSU-GE Breadth areas as allowed by the applicable standards for each form of transfer general education certification.
- Credit awarded for AP, IB and CLEP examinations shall not impact the student's GPA.
- Students granted credit for AP, IB or CLEP examinations shall not earn credit toward an associate degree for duplicated college courses.
- Other colleges or universities may have different policies concerning the granting of credit for AP, IB and CLEP examinations, and will evaluate the examinations based upon their own policies and practices.

2. Internal Departmental Examinations:

(locally administered exams)

a. Students will receive credit by satisfactory completion of an examination administered by the District College in lieu of completion of a course listed in the college catalog, provided that Internal Departmental Examination is permitted for the course. See the Courses Excluded from Internal Departmental Examination list maintained by each District College. Credit will be awarded with a letter grade and/or P/NP (if the latter is ordinarily available for the course). If a letter grade is awarded, it will be incorporated in the computation of the student's grade point average.

b. A student may be granted credit if he or she satisfactorily passes an examination approved and conducted by the District College discipline faculty. Such credit may be granted only to a student who is registered at the District College and not on either academic probation or progress probation, and only for a course listed in the District College's catalog.

c. The nature and content of the exam shall be determined solely by the District College discipline faculty in accordance with Title 5 Section 55002.

d. Units for which credit is given pursuant to this provision shall not be counted in determining the 12 semester hours of credit in residency requirement for an associate degree.

e. A District College shall charge a student a fee for administering an examination pursuant to this provision which is equal to the enrollment fee for the course.

Internal Departmental Examinations:

1. Determination of Eligibility:
   - The examination is to be administered prior to the last day of the final examination period. The course to which the units will apply must be listed in the current college catalog.
   - The student must be currently registered and in good standing and not on academic probation, progress probation, or dismissal at any District College.
   - The student has not earned college credit in more advanced subject-matter, and has not received a grade (A, B, C, D, F, W, CR, P, CRE, NC or NP or equivalent), in the course for which he or she is seeking Credit by Examination at a District College or at any other educational institution.
2. Procedure to Receive Credit for Internal Departmental Examination:
   - A Credit for Prior Learning Assessment Petition must be completed by the student and a college counselor, and forwarded to the appropriate academic division for administration of the examination no later than Friday of the sixth week of the full-length semester.
   - The petitions must be first be approved by the administering instructor, then by the division dean.
   - Upon approval by the division dean the petition must be returned to the administering instructor no later than Friday of the tenth week of the full-length semester.
   - The administering instructor will administer the Internal Departmental Examination, document the results on the petition form, and sign and return the form to the division dean.
   - The division dean will sign and return the signed and completed form to the Admissions and Record Office for processing by the deadline for the submission of grades for that semester.
3. Units and Grades Recorded for Internal Departmental Examination:
   - Transcript entries shall distinguish units of credit obtained by internal Departmental Examination from units of credit obtained as a result of regular course enrollment.
   - A student seeking credit by Internal Departmental Examination will receive the appropriate grade (A, B, C, D, F, or P/NP) and that grade (other than P/NP) will be incorporated into the student's cumulative GPA, and the student will be charged the current enrollment fee per unit regardless of the grade received.

3. High School to College Articulation:

This method cannot be combined with another assessment method for granting CPL for any single course. (Title 5 Section 55051)

High school students may be granted college credit pursuant to established articulation agreements between the high school and a District College. The Board of Trustees shall permit articulated courses to be applied to certificate or associate degree requirements in accordance with this provision. The per-unit fee for high school credit by examination will not be charged. Articulated high school courses may be accepted in lieu of comparable District College courses to partially satisfy:

a. Certificate requirements, including the total number of units required for the certificate; or

b. The major or area of emphasis requirements in a degree program. Students who complete articulated comparable courses must pass an exam to earn college credit for general education and/or major requirements for the associate degree.

Credit by Examination for a High School Articulated Course:

1. Determination of Eligibility
   - The course to which the units will apply must be listed in the current college catalog.
   - The student must be currently registered at a high school with which a District College has an articulation agreement and in good standing as defined by their cumulative GPA at a minimum of 2.0 at the time the Credit by Examination is granted.
   - The student has not earned college credit in more advanced subject-matter, and has not received a grade (A, B, C, D, F, W, CR, CRE, NC, NP, or equivalent), in the course for which he or she is seeking Credit by Examination at a District College or at any other educational institution.
2. Receiving Credit by Examination
   - The student will apply online to one of the colleges in the VCCCD and create an account in a District tracking system.
   - The student passes the college's course via a comprehensive exam or evaluation determined solely by a District College faculty in the discipline.
3. Units and Grades Recorded
   - A student who successfully passes the examination will be given a letter grade (A, B, or C) "Credit by Examination" will be transcripted for the term in which it was earned.
   - A student who is unsuccessful in obtaining a standard grade of "C" or better will not be allowed to petition for credit and no record of the attempt for credit by examination will appear on the student's transcript.

4. Credit for Military Service/Training

Students interested in Credit for Prior Learning using Joint Service Transcripts shall receive credit as recommended by the American Council on Education (ACE) Directory and approved by the appropriate discipline faculty of a District College under the following circumstances:

a. The student shall complete the Credit for Prior Learning assessment petition.

b. Official transcripts must be on file in the Admissions and Records Office. These may include Joint Services Transcript (JST), Sailor/Marine American Council on Education Registry Transcript (SMART), Army and American Council on Education Registry Transcript Service (AARTS), Community College of the Air Force (CCAF), Coast Guard Institute (CGI), DANTES/USAFI, Defense Language Institute Foreign Language Center (DLIFLC) Transcripts, Defense Manpower Data Center (DMDC), DLPT Examinee Results, DA Form 330 Language Proficiency Questionnaire, or verified copies of DD214 or DD295 military records.

c. Credit course equivalency shall be determined by the faculty of the appropriate discipline.

5. Industry-Recognized Credentials or Licensure Documentation

Students interested in Credit for Prior Learning using industry recognized credential(s) or licensure shall receive credit as determined solely by the faculty of the appropriate discipline:

a. The student shall complete the Credit for Prior Learning assessment petition.

b. Admissions and Records shall grant credit for industry recognized credential(s) or licensure that have already been evaluated and approved by the appropriate department chair or faculty designee.

c. If an industry recognized credential(s) or licensure has not yet been evaluated and approved by the appropriate faculty:

iv. The student meets with the department chair or faculty designee to receive further instructions for industry recognized credential(s) or licensure assessment.

v. The student submits all industry recognized credential documents or license copies to the department chair or faculty designee for assessment of prior learning.

vi. If the department chair or faculty designee determine the industry certification or licensure adequately measures mastery of the course content as set forth in the Course Outline of Record, the appropriate faculty shall sign the petition with the recorded grade, attach the industry recognized credential(s) or license copies, and forward the completed petition and supporting documents to the Admissions and Records Office to be kept on file and recorded on the student's transcript.

6. Student-Created Portfolio Assessment

Students interested in Credit for Prior Learning using a student-created portfolio shall receive credit as recommended by the appropriate department chair or faculty designee under the following circumstances:

a. A department approved portfolio assessment rubric for the course is on file. The student shall complete the Credit for Prior Learning assessment petition.

b. The student meets with the department chair or faculty designee to receive further instructions for student-created portfolio assessment.

c. The student submits all portfolio documents to the department chair or faculty designee for assessment of prior learning.

d. If the department chair or faculty designee determine the student-created portfolio adequately measures mastery of the course content as set forth in the Course Outline of Record, the appropriate faculty shall sign the petition with the appropriate grade and forward it to the Admissions and Records Office to be kept on file and recorded on the student's transcript.

Limits of Credit for Prior Learning

All Methods, except External Examinations (AP/IB/CLEP) and High School Articulation:

- Students may apply for Credit for Prior Learning for a given course only once.
- Students should be aware that other colleges and universities may not accept credit for prior learning for transfer purposes, including but not limited to meeting pre-major, major and/or other requirements.
- Students should be advised that the use of units granted through the credit for prior learning policy towards establishing eligibility for athletics, financial aid, and veterans' benefits are subject to the rules and regulations of the external agencies involved. (Exceptions to the above may be made when necessary to meet provisions of California state law or the rules and regulations of state agencies governing programs of the California Community Colleges.)
- Credits earned through the Credit for Prior Learning process are not applicable to meeting of such unit load requirements as Selective Service deferment, Veterans, or Social Security benefits.
- Credit by Examination (Internal Departmental Examination) may be granted in only one course in a sequence of courses within a single discipline, as determined by prerequisites.
- If a student is currently enrolled in a course or has completed the course, he/she will not be eligible to earn credit through Credit for Prior Learning for any prerequisite to that course.
- A student who attempted a course one or more times and did not successfully complete the course is not eligible to apply for CPL for that course or for a comparable course at another district college.
- Credits acquired by credit for prior learning are not counted in determining the 12 semester units of credit in residency required for an associate degree.
- A maximum of 50% of the units required for an associate degree (except the Associate Degree for Transfer and UC Transfer Pathways degree, which have no limit) or Certificate of Achievement may be applied through Credit for Prior Learning. Additional units may be granted upon review and approval by the VPAA or his/her designee. This limitation does not apply to units of credit earned through external examinations (AP/IB/CLEP or High School Articulation)

Documentation Of Allowable Credit Awards

Each District College shall maintain records of the courses for which units of credit may be granted through Credit for Prior Learning. These records shall be maintained either in the Office of Academic Affairs or in the Student Services Office.

Advisement

- A student, upon completion of their educational plan, shall be referred to the college's appropriate authority for assessment of prior learning if the student is a veteran or an active-duty member of the armed forces, holds industry-recognized credentials or licensure, or requests credit for a course based on their prior learning.
- Colleges shall consider the credit recommendations of the American Council on Education (ACE) pursuant to Education Code section 66025.71.
- Grading shall be according to the regular grading system approved by the governing board pursuant to section 55023, except that students shall be offered a "pass-no pass" option if that option is ordinarily available for the course.
- Students shall be given the opportunity to accept, decline, or appeal the grade assigned by the faculty, and in cases of Credit by Examination, pursuant to AP 4230 Grading and Academic Record Symbols and AP 4231 Grade Changes.

Reference Board Policy 4235 Credit for Prior Learning, Board Policy 4050 Articulation and Administrative Procedure 4050 Articulation with Baccalaureate Institutions, and Administrative Procedure 4051 Articulation with High Schools.



ADVANCED PLACEMENT (AP) CREDIT FOR OXNARD COLLEGE, CSU GE & IGETC

Advanced Placement Exam (AP Exam)	Total OC Units Earned (includes GE, major & elective units)	Units earned toward OC GE (semester)	OC General Education area placement for AA/AS	OC Course Equivalent for use within major for Associate Degree	Minimum Semester Units earned toward CSU Admission	Semester units toward CSU GE-Breadth Certification	CSU GE-Breadth &/ or American Institutions Area	Total Units earned toward UC admission (qtr/sem)	Units earned toward IGETC certification (qtr/sem)	IGETC Area
Art History*	6	3	C1	ART R102	6	3	C1 or C2 (F '09 or after) C1 (prior F09)	8/5.3	4/3	3A or 3B*
Studio Art: Drawing	3	0	n/a	ART R106A	3	0	n/a	8/5.3	n/a	n/a
Studio Art: 2D Design	3	0	n/a	ART R104A	3	0	n/a	8/5.3	n/a	n/a
Studio Art: 3D Design	3	0	n/a	ART R180	3	0	n/a	8/5.3	n/a	n/a
Studio Art Exam Limitation	Max 6 units for all 3 exams				n/a			8 qtr./5.3 sem. units max for all 3 Studio Arts exams		
Biology	6	4	A1	BIOL R120	6	4	B2+B3	8/5.3	5/4	5B & 5C
Calculus AB	3	3	D2	MATH R120	3	3	B4	4/2.6	4/3	2A
Calculus BC	6	3	D2	MATH R121	6	3	B4	8/5.3	4/3	2A
Calculus BC/AB Subscore (No longer offered)	3	3	D2	n/a	3	3	B4	4/2.6	4/3	2A
Calculus Exam Limitation	Max credit: one exam				Only one exam may be used for transfer/ applied to the baccalaureate degree			8 qtr./5.3 sem. units max for both exams		
Chemistry	6	4	A2	CHEM R120	6	6 (prior F'09) 4 (F'09 or after)	B1+B3 (prior F'09) B1+B3 (after F'09)	8/5.3	5/4	5A & 5C
Chinese Language/Culture	6	3	C2	n/a	6	3	C2	8/5.3	4/3	3B & 6A
Comparative Government & Politics	3	3	B2	n/a	3	3	D	4/2.6	4/3	4
Computer Science A	3	0	n/a	n/a	3	0	n/a	2 (entering UC prior to F' 18) 5.3 sem/8 qtr (entering UC F' 18 and after)		
Computer Science AB (No longer offered)	3	0	n/a	n/a	6	0	n/a	4/2.6	n/a	n/a
Computer Science Principles	6	0	n/a	n/a	6	3 (F'19 or after) 0 (prior F'19)	B4 (F'19 or after) n/a (prior F'19)	n/a	n/a	n/a
Computer Science A and AB Exam Limitation	Maximum credit: one exam				Only one exam may be used for transfer/ applied to the baccalaureate degree			4 qtr./2.7sem. units max for both CS A and AB exams. 8 qtr./5.3 sem. units for CS Principles		
English Language/ Composition	6	3	D1	ENGL R101	6	3	A2	8/5.3	4/3	1A
English Literature/ Composition*	6	3	D1 or C2	ENGL R101	6	6	A2 + C2	8/5.3	4/3	1A or 3B*
English Exam Limitation	Max 6 units for both exams							8 qtr./5.3 sem. units max for both English exams		
Environmental Science	4	4	A2	n/a	4	4	B2+B3 (prior F'09) B1+B3 (after F'09)	4/2.6	4/3	5A & 5C
European History*	6	3	B2 or C2	n/a	6	3	D (prior S'09) C2 or D (S'09 or after)	8/5.3	4/3	3B or 4*
French Language (No longer offered)	6	3	C2	n/a	6	6 (prior F'09) 3 (F'09-F'11)	C2 C2	8/5.3	4/3	3B & 6A
French Language & Culture	6	3	C2	n/a	6	3	C2	8/5.3	4/3	3B & 6A
French Literature (prior to F'09)	6	3	C2	n/a	6	3 (prior F'09)	C2 (prior to F'09)	8/5.3	4/3	3B & 6A
French Language & Culture Exam Limitation								Max credit: 8 qtr./5.3 sem. units		
German Language (prior to F'09)	6	3	C2	n/a	6	6 (prior F'09)	C2	8/5.3	4/3	3B & 6A
German Language (F'09 to F'11)	6	3	C2	n/a	6	3	C2	8/5.3	4/3	3B & 6A
German Language & Culture (F'09 or after)	6	3	C2	n/a	6	3	C2	8/5.3	4/3	3B & 6A
German Language & Culture Exam Limitation								Max credit: 8 qtr./5.3 sem. units		
Human Geography	3	3	B2	GEOG R105	3	3	D	4/2.6	4/3	4
Italian Language & Culture	6	3	C2	n/a	6	3	C2	8/5.3	4/3	3B & 6A
Japanese Language & Culture *	6	3	C2	n/a	6	3	C2	8/5.3	4/3	3B & 6A
Latin	6	3	C2	n/a	6	3	C2	8/5.3	4/3	3B & 6A
Latin Literature (prior to F'09) (No longer offered)	6	3	C2	n/a	6	3	C2	4/2.6	4/3	3B & 6A
Latin: Virgil (prior to F'12) (No longer offered)	3	3	C2	n/a	3	3	C2	4/2.6	4/3	3B & 6A
Latin Exam Limitations (May 2013 and after)								Max credit: 8 qtr./5.3 sem. units		

Advanced Placement (AP) Credit for Oxnard College, CSU GE and IGETC (continued)

Advanced Placement Exam (AP Exam)	Total OC Units Earned (includes GE, major & elective units)	Units earned toward OC GE (semester)	OC General Education area placement for AA/AS	OC Course Equivalent for use within major for Associate Degree	Minimum Semester Units earned toward CSU Admission	Semester units toward CSU GE-Breadth Certification	CSU GE-Breadth &/ or American Institutions Area	Total Units earned toward UC admission (qtr/sem)	Units earned toward IGETC certification (qtr/sem)	IGETC Area
Macroeconomics	3	3	B2	n/a	3	3	D	4/2.6	4/3	4
Microeconomics	3	3	B2	n/a	3	3	D	4/2.6	4/3	4
Music Theory	6	3	C1	n/a	6	3 (prior F'09)	C1 (prior to F'09)	8/5.3	n/a	n/a
Physics 1 - Algebra Based	4	4	A2	PHYS R101	4	4	B1 + B3	8/5.3	5/4	5A & 5C
Physics 2 - Algebra Based	4	4	A2	n/a	4	4	B1 + B3	8/5.3	5/4	5A & 5C
Physics B (No longer offered Physics B has been replaced by Physics 1 & 2 beginning F' 2015)	6	4	A2	PHYS R101	6	6 (prior F'09) 4 (F'09- F'15)	B1 + B3 B1 + B3	8/5.3	5/4	5A & 5C
Physics C: Elect/Mag	4	4	A2	PHYS R101	4	4	B1 + B3	4/2.6	4/3	5A & 5C
Physics C: Mechanics	4	4	A2	PHYS R101	4	4	B1 + B3	4/2.6	4/3	5A & 5C
Physics Exam Limitations	Max credit: 6 units for all exams				Max credit: 4 sem units towards GE certification and 6 units for transfer/ applied to the baccalaureate degree			Max credit: 8 qtr./5.3 sem. units for all Physics exams		
Psychology	3	3	B2	PSY R101	3	3	D	4/2.6	4/3	4
Seminar	n/a	n/a	n/a	n/a	3	0	n/a	n/a	n/a	n/a
Spanish Language (No longer offered)	6	3	C2	SPAN R100 & R110	6	6 (prior to S'14)	C2 (prior to S'14)	8/5.3	4/3	3B & 6A
Spanish Language & Culture S'14 or after	6	3	C2	SPAN R100 & R110	6	3	C2	8/5.3	4/3	3B & 6A
Spanish Language & Culture Exam Limitation								Max credit: 8 qtr./5.3 sem. units		
Spanish Literature prior to S'13 (No longer offered)	6	3	C2	SPAN R200 & R210	6	6 (prior to S'14)	C2 C2	8/5.3	4/3	3B & 6A
Spanish Literature & Culture S'14 and after	6	3	C2	SPAN R200 & R210	6	3	C2	8/5.3	4/3	3B & 6A
Spanish Literature & Culture Exam Limitation								Max credit: 8 qtr./5.3 sem. units		
Statistics	3	3	D2	MATH R105	3	3	B4	4/2.6	4/3	2A
U.S. Government and Politics*	3	3	B1 or B2	POLS R101	3	3	D (prior F'09) D+US-2 (F'09 or after)	4/2.6	4/3	4 + US - 2
U.S. History *	6	3	B1 or C2	HIST R130 & R140	6	3	D (prior F09) & C2 or D+US-1 (F'09 after)	8/5.3	4/3	3B or 4* + US - 1
World History *	6	3	B2 or C2	n/a	6	3	D (prior F09) & C2 or D (F09 & after)	8/5.3	4/3	3B or 4*
World History - Modern*	3	3	B2 or C2	n/a	3	3	C2 or D	8/5.3		

NOTE: *AP exam may be used in either area (but not both) regardless of where the certifying CCC's discipline is located.

Rules for use of AP scores on IGETC:

1. A score of 3, 4, or 5 is required to grant credit for GE certification. An acceptable AP score for IGETC equates to either 3 semester or 4 quarter units for certification purposes.
2. Each AP exam may be applied to one GE area as satisfying one course requirement, with the exception of Language other than English (LOTE). (See Section 10.6.3 of IGETC Standards for more information).
3. Students who have earned credit from an AP exam should not take a comparable college course because transfer credit will not be granted for both.
4. There is no equivalent AP exam for Critical Thinking/Composition (IGETC Area 1B/ CSU GE-Breadth Area A3) requirement.
5. Students earning scores of 3, 4, or 5 in the physical and biological science AP examinations earn credit toward IGETC Area 5 and meet the laboratory activity requirement.
   - For IGETC: AP exams in Biology, Chemistry Physics 1, Physics 2, or Physics B allow CCC campuses to apply 4 semester or 5 quarter units to IGETC certification.
   - For Environmental Science, Physics C: Mechanics, and Physics C: Electricity/Magnetism, 3 semester or 4 quarter units are applied for IGETC certification; therefore, students who complete these exams will be required to complete at least 4 semester or 5 quarter units to satisfy the minimum required units for Area 5.
6. Music Theory subscore – UC grants credit for the full Music Theory exam. Students who earn only a subscore will not receive exam credit.
7. AB subscore on Calculus BC exam – UC grants 4 quarter units for students who earned a subscore of 3 or higher on Cal AB portion will receive four quarter units for the Cal AB, even if they do not receive a score of 3 or higher on the BC exam. The maximum credit awarded for both exams is eight quarter units.
8. Actual AP transfer credit awarded for these and other AP exams for admission and major preparation is determined by the CSU and UC. The UC Policy for AP credit can be found at: https://admission.universityofcalifornia.edu/admission-requirements/ap-exam-credits and the IGETC Standards, Policies and Procedures, version 2.1 (2020).

Rules for use of AP scores on CSU GE-Breadth:

The CSU has a system wide policy for these and other AP exams for awarding transfer credit for admission. The CSU policy for AP can be found at *https://www2.calstate.edu/apply/transfer/pages/advanced-placement-ap.aspx,* PolicyStat ID: 7800250 (4/20/20)

1. If a student passes more than one AP exam in calculus or computer science, only one examination may be applied to the baccalaureate.
2. Students who pass AP Environmental Science earn 4 units of credit. Tests prior to Fall 2009 may apply to either B1+B3 or B2+B3 of CSU GE-Breadth. Fall of 2009 or later, those credits may only apply to B1+B3).
3. If a student passes more than one AP exam in physics, only six units of credit may be applied to the baccalaureate, and only four units of credit may be applied to a certification in CSU GE-Breadth.

INTERNATIONAL BACCALAUREATE (IB) TEST EQUIVALENCY LIST FOR OXNARD COLLEGE GENERAL EDUCATION

International Baccalaureate (IB) Exam	Minimum Passing IB Score OC & CSU	Total OC units earned toward Associate degree (includes GE, major, & elective sem. units)	Units earned toward OC GE (sem.)	OC GE area placement for AA/AS	Minimum Semester Units earned toward CSU Admission	Semester units toward CSU GE-Breadth Certification	CSU GE-Breadth &/or American Institutions Area	Total Units earned toward UC admission (qtr/sem)	Minimum Passing Score for IGETC	Units earned toward IGETC Certification (qtr/sem)	IGETC Area
IB Biology HL	5	6	3	A1	6	3	B2	8/5.3	5	4/3	5B (w/out lab)
IB Chemistry HL	5	6	3	A2	6	3	B1	8/5.3	5	4/3	5A (w/out lab)
IB Economics HL	5	6	3	B2	6	3	D	8/5.3	5	4/3	4
IB Geography HL	5	6	3	B2	6	3	D	8/5.3	5	4/3	4
IB History (Any region) **HL**	5	6	3	B2	6	3	*C2 or D	8/5.3	5	4/3	*3B or 4
IB Language A Literature (any language) **HL**	4	6	3	C2	6	3 (Prior F'13)	C2	8/5.3	5	4/3	3B
IB Language A Language and Literature (any language) **HL**	4	6	3	C2	6	3 (Prior F'13)	C2	8/5.3	5	4/3	3B
IB Language A Literature (any language except English) **HL**	4	6	3	C2	6	3	C2	8/5.3	5	4/3	3B and 6A
IB Language A2 Language and Literature (any language except English) **HL**	4	6	3	C2	6	3	C2	8/5.3	5	4/3	3B and 6A
IB Language B (any language) **HL**	4	6	3	C2	6	0	n/a	8/5.3	5	4/3	6A
‡ IB Mathematics HL	4	6	3	D2	6	3	B4	8/5.3	5	4/3	2A
IB Physics HL	5	6	3	A2	6	3	B1	8/5.3	5	4/3	5A
IB Psychology HL	5	6	3	B2	3	3	D	8/5.3	5	4/3	4
IB Theatre HL	4	6	3	C1	6	3	C1	8/5.3	5	4/3	3A

NOTES: All units shown on this chart are semester units except those listed for IGETC which include quarter and semester units.

* IB exam may be used in either area regardless of where the certifying CCC's discipline is located.

‡ A score of 4 or higher on the IB Mathematics Higher Level (HL) exam will satisfy Oxnard College's math competency requirement for the associate degree.

Rules for using International Baccalaureate (IB) credit for Transfer, IGETC, CSU GE-Breadth and Oxnard College General Education

1. A score of 5, 6 or 7 on Higher Level (HL) exams is required to grant credit for IGETC certification, CSU GE-Breadth certification, or for Oxnard College Associate Degree credit except where noted otherwise.
2. An acceptable IB score equates to either 3 semester/4 quarter units for certification purposes, except where otherwise noted.
3. Students will not receive credit for Standard Level exams.
4. Students who have earned credit for an IB exam should not take a comparable college course because credit will ***not*** be granted for both.
5. The IB curriculum offers language at various levels for native and non-native speakers. Language B courses are offered at the intermediate level for non-natives. Language A1 and A2 are advanced courses in literature for native and non-native speakers, respectively.
6. For more information about course credit awarded for UC admission and in majors by individual campuses, visit *https://admission.universityofcalifornia.edu/admission-requirements/ap-exam-credits/ib-credits.html*
7. CSU also grants unit credit for transfer purposes of IB HL exams (see CSU policy at *https://www2.calstate.edu/apply/transfer/Pages/External-Exam-Credit.aspx, or PolicyStat ID: 7800250 (last revised 4/20/20)*. Each campus in the CSU system determines how it will apply external examinations toward credit in the major. Contact the individual campus for more information.

Reference: IGETC Standards, Version 1.9 2018 (section 7.2) and CSU E.O. 1036 Section 1.2.4 and Coded Memo 1.8 (2017) ASA 2018-06.

IB Policies Specific to Oxnard College

1. Students who complete the IB Diploma with a score of 30 or above will receive 20 semester units of credit for Oxnard College.
2. Students completing IB Higher Level exams with scores of 5, 6, or 7 will receive 6 units of credit for each exam.
3. Students will not receive credit for Standard Level exams.
4. Credits awarded for IB exams shall not impact a student's GPA at Oxnard College.
5. Units granted for IB will not be subject to the unit limits for credit by exam or Pass/No Pass grading which otherwise applies within the district.
6. Credits acquired by exam are not counted in determining the 12 semester units in residence at Oxnard College required for an Associate Degree.

Reference: IGETC Standards, Version 2.1, 2020 (section 7.2) and CSU E.O. 1036 Section 1.2.4 and Coded Memo ASA AA-2019-03, https://admission/universityofcalifornia.edu/admission-requirements/ap-exam-credits/ib-credits.html PolicyStat ID: 7800250 (4/20/20); https://www2.calstate.edu/apply/transfer/Pages/External-Exam-Credit.aspx, VCCCD AP 4235 Credit for Prior Learning.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

CLEP Exam	Passing Score	Total OC units earned toward Associate degree	Units earned toward OC GE	Oxnard College General Education Placement	Minimum Semester Credits Earned towards CSU admission*	Semester units toward CSU GE-Breadth Certification	CSU GE Breadth and/or American Institutions Area
American Government	50	3	3	B1 American History/Institutions *or* B2 Social & Behavioral Sciences	3	3	D
American Literature	50	3	3	C2 Humanities	3	3	C2
Analyzing & Interpreting Literature	50	3	3	C2 Humanities	3	3	C2
Biology	50	3	3	A1 Biological Science	3	3	B2
Calculus	50	3	3	D2 Communication *and* Analytical Thinking	3	3	B4
Calculus (for tests taken prior to F'09)	51	3	0	n/a	3	0	n/a
Chemistry	50	3	3	A2 Physical Science	3	3	B1
Chemistry (for tests taken prior to F09)	48	3	0	n/a	3	0	n/a
College Algebra	50	3	3	D2 Communication *and* Analytical Thinking	3	3	B4
College Algebra - Trigonometry	50	3	3	D2 Communication *and* Analytical Thinking	3	3	B4
College Composition	50	0	0	n/a	0	0	n/a
College Composition - Modular	50	0	0	n/a	0	0	n/a
College Mathematics	50	3	3	D2 Communication *and* Analytical Thinking	0	0	n/a
English Composition - w/essay or no essay	50	0	0	n/a	0	0	n/a
English Literature (for tests taken prior to F'11)	50	3	3	C2 Humanities	3	3	C2
Financial Accounting	50	3	0	n/a	3	0	n/a
French Level I*	50	6	0	n/a	6	0	n/a
French Level II* (for tests taken prior to F'15)	59	6	3	C2 Humanities	12	3	C2
French Level II* (for tests taken F'15 or after)	59	6	3	C2 Humanities	9	3	C2
Freshman College Composition	50	0	0	n/a	0	0	n/a
German Level I*	50	3	0	n/a	6	0	n/a
German Level II* (for tests taken prior to F'15)	60	6	3	C2 Humanities	12	3	C2
German Level II* (for tests taken F'15 or after)	60	6	3	C2 Humanities	9	3	C2
History, United States I	50	3	3	B1 American History/Institutions *or* B2 Social & Behavioral Sciences	3	3	D + US-1
History, United States II	50	3	3	B1 American History/Institutions *or* B2 Social & Behavioral Sciences	3	3	D + US-1
Human Growth & Development	50	3	3	B2 Social & Behavioral Sciences	3	3	E
Humanities	50	3	3	C2 Humanities	3	3	C2
Info. Systems & Computer Applications	50	3	0	n/a	3	0	n/a
Intro. to Educational Psychology	50	3	0	n/a	3	0	n/a
Introductory Business Law	50	3	0	n/a	3	0	n/a
Introductory Psychology	50	3	3	B2 Social & Behavioral Sciences	3	3	D

CLEP Table *(continued)*

CLEP Exam	Passing Score	Total OC units earned toward Associate degree	Units earned toward OC GE	Oxnard College General Education Placement	Minimum Semester Credits Earned towards CSU admission*	Semester units toward CSU GE-Breadth Certification	CSU GE Breadth and/or American Institutions Area
Introductory Sociology	50	3	3	B2 Social & Behavioral Sciences	3	3	D
Natural Sciences	50	3	3	A1 Biological *or* A2 Physical Sciences	3	3	B1 or B2
Pre-Calculus	50	3	3	D2 Communication *and* Analytical Thinking	3	3	B4
Principles of Accounting	50	3	0	n/a	3	0	n/a
Principles of Macroeconomics	50	3	3	B2 Social & Behavioral Sciences	3	3	D
Principles of Management	50	3	0	n/a	3	0	n/a
Principles of Marketing	50	3	0	n/a	3	0	n/a
Principles of Microeconomics	50	3	3	B2 Social & Behavioral Sciences	3	3	D
Social Sciences and History	50	0	0	n/a	0	0	n/a
Spanish Level I*	50	3	0	n/a	6	0	n/a
Spanish Level II* (for tests taken prior to F'15)	63	6	3	C2 Humanities	12	3	C2
Spanish Level II* (for tests taken F'15 or after)	63	6	3	C2 Humanities	9	3	C2
Spanish with Writing I	63	6	0	n/a	6	0	n/a
Spanish with Writing II	63	6	0	n/a	9	3	C2
Trigonometry (for tests taken prior to F'06)	50	3	3	D2 Communication *and* Analytical Thinking	3	3	B4
Western Civilization I	50	3	3	C2 Humanities *or* B2 Social & Behavioral Sciences	3	3	C2 or D
Western Civilization II	50	3	3	C2 Humanities *or* B2 Social & Behavioral Sciences	3	3	D

Note:

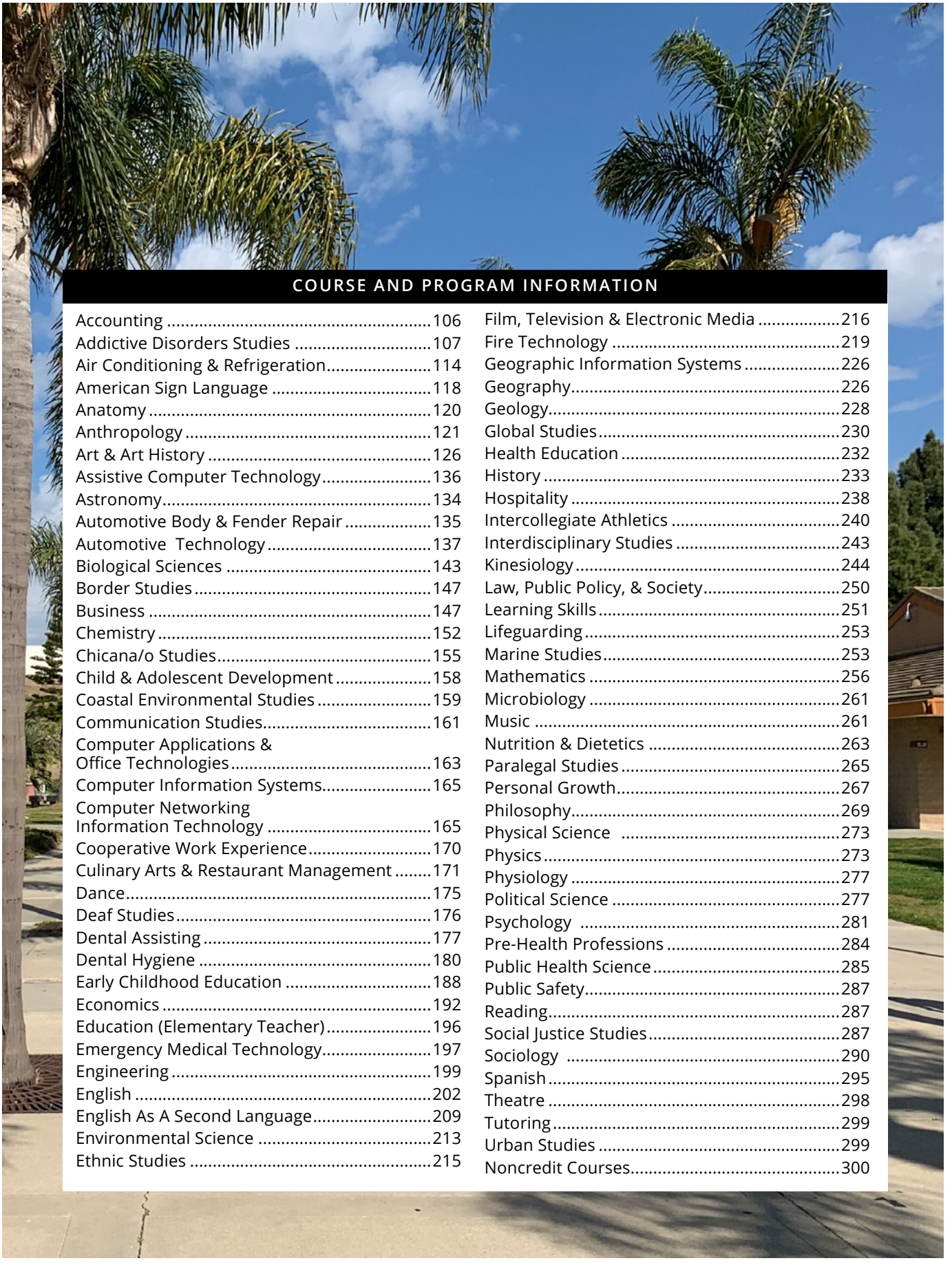
*These units count toward eligibility for admission. The units may not apply towards Associate Degrees for Transfer (AD-T) or the baccalaureate degree. The units may not all apply toward certification of the corresponding GE-Breadth area. See Executive Orders 1036 and https://www2.calstate.edu/apply/transfer/Pages/External-Exam-Credit.aspx. PolicyStat ID: 7800250

Each campus in the California State University system determines how it will apply external examinations toward credit in the major. For students not already certified in GE and/or American Institutions, the campus also determines how to apply credit from such exams toward the local degree requirements.

If a student passes more than one CLEP test in the same language other than English (e.g. two exams in French), then only one examination may be applied to the baccalaureate. For each test in a language other than English, a passing score of 50 is considered "Level I" and earns six units of baccalaureate credit; the higher score listed for each test is considered "Level II" and earns additional units of credit and placement in Area C2 of GE Breadth, as noted.

Reference: CSU EO 1036, Section 1.2.4 and CSU Coded Memorandum ASA-AA-2019-03, https://www2.calstate.edu/apply/transfer/Pages/External-Exam-Credit.aspx , PolicyStat ID: 7800250 (4/20/20) and ASCCC Resolution 9.01 S11 CCC CLEP Exam Equivalency List; Approved by OC Curriculum Committee on 1/28/2015.





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COURSE INFORMATION

Offering of Courses as Described in the Catalog

Occasionally there may be changes concerning course numbers, titles, units of credit, prerequisites, hours, or course descriptions made after publication of the Catalog. Efforts will be made through the Schedules of Classes, public media, and at the time of registration, to notify students of any changes other than as described in the Catalog.

All degree applicable courses listed in the Catalog meet major, area of emphasis, general education, or elective credit requirements for approved degree, certificate, or proficiency programs. The College will make every effort to regularly offer each of the credit courses listed under the Course and Program Descriptions. "Regularly offered" shall mean a frequency of not less than once in two years.

The student who plans to satisfy the requirements for a particular academic goal such as a Certificate of Achievement, an Associate Degree, and/or the completion of courses necessary to prepare for transfer into a baccalaureate major must carefully plan a program of study to complete all requirements in a timely fashion. The student may consult with appropriate instructional divisions to determine the frequency of course offerings.

Offering of Courses as Listed in the Schedule of Classes

The College reserves the right to cancel any course section scheduled for any term if enrollment is insufficient.

Course Discipline Abbreviations

Courses listed below are offered as a regular part of established curricula or when demand warrants. The current class schedule should be consulted to determine the availability of specific courses. In the course number designations, the following subject or departmental title abbreviations are used:

AB Automotive Body and Fender Repair
AC Air Conditioning and Refrigeration
ACCT Accounting
ACT Assistive Computer Technology
ADS Addictive Disorders Studies
ANAT Anatomy
ANTH Anthropology
ART Art
ASL American Sign Language
AST Astronomy
AT Automotive Technology
BIOL Biology
BRS Border Studies
BUS Business
CAOT Computer Applications and Office Technologies
CHEM Chemistry
CHST Chicana/o Studies
CIS Computer Information Systems
CNIT Computer Networking/ Information Management
COMM Communication Studies
COT Cooperative Work Experience
CRM Culinary Arts and Restaurant Management
DA Dental Assisting
DANC Dance
DH Dental Hygiene
ECE Early Childhood Education
ECON Economics
EDU Education
EMT Emergency Medical Technology
ENGL English
ENGR Engineering
ESL English as a Second Language
ESRM Environmental Science & Resource Management
ETHS Ethnic Studies
FT Fire Technology
FTVE Film, Television & Electronic Media
GEOG Geography
GEOL Geology
GIS Geographical Information Systems
GLST Global Studies
HED Health Education
HIST History
HM Hospitality Management
ICA Intercollegiate Athletics
IDS Interdisciplinary Studies
KIN Kinesiology
LS Learning Skills
MATH Mathematics
MICR Microbiology
MST Marine Studies
MUS Music
PG Personal Growth
PHIL Philosophy
PHSC Physical Science
PHSO Physiology
PHYS Physics
PLS Paralegal Studies
POLS Political Science
PSY Psychology
READ Reading
SJS Social Justice Studies
SOC Sociology
SPAN Spanish
THTR Theatre
TUTR Tutoring
URBS Urban Studies

Course Identification

Course identification is comprised of the course discipline name or abbreviated name (prefix) and course number (for example, ENGL R101). All course numbers for Oxnard College will have a leading R (for Oxnard) preceding the actual course number. Courses numbered 1 (one) through 9 (nine) will also have two leading zeros preceding the actual number. Courses numbered 10 (ten) through 99 (ninety-nine) will have one leading zero preceding the actual number. Sometimes an alphabetic character is appended to the course identification (for example, KIN R142A and KIN R142B). Courses numbered R100-R199 are deemed baccalaureate level and CSU transferable.

Honors Courses

Oxnard College offers Honors level courses, designated with an "H" following the course number. Honors courses provide enriched general education curricula emphasizing critical thinking, writing, and research at the community college. Students who select the honors option for a course will receive an honors designation on their transcript for each successfully completed course. The following honors courses are offered: ACCT R101H, ANTH R101H, ANTH R102H, ANTH R111H, BIOL R101H, ECON R201H, ECON R202H, ENGL R101H, ENGL R102H, HIST R125H, HIST R130H, HIST R140H, HIST R150H, HIST R160H, MATH R105H, PHIL R101H, PHIL R102H, PHIL R115H, POLS R125H, PSY R101H, SOC R101H, SPAN R220H, SPAN R230H, SPAN R232H, SPAN R236H. For more information please contact Honors Coordinator Jennifer Wilson-Gonzalez JWilsonGonzalez@VCCCD.edu or 805-678-5269.

Semester Unit Credit

The semester unit credit of the course is shown by a number(s) following the course title. As defined by Title 5, Section 55002.5, the semester unit is based on three hours of work study; one lecture hour with two attendant hours of preparation or three hours of laboratory activity requiring special facilities or equipment.

Most courses have fixed units; few have variable units. The unit value of each variable-unit course will be specified in the Schedule of Classes each term. In certain instances, the hours of instruction in some variable unit courses may be reduced and credit reduced proportionately.

Prerequisites, Corequisites and Advisories on Recommended Preparation

Prerequisites a condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program. The prerequisite ensures that students will achieve skills or knowledge necessary for success in a course or program. For example, a course might require completion of an English course (or placement into English at a specific level) before the student may enroll in a Philosophy course that requires high level reading and writing skills. For example, a student enrolling in general biology is likely to have serious difficulty without adequate preparation in intermediate algebra and introduction to chemistry.

Some prerequisites are required by state statute or regulation. Prerequisites on transferable courses are often determined by four-year institutions which may require specific prerequisites in order to award credit for these courses.

Corequisites a condition of enrollment consisting of a course which a student is required to take simultaneously in order to enroll and succeed in another course. The student acquires the necessary skills, concepts, and/or information in the corequisite course that supports success in the target course. Since the corequisite course provides skills or knowledge necessary for successful completion of another course, it is highly unlikely that the student can achieve a satisfactory grade in the course for which the corequisite is being established without the skills and knowledge provided in the corequisite course.

Advisory/Recommended Preparation a condition of enrollment that a student is advised, but not required, to meet before or in conjunction with enrollment in a course or educational program. While encouraged to do so, students are not required to satisfy recommended preparation guidelines to enroll in a course.

Course prerequisites, corequisites or recommended preparation are specified within course descriptions announced in the Catalog and the Schedule of Classes. Students are expected to have completed the prerequisite course with a satisfactory grade of "C" or better or "P" (Pass) and if applicable be enrolled in the corequisite required of all courses in which they enroll.

Limitations on Course Enrollment

Limitations Conditions of enrollment that a student must meet before enrollment in a course or educational program. The college will only restrict enrollment in a course when the restriction is specifically required by statute or legislation, by prerequisites and/or corequisites, or by health and safety considerations. Other limitations can include facility limitations, faculty availability, funding limitations or other constraints imposed by code, regulations or contracts. The college can provide special registration assistance to the disabled or disadvantaged student. And, the college can enroll students in accordance with a priority system adopted by the local Board of Trustees. (e.g., CRM R102A-Limitations: current negative TB test or chest x-ray)

Course Identification Numbering System (C-ID)

The Course Identification Numbering System (C-ID) is a statewide 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 California community colleges are comparable in content and scope to courses offered on their own campuses, regardless of their unique titles or local course number. (e.g. Oxnard's PSY R108 has been approved for C-ID PSY 180) For further information, please refer to C-ID information in the catalog and *https://c-id.net*.

Co-designated, Cross-listed, or Same-As Courses

The College offers some of its courses as co-designated, cross-listed, or same-as between two or more disciplines. Where this occurs, all aspects of the co-designated courses are identical, except the course identifier (course discipline abbreviation) and possibly the course numbers and/or alpha characters following the discipline abbreviation, which may be identical or may differ. All other aspects are the same (title, units, hours, description, repeat capability, transferability, etc.). These courses are identified in the Course and Program Descriptions section of the Catalog. Courses which are co-designated or cross-listed are identified by the phrase "Same as . . ."

Courses Offered on a Pass/No Pass Basis Only

By far, most of the courses offered by the college are offered for a letter grade. Students enrolled in these courses have the right to petition to be evaluated on a pass/no pass (P/NP) basis; interested students should consult the Academic Policies section of this Catalog. Courses that are offered exclusively on a P/NP basis (letter grade not possible) are so noted following the course description. All other courses without this notation are offered for a letter grade unless the student successfully petitions otherwise.

Courses Not Applicable for Degree Credit

The majority of courses offered by the College are applicable for degree credit. This is indicated by the statement "Applies to Associate Degree" at the end of the course description in this catalog. Courses that are not applicable for degree credit are so noted following the course description with the notation of “Not applicable for degree credit.” Students enrolled in these courses will receive unit credit and will be awarded an academic record symbol on transcripts as defined in the Academic Policies section of this Catalog. However, the units earned in courses will not apply toward Proficiency Awards, Certificates of Achievement, or Associate degrees.

Transfer Course Identification

Courses offered by Oxnard College provide a wide selection of curricula that meet the requirements for most university majors. To assist students in planning their programs of study, all credit courses offered by Oxnard College are classified as follows:

1. No notation of transfer credit following the course description indicates that the course is not designed to transfer to public (and most independent) four-year colleges or universities. At Oxnard College, all courses numbered R001 - R099 are non-transferable courses.
2. The notation of transfer credit after the course description is followed by the abbreviation CSU meaning that the course will transfer to any of the 23 campuses of the California State University (Channel Islands, Northridge, etc.) and/or is followed by the abbreviation UC meaning that the course will transfer to any of the nine undergraduate campuses of the University of California (Santa Barbara, UCLA, etc.).
3. Courses numbered R100-R299 are deemed baccalaureate level and CSU transferable. The notation of transfer credit is defined to mean that the course is acceptable for unit credit for admissions purposes and for credit towards a baccalaureate degree only. Students interested in the applicability of particular courses for use in satisfaction of major preparation requirements and/or general education requirements are advised to consult the transfer information section of the Catalog and an Oxnard College counselor.
4. The notation of credit limitations following the transfer credit statement indicates that one or more public four-year institutions impose some kind of limitation on the course. In this case, consult your counselor concerning the transferability of the course.

Additional transfer information is available from the Counseling Office or the *www.assist.org* website.

Field Trips

Field trips are required activities for a number of courses in the College curriculum. For any such courses, it is intended that they be clearly identified in the College Catalog and the Schedule of Classes. For other courses, a field trip or an off-campus activity may be optional for the students enrolled.

According to policy adopted by the College District’s governing board, all persons making any type of field trip or excursion shall be deemed to have waived all claims for injury, accident, illness, or death during, or by reason of, the field trip or excursion.

The College assumes no liability for students’ personal property. This includes course or related College activities, on campus, at off-campus facilities, and college-sponsored field trips.

Courses Designated as Repeatable

A statement following the course description noting the repeatability of a course will specify the number of times a course or a course within a “family of courses” can be repeated. “Students shall be permitted to enroll in no more than four semesters in an active participatory course in PE, visual or performing arts that are “related in content” to other courses -(Title 5 55000(l)).” Courses that are related in content when the courses have “similar primary educational activities in which skills levels or variations are separated into distinct courses with different student learning outcomes for each level or variation.” Oxnard College has defined courses related in content as a “family of courses” for the following disciplines: Art, Dance, and Music. For more information refer to the Oxnard College Families of Courses table below and **"Appendix XIV"** on page 338. The absence of a repeat capability statement is always intended to designate a course which may be taken one time only.

Oxnard College Families Of Courses

Distinct But Related Courses, A Student May Enroll In A Maximum Of Four (4) Courses From A Family.

Modern Dance	**DANC R102A Modern Dance I**	**DANC R102B Modern Dance II**				
Modern Jazz	**DANC R104A Modern Jazz I**	**DANC R104B Modern Jazz II**				
Mexican Folklorico Dance	**DANC R110A Mexican Folklorico Dance I**	**DANC R110B Mexican Folklorico Dance II**				
Drawing And Composition	**ART R106A Drawing And Composition I**	**ART R106B Drawing And Composition II**	**ART R106C Drawing And Composition III**			
Painting	**ART R108A Beginning Oil Painting**	**ART R108B Intermediate Oil Painting**	**ART R108C Advanced Oil Painting**	**ART R110A Beginning Acrylic Painting**	**ART R110B Intermediate Acrylic Painting**	**ART R110C Advanced Acrylic Painting**
Sculpture	**ART R155 Beginning Sculpture**	**ART R156 Intermediate Sculpture**				
Life Drawing	**ART R126A Life Drawing I**	**ART R126B Life Drawing II**	**ART R126C Life Drawing III**			
Guitar	**MUS R118A Guitar I**	**MUS R118B Guitar II**	**MUS R118C Guitar III**	**MUS R118D Guitar IV**		

HOW TO READ THE COURSE DESCRIPTIONS

Course Number:
Discipline (DH = Dental Hygiene) + R (Oxnard) + Course Number

Course Title

Semester units of credit earned by passing this course

DH R020 Local Anesthesia and Nitrous Oxide for Dental Hygiene 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *DH R010 and DH R011 and DH R012 and DH R013 and DH R014 and DH R015*
Corequisites: *DH R021 and DH R022 and DH R023 and DH R024 and DH R025*
Limitations: *Admission to the dental assisting program. Physical/clinical examination (within the last 12 months) with CBC and urinalysis verifying physical fitness. Non-reactive VDRL or RPR. Negative Tuberculosis Mantoux test or negative chest x-ray. Hepatitis B vaccine and titer showing immunity. Tetanus vaccine, MMR vaccine or titers showing immunity to Rubella and Rubeola, Varicella titer showing immunity. CPR certification. No visible tattoos or visible body piercings except single studs in earlobes.*

This course teaches pharmacology, physiology, and proper use of local anesthetic agents. The course also teaches the anatomy of the trigeminal nerve, physiology of nerve conduction, how anesthesia works, and prevention and management of emergencies.

Transfer credit: ***none***

Prerequisites:
Courses that must be completed prior to taking this course. Includes OC's multiple measures process.

Corequisites:
Courses that must be taken in the same semester as this course.

Advisories:
Courses that are recommended for the student to take or be familiar with prior to taking this course.

Limitations:
Refer to requirements a student must meet in order to enroll in the course.

Transfer Credit:
This course does not transfer to either a CSU or UC

Course Description

Hours:
Total lecture and/or lab hours per week.
For many science courses there is a corresponding one-unit laboratory course that is designed to be taken during the same semester - it will have the same course number but ends with the letter "L"

GEOG R101 Elements of Physical Geography 3 Units

Hours: *3 lecture weekly*
C-ID: *GEOL 110*

This course is an introduction to physical geography as a spatial study which investigates global themes on the interaction of human and physical environmental impacts incorporating the elements of the atmosphere, lithosphere, hydrosphere, and biosphere. Topics include: Climate change; the ozone layer; ecosystem/deforestation; fire, water resources, and environmental hazards; weather events such as tornadoes, hurricanes, and El Niño; geological events such as earthquakes, volcanism, and landslides. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B1***
IGETC: ***5A***

C-ID Number:
Statewide numbering system that determines if a course is comparable in content and scope to courses offered at other colleges.

Transfer Credit:
Indicates if the course provides transferable units to the California State University (CSU) or to both the CSU and University of California (UC)

OC GE, CSU GE-Breadth and IGETC
Refers to the General Education patterns this course satisfies

Field trip requirements

Courses numbered R001 to R099 are non-transferable

MATH R005 Beginning and Intermediate Algebra for Statistics and Liberal Arts 6 Units

Hours: *6 lecture weekly*
Prerequisites: *none*

This is a course in algebra designed to meet the intermediate algebra competencies for an A.A. or A.S. degree and to expose students to concepts and applications faced in statistics and liberal arts. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***
OC GE: ***D2***
CSU GE-Breadth: ***none***
IGETC: ***none***

Credit goes toward the Oxnard Associate Degree (***OC GE D2***), but does not transfer to CSU or UC

Grading Basis:
This course is offered pass/no pass at student's option. Courses that don't specify this are taken for a letter grade only.

ACCOUNTING

Students interested in majoring in Accounting after transfer to a four-year university should check www.assist.org for premajor requirements that may be completed at Oxnard College to prepare them for transfer. In addition, many CSU campuses have deemed the AS-T in Business Administration as similar to their Accounting majors or emphasis in Accounting, making completion of that AS-T advantageous for students.

To determine if the AS-T in Business Administration is the best preparation for Accounting majors at a particular CSU, students should check the website icangotocollege.com and seek guidance from a counselor.

For more information contact:

Ed Bassey (805) 678-5041 ebassey@vcccd.edu

Program Student Learning Outcomes

Students informed in Accounting will be able to:

- Complete exercises involving reflection, critical review and analysis of accounting problems in Financial and Managerial accounting.
- Prepare, interpret and summarize Financial Reports for external users.
- Master an understanding of the Accounting Cycle and computerized accounting.

ACCOUNTING COURSES

ACCT R101 Financial Accounting 3 Units

Hours: *3 lecture weekly*
Advisories: *BUS R001*
C-ID: *ACCT 110*

This is the study of accounting as an information system, examining why it is important and how it is used by business owners, managers, investors, creditors, and others to make decisions. The course covers the accounting information system, including recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the financial statements, and statement analysis. Includes issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". Field trips may be required. Applies to Associate Degree.

Transfer credit: ***CSU, UC***

ACCT R101H Honors: Financial Accounting 3 Units

Hours: *3 lecture weekly*
Advisories: *BUS R001*
C-ID: *ACCT 110*

This is the study of accounting as an information system, examining why it is important and how it is used by business owners, managers, investors, creditors, and others to make decisions. The course covers the accounting information system, including recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the financial statements, and statement analysis. Includes issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics. Honors work will require a deeper understanding of the material and completion of honors assignment. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P." *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ACCT R102 Managerial Accounting 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ACCT R101 or ACCT R101H*
C-ID: *ACCT 120*

This is the study of how managers use accounting information in decision-making, planning, directing operations and controlling. The course focuses on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. Issues relating to cost systems, cost control, profit planning, and performance analysis in manufacturing and service environments are included. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***



NONCREDIT ACCOUNTING COURSES

Oxnard College offers noncredit courses in Accounting. These courses grant no college credit, no units, and no student grades. There is limited to no costs associated with noncredit courses.

ACCT R810 QuickBooks 1 0 Units

Hours: *24-27 contact hours*

QuickBooks® is a complete computerized accounting system for small businesses. Topics include a review of basic accounting concepts, preparation of business reports and graphs, and the creation of a company using QuickBooks accounting. This course also covers creation and operation of a detailed accounting system for new and existing businesses. *Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ACCT R811 QuickBooks 2 0 Units

Hours: *24-27 contact hours*
Advisories: *ACCT R810*

QuickBooks® is a complete computerized accounting system for small businesses. This advanced course covers planning and budgeting, progress billing, file importing and exporting, and creating reports and graphs. *Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ADDICTIVE DISORDERS STUDIES

The Addictive Disorders Studies program at Oxnard College prepares students for careers in addiction counseling in various substance abuse treatment and prevention settings by providing both academic training and clinical experience in the field. The curriculum provides a broad base of knowledge regarding approaches to drug education and prevention, treatment issues, counseling skills, ethical issues, and practical knowledge about drugs and their effects as well as co-occurring mental illness. Programs within this major include entry-level certificates of achievement, Associate in Science degrees, and also advanced certificates, designed for counselors already practicing in the field.

Oxnard College's Addictive Disorders Studies program is accredited by CAADE (California Association of Alcohol/Drug Educators). Students who complete CAADE accredited college programs may apply for certification through qualified certifying bodies such as ACCBC (Addiction Counselor Certification Board of California) which offers the Certified Addictions Treatment Counselor (C.A.T.C.) credential, CADTP (California Association of DUI Treatment Programs) which offers the Certified Alcohol and Other Drug Counselor (CAODC) and CCAPP (California Consortium of Addiction Program and Professionals) which offers the Registered Alcohol and Drug Technician (RADT), the RADT II, the Certified Alcohol Drug Counselor – Certified Addiction Specialist (CADC-CAS), the CADC-I, CADC-II, CADC-III, and Licensed Advanced Alcohol and Drug Counselor (LAADC) and LAADC - Supervisor.

For more information contact:
Lois Zsarnay (805) 678-5229 lois_zsarnay1@vcccd.edu

ASSOCIATE IN SCIENCE DEGREE

ADDICTIVE DISORDERS STUDIES

This Addictive Disorders Studies Associate in Science degree is a CAADE (California Association of Alcohol/Drug Educators) approved program that prepares students for several different careers in the Addiction Counseling field. Students in this program will develop necessary knowledge, skills and attitudes required to be effective in the treatment of alcohol and drug abuse. Students will learn the responsibilities of a Certified Addictions Treatment Counselor (CATC) by doing intakes, screening and assessments, motivational interviewing, supportive and group counseling, crisis intervention, information and referral, and case write-ups and treatment planning.

Students completing this program will have the necessary education and skills to apply to for Certified Addictions Treatment Counselor (CATC) certification through the Addiction Counselor Certification Board of California (ACCBC). The ACCBC for CAADE is an autonomous authority that confers credentials, standards, and requirements for CAADE.

CAADE application forms and information can be found on their website at www.accbc.org/catc/.

In addition, students who complete CAADE accredited programs may apply for certification through the California Association of DUI Treatment Programs (CADTP) at https://www/cadtp.org and the California Consortium of Addiction Programs and Professionals (CCAPP) at www.ccapp.us. These additional certifications will assist students in building their careers in the Addiction Counseling field.

Required Core Courses		Units
ADS R101	Overview of Addiction	3
ADS R102	Case Management for Treatment	3
ADS R103	Pharmacology of Drugs of Abuse	3
ADS R104	Addiction Counseling Theories and Techniques	3
ADS R105A	Group Leadership I	3
ADS R108	Alcohol/Drugs and Human Development	3
ADS R109	Counseling Addicted Families	3
ADS R110A	Alcohol and Drug Studies Field Experience I	3
ADS R110B	Alcohol and Drug Studies Field Experience II	3
ADS R112	Prevention, Intervention and Recovery	3
ADS R113A	Co-occurring Disorders I	3
ADS R118	Culture, Race and Gender Diversity in Treatment	3
ADS R124	Ethics and Confidentiality for Alcohol/Drug Studies	3

General Education This A.S. degree requires completion of the Oxnard College General Education pattern.

Total Required Major Units	**39**
Oxnard College General Education Pattern	**29**
Double-Counted Units	**0**
Free Electives Required	**0**
Total Units required for the A.S. Degree	**68**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

CERTIFICATE OF ACHIEVEMENT

ADDICTIVE DISORDERS STUDIES

This Addictive Disorders Studies Certificate of Achievement is a CAADE (California Association of Alcohol/Drug Educators) approved program that prepares students for several different careers in the Addiction Counseling field. Students in this program will develop the necessary knowledge, skills and attitudes required to be effective in the treatment of alcohol and drug abuse. Students will learn the responsibilities of a Certified Addictions Treatment Counselor (CATC) by doing intakes, screening and assessments, motivational interviewing, supportive and group counseling, crisis intervention, information and referral, and case write-ups and treatment planning.

Students completing this program will have the necessary education and skills to apply to for Certified Addictions Treatment Counselor (CATC) certification through the Addiction Counselor Certification Board of California (ACCBC). The ACCBC for CAADE is an autonomous authority that confers credentials, standards, and requirements for CAADE.

CAADE application forms and information can be found on their website at www.accbc.org/catc/.

In addition, students who complete CAADE accredited programs may apply for certification through the California Association of DUI Treatment Programs (CADTP) at https://www/cadtp.org and the California Consortium of Addiction Programs and Professionals (CCAPP) at www.ccapp.us. These additional certifications will assist students in building their careers in the Addiction Counseling field.

Required Core Courses		Units
ADS R101	Overview of Addiction	3
ADS R102	Case Management for Treatment	3
ADS R103	Pharmacology of Drugs of Abuse	3
ADS R104	Addiction Counseling Theories and Techniques	3
ADS R105A	Group Leadership I	3
ADS R108	Alcohol/Drugs and Human Development	3
ADS R109	Counseling Addicted Families	3
ADS R110A	Alcohol and Drug Studies Field Experience I	3
ADS R110B	Alcohol and Drug Studies Field Experience II	3
ADS R112	Prevention, Intervention and Recovery	3
ADS R113A	Co-occurring Disorders I	3
ADS R118	Culture, Race and Gender Diversity in Treatment	3
ADS R124	Ethics and Confidentiality for Alcohol/Drug Studies	3
	Total Required Major Units	**39**

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Addictive Disorders Studies program students will be able to:

- Master concepts central to alcohol and drug addiction, i.e., brain, heredity, gender.
- Apply critical thinking to addiction data and become acquainted with the relationship to drugs and alcohol usage and crime.
- Identify major factors that contribute to addiction.
- Learn how to deliver articulate presentations both written and oral.
- Demonstrate familiarity with the standards of professional ethics in the field of substance abuse prevention.
- Apply their knowledge of addiction prevention in both theoretical and practical settings, including in the workplace and in society in general.
- Improve information retrieval and organizational skills including the use of online resources, resulting in the ability to refer clients to the appropriate clinical resources.

ASSOCIATE IN SCIENCE DEGREE

ADDICTIVE DISORDERS STUDIES IN THE CRIMINAL JUSTICE SYSTEM

The Addictive Disorders Studies in the Criminal Justice System Associate in Science degree prepares students to enter the field of treatment providers to incarcerated clients in county, state, and federal correctional programs and those recently released from such institutions. Emphasis will be given to the special knowledge, skills, and attitudes required for those who work in the criminal justice system or other related human services. Students with this degree will also be trained to work in the adolescent and adult drug court systems, pre-release and after-care programs, and intensive probation models.

Students who complete both the Addictive Disorders Studies Certificate of Achievement and this Associate degree will be qualified to apply for a number of certifications such as: ACCBC (Addiction Counselor Certification Board of California) which offers the Certified Addictions Treatment Counselor (C.A.T.C.) credential; CADTP (California Association of DUI Treatment Programs), which offers the Certified Alcohol and Other Drug Counselor (CAODC); and CCAPP (California Consortium of Addiction Program and Professionals), which offers the Registered Alcohol and Drug Technician (RADT), the RADT II, the Certified Alcohol Drug Counselor – Certified Addiction Specialist (CADC-CAS), the CADC-I, CADC-II, CADC-III, and Licensed Advanced Alcohol and Drug Counselor (LAADC), and LAADC - Supervisor.

Required Core Courses		Units
ADS R106	Adult Children of Alcoholics	3
ADS R107	Alcohol/Drug Treatment of Adolescents	3
ADS R116	Alcohol, Drugs, and Driving Laws	3
ADS R117	Treatment Modalities in the Criminal Justice System	3
ADS R119	Community as Treatment in the Criminal Justice System	3
ADS R120	Introduction to Alcohol and Drugs in the Criminal Justice System	3

General Education This A.S. degree requires completion of the Oxnard College General Education pattern.

Total Required Major Units	**18**
Oxnard College General Education Pattern	**29**
Double-Counted Units	**0**
Free Electives Required	**13**
Total Units required for the A.S. Degree	**60**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

CERTIFICATE OF ACHIEVEMENT

ADDICTIVE DISORDERS STUDIES IN THE CRIMINAL JUSTICE SYSTEM

The Addictive Disorders Studies in the Criminal Justice System Certificate of Achievement prepares students to enter the field of treatment providers to incarcerated clients in county, state, and federal correctional programs and those recently released from such institutions. Emphasis will be given to the special knowledge, skills, and attitudes required for those who work in the criminal justice system or other related human services. Students with this certificate will also be trained to work in the adolescent and adult drug court systems, pre-release and after-care programs, and intensive probation models.

Students who complete both the Addictive Disorders Studies Certificate of Achievement and this Certificate will be qualified to apply for a number of certifications such as: ACCBC (Addiction Counselor Certification Board of California) which offers the Certified Addictions Treatment Counselor (C.A.T.C.) credential; CADTP (California Association of DUI Treatment Programs), which offers the Certified Alcohol and Other Drug Counselor (CAODC); and CCAPP (California Consortium of Addiction Program and Professionals), which offers the Registered Alcohol and Drug Technician (RADT). Additional certifications through ACCBC and CCAPP require the completion of an Associate Degree.

Required Core Courses		Units
ADS R106	Adult Children of Alcoholics	3
ADS R107	Alcohol/Drug Treatment of Adolescents	3
ADS R116	Alcohol, Drugs, and Driving Laws	3
ADS R117	Treatment Modalities in the Criminal Justice System	3
ADS R119	Community as Treatment in the Criminal Justice System	3
ADS R120	Introduction to Alcohol and Drugs in the Criminal Justice System	3
	Total Required Major Units	**18**

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Addictive Disorders Studies in the Criminal Justice System program students will be able to:

- Identify concepts central to the relationship of addiction that lead to significant involvement in the criminal justice system.
- Apply critical thinking to addiction data and become acquainted with the relationship to drugs and alcohol usage and crime.
- Identify differences between incarcerated substance abusers and other substance abusers.
- Define all the components of a DUI (Driving under the influence) treatment program.
- Learn how to deliver articulate presentations both written and oral.
- Improve information retrieval and organizational skills including the use of online resources, resulting in the ability to refer clients to the appropriate clinical resources.

CERTIFICATE OF ACHIEVEMENT

ADVANCED SKILLS FOR ADDICTION TREATMENT COUNSELORS

The Advanced Skills for Addiction Treatment Counselors Certificate of Achievement is intended for students who have completed the foundational courses of a CAADE (California Association of Alcohol/Drug Educators) approved program of at least 39 units and are either certified as a CATC-I or preparing to be. At Oxnard College, these foundational courses include: ADS R101, ADS R102, ADS R103, ADS R104, ADS R105A, ADS R113A, ADS R118, and ADS R124. This program will further develop group counseling skills and teach counselors to recognize and treat clients who have both substance abuse and mental illness or eating disorders, as well as victims of domestic violence or batterers. Students will be taught to recognize post- traumatic stress and will learn effective treatment methods and modalities supporting trauma informed care for trauma survivors. Students will also learn skills required for creating and/or administering alcohol prevention programs, and supervisory skills for management of alcohol and drug treatment programs.

Required Core Courses		Units
ADS R105B	Group Leadership II	3
ADS R106	Adult Children of Alcoholics	3
ADS R111	Management and Supervision in Alcohol Programs	3
ADS R113B	Co-Occurring Disorders II	3
ADS R115	Alcohol, Drugs, Eating Disorders, and Nutrition	3
ADS R121	Alcohol/Drugs and Domestic Violence	3
ADS R122	Reducing Binge & Underage Drinking: A Collective Responsibility	3
ADS R123	Alcohol, Drug Addiction and Trauma	3
ADS R125	Treatment of Eating Disorders	3
	Total Required Major Units	**27**

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Addictive Disorders Studies for Alcohol/Drug Counselors program students will be able to:

- Describe the organizational structures, management and administrative policies and procedures affecting success and failure of alcohol and drug treatment programs.
- Train, supervise, evaluate, and discipline other counselors in order to enhance and facilitate professional development within an organization.
- Design and effectively lead group counseling sessions utilizing a variety of advanced group leadership practices such as: depth work engagement and the application of effective methods and modalities, interventions, techniques, and theories as applied to addiction and recovery counseling services.

- Describe mental disorders and best practices for their treatment including recognizing the appropriate use of psychotropic medications, and when psychiatric referral and professional consultation is required.
- Identify the major types of eating disorders that are often co-occurring with addictions and the unique nutritional needs of recovering individuals.
- Identify the cycle, patterns and progression of domestic violence/interpersonal abuse through the use of power and control strategies and the relationship between alcohol/drug abuse and domestic/interpersonal abuse.
- Utilize screening, intake and counseling procedures unique to domestic violence/interpersonal abuse (specifically how they relate to those individuals on probation, parole and/or in Batterers' Intervention Programs as per the CA Penal Code.
- Describe the role of public policy in addressing binge and underage drinking and explain the process of formulating and enacting prevention strategies and the rational for community involvement.
- Describe how treatment and recovery from trauma bonds reduces the likelihood of re-experiencing traumatizing events by increasing awareness of these bonds, thereby extinguishing potentially high-risk, repetitive behaviors and addiction.
- Define the concept of the disease of alcoholism as a family disease, describe its effects on family relationships and development of co-dependency and demonstrate knowledge of the reprogramming strategies for adult children of alcoholics.

ADDICTIVE DISORDERS STUDIES COURSES

ADS R101 Overview of Addiction 3 Units

Hours: *3 lecture weekly*

This introductory course studies use, abuse and social control of drugs associated with substance use disorder. Included are overviews of the biopsychosocial factors in addictions; how drugs work in the brain and body; how addiction impacts children, families and society; as well as prevention and harm reduction. Fulfills one 3-unit core requirement for the California Association for Alcohol/Drug Educators (CAADE). *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ADS R102 Case Management for Treatment 3 Units

Hours: *3 lecture weekly*

Prerequisites: *ADS R101*

This course will provide students with a comprehensive foundation of tools and techniques for Screening, Assessment, Treatment Planning, Relapse Prevention, and Aftercare Planning. Professional Ethics and laws concerning Clients' Rights and Confidentiality will be covered as they apply to the Addiction Disorders Studies paraprofessional. Students will also learn crisis intervention techniques. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R103 Pharmacology of Drugs of Abuse 3 Units

Hours: *3 lecture weekly*

This course will give an overview of the physical and psychological effects of commonly used substances of abuse. It will describe the brain neurochemistry, especially as it is affected and changed by drug use. It will describe in detail the effects of all the major drugs of abuse on the body. Other addictions like compulsive gambling, eating disorders, sexual addictions will also be covered. The course will conclude with an overview of the therapeutic approaches for managing withdrawal, overdose, and substance use disorders. This course fulfills one 3-unit core requirement for the California Association for Alcohol/Drug Educators (CAADE). *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ADS R104 Addiction Counseling Theories and Techniques 3 Units

Hours: *3 lecture weekly*
C-ID: *ADS 120X*

This course is designed to teach students basic interviewing and counseling techniques appropriate for paraprofessionals. Emphasizing motivational counseling and client-empowering approaches, students will develop basic competency in the one-on-one counseling skills most relevant to addiction treatment. Students will also learn about the importance of ethics and establishing professional boundaries with clients as well as the clear distinction between professional counseling and self-help group sponsorship. This course fulfills one 3-unit skills requirement for the California Association for Alcohol/Drug Educators (CAADE). *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R105A Group Leadership I 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ADS R101*
Advisories: *ADS R104*
C-ID: *ADS 130X*

This course is designed to familiarize students with group dynamics and group leadership, especially groups involving treating substance use disorders. The focus is on group development, interpersonal and intrapersonal processes, and group facilitation skills. This course offers practicums in group leadership skills, examines various types of groups and teaches specific skills for facilitating behavior change. Fulfills one 3-unit skills requirements for the California Association for Alcohol/Drug Educators (CAADE). *Applies to Associate Degree.*

Transfer credit: ***CSU***



ADS R105B Group Leadership II 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ADS R105A*

This course in group counseling is designed to provide students with knowledge and skills training in advanced group leadership and advanced counseling skills and techniques. Students will learn to: broaden their effective questioning skills in order to identify client defense mechanisms, symptoms of psychopathology, improve awareness in addressing co-occurring disorders and other considerations when working with resistant clients and other barriers effecting treatment outcome. They will learn how to use and integrate counseling theories, engage in depth work with clients, and how to develop a group session format. Advanced skill delivery methods will be demonstrated and integrated in the course simulation exercises. Special attention will also be given to addressing and managing difficult clients, court-mandated and probation-mandated treatment program requirements; and interacting with probationers/parolees. Other counseling issues will be addressed as they relate to working within the scope of practice and competence for addiction professionals which support evidence-based treatment practices. *Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R106 Adult Children of Alcoholics 3 Units

Hours: *3 lecture weekly*

This course is designed to teach potential counselors how to recognize the characteristics of adult children of alcoholics. Students will examine their own upbringing and study the traits of healthy and unhealthy families and how those parenting styles lead to co-dependency and issues with maintaining boundaries in adult relationships. Effective methods for changing behavior through the reprogramming of family roles and setting healthy boundaries will be taught. Students will also be taught healthy parenting approaches. This course fulfills one 3-unit skills requirement for the California Association for Alcohol/Drug Educators (CAADE). *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R107 Alcohol/Drug Treatment of Adolescents 3 Units

Hours: *3 lecture weekly*

This course integrates the biological, psychological and social factors of teen development into a comprehensive model for treating adolescents with substance use disorders. The differences between adolescent and adult treatment engagement, assessment, counseling skills and readiness to change will be explored. The unique set of ethical, legal, fiscal and social implications regarding teens in treatment and their effected family members will be discussed. Students will learn about the cross-cultural differences existing within the adolescent population. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R108 Alcohol/Drugs and Human Development 3 Units

Hours: *3 lecture weekly*

This course is an analysis of developmental behaviors associated with each stage in human development and the way the social environment impedes or helps this development. Special emphasis is given to address physical and emotional effects of substance use disorders throughout the life-cycle and during pregnancy. Many examples of the disruptive influences of alcohol and drugs on human development will be given along with the ways human service occupations develop systems and services to minimize these influences. This course fulfills one 3-unit behavioral requirement for the California Association for Alcohol/Drug Educators (CAADE) and Domain VI of TAP 21 (Technical Assistance Publication Series: Addiction Counseling Competencies). *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R109 Counseling Addicted Families 3 Units

Hours: *3 lecture weekly*

This course provides an overview of the family systems approach to addiction counseling including analysis and examination of the relationship patterns that develop in families including multicultural families. The student will develop treatment strategies for assisting families and significant others during the stages of active addiction, addiction treatment, long-term recovery and relapse prevention using family-involved approaches. The student will learn techniques and strategies tailored to meet the various cultural challenges. This course fulfills one 3-unit skills course for the California Association for Alcohol/Drug Educators (CAADE) and Domain VC and VI of TAP 21 (Technical Assistance Publication Series: Addiction Counseling Competencies). *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R110A Alcohol and Drug Studies Field Experience I 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ADS R101 and ADS R102 and ADS R104 and ADS R105A and ADS R124*

This course offers the student a supervised field experience in a community organization, agency, or institution, allowing the student to apply knowledge and learn new skills outside of the classroom environment. This course is designed to provide the student with an opportunity to develop skills that would facilitate gaining employment in the addiction or human services field. This course fulfills one 3 unit field studies requirement of CAADE. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***



ADS R110B Alcohol and Drug Studies Field Experience II 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ADS R110A*

This course guides students through the second set of work experience hours required for students to gain experience in applied alcohol studies. Students are placed in various agencies and organizations in the alcohol education and treatment field. During this course, emphasis will be placed on student growth in self-awareness and self-esteem, interviewing skills, connections and interrelationships with other core courses, introduction to systems, and the agency and other client systems. This course fulfills one 3 unit field studies requirement of CAADE. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R111 Management and Supervision in Alcohol Programs 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ADS R101*

This course focuses on five levels of alcohol program management; federal, state, and local governments, and private and voluntary agencies. The following organizational components will be emphasized: supervision at all levels of treatment and management; inter and intra organizational relationships, communication, employee assistance programs; and management styles and their influence on services. Students will also study the current and anticipated impact of alcohol and drug abuse on individual and community health problems and societal institutions and resources integrated into analysis of program management. This course fulfills one 3-unit skills requirement for the California Association of Alcohol/Drug Educators (CAADE) and Domain VIII of TAP 21 (Technical Assistance Publication Series: Addiction Counseling Competencies). *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R112 Prevention, Intervention and Recovery 3 Units

Hours: *3 lecture weekly*
C-ID: *ADS 150X*

This course provides a comprehensive overview of theories and strategies for the prevention of substance use disorders. Primary, secondary, tertiary and evidence-based prevention models will be introduced and assessed. Prevention programs and activities appropriate for the community, school, parents and family, and work-sites will be covered. Strategies such as education, public policies, media/information dissemination, ethnic, cultural, and gender-specific approaches, environmental risk reduction, and alternatives will be presented and assessed for their application to different target populations.This course fulfills one 3-unit skills requirement of the California Association for Alcohol/Drug Educators (CAADE) and Domain VI of TAP 21 (Technical Assistance Publication Series: Addiction Counseling Competencies). *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R113A Co-Occurring Disorders I 3 Units

Hours: *3 lecture weekly*

This course addresses the coexistence of substance use disorders and other mental health disorders. It will focus on identification and assessment of common co-occurring disorders such as mood, anxiety, adjustment disorders, and post-traumatic stress disorder. It will also explore appropriate treatment and management approaches as well as making appropriate referrals. This course fulfills one 3-unit skills requirement for the California Association for Alcohol/Drug Educators (CAADE). *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R113B Co-Occurring Disorders II 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ADS R113A*

This course in co-occurring disorders is designed to give students advanced knowledge and skills in managing and treating clients with both substance use disorders and mental illness. It focuses on current treatment approaches, understanding medications, and how addiction counselors may interface with the professional mental health community to manage cases. This course fulfills one 3-unit skills elective of the California Association for Alcohol/Drug Educators (CAADE) and is required for the CAADE Co-Occurring Disorders Certificate. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R115 Alcohol, Drugs, Eating Disorders and Nutrition 3 Units

Hours: *3 lecture weekly*

In this course, students will learn the principles of sound nutrition and how to apply them to the nutritional needs of recovering individuals. The prevalence of eating disorders such as bulimia, anorexia, and compulsive overeating in recovering individuals will be emphasized. The similarities between drug addiction and eating disorders will also be discussed. Students will learn about the special nutritional needs of pregnant women and about the effects of drugs/alcohol on fetal development, including fetal alcohol syndrome. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R116 Alcohol, Drugs, and Driving Laws 3 Units

Hours: *3 lecture weekly*

This is a course designed for students currently working in, or interested in working in, a Driving Under the Influence (DUI) program, a Probation program, police work, and for people who supervise others, some of whom have DUI problems. The student will be introduced to the effects of alcohol and other drugs on the driver, as well as the laws and penalties regarding driving under the influence incidents. This course is designed to demonstrate the need for DUI programs as intervention strategies. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R117 Treatment Modalities in the Criminal Justice System 3 Units

Hours: *3 lecture weekly*

This course examines treatment and intervention models utilized in the Criminal Justice System (CJS) to bring about desirable and positive changes in the substance abusing offender. The focus is on various approaches utilized at each phase of the CJS (pretrial, custodial, pre-release, and probation/ parole supervision). Graduated sanctions for drug use violations by offenders under CJS jurisdiction are examined. Similarities and differences within the CJS and the effects on recovery for offenders and treatment providers are also explored. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R118 Culture, Race and Gender Diversity in Treatment 3 Units

Hours: *3 lecture weekly*

This course will introduce students to the unique problems, issues, and concerns of diverse populations. The characteristics of these populations with respect to the incidence of substance use disorders, intervention needs, and responses to treatment will be explored. Research on historical, cultural, social, health and environmental factors impacting special populations will be discussed, as well as the role of ethnic and cultural differences. Particular attention will be given to population characteristics such as ethnicity/race, gender, age, economic, sexual orientation, and disability status. Ethnic and cultural differences will be emphasized to provide students with the skills needed to communicate effectively with diverse populations. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R119 Community as Treatment in the Criminal Justice System 3 Units

Hours: *3 lecture weekly*

This course is designed to familiarize students with the various theories of rehabilitation for substance use disorders in the Criminal Justice System, from initial incarceration to reinstatement in the community. Students will be introduced to various therapeutic community models, the methodology involved in such models, and step-by-step explanations and illustrations of the entire process. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R120 Introduction to Alcohol and Drugs in the Criminal Justice System 3 Units

Hours: *3 lecture weekly*

This course is an introduction to the treatment of alcohol and drug addicts living in the Criminal Justice System. It will include the history and evolution of the Justice System as well as sentencing practices, people of color and criminal justice reform in the United States. Crime, criminal behavior, the police, courts and corrections are also covered. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R121 Alcohol/Drugs and Domestic Violence 3 Units

Hours: *3 lecture weekly*

This course will explain the dynamics of domestic violence and the related power and control effects it has on all aspects of relationships and intimacy. It will also examine its interconnectedness with substance abuse, cultural diversity, and family dynamics. The course will teach the tools and techniques for developing anger management skills and other alternatives to violence. In order to meet the counselor "core" training requirements for working within batterers' intervention and counseling programs in California, students will learn the theories and practice the skills necessary for working with abusive offenders, and extremely difficult and resistant clients. *Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R122 Reducing Binge and Underage Drinking: A Collective Responsibility 3 Units

Hours: *3 lecture weekly*

This course is designed for those students who are interested in starting or working in primary prevention programs including those already employed in alcohol programs or in enforcement fields. It will cover the scope and nature of binge and underage drinking, associated problems, national, state and local research and data on binge and underage drinking, effective municipal, college, and university law enforcement and community prevention strategies. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R123 Alcohol, Drug Addiction and Trauma 3 Units

Hours: *3 lecture weekly*

This course will identify the symptoms, stages and cycles of substance use and relational addictions manifesting from trauma and the correlated treatment strategies of delivering trauma informed care (evidence-based treatment practices). Students will learn to recognize the triggers and symptoms of post traumatic stress and destructive high-risk relational bonds noted in victims, offenders and others suffering from addictive, obsessive and compulsive behaviors. Effective treatment methods and modalities supporting trauma informed care for addicted trauma survivors will also be covered. *Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R124 Ethics and Confidentiality for Alcohol/Drug Studies 3 Units

Hours: *3 lecture weekly*

This course will introduce potential alcohol/drug counselors to the principles in the Code of Ethical Standards for Alcohol/ Drug Educators and the steps involved in making ethical decisions. The course will also cover client rights, counselor responsibilities, confidentiality, managing boundaries, conflicting values and other ethical issues. The importance of cultural competence in counseling diverse populations will be a key component of this course. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R125 **Treatment of Eating Disorders** **3 Units**

Hours: *3 lecture weekly*
Prerequisites: *ADS R115*

This course introduces students to the assessment and treatment of eating disorders as co-occurring with alcohol/drug addiction and abuse. Students will develop an understanding of the variety of eating disorders and the complexity of treating clients who have them. Treatment settings, including inpatient, day treatment, and outpatient options and the roles of eating disorder treatment personnel within those settings will be discussed. Various philosophies regarding etiology and treatment for clients with eating disorders will be explored and students will be taught to evaluate the efficacy of treatment. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ADS R131 **Abnormal Psychology** **3 Units**

Hours: *3 lecture weekly*
C-ID: *PSY 120*

This course surveys various definitions, causes, and treatment methods relative to abnormal behavior. This course also covers psychological, biological and sociocultural theories of abnormal behavior. Topics include: diagnosis of abnormal behavior, clinical syndromes, various forms of intervention and preventive strategies. (Same as **PSY R131**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D9***
IGETC: ***4I***

AIR CONDITIONING AND REFRIGERATION

The Air Conditioning and Refrigeration (HVAC/R) Program provides occupational training to prepare students for jobs in the HVAC/R industry, including the green economy sector (energy auditing). The program also provides valuable skill enhancement training to existing HVAC/R technicians who desire to expand and update their knowledge and skills to advance in the industry. Students in the program learn the theoretical, technical, and problem-solving skills essential for employment and advancement in the HVAC/R industry.

Students completing the program can seek employment as HVAC/R technicians, sales and consulting specialists, equipment and system installers, operations and maintenance technicians, building engineers, controls technicians, and energy auditing specialists. As a CTE program with an industry advisory council that meets annually and communicates regularly, we have developed an educational partnership with the area HVAC/R industry and we are meeting a defined need to provide qualified HVAC/R technicians and energy auditors to HVAC/R businesses that service corporations and homes in Ventura County and beyond.

For more information contact:

Alan Ainsworth (805) 678-5042 aainsworth@vcccd.edu

ASSOCIATE IN SCIENCE DEGREE
CERTIFICATE OF ACHIEVEMENT

AIR CONDITIONING & REFRIGERATION

Required Core Courses		Units
AC R010	Introduction to Air Conditioning & Refrigeration	3
AC R010L	Introduction to Air Conditioning & Refrigeration I Lab	2
AC R011L	Air Conditioning and Refrigeration II Lab	2
AC R020	Electrical Systems I	3
AC R020L	Electrical Systems I Lab	2
AC R021L	Electrical Systems II Lab	2
AC R030	Airside Systems	3
AC R030L	Airside Systems Lab	2
AC R040	Heating and Control Systems	3
AC R040L	Heating and Control Systems Lab	2
AC R050	Energy Auditing	3
AC R050L	Energy Auditing Lab	2
	Total Required Major Units	**29**
	Additional units/requirements to complete the A.S. Degree	
	Oxnard College General Education Pattern	29
	Double-Counted Units	0
	Degree-Applicable Electives (needed to reach 60 units)	2
	Total Units required for the A.S. Degree	**60**

Environmental Protection Agency (EPA) testing is available to all students at a discounted rate.

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Air Conditioning and Refrigeration program students will be able to:

- Troubleshoot and perform basic mechanical and electrical service and repairs on air conditioning and refrigeration (HVAC) systems.
- Locate and identify applicable codes, licensing requirements and best practices as they relate to the installation of various types of HVAC/R equipment.
- Read, draft and comprehend various construction drawings and electrical schematics used in the HVAC industry.



PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

MECHANICAL SYSTEMS FOR HVAC/R

The Mechanical Systems for HVAC/R Program is an award to recognize proficiency in HVAC/R mechanical systems concepts and practices. The program prepares students to become environmental control technology/HVAC/R technicians to maintain and repair heating, cooling, and refrigeration equipment in residential, commercial, and industrial buildings. Technicians can specialize in either installation or maintenance and repair.

Required Core Courses		Units
AC R010	Introduction to Air Conditioning & Refrigeration	3
AC R010L	Introduction to Air Conditioning & Refrigeration I Lab	2
AC R011L	Air Conditioning and Refrigeration II Lab	2
	Total Required Units for the Award	**7**

Program Student Learning Outcomes

Upon successful completion of the Mechanical Systems for HVAC/R Program students will be able to:

- Recognize each of the components and accessories used in refrigeration systems and define the function of each.
- Estimate the correct operating temperature and pressure of refrigeration or air conditioning equipment given specific variables.
- Research and apply various mechanical codes published in the Uniform Mechanical Code book (UMC) and local authorities. In addition students will be expected to review and understand energy efficiency (Title 24) regulations.

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

ELECTRICAL SYSTEMS FOR HVAC/R

The Electrical Systems for HVAC/R Program is an award to recognize proficiency in electrical systems for HVAC/R, concepts and practices. The program prepares students to become environmental control technology/HVAC/R technicians to maintain and repair heating, cooling, and refrigeration equipment in residential, commercial, and industrial buildings. Technicians can specialize in either installation or maintenance and repair.

Required Core Courses		Units
AC R020	Electrical Systems I	3
AC R020L	Electrical Systems I Lab	2
AC R021L	Electrical Systems II Lab	2
	Total Required Units for the Award	**7**

Program Student Learning Outcomes

Upon successful completion of the Electrical Systems for HVAC/R Program students will be able to:

- Identify the electrical components used in air conditioning and refrigeration systems, and state the function of each.
- State how each of the electrical components in a wiring diagram contributes to the sequence of operation.
- Research and apply various electrical codes published in the National Electric Code book (NEC) and mandated by local authorities.

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

AIRSIDE SYSTEMS

The Airside Systems Program is an award to recognize proficiency in airside systems concepts and practices. The program prepares students to become environmental control technology/HVACR technicians to maintain and repair heating, cooling, and refrigeration equipment in residential, commercial, and industrial buildings. Technicians can specialize in either installation or maintenance and repair.

Required Core Courses		Units
AC R030	Airside Systems	3
AC R030L	Airside Systems Lab	2
	Total Required Units for the Award	**5**

Program Student Learning Outcomes

Upon successful completion of the Airside Systems for HVAC/R Program students will be able to:

- Identify the various components, and their associated symbols, used in air conditioning distribution systems.
- Troubleshoot and diagnose various air flow/air quality issues related to air distribution systems.
- Research and apply various mechanical codes published in the Uniform Mechanical Code book (UMC) and mandated by local authorities. In addition students will be expected to review and understand indoor air quality (IAQ) and energy efficiency (Title 24) regulations.

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

HEATING & HYDRONICS

The Heating and Hydronics Program is an award to recognize proficiency in heating and hydronic systems concepts and practices. The program prepares students to become environmental control technology/HVAC/R technicians to maintain and repair heating, cooling, and refrigeration equipment in residential, commercial, and industrial buildings. Technicians can specialize in either installation or maintenance and repair.

Required Core Courses		Units
AC R040	Heating and Control Systems	3
AC R040L	Heating and Control Systems Lab	2
	Total Required Units for the Award	**5**

Program Student Learning Outcomes

Upon successful completion of the Heating & Hydronics program for HVAC/R Program students will be able to:

- List and describe the various types of heating systems used in building heating applications.
- Diagnose a mechanical combustion problem with a heating system.
- Summarize a solution to a specific mechanical combustion problem.

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

ENERGY AUDITING

The Energy Auditing Program is an award to recognize proficiency in energy auditing concepts and practices. The program prepares students to become environmental control technology/HVACR technicians to maintain and repair heating, cooling, and refrigeration equipment in residential, commercial, and industrial buildings. Technicians can specialize in either installation or maintenance and repair.

Required Core Courses		Units
AC R050	Energy Auditing	3
AC R050L	Energy Auditing Lab	2
	Total Required Units for the Award	**5**

Program Student Learning Outcomes

Upon successful completion of the Energy Auditing Program students will be able to:

- Describe the role of an energy auditor and the different types of audits that an energy auditor performs.
- List and provide a brief description of the different types of certifications associated with the field of energy auditing.
- Explain the functions of the diagnostic equipment that is used by an energy auditor.
- Identify safety measures that are necessary for an energy auditor.
- Demonstrate the correct use of energy auditing software to gather and analyze energy auditing data.

AIR CONDITIONING COURSES

AC R010 Introduction to Air Conditioning and Refrigeration — 3 Units

Hours: *3 lecture weekly*

This course develops competency in the theoretical troubleshooting of mechanical problems in air conditioning and refrigeration systems through an understanding of the operating principles for refrigeration. It is recommended as a first semester course for persons who want to develop or improve job skills in the air conditioning, heating and refrigeration industry. Together with the lab course (AC R010L), this course targets the service technician who wishes to develop troubleshooting and repair skills. It is also applicable for students wishing to enter the industry in the capacity of installer, sales representative, maintenance technician, or designer. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

AC R010L Introduction to Air Conditioning and Refrigeration I Lab — 2 Units

Hours: *1 lecture, 3 lab weekly*

This course develops competency in the hands-on troubleshooting of mechanical problems in air conditioning and refrigeration systems through an understanding of the operating principles for refrigeration. It is recommended as a first semester course for persons who want to develop or improve job skills in the air conditioning, heating and refrigeration industry. Together with the lecture course (AC R010), this class targets the service technician who wishes to develop refrigeration troubleshooting and repair skills. It is also applicable for students wishing to enter the industry in the capacity of installer, sales representative, maintenance technician, or designer. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

AC R011L Air Conditioning and Refrigeration II Lab — 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *AC R010L*

This course develops additional competency in the hands-on troubleshooting of mechanical problems in air conditioning and refrigeration systems through an understanding of the operating principles for refrigeration. It is recommended as a second semester course for persons who want to develop or improve job skills in the air conditioning, heating and refrigeration industry. Together with the first semester lab course (AC R010L), this class targets the service technician who wishes to develop refrigeration troubleshooting and repair skills. It is also applicable for students wishing to enter the industry in the capacity of installer, sales representative, maintenance technician, or designer. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

AC R020 Electrical Systems I — 3 Units

Hours: *3 lecture weekly*

This course develops competency in the theoretical troubleshooting of mechanical problems in air conditioning and refrigeration systems through an understanding of the operating principles for electrical wiring systems used in air conditioning and refrigeration installations. It is recommended for persons who want to develop or improve job skills in the air conditioning, heating and refrigeration industry. Together with the lab course (AC R020L), this course targets the service technician who wishes to develop skills in reading wiring diagrams, identifying electrical components, and electrical troubleshooting and repair skills. It is also applicable for students wishing to enter the industry in the capacity of installer, sales representative, maintenance technician, or designer. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

AC R020L Electrical Systems I Lab 2 Units

Hours: *1 lecture, 3 lab weekly*

This course develops competency in the theoretical troubleshooting of mechanical problems in air conditioning and refrigeration systems through an understanding of the operating principles for electrical wiring systems used in air conditioning and refrigeration installations. It is recommended for persons who want to develop or improve job skills in the air conditioning, heating and refrigeration industry. Together with the lab course (AC R020), this course targets the service technician who wishes to develop skills in reading wiring diagrams, identifying electrical components, and electrical troubleshooting and repair skills. It is also applicable for students wishing to enter the industry in the capacity of installer, sales representative, maintenance technician, or designer. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

AC R021L Electrical Systems II Lab 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *AC R020L*

This course develops additional competency in the hands-on troubleshooting of mechanical problems in air conditioning and refrigeration systems through an understanding of the operating principles for electrical wiring systems used in air conditioning and refrigeration installations. It is recommended for persons who want to continue their development of electrical troubleshooting job skills in the air conditioning, heating and refrigeration industry through practice on live equipment. Together with the introductory electrical lab course (AC R020L), this course targets the service technician who wishes to develop a higher skill level in reading wiring diagrams, identifying electrical components, and electrical troubleshooting and repair skills. It is also applicable for students wishing to enter the industry in the capacity of installer, sales representative, maintenance technician, or designer. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

AC R030 Airside Systems 3 Units

Hours: *3 lecture weekly*

This course develops competency in the theoretical troubleshooting of air side problems in air conditioning/ heating systems through an understanding of the principles of air flow, the properties of air, theory of controls, reading of construction drawings, and calculation of building loads. It is recommended for persons who want to develop or improve job skills in the air conditioning, heating and refrigeration industry. Together with the lab course (AC R030L), this course targets the service technician who wishes to develop skills in designing and troubleshooting building air conditioning systems and controls. It is also applicable for students wishing to enter the industry in the capacity of installer, sales representative, maintenance technician, or designer. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

AC R030L Airside Systems Lab 2 Units

Hours: *1 lecture, 3 lab weekly*

This course develops competency in the hands-on troubleshooting of air side problems in air conditioning/heating systems through an understanding of the principles of air flow, the properties of air, theory of controls, reading of construction drawings, and calculation of building loads. It is recommended for persons who want to develop or improve job skills in the air side segment of the air conditioning, heating and refrigeration industry through practice with live equipment and tools. Together with the lecture course (AC R030), this course targets the service technician who wishes to develop skills in designing and troubleshooting building air conditioning systems and controls. It is also applicable for students wishing to enter the industry in the capacity of installer, sales representative, maintenance technician, or designer. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

AC R040 Heating and Control Systems 3 Units

Hours: *3 lecture weekly*

This course develops competency in the theoretical troubleshooting of mechanical and electrical problems in heating systems through an understanding of the operating principles for heating and furnace electrical control circuits. It is recommended for persons who want to develop or improve job skills in the heating segment of the air conditioning, heating and refrigeration industry. Together with the lab course (AC R040L), this course targets the service technician who wishes to develop skills in designing and troubleshooting heating systems and controls. It is also applicable for students wishing to enter the industry in the capacity of installer, sales representative, maintenance technician, or designer. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

AC R040L Heating and Control Systems Lab 2 Units

Hours: *1 lecture, 3 lab weekly*

This course develops competency in the hands-on troubleshooting of mechanical and electrical problems in heating systems through an understanding of the operating principles of heating and furnace electrical control circuits. It is recommended for persons who want to develop or improve job skills in the heating segment of the air conditioning, heating and refrigeration industry. Together with the lecture course (AC R040), this course targets the service technician who wishes to develop skills in designing and troubleshooting heating systems and controls. It is also applicable for students wishing to enter the industry in the capacity of installer, sales representative, maintenance technician, or designer. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

AC R050 Energy Auditing 3 Units

Hours: 3 lecture weekly

Energy auditing is part of the growing industry of green and sustainable technologies; an energy auditor helps to optimize the energy efficiency of a home or building while reducing the client's energy costs. An energy audit can also have a positive impact on the environment by reducing unnecessary energy consumption. This course is designed for the student who has a solid foundation in HVAC/R to learn how to perform detailed home and building inspections and make cost effective recommendations about improving energy efficiency. There is now an expectation in the industry that a technician's knowledge expand beyond just working on a system into understanding how the HVAC system fits into the whole house/ building design. Many of the procedures and tests that are performed in an energy audit revolve around the heating and cooling systems and therefore a student interested in taking this course should have foundation level HVAC/R knowledge. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

AC R050L Energy Auditing Lab 2 Units

Hours: 1 lecture, 3 lab weekly

Energy auditing is part of the growing industry of green and sustainable technologies; an energy auditor helps to optimize the energy efficiency of a home or building while reducing the client's energy costs. An energy audit can also have a positive impact on the environment by reducing unnecessary energy consumption. This lab course accompanies the energy auditing lecture course and provides hands-on instruction on the proper safety practices and energy auditing tools necessary to perform an energy audit. Students will also learn how to use energy auditing software to gather and analyze energy auditing data. Many of the procedures and tests that are performed in an energy audit revolve around the heating and cooling systems, and therefore a student interested in taking this course should have foundation level HVAC/R knowledge. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

AC R098 Short Courses in Air Conditioning / Refrigeration 1-4 Units

Hours: 1-4 lecture, 3-12 lab weekly

This course and/or workshop will cover selected areas of air conditioning/refrigeration. This course will be developed to meet specific needs of the college community as requested or required. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

AMERICAN SIGN LANGUAGE

The ASL program at Oxnard College offers two pathways for students interested in learning ASL. Those planning to pursue a field working with the Deaf, such as ASL/English Interpretation or Deaf Education, may obtain an Associate in Arts degree in Deaf Studies. The A.A. degree prepares students to apply to Bachelor's programs at the university level which require proficiency in ASL. For students interested in learning ASL as a means for interacting with Deaf people in their local community or place of work, a Certificate of Achievement is offered (see "American Sign Language" on page 115). All of our courses are designed to equip students with the linguistic proficiency and cultural competency to interact and work with Deaf people and to instill a greater understanding of and appreciation for the Deaf community.

For more information contact:

Emily Zwaal (805) 678-5074 ezwaal@vcccd.edu

ASSOCIATE IN ARTS DEGREE
DEAF STUDIES

The Associate in Arts in Deaf Studies degree prepares interested students for a multitude of careers working with Deaf and hard of hearing people in fields such as Deaf Studies, ASL/English Interpretation, Deaf Education and social services by providing the foundation needed in American Sign Language to pursue these programs at the university level. A series of four courses in the language and a Deaf Studies course comprise the core requisites of the degree, which can be completed in two years along with fulfillment of general education requirements. Field experiences embedded within the coursework provide a deeper exploration into the culture of the Deaf community, as well as the complex phonocentric and audist systems which marginalize and oppress deaf people in public spaces. This critical exploration will expand recognition of Deaf people as a unique cultural group and prepare students to effectively work with and engage deaf people in ways that support and empower the community.

It should be noted that this degree alone is not adequate qualification to interpret or to work within most ASL-related professions. At minimum, a Bachelor's degree is required to interpret, teach or work professionally with deaf children or adults in most fields. The A.A. in Deaf Studies will provide the necessary foundation to pursue these goals.

For those enrolled in other majors who are interested in learning ASL for practical purposes, a separate Certificate of Achievement in American Sign Language is offered for which only the core coursework is required (see next page).

Required Core Courses		Units
ASL R101	American Sign Language 1	4
ASL R102	American Sign Language 2	4
ASL R103	American Sign Language 3	4
ASL R104	American Sign Language 4	4
ASL R110	Introduction to Deaf Studies	3
	Total Required Major Units	**19**

General Education: Students will be allowed to choose the General Education pattern that best aligns with their educational goals from those offered by Oxnard College. These patterns are: the **OC G**eneral **E**ducation pattern, **CSU GE-Breadth**, or **IGETC**. Students who select CSU GE-Breadth or IGETC must also complete local graduation requirements in Health and PE.

Total Required Major Units	**19**
Oxnard College General Education	**29**
Double-Counted Units	**-(6)**
Free Electives Required	**18**
Total Units Required For the A.A. Degree	**60**
or	
Total Required Major Units	**19**
CSU GE-Breadth	**39**
Health	**3**
Physical Education	**1**
Double-counted Units	**-(6)**
Free Electives Required	**4**
Total Units Required For the A.A. Degree	**60**
or	

Total Required Major Units	**19**
IGETC	**37**
Health	**3**
Physical Education	**1**
Double-counted Units	**-(6)**
Free Electives Required	**6**
Total Units Required For the A.A. Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Deaf Studies program students will be able to:

- Sustain a conversation in ASL that demonstrates comprehension of typical information conveyed in personal and social contexts, as defined by the ACTFL Listening Guidelines for Intermediate High proficiency.
- Tell a story using ASL grammar, a broad range of vocabulary and elements of ASL story development that describes, in detail, the persons/objects involved and incidents that occurred.
- Recognize examples of audism and define how cultural bias presents itself in both the overt and systemic oppression of deaf and hard of hearing people.
- Describe important events in Deaf History and identify key figures and their contributions to Deaf culture.

CERTIFICATE OF ACHIEVEMENT
AMERICAN SIGN LANGUAGE

The Certificate of Achievement in American Sign Language is designed to meet the needs of students pursuing other degrees or certificates, or members of the community, who are interested in acquiring fluency in ASL for practical purposes. Now the third most studied modern language in the U.S., Oxnard College simultaneously recognizes this growing body of students interested in learning ASL and the high demand for bilingual workers spanning a broad range of industries in California and nationwide. A certificate demonstrating proficiency in ASL can be a highly marketable skill to give job seekers a competitive advantage when applying to enter a variety of occupations.

The program equips students with the linguistic proficiency and cultural competency to interact with Deaf people at an intermediate proficiency level in their respective fields and throughout public spaces. Field experiences embedded within the coursework contribute to a greater understanding of and appreciation for the Deaf community, which prepares students to function effectively as allies within the workplace and in society.

The certificate is made up of a series of four consecutive courses in the language and one Deaf Studies course. The program can be completed within two years. It should be noted that a certificate alone is not adequate qualification to interpret professionally or to work within an ASL-related field. For students interested in careers working within the Deaf community, an Associate in Arts degree in Deaf Studies should be pursued (see "Deaf Studies" on page 176).

Required Core Courses		**Units**
ASL R101	**American Sign Language 1**	**4**
ASL R102	**American Sign Language 2**	**4**
ASL R103	**American Sign Language 3**	**4**
ASL R104	**American Sign Language 4**	**4**
ASL R110	**Introduction to Deaf Studies**	**3**
Total Required Units for the Certificate		**19**

Note: Students must begin **ASL R101 during Fall** semester in order to complete the series and earn the Certificate in four consecutive semesters (unless R103 and R104 move to being offered each semester or ASL R102 is offered during summer). **ASL R110** may be taken after **ASL R102** is completed (either concurrently with ASL R103 or ASL R104) if offered during both Fall and Spring.

Program Student Learning Outcomes

Upon successful completion of the American Sign Language program students will be able to:

- Sustain a conversation in ASL that demonstrates comprehension of typical information conveyed in personal and social contexts, as defined by the ACTFL Listening Guidelines for Intermediate High proficiency.
- Tell a story using ASL grammar, a broad range of vocabulary and elements of ASL story development that describes, in detail, the persons/objects involved and incidents that occurred.
- Recognize examples of audism and define how cultural bias presents itself in both the overt and systemic oppression of deaf and hard of hearing people.
- Describe important events in Deaf History and identify key figures and their contributions to Deaf culture.

AMERICAN SIGN LANGUAGE COURSES

ASL R101 **American Sign Language 1** **4 Units**

Hours: *4 lecture weekly*

Students with little or no prior knowledge of American Sign Language will be introduced to the natural language and culture of the American Deaf Community. This course provides basic vocabulary and preparation for visual/gestural communication. Emphasis will be on comprehension skills and the fundamentals of ASL grammatical structures. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***6A***

UC Credit Note: corresponds to two years of high school study



ASL R102 **American Sign Language 2** **4 Units**

Hours: *4 lecture weekly*
Prerequisites: *ASL R101*

This second-semester level course in ASL builds on the language skills previously acquired with a focus on ASL grammar structures, non-manual features, time concepts, numbers, classifiers, narrative skills and more in-depth conversational functions. Additional instruction on Deaf culture, community and behavioral norms will be presented. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***6A***

ASL R103 **American Sign Language 3** **4 Units**

Hours: *4 lecture weekly*
Prerequisites: *ASL R102*

This course will continue the study of American Sign Language with expanded instruction in ASL grammar, vocabulary development, conversational skills, storytelling, and other ASL literary forms. Deafness, Deaf culture, and audism, as well as significant contributions of historical and modern-day figures within the Deaf community, will be further explored. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B, 6A***

ASL R104 **American Sign Language 4** **4 Units**

Hours: *4 lecture weekly*
Prerequisites: *ASL R103*

This course will build on previously acquired ASL communication skills and include study of more complex ASL grammatical features, vocabulary building in context, classifiers, narrative comprehension and development, and analysis and recitation of ASL literature. Class discussions will center on issues of current and historical significance to the Deaf community. Students will also apply the practical skills they've acquired throughout the program to act in support to the Deaf community in the form of a group capstone project. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B, 6A***

ASL R110 **Introduction to Deaf Studies** **3 Units**

Hours: *3 lecture weekly*
Prerequisites: *ASL R102*

This interdisciplinary course introduces a range of issues that are developed within Deaf Studies: ASL linguistics, Deaf education, sociology of Deaf culture, intersectionality and ASL interpreting. This class is conducted in ASL, therefore a minimum level of language proficiency is required. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***C2, D***
IGETC: ***3B, 4***

ANATOMY

See "Biological Sciences" on page 143 for more program information.

ANATOMY COURSE

ANAT R101 **General Human Anatomy** **4 Units**

Hours: *2 lecture, 6 lab weekly*
Prerequisites: *BIOL R101 or BIOL R101H; and BIOL R101L; and MATH R005 or MATH R015; and ENGL R097 or eligibility for ENGL R101 as determined by the college's multiple measures assessment process.*
C-ID: *BIOL 110B*

This course is organized into two parts: lecture and laboratory. The lecture portion is an introduction to gross anatomy as well as organization and histology of human organ systems. The laboratory portion reinforces the lecture material and consists of hands-on experiments and demonstrations used to illustrate the principles and concepts of anatomy. These include but are not limited to microscope use, model and specimen examination, dissection of the cat as well as other livestock organs and demonstration of the dissected human cadaver. This course meets the requirements of students anticipating transfer to university, medical school, dental school, holistic medicine, kinesiology programs and other health care certificated programs. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B2, B3***
IGETC: ***5B, 5C***

ANTHROPOLOGY

Anthropology is one of the most interesting and flexible undergraduate majors. Similar to a GE or Liberal Studies degree in scope, Anthropology has the added benefit of introducing students to science, scientific method, and qualitative and quantitative research methods. Anthropology studies all human cultures in all places and times. It is the core discipline from which ethnology and ethnic studies spring. It is also the study of human biology, diversity, variation and evolution. Anthropology majors go on to many different professions. UCSB, CSUCI and CSUN all have bachelor's programs in Anthropology.

The AA-T degree (Associate in Arts for Transfer) in Anthropology will position you for many kinds of jobs, even if you do not end up majoring in Anthropology. Training in anthropology will benefit students interested in a range of different majors and careers including business, marketing, human resources and the non-profit sector. The AA-T in Anthropology is designed to satisfy the introductory level program requirements for students pursuing a B.A. in Anthropology and is excellent preparation for other professional and graduate programs in related disciplines.

For more information contact:

Dr. Linda LeValley Kama'ila
(805) 678-5045
lkamaila@vcccd.edu

Dr. Arion Melidonis
(805) 678-5044
amelidonis@vcccd.edu

FOR ASSOCIATE IN ARTS FOR TRANSFER
ANTHROPOLOGY

The Associate in Arts in Anthropology for Transfer (AA-T in Anthropology) is intended for students who plan to complete a bachelor's degree in Anthropology or a "similar" major at a CSU campus. Each CSU campus determines which of the degrees it offers are "similar" and can be completed with the preparation included in the AA-T in Anthropology within 60 units once a student transfers, so which majors are "similar" varies from CSU to CSU. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. The AA-T in Anthropology may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system.

To earn an **AA-T in Anthropology**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **18** semester units in the **Anthropology** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in residence. For students in the Ventura County Community College District, a minimum of 12 units must be completed in residency at the college granting the degree.

Students transferring to a CSU campus that accepts the **Anthropology AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (9 units)		**Units**
ANTH R101	**Introduction to Biological Anthropology**	**3**
or		
ANTH R101H	**Honors: Introduction to Biological Anthropology**	**3**
ANTH R102	**Introduction to Cultural Anthropology**	**3**
or		
ANTH R102H	**Honors: Introduction to Cultural Anthropology**	**3**
ANTH R103	**Introduction to Archaeology**	**3**

List A

Select a minimum of **3** units from the following:
These courses are commonly required as additional courses for a B.A. in Anthropology. CSU Channel Islands, Chico and Long Beach specifically require **ANTH R115** (3-4 Units).

ANTH R101L	**Introduction to Biological Anthropology Laboratory**	**1**
ANTH R115	**Introduction to Language and Culture**	**3**
MATH R105	**Introductory Statistics**	**4**
or		
MATH R105H	**Honors: Introductory Statistics**	**4**
PSY R103	**Beginning Statistics for Behavioral Science**	**3**
SOC R125	**Statistics for the Behavioral and Social Sciences**	**3**

List B

Science and Methods Block: Select **1-2** courses from the following. Students may take any course in List A not already selected above; and/or any combination of coursework from list B (3-4 units)

ANAT R101	**General Human Anatomy**	**4**
ANTH R116	**Science, Technology, and Human Values**	**3**
SOC R111	**Introduction to Social Research**	**3**
GEOG R106	**Introduction to Geographic Information Systems**	**3**
GEOL R101	**Physical Geology**	**3**
and		
GEOL R101L	**Physical Geology Laboratory**	**1**
GEOL R121	**Earth Science with Laboratory**	**4**

List C

Cultural Block: Select **one** course from the following. Students may take any course not selected from List A or List B or one of the following (**3** units minimum):

ANTH R105	**Sex, Gender and Culture**	**3**
ANTH R106	**Psychological Anthropology**	**3**

ANTH R107	The Anthropology of Native Americans	3
ANTH R110	People of the World: The Cultures of Globalization and Change	3
ANTH R111	Magic, Witchcraft and Religion: Anthropology of Belief	3
ANTH R111H	Honors: Magic, Witchcraft and Religion: Anthropology of Belief	3
ANTH R113	Ancient Civilizations of the Americas	3
ANTH R114	African American Culture and Experience	3
ANTH R118	Introduction to Forensic Science	3
ANTH R119 (BRS R101)	Introduction to Border Studies	3
CHST R101	Introduction to Chicana/o Studies	3
CHST R107	History of Mexicans in the United States	3
COMM R113	Intercultural Communication	3
GEOG R105	Introduction to Human Geography	3
GLST R101	Introduction to Global Studies	3
HIST R109	History of Mexico	3
PHIL R115	Comparative World Religions	3
PHIL R115H	Honors: Comparative World Religions	3
SOC R101	Introduction to Sociology	3
SOC R101H	Honors: Introduction to Sociology	3
SOC R103	Race and Ethnic Relations	3
URBS R101	Introduction to Urban Studies	3
	Total Required Major Units	**18-20**
	CSU General Education *or* IGETC Pattern	**37-39**
	Double-Counted Units	**-(9-18)**
	Electives (CSU transferable units needed to reach 60)	**12-23**
	Total Units required for the AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Anthropology Program for Transfer students will be able to:

- Apply logic, critical thinking, quantitative and qualitative reasoning to anthropological data and be able to distinguish amongst scientific laws, principles, hypotheses and theories.
- Apply their knowledge to the solution of human problems, both local and global, in both theoretical and practical settings, including a more mature understanding of their own place in society, in the workplace, and in academia.
- Identify major figures in the history of anthropology, the major schools/orientation of anthropological theory, and important trends in contemporary anthropological theory, methods and ethics.
- Demonstrate familiarity with the standards of professional ethics espoused by the discipline of anthropology.
- Develop skills in ethnographic writing, speaking and presentation.
- Master concepts and methods central to the anthropological perspective, e.g. culture, human evolution, genetics, linguistics, archaeology, prehistory, diversity, physical type, language, gender/sex, cultural relativism, holism, social structure, historical and cross-cultural comparisons, kinship, participant-observation and globalism.
- Develop and improve information retrieval and management skills, particularly use of online resources.

ASSOCIATE IN ARTS DEGREE
ANTHROPOLOGY

The Anthropology program at Oxnard College offers lower division courses in biological anthropology, cultural anthropology, linguistics, archaeology and other areas of focus in anthropology, such as gender, prehistory, cultural history and cross cultural communication. Anthropology is an excellent transfer major, as it is the general study of our species, Homo sapiens, human beings. These courses are widely accepted at four year institutions for a bachelor's degree in anthropology, as well as for several other 4 year degrees. Anthropology's central questions have to do with where humans came from, how they got where they are today, where they are going, what their nature is and how cultures vary. Anthropology students develop critical thinking skills, communication skills for a global setting, information literacy, ethics and aesthetic awareness, as anthropology is a holistic field.

Students who have completed courses or A.A. degrees in anthropology have transferred to Stanford, UCLA, UCSB, UC Berkeley, UC Davis, UCSD, UC Irvine, UC Santa Cruz, USC, CSU Chico, CSU Northridge, CSU Channel Islands, SUNY, New York University, Pepperdine and many other universities.

Required Core Courses (9 Units)		**Units**
ANTH R101	Introduction to Biological Anthropology	3
or		
ANTH R101H	Honors: Introduction to Biological Anthropology	3
ANTH R102	Introduction to Cultural Anthropology	3
or		
ANTH R102H	Honors: Introduction to Cultural Anthropology	3
And one of the two following courses:		
ANTH R103	Introduction to Archaeology	3
ANTH R115	Introduction to Language and Culture	3

Required Additional Courses:
Complete a minimum of **9** units from the following or any course not selected above:

ANTH R101L	Introduction to Biological Anthropology Laboratory	1
ANTH R105	Sex, Gender and Culture	3
ANTH R106	Psychological Anthropology	3
ANTH R107	The Anthropology of Native Americans	3
ANTH R110	People of the World: The Cultures of Globalization and Change	3
ANTH R111	Magic, Witchcraft and Religion: Anthropology of Belief	3
or		
ANTH R111H	Honors: Magic, Witchcraft and Religion: Anthropology of Belief	3
ANTH R113	Ancient Civilizations of the Americas	3
ANTH R114	African American Culture and Experience	3
ANTH R116 (IDS R102)	Science, Technology, and Human Values	3
ANTH R118	Introduction to Forensic Science	3
ANTH R119 (BRS R101)	Introduction to Border Studies	3

GLST R101	Introduction to Global Studies	3
MATH R105	Introductory Statistics	4
MATH R105H	Honors: Introductory Statistics	4
PHIL R108	World Mythology	3
PSY R103	Beginning Statistics for Behavioral Science	3
URBS R101	Introduction to Urban Studies	3
	Total Required Major Units	**18-19**

General Education Students will be allowed to choose the general education pattern that best aligns with their educational goals from those offered by Oxnard College including the Oxnard College General Education pattern, CSU GE-Breadth, or IGETC. Students who select CSU GE-Breadth or IGETC must also complete local graduation requirements in Health and PE.

Total Required Major Units	**18-19**
Oxnard College General Education	**29**
Double-Counted Units	**-(6-12)**
Free Electives Required	**19-24**
Total Required Units for A.A. Degree	**60**

or

Total Required Major Units	**18-19**
CSU GE-Breadth	**39**
Health (can be taken within CSU GE)	**3**
Physical Education	**1**
Double-Counted Units	**-(12-21)**
Free Electives Required	**15-24**
Total Required Units for A.A. Degree	**60**

or

Total Required Major Units	**18-19**
IGETC	**37**
Health	**3**
Physical Education	**1**
Double-Counted Units	**-(9-18)**
Free Electives Required	**10-19**
Total Required Units for A.A. Degree	**60**

To complete the ASSOCIATE IN ARTS DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

Program Student Learning Outcomes

Upon successful completion of the Anthropology program students will be able to:

- Students will be able to identify major figures in the history of anthropology, the major schools/orientation of anthropological theory, and important trends in contemporary anthropological theory, methods, and ethics.
- Students will develop skills in ethnographic writing, speaking, and presentation.
- Students will master concepts central to the anthropological perspective, for example; culture, human evolution, genetics, diversity of culture, physical type, language, gender/sex, cultural relativism, holism, historical and cross-cultural comparisons, kinship, and globalism.
- Students will apply logic, critical thinking, quantitative and qualitative reasoning to anthropological data and be able to distinguish amongst scientific laws, principles, hypotheses, and theories.
- Students will demonstrate familiarity with the standards of professional ethics espoused by the discipline of anthropology.

ANTHROPOLOGY COURSES

ANTH R101 Introduction to Biological Anthropology 3 Units

Hours: *3 lecture weekly*
C-ID: *ANTH 110*

This course introduces students to the study of human evolution including the concepts, methods of inquiry, and scientific explanations for biological evolution and their application to the human species. Issues and topics will include, but are not limited to, genetics, evolutionary theory, human variation and biocultural adaptations, comparative primate anatomy and behavior, and the fossil evidence for human evolution. The scientific method serves as foundation of the course. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B2***
IGETC: ***5B***

ANTH R101H Honors: Introduction to Biological Anthropology 3 Units

Hours: *3 lecture weekly*
C-ID: *ANTH 110*

This course introduces students to the study of human evolution including the concepts, methods of inquiry, and scientific explanations for biological evolution and their application to the human species. Issues and topics will include, but are not limited to, genetics, evolutionary theory, human variation and biocultural adaptations, comparative primate anatomy and behavior, and the fossil evidence for human evolution. The scientific method serves as foundation of the course. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B2***
IGETC: ***5B***

ANTH R101L Introduction to Biological Anthropology Lab 1 Unit

Hours: *3 lab weekly*
Prerequisites: *ANTH R101 or concurrent enrollment*
C-ID: *ANTH 115L*

This laboratory course is offered as a supplement to Introduction to Biological Anthropology, either taken concurrently or in a subsequent term. Laboratory exercises are designed to introduce students to the scientific method and explore genetics, human variation, human and non-human behavior, the primate/hominin fossil record and other resources to investigate processes that affect human evolution. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

ANTH R102 Introduction to Cultural Anthropology 3 Units

Hours: *3 lecture weekly*
C-ID: *ANTH 120*

This course explores how anthropologists study and compare human culture. Cultural anthropologists seek to understand the broad arc of human experience focusing on a set of central issues: how people around the world make their living (subsistence patterns); how they organize themselves socially, politically and economically; how they communicate; how they relate to each other through family and kinship ties; what they believe about the world (belief systems); how they express themselves creatively (expressive culture); how they make distinctions among themselves such as through applying gender, racial and ethnic identity labels; how they have shaped and been shaped by social inequalities such as colonialism; and how they navigate culture change and processes of globalization that affect us all. Ethnographic case studies highlight these similarities and differences, and introduce students to how anthropologists do their work, employ professional anthropological research ethics and apply their perspectives and skills to understand humans around the globe. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D1***
IGETC: ***4A***

ANTH R102H Honors: Introduction to Cultural Anthropology 3 Units

Hours: *3 lecture weekly*
C-ID: *ANTH 120*

This course explores how anthropologists study and compare human culture. Cultural anthropologists seek to understand the broad arc of human experience focusing on a set of central issues: how people around the world make their living (subsistence patterns); how they organize themselves socially, politically and economically; how they communicate; how they relate to each other through family and kinship ties; what they believe about the world (belief systems); how they express themselves creatively (expressive culture); how they make distinctions among themselves such as through applying gender, racial and ethnic identity labels; how they have shaped and been shaped by social inequalities such as colonialism; and how they navigate culture change and processes of globalization that affect us all. Ethnographic case studies highlight these similarities and differences, and introduce students to how anthropologists do their work, employ professional anthropological research ethics and apply their perspectives and skills to understand humans around the globe. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D1***
IGETC: ***4A***

ANTH R103 Introduction to Archaeology 3 Units

Hours: *3 lecture weekly*
C-ID: *ANTH 150*

Archaeology involves the study of past societies, their practices, beliefs and behaviors as deduced through the excavation, analysis and interpretation of their material remains. We will explore specific cultures that may include the Aztecs, Maya, Incas, Sumerians, Egyptians, Greeks, Chinese and specific sites that may include Teotihuacan, the Pyramids of Giza, Jericho, Gobekli Tepe, Uruk, Stonehenge and the Parthenon. This course is an introduction to the study of concepts, theories, data and models of anthropological archaeology that contribute to our knowledge of the human past. The course includes a discussion of the nature of scientific inquiry; the history and interdisciplinary nature of archaeological research; dating techniques; methods of survey, excavation, analysis, and interpretation; cultural resource management; professional ethics; and selected cultural sequences. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D1***
IGETC: ***4A***

ANTH R105 Sex, Gender and Culture 3 Units

Hours: *3 lecture weekly*

Understandings of sex, gender, and sexuality profoundly impact the human experience by shaping how we understand our bodies and how we interact with others. This course introduces students to the anthropological study of sex, gender and sexuality, emphasizing both the biological and cultural aspects of these categories. Through a range of ethnographic material, we explore how understandings of sex, gender and sexuality differ cross-culturally and how these understandings shape human lives. Topics that we will cover may include biological understandings of sex, the cultural construction of gender, gender roles and division of labor, sexuality, the body, ritual, religion, kinship, discrimination and resistance, reproduction and the state. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D1, D4***
IGETC: ***4A, 4D***

ANTH R106 Psychological Anthropology 3 Units

Hours: *3 lecture weekly*

Psychological anthropology examines the relationship between culture and psychology. It draws from both anthropology and psychology to explore the complex relationships between the social and the individual. Through the use of ethnographic sources, anthropological and psychological theory, films and other readings, we employ a cross-cultural perspective to consider how culture impacts behavior, understandings of mental health, identity, cognition, personality, perception, and self. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D1***
IGETC: ***4A***

ANTH R107 The Anthropology of Native Americans 3 Units

Hours: *3 lecture weekly*

Through ethnography, story and artifact, this course explores the anthropology of Native Americans from prehistory to the present. Utilizing an anthropological and Native American Studies perspective, we examine sociocultural issues relevant to Native Americans such as economics, language, religion, identity, politics, and cultural change. Special attention will be given to the contributions of Native Americans to the field of anthropology and to the broader culture of the United States. Emphasis will also be placed on the impact of European colonialism and on contemporary issues such as discrimination, the struggle for sovereignty, and land rights. (Same as **ETHS R107**). *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D, F***
IGETC: ***4A, 4C***

ANTH R110 People of the World: The Cultures of Globalization and Change 3 Units

Hours: *3 lecture weekly*

Culture is a central part of all human life. It shapes our identity, our worldview, and how we make sense of the world. Yet in an increasingly globalized world, cultures are rapidly changing as they come into contact with global economies, media, and transnational social forces. Through the use of ethnographic sources, films, and anthropological theory, this course emphasizes intensive study of select ethnographic regions around the globe and across time, paying particular attention to processes of cultural change, diffusion and the impact of globalization. We conduct in-depth analyses of the practices and beliefs of these cultures and consider how cultural change is impacting their lives. Topics covered will include ethnic and religious conflict, economic inequality, borders and migration, development, globalization, colonialism, environmental damage, and transnational social movements. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***C2, D***
IGETC: ***3B, 4A***

ANTH R111 Magic, Witchcraft and Religion: Anthropology of Belief 3 Units

Hours: *3 lecture weekly*

Religion and magic are human universals. Anthropologists study contemporary religions and religious consciousness to help reconstruct religions in prehistory, as well as for an understanding of the modern world and of the human mind. The student will be introduced to a fascinating variety of rites, rituals, religious movements, symbolic systems, as well as anthropological theories about religion. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D***
IGETC: ***4***

ANTH R111H Honors: Magic, Witchcraft and Religion: Anthropology of Belief 3 Units

Hours: *3 lecture weekly*

Religion and magic are human universals. Anthropologists study contemporary religions and religious consciousness to help reconstruct religions in prehistory, as well as for an understanding of the modern world and of the human mind. The student will be introduced to a fascinating variety of rites, rituals, religious movements, symbolic systems, as well as anthropological theories about religion. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D1***
IGETC: ***3B, 4A***

ANTH R113 Ancient Civilizations of the Americas 3 Units

Hours: *3 lecture weekly*

This course introduces students to the early civilizations of North America, South America, and Mesoamerica. Through archaeological analysis, including the analysis of human remains, artifacts and historical documents, we will explore the origins, development and culture of these societies including the Maya, Aztecs, Inca, Olmecs and Paleo-Indians. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***C2, D***
IGETC: ***3B, 4A***

ANTH R114 African American Culture and Experience 3 Units

Hours: *3 lecture weekly*

This course explores the richness and diversity of African American culture and experience in the Americas from the 1600's to the present. Utilizing an anthropological perspective, the course will critically explore concepts like race, identity, diaspora, discrimination, marginalization and hybridity while paying particular attention to the significant impact that African Americans have had on American culture as a whole. Topics for discussion will include the influences of Yoruba culture, slavery, the Harlem Renaissance, Pan-Africanism, civil rights, the Black Power movement, the Black Panthers, blues, jazz, poetry, sports, literature, and the culture of Hip Hop. (Same as **ETHS R114**). *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D***
IGETC: ***4A***

ANTH R115 Introduction to Language and Culture 3 Units

Hours: *3 lecture weekly*
C-ID: *ANTH 130*

This introductory course serves as a foundation for understanding language from an anthropological perspective, addressing such core questions as how, what, when, where, why and with whom do we communicate. This course surveys three core areas in linguistic anthropology--structural linguistics: phonetics, phonology, morphology, syntax, and semantics, as well as the complex biocultural interface of the brain and genetics in language production; historical linguistics: origins and evolution/change, dialects, and language families; and sociocultural linguistics: language acquisition in cultural context, emphasizing the relationship between language and culture, and issues of language conservation. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D1***
IGETC: ***4A***

ANTH R116 Science, Technology, and Human Values 3 Units

Hours: *3 lecture weekly*

Science and technology have the potential to improve our lives, yet they also challenge the basic values of our humanity. Utilizing an interdisciplinary approach, this course explores the impact of science and technology on human culture, history, and understanding. Through critical engagement with scientific and social theory we explore how science and technology impact human cultures and values and we question what these developments mean for human societies in a global context. We explore topics such as global climate change, pollution, the nature of knowledge, science and gender, surveillance and security, nuclear energy, fracking, weapons of mass destruction, communications, the internet, hacking, genetic modification, space exploration, cosmology, cloning, artificial intelligence and medicine. (Same as **IDS R102**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***C2, D7***
IGETC: ***3B, 4G***

ANTH R118 Introduction to Forensic Science 3 Units

Hours: *3 lecture weekly*
C-ID: *AJ 150*

Forensic science is the study and application of science to the investigation of criminal and civil cases in the criminal justice system. This course introduces students to the scientific method and to the use of applied science from disciplines including anthropology, biology, chemistry, entomology, physics and others to benefit legal processes and investigations. Topics to be addressed will include the crime scene, blood pattern analysis, forensic pathology, toxicology, forensic anthropology, entomology, DNA and serology, fingerprints, criminal profiling, ballistics, fire and explosion investigation, tool marks and trace evidence. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B2, D1***
IGETC: ***none***

ANTH R119 Introduction to Border Studies 3 Units

Hours: *3 lecture weekly*

Borders and borderlands define territories and identity while simultaneously calling them into question. Utilizing an interdisciplinary perspective, this course explores both physical and conceptual borders and borderlands with an emphasis on first person narratives, generalizing to universal themes of change, globalization, conflict, motivation and movement across borders. Through a range of ethnographic, narrative and theoretical works, we will analyze specific borderlands and borderland identities while considering the themes of hybridity, gender, sexuality, marginalization, economics, immigration, labor flows, travel, pollution, environmental change, media, conflict and cooperation. (Same as **BRS R101** and **ETHS R119**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D***
IGETC: ***4***

ANTH R189 Topics in Anthropology .5 - 3 Units

Hours: *.5 - 3 lecture weekly*

Topics in Anthropology courses are designed to meet specific student, college, and/or community needs which are not met by general anthropology course offerings. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ANTH R199 Directed Studies in Anthropology 1 - 3 Units

Hours: *1 - 3 lecture weekly*

Designed for students interested in furthering their knowledge of Anthropology on an independent basis. Assigned problems will involve library, lab, and field work. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ART & ART HISTORY

The Art and Art History program encourages all students to discover and explore the visual arts. Studio Art courses provide training in art practice, including drawing, life drawing, painting, color and design, three-dimensional art, digital photography, and digital arts. Art History courses introduce students to the study of art and explore the history of visual art traditions throughout the world, from antiquity to the present. The program is supported by the McNish Gallery of Art, which brings contemporary art to campus and provides students an opportunity to gain hands-on experience in gallery work.

Many courses in the Art and Art History program are transferable and satisfy general education requirements. Degree programs include an AA degree in Art - Two-Dimensional Studio and AA-T degrees (Associate in Arts for Transfer) in Studio Arts and in Art History.

The Art and Art History program emphasizes creative and critical thinking, skills that are useful in all walks of life!

For more information, contact

Art History
Dr. Rainer Mack
(805) 678-5181
rmack@vcccd.edu

Studio Art
Christine Morla
(805) 678-5046
cmorla@vcccd.edu

ASSOCIATE IN ARTS FOR TRANSFER
ART HISTORY

Art History combines a close study of art and visual culture with historical investigation and analysis. Students gain an understanding of the development of art in cultures around the world and throughout time, as well as an appreciation for the complex ways in which art is connected with broader social and cultural concerns. As an academic discipline, Art History approaches art as a uniquely rich artifact for the understanding of human history. Core courses in the Art History program cover the history of art in the Western world, from prehistory to the present, and provide instruction in the fundamentals of drawing. Electives offer students the opportunity to explore art outside the Western tradition, go deeper in their study of a particular period of art, and develop their hands-on understanding of the materials and techniques of art-making. Art History courses build skills in visual analysis and interpretation, critical thinking, research, writing, and the formal presentation of ideas. A degree in Art History supports a wide range of careers both within and outside the art world. Art History students find success in education, art education, gallery and museum work, library and information sciences, marketing, public relations, writing, graphic design, web and media design, among other fields.

Students earning the AA-T degree in Art History may transfer to a CSU campus in Art with an Emphasis in Art History. Degree coursework covers transfer requirements and prepares students for advanced undergraduate work in the field. The AA-T degree also prepares students for transfer to a UC campus in Art History, though additional coursework may be required.

To earn an **AA-T** in **Art History**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **18** semester units in the **Art History** major as listed in the Oxnard College catalog.
2. Obtain a minimum Grade Point Average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residency at the college granting the degree.

Students transferring to a CSU campus that accepts the **Art History AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (9 units)		**Units**
ART R102	**Western Art I: Prehistory through the Middle Age**	**3**
ART R103	**Western Art II: Renaissance to Contemporary**	**3**
ART R106A	**Drawing and Composition I**	**3**
List A		
Select **one** course from the following (**3** units)		
ART R172	**Art of the Ancient Americas**	**3**
ART R174	**Latin American Art**	**3**
List B		
Select **one** course from the following (**3** units)		
ART R104A	**Color and Design: 2-D Foundations**	**3**
ART R108A	**Beginning Oil Painting**	**3**
ART R110A	**Beginning Acrylic Painting**	**3**
ART R126A	**Life Drawing I**	**3**
ART R155	**Beginning Sculpture**	**3**
ART R160 (FTVE R160)	**Introduction to Digital Photography**	**3**
ART R175	**Introduction to Digital Art**	**3**
ART R180	**3-D Foundations**	**3**
List C		
Select **one** course from the following or any course not selected from List A or List B (**3** units)		
ART R171	**Modern Art**	**3**
FTVE R107	**History of Film**	**3**
MUS R116	**History of Rock Music**	**3**
ANTH R102	**Introduction to Cultural Anthropology**	**3**
ANTH R102H	**Honors: Introduction to Cultural Anthropology**	**3**
ANTH R103	**Introduction to Archaeology**	**3**
ANTH R105	**Sex, Gender and Culture**	**3**
ANTH R107	**The Anthropology of Native Americans**	**3**
ANTH R110	**People of the World: The Cultures of Globalization and Change**	**3**
ANTH R113	**Ancient Civilizations of the Americas**	**3**
ANTH R114	**Introduction to Language and Culture**	**3**
ANTH R115	**Introduction to Language and Culture**	**3**
CHST R101	**Introduction to Chicana/o Studies**	**3**
CHST R107 (HIST R107)	**History of Mexicans in the United States**	**3**
ENGL R104	**English Literature I**	**3**
ENGL R105	**English Literature II**	**3**
ENGL R107	**American Literature I**	**3**
ENGL R108	**American Literature II**	**3**
ENGL R111	**Shakespeare**	**3**
ENGL R112	**Literature by Women**	**3**
ENGL R124	**Introduction to LGBTIQ Literature**	**3**
GLST R101	**Introduction to Global Studies**	**3**
HIST R104	**History of California**	**3**
HIST R107 (CHST R107)	**History of Mexicans in the United States**	**3**
HIST R108	**African-American History**	**3**
HIST R109	**History of Mexico**	**3**
HIST R110	**History of the Middle East**	**3**

continued on next page

HIST R117	History of American Women	3
HIST R126	History of Latin America	3
HIST R130	History of the United States I	3
HIST R130H	Honors: History of the United States I	3
HIST R140	History of the United States II	3
HIST R140H	Honors: History of the United States II	3
HIST R150	World History I	3
HIST R150H	Honors: World History I	3
HIST R160	World History II	3
HIST R160H	Honors: World History II	3
PHIL R101	Introduction to Philosophy	3
PHIL R101H	Honors: Introduction to Philosophy	3
PHIL R103	Survey of World Religions: East	3
PHIL R104	Survey of World Religions: West	3
PHIL R105	History of Ancient and Medieval Philosophy	3
PHIL R106	History of Modern Philosophy	3
PHIL R108	World Mythology	3
PHIL R115	Comparative World Religions	3
PHIL R115H	Honors: Comparative World Religions	3
SPAN R100	Elementary Spanish I	4
SPAN R110	Elementary Spanish II	4
SPAN R200	Intermediate Spanish I	4
SPAN R210	Intermediate Spanish II	4
SPAN R220	Spanish for Heritage Speakers I	4
or		
SPAN R220H	Honors: Spanish for Heritage Speakers I	4
SPAN R230	Spanish for Heritage Speakers II	4
or		
SPAN R230H	Honors: Spanish for Heritage Speakers II	4
URBS R101	Introduction to Urban Studies	3
	Total Required Major Units	**18-19**
	CSU General Education *or* IGETC Pattern	**37-39**
	Double-Counted Units	**-(9-12)**
	Electives (CSU transferable units needed to reach 60)	**10-17**
	Total Units required for the AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Art History Program for Transfer students will be able to:

- Identify artworks from major periods of Western history and from at least one other cultural tradition.
- Analyze artworks in relationship to their historical context and the broader social and cultural concerns of their time.
- Demonstrate familiarity with the fundamental concepts and methods of art historical investigation.
- Demonstrate ability in art historical research, including locating and using sources correctly.
- Demonstrate ability in the application of logic and critical thinking in written or oral exposition of art historical subject matter.

ASSOCIATE IN ARTS FOR TRANSFER
STUDIO ARTS

The Associate in Arts in Studio Arts for Transfer (Studio Arts AA-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AA-T** in **Studio Arts**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **24** semester units in the **Studio Arts** major as listed in the Oxnard College catalog.
2. Obtain a minimum Grade Point Average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Studio Arts AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (12 units)		**Units**
ART R103	Western Art II: Renaissance to Contemporary	3
ART R104A	Color and Design: 2-D Foundations	3
ART R106A	Drawing and Composition I	3
ART R180	3-D Foundations	3

List A
Art History restricted electives: Select **one** course from the following (**3** units)

ART R102	Western Art I: Prehistory through the Middle Ages	3
ART R171	Modern Art	3
ART R172	Art of the Ancient Americas	3
ART R174	Latin American Art	3

List B
Studio Arts restricted electives (**9** units)

Drawing: Select no more than **one** course from drawing (0-3 units)

ART R126A	Life Drawing I	3
ART R106B	Drawing and Composition II	3

Painting: Select no more than **one** course from painting (0-3 units)

ART R110A	Beginning Acrylic Painting	3
ART R108A	Beginning Oil Painting	3

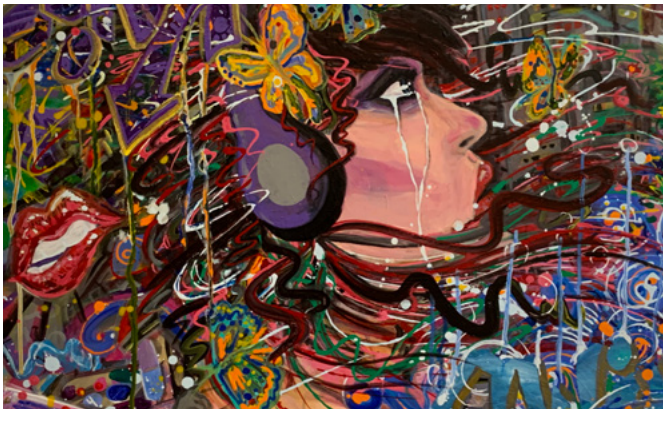
Other Media: Select no more than **one** course from other media (0-3 units)

ART R104B	Color Theory	3
ART R155	Beginning Sculpture	3
ART R160	Introduction to Digital Photography	3
ART R175	Introduction to Digital Art	3
	Total Required Major Units	**24**
	CSU General Education *or* IGETC Pattern	**37-39**
	Double-Counted Units	**-(6-9)**
	Electives (CSU transferable units needed to reach 60)	**3-8**
	Total Units required for the AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Studio Arts Program for Transfer students will be able to:

- Demonstrate an understanding of art including its many contexts and art's interrelationships with other disciplines.
- Interpret artworks that are visual or non-visual and be able to respond to the artwork with interpretation.
- Present ideas related to subject matter and communicate effectively.
- Demonstrate creative expression when they design and implement a hands-on experience through creative thinking and either individually or collaboratively create original work, which they then revise and improve upon, based on critical feedback.
- Engage in collaborative projects that allow students to practice critical thinking, express their ideas, and apply creative art concepts across disciplinary lines and in a variety of contexts.
- Understand and use the elements of design in the correct application in various creative contexts.
- Understand the complex blend of personal vision, social-cultural background, ethical values and aesthetic judgment in their own artistic work.



ASSOCIATE IN ARTS DEGREE

ART - TWO-DIMENSIONAL STUDIO

Required Core Courses (**30** units)		**Units**
ART R102	Western Art I: Prehistory through the Middle Ages	3
ART R103	Western Art II: Renaissance to Contemporary	3
ART R104A	Color and Design: 2-D Foundations	3
ART R104B	Color Theory	3
ART R106A	Drawing and Composition I	3
ART R106B	Drawing and Composition II	3
ART R115A	Abstract Concepts I	3
ART R126A	Life Drawing I	3
ART R171	Modern Art	3
ART R165	Portfolio/Gallery Presentation	3

List A
Choose a series of 2 **Painting Courses** (minimum of **6** units)

ART R108A	Beginning Oil Painting	3
ART R108B	Intermediate Oil Painting	3
or		3
ART R110A	Beginning Acrylic Painting	3
ART R110B	Intermediate Acrylic Painting	3
	Total Required Major Units	**36**
	Additional units/requirements to complete the A.A. Degree	
	Oxnard College General Education Pattern	**29**
	Double-Counted Units	**3**
	Degree-Applicable Electives (needed to reach 60 units)	**0**
	Total Units required for the A.A. Degree	**62**

Note: Students planning to transfer to four-year universities and major in Art should consider taking advanced coursework in their area of emphasis such as drawing, painting, or sculpture. For major preparation requirements at UC and CSU campuses, see *www.assist.org*.

To complete the ASSOCIATE IN ARTS DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

Program Student Learning Outcomes

Upon successful completion of the Art - Two-Dimensional Studio program students will be able to:

- Listen, receive, attend to, interpret, and respond appropriately to (1) verbal and/or (2) nonverbal messages.
- Speak clearly and organize ideas and communicate verbal or nonverbal messages appropriate to the audience and the situation.
- Use basic geometric shapes, such as: lines, angles, shapes and space.
- Demonstrate creative expression when they achieve a hands-on experience with creative endeavors and either individually or collaboratively create original work applying feedback to improve their performance.
- Understand the complex blend of personal vision, social-cultural background, ethical values and aesthetic judgment in their own artistic work.
- Demonstrate an understanding of art including historical context and interrelationships with other disciplines.

ART HISTORY COURSES

ART R101 Introduction to Art and Visual Culture 3 Units

Hours: *3 lecture weekly*
C-ID: *ARTH 100*

Art is among the most complex and dynamic forms of human creative expression. Visual art forms like painting and sculpture have been practiced since prehistoric times, and served diverse political, religious, and social purposes. Today, new media and techniques expand our visual imagination in a global cultural environment. In this introductory course, students learn how to understand and enjoy art, and gain skills in critically assessing contemporary visual culture. Topics include art media and techniques, formal elements, design principles, style, meaning, interpretation, and major themes and topics in the study of art and visual culture. Coursework emphasizes study of visual materials, including art exhibitions, and builds skills in close looking, critical thinking, and creative thought. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***C1***
IGETC: ***3A***

ART R102 Western Art I: Prehistory through the Middle Ages 3 Units

Hours: *3 lecture weekly*
Advisories: *ENGL R101*
C-ID: *ARTH 110*

This course is an introduction to the history of Western art from prehistory through the medieval period. The course surveys the development of art in prehistoric Europe, ancient West Asia and Egypt, ancient Greece and Rome, and the medieval worlds of Byzantium, Islam, and Christian Europe. Major topics include the origins of art; the development of visual art media and monumental architecture; the intersection of art, power, and religion in society; connections among cultures; and the development of style. Coursework emphasizes study of visual materials and introduces methods of art historical research and inquiry. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***C1***
IGETC: ***3A***

ART R103 Western Art II : Renaissance to Contemporary 3 Units

Hours: *3 lecture weekly*
Advisories: *ENGL R101*
C-ID: *ARTH 120*

This course is an introduction to the history of Western art from the Renaissance to the present. The course considers art and architecture in early modern Europe, 19th century Europe and the US, and the broader global contexts of the 20th and 21st centuries. Major topics include the invention of the Western tradition in art; the intersections of art, power, and protest; the rise of modern art institutions and practices; postmodernism; globalization; and new media. Coursework emphasizes study of visual materials and introduces methods of art historical research and inquiry. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***C1***
IGETC: ***3A***

ART R171 Modern Art 3 Units

Hours: *3 lecture weekly*
Advisories: *ENGL R101 or ENGL R101H*
C-ID: *ARTH 150*

This course is an introduction to modern Western art and architecture. It focuses on work from Europe and the Americas in the 19th and 20th centuries. It also covers global intersections and influences through this period and into the 21st century. In addition to major artists and movements, the course considers topics such as the birth of photography and film, modernism, postmodernism, and the interconnections of art with power, social change, and gender. Works of art and architecture are explored within their social and cultural contexts. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***C1***
IGETC: ***3A***

ART R172 Art of the Ancient Americas 3 Units

Hours: *3 lecture weekly*
Advisories: *ENGL R101 or ENGL R101H*
C-ID: *ARTH 145*

This course is an introduction to the visual cultures of select ancient civilizations in Mexico, Central America and South America prior to European contact. Ancient civilizations considered in this course include Mixtec, Olmec, Maya, Aztec, Nasca, Moche, Inca, among others. Works of art and architecture are considered in their connection with environmental, social, and cultural contexts. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

ART R174 Latin American Art 3 Units

Hours: *3 lecture weekly*
Advisories: *ENGL R101 or ENGL R101H*

This course is an introduction to the art and visual culture of Latin America from the time of European contact to the present. In addition to major artists and movements, the course considers topics such as indigenous arts in a colonial context, European models, decolonization, and the intersection of art and national identity. The course includes links with Chicano/a art and culture in the U.S. Works of art and architecture are explored within their social and cultural contexts. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1, C2***
CSU GE-Breadth: ***C1, C2***
IGETC: ***3A, 3B***

STUDIO ART COURSES

ART R104A Color and Design: 2-D Foundations 3 Units

Hours: *1 lecture, 6 lab weekly*
C-ID: *ARTS 100*

This course is an introduction to the concepts, applications, and social and historical contexts of two-dimensional art and composition, including the study of the basic principles and elements of line, shape, texture, value, color and spatial illusion. Emphasis is placed on the development of a visual vocabulary for creative expression. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***none***
IGETC: ***none***

ART R104B Color Theory 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *ART R104A*
C-ID: *ARTS 270*

This course is an introduction to basic theories of color. Investigations of color interaction are conducted in a two-dimensional context. Introductory studies of psychological aspects of color will be explored. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

FAMILY OF COURSES

Oxnard College faculty have defined Drawing and Composition as a ***family of courses*** which includes **ART R106A, ART R106B,** and **ART R106C**. A student may take a maximum of four (4) courses from a family.

ART R106A Drawing and Composition I 3 Units

Hours: *1 lecture, 6 lab weekly*
C-ID: *ARTS 110*

This course is an introduction to basic drawing experiences. Foundations of drawing will be explored through a variety of techniques and media with an emphasis on line, form, perspective and composition. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***none***
IGETC: ***none***

ART R106B Drawing and Composition II 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *ART R106A*
C-ID: *ARTS 205*

This course is an exploration of artistic concepts, styles and creative expression related to intermediate-level drawing focusing on complex subject matter and concepts using a variety of mediums, techniques and methodologies. Students in this course will build on fundamental drawing skills to develop personalized approaches to content and materials in exercises covering multiple historical and contemporary approaches to drawing. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ART R106C Drawing and Composition III 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *ART R106B*

This course is an investigation of advanced drawing techniques, using materials deemed appropriate to the development of personal style. Students develop originality in process, critical visual thinking and awareness of contemporary drawing. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

FAMILY OF COURSES

Oxnard College faculty have defined **Painting** as a ***family of courses*** which includes **ART R108A, ART R108B, ART R108C, ART R110A, ART R110B,** and **ART R110C**. A student may take a maximum of four (4) courses from a family.

ART R108A Beginning Oil Painting 3 Units

Hours: *1 lecture, 6 lab weekly*
C-ID: *ARTS 210*

This course is an introduction to principles, elements, and practices of oil painting. This class focuses on painting materials, perceptual skills and color theory, paint mixing and technique, as well as creative responses to materials and subject matter. Students will explore representational and abstract painting. Particular emphasis will be on the awareness of shape, form and color, surface, and their importance in composition. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***none***
CSU GE-Breadth: ***C2***
IGETC: ***none***

ART R108B Intermediate Oil Painting 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *ART R108A*

This course is an intermediate level course to oil painting as an expressive medium. A thorough understanding will be developed by the individual centered on the following studio topics: materials and techniques, value, color, composition, perception, creative impulse and self-expression. Each topic will be approached by examining theoretical issues, or historical and contemporary painters' lives and works in order to inform student development. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ART R108C Advanced Oil Painting 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *ART R108B*

This course explores the more advanced concepts in painting by examining abstract qualities in contemporary art; understanding philosophical trends and movements in painting and critical analysis of students' work. Each topic will be approached by examining theoretical issues, or historical and contemporary painters' lives and works in order to inform student development. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ART R110A Beginning Acrylic Painting 3 Units

Hours: *1 lecture, 6 lab weekly*
C-ID: *ARTS 210*

This class is an introduction to principles, elements and practices of painting. Students will focus on the exploration of painting materials, perceptual skills and color theory, paint mixing and technique as well as creative responses to materials and subject matter. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ART R110B Intermediate Acrylic Painting 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *ART R110A*

This course provides intermediate level study in acrylic painting as an expressive medium. A thorough understanding will be developed by the student centered on the following studio topics: materials and techniques, value, color, composition, perception, creative impulse and self-expression. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ART R110C Advanced Acrylic Painting 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *ART R110B*

This course explores the more advanced concepts in painting by examining abstract qualities in contemporary art, understanding philosophical trends and movements in painting and critical analysis of students' work. Each topic will be approached by examining theoretical issues or historical and contemporary painters' lives and works in order to inform student development. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ART R115 Abstract Concepts 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *ART R110A*

This course is a study of abstract conceptual trends, both past and present source development in all art. Students will explore the areas of abstraction in real and non-objective form, as well as problems and solutions in abstraction. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***



FAMILY OF COURSES

Oxnard College faculty have defined Life Drawing as a ***family of courses*** which includes **ART R126A, ART R126B** and **ART R126C.** A student may take a maximum of four (4) courses from a family.

ART R126A Life Drawing I 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *ART R106A*
C-ID: *ARTS 200*

This course is an 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. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ART R126B Life Drawing II 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *ART R126A*

This course is a continuation of Life Drawing I, but includes minor structures that surround or may be included in set-up (pose). Emphasis is placed on compositional and technical improvement in artistic procedures. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ART R126C Life Drawing III 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *ART R126B*

This course is a continuation of Life Drawing II, but includes more complex structures that surround or may be included in set-up. Emphasis is placed on more complex compositional poses, and further technical improvement in artistic style development. Students will draw the human figure from live models using a variety of media such as: charcoal, pencil, conté crayon, pastels and multimedia. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ART R140 Multicultural Children's Art 3 Units

Hours: *1.5 lecture, 4.5 lab weekly*

This course is an introduction to a range of foundational hands-on art experiences that reflect K-12 state standards and common core standards. This includes producing creative work in two-dimensional and three-dimensional media, fine arts, craft, and design. Projects emphasize the importance of multicultural art, art traditions of indigenous peoples, as well as personal exploration of media and the role of the teacher in nurturing creative expression. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***C1***
CSU GE-Breadth: ***C1***
IGETC: ***none***

FAMILY OF COURSES

Oxnard College faculty have defined Sculpture as a ***family of courses*** which includes **ART R155** and **ART R156**. A student may take a maximum of four (4) courses from a family.

ART R155 Beginning Sculpture 3 Units

Hours: *1 lecture, 6 lab weekly*

This course is an introduction to three-dimensional sculptural principles, techniques, and concepts utilizing a wide range of materials and process. Various sculpture methods are practiced with attention to creative self-expression and historical context. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ART R156 Intermediate Sculpture 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *ART R155*

This intermediate studio course will focus on experimentation with the ideas and media of sculpture and assembly with traditional, nontraditional, and alternative materials. Emphasis will be on the exploration of contemporary sculptural challenges of subject matter, form, and materials in relationship to individual aesthetic choices. Projects develop a wide range of skills and understanding of working in 3D. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ART R160 Introduction to Digital Photography 3 Units

Hours: *1 lecture, 6 lab weekly*

The history, theory and aesthetics of digital photography will be explored in this course. Students will learn the fundamentals of digital photography with an emphasis on processes, principles and tools of photography. Topics include the development of technical and aesthetic skills, elements of design and composition, camera technology, materials and equipment, and contemporary trends in photography. (Same as **FTVE R160.**) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ART R165 Portfolio/Gallery Presentation 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *ART R106A*

This course provides a practical experience in portfolio and exhibit development culminating in a group exhibit. Emphasis is placed on continuing artistic practice and professional development. Through hands-on experience, students will be introduced to exhibition planning, display, design, preparation, and installation techniques. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

TWO-DIMENSIONAL STUDIO ART COURSES

ART R175 Introduction to Digital Art 3 Units

Hours: *1 lecture, 6 lab weekly*
C-ID: *ARTS 250*

This course is an introduction to fundamental concepts, practices, and theories of digital art production. Topics include integration of traditional design, color, and compositional principles with contemporary digital tools. Understanding of the underlying logic of computer software will be taught with an emphasis on the role of the computer in all forms of modern art-making. Students will learn how to use the computer as a tool effectively while developing their own method of creating digital artwork. Cross-platform issues will be addressed, as well as file preparation for various output media. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ART R180 3-D Foundations 3 Units

Hours: *1 lecture, 6 lab weekly*
C-ID: *ARTS 101*

This course is an 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. Development of a visual vocabulary for creative expression through lecture presentations and use of appropriate materials for non-representational three-dimensional studio projects. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ART R198 Short Courses in Art 1 - 3 Units

Hours: *1-3 lecture, 1-9 lab weekly*

Short courses designed as workshops in selected areas of art or studies of selected areas of art history are designed to meet the specific needs of the college and community as requested or required. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ART R199 Directed Studies in Art .5 - 3 Units

Hours: *.5-3 lecture, 1.5-9 lab weekly*
Limitations: *Must have permission from instructor for enrollment.*

This course is designed for students interested in furthering their knowledge of Art or Art History on an independent basis. This course offers opportunities for students with intermediate and/or advanced skills to engage in projects or studies not included in the regular curriculum. Students are accepted only by written project proposal approved by the discipline prior to enrollment. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ASSISTIVE COMPUTER TECHNOLOGY

The courses below have been designed to meet the special instructional needs of students with disabilities and to prepare the students for certificate and degree programs in line with the mission of the College. Students are encouraged to seek guidance and support services through the Educational Assistance Center at (805) 678-5830.

For more information contact:

Della Newlow (805) 678-5104 dnewlow@vcccd.edu

Program Student Learning Outcomes

Upon successful completion of the Assistive Computer Technology program students will be able to:

- Demonstrate ability to use computers, tutorials and applications.

ASSISTIVE COMPUTER TECHNOLOGY COURSES

ACT R001 Assistive Computer Technology 2 Units

Hours: *1 lecture, 3 lab weekly*

This course provides in-depth computer access evaluation to determine the most appropriate access environment for students with a disability or multiple disabilities. Disability categories served could include: physical, learning, visual, cognitive, deaf/hard of hearing, and psychological. Other participants could include students recommended by instructional staff. *Course is offered on a Pass/No Pass (P/NP) basis only. Not Degree Applicable.*

Transfer credit: ***none***

ACT R011 Computer-Aided Learning 1 Unit

Hours: *.5 lecture, 1.5 lab weekly*

The course provides computer-assisted instruction in basic academic skills and test preparation. The course may include fundamental word processing to assist students in completion of classroom assignments such as homework and term papers. *Course is offered on a Pass/No Pass (P/NP) basis only. Not Degree Applicable.*

Transfer credit: ***none***

ACT R016 Computer Aided Learning Math 1 Unit

Hours: *.5 lecture, 1.5 lab weekly*
Advisories: *Concurrent enrollment in MATH R001 or LS R016A or LS R016B*

Students with learning disabilities will be able to take this course while currently enrolled in any basic math course at Oxnard College to use computers to aid with their retention and learning of mathematics. *Course is offered on a Pass/No Pass (P/NP) basis only. Not Degree Applicable.*

Transfer credit: ***none***

ACT R017 Skills for the Internet 1 Unit

Hours: *.5 lecture, 1.5 lab weekly*

This course is designed to teach students the basic internet computer skills, techniques, and assistive computer technology that will enable them to be successful in accessing the Internet and email. Specifically, the course will review software that will accommodate students with disabilities to aid in using the internet. Students will learn the difference between academic and non-academic sources. Students will utilize and practice skills in individualized weekly research, presentations and website review assignments that will focus on developing better overall research skills as well as computing skills. *Course is offered on a Pass/No Pass (P/NP) basis only. Not Degree Applicable.*

Transfer credit: ***none***

ASTRONOMY

For more information contact:

Justin Miller (805) 678-5094 jwmiller@vcccd.edu

ASTRONOMY COURSES

AST R101 Introduction to Astronomy 3 Units

Hours: *3 lecture weekly*

This course is an introduction to astronomy for both science and non-science students. The intent of the course is to familiarize each student with the terms, tools, and theories of modern astronomy. Topics covered include historical events and discoveries, personalities, and tools, as well as studies of the solar system, stars, galaxies, pulsars, and blackholes. The scientific method is defined and expounded. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B1***
IGETC: ***5A***

AST R101L Astronomy Laboratory 1 Unit

Hours: *3 lab weekly*
Prerequisites: *AST R101 or concurrent enrollment*
Advisories: *MATH R005 or MATH R015 or High School Algebra*

This laboratory reinforces principles learned in AST R101. Students obtain hands-on experience with telescopes, star charts, and other devices used in astronomy. Observations are made of the Moon, the planets, and the stars. Field trips to observatories, planetariums, and/or dark-sky sites may be required. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

AUTOMOTIVE BODY AND FENDER REPAIR

The Automotive Body, Painting, and Fender Repair program at Oxnard College prepares students to enter the industry as entry-level technicians and provides continuous skills improvement training for employed technicians in the field. Students can complete a Certificate of Achievement and an Associate of Science Degree if the necessary general education requirements are completed. The program emphasizes hands-on training in body, fender, collision repair, painting, and automotive graphics so that students have the skills necessary to gain employment in the industry.

For more information contact:

Jose Ortega (805) 678-5047 jortega@vcccd.edu

ASSOCIATE IN SCIENCE DEGREE
CERTIFICATE OF ACHIEVEMENT
AUTOMOTIVE BODY AND FENDER REPAIR

Required Core Courses		Units
AB R001	Introduction to Automotive Body and Fender Repair	4
AB R002	Intermediate Auto Body and Fender Repair	4
AB R003	Introduction to Estimating Auto Body Damage	4
AB R004	Advanced Auto Body Collision and Damage Repair	4
AB R005A	Auto Body Painting and Refinishing I	2
AB R005B	Auto Body Painting and Refinishing II	4
Select a minimum of one of the following:		
AB R007A	Automotive Graphics	2
AB R007B	Advanced Automotive Graphics	2
AT R110	Introduction to Automotive Technology	6
AT R115	Automotive Electrical Systems	6
	Total Required Major Units	**24-26**
Additional units/requirements to complete the A.S. Degree		
	Oxnard College General Education Pattern	**29**
	Double-Counted Units	**0**
	Degree-Applicable Electives (needed to reach 60 units)	**5-7**
	Total Units required for the A.S. Degree	**60**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Automotive Body and Fender Repair program students will be able to:

- Identify and comprehend environmental safety rules and regulations, in the following areas: shop safety, personal safety, hazardous material safety, air bag safety, respirator safety, welding safety, and power tool and equipment safety.
- Demonstrate the ability to analyze and evaluate various damage areas of a vehicle including estimating the costs of repair, and identify the safety and proper procedures of repair.
- Demonstrate the skills and knowledge required to repair vehicles in the Auto Body Industry in the following areas: cosmetic repairs, painting spot repair, painting a panel repair, painting a complete car, non-structural body repairs, structural body repair, and final detailing of a vehicle.

PROFICIENCY AWARD
(AWARDED BY THE DEPARTMENT)
AUTO BODY / COLLISION REPAIR

The Auto Body/Collision Repair Program is a proficiency award that demonstrates students are prepared to apply technical knowledge and skills to repair, reconstruct and finish automobile bodies, fenders, and external features.

Required Core Courses		Units
AB R001	Introduction to Automotive Body and Fender Repair	4
AB R002	Intermediate Auto Body and Fender Repair	4
	Total Required Units for the Award	**8**

Program Student Learning Outcomes

Upon successful completion of the Auto Body/Collision Repair program students will be able to:

- Repair minor dents and cosmetic repairs.
- Repair non-structural body damage.

PROFICIENCY AWARD
(AWARDED BY THE DEPARTMENT)
ESTIMATING AUTO BODY DAMAGE & ADVANCED REPAIR

The Estimating Auto Body Damage & Advanced Repair Program is a proficiency award that prepares students for positions in the auto body and repair industry in the areas of auto damage analysis and estimating and reconstructing auto bodies, fenders, and external features.

Required Core Courses		Units
AB R003	Introduction to Estimating Auto Body Damage	4
AB R004	Advanced Auto Body Collision and Damage Repair	4
	Total Required Units for the Award	**8**

Program Student Learning Outcomes

Upon successful completion of the Estimating Auto Body Damage & Advanced Repair Program students will be able to:

- Demonstrate proficiency in evaluating various damage areas of a vehicle and estimating the repair cost.
- Demonstrate proficiency in structural body repair and frame repair.

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

AUTO BODY PAINTING AND REFINISHING

The Auto Body Painting and Refinishing Program is a proficiency award that prepares students for positions in the auto body and repair industry in the area of painting and refinishing.

Required Core Courses		Units
AB R005A	Auto Body Painting and Refinishing I	2
AB R005B	Auto Body Painting and Refinishing II	4
	Total Required Units for the Award	**6**

Program Student Learning Outcomes

Upon successful completion of the Auto Body Painting and Refinishing Program students will be able to:

- Demonstrate proficiency in spot painting repair.
- Demonstrate proficiency in panel painting repair.
- Demonstrate proficiency in complete car painting repair.

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

AUTOMOTIVE GRAPHICS

The Automotive Graphics Program is a proficiency award that prepares students for positions in the auto body and repair industry as well as other fields that require graphic design skill sets such as paint mixing, customized murals, advanced commercial lettering, advanced outlines and shadowing, and advanced pin-striping.

Required Core Courses		Units
AB R007A	Automotive Graphics	2
AB R007B	Advanced Automotive Graphics	2
	Total Required Units for the Award	**4**

Program Student Learning Outcomes

Upon successful completion of the Automotive Graphics Program students will be able to:

- Demonstrate proficiency in the preparation and layout of pin-striping.
- Demonstrate proficiency in advanced level automotive graphics design including color selection.

AUTOMOTIVE BODY COURSES

AB R001 Introduction to Automotive Body and Fender Repair 4 Units

Hours: *2 lecture, 6 lab weekly*

This course covers the fundamentals of auto body repair including metal inert gas (MIG) welding, oxy-acetylene welding, metal finishing, use of body fillers, sanding, masking, and priming. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***

AB R002 Intermediate Auto Body and Fender Repair 4 Units

Hours: *2 lecture, 6 lab weekly*
Prerequisites: *AB R001*

This course teaches students advanced auto body repair techniques using various materials such as steel, aluminum and plastics. Students are also taught special priming methods. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***

AB R003 Introduction to Estimating Auto Body Damage 4 Units

Hours: *2 lecture, 6 lab weekly*
Prerequisites: *AB R002*

This course is designed to prepare students with the necessary skills in writing estimates or accident reports for non-structural refinishing and repair of automobile damage. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***

AB R004 Advanced Auto Body Collision and Damage Repair 4 Units

Hours: *2 lecture, 6 lab weekly*
Prerequisites: *AB R003*

This is an advanced course in the techniques of repairing heavy damage to the automobile body and chassis; emphasis will be on automobile frame straightening, structure damage repairs, and advanced welding. The student's auto body projects will be in the scope of complete automotive wrecks. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***

AB R005A Auto Body Painting and Refinishing I 2 Units

Hours: *1 lecture, 3 lab weekly*

This course is designed to prepare students for entry-level positions in the automotive refinishing industry by providing training in painting fundamentals. Topics to be covered include a history of the industry, shop safety, shop equipment and layout, required tools and materials, and surface preparation techniques. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***

AB R005B Auto Body Painting and Refinishing II 4 Units

Hours: *2 lecture, 6 lab weekly*
Prerequisites: *AB R005A*

This course continues training in automotive painting and refinishing. Topics to be covered include application of undercoats and topcoats, spot repair procedures, paint job procedures, paint problems, and procedures for securing employment in the field. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***

AB R007A Automotive Graphics 2 Units

Hours: *1 lecture, 3 lab weekly*

This is an introductory course that gives a comprehensive overview of automotive graphics including preparation and layout of pinstriping, touch-up, lettering, and murals. This course also includes graphics for commercial trucks and boats. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***

AB R007B Advanced Automotive Graphics 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *AB R007A*

This course provides instruction in advanced level automotive graphics design including color selection, paint mixing, customized murals, advanced commercial lettering applications, advanced outlines and shadowing, advanced pinstriping, and customized quills. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***

AB R098 Short Courses in Automotive Body and Fender Repair 1 - 4 Units

Hours: *1-2 lecture, 3-6 lab weekly*

This course provides instruction in advanced level automotive graphics design including color selection, paint mixing, customized murals, advanced commercial lettering applications, advanced outlines and shadowing, advanced pinstriping, and customized quills. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***

AUTOMOTIVE TECHNOLOGY

The Automotive Technology program at Oxnard College is designed to prepare students as entry-level technicians for the automotive field. The program also provides improvement training for working automotive technicians dealing with rapidly changing technologies and updated certification exams. Students can complete a Proficiency Award (Entry Level Alignment Specialist, Entry Level Brake and Electrical Specialist), an Associate of Science Degree or Certificate of Achievement. Courses include a full range of curriculum for this career: fundamentals and foundations of automotive, automotive electrical, engine performance, brake systems, steering and suspension, heating and air conditioning systems, transmissions, and automotive business management.

In addition, students can enter a pathway to becoming a State of California, Bureau of Automotive Repair licensed vehicle Emissions Inspector. The courses are designed to give a student knowledge and hands-on training needed to achieve ASE (Automotive Service Excellence) certification. All courses are taught by ASE certified instructors and the program is certified by NATEF (National Automotive Technicians Educational Foundation).

For more information contact:

Kevin Corse (805) 678-5220 kevin_corse1@vcccd.edu

ASSOCIATE IN SCIENCE DEGREE
AUTOMOTIVE TECHNOLOGY

The Associate of Science in Automotive Technology Degree prepares students as entry-level technicians for the automotive field. This degree will provide students with the skills and knowledge necessary to successfully perform diagnosis and repair in the automotive shop environment, using a combination of classroom and hands-on shop experiences. Students will be prepared to pass National Institute for Automotive Service Excellence (ASE) Certification tests and will also be able to earn Certificates of Achievement as they complete coursework on their path to earning this Associate degree. This program will also provide students with an articulated pathway to the Bachelor's of Science Degree in Automotive Technology at Rio Hondo College should they wish to continue their education. All courses included in this program are aligned with C-ID to ensure student transfer and portability.

Required Core Courses		Units
AT R110	Introduction to Automotive Technology	6
AT R115	Automotive Electrical Systems	6
AT R113	Automotive Engine Performance	6
AT R140	Automotive Steering and Suspension	6
AT R116	Advanced Electrical Systems	3
AT R150	Automotive Braking Systems	6
	Total Required Major Units	**33**
	Oxnard College General Education Pattern	**29**
	Double-Counted Units	**0**
	Degree-Applicable Electives (needed to reach 60 units)	**0**
	Total Units required for the A.S. Degree	**62**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

CERTIFICATE OF ACHIEVEMENT
AUTOMOTIVE TECHNOLOGY

The Certificate of Achievement in Automotive Technology prepares students as entry-level technicians for the automotive field. This certificate will provide students with the skills and knowledge necessary to successfully perform diagnosis and repair in the automotive shop environment, using a combination of classroom and hands-on shop experiences. Students will be prepared to pass National Institute for Automotive Service Excellence (ASE) Certification tests including A1 Engine Repair, A4 Suspension and Steering, A5 Brakes, A6 Electrical/Electronic Systems, A8 Engine Performance and G1 General service technician.

continued on next page

Required Core Courses		Units
AT R110	Introduction to Automotive Technology	6
AT R115	Automotive Electrical Systems	6
AT R113	Automotive Engine Performance	6
AT R140	Automotive Steering and Suspension	6
AT R116	Advanced Electrical Systems	3
AT R150	Automotive Braking Systems	6
	Total Required Major Units	33

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Automotive Technology program students will be able to:

- Comply with personal and environmental safety practices in accordance with applicable safety and environmental regulations.
- Integrate and analyze online service data, written repair material and technical service bulletins to repair and service a vehicle.
- Demonstrate proficiency in the use of specialized automotive service tools, electronic diagnostic equipment and basic hand tools.
- Demonstrate the use and care of basic automotive tools and equipment.
- Diagnose and repair or replace brake systems and components.
- Diagnose and repair or replace drivability systems and components.
- Diagnose and repair or replace steering and suspension systems and components.
- Read and interpret automotive electrical wiring diagrams to aid in the diagnosis of automotive electrical problems.

CERTIFICATE OF ACHIEVEMENT
AUTOMOTIVE AIR CONDITIONING SERVICE

The Certificate of Achievement in Automotive Air Conditioning Service prepares students for entry-level employment in automotive air conditioning repair or as preparation for master technician status. Students will gain valuable hands-on experience in servicing, repair and diagnosis of automotive air conditioning systems. The Refrigerant Handlers Certification Examination given by International Mobile Air Conditioning Society (IMAC) is included in this training. The use of precision equipment and specialty tools is emphasized. Students are encouraged to take the Automotive Service Excellence (ASE) Exam for Heating and Air Conditioning (A7). The curriculum of the program is NATEF approved.

Required Core Courses		Units
AT R110	Introduction to Automotive Technology	6
AT R115	Automotive Electrical Systems	6
AT R170	Automotive Air Conditioning	3
	Total Required Major Units	15

Program Student Learning Outcomes

Upon successful completion of the program students will be able to:

- Apply automotive heating and air conditioning systems theories of operation to practical diagnostic scenarios encountered during automotive heating and air conditioning service repairs.
- Demonstrate the proper set up and operation of automotive air conditioning systems refrigerant identification, recovery and recharging equipment.
- Practice skill necessary to obtain the United States Clean Air Act Section 609 Certification through examination from the International Mobile Air Conditioning Society (IMAC).
- Diagnose and repair or replace HVAC systems and components.
- Comply with personal and environmental safety practices in accordance with applicable safety and environmental regulations.
- Integrate and analyze online service data, written repair material and technical service bulletins to repair and service a vehicle.
- Demonstrate proficiency in the use of specialized automotive service tools, electronic diagnostic equipment and basic hand tools.
- Demonstrate the use and care of basic automotive tools and equipment.

CERTIFICATE OF ACHIEVEMENT
AUTOMOTIVE BRAKING SYSTEMS

The Certificate of Achievement in Automotive Brake Systems is designed to prepare students to enter the automotive industry working as a technician in the diagnosis and repair of brake and brake systems. Students in this program are trained to work on drum and disc braking systems, parking brakes and many hydraulic systems. Students learn to inspect, adjust, remove, repair and reinstall brake shoes, disc pads, drums, rotors, wheel and master cylinders, and hydraulic fluid lines. The additional labs and tasks needed to complete the course also allow students to diagnose failing systems and repair them properly using procedures and tools required by employers. Students will be exposed to and able to earn a car brake rotor resurfacing certification through PRO CUT. This is an industry standard on car lathe many dealerships own and operate. The student will also practice the skills and develop the test taking skills to pass the ASE A5 Brake certificate. The students will also be ready to take the California State Brake Inspectors licensing exam one of just a few Automotive State level certifications.

Required Core Courses		Units
AT R110	Introduction to Automotive Technology	6
AT R115	Automotive Electrical Systems	6
AT R150	Automotive Braking Systems	6
	Total Required Major Units	18

Program Student Learning Outcomes

Upon successful completion of the program students will be able to:

- Diagnose and repair or replace brake systems and components.
- Comply with personal and environmental safety practices in accordance with applicable safety and environmental regulations.
- Integrate and analyze online service data, written repair material and technical service bulletins to repair and service a vehicle.
- Demonstrate proficiency in the use of specialized automotive service tools, electronic diagnostic equipment and basic hand tools.
- Demonstrate the use and care of basic automotive tools and equipment.

CERTIFICATE OF ACHIEVEMENT
AUTOMOTIVE EMISSIONS SYSTEMS

The Certificate of Achievement in Automotive Emissions Service provides training on vehicle emission systems, including their basic operation, function, service, and maintenance. The systems include on-board diagnostics (OBD I and OBD II), engine, exhaust, and fuel emission systems. This certificate is designed to prepare students to become employees for entry-level positions at local automotive dealerships, independent repair facilities, national repair chains, fleets, and parts suppliers. The applicable courses are National Automotive Technicians Education Foundation (NATEF) compliant. Oxnard College is a Bureau of Automotive Repair Certified Training Institution for the SMOG courses and houses the State referee. This coursework allows students to apply for the California Bureau of Auto Repair Smog Technician license that allows an individual to inspect and certify emission control systems on vehicles subject to the smog check program at licensed stations in all areas of the state. A student earning this certificate and the California Smog inspectors license will more likely be hired at a higher wage due to their acquired skill and training.

Required Core Courses		Units
AT R110	Introduction to Automotive Technology	6
AT R115	Automotive Electrical Systems	6
AT R113	Automotive Engine Performance	6
AT R148	Smog Check Procedures	3
	Total Required Major Units	**21**

Program Student Learning Outcomes

Upon successful completion of the program students will be able to:

- Diagnose and repair or replace engine, exhaust, and fuel emission systems.
- Comply with personal and environmental safety practices in accordance with applicable safety and environmental regulations.
- Integrate and analyze online service data, written repair material and technical service bulletins to repair and service a vehicle.
- Demonstrate proficiency in the use of specialized automotive service tools, electronic diagnostic equipment and basic hand tools.
- Demonstrate the use and care of basic automotive tools and equipment.

CERTIFICATE OF ACHIEVEMENT
AUTOMOTIVE ENGINE PERFORMANCE

The Certificate of Achievement in Automotive Engine Performance prepares the student for entry-level employment as a diagnostician or for beginning Smog Inspector training. Students will gain valuable hands-on experience in diagnosing and repairing automotive engine driveability problems. Fuel injection, ignition and emission systems testing, and applicable laws will also be covered. Use of precision equipment including lab scopes, engine and emission analyzers and other specialty tools are emphasized. Students are encouraged to take the Automotive Service Excellence (ASE) Exam for Engine Performance (A8) Professional Examinations. This curriculum is National Automotive Technicians Education Foundation (NATEF) approved.

Required Core Courses		Units
AT R110	Introduction to Automotive Technology	6
AT R115	Automotive Electrical Systems	6
AT R113	Automotive Engine Performance	6
AT R114	Advanced Engine Performance	6
	Total Required Major Units	**24**

Program Student Learning Outcomes

Upon successful completion of the program students will be able to:

- Diagnose and repair or replace steering and suspension systems and components.
- Comply with personal and environmental safety practices in accordance with applicable safety and environmental regulations.
- Integrate and analyze online service data, written repair material and technical service bulletins to repair and service a vehicle.
- Demonstrate proficiency in the use of specialized automotive service tools, electronic diagnostic equipment and basic hand tools.
- Demonstrate the use and care of basic automotive tools and equipment.

CERTIFICATE OF ACHIEVEMENT
AUTOMOTIVE SERVICE ADVISING

The Certificate of Achievement in Automotive Service Advising prepares students for a position as a service advisor in the automotive industry. This certificate combines mechanical knowledge and customer skills and is a critical position in any automotive shop. An automotive service advisor is at the forefront of an auto repair shop. It is the service advisor who deals with customers upon their arrival and departure. A career as a service advisor places an individual in a position of authority. It also combines competitive pay and a unique job experience that may provide a sense of security for years to come. The service provided by a service advisor includes making customers fully aware of every kind of service that has been performed on their vehicles. Communication between the service advisor and customer is critical to keeping the customer fully informed and content. Students will learn and practice these skills in class and may observe, through additional coursework, a service advisor at work during job shadowing. Students will be prepared to take the C2 ASE for a Certificate as a Service Consultant through our accreditation organization.

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Required Core Courses		Units
AT R110	Introduction to Automotive Technology	6
AT R161	Automotive Business Management	6
	Total Required Major Units	12

Program Student Learning Outcomes

Upon successful completion of the program students will be able to:

- Demonstrate excellent customer service skills.
- Comply with personal and environmental safety practices in accordance with applicable safety and environmental regulations.
- Integrate and analyze online service data, written repair material and technical service bulletins to repair and service a vehicle.
- Demonstrate proficiency in the use of specialized automotive service tools, electronic diagnostic equipment and basic hand tools.
- Demonstrate the use and care of basic automotive tools and equipment.

CERTIFICATE OF ACHIEVEMENT

AUTOMOTIVE STEERING AND SUSPENSION

The Certificate of Achievement in Automotive Steering and Suspension provides students with the technical knowledge and skills needed for entry-level technician job in the automotive industry specializing in the area of steering and suspension. Upon completion of the coursework in this certificate, students will be prepared to take the National Institute for Automotive Service Excellence (ASE) A4 Steering and Suspension Certification exam. The ASE Suspension & Steering (A4) certification exam assesses the knowledge and skills related to: steering systems diagnosis and repair; suspensions systems diagnosis and repair; wheel alignment diagnosis, adjustment, and repair; and wheel and tire diagnosis and service.

Required Core Courses		Units
AT R110	Introduction to Automotive Technology	6
AT R115	Automotive Electrical Systems	6
AT R140	Automotive Steering and Suspension	6
	Total Required Major Units	18

Program Student Learning Outcomes

Upon successful completion of the program students will be able to:

- Diagnose and repair or replace steering and suspension systems and components.
- Comply with personal and environmental safety practices in accordance with applicable safety and environmental regulations.
- Integrate and analyze online service data, written repair material and technical service bulletins to repair and service a vehicle.
- Demonstrate proficiency in the use of specialized automotive service tools, electronic diagnostic equipment and basic hand tools.
- Demonstrate the use and care of basic automotive tools and equipment.

CERTIFICATE OF ACHIEVEMENT

AUTOMOTIVE TRANSMISSION AND DRIVELINE SYSTEMS

The Certificate of Achievement in Automotive Transmission and Driveline Systems provides training required to diagnose, adjust, repair, and overhaul the automotive transmission and drive line. Torque converter operations, transmission lubrication and cooling systems, pressure gauges, and electrical circuits will also be covered. Use of precision equipment including a digital volt/ohm meter, automotive hardware fasteners, and other specialty tools are emphasized. This certificate prepares graduates to enter the workforce as entry-level drivetrain specialists in facilities including engine repair, transmission repair and driveline repair.

Required Core Courses		Units
AT R110	Introduction to Automotive Technology	6
AT R115	Automotive Electrical Systems	6
AT R120	Automotive Transmission and Drive Line	6
AT R126	Automotive Engine Repair	6
	Total Required Major Units	24

Program Student Learning Outcomes

Upon successful completion of the program students will be able to:

- Diagnose and repair or replace driveline systems and components.
- Comply with personal and environmental safety practices in accordance with applicable safety and environmental regulations.
- Integrate and analyze online service data, written repair material and technical service bulletins to repair and service a vehicle.
- Demonstrate proficiency in the use of specialized automotive service tools, electronic diagnostic equipment and basic hand tools.
- Demonstrate the use and care of basic automotive tools and equipment.

AUTOMOTIVE TECHNOLOGY COURSES

AT R088 **California Bureau of Automotive Repair Smog License Update Class** **1 Unit**

Hours: *.75 lecture, .75 lab weekly*
Advisories: *This course is for persons holding a current State of California Smog Inspection Repair License and candidates for the Smog Inspection License, to prepare or to meet minimum 16 hour training requirements by the State of California Bureau of Auto Repair license department.*
Limitations: *Interview*

This short course will cover selected areas of automotive technology. This course will meet the smog license update training requirements of the State of California, Bureau of Automotive Repair. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. Applies to Associate Degree.*

Transfer credit: ***none***

Note: This class is repeatable if legally mandated.

AT R098 Short Courses in Automotive Technology .5 - 6 Units

Hours: *.5 - 6 lecture, .5 -12 lab weekly*

This course and/or workshop will cover selected areas of automotive technology. This course will be developed to meet specific needs of the college community as requested or required. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

AT R100 Alternative Fuels and Advanced Transportation Technology 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*
Advisories: *AT R110 and AT R115*
C-ID: *ALTF 100X*

This course explores the use of Hybrid and Electric battery power for vehicle transportation. Topics will include safety when using high voltage, maintenance, drivability, inverter, DC/DC power transfer, and battery technology. Physics of battery storage, hybrid generation systems, Electric vehicle applications and their integrated systems from many manufacturers will be discussed. Hybrid and high voltage service and maintenance procedures. This course will assist the student in passing the L-3 ASE exam. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

AT R110 Introduction to Automotive Technology 6 Units

Hours: *5 lecture, 3 lab weekly*
C-ID: *AUTO 110X (in progress)*

This course is a comprehensive overview of the automobile, basic operation principles and repair procedures. Systems included are ignition, charging, cranking, cooling, fuel, lubrication, brakes, engine operation and front suspension. Students will obtain skills related to, information acquisition and retrieval; writing repair orders and related documents; hardware identification, use and repair; gasket, seal and sealants use; bearing identification & repair; fluid services; wheel & tire service. Outside online safety certifications will be included in the course. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

AT R113 Automotive Engine Performance 6 Units

Hours: *5 lecture, 3 lab weekly*
Advisories: *AT R110*

This course provides state-of-the-art training in automobile emission control systems, fuel injection systems, ignition systems, and engine computer controlled operating systems. This course fulfills career training as required by the National Automotive Technicians Education Foundation. This course provides state-of-the-art training in engine performance repair and diagnosis in modern vehicles and an opportunity to earn a California State Smog Inspectors License. The goal of this course is to prepare students for Industry accepted ASE (Automotive Service Excellence) certification. It is further intended that this course will provide students with entry-level automotive technician skills necessary for immediate employment. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

AT R114 Advanced Engine Performance 6 Units

Hours: *5 lecture, 3 lab weekly*
Prerequisites: *AT R113*

This advanced course provides technical preparation in the skills required to diagnose engine control management systems of modern vehicles. The L-1 certification by ASE requires the most current knowledge and preparation in the series of tests offered by ASE for automobiles. Students will use manufacturer approved scan tools, lab scopes, digital volt meters and other state-of-the-art test equipment. Systems covered will include the engine management computer control system, and other computer control systems (such as the anti-lock brake and supplemental restraint computer systems) and how they interact. Preparation for the ASE L-1 certification in advanced engine performance will be included. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

AT R115 Automotive Electrical Systems 6 Units

Hours: *5 lecture, 3 lab weekly*
Advisories: *AT R110*

This course introduces students to automotive electrical system theory and application. Discussion and training include charging and starting, ignition, accessories, and electronics. This course will cover reading wiring diagrams and diagnostics of electrical problems. Labs will provide skills necessary to recognize electrical problems in computer controls and all systems using electricity on vehicles. This course provides vocational preparation and skills required in diagnosis, adjustment, repair and maintenance of the electrical systems of modern automotive vehicles. The course includes practice of electrical service equipment and procedures for the overhaul of electrical components and circuitry in automobiles. Preparation for the Industry ASE A-6 Certificate is included. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

AT R116 Advanced Automotive Electrical and Electronics 3 Units

Hours: *3 lecture weekly*
Prerequisites: *AT R115*
Advisories: *AT R110*

This course is designed for advanced students or technicians in the auto service industry. This course covers various types of electronic systems, ignition systems, computer management, and fuel injection control systems. Scan tool devices used in diagnosis of today's modern vehicles will be covered. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

AT R120 Automotive Transmission and Drive Line 6 Units

Hours: *5 lecture, 3 lab weekly*
Advisories: *AT R110*
C-ID: *AUTO 120X (in progress)*

This course provides technical preparation in the basic skills required to diagnose, adjust, repair, and overhaul the automotive transmission and drive line. All phases of transmission diagnosis and repair work will be covered. Quality inspection and reassembly procedures will be stressed. Preparation for the ASE certification is included. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

AT R121 ASE Technician Certification 3 Units

Hours: *3 lecture weekly*
Advisories: *employment in the automotive industry or a major in Automotive Technology*

This course is offered to assist employed mechanics and automotive technology students in preparing for the ASE (Automotive Service Excellence) certification examinations. This course will cover nine specific test areas: engine repair, electrical/electronic systems, heating and air conditioning, brakes, suspension and steering, automatic transmission/ transaxle, manual drive train and axles, engine performance, and advanced engine performance specialist. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

AT R126 Automotive Engine Repair 6 Units

Hours: *5 lecture, 3 lab weekly*
Advisories: *AT R110*

This course provides technical preparation in the basic skills required to diagnose, adjust, repair, and overhaul the automotive internal combustion engine. All phases of machine work will be covered. Quality inspection and reassembly procedures will be stressed. Preparation for the ASE certification is included. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

AT R140 Automotive Steering and Suspension 6 Units

Hours: *5 lecture, 3 lab weekly*
Advisories: *AT R110 and AT R115 or concurrent enrollment*
C-ID: *AUTO 140X*

This course is for the automotive student who wants to understand automotive steering and suspension systems. This course provides the technical skills and preparation required in diagnosis, adjustment, replacement and repair of all types of suspension systems commonly used in the automotive industry. Factory type scan tools will be used for interaction with the vehicle steering and suspension control systems. Skills used for diagnosing body computer systems will be taught as part of the course. Preparation for the ASE certification exam is included. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

AT R148 Smog Check Procedures 3 Units

Hours: *3 lecture weekly*
Advisories: *AT R113*

This course will provide students with the knowledge, skills, and abilities needed to perform smog check inspections. Students who successfully complete this course will have met the California Bureau of Automotive Repair's training requirements to qualify to sit for the smog check inspector licensing examination. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

AT R150 Automotive Braking Systems 6 Units

Hours: *5 lecture, 3 lab weekly*
Advisories: *AT R110 and AT R115 or concurrent enrollment*
C-ID: *AUTO 150X*

This course is for the automotive student who wants to understand automotive braking systems, including hydraulic and friction principles. This course will study drum and disc brake systems showing how the systems function. The course will cover computerized anti-lock brake controls giving students skills in diagnosis and repair with these systems. Preparation for the ASE certification test is included. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

AT R161 Automotive Business Management 6 Units

Hours: *5 lecture, 3 lab weekly*

This course covers the automotive service management operations of an automotive business/dealership as related to service advisor/manager by focusing on the repair order as a legal document, appointment systems, telephone skills, communication strategies, product knowledge, selling skills, customer service, warranties, and cost reduction methods. Successful completion of the class will prepare students for the ASE Automobile Service Consultant (C1) Exam. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

AT R170 Automotive Air Conditioning 3 Units

Hours: *2 lecture , 3 lab weekly*
Advisories: *AT R110*
C-ID: *AUTO 170X*

This course provides a comprehensive study of the principles of operation and theory of automotive air conditioning. This course offers a study of design features of each manufacturer to include servicing, troubleshooting, diagnosis and system repair. Students will be given practical skills for servicing, repair and diagnosis. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***



BIOLOGICAL SCIENCES

Biology is the study of living organisms from those composed of one cell to those made of trillions of cells and everything in between, including bacteria, mushrooms, humans, other animals, and plants. Biology majors also receive a strong foundation in other science fields, as these are relevant to living organisms. For example, all living things are made of molecules. So to understand how these molecules will interact in living organisms, biology majors will receive a foundation in chemistry. Students in the biology program at Oxnard College will learn about the diversity of living organisms and will become skilled in laboratory techniques. Various career options in biology will also be explored.

The Associate in Science in Biology for Transfer (AS-T) is recommended for those students planning to transfer to a California State University school as it provides certain guarantees upon transfer. The AS-T in Biology is also recommended for students planning to transfer to the University of California or other four-year institution as a biology major as it will meet the majority of their underclassmen degree requirements. See a counselor for more information regarding the specific degree requirements for your transfer institution. For students interested in the wonder of the living world, the Oxnard College Biology program is the place to be.

University of California Credit Limitation on Transfer of Biology Courses

The UC will give credit for *only **one*** Biology series: **BIOL R101 + R101L *or* BIOL R120** + **R120L**.

No credit will be given for **BIOL R101 + R101L** if taken *after* **R120 + R120L**.

For more information contact:

Department Chair
Dr. Shannon Newby (805) 678-5050 snewby@vcccd.edu

ASSOCIATE IN SCIENCE FOR TRANSFER
BIOLOGY

The Associate in Science in Biology for Transfer (Biology AS-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AS-T** in **Biology**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **35** semester units in the **Biology** major as listed in the Oxnard College catalog.
2. Obtain a minimum Grade Point Average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residency at the college granting the degree.

Students transferring to a CSU campus that accepts the **Biology 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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (10 units)		
BIOL R120	**Principles of Biology I**	**4**
BIOL R120L	**Principles of Biology I Lab**	**1**
BIOL R122	**Principles of Biology II**	**4**
BIOL R122L	**Principles of Biology II Laboratory**	**1**
List A (**15** units)		
CHEM R120	**General Chemistry I**	**5**
CHEM R122	**General Chemistry II**	**5**
MATH R120	**Calculus with Analytic Geometry I**	**5**
Select one Physics Sequence (**10** Units)		
Sequence 1:		
PHYS R101	**College Physics 1**	**4**
PHYS R101L	**College Physics 1 Laboratory**	**1**
PHYS R102	**College Physics 2**	**4**
PHYS R102L	**College Physics 2 Laboratory**	**1**
or		
Sequence 2:		
PHYS R131	**Physics for Scientists and Engineers 1**	**5**
PHYS R132	**Physics for Scientists and Engineers 2**	**5**
Sequence 3:		
PHYS R121	**Physics with Calculus 1**	**5**
or		
PHYS R122	**Physics with Calculus 2**	**5**
	Total Required Major Units	**35**
	***CSU General Education for STEM or IGETC for STEM Pattern**	**31-33**
	Double-Counted Units	**-(7-9)**
	Free Electives	**1**
	Total Units required for the AS-T Degree	**60**

**This AS-T presumes completion of CSU GE-Breadth or IGETC for STEM, allowing for completion of 6 units of non-STEM GE work after transfer.*

ANATOMY COURSE

ANAT R101 General Human Anatomy 4 Units

Hours: *2 lecture, 6 lab weekly*
Prerequisites: *BIOL R101 or BIOL R101H; and BIOL R101L; and MATH R005 or MATH R015; and ENGL R097 or eligibility for ENGL R101 as determined by the college's multiple measures assessment process.*
C-ID: *BIOL 110B*

This course is organized into two parts: lecture and laboratory. The lecture portion is an introduction to gross anatomy as well as organization and histology of human organ systems. The laboratory portion reinforces the lecture material and consists of hands-on experiments and demonstrations used to illustrate the principles and concepts of anatomy. These include but are not limited to microscope use, model and specimen examination, dissection of the cat as well as other livestock organs and demonstration of the dissected human cadaver. This course meets the requirements of students anticipating transfer to university, medical school, dental school, holistic medicine, kinesiology programs and other health care certificated programs. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B2, B3***
IGETC: ***5B, 5C***

BIOLOGY COURSES

BIOL R100 Marine Biology 3 Units

Hours: *3 lecture weekly*
Advisories: *READ R095 or ESL R095 and ENGL R097 or ENGL R100 or ENGL R101*

This course provides an introduction to the diversity of marine organisms and the physical and biological processes that influence their life history, behavior, distribution, and anatomical structure. Topics also address the interactions of these organisms and processes in a variety of habitats, marine ecology, and marine conservation. (Same as **MST R100.**) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B2***
IGETC: ***5B***

BIOL R100L Marine Biology Laboratory 1 Unit

Hours: *3 lab weekly*
Prerequisites: *BIOL R100 or concurrent enrollment*
Advisories: *READ R095 or ESL R095 and ENGL R097 or ENGL R100 or ENGL R101*

This laboratory course provides an introduction to the diversity of marine organisms and the physical and biological processes that influence their structure, life history, and behavior. (Same as **MST R100L.**) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

BIOL R101 General Biology 3 Units

Hours: *3 lecture weekly*
Advisories: *BIOL R101L or concurrent enrollment; ENGL R095 and ENGL R097 or ENGL R100 or ENGL R101 or ENGL R101H or concurrent enrollment*

This course is an introduction to the science of life, cell biology, metabolism, diet, genetics, evolution and ecology and will include current issues and news on these topics. Credit will not be awarded for both the regular and honors versions of a course. Credit will be awarded only for the first course completed with a grade of C or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***A1***
CSU GE-Breadth: ***B2***
IGETC: ***5B***

***UC Credit Limitation:** No credit if taken after R120

BIOL R101H Honors: General Biology 3 Units

Hours: *3 lecture weekly*
Advisories: *ENGL R095 and ENGL R097 or ENGL R100 or ENGL R101 or ENGL R101H; concurrent enrollment in BIOL R101L*

This course is an introduction to the science of life, cell biology, metabolism, diet, genetics, evolution and ecology and will include current issues and news on these topics. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications, and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***A1***
CSU GE-Breadth: ***B2***
IGETC: ***5B***

***UC Credit Limitation:** No credit if taken after R120

BIOL R101L General Biology Laboratory 1 Unit

Hours: *3 lab weekly*
Prerequisites: *BIOL R101 or BIOL R101H or concurrent enrollment*
Advisories: *MATH R005 or MATH R015*

This is a laboratory course designed to be taken in conjunction with BIOL R101 as an introduction to biology laboratory practices for non-majors as well as those considering majoring in Biology. The laboratory exercises cover the scientific method, basic biochemistry, microscopy, cellular organization, cellular energy transformation, cellular reproduction, genetics, and evolution. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***A1***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

***UC Credit Limitation:** No credit if taken after R120L

BIOL R120 Principles of Biology I 4 Units

Hours: *4 lecture weekly*
Prerequisites: *CHEM R120 and MATH R005 or MATH R015*
Advisories: *ENGL R097 or ENGL R100 or ENGL R101*
C-ID: *BIOL 190 (BIOL R120 + R120L)*

The first semester of biology for majors introduces the student to principles of cellular and molecular biology. Knowledge from a breadth of disciplines related to health, medical and research science careers is examined including: biochemistry, metabolism, molecular biology, genetics, cellular biology, recombinant DNA, developmental biology, microbiology and molecular evolution. While the diversity of life is surveyed, an emphasis is placed on the biology worldview derived from experimental data of specific model genera, animal cell culture systems and prokaryotic/eukaryotic viruses. The method of generating hypothesis based research results and the role of paradigms in advancing biological science theory are examined. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B2***
IGETC: ***5B***

BIOL R120L Principles of Biology I Lab: Intro to Cellular and Molecular Biology 1 Unit

Hours: *3 lab weekly*
Prerequisites: *BIOL R120 or concurrent enrollment*
C-ID: *BIOL 190 (BIOL R120 + R120L)*

This is a laboratory course designed to complement the BIOL R120 lecture course, the first course in the series of biology courses for majors. The current methods employed by investigators in the biological sciences are presented. These include, but are not limited to microscopy, differential centrifugation, chromatography, electrophoresis, spectrophotometry, recombinant DNA methods and PCR. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

BIOL R122 Principles of Biology II 4 Units

Hours: *4 lecture weekly*
Prerequisites: *MATH R005 or MATH R015; BIOL R120 and BIOL R120L; ENGL R097 or ENGL R100; or ENGL R101 or ENGL R101H or concurrent*
C-ID's: *BIOL 140 (BIOL R122 + R122L) and BIOL 135S (BIOL R120 + BIOL R120L and BIOL R122 + BIOL R122L)*

This course, intended for biology majors, includes a survey of the basic biology and diversity of unicellular and multicellular organisms and examines the basic principles governing evolution of organisms and interactions between organisms and the environment. It emphasizes general biological principles, classification, structure, function and evolutionary adaptations of organisms (including plants, fungi, animals, and unicellular organisms) to their environments, and ecological principles. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B2***
IGETC: ***5B***

BIOL R122L Principles of Biology II Laboratory 1 Unit

Hours: *3 lab weekly*
Prerequisites: *BIOL R122 or concurrent enrollment*
C-ID's: *BIOL 140 (BIOL R122 + R122L) and BIOL 135S (BIOL R120 + BIOL R120L and BIOL R122 + BIOL R122L)*

This course, intended for biology majors, is a survey of the diversity of unicellular and multicellular organisms, their anatomy, functional morphology, physiology, development, and interactions with each other and their environment. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

BIOL R155 Principles of Botany 3 Units

Hours: *3 lecture weekly*
Prerequisites: *BIOL R101 or BIOL R120 and MATH R005 or MATH R015*
C-ID: *BIOL 155 (BIOL R155 + R155L)*

This course is intended for biology majors and covers comparative diversity, structure, and function of plants. Topics include development, morphology and physiology, taxonomy and systematics. Principles of population and community ecology and ecosystem interactions are emphasized. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B2***
IGETC: ***5B***

BIOL R155L Principles of Botany Lab 1 Unit

Hours: *3 lab weekly*
Prerequisites: *BIOL R155 or concurrent enrollment*
C-ID: *BIOL 155 (BIOL R155 + R155L)*

This course involves laboratory and field studies of the characteristics and relationships of selected plants from the major divisions. Students will learn the principles of taxonomy, and will gain practice in identification of species by means of keys. This course will offer an introduction to the basic experimental techniques and instrumentation used in the investigation of plant physiology. *Field trips will be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

BIOL R170 Biological Marine Resource Management 1 Unit

Hours: *3 lecture weekly*
Corequisites: *GEOL R178 or MST R178*

This field course is an introduction to topics in marine biology related to current resource management issues in this region. Trips to natural areas where biological, geological, and oceanographic resources can be observed will be combined with related information about resource management at the federal, state, and local levels. (Same as **MST R170**.) *Field trips will be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

BIOL R189 Topics In Life Science .5 - 3 Units

Hours: *.5 to 3 lecture, 1.5 to 9 lab weekly*
Prerequisites: *BIOL R100 (same as MST R100) or BIOL R101 or BIOL R101H*

Topics in Life Science courses provide the opportunity for in-depth study of specific biological subject matter which are not met by regular biology and other life science course offerings. *Course is offered Pass/No Pass (P/NP) at student's option. Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

BIOL R198 Short Courses in Biology 1 - 4 Units

Hours: *1 to 3 lecture, 3 to 12 lab weekly*

Short courses in biology allows for creative ways to meet identified needs of the college and community which are not met by existing course offerings. Length of course determines unit credit. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

BIOL R199 Directed Studies in Biology Related Topics 1 - 3 Units

Hours: *3 to 9 lab weekly*
Prerequisites: *BIOL R100 and BIOL R100L; or BIOL R101 and BIOL R101L; or MST R100 and MST R100L; or BIOL R120 and BIOL R120L*

Designed for students interested in furthering their knowledge of Biology on an independent study basis. These studies may require a combination of laboratory and library research. Project findings will be presented in a scientific poster format, video, protocol or research publication. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

MICROBIOLOGY COURSES

MICR R100 Principles of Microbiology 3 Units

Hours: *3 lecture weekly*
Prerequisites: *MATH R005 or MATH R015 and CHEM R104 (or higher) and ANAT R101 and PHSO R101 and BIOL R101 or BIOL R101H or BIOL R120*
Advisories: *ENGL R101*

This course is an introduction to the structure, metabolic activities, utility and pathogenicity of bacteria, fungi, algae, protozoa and viruses. The topics will include distribution, metabolism, molecular genetics, biotechnology, immunity, cancer, probiotics and the physical/chemical methods used in control of microbes and cellular pathogens. The principles of disease transmission, prevention and immunity will also be presented. The diversity of the microbial world and its applications to improving human health and quality of life are emphasized. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B2***
IGETC: ***5B***

MICR R100L Principles of Microbiology Laboratory 2 Units

Hours: *6 lab weekly*
Prerequisites: *MICR R100 or concurrent enrollment*

This is a laboratory course designed for biological science majors and students interested in the health science professions. The exercises are intended to give the students experience in the manipulation of microorganisms and exposure to current microbial techniques. Topics covered will include microscopy methods, prokaryotic and eukaryotic cell structure, microbial metabolism, genetics, recombinant DNA, and biotechnology. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

PHYSIOLOGY COURSE

PHSO R101 Human Physiology 5 Units

Hours: *3 lecture, 6 lab weekly*
Prerequisites: *ANAT R101 and CHEM R104 or CHEM R110 and ENGL R097 and MATH R005 or MATH R015 or placement as determined by the college's multiple measures assessment process.*
C-ID: *BIOL 120B*

This course emphasizes principles of cellular and systemic functions of the human body. Lecture topics include scientific method, basic inorganic and organic chemistry, solute as well as water transport and balance, homeostatic mechanisms, and functions of the major organ systems. This course emphasizes demonstrations and techniques of commonly utilized laboratory equipment. Laboratory topics will primarily consist of analysis, interpretation and evaluation of data gathered relating to homeostatic mechanisms, functions of the major organ systems and disease. Experiments reinforce material presented in lecture. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B2, B3***
IGETC: ***5B, 5C***



BORDER STUDIES

For more information contact:

Dr. Arion Melidonis (805) 678-5044 amelidonis@vcccd.edu

BORDER STUDIES COURSE

BRS R101 Introduction to Border Studies 3 Units

Hours: 3 lecture weekly

Borders and borderlands define territories and identity while simultaneously calling them into question. Utilizing an interdisciplinary perspective, this course explores both physical and conceptual borders and borderlands with an emphasis on first person narratives, generalizing to universal themes of change, globalization, conflict, motivation and movement across borders. Through a range of ethnographic, narrative and theoretical works, we will analyze specific borderlands and borderland identities while considering the themes of hybridity, gender, sexuality, marginalization, economics, immigration, labor flows, travel, pollution, environmental change, media, conflict and cooperation. (Same as **ANTH R119** and **ETHS R119**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D***
IGETC: **4**

BUSINESS

The Business program offers a variety of courses in business leading to the degrees of Associate in Arts and Science and Certificates in Business and Business Management. In addition to the major coursework, which emphasizes business and accounting practices, the business program combines studies in computer information systems and meets the needs of students targeting careers that meld knowledge of business and information systems.

For more information contact:

Tim Fontenette (805) 678-5266 tfontenette@vcccd.edu

Note: Beginning Fall 2021, two versions of the AS-T in Business Administration will be offered: Business Administration and the new Business Administration 2.0. Business Administration will be phased out and replaced with Business Administration 2.0, which is more closely aligned with Business majors at more CSU campuses. Students with catalog rights are not required to change to the new Business Administration 2.0, but should meet with a counselor to determine which degree is most appropriate for them.

ASSOCIATE IN SCIENCE FOR TRANSFER
BUSINESS ADMINISTRATION

The Associate in Science in Business Administration for Transfer (Business Administration AS-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AS-T in Business Administration**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **25** semester units in the **Business Administration** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Business Administration 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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (15 units)		**Units**
ACCT R101	**Financial Accounting**	**3**
or		
ACCT R101H	**Honors: Financial Accounting**	**3**
ACCT R102	**Managerial Accounting**	**3**
BUS R111	**Business Law**	**3**
ECON R201	**Introduction to the Principles of Microeconomics**	**3**
or		
ECON R201H	**Honors: Introduction to the Principles of Microeconomics**	**3**
ECON R202	**Introduction to the Principles of Macroeconomics**	**3**
or		
ECON R202H	**Honors: Introduction to the Principles of Macroeconomics**	**3**
List A (**4** units)		
Select one of the following courses:		
MATH R105	**Introductory Statistics**	**4**
MATH R105H	**Honors: Introductory Statistics**	**4**
MATH R106	**Business Calculus**	**4**
List B (**6-7** units)		
Select **2** courses with no more than one course from each Category (6-7 units)		
Category **1 Mathematics**		
Any course from List A not already chosen		**4**
Category **2 Business**		
BUS R120	**Introduction to Business**	**3**
BUS R140	**Business Communication**	**3**

continued on next page

Category **3** **Business Information Systems**		
CAOT R122	**Microsoft Office**	**3**
CIS R100	**Introduction to Computer Information Systems**	**3**
	Total Required Major Units	**25-26**
	CSU General Education *or* IGETC Pattern	**38-41**
	Double-Counted Units	**-(9)**
	Degree-Applicable Electives (needed to reach 60 units)	**2-6**
	Total Units required for the AS-T Degree	**60**

ASSOCIATE IN SCIENCE FOR TRANSFER

BUSINESS ADMINISTRATION 2.0

The Associate in Science in Business Administration 2.0 for Transfer (Business Administration 2.0 AS-T) is intended for students who complete a Bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to icangotocollege.com and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system but not to a particular campus or major. See page 70 for more information.

To earn an **AS-T in Business Administration 2.0**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **26** semester units in the **Business Administration** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the Business Administration 2.0 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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Note: The AS-T in Business Administration 2.0 will replace the original AS-T in Business Administration.

Required Core Courses		**Units**
ACCT R101	**Financial Accounting**	**3**
or		
ACCT R101H	**Honors: Financial Accounting**	**3**
ACCT R102	**Managerial Accounting**	**3**
BUS R111	**Business Law**	**3**
ECON R201	**Introduction to the Principles of Microeconomics**	**3**
or		
ECON R201H	**Honors: Introduction to the Principles of Microeconomics**	**3**
ECON R202	**Introduction to the Principles of Macroeconomics**	**3**
or		
ECON R202H	**Honors: Introduction to the Principles of Macroeconomics**	**3**
MATH R105	**Introductory Statistics**	**4**
or		
MATH R105H	**Honors: Introductory Statistics**	**4**
MATH R106	**Business Calculus**	**4**
or		
MATH R120	**Calculus with Analytic Geometry I**	**5**
BUS R120	**Introduction to Business**	**3**
or		
BUS R140	**Business Communication**	**3**
	Total Required Major Units	**26-27**
	CSU General Education Breadth	**39**
	Double-Counted Units	**-(9)**
	Free Elective Required	**3-4**
	Total Units required for the AS-T Degree	**60**
or		
	IGETC	**37**
	Double-Counted Units	**-(9)**
	Free Elective Required	**5-6**
	Total Units required for the AS-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Business Administration 2.0 program students will be able to:

- Write clearly and accurately in a variety of business contexts and formats while checking, editing, and revising their written work for correct information, appropriate emphasis, form, style, and grammar.
- Understand management concepts and approaches including planning for, organizing, and controlling organizational resources, preparing for and managing organizational change, and managing and leading people.
- Apply rules and principles to new business situations.
- Formulate ways of accessing and interpreting business information from beyond their immediate spheres.
- Demonstrate personal conduct that reflects an ethical understanding of complex business, economic and social issues.
- Interpret how information technology affects business operations, and utilize business technologies to their advantage.

ASSOCIATE IN SCIENCE DEGREE
BUSINESS MANAGEMENT

The Associate in Science in Business Management will prepare students to compete for management positions within an organization. These positions would include responsibilities for formulating and implementing policies, employee relations, long-range planning, and overseeing the work of other levels within the organization.

Through coursework with an interdisciplinary focus, students will explore market trends and topics in workplace diversity, leadership, time management and social skills. Program-wide emphasis is placed on the importance of teamwork, strength leadership and global mindsets. Students will collaborate with prospective peers to complete presentations on subjects such as consumer behavior, globalization, human capital and organizational culture.

Required Core Courses (22 units)		**Units**
ACCT R101	Financial Accounting	3
or		
ACCT R101H	Honors: Financial Accounting	3
BUS R100	Introduction to Entrepreneurship	1
BUS R103	Business Mathematics	3
BUS R111	Business Law	3
BUS R120	Introduction to Business	3
BUS R121	Introduction to Management	3
BUS R122	Human Resource Management	3
BUS R140	Business Communications	3
Complete a minimum of 6 units from the following courses:		
BUS R124	Organizational Behavior	3
BUS R125	Personal Finance	3
BUS R134	Marketing for Small Business	2
BUS R135	Social Media Marketing	1.5
CIS R100	Introduction to Computer Information Systems	3
COMM R101	Introduction to Oral Communication	3
ECON R201	Introduction to the Principles of Microeconomics	3
ECON R201H	Honors: Introduction to the Principles of Microeconomics	3
ECON R202	Introduction to the Principles of Macroeconomics	3
ECON R202H	Honors: Introduction to the Principles of Macroeconomics	3
Complete a minimum of 3 units from the following courses:		
CAOT R122	Microsoft Office	3
CAOT R123	Microsoft Excel	3
CAOT R124	Microsoft Access	3
	Total Required Major Units	**31**

General Education: This A.S. degree requires completion of the Oxnard College General Education pattern.

Oxnard College General Education Pattern	**29**
Double-Counted Units	**-(0-3)**
Free Electives Required	**0**
Total Units required for the A.S. Degree	**60**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

CERTIFICATE OF ACHIEVEMENT
BUSINESS MANAGEMENT

The Business Management Certificate of Achievement will prepare students to compete for management positions within an organization. These positions would include responsibilities for formulating and implementing policies, employee relations, long-range planning, and overseeing the work of other levels within the organization.

Through coursework with an interdisciplinary focus, students will explore market trends and topics in workplace diversity, leadership, time management and social skills. Program-wide emphasis is placed on the importance of teamwork, strength leadership and global mindsets. Students will collaborate with prospective peers to complete presentations on subjects such as consumer behavior, globalization, human capital and organizational culture.

Required Core Courses (22 units)		**Units**
ACCT R101	Financial Accounting	3
or		
ACCT R101H	Honors: Financial Accounting	3
BUS R100	Introduction to Entrepreneurship	1
BUS R103	Business Mathematics	3
BUS R111	Business Law	3
BUS R120	Introduction to Business	3
BUS R121	Introduction to Management	3
BUS R122	Human Resource Management	3
BUS R140	Business Communications	3
Complete a minimum of 6 units from the following courses:		
BUS R124	Organizational Behavior	3
BUS R125	Personal Finance	3
BUS R134	Marketing for Small Business	2
BUS R135	Social Media Marketing	1.5
CIS R100	Introduction to Computer Information Systems	3
COMM R101	Introduction to Oral Communication	3
ECON R201	Introduction to the Principles of Microeconomics	3
ECON R201H	Honors: Introduction to the Principles of Microeconomics	3
ECON R202	Introduction to the Principles of Macroeconomics	3
ECON R202H	Honors: Introduction to the Principles of Macroeconomics	3
Complete a minimum of 3 units from the following courses:		
CAOT R122	Microsoft Office	3
CAOT R123	Microsoft Excel	3
CAOT R124	Microsoft Access	3
	Total Required Major Units	**31**

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Business Management program students will be able to:

- Write clearly and accurately in a variety of business contexts and formats while checking, editing, and revising their written work for correct information, appropriate emphasis, form, style, and grammar.
- Understand management concepts and approaches including planning for, organizing, and controlling organizational resources, preparing for and managing organizational change, and managing and leading people.
- Apply rules and principles to new business situations.
- Formulate ways of accessing and interpreting business information from beyond their immediate spheres.
- Demonstrate personal conduct that reflects an ethical understanding of complex business, economic and social issues.
- Demonstrate collaboration skills by working effectively with others in-group settings – both inside and outside the classroom.
- Interpret how information technology affects business operations, and utilize business technologies to their advantage.

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

MARKETING FOR ENTREPRENEURS

The Marketing for Entrepreneurs proficiency award is designed to provide students with the academic background and tools they will need to succeed in entrepreneurial settings, small businesses or their own venture. The objective of this proficiency is to educate students to function effectively in business environments where they will have to make autonomous decisions and be required to take action on their own initiative.

Proficiency Award requires the successful completion of the following courses.

Required Core Courses

BUS R100	**Introduction to Entrepreneurship**	**1**
BUS R134	**Marketing for Small Business**	**2**
BUS R135	**Social Media Marketing**	**1.5**
	Total Required Units for Award	**4.5**

BUSINESS COURSES

BUS R001 Preparation for Accounting 3 Units

Hours: *3 lecture weekly*

This course provides preparation for students planning to pursue transferable courses in financial and managerial accounting. This course provides a general overview of accounting designed to give students a background on basic accounting functions. The course will prepare the students with a working knowledge of the accounting cycle, journalizing, posting, trial balance, adjusting and closing entries, and financial statements. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***

BUS R100 Introduction to Entrepreneurship 1 Unit

Hours: *1 lecture weekly*

This is an introductory course intended to provide a comprehensive overview of entrepreneurship. The global economy and the critical role that innovation and creativity play in the entrepreneurial process will be examined. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

BUS R103 Business Mathematics 3 Units

Hours: *3 lecture weekly*
Advisories: *MATH R002 or MATH R011*

This course utilizes mathematical operations to solve practical business problems. The topics include solving equations, percents with applications, cash and trade discounts, markups and markdowns, simple interest, compound interest, present value, annuities and sinking funds, installment buying and revolving credit cards, statistics and reading and analyzing financial statements. Other topics may be covered. *Applies to Associate Degree.*

Transfer credit: ***CSU***

BUS R104 Business English 3 Units

Hours: *3 lecture weekly*

TThis course develops competency in the fundamentals and mechanics of college-level business communications skills, including grammar, sentence structure, punctuation, and written expression. These English and communication competencies will include practical writing applications such as business letters, memos, and compositions on assigned topics. *Applies to Associate Degree.*

Transfer credit: ***CSU***

BUS R105 Accounting for Entrepreneurs 1.5 Units

Hours: *1 lecture, 1.5 lab weekly*

This course is an introductory study of the basic accounting required to manage the financial documentation related to running a small business. Emphasis is placed on the practical application of recording, summarizing, and reporting business transactions for internal purposes as well as for completing federal, state, and local reporting requirements. *Applies to Associate Degree.*

Transfer credit: ***CSU***

BUS R111 Business Law 3 Units

Hours: *3 lecture weekly*
C-ID: *BUS 125*

This course is an introduction to the legal process. Topics include sources of law and ethics, contracts, torts, agency, criminal law, business organizations, and judicial and administrative processes. A general review of law as it relates to businesses, individuals and society will be covered. Fundamental legal principles pertaining to business transactions will be covered. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

BUS R120 Introduction to Business 3 Units

Hours: *3 lecture weekly*
C-ID: *BUS 110*

This course provides 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. This course focuses on 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, and financial practices; the stock and securities market; and therefore how they affect a business' ability to achieve its organizational goals. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****

UC Credit Limitation: R120 and R121 combined - max credit: one course

BUS R121 Introduction to Management 3 Units

Hours: *3 lecture weekly*

This course examines the basic management functions of a business organization and middle management's responsibilities in planning, organizing, directing, controlling, coordinating, and executing the organizations' goals and objectives. Techniques of decision-making with emphasis on recent advances in areas directly related to management are also introduced. The class introduces the fundamentals of modern management as practiced today, particularly the ways in which the management practices evolved with the rise of large corporations in the late 1800s and into the twenty-first century. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****

UC Credit Limitation: R120 and R121 combined - max credit: one course

BUS R122 Human Resource Management 3 Units

Hours: *3 lecture weekly*

This course examines the concepts of human resource organization and management including finance, operation, and compliance with federal government regulations, internal organization and the personnel practices including collective bargaining of the organization as an employer and its role with employees. *Applies to Associate Degree.*

Transfer credit: ***CSU***

BUS R124 Organizational Behavior 3 Units

Hours: *3 lecture weekly*

This course provides information about how people interact in organizations. Topics to be studied include individuals, interpersonal communication, decision making, group dynamics, human needs and motivation, leadership, ethical considerations, quality of work life, managing conflict and initiating change. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

BUS R125 Personal Finance 3 Units

Hours: *3 lecture weekly*

This course provides an overview of financial planning and budgeting. The process of financial planning logic and underlying fundamentals that drive financial planning will be discussed. Topics include banking, borrowing, taxes, insurance, various forms of investments, credit, interest rates, time value of money, large purchases such as real estate, estate and retirement planning. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

BUS R134 Marketing for Small Business 2 Units

Hours: *2 lecture weekly*

This course covers marketing for the small business owner. It includes coverage on the aspects of marketing planning, market research, product development, promotion, advertising, networking, channels of distribution and web marketing. *Applies to Associate Degree.*

Transfer credit: ***CSU***

BUS R135 Social Media Marketing 1.5 Units

Hours: *1 lecture, 1.5 lab weekly*

This course provides students with an introduction to social media marketing, including social communities, publishing, entertainment, and commerce. Opportunities and limitations of current social media platforms will be examined. The course will emphasize social media's strategic role in traditional marketing, how to build effective social media marketing strategies, and how to track their effectiveness. *Applies to Associate Degree.*

Transfer credit: ***CSU***

BUS R140 Business Communications 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*
Advisories: *CAOT R805 or Word-processing skills*
C-ID: *BUS 115*

This course applies the principles of ethical and effective communication to the creation of letters, memos, emails, and written and oral reports for a variety of business situations. The course emphasizes planning, organizing, composing, and revising business documents using word processing software for written documents and presentation-graphics software to create and deliver professional-level oral reports. This course is designed for students who already have college-level writing skills. *Applies to Associate Degree.*

Transfer credit: ***CSU***

BUS R189 Topics in Business 1 - 3 Units

Hours: *1-3 lecture weekly*

This course will cover specialized topics designed to inform or update interested persons in various disciplines within the field of business. Unit credit will be determined by the length of courses developed. *Course is offered Pass/No Pass (P/NP) at student's option. Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

BUS R198 Short Courses in Business 1 - 3 Units

Hours: 1 - 3 lecture weekly

Short courses in businesses provides courses in selected areas of business to meet specific needs of the college or the community when those needs are not met by regular course offerings. Unit credit will be determined by length of course. *Course is offered Pass/No Pass (P/NP) at student's option. Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

BUS R199A Directed Studies in Business .5 - 4 Units

Hours: .5 - 4 lecture weekly

This course is intended for students interested in furthering their knowledge of business on an independent-study basis. The student and instructor will work together to design course content and/or research. Meeting times will be determined by the instructor. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

BUS R199B Directed Studies in Business Lab .5 - 4 Units

Hours: 1.5 - 12 lab weekly

This lab course is intended for students interested in furthering their knowledge of business on an independent-study basis. The student and instructor will work together to design course content and/or research. Meeting times will be determined by the instructor. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CHEMISTRY

Chemistry is the science that deals with the composition, structure, and properties of matter and with the changes matter undergoes. There are many different employment opportunities open to chemists. A chemist can work in a laboratory or research environment asking questions and testing hypotheses with experiments. Another possibility for a chemist is to work on a computer developing theories or models or to predict reactions. Some chemists do field work, others contribute advice on chemistry for projects. Some chemists write. Some chemists teach, while others use chemistry to enter the medical field.

The Chemistry program offers two Associate degrees:

Associate in **Arts** (A.A.)

Associate in **Science** (A.S.)

The courses in this program can prepare students to transfer to Bachelor of Arts or Bachelor of Science degree programs in Chemistry.

To earn an Associate degree with a major in **Chemistry**, students must complete the core courses listed below, plus general education degree requirements. These major requirements help prepare students for upper-division course work for bachelor degrees and advanced degrees in chemistry offered by four-year institutions. Since the course work in chemistry is sequential, students may spend less time earning an associate degree by giving priority to the requirements for a major in chemistry. Earning an Associate degree in Chemistry suggests an achievement of technical skills that may be helpful in seeking immediate employment.

Universities differ slightly in requirements for the Bachelor of Arts degree in Chemistry and the Bachelor of Science degree in Chemistry or Biochemistry. The Counseling Department or a member of the Science Department faculty can help students plan their coursework at Oxnard College so students have a smooth transition to the university of his or her choice. Students are advised to refer to the official articulation agreements on *www.assist.org* for the most current requirements of their intended transfer institution. Both the Bachelor of Arts degree in Chemistry and the Bachelor of Science degree in Chemistry are offered at California State University Channel Islands (CSUCI), California State University Northridge (CSUN) and the University of California Santa Barbara (UCSB). The University of California Los Angeles (UCLA) only grants the Bachelor of Science degree in Chemistry. In addition, CSUCI, CSUN, UCSB and UCLA all grant Bachelor of Science degrees in Biochemistry.

University of California Credit Limitation on Transfer of Chemistry Courses

The UC will not give credit for **CHEM R104** ***or*** **CHEM R110** if taken *after* **CHEM R120**.

No credit will be given for **CHEM R112** if taken *after* **CHEM R130**.

For more information contact:

Yong Ma
(805) 678-5053
yma@vcccd.edu

Dr. Anna Toy-Palmer
(805) 678-5205
atoypalmer@vcccd.edu

ASSOCIATE IN ARTS DEGREE
CHEMISTRY

The requirements for the A.A. degree in Chemistry are satisfactory completion of a minimum of 60 semester units of which 30 semester units must be the required major courses shown below. The additional minimum of 30 units is to be chosen from the general education degree requirements found in the Oxnard College catalog. Students who plan to transfer to a four-year university should consult the CSU-GE or IGETC pattern for general education. This degree is designed primarily for students who wish to transfer to CSUCI into the B.A. program in Chemistry, B.S. program in Chemistry or B.S. program in Chemistry with a Biochemistry option.

Required Core Courses (15 units)		**Units**
CHEM R120	**General Chemistry I**	**5**
CHEM R122	**General Chemistry II**	**5**
MATH R120	**Calculus with Analytic Geometry I**	**5**
Required Additional Courses (5 units)		
Complete a minimum of 5 units from the following:		
CHEM R130	**Organic Chemistry I**	**5**
CHEM R112	**Elementary Organic and Biological Chemistry**	**5**
Complete a minimum of 10 units from the following sequences:		
PHYS R121	**Physics with Calculus 1**	**5**
PHYS R122	**Physics with Calculus 2**	**5**
or		
PHYS R101	**College Physics 1**	**4**
PHYS R101L	**College Physics 1 Laboratory**	**1**
PHYS R102	**College Physics 2**	**4**
PHYS R102L	**College Physics 2 Laboratory**	**1**
	Total Required Major Units	**30**

Additional units/requirements to complete the A.A. Degree

Oxnard College General Education Pattern	**29**
Double-Counted Units	**-(6)**
Degree-Applicable Electives (needed to reach 60 units)	**7**
Total Units required for the A.A. Degree	**60**

To complete the ASSOCIATE IN ARTS DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

Proposed plan of study for A.A. degree in Chemistry:

Year 1:	***Fall Semester***	***Spring Semester***
	CHEM R120	CHEM R122
	MATH R120	CHEM R112
Year 2:	***Fall Semester***	***Spring Semester***
	PHYS R101	PHYS R102
	PHYS R101L	PHYS R102L

Alternate proposed plan of study for A.A. degree in Chemistry:

Year 1:	***Fall Semester***	***Spring Semester***
	CHEM R120	CHEM R122
	MATH R120	
Year 2:	***Fall Semester***	***Spring Semester***
	PHYS R101	PHYS R102
	PHYS R101L	PHYS R102L
	CHEM R130	

In either of the two plans of study above, PHYS R121 can be substituted for PHYS R101 and PHYS R101L. PHYS R122 can be substituted for PHYS R102 and PHYS R102L.

Transfer notes: If students plan to transfer to **California State University Channel Islands** to major in Chemistry, it is advised that they complete **CHEM R130** and **CHEM R132** prior to transfer. These are required courses for the B.A. or the B.S. in Chemistry at CSUCI as well as most B.A. or B.S. degree programs in chemistry or biochemistry at other four-year universities.

For a B.S. in biochemistry at CSUCI, students may follow the A.A. in Chemistry track at Oxnard College but should also complete the following before transfer:

		Units
BIOL R120	Principles of Biology I	4
BIOL R120L	Principles of Biology I Laboratory	1
BIOL R122	Principles of Biology II	4
BIOL R122L	Principles of Biology II Laboratory	1
CHEM R130	Organic Chemistry	5
CHEM R132	Organic Chemistry II	5

Proposed plan of study for A.A. in chemistry and preparation for B.S. in biochemistry at CSUCI:

Year 1:	**Fall Semester**	**Spring Semester**
	CHEM R120	CHEM R122
	MATH R120	MATH R121
Year 2:	**Fall Semester**	**Spring Semester**
	CHEM R130	CHEM R132
	BIOL R120	BIOL R122
	BIOL R120L	BIOL R122L
	PHYS R121	PHYS R122
	PHYS R121L	PHYS R122L

ASSOCIATE IN SCIENCE DEGREE
CHEMISTRY

The requirements for the A.S. degree in chemistry are satisfactory completion of a minimum of 60 semester units of which 40 semester units must be the required core courses shown below. The additional minimum of 20 units is to be chosen from the general education degree requirements found in the Oxnard College catalog. Students who plan to transfer to a four-year university should consult the CSU-GE or IGETC pattern for general education. This degree is designed for students who wish to earn a Bachelor of Arts or Bachelor of Science degree in chemistry at UCLA, UCSB or CSUN.

Required Core Courses		**Units**
CHEM R120	**General Chemistry I**	**5**
CHEM R122	**General Chemistry II**	**5**
CHEM R130	**Organic Chemistry I**	**5**
CHEM R132	**Organic Chemistry II**	**5**
MATH R120	**Calculus with Analytic Geometry I**	**5**
MATH R121	**Calculus with Analytic Geometry II**	**5**
PHYS R131	**Physics for Scientists and Engineers 1**	**5**
PHYS R132	**Physics for Scientists and Engineers 2**	**5**
	Total Required Major Units	**40**

Additional units/requirements to complete the A.A. Degree

Oxnard College General Education Pattern	**29**
Double-Counted Units	**-(6)**
Degree-Applicable Electives (needed to reach 60 units)	**0**
Total Units required for the A.S. Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Chemistry program students will be able to:

- Conduct experiments, analyze data, and interpret results, while observing responsible and ethical scientific conduct.
- Demonstrate an understanding of major concepts, theoretical principles and experimental findings in chemistry.
- Be prepared to transfer to a university or enter allied health programs such as dental hygiene.
- Demonstrate a foundational knowledge of general principles of chemistry and be able to apply this knowledge to the solution of problems and performance of experiments.
- Demonstrate proficiency in the use of appropriate instrumentation to collect and record data from chemical experiments.
- Use critical thinking and efficient problem-solving skills in the four basic areas of chemistry: analytical, inorganic, organic, and physical.
- Use modern instrumentation for chemical analysis.

CHEMISTRY COURSES

CHEM R104 General, Organic, and Biological Chemistry 5 Units

Hours: *4 lecture, 3 lab weekly*
Prerequisites: *MATH R005 or MATH R015*

This course provides an introduction to the concepts of chemistry in the health sciences. Topics in general chemistry will include the modern view of the atom, molecule structure, chemical formulas, and chemical reactions. Topics in organic chemistry will include hydrocarbons, alcohols, aldehydes, ketones, carboxylic acids, amines, and amides. Topics in biochemistry will include carbohydrates, proteins, lipids, nucleic acids, and metabolism. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***A2***
CSU GE-Breadth: ***B1, B3***
IGETC: ***none***

UC Credit Limitation: No credit if taken after R120

CHEM R110 Elementary Chemistry 5 Units

Hours: *4 lecture, 3 lab weekly*
Prerequisites: *MATH R005 or MATH R015*
C-ID: *CHEM 101*

This is an introductory course in chemistry stressing the basic principles of atomic and molecular structure, compound formation and chemical reactivity, the periodic table and states of matter. Quantitative techniques involved in elementary chemical calculations will be emphasized. In addition, the course serves as an introduction to lab techniques with experiments illustrating principles covered in lecture. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***A2***
CSU GE-Breadth: ***B1, B3***
IGETC: ***5A, 5C***

UC Credit Limitation: No credit if taken after R120

CHEM R112 Elementary Organic and Biological Chemistry 5 Units

Hours: *4 lecture, 3 lab weekly*
Prerequisites: *CHEM R110 or CHEM R120*
C-ID: *CHEM 102*

The major emphasis of this course will be on general organic chemistry and biological chemistry as they apply to the living systems. The section of organic chemistry includes naming, structure and bonding, classification by functional groups and reactions, polymerization, optical isomerism, and physical properties based on molecular polarity. Biochemistry includes carbohydrates, proteins, and amino acids, fats, enzymes, DNA and RNA, and cell biochemistry. The lab illustrates the principles covered in the lecture. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***A2***
CSU GE-Breadth: ***B1, B3***
IGETC: ***5A, 5C***

UC Credit Limitation: No credit if taken after R130

CHEM R120 General Chemistry I 5 Units

Hours: *3 lecture, 6 lab weekly*
Prerequisites: *CHEM R110 and MATH R005 or MATH R015*
C-ID: *CHEM 110 and 120S (CHEM R120 + CHEM R122)*

This course introduces fundamental principles and theories of chemistry with special emphasis on calculations of solution chemistry, stoichiometry, chemical equilibrium and oxidation-reduction; includes discussion of quantum mechanical model of the atom, kinetic-molecular theory, and periodic table. The lab is designed to develop quantitative relationships through experiments, and to introduce inorganic preparative procedures and computer analysis of data. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B1, B3***
IGETC: ***5A, 5C***

CHEM R122 General Chemistry II 5 Units

Hours: *3 lecture, 6 lab weekly*
Prerequisites: *CHEM R120*
C-ID: *CHEM 120S (CHEM R120 + CHEM R122)*

This course covers solution equilibria, kinetics, electrochemistry, radiochemistry, transition metal chemistry, and descriptive chemistry of the elements. In addition, an introduction to organic chemistry is included. Lab work includes qualitative analysis, thermochemistry, and kinetic studies, and further develops inorganic preparative techniques. Computers are utilized for data acquisition and interpretation. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B1, B3***
IGETC: ***5A, 5C***

CHEM R130 Organic Chemistry I 5 Units

Hours: *3 lecture, 6 lab weekly*
Prerequisites: *CHEM R122*
C-ID: *CHEM 150 and 160S (CHEM R130 + CHEM R132)*

This course studies the fundamental principles of organic chemistry with the emphasis upon the practical application of modern principles to functional groups, reactivity, physical properties, and methods of synthesis of organic compounds. The lab portion of the course will give students the opportunity to engage in experiments that provide concrete examples of materials covered in the lecture portion of the course. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B1, B3***
IGETC: ***5A, 5C***

CHEM R132 Organic Chemistry II 5 Units

Hours: *3 lecture, 6 lab weekly*
Prerequisites: *CHEM R130*
C-ID: *CHEM 160S (CHEM R130 + CHEM R132)*

This course is the second half of the Organic Chemistry series with emphasis on oxygen-containing and nitrogen-containing organic substances, polymers, carbohydrates, proteins, lipids, and other biomolecules. The lab will involve multiple-step synthesis from smaller molecules to larger molecules. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B1, B3***
IGETC: ***5A, 5C***

CHEM R189 Topics in Chemistry .5 - 3 Units

Hours: *.5 - 3 lecture, 1.5 - 9 lab weekly*
Prerequisites: *CHEM R110 and CHEM R120*

This umbrella course permits development of courses that provide in-depth study of specific chemistry subject matter which are not met by regular chemistry and other chemistry related course offerings. *Course is offered Pass/No Pass (P/NP) at student's option. Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CHEM R199 Directed Studies in Chemistry 1 - 3 Units

Hours: *3 - 9 lab weekly*
Prerequisites: *CHEM R110*

This course is designed for students interested in furthering their knowledge of Chemistry on an independent study basis. These studies may require a combination of laboratory and library research. Project findings will be presented in a scientific poster format, video, protocol or research publication. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CHICANA/O STUDIES

The Chicana/o Studies Program was developed in response to the educational needs of Mexican American and Latino students attending Oxnard College. The program is designed to provide students with an awareness of the social, historical, psychological, and cultural realities of the Chicana/o in American society. An interdisciplinary program, Chicana/o Studies courses offer a Chicana/o perspective within the traditional disciplines of Sociology, History, Psychology, and Anthropology. The major mission of the Chicana/o Studies Program is to provide a curriculum of study that will help students understand and appreciate Chicana/o culture.

For more information contact:

Liberal Studies Division Office (805) 678-5804

ASSOCIATE IN ARTS DEGREE

CHICANA/O STUDIES

The Associate in Arts in Chicana/o Studies advances a critical understanding of the Chicana/o and Latina/o experience in the United States. The curriculum is designed to provide an awareness, knowledge, and appreciation of the language, history, culture, politics, and creative accomplishments and contributions of Chicana/o and Latina/o communities. Whether completing the AA in preparation for transfer to a Bachelor's degree program in Chicana/o Studies or to deepen one's understanding of Chicana/o culture, students pursuing the AA in Chicana/o Studies will have the opportunity to select from a wide range of courses that reflect the multidisciplinary approach of the major.

Required Core Courses (**9** units)		**Units**
CHST R101	**Introduction to Chicana/o Studies**	**3**
CHST R102	**Chicana/o Cultural Identity**	**3**
SOC R108	**Sociology of the Chicano Community**	**3**

Restricted Electives - Choose a minimum of **9** units from the following:

CHST R107 (HIST R107)	**History of Mexicans in the United States**	**3**
BRS R101 (ANTH R119)	**Introduction to Border Studies**	**3**
SOC R103	**Race and Ethnic Relations**	**3**
ART R172	**Art of the Ancient Americas**	**3**
ART R174	**Latin American Art**	**3**
DANC R110A	**Mexican Folklórico Dance I**	**2**
DANC R110B	**Mexican Folklórico Dance II**	**2**
HIST R109	**History of Mexico**	**3**
HIST R126	**History of Latin America**	**3**
MUS R109	**Music of Latin America**	**3**
MUS R126	**Mariachi Ensemble**	**1**
SPAN R200	**Intermediate Spanish I**	**4**
SPAN R210	**Intermediate Spanish II**	**4**
SPAN R220	**Spanish for Heritage Speakers I**	**4**
or		
SPAN R220H	**Honors: Spanish for Heritage Speakers I**	**4**
SPAN R230	**Spanish for Heritage Speakers II**	**4**
or		
SPAN R230H	**Honors: Spanish for Heritage Speakers II**	**4**
SPAN R232	**Latin American Literature**	**3**
or		
SPAN R232H	**Honors: Latin American Literature**	**3**
SPAN R234	**Latin American and Spanish Film**	**3**
	Total Required Major Units	**18-19**

General Education: Students will be allowed to choose the general education pattern that best aligns with their educational goals from those offered by Oxnard College including the Oxnard College General Education pattern, CSU GE-Breadth, or IGETC. Health can be taken to fulfill area E of the CSU GE-Breadth pattern, reducing the number of courses needed.

continued on next page

Total Required Major Units	**18-20**
Oxnard College General Education	**29**
Double-Counted Units	**-(6-12)**
Free electives required	**19-21**
Total required units for A.A. Degree	**60**

or

Total Required Major Units	**18-20**
CSU GE-Breadth	**39**
Health *(can be taken within CSU GE)*	**3**
Physical Education	**1**
Double-Counted Units	**-(9-21)**
Free electives required	**8-20**
Total required units for A.A. Degree	**60**

or

Total Required Major Units	**18-20**
IGETC	**37**
Health	**3**
Physical Education	**1**
Double-Counted Units	**-(9-18)**
Free electives required	**10-19**
Total required units for A.A. Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Chicana/o Studies program students will be able to:

- Critically analyze the Chicana/o experience from a variety of cultural, historical, and socio-political theories and perspectives.
- Apply historical and cultural knowledge of the Chicana/o experience in the analysis of contemporary socio-political issues facing the Chicana/o communities.
- Develop and articulate effective plans for promoting culturally-responsive social change in the Chicana/o communities and broader society.

ASSOCIATE IN ARTS FOR TRANSFER
SOCIAL JUSTICE STUDIES - CHICANA/O STUDIES

The AA-T in Social Justice Studies – Chicana/o Studies program seeks to introduce students to the broader field of Social Justice Studies, providing a theoretical framework for the study of race, ethnicity, gender, sexuality, and identity while also providing students with the opportunity to examine and analyze historical, social, and political context and events that have shaped the Chicana/o experience. The Social Justice Studies – Chicana/o Studies major gives students a wide variety of options to pursue courses relevant to their intended transfer major as well as courses that provide cultural experiences in art, music, dance, and language.

Students completing an AA-T in Social Justice Studies – Chicana/o Studies will be prepared for transfer to a number of majors within the CSU including but not limited to Chicano/ Chicana Studies, Mexican-American Studies, Latin American Studies, Liberal Studies - Border Studies Option and Ethnic Studies. For a complete current list of majors deemed to be similar by each CSU campus, visit icangotocollege.com.See page 70 for more information.

To earn an **AA-T in Social Justice Studies - Chicana/o Studies**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **18** semester units in the **Social Justice Studies - Chicana/o Studies** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Social Justice Studies - Chicana/o Studies AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (**9** units)		**Units**
CHST R101	**Introduction to Chicana/o Studies**	**3**
Select one of the following courses (3 units):		
SJS R110	**Introduction to Social Justice Studies**	**3**
SOC R103	**Race and Ethnic Relations**	**3**
Select one of the following courses (3 units):		
SJS R120	**Introduction to Women's Studies**	**3**
SJS R130	**Introduction to LGBTQ Studies**	**3**
PSY R107 (SOC R104)	**Sex Roles**	**3**

List A

Select three courses from at least two of the following five areas for a minimum of 9 units.

Area 1: History		
CHST R107 (HIST R107)	**History of Mexicans in the United States**	**3**
HIST R109	**History of Mexico**	**3**
Area 2: Arts and Humanities		
ART R174	**Latin American Art**	**3**
MUS R109	**Music of Latin America**	**3**
SPAN R232	**Latin American Literature**	**3**
or		
SPAN R232H	**Honors: Latin American Literature**	**3**

Area 3: Social Science

CHST R102	Chicana/o Cultural Identity	3
BRS R101 (ANTH R119)	Introduction to Border Studies	3
SOC R108	Sociology of the Chicano Community	3

Area 4: Quantitative Reasoning and Research Methods

No more than one course from this area may be used.

PSY R103	Beginning Statistics for Behavioral Science	3
SOC R125	Statistics for the Behavioral and Social Sciences	3
MATH R105	Introductory Statistics	4
MATH R105H	Honors: Introductory Statistics	4
PSY R104	Introduction to Experimental Psychology	3
SOC R111	Introduction to Social Research	3

Area 5: Additional Major Preparation

SPAN R200	Intermediate Spanish I	4
SPAN R210	Intermediate Spanish II	4
SPAN R220	Spanish for Heritage Speakers I	4
or		
SPAN R220H	Honors: Spanish for Heritage Speakers I	4
SPAN R230	Spanish for Heritage Speakers II	4
or		
SPAN R230H	Honors: Spanish for Heritage Speakers II	4

Total Required Major Units	**18 - 19**
CSU General Education *or* IGETC Pattern	**37-39**
Double-Counted Units	**-(9-18)**
Electives (CSU transferable units needed to reach 60)	**10-23**
Total Units required for the AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Social Justice Studies Program for Transfer students will be able to:

- Demonstrate broad familiarity with Chicana and Chicano histories and the ways in which such histories have shaped and are shaping contemporary Chicana and Chicano experiences.
- Identify the ways in which institutional forces (such as legal, educational, public policy, economic practices and informal norms and discourses) impact Chicana and Chicano lives.
- Demonstrate general knowledge of Chicana/o impact on culture.
- Describe how gendered, classed, sexualized, and racialized forms of identity have shaped the Chicana/o experience.

CHICANA/O STUDIES COURSES

CHST R101 Introduction to Chicana/o Studies 3 Units

Hours: *3 lecture weekly*

This is an introductory interdisciplinary course designed to familiarize students with various historical, cultural, sociological, and political issues affecting the Chicana/o experience in the United States. The course introduces students to research and publications in related disciplines and familiarizes them with the interdisciplinary aspects of Chicano/o studies. The course also includes themes and methodologies from related disciplines (history, anthropology, sociology, the arts and sciences, psychology, and political science). *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D3***
IGETC: ***4C***

CHST R102 Chicana/o Cultural Identity 3 Units

Hours: *3 lecture weekly*

This course will explore the development of Chicana/o identities through a survey of social scientific, historical and literary sources. This will include exploration of Mexican American regional cultures that trace the development of societal division based on gender, race, ethnicity and other categories. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D***
IGETC: ***4***

CHST R107 History of Mexicans in the United States 3 Units

Hours: *3 lecture weekly*

This course is a historical survey of the Mexican/Chicano experience from the pre-Columbian period to the present. The emphasis is on Mexican settlement of Greater Mexico and the Southwest United States within the broader history of the United States. In the process, the course covers significant events in the historical development of the United States and Mexico—the colonial era, the early National period, the westward (and northward) movement of people across America in the last 150 years, and U.S.-Mexico relations in the 19th and 20th centuries. (Same as **HIST R107**.) *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D3, D6, US-1***
IGETC: ***4C, 4F***



CHST R108 Sociology of the Chicano Community 3 Units

Hours: *3 lecture weekly*

This course examines the institutional and structural conditions that have and continue to shape the Chicana/o experience in the United States. This course makes use of a Sociological perspective that incorporates various paradigms/theories including but not limited to: Stratification, Colonialism/ Imperialism, Chicana Feminism, Queer Theory, Conflict Theory, and Assimilation/Acculturation. Of specific interest is the impact of social institutions such as: Education, the Legal System, the Economy, Politics, Family, and the Media on the Chicana/o community. This course will examine institutionally perpetuated systems of oppression and privilege such as: white supremacy, sexism, heteronormativity, and classism. (Same as **SOC R108**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D***
IGETC: ***4***

CHILD AND ADOLESCENT DEVELOPMENT

For more information contact:

Liberal Studies Division Office (805) 678-5804

ASSOCIATE IN ARTS FOR TRANSFER
CHILD AND ADOLESCENT DEVELOPMENT

The Associate in Arts in Child and Adolescent Development is a 60-unit degree program that provides a solid lower-division preparation for students planning to transfer to a CSU for a Bachelor's degree in Child and Adolescent Development, Child Development, Child, Adolescent & Family Studies, Human Development or other related majors. In this major, students will explore theories and concepts about biophysical, socio-emotional, and cognitive developmental milestones from conception through adolescence; individual and cultural differences; and common variations in development. In this broad, interdisciplinary curriculum, students will develop critical thinking, writing, and oral presentation skills in preparation to be professionals working with children and families.

Students completing this degree will possess a working knowledge of human development from childhood through adolescence and will understand the importance of the family and cultural connection to the developing child.

Students completing a four-year Bachelor's degree in Child and Adolescent Development or Child Development will have a foundation for a wide range of careers in developmentally related public organizations, teaching institutions, service agencies, and mental and physical health facilities, child advocacy, and youth programs, and will be prepared for advanced degrees and professional programs in the fields of clinical social work, clinical psychology, school psychology, school counseling, K-12 teaching, college teaching, public policy, and developmental research.

The Associate in Arts in Child and Adolescent Development for Transfer (Child and Adolescent Development AA-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AA-T in Child and Adolescent Development**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **18** semester units in the **Child and Adolescent Development** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Child and Adolescent Development AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (9-10 units)		**Units**
ECE R102	**Child Growth and Development**	**3**
PSY R101	**General Psychology**	**3**
or		
PSY R101H	**Honors: General Psychology**	**3**
Statistics: Select **one** course		
MATH R105	**Introductory Statistics**	**4**
MATH R105H	**Honors: Introductory Statistics**	**4**
SOC R125	**Statistics for Behavioral and Social Sciences**	**3**
PSY R103	**Beginning Statistics for Behavioral Science**	**3**
Select **3** courses from the following 3 Groups (**9** units)		
Group 1: Select **one** course (**3** units)		
ANTH R102	**Introduction to Cultural Anthropology**	**3**
SOC R101	**Introduction to Sociology**	**3**
or		
SOC R101H	**Honors: Introduction to Sociology**	**3**
ECE R106	**Child, Family and Community**	**3**
SOC R106	**Contemporary Family in American Society**	**3**

Group 2:	Select up to **2** courses (**0-6** units)	
PSY R108	**Developmental Psychology**	**3**
BIOL R101	**General Biology**	**3**
Group 3:	Select up to **2** courses (**0-6** units)	
ECE R103	**Programs for Young Children**	**3**
ECE R107	**Teaching in a Diverse Society**	**3**
ECE R111	**Observation and Assessment**	**3**
ECE R112	**Practicum in Early Childhood Education**	**3**
ECE R129	**Child Nutrition, Health and Safety**	**3**
MATH R102	**Mathematics for Elementary School Teachers**	**4**
POLS R101	**Government of the United States I: Institutions and Politics**	**3**
GEOG R101	**Elements of Physical Geography**	**3**
GEOG R102	**World Regional Geography**	**3**
GEOG R105	**Introduction to Human Geography**	**3**
COMM R101	**Introduction to Oral Communication**	**3**
COMM R110	**Small Group Communication**	**3**

Total Required Major Units	**18-20**
CSU General Education	**39**
Double-Counted Units	**-(12-18)**
Free Electives Required	**15-21**
Total Units required for the A.A.-T Degree	**60**

or

Total Required Major Units	**18-20**
IGETC	**37**
Double-Counted Units	**-(12-18)**
Free Electives Required	**17-23**
Total Required Units for AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Child and Adolescent Development Program for Transfer students will be able to:

- Compare and contrast typical and atypical development of children and adolescents.
- Locate, interpret, and critically evaluate scholarly articles in developmental psychology.
- Apply theoretical knowledge and methodological skills to observation, assessment, and interaction with children, adolescents, and the adults in their environment.
- Describe the scientific approach to developmental psychology.
- Apply basic research methods in developmental psychology, including research design, qualitative and quantitative analysis, and interpretation
- Clearly and effectively express ideas using oral communication skills with attention to audience and topic.
- Demonstrate effective written communication skills using APA format when appropriate.
- Evaluate the role that context (i.e., family, peers, schools, communities, cultures) plays in development.
- Describe and defend the guidelines for the ethical treatment of children and adolescents as articulated by the American Psychological Association, the Society for Research in Child Development, and the Society for Research on Adolescence.

COASTAL ENVIRONMENTAL STUDIES

Coastal environmental studies explore the interactions between humans and the coastal environment. It integrates topics from multiple disciplines to aid in understanding the complex interactions between humans and the intersection between ocean and land.

The A.S. in Coastal Environmental Studies is primarily intended for students pursuing a Bachelor's of Science in Environmental Studies or Environmental Science at a University of California school or a school outside the UC and CSU systems after transfer. As each UC has their own requirements it is important students consult closely with a counselor when planning their course of studies. Students interested in transfer to a California State University might consider the AS-T in Environmental Science instead.

For more information contact:

Jim Danza
(805) 678-5209
jdanza@vcccd.edu

Dr. Shannon Newby
(805) 678-5050
snewby@vcccd.edu

ASSOCIATE IN SCIENCE
COASTAL ENVIRONMENTAL STUDIES

This degree focuses on the interaction between humans and the coastal environment including biological, physical, and economic impacts. Students will use the scientific method and an understanding of ecological principles to critically analyze information on the ways human activities affect the environment. The A.S. in Coastal Environmental Studies is primarily intended for students pursuing a Bachelor's of Science in Environmental Studies or Environmental Science at a UC after transfer.

The requirements for the A.S. degree in Coastal Environmental Studies are satisfactory completion of 60 semester units of which 50 must be completed from the required major courses. The remaining units should be chosen from the general education degree requirements found in the Oxnard College catalog. Students who plan to transfer to a four-year university should consult closely with a counselor and consult the *www.assist.org* website to determine which courses best fit their intended major and/or emphasis at the transfer institution.

Required Core Courses		**Units**
Life Science Requirements (8 - 10 units)		
Complete both Biology courses. Most transfer institutions also require the laboratory courses as part of the degree.		
BIOL R120	**Principles of Biology I**	**4**
BIOL R120L	**Principles of Biology I Lab: Intro to Cellular and Molecular Biology**	**1**
BIOL R122	**Principles of Biology II**	**4**
BIOL R122L	**Principles of Biology II Laboratory**	**1**
Chemistry Requirements (10 units)		
Complete both Chemistry courses. Please note that some transfer institutions also require the organic chemistry series.		
CHEM R120	**General Chemistry I**	**5**
CHEM R122	**General Chemistry II**	**5**

continued on next page

Earth Science Requirements (3 - 4 units)
Complete the Physical Geology lecture course. If required by the intended transfer institution, complete the Geology lab.

GEOL R101	**Physical Geology**	**3**
GEOL R101L	**Physical Geology Laboratory**	**1**

Economics Requirements (3 units)
Choose the appropriate Economics course. Some transfer institutions require both ECON R201 and ECON R202.

ECON R201	**Introduction to the Principles of Microeconomics**	**3**
or		
ECON R201H	**Honors: Introduction to the Principles of Microeconomics**	**3**
ECON R202	**Introduction to the Principles of Macroeconomics**	**3**
or		
ECON R202H	**Honors: Introduction to the Principles of Macroeconomics**	**3**

Math Requirements (10 units)
Complete both courses in Calculus. Please note that some transfer institutions also require statistics and/or additional math courses.

MATH R120	**Calculus with Analytic Geometry I**	**5**
and		
MATH R121	**Calculus with Analytic Geometry II**	**5**

Physics Requirements (10 - 15 units)
Complete one PHYS series:

PHYS R121	**Physics with Calculus 1**	**5**
and		
PHYS R122	**Physics with Calculus 2**	**5**
or		
PHYS R131	**Physics for Scientists and Engineers 1**	**5**
and		
PHYS R132	**Physics for Scientists and Engineers 2**	**5**
and		
PHYS R133	**Physics for Scientists and Engineers 3**	**5**

Social Science Requirements (3 units)
Select 3 units from the following. Some transfer institutions require POLS R100 or POLS R104 as well as 3 additional Social Science units from the remaining choices.

ANTH R102	**Introduction to Cultural Anthropology**	**3**
ANTH R102H	**Honors: Introduction to Cultural Anthropology**	**3**
PHIL R102	**Introduction to Ethics**	**3**
PHIL R102H	**Honors: Introduction to Ethics**	**3**
POLS R100	**Introduction to Politics**	**3**
POLS R104	**Introduction to International Relations**	**3**
SOC R101	**Introduction to Sociology**	**3**
SOC R101H	**Honors: Introduction to Sociology**	**3**
SOC R102	**Social Problems**	**3**

Coastal Studies Electives (3 units)
Select a minimum of 3 units of electives from the list below. Some transfer institutions require ESRM R100. Students should refer to ASSIST.org for guidance on course selection.

ESRM R100	**Introduction to Environmental Science**	**3**
ESRM R100L	**Introduction to Environmental Science Laboratory**	**1**
BIOL R100 (MST R100)	**Marine Biology**	**3**
BIOL R100L (MST R100L)	**Marine Biology Laboratory**	**1**
BIOL R170 (MST R170)	**Biological Marine Resource Management**	**1**
GEOL R103 (MST R103)	**Introduction to Oceanography**	**3**
GEOL R103L (MST R103L)	**Introduction to Oceanography Laboratory**	**1**
GEOL R178 (MST R178)	**Geological Marine Resource**	**1**
MST R199	**Directed Studies in Marine-Related Topics**	**1 - 3**
	Total Required Major Units	**50-58**

General Education Students will be allowed to choose the general education pattern that best aligns with their educational goals from those offered by Oxnard College including the Oxnard College General Education pattern, CSU GE-Breadth, or IGETC. Students who select CSU GE-Breadth or IGETC must also complete local graduation requirements in Health and PE.

Total Required Coastal Major Units	**50-58**
Oxnard College General Education	**29**
Double-Counted Units	**-(12)**
Free Electives Required	**0**
Total Required Units for A.S. Degree	**67-75**

or

Total Required Coastal Major Units	**50-58**
CSU GE-Breadth	**39**
Health *(can be taken within CSU GE)*	**3**
PE / Kinesiology	**1**
Double-Counted Units	**-(15-18)**
Free Electives Required	**0**
Total Required Units for A.S. Degree	**75-86**

or

Total Required Coastal Major Units	**50-58**
IGETC	**37**
Health	**3**
PE / Kinesiology	**1**
Double-Counted Units	**-(16)**
Free Electives Required	**0**
Total Required Units for A.S. Degree	**75-83**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

Program Student Learning Outcomes

Upon the successful completion of the Coastal Environmental Studies program students will be able to:

- Use the scientific method and an understanding of ecological principles to critically analyze information on the ways human activities affect the environment.
- Analyze the inherent environmental, social, and economics of living sustainably on current and future generations.
- Demonstrate proper use of a variety of field and/or laboratory techniques used in fields of environmental study.
- Understand and communicate complex relationships between natural and human systems.
- Demonstrate knowledge of the roles of societal and political organizations in environmental policy-making, regulation, compliance, and enforcement.

COMMUNICATION STUDIES

The Communication Studies major analyzes processes of communication, commonly defined as the sharing of symbols over distances in space and time. Hence, communication studies encompasses a wide range of topics and contexts ranging from face-to-face conversation to public speeches to mass media outlets such as television broadcasting and film studies. Communication Studies, as a discipline, is also interested in how audiences interpret information from the political, cultural, economic, and social dimensions of speech and language.

There are many areas of specialization offered within the Communication Studies majors including Advertising, Public Relations, Journalism, Digital Media, Organizational Communication, Intercultural Communication, Interpersonal Communication, Rhetoric, and Media Studies. Studying communication will also enhance any career, but a few specific careers include business, public relations, human resources, law [after law school], advertising arts, teaching, social services, human services, and entertainment industries are all suited for graduates with a Communication Studies degree. Finally, students who are interested in the field of Communication Studies but do not wish to complete a Baccalaureate degree in the discipline, may pursue a terminal two-year course of study. Such study will prepare them to understand diverse communication messages and practice excellent communication skills in a variety of settings.

For more information contact:

Dr. Amy Edwards (805) 678-5102 aedwards@vcccd.edu

ASSOCIATE IN ARTS FOR TRANSFER
COMMUNICATION STUDIES

The Associate in Arts in Communication Studies for Transfer (AA-T in Communication Studies) at Oxnard College offers students curriculum that embraces the many facets of human communication including public speaking, argumentation, interpersonal, intercultural, and group communication. Students will ultimately enhance their communication competency by studying theories and concepts; students will also engage in practical communicative demonstrations.

The AA-T in Communication Studies is intended for students who plan to complete a bachelor's degree in a Communication Studies or other majors designated as "similar" by a CSU campus. For a current list of what majors (and what options or areas of emphasis within majors) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn an **AA-T in Communication Studies**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **18** semester units in the **Communication Studies** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Communication Studies AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (3 Units)		Units
COMM R101	Introduction to Oral Communication	3
List A		
Select two of the following courses (6 units):		
COMM R107	Argumentation and Debate	3
COMM R111	Interpersonal Communication	3
COMM R110	Small Group Communication	3
List B		
Select two of the following courses (6 units): Any course from list A not selected above		
COMM R113	Intercultural Communication	3
COMM R102	Introduction to Communication Studies	3
FTVE R100	Introduction to Electronic Media	3
List C		
Select one of the following courses (3-4 units): Any course from List B not selected above		
ANTH R102	Introduction to Cultural Anthropology	3
ANTH R102H	Honors: Introduction to Cultural Anthropology	3
ENGL R102	Critical Thinking through Composition and Literature	4
ENGL R102H	Honors: Critical Thinking through Composition and Literature	4

continued on next page

ENGL R128	Composition and Critical Thinking through Non-Fiction	3
COMM R114	Introduction to Communication Research	3
	Total Required Major Units	**18-19**
	CSU GE-Breadth	**39**
	Double-Counted Units	**-(9-18)**
	Free Electives Required	**12-21**
	Total Required Units for AA-T Degree	**60**

or

Total Required Major Units	**18-19**
IGETC	**37**
Double-Counted Units	**-(3-12)**
Free Electives Required	**8-17**
Total Required Units for AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Communication Studies Program for Transfer students will be able to:

- Display written and oral communication skills by critically evaluating information, analyzing structure, developing arguments, and supporting positions.
- Think and listen critically and be able to evaluate their own communication competence.
- Understand the interdependencies of culture and communication in dyads, groups, organizations, and communities.
- Apply interpersonal, group, and intercultural concepts and theories to their personal communication encounters.
- Apply appropriate communication theories to verbal, nonverbal, and mediated messages, texts, and/or interactions.

COMMUNICATION STUDIES COURSES

COMM R100 ESL Academic Oral Communication — 3 Units

Hours: *3 lecture, 1 lab weekly*
Advisories: *ESL R048 or ESL R802A*

This course is designed to help advanced non-native speakers of English communicate well in academic, professional, and social settings through practice in basic principles of oral communication (with an emphasis on most effective use of voice and body). Students will engage in group discussion, public speeches, and oral reading. (Same as **ESL R108**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

COMM R101 Introduction to Oral Communication — 3 Units

Hours: *3 lecture*
Advisories: *ENGL R101*
C-ID: *COMM 110*

TThis course provides training and practice in basic principles of effective oral communication through participation in public speaking, group discussion, and oral reading. It emphasizes being at ease in front of, and with, a group, and developing constructive attitudes, organized thinking, proper use of voice and body, and critical listening. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***A1***
IGETC: ***1C***

COMM R102 Introduction to Communication Studies — 3 Units

Hours: *3 lecture*
C-ID: *COMM 180*

This course introduces students to the field of Communication Studies. Communication theories and foundational principles of communication will help students recognize and use this complex, dynamic, and often misunderstood process. Students will also explore the various contexts of communication such as interpersonal, intercultural, gender, and group communication. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: **CSU, UC**
OC GE: ***none***
CSU GE-Breadth: ***D7***
IGETC: ***4G***

COMM R107 Argumentation and Debate — 3 Units

Hours: *3 lecture*
C-ID: *COMM 120*

This course introduces argumentation methodology, communication theory, rhetorical theory, critical listening, and critical thinking. It will include training in persuasive analysis, cross-examination, and delivery. Emphasis will be placed on research, using evidence, and detecting fallacies. Practice debates on class-selected topics will take place throughout the course of the semester. *Field trips will be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***A1, A3***
IGETC: ***1C***

COMM R110 Small Group Communication — 3 Units

Hours: *3 lecture*
C-ID: *COMM 140*

This course focuses on the principles and methods of communication in a small group setting. Group interactions such as problem solving, leadership, and decision-making will be analyzed. Students will develop individual and group communication skills to prepare for the workplace and other group communication. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***A1***
IGETC: ***1C***

COMM R111 Interpersonal Communication — 3 Units

Hours: *3 lecture*
C-ID: *COMM 130*

This course provides an introduction to the dynamics of communication in one-to-one relationships. Communication experiences, behaviors, and rules governing interpersonal contexts are explored. Specific relationships such as friendship, family, and co-workers are the highlights of the course. Topics include language, perception, non-verbal cues, and listening. This course will help students effectively communicate in interpersonal encounters. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***A1, D7***
IGETC: ***1C, 4G***

COMM R113 Intercultural Communication 3 Units

Hours: *3 lecture*
C-ID: *COMM 150*

This course provides an introduction to intercultural communication in domestic and global contexts. It leads to a greater appreciation of other cultures through increased awareness of, and sensitivity to, different cultural viewpoints. Topics include language, verbal and nonverbal communication, perception, and technology which allow students to examine communication within the larger context of American culture. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***D7***
IGETC: ***4G***

COMM R114 Introduction to Communication Research 3 Units

Hours: *3 lecture*
Advisories: *COMM R101*

This course explores communication research processes in order to find, read, understand, create, and use communication research in daily work. Students will apply communication theory and methods to investigate pressing communication-related questions. Students will also investigate methods and analytical techniques including observation, interviews, focus groups, surveys, and content analysis. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

COMPUTER APPLICATIONS & OFFICE TECHNOLOGIES

The Computer Applications and Office Technologies programs prepare students for employment with the necessary skill sets for administrative assistant and general office careers, the emphasis being on administrative support. Students prepare for entry- to mid-level positions in a variety of business, government, and educational settings, as well as prepare for career and academic advancement.

For more information contact:

Maria Pinto-Casillas
(805) 678-5097
mpintocasillas@vcccd.edu

Tim Fontenette
(805) 678-5266
tfontenette@vcccd.edu

COMPUTER APPLICATIONS & OFFICE TECHNOLOGY COURSES

CAOT R122 Microsoft Office 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*

Students will be introduced to the various application programs that make up the suite of Microsoft Office. The focus for this course will be on learning the basic features of Word, Excel, Access, and PowerPoint. Students will learn to apply these productivity tools to various business documents. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CAOT R123 Microsoft Excel 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*

This course provides instruction in Microsoft Excel, concentrating on the development of an understanding and working knowledge of the business and practical applications of a spreadsheet. Students will be introduced to topics such as charts, formulas, functions, Web queries, formatting, financial functions, data tables, and hyperlinks. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CAOT R124 Microsoft Access 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*

This course provides in-depth knowledge of the concepts behind a database management system and focuses on issues related to practical database design. Students will learn to create conceptual, logical and physical designs of relational databases in response to a set of user requirements. The student will design and implement databases utilizing Microsoft Access. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CAOT R129 Microsoft PowerPoint 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*

Students will be introduced to various methods of creating presentation slides using graphics, animation, and transitions that are part of the Microsoft PowerPoint features. The focus for this course will be on learning the basic functions and features of Microsoft PowerPoint. Students will learn to apply these productivity tools to various business documents. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CAOT R130 Microsoft Word 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*

This course provides a foundation in the use of a word processor using MS Word. This includes the knowledge and skills needed to create and format various types of business documents with photos, drawings, tables, and charts. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***



NONCREDIT COMPUTER APPLICATIONS & OFFICE TECHNOLOGY

Oxnard College offers noncredit courses in Computer Applications & Office Technology. These courses grant no college credit and no units. There is limited to no costs associated with noncredit courses.

CERTIFICATE OF COMPLETION
NONCREDIT

BUSINESS INFORMATION WORKER QUICK START

The Business Information Worker (BIW) Quick Start Certificate of Completion program is designed to prepare students for positions as office and administrative support workers and work closely with management in a business, professional, educational, or industrial office. Students having successfully completed the BIW Quick Start coursework will have gained marketable skills required of the BIW—a California Community Colleges Pathway to Success initiative that leads to job readiness for an in-demand occupation. For further information visit: http://ict-dm.net/biw-landing/category/south-central. The program is offered in the noncredit format. Noncredit instruction provides access to a variety of courses tuition free to assist students in reaching their personal, academic and professional goals.

Courses		Hours
CAOT R800	Introduction to Business Information Worker	56
CAOT R801	Keyboarding (Alpha and Numeric)	43
CAOT R802	Keyboarding Speed and Accuracy	58
CAOT R803	Computer Literacy	24
CAOT R804	MS Outlook	32
CAOT R805	MS Word	50
CAOT R806	MS Excel	50
CAOT R807	MS PowerPoint	32
	Total Required Hours	**345**

Program Student Learning Outcomes

Upon successful completion of the Business Information Worker Quick Start program students will be able to:

- Use the Web to conduct research
- Organize and maintain paper and electronic files
- Prepare letters, memos and e-mail
- Schedule appointments
- Prepare presentation materials including researching topic, writing basic content and preparing visuals
- Apply effective telephone techniques
- Create basic spreadsheets
- Work in teams with other administrative professionals

CAOT R800 Introduction to Business Information Worker 0 Units

Hours: *56 contact hours*

This course provides instruction and practical applications in current office techniques. Students will learn about the workplace environment, communication skills, business English, soft skills, ethics, customer focus, team work, technology basics, workforce behaviors, business correspondence, meetings and travel, and job search among other related topics essential for employment in office positions. *Course is offered Pass/No Pass (P/NP) at student's option. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CAOT R801 Keyboarding (Alpha and Numeric) 0 Units

Hours: *43 contact hours*

This course is for the beginning student and provides instruction and development of fundamental skills in the operation of the keyboard including letter, number, symbol, special keys, and the numeric keypad. *Course is offered Pass/No Pass (P/NP) at student's option. Field trips may be required. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CAOT R802 Keyboarding Speed and Accuracy 0 Units

Hours: *58 contact hours*

This course is designed to improve speed and accuracy in using the keyboard through development of proper technique, assessment of keyboarding deficiencies, and through individual practice to improve keyboarding deficiencies. It is for students who know the keyboard by touch but need more work on speed and/or accuracy. Drills for speed development and accuracy will be self-paced. *Course is offered Pass/No Pass (P/NP) at student's option. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CAOT R803 Computer Literacy 0 Units

Hours: *24 contact hours*

This course is designed for those with little or no computer experience. Learners practice file management, email, instant messaging, Internet browsing and searching. This course includes a brief introduction to industry standard Microsoft Office (word processing, spreadsheet, and presentation) application programs. Computer terminology and identification of fundamental hardware and software applications is introduced. *Course is offered Pass/No Pass (P/NP) at student's option. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CAOT R804 MS Outlook 0 Units

Hours: *32 contact hours*

This course introduces personal management software and use of Microsoft Outlook functions. Topics include management of e-mail, organization of contacts, creation and scheduling of events using the calendar, and creating and managing tasks for personal and business use. Customization of Outlook features is also covered. *Course is offered Pass/No Pass (P/NP) at student's option. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CAOT R805 MS Word 0 Units

Hours: *50 contact hours*
Advisories: *CAOT R801*

This course is designed to provide the learner with basic to intermediate level of understanding of word processing with Microsoft Word including basic document creation, formatting, and editing using Microsoft Word. Learners create, edit, and format business letters, multiple-page reports, newsletters, and cover letters. This course prepares the student for the Microsoft Office User certification exam for Word. *Course is offered Pass/No Pass (P/NP) at student's option. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CAOT R806 MS Excel 0 Units

Hours: *50 contact hours*
Advisories: *CAOT R801*

This course is designed to provide the learner with a basic to intermediate understanding of Microsoft Excel beginning with spreadsheet design, creation, revision, formatting, and printing a workbook. Formulas, functions, and syntax are introduced along with an introduction to using charts and graphs. Problem solving for Excel solutions is also emphasized. This course prepares the student for the Microsoft Office User Certification exam for Excel. *Course is offered Pass/No Pass (P/NP) at student's option. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CAOT R807 MS PowerPoint 0 Units

Hours: *32 contact hours*

This course provides the learner with experience planning, creating, editing, viewing, print and run professional PowerPoint presentations. Included is the opportunity to add and modify both text and graphics; insert and modify information graphics and multimedia; apply, modify, and create master pages; and to apply, modify, and create templates. Integration with other Microsoft programs is included. *Course is offered Pass/No Pass (P/NP) at student's option. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

COMPUTER INFORMATION SYSTEMS

For more information contact:

Maria Pinto-Casillas
(805) 678-5097
mpintocasillas@vcccd.edu

Alex Lynch
(805) 678-5061
alynch@vcccd.edu



COMPUTER INFORMATION SYSTEMS COURSES

CIS R100 Introduction to Computer Information Systems 3 Units

Hours: *3 lecture weekly*
C-ID: *BUS 140*

This course is a comprehensive introduction to computer technology and information systems and their relationship to business and society. Students will be introduced to computer terminology, computer systems, hardware, software, the Internet and World Wide Web, communications and networking, programming languages, information systems, data structures, database management, enterprise computing, computer security, ethics, and privacy, careers in the computer industry, as well as the impact of computers on business and society as a whole. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

COMPUTER NETWORKING INFORMATION TECHNOLOGY

The Computer Networking/IT program prepares students for excellent career opportunities that are in demand such as a PC technician, IT support technician, IT help desk, computer network engineer, network administrator, cybersecurity, wireless network administrator, virtualization specialist, cloud-based solution advisor and implementer, and sales. The program offers an Associate in Science Degree or Certificate of Achievement in Computer Networking/IT as well as preparation in for Cisco®, CompTIA®, and Microsoft® certification exams. Our academic partnerships with Cisco, CompTIA, and Microsoft provides students with significant discounts on certification exams. We have also partnered with Google Cloud, Microsoft Azure, and Amazon AWS so that students can be trained on these popular cloud computing platforms.

The field of Computer Networking/IT evolves at a fast pace and the program frequently updates course content to keep up with the changes in the industry. The program is a Cisco Networking Academy, CompTIA Authorized Partner Program, and a member of the Microsoft Imagine Academy. Our relationships with these leaders in the industry keeps our curriculum and training current.

For more information contact:

Alex Lynch (805) 678-5061 alynch@vcccd.edu

ASSOCIATE IN SCIENCE DEGREE
CERTIFICATE OF ACHIEVEMENT
COMPUTER NETWORKING INFORMATION TECHNOLOGY

The Computer Networking/IT programs prepares students for excellent career opportunities that are in demand such as a PC technician, IT support technician, IT help desk, computer network engineer, network administrator, cybersecurity professional, wireless network administrator, virtualization specialist, cloud-based solution advisor and implementer, and IT sales. Courses within the program prepare students for Cisco, CompTIA, and Microsoft certification exams.

continued on next page

Oxnard College's academic partnerships with Cisco, CompTIA, TestOut, and Microsoft provides students with significant discounts on certification exams. The College has also partnered with Google Cloud, Microsoft Azure, and Amazon AWS so that students can be trained on these popular cloud computing platforms. As a Cisco Networking Academy, Oxnard College students receive hands-on training on Cisco Systems networking gear.

The field of Computer Networking/IT evolves at a fast pace and the program frequently updates course content to keep up with the changes in the industry. The program is a Cisco Networking Academy, CompTIA Authorized Partner Program, and a member of Microsoft Azure for Education which entitles students to free Microsoft software titles. Oxnard College's relationships with these leaders in the industry helps to keep curriculum and training current.

Required Core Courses (21 units)		**Units**
CNIT R101	**IT Essentials**	**3**
CNIT R120	**Cisco CCNA Computer Networking I**	**4**
CNIT R121	**Cisco CCNA Computer Networking II**	**4**
CNIT R130	**Administer Microsoft Windows 10 Operating System**	**3**
CNIT R145	**CompTIA Security+ IT Security and Certification Preparation**	**3**
CNIT R151	**Cloud Computing and Virtualization**	**4**

Required additional courses

Complete a minimum of **9** units from the following courses:

CNIT R127	**Wireless Networking Fundamentals**	**3**
CNIT R131	**Administer Microsoft Windows Server**	**3**
CNIT R142	**CompTIA A+ Technician and Certification Preparation**	**4**
CNIT R143	**CompTIA Linux+ Fundamentals and Certification Preparation**	**3**
CNIT R144	**CompTIA Network+ Fundamentals and Certification Preparation**	**4**
CNIT R161	**Programming Essentials in Python**	**3**
CNIT R146	**Cybersecurity: CompTIA PenTest+**	**3**

Students may take a maximum of **4** units from the following:

COT R190V	**Occupational Cooperative Unpaid Work Experience**	**1-4**
or		
COT R191V	**Occupational Cooperative Paid Work Experience**	**1-4**
	Total Required Major Units	**30-33**

General Education: This A.S. degree requires completion of the Oxnard College General Education pattern.

Oxnard College General Education Pattern	**29**
Double-Counted Units	**0**
Degree-Applicable Electives (needed to reach 60 units)	**0-1**
Total Units required for the A.S. Degree	**60-62**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Computer Networking Information Technology program students will be able to:

- Demonstrate the ability to upgrade a personal computer and install an operating system so that it can participate on a network.
- Create a routed network utilizing the proper cabling, IP addressing scheme, and routing protocol.
- Troubleshoot and properly document a computer network problem using a structured methodology.
- Implement technologies to create a secure network to protect the confidentiality of data and demonstrate competency in mitigating network vulnerabilities.
- Demonstrate competency in soft skills to include the ability to write utilizing proper grammar and spelling, the ability to work in a team in a research activity, and the ability to present a computer networking/IT topic as part of a team.

CERTIFICATE OF ACHIEVEMENT
CYBERSECURITY

The Cybersecurity Certificate of Achievement prepares students for a variety of careers in the broad and lucrative field of cybersecurity. Every industry is counting on cybersecurity and information assurance professionals to detect system vulnerabilities and protect sensitive data.

Required Core Courses		**Units**
CNIT R120	**Cisco CCNA Computer Networking I**	**4**
or		
CNIT R144	**CompTIA Network+ Fundamentals and Certification Preparation**	**4**
CNIT R145	**CompTIA Security+ IT Security and Certification Preparation**	**3**
CNIT R146	**Cybersecurity: CompTIA PenTest+**	**3**

Complete two elective courses:

CNIT R127	**Wireless Networking Fundamentals**	**3**
CNIT R131	**Administer Microsoft Windows Server**	**3**
CNIT R143	**CompTIA Linux+ Fundamentals and Certification Preparation**	**3**
CNIT R151	**Cloud Computing and Virtualization**	**4**
	Total Required Units for Award	**16-17**

Program Student Learning Outcomes

Upon successful completion of the Proficiency Award in Cybersecurity students will be able to:

- Secure network operating systems including the desktop, the server, and intermediary devices such as a network switch and router.
- Implement file system permissions and share permissions to allow only the minimum levels of access needed by users to use network resources.
- Construct and apply group policies to secure end devices and the network.
- Perform a vulnerability assessment and penetration test.
- Create a report up to industry standards after completing a vulnerability assessment and penetration test.
- Analyze and interpret the results of vulnerability scan and penetration test.

- Mitigate identified vulnerabilities on devices and the network.
- Follow a structured methodology as it relates cybersecurity incident handling.
- Configure firewalls to increase security from internal and external threats.
- Implement and configure an intrusion detection system (IDS) and intrusion protection system (IPS).
- Implement a secure wireless network using enterprise level wireless security.
- Analyze organizational needs and implement a security policy.

PROFICIENCY AWARD
(AWARDED BY THE DEPARTMENT)
CISCO NETWORKING

The Cisco Networking Program is an award to recognize completers of the Cisco Networking Academy courses at Oxnard College including Cisco IT Essentials and Cisco CCNA.

Required Core Courses		Units
CNIT R101	IT Essentials	3
CNIT R120	Cisco CCNA Computer Networking I	4
CNIT R121	Cisco CCNA Computer Networking II	4
	Total Required Units for Award	**11**

Program Student Learning Outcomes

Upon successful completion of the Cisco Networking program students will be able to:

- Have the knowledge and aptitude to create a routed network utilizing the proper cabling, IP addressing scheme, and routing protocol.
- Troubleshoot a computer network using a structured methodology.
- Demonstrate the ability to create a layered wireless security defense including strong encryption, MAC filter, complex admin password, and a non-broadcast SSID.
- Demonstrate competency in soft skills to include the ability to write utilizing proper grammar and spelling, the ability to work in a team in a research activity, and the ability to present a computer networking/IT topic as part of a team.

PROFICIENCY AWARD
(AWARDED BY THE DEPARTMENT)
CYBERSECURITY

This award recognizes proficiency in cybersecurity including vulnerability testing, penetration testing, attack toolkits, cybersecurity defense, cybersecurity offense, and writing reports summarizing vulnerabilities and how to mitigate weaknesses.

Required Core Courses		Units
CNIT R145	CompTIA Security+ IT Security and Certification Preparation	3
CNIT R146	Cybersecurity: CompTIA PenTest+	3
	Total Required Units for Award	**6**

Program Student Learning Outcomes

Upon successful completion of the Proficiency Award in Cybersecurity students will be able to:

- Configure a firewall on an Integrated Service Router (ISR) to deny access to the network based on source IP address and port number.
- Create a security policy for a fictitious organization and implement elements of the security policy using technology such as the password policy.
- Conduct research using computer networking security websites to identify the most recent threats to networks and the steps that should be taken to mitigate those threats.
- Perform a vulnerability test to find vulnerabilities on a target system or network.
- Perform a penetration test to exploit an identified vulnerability.
- Write a report explaining identified vulnerabilities and the steps that need to be taken to mitigate the risk of exploitation.

PROFICIENCY AWARD
(AWARDED BY THE DEPARTMENT)
ADMINISTERING MICROSOFT WINDOWS

The Administering Microsoft® Windows Program is an award recognizing proficiency in administering the Microsoft Windows desktop and server operating systems.

Required Core Courses		Units
CNIT R130	Administer Microsoft Windows 10 Operating System	3
CNIT R131	Administer Microsoft Windows Server	3
	Total Required Units for Award	**6**

Program Student Learning Outcomes

Upon successful completion of the Administering Windows program students will be able to:

- Implement a password policy with group policy using the Windows Desktop Operating System that requires complex passwords, minimum password length, maximum password age, and enforces password history.
- Network the Windows Desktop Operating System using the appropriate IPv4 and or IPv6 address for the local area network (LAN).
- Demonstrate the skill and ability to configure Active Directory Roles and Services using Windows Server.
- Demonstrate the knowledge and skill necessary to create and maintain Active Directory objects using Windows Server.
- Demonstrate competency in soft skills to include the ability to write utilizing proper grammar and spelling, the ability to work in a team in a research activity, and the ability to present a computer networking/IT topic as part of a team.

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

WIRELESS NETWORKING

The Wireless Networking Program is an award recognizing proficiency in wireless networking including design, IEEE 802.11 protocols, wireless security, and performing a site survey.

Required Core Courses		Units
CNIT R127	Wireless Networking Fundamentals	3
and		
CNIT R120	Cisco CCNA Computer Networking I	4
or		
CNIT R144	CompTIA Network+ Fundamentals and Certification Preparation	4
	Total Required Units for Award	**7**

Program Student Learning Outcomes

Upon successful completion of the Wireless Networking program students will be able to:

- List the public and private IPv4 ranges and default subnet masks for Class A, Class B, and Class C addresses.
- Demonstrate proficiency in configuring a wireless LAN network configuration utility to create a profile and connect to a specific SSID and specific encryption type.
- Demonstrate the ability to create a layered wireless security defense including strong encryption, MAC filter, complex admin password, and a non-broadcast SSID.
- Demonstrate soft skills including working in a team, organizing collected data, and presenting the results of a team wireless site survey project.

COMPUTER NETWORKING & INFORMATION MANAGEMENT COURSES

CNIT R101 IT Essentials 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*

This course is a technical introduction to computing devices and the operating systems they run. Additional course topics include the essentials of computer networks, wireless networking, cybersecurity, and printers. This course also covers soft skill topics such as customer service and communication. Students will gain a solid foundation in information technology that will help prepare them for entry-level positions in IT as well as the more advanced computer networking courses in the CNIT program. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

CNIT R120 Cisco CCNA Computer Networking I 4 Units

Hours: *3 lecture, 3 lab weekly*

This course is offered by the Oxnard College Cisco Networking Academy. It covers foundation level computer networking including cabling, network topologies, local area networks (LANs), Ethernet, switching, routing, IPv4 and IPv6 addressing, TCP/IP protocols, and the Open Systems Interconnection (OSI) Model. The fundamentals of wireless networking and network security are also covered in this course. Students will develop networking skills in this course from hands-on labs as well as the ability to troubleshoot common networking problems. This is one of the essential courses to take on the pathway towards preparation for the Cisco CCNA certification and this is an appropriate first course to take in the CNIT program. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CNIT R121 Cisco CCNA Computer Networking II 4 Units

Hours: *3 lecture, 3 lab weekly*
Prerequisites: *CNIT R120*

This course is taken after students have acquired foundation-level computer networking knowledge from CNIT R120 (Cisco CCNA Networking I). The following topics are covered in this course: Static routing, dynamic routing protocols (RIPv2/EIGRP/OSPF), network address translation (NAT) and port address translation (PAT), Virtual Local Area Networks (VLANs), Access-Control Lists (ACLs), and DHCP. These topics are covered from the perspective of supporting networks using IPv4 or IPv6 addressing. Computer network security is emphasized in this course including port security, authentication, encryption, and analyzing protocol traffic. The curriculum is provided by the Cisco Networking Academy at no additional charge to students. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CNIT R127 Wireless Networking Fundamentals 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*

This course covers the fundamentals of wireless networking technology. At the completion of this course, students will have the ability to design, implement, administer, secure, and troubleshoot a wireless local area network (WLAN). This course is also helping to prepare students for a vendor-neutral wireless certification exam from the Certified Wireless Network Professionals (CWNP) organization. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CNIT R130 Administer Microsoft Windows 10 Operating System 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*
Advisories: *CNIT R101*

This course prepares students to deploy, configure, and secure the Windows 10 operating system for an enterprise setting. This course also covers virtualizing Windows 10 using Hyper-V and securing apps. Students who successfully complete this course should be prepared for the Microsoft Windows 10 (MD-100) and Managing Modern Desktops (MD-101) certification exams. Completing this course effectively prepares students to earn their Microsoft 365 Certified: Modern Desktop Administrator Associate certification. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CNIT R131 Administer Microsoft Windows Server 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*
Advisories: *CNIT R130*

This course prepares students to administer the most recent version of the Microsoft Windows Server operating system while preparing students to become certified. Students will learn how to administer a network and manage resources including: configuring server roles, automating server deployments, setting up DHCP and DNS services, designing an Active Directory infrastructure, planning file and print services, managing user accounts, maintaining server availability with clusters, automating backups, virtualization, and deploying updates and security features. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CNIT R142 CompTIA A+ Technician and Certification Preparation 4 Units

Hours: *3 lecture, 3 lab weekly*

This course provides instruction and hands-on training in the areas of hardware installation, software configuration, diagnostics and troubleshooting, preventative maintenance, basic networking, basic security, wireless, and operating systems including Microsoft Windows, Android, and Apple OS X. Students will also receive instruction on safety and environmental considerations as it relates to computing environments. In addition, this course prepares students for the CompTIA A+ certification exam. Oxnard College is a CompTIA Authorized Partner Program which entitles our students to significant discounts on CompTIA certification vouchers. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CNIT R143 CompTIA Linux+ Fundamentals and Certification Preparation 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*

This course provides instruction and hands-on training on the Linux operating system. Students will gain an understanding of an open-source operating system, perform a Linux installation, administer user accounts, configure file settings, and customize settings of the operating system. The course will also cover networking with Linux, the command-line interface, security issues, and interoperability with other operating systems. Students in this course will complete a project-based learning activity using a Raspberry Pi computing device and the Linux OS. Also, this course prepares students for the CompTIA Linux+ certification. CompTIA certification voucher discounts are available to Oxnard College CNIT students. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CNIT R144 CompTIA Network+ Fundamentals and Certification Preparation 4 Units

Hours: *3 lecture, 3 lab weekly*

The CompTIA Network+ certification is an internationally recognized validation of the technical knowledge required of foundation-level IT network practitioners. A student who successfully completes this course should have the knowledge and hands-on skills necessary to design, install, manage, and troubleshoot a network infrastructure for both wired and wireless networks. This course will also cover network security basics. Students who successfully complete this course should be prepared for the CompTIA Network+ certification. CompTIA certification voucher discounts are available to all CNIT program students. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CNIT R145 CompTIA Security+ IT Security and Certification Preparation 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*
Advisories: *CNIT R101 or CNIT R120 or CNIT R142 or CNIT R144*

The CompTIA Security+ course covers a wide variety of IT security topics at a foundation level including host security, network security, security issues related to cloud computing, vulnerabilities and threats, risk assessment and risk mitigation, and security policies. The course also covers access control, identity management, incident management, wireless network security, and cryptography. This course includes hands on cybersecurity training labs. Students who successfully complete this course should be prepared for the CompTIA Security+ certification exam which is the first security certification IT professionals should earn. It establishes the core knowledge required of any cybersecurity role and provides a springboard to intermediate-level cybersecurity jobs. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CNIT R146 Cybersecurity: CompTIA PenTest+ 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*
Advisories: *CNIT R145*

This course helps to prepare students for a lucrative career in cybersecurity. Students will learn the methods to perform a vulnerability scan and subsequently a penetration test on host-based and network-based systems. Students will learn how to interpret the results, write detailed summary reports, and recommend mitigation strategies. This course prepares students for the CompTIA PenTest+ certification. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CNIT R151 Cloud Computing and Virtualization 4 Units

Hours: *3 lecture, 3 lab weekly*
Advisories: *CNIT R101 or CNIT R120 or CNIT R142*
C-ID: *ITIS 170*

This course educates students about cloud computing, cloud deployment and service models, cloud infrastructure, cloud backup and storage, security issues related to the cloud, and how to leverage the cloud for cost savings. Students will also gain experience with the most popular cloud computing platforms in the market including Google Cloud, Amazon AWS, and Microsoft Azure. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CNIT R161 Programming Essentials in Python 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*

How great would it be to write your own computer program or design a modern web or desktop application? Both are a possibility if you learn how to code in Python. Python is the very versatile, object-oriented programming language used by startups and tech giants, Google, Facebook, Dropbox and IBM. Python is also recommended for aspiring young developers who are interested in pursuing careers in security, networking, artificial intelligence (AI), machine learning, and Internet-of-Things. This course utilizes the Cisco Networking Academy PCAP Python curriculum. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

CNIT R180 Certification Preparation 1 Unit

Hours: *.5 lecture, 1.5 lab weekly*
Limitations: *Student must have previously taken a 3 or 4 unit CNIT course.*

This course is designed to be taken after a student has completed a full semester 3 or 4 unit CNIT course that is mapped to a specific IT industry certification exam such as Cisco, CompTIA, Microsoft, etc. The purpose of this course is to provide focused certification preparation prior to a student actually taking the actual certification exam at a testing center such as PearsonVUE. *Course is offered on a Pass/No Pass (P/NP) basis only. Applies to Associate Degree.*

Transfer credit: ***CSU***

CNIT R198 Short Courses in Computer Networking/IT .5 - 6 Units

Hours: *.5 - 6 lecture, .5 - 18 lab weekly*

This course and/or workshop will cover selected areas of computer networking/IT. This course will be developed to meet specific needs of the college community as requested or required. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

COOPERATIVE WORK EXPERIENCE

COOPERATIVE WORK COURSES

COT R190G General Cooperative Unpaid Work Experience 1 - 4 Units

Hours: *3.5 - 14 lab weekly*
Limitations: *Completion of, or concurrent enrollment in one other course and instructor approval that is provided with an add code or an add slip.*

General Cooperative Unpaid Work Experience provides supervised employment that helps the student acquire desirable work habits, attitudes, and career awareness. Each unit of credit requires 60 hours of unpaid employment during the semester. General Cooperative Unpaid Work Experience is available to all students, regardless of major or educational goals. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

Note: *Students may enroll in up to 4 units of general cooperative work experience with no more than 12 additional units of occupational cooperative work experience.*

COT R190V Occupational Cooperative Unpaid Work Experience 1 - 4 Units

Hours: *3.5 - 14 lab weekly*
Limitations: *Completion of or concurrent enrollment in one other CTE course and instructor approval that is provided with an add code or an add slip.*

Occupational Cooperative Unpaid Work Experience provides supervised employment extending classroom occupational learning at an on-the-job learning station relating to the students' educational or occupational goals. Each unit of credit requires 60 hours of unpaid employment during the semester. Occupational Cooperative Unpaid Work Experience is available to all students. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

Note: *Students may enroll in up to 4 units of general cooperative work experience with no more than 12 additional units of occupational cooperative work experience.*

COT R191G General Cooperative Paid Work Experience 1 - 4 Units

Hours: *4 - 18.75 lab weekly*
Limitations: *Completion of, or concurrent enrollment in one other course and instructor approval that is provided with an add code or an add slip.*

General Cooperative Paid Work Experience provides supervised employment that helps the student acquire desirable work habits, attitudes, and career awareness. Each unit of credit requires 75 hours of paid employment during the semester. General Cooperative Paid Work Experience is available to all students, regardless of major or educational goals. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

Note: *Students may enroll in up to 4 units of general cooperative work experience with no more than 12 additional units of occupational cooperative work experience.*

COT R191V Occupational Cooperative Paid Work Experience 1 - 4 Units

Hours: *4 - 18.75 lab weekly*
Limitations: *Completion of or concurrent enrollment in one other CTE course and instructor approval that is provided with an add code or an add slip.*

Occupational Cooperative Paid Work Experience provides supervised employment extending classroom occupational learning at an on-the-job learning station relating to the students' educational or occupational goals. Each unit of credit requires 75 hours of paid employment during the semester. Occupational Cooperative Paid Work Experience is available to all students. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

Note: *Students may enroll in up to 4 units of general cooperative work experience with no more than 12 additional units of occupational cooperative work experience.*

CULINARY ARTS & RESTAURANT MANAGEMENT

The hospitality industry (hotel/travel/tourism/restaurant) continues to be one of the fastest growing in the state. The World Travel and Tourism Council projects that the industry will grow at a level of 4.0% per year over the next ten years, creating an opportunity for every country in the world to be a part of this process and to share the benefits. The National Restaurant Association predicts that nearly half of consumers' food budget will be spent in restaurants. There is an immense need for knowledgeable managers who can master today's and tomorrow's technology, to include emphasis on sustainability, and meet the across-the-board need being driven by major hotel and restaurant chains as well as privately owned hotels, clubs, and restaurants.

For more information contact:

Adam Hart (805) 678-5267 ahart@vcccd.edu

ASSOCIATE IN SCIENCE DEGREE
CERTIFICATE OF ACHIEVEMENT
CULINARY ARTS

This program prepares students for entry-level positions as a culinarian, baker, or food service manager trainee. In these positions, employees are required to prepare menus, requisition supplies, supervise equipment use, maintain varied records, and coordinate data with accountants and others in the organization.

Required Core Courses		Units
CRM R101	Culinary Foundations	1
CRM R100	Principles of the Hospitality Industry	3
CRM R102A	Institutional Food Production	7
CRM R102B	Institutional Food Production Management	4
CRM R102C	Catering Techniques	3
CRM R103A	Introduction to Baking Techniques	6
CRM R104	Sanitation and Environmental Control	3
CRM R105	Gourmet Restaurant Service	4
CRM R106	Nutrition in Food Service	3
CRM R107	Dining Room Service	2.5
and		
COT R190V	Occupational Cooperative Unpaid Work Experience	1 - 4
or		
COT R191V	Occupational Cooperative Paid Work Experience	1 - 4
	Total Required Major Units	**37.5 - 40.5**

General Education: This A.S. degree requires completion of the Oxnard College General Education pattern.

Oxnard College General Education	29
Double-Counted Units	0
Free Electives Required	0
Total Required Units for A.A. Degree	**66.5 - 69.5**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

After completion of the following courses, students may apply and earn certification in each respective area awarded by the National Restaurant Association (NRA):

- CRM R100 - Principles of the Hospitality Industry
- CRM R104 - Sanitation and Environmental Control
- CRM R106 - Nutrition in Food Service
- CRM R107 - Dining Room Service

Program Student Learning Outcomes

Upon successful completion of the Culinary Arts program students will be able to:

- Demonstrate basic knowledge of cooking techniques and procedures.
- Apply laws and regulations relating to safety and sanitation in a kitchen/classroom environment.
- Obtain ServSafe certification from the National Restaurant Association.
- Identify and properly use food service tools, equipment, and basic key food ingredients in a production kitchen.
- Demonstrate a variety of types of dining room service.
- Apply the fundamentals of baking science to the preparation of a variety of products.
- Exhibit a basic understanding of nutrition and the relationship between nutrition and food preparation.
- Demonstrate critical thinking skills needed to assess and correct problems within food preparation, production, presentation and service.

ASSOCIATE IN SCIENCE DEGREE
CERTIFICATE OF ACHIEVEMENT
RESTAURANT MANAGEMENT

The Restaurant Management programs prepare students to obtain employment in the restaurant management field as food service unit managers, multi-unit managers, corporate executives, or corporate trainers. Career opportunities for trained personnel are almost limitless.

Required Core Courses		Units
CRM R100	Principles of the Hospitality Industry	3
CRM R104	Sanitation & Environmental Control	3
CRM R106	Nutrition in Food Service	3
CRM R107	Dining Room Service	2.5
CRM R109	Management by Menu	3
CRM R110	Hospitality and Cost Control	3
CRM R112	Food and Beverage Management	3
CRM R113	Bar and Beverage Management	3
	Total Required Major Units	**23.5**

continued on next page

General Education: This A.S. degree requires completion of the Oxnard College General Education pattern.

Oxnard College General Education	**29**
Double-Counted Units	**0**
Free Electives Required	**7.5**
Total Units required for the A.S. Degree	**60**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

After completion of the following courses, students may apply and earn certification in each respective area awarded by the National Restaurant Association (NRA):

CRM R100 - Principles of the Hospitality Industry
CRM R104 - Sanitation and Environmental Control
CRM R106 - Nutrition in Food Service
CRM R107 - Dining Room Service
CRM R110 - Hospitality And Cost Control
CRM R112 - Food and Beverage Management
CRM R113 - Bar and Beverage Management

Program Student Learning Outcomes

Upon successful completion of the Restaurant Management program, students will be able to:

- Identify the discipline's basic content, principles, methodologies, and perspectives central to the food service industry including segments of the industry and safe food handling.
- Demonstrate competencies including operating, disassembling, assembling, and maintaining food service equipment.
- Demonstrate leadership, social responsibility, and judgment, in managing people in an industry environment. This also gives students the skills for career advancement and self-improvement.
- Communicate clearly and effectively with Chefs and Managers through verbal and/or nonverbal messages using industry terminology.

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

LEAD COOK

The Lead Cook Program is an award that prepares students for lead cook positions in a restaurant or other hospitality property. Passing the ServSafe® Certification exam as well as passing the National Restaurant Association certification exam is required to earn this Proficiency Award.

Required Core Courses		**Units**
CRM R102A	**Institutional Food Production**	**7**
CRM R104	**Sanitation & Environmental Control**	**3**
Required Certifications	**ServeSafe Certification National Restaurant Association Certification**	
	Total Required Units for Award	**10**

Program Student Learning Outcomes

Upon successful completion of the Lead Cook Program students will be able to:

- Be proficient at understanding basic methodologies central to safe food handling.
- Be proficient in food preparation for large groups.
- Demonstrate competencies in the ability to operate, dissemble, assemble, and maintain food service equipment.

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

BAKING & PATISSERIE

This award introduces the fundamental concepts, skills and techniques of basic baking. Special emphasis placed on the study of ingredient functions, product identification, and weights and measures as applied to baking. Students will have the opportunity to apply basic baking techniques in the preparation of cookies, cakes, muffins, tarts and basic custards and petit fours. Traditional meringues, butter creams and Génoise Sponge will be included. This program prepares students for entry level employment in bakeries, grocery store bakeries, institutional bakeries, or restaurants where baked goods are prepared and sold.

Required Core Courses		**Units**
CRM R103A	**Introduction to Baking Techniques**	**6**
CRM R103B	**Advanced Pastry**	**3.5**
CRM R104	**Sanitation and Environmental Control**	**3**
	Total Required Units for Award	**12.5**

Program Student Learning Outcomes

Upon successful completion of the Baking and Patisserie Program students will be able to:

- Use acceptable procedures when preparing potentially hazardous foods.
- List the major reasons for food spoilage and recognize signs of food spoilage.
- Upon completion, student will be able to demonstrate basic cake decorating skills.
- Upon completion, students will be able to prepare a variety of yeast-raised products, pies, pastries, cookies and cakes.
- Upon completion, student will be able to demonstrate the safe use and operation of specialized bake shop hand tools and equipment.





CULINARY ARTS AND RESTAURANT MANAGEMENT COURSES

CRM R100 Principles of the Hospitality Industry 3 Units

Hours: *3 lecture weekly*
C-ID: *HOSP 100*

The course will provide an overview of the hospitality industry, its history and interrelationships of hotel, restaurant, travel, leisure industries, and introduce math concept applications in the culinary field. Students will also learn the importance of economic and social influences of leisure. Emphasis is on the attitude required of a person seeking a position in the industry. (Same as **HM R100.**) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R101 Culinary Foundations 1 Unit

Hours: *3 lab weekly*
Limitations: *Current negative TB test or chest x-ray*
Possession of ServSafe Certification or equivalent

In this course students will have the opportunity to apply introductory level culinary techniques as a component of the Oxnard College culinary education. Classical knife cuts and French classical cuisine techniques are the basis for daily instruction. Proper use of commercial equipment and scaling of measurement, formulas, and recipe create a solid foundation for job training. Competencies include stocks, mother sauces, soups, vegetable, grains, and egg cookery as well as chicken, fish, and beef sub-primal butchery. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R102A Institutional Food Production 7 Units

Hours: *3 lecture, 12 lab weekly*
Prerequisites: *CRM R104*
Limitations: *Current negative TB test or chest x-ray*
Possession of ServSafe Certification or equivalent
C-ID: *HOSP 160*

This course provides laboratory experience for institutional food production. Students will receive an introduction and apply learned principles and procedures for basic food preparation with an emphasis on equipment, tools, and the proper utilization of time techniques. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R102B Institutional Food Production Management 4 Units

Hours: *2 lecture, 6 lab weekly*
Prerequisites: *CRM R102A*
Limitations: *Current negative TB test or chest x-ray*
Possession of ServSafe Certification or equivalent

The course provides advanced study and laboratory experience of food preparation management for the continuing student. Students will apply advanced knowledge in kitchen organization and supervision of food service workers emphasizing high production standards. Students will learn recipe standardization, portion control, and food service sanitation. Students will also receive experience in food service operations management. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R102C Catering Techniques 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *CRM R102A*
Limitations: *Current negative TB test or chest x-ray*
Possession of ServSafe Certification or equivalent

Students will learn to identify and analyze the market potential for the style of catering business they are interested in developing, calculate menu pricing and how it correlates to competitive food service operators, and calculate operating costs, break-even points, and profit. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R103A Introduction to Baking Techniques 6 Units

Hours: *3 lecture, 9 lab weekly*
Prerequisites: *CRM R102A*
Limitations: *Current negative TB test or chest x-ray*
Possession of ServSafe Certification or equivalent

This course provides instruction in the preparation and/or use of pastries, pies, fillings, milk, starches, and leavening agents. Ratios and chemical reactions of ingredients are also stressed, as well as the effects of heat and refrigeration on products. Making of breads, rolls, Danish pastries, and puff pastries are demonstrated and practiced. After instruction, students calculate food cost and mark-up for retail sales of products. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R103B Advanced Pastry 3.5 Units

Hours: *.5 lecture, 9 lab weekly*
Prerequisites: *CRM R103A*
Limitations: *Current negative TB test or chest x-ray*
Possession of ServSafe Certification or equivalent

This course focuses on concepts, procedures and techniques to produce plated desserts. The course emphasizes the preparation and assembly of finished desserts, tempering chocolate, sauce preparation, and garnishes. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R103C Cake Decorating and Assembly 2.5 Units

Hours: *.5 lecture, 6 lab weekly*
Prerequisites: *CRM R103A*

This course will cover advanced cake decoration of single layer and multi-tier special event cakes. Making wedding cakes, birthday cakes, and quinceanera cakes will be covered. Multiple frosting types and techniques will be employed. Students mastering techniques taught in this course will be qualified for entry level cake decorating positions. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R104 Sanitation and Environmental Control 3 Units

Hours: *3 lecture weekly*
C-ID: *HOSP 110*

This course focuses on the sanitation and safety issues involved with handling food through the food service process as it applies to the restaurant and hospitality industry. The course will cover the prevention of contamination and food borne illnesses as well as their symptoms and treatment. Students will learn the Hazard Analysis and Critical Control Point (HACCP) system, the characteristics of a food-safe facility and how to establish systems that promote proper food handling and storage techniques. In addition, this course will cover the role of Health Department Sanitarians, sanitation regulations, cleaning and sanitizing equipment and facilities, integrated pest management, and training employees on sanitation standards. Employee safety, accident prevention, and crisis management in emergency situations will also be taught. This is a "ServSafe"certificate course. (Same as **HM R104.**) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R105 Gourmet Restaurant Service 4 Units

Hours: *2 lecture, 6 lab weekly*
Prerequisites: *CRM R102B*
Limitations: *Current negative TB test or chest x-ray*
Possession of ServSafe Certification or equivalent

This course will teach students techniques in various restaurant stations. The course will also cover a prix fixe menu style service, a buffet style service and demonstrations on butchery and molecular gastronomy. Additional techniques will be taught in modern restaurant trends. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R106 Nutrition in Food Service 3 Units

Hours: *3 lecture weekly*

This course focuses on nutrition as it relates to personal health, foods and food preparation. Students will learn menu planning and recipe modification, and marketing of food products for use in hotels, restaurants, and institutions. Students will also complete the nutrition competencies required by the National Restaurant Association Educational Foundation. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R107 Dining Room Service 2.5 Units

Hours: *1 lecture, 4.5 lab weekly*
Prerequisites: *CRM R100 and CRM R104*
Limitations: *Current negative TB test or chest x-ray*

This course provides proper methods of service in all types of eating establishments from mom and pop operations to haute cuisine restaurants. A comprehensive presentation of what is needed to provide excellent service is also reviewed. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R109 Management by Menu 3 Units

Hours: *3 lecture weekly*

This course will study menus as the central theme that influences most foodservice function. The basic principles of menu making, including all phases of menu planning for today's trends will be presented. Students will also study ways to control costs and create interesting menus for different types of establishments in the hospitality industry. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R110 Hospitality and Cost Control 3 Units

Hours: *3 lecture weekly*

This course provides an overview of the analysis and management of food, beverage, labor and other costs within a hospitality operation. Students will learn problem solving and application of cost control techniques to maximize profits while managing expenses. The course also focuses on establishing standards, cost-volume-profit analysis, forecasting, purchasing and storage controls, menu costing and pricing, theft prevention and labor control. (Same as **HM R123.**) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R112 Food and Beverage Management 3 Units

Hours: *3 lecture weekly*
C-ID: *HOSP 130*

This course gives students the foundation needed to make smart decisions in commercial and institutional food and beverage operations. Information concerning the latest operational trends is presented. Case studies developed by industry professionals give students practice solving problems like those experienced on the job. Internet exhibits and website addresses link students with valuable food and beverage resources. (Same as **HM R112.**) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R113 Bar and Beverage Management 3 Units

Hours: *3 lecture weekly*

This course covers all facets of bar and beverage products management including Mixology, wineries, breweries, balancing marketing and cost control, business planning, and employee management and training. Course also covers alcohol service responsibility, and essential information on a wide range of beverage products, including non-alcoholic beverages. This course is required for National Restaurant Management (NRA) Certification. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

CRM R198 Short Courses in Culinary Arts and Restaurant Management 1 - 7 Units

Hours: *1 - 3 lecture, 3 - 12 lab weekly*

This umbrella course is designed to provide a means of offering courses or workshops in selected areas of Culinary Arts or Restaurant Management to meet specific needs of community or college as required or requested. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

DANCE

As an academic discipline, Dance classes fulfill the Physical Education requirement for graduation and the movement requirement for the Kinesiology major. Dance classes provide students the opportunity to discover and study different dance styles that could lead to professions in the arts, media, teaching in K-12 schools or private dance schools and studios. The diverse dance curriculum introduces students to the fundamentals of modern, jazz, hip hop, and folklórico. OC dance classes teach and reinforce movement skills along with intellectual development, self-confidence, discipline, and physical fitness that can provide students with foundational skills for healthful living in all areas of their academic and personal lives.

For more information contact:

Liberal Studies Division Office (805) 678-5804

Program Student Learning Outcomes

Students informed in Dance will be able to:

- Demonstrate collaboration and professionalism in academics and production.
- Demonstrate competency in dance technique to support performance.
- Demonstrate the ability to apply the fundamental principles of choreography to their own creative process.
- Demonstrate understanding of the historical and cultural influences of dance.
- Know the special vocabulary and terminology for different dance genres.

DANCE COURSES

FAMILY OF COURSES

Oxnard College faculty have defined ***Modern Dance*** as a ***family of courses*** which includes **DANC R102A** and **DANC R102B**. A student may take a maximum of four (4) courses from a family.

DANC R102A Modern Dance I 2 Units

Hours: *1 lecture, 3 lab weekly*

This course focuses on the development of modern dance techniques with emphasis on combinations of basic skills. Study of the dance phrase integrating elements of rhythm, design, dynamics, and motivation change will also be covered. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

DANC R102B Modern Dance II 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *DANC R102A or equivalent*

This course focuses on intermediate to advanced modern dance skills and technique necessary for performing dance compositions and student performances. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

FAMILY OF COURSES

Oxnard College faculty have defined ***Jazz Dance*** as a ***family of courses*** which includes **DANC R104A** and **DANC R104B**. A student may take a maximum of four (4) courses from a family.

DANC R104A Modern Jazz I 2 Units

Hours: *1 lecture, 3 lab weekly*

This course is an introduction to modern jazz techniques and skills. Students will develop flexibility, strength, endurance, dance composition and develop an understanding and appreciation of jazz dance as an art form. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

DANC R104B Modern Jazz II 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *DANC R104A or equivalent*

This course offers continued study of jazz dance techniques with emphasis on more advanced skills necessary for performing dance compositions and student performance. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

FAMILY OF COURSES

Oxnard College faculty have defined ***Mexican Folklórico Dance*** as a ***family of courses*** which includes **DANC R110A** and **DANC R110B**. A student may take a maximum of four (4) courses from a family.

DANC R110A Mexican Folklórico Dance I — 2 Units

Hours: *1 lecture, 3 lab weekly*

This course is designed to develop beginning dance skills for regional dance styles in Mexico. Students with little or no previous dance experience will learn the basic techniques for folklórico dances, principals of body alignment, strength, and coordination as they relate to dance and performance. Emphasis is placed on the historical and cultural factors that have influenced Mexican folk dance. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

DANC R110B Mexican Folklórico Dance II — 2 Units

Hours: *1 lecture, 3 lab weekly*
Advisories: *DANC R110A*

This course is designed to develop intermediate dance skills for regional dance styles in Mexico. Students with beginning level folklórico skills will learn high-beginning to intermediate level technique for folklórico dances, principals of body alignment, strength, and coordination as they relate to dance and performance. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

DANC R112A Introduction to Hip-Hop Dance — 1 Unit

Hours: *3 lab weekly*

TThis course is an introduction to fundamental hip-hop techniques, rhythms, and styles. Students will develop strength, flexibility, coordination, and endurance along with proper alignment and posture for hip-hop dance. Course activities will include performance of basic routines and sequences and discussion of the historical and cultural aspects of this dance genre. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

DANC R112B Beginning Hip-Hop Dance — 1 Unit

Hours: *3 lab weekly*
Advisories: *DANC R112A*

This course is the second in a series of hip-hop dance courses and builds on the skills introduced in DANC R112A, Hip-Hop Fundamentals. Emphasis is placed on beginning hip-hop steps and movement while refining and expanding technique, rhythms, styles, and performance. Dance combinations will progress in difficulty. Students will develop strength, flexibility, coordination, and endurance along with proper alignment and posture for hip- hop dance. The course will also include historical and cultural aspects of this dance genre. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

DEAF STUDIES

ASSOCIATE IN ARTS DEGREE

DEAF STUDIES

The Deaf Studies Associate in Arts degree will prepare students who wish to pursue careers working with Deaf people. This program will prepare students in the basics of ASL and Deaf culture, which form the lower division requirements for the Bachelor's degree in Deaf Studies at California State University, Northridge, the primary transfer institution for students pursuing ASL-related fields. Upon receiving a Bachelor's degree, students can work in a variety of fields: sign language interpreting, counseling, teaching deaf students, teaching ASL, teaching aides, government specialists, social service providers, and many others careers. Recent legislation and judicial directives have mandated communication access for Deaf people in the public and private sectors. Proficiency in ASL is a marketable skill and a valuable addition to any resume.

Required Core Courses		Units
ASL R101	American Sign Language 1	4
ASL R102	American Sign Language 2	4
ASL R103	American Sign Language 3	4
ASL R104	American Sign Language 4	4
ASL R110	Introduction to Deaf Studies	3
	Total Required Major Units	**19**

General Education: Students will be allowed to choose the General Education pattern that best aligns with their educational goals from those offered by Oxnard College. These patterns are: the **OC G**eneral **E**ducation pattern, **CSU GE-Breadth**, or **IGETC**. Students who select CSU GE-Breadth or IGETC must also complete local graduation requirements in Health and PE.

Total Required Major Units	**19**
Oxnard College General Education	**29**
Double-Counted Units	**6**
Free Electives Required	**18**
Total Units Required For the A.A. Degree	**60**

continued on next page

or

Total Required Major Units	**19**
Health	**3**
CSU GE-Breadth	**39**
Physical Education	**1**
Double-counted Units	**-(6)**
Free Electives Required	**4**
Total Units Required For the A.A. Degree	**60**

or

Total Required Major Units	**19**
Health	**3**
IGETC	**37**
Physical Education	**1**
Double-counted Units	**-(6)**
Free Electives Required	**18**
Total Units Required For the A.A. Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the in Deaf Studies program students will be able to:

- Sustain a conversation in ASL that demonstrates comprehension of typical information conveyed in personal and social contexts, as defined by the ACTFL Listening Guidelines for Intermediate High proficiency.
- Tell a story using ASL grammar, a broad range of vocabulary and elements of ASL story development that describes, in detail, the persons/objects involved and incidents that occurred.
- Recognize examples of audism and define how cultural bias presents itself in both the overt and systemic oppression of deaf and hard of hearing people.
- Describe important events in Deaf History and identify key figures and their contributions to Deaf culture.

For course descriptions, please see "American Sign Language" on page 119.

DENTAL ASSISTING

The Dental Assisting Program introduces students to the high demand field of professional dental assisting. Dental assistants are a significant and valuable member of the dental health care team. Students are trained to perform a wide variety of duties including working chairside as patients are examined and treated, sterilizing instruments, and applying anti-cavity agents to teeth. Dental assisting students are also taught to perform laboratory duties such as taking and pouring impressions and making temporary crowns. Additionally, the Dental Assisting Program offers curriculum on executing office duties such as scheduling and confirming patients, filing patient treatment records, billing, and ordering dental supplies.

The Dental Assisting Program at Oxnard College includes patient care practice in a new on-site facility.

For more information contact:

Dental Assisting Program **(805) 678-5823**
Susan McDonald **smcdonald@vcccd.edu**

ASSOCIATE IN SCIENCE DEGREE
CERTIFICATE OF ACHIEVEMENT
DENTAL ASSISTING

Required Core Courses		**Units**
DA R010	**Introduction to Dental Assisting**	**3**
DA R011	**Beginning Radiology for Dental Assisting**	**3**
DA R012	**Dental Materials for Dental Assisting**	**3**
DA R013	**Occupational Health for Dental Assisting**	**1**
DA R014	**Introduction to Chairside Dental Assisting**	**2**
DA R015	**Dental Specialties for Dental Assisting**	**2**
DA R020	**Advanced Dental Assisting**	**2**
DA R021	**Practice Management for Dental Assisting**	**3**
DA R022	**Clinical Dental Assisting Experiences**	**3**
DA R023	**Ethics and Jurisprudence for Dental Assisting**	**1**
DA R024	**Dental Assisting Seminar**	**2**
DA R025	**Dental Assisting Health Education**	**2**
	Total Required Major Units	**27**
Additional units/requirements to complete the A.S. Degree		
	Oxnard College General Education Pattern	**29**
	Double-Counted Units	**0**
	Degree-Applicable Electives (needed to reach 60 units)	**4**
	Total Units required for the A.S. Degree	**60**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Dental Assisting program students will be able to:

- Effectively practice anti-cariogenic techniques and employ the appropriate anti-cariogenic dental materials (e.g., administer oral hygiene instructions, apply fluoride varnish) under the proper supervision of a dentist.
- Examine the ethical and legal decisions inherent to the dental field and distinguish between unethical and illegal actions.
- Manage their fundamental roles in a dental practice.
- Employ the skills of chairside dental assisting in general practice and be able to compare and contrast those general practice skills to the duties of a dental assistant in specialty practice.
- Operate dental radiographic equipment properly and safely.

DENTAL ASSISTING COURSES

DA R010 Introduction to Dental Assisting 3 Units

Hours: *3 lecture weekly*
Corequisites: *DA R011 and DA R012 and DA R013 and DA R014 and DA R015*
Advisories: *High School Diploma or GED and ENGL R101 or ENGL R101H*
Limitations: *Admittance to Dental Assisting program per application process; Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course is an introduction to dental assisting, dental terminology, basic anatomy of the oral cavity, dental anatomy and physiology, oral embryology, tooth morphology, classifications of restorations, preliminary oral inspection, charting existing conditions of the hard and soft tissues, taking and recording vital signs and the introduction to systemic conditions which may affect dental care. *Applies to Associate Degree.*

Transfer credit: ***none***

DA R011 Beginning Radiology for Dental Assisting 3 Units

Hours: *2 lecture, 3 lab weekly*
Corequisites: *DA R010 and DA R012 and DA R013 and DA R014 and DA R015*
Advisories: *High school diploma or GED, and ENGL R101 or ENGL R101H*
Limitations: *Admittance to Dental Assisting program per application process; Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course teaches the fundamentals of radiation safety and the operation of dental radiology equipment, along with the clinical application of procedures involved in exposing, processing, mounting and interpreting dental radiographs. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

DA R012 Dental Materials for Dental Assisting 3 Units

Hours: *2 lecture, 3 lab weekly*
Corequisites: *DA R010 and DA R011 and DA R013 and DA R014 and DA R015*
Advisories: *High school diploma or GED, and ENGL R101 or ENGL R101H*
Limitations: *Admittance to Dental Assisting program per application process; Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course teaches the composition and use of restorative materials, impressions materials, pouring dental impressions, the procedural steps in using composite resin material, temporary restorative materials used in dentistry and the role of the dental team in the various procedures performed. *Applies to Associate Degree.*

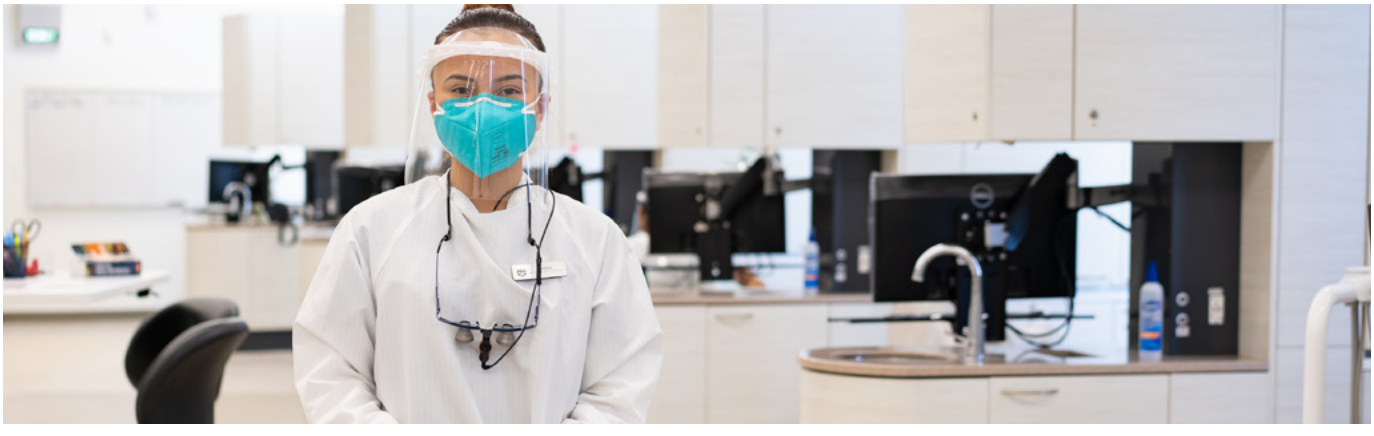
Transfer credit: ***none***

DA R013 Occupational Health for Dental Assisting 1 Unit

Hours: *1 lecture weekly*
Corequisites: *DA R010 and DA R011 and DA R012 and DA R014 and DA R015*
Advisories: *High school diploma or GED, and ENGL R101 or ENGL R101H*
Limitations: *Admittance to Dental Assisting program per application process; Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course teaches the dental assistant the rules and regulations in a dental office that are required by the federal, state and local regulations concerning the handling of hazardous chemicals, employee safety and waste management. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***



DA R014 Introduction to Chairside Dental Assisting 2 Units

Hours: *6 lab weekly*
Corequisites: *DA R010 and DA R011 and DA R012 and DA R013 and DA R015*
Advisories: *High school diploma or GED, and ENGL R101 or ENGL R101H*
Limitations: *Admittance to Dental Assisting program per application process; Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This class is an introduction to the chairside dental assistant, preparing the patient for dental treatment, positioning of the patient, operator and assistant for four-handed and six-handed dentistry. Students will learn how to obtain patient health history and vital signs, treatment planning and data gathering. In addition, instrument grasp/transfer, triplex syringe use, oral evacuation and retraction will be taught. Identification and use of hand instruments, equipment maintenance, tub, tray and cassette set-ups of the basic general dental procedures will be learned. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: **none**

DA R015 Dental Specialties for Dental Assisting 2 Units

Hours: *1 lecture, 3 lab weekly*
Corequisites: *DA R010, DA R011, DA R012, DA R013, and DA R014*
Advisories: *High school diploma or GED, and ENGL R101 or ENGL R101H*
Limitations: *Admittance to Dental Assisting program per application process; Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course provides instruction in assisting and instrumentation for the following specialties in dentistry: orthodontics, endodontics, periodontics, removable prosthodontics, pediatric dentistry and oral maxillofacial surgery, and assisting in the administration of nitrous oxide. *Applies to Associate Degree.*

Transfer credit: ***none***



DA R020 Advanced Dental Assisting 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *DA R010 and DA R011 and DA R012 and DA R013 and DA R014 and DA R015*
Corequisites: *DA R021 and DA R022 and DA R023 and DA R024 and DA R025*
Advisories: *High school diploma or GED, and ENGL R101 or ENGL R101H*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course focuses on the development of the pre-clinical skills required for the registered dental assisting student. Students are required to meet standards of competency for each registered dental assisting task. This class is designed to prepare students for the practical component of the California Registered Dental Assistant examination. Mannequins are used for most instruction. *Applies to Associate Degree.*

Transfer credit: ***none***

DA R021 Practice Management for Dental Assisting 3 Units

Hours: *2 lecture, 3 lab weekly*
Prerequisites: *DA R010 and DA R011 and DA R012 and DA R013 and DA R014 and DA R015*
Corequisites: *DA R020 and DA R022 and DA R023 and DA R024 and DA R025*
Advisories: *High school diploma or GED, and ENGL R101 or ENGL R101H*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course focuses on instruction for the non-clinical functions which dental assistants are required to perform. Emphasis will be placed on: financial arrangements, collection techniques, completing insurance forms, and maintaining current insurance records, office mail, dental office computer systems, group practice, inventory, marketing, purchasing, payroll, tax records, disbursements, and petty cash. *Applies to Associate Degree.*

Transfer credit: ***none***

DA R022 Clinical Dental Assisting Experience 3 Units

Hours: *1 lecture, 6 lab weekly*
Prerequisites: *DA R010 and DA R011 and DA R012 and DA R013 and DA R014 and DA R015*
Corequisites: *DA R020 and DA R021 and DA R023 and DA R024 and DA R025*
Advisories: *High school diploma or GED, and ENGL R101 or ENGL R101H*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course incorporates practical experience working in a private practice through a clinical externship. Experiences are in chairside and office management techniques. Seminars are used to evaluate and review clinical application. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

DA R023 Ethics and Jurisprudence for Dental Assisting 1 Unit

Hours: *1 lecture weekly*
Prerequisites: *DA R010 and DA R011 and DA R012 and DA R013 and DA R014 and DA R015*
Corequisites: *DA R020 and DA R021 and DA R022 and DA R024 and DA R025*
Advisories: *High school diploma or GED, and ENGL R101 or ENGL R101H*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course is the study of the fundamental factors necessary to be employed as a dental assistant in California. The scope of dental assistant practice within the ethical and legal framework of the State Dental Practice Act and the Code of Ethics of the American Dental Association are explored. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***



DA R024 Dental Assisting Seminar 2 Units

Hours: *2 lecture weekly*
Prerequisites: *DA R010 and DA R011 and DA R012 and DA R013 and DA R014 and DA R015*
Corequisites: *DA R020 and DA R021 and DA R022 and DA R023 and DA R025*
Advisories: *High school diploma or GED, and ENGL R101 or ENGL R101H*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course focuses on preparation for the written portion of the dental assisting certificate examination. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

DA R025 Dental Assisting Health Education 2 Units

Hours: *2 lecture weekly*
Prerequisites: *DA R010 and DA R011 and DA R012 and DA R013 DA R014 and DA R015*
Corequisites: *DA R020 and DA R021 and DA R022 and DA R023 and DA R024*
Advisories: *High school diploma or GED, and ENGL R101 or ENGL R101H*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course teaches the principles and practices of prevention and control of dental diseases with emphasis on nutrition, plaque control, motivation, and chairside patient education. *Applies to Associate Degree.*

Transfer credit: ***none***

DENTAL HYGIENE

The Dental Hygiene Program prepares students for the practice of dental hygiene. A Registered Dental Hygienist (RDH) is a licensed professional who is part of the dental care team, performing such services as oral examination, oral prophylaxis (scaling, root planing, soft tissue curettage and polishing the teeth), exposing and processing dental x-rays, administering local anesthesia and nitrous oxide sedation for pain control, applying preventive substances such as topical fluorides and dental sealants, along with instructing patients in oral disease control and nutrition.

All dental hygiene didactic instruction is taught at Oxnard College. Students should plan to complete general education requirements prior to program entry in order to be eligible for a Dental Hygiene Associate of Science Degree upon graduation. Practical clinical experience is gained through patient experiences at our on-site dental hygiene clinic. Successful students are eligible to take the National Board Dental Hygiene

Examination (written) and a clinical examination through the Central Regional Dental Testing Service (CRDTS) or the Western Regional Examining Board (WREB) and must take the California Law & Ethics exam (written) in order to gain licensure as a Registered Dental Hygienist.

For more information contact:

Dental Hygiene Program **(805) 678-5823**
Susan McDonald **smcdonald@vcccd.edu**

ASSOCIATE IN SCIENCE DEGREE
DENTAL HYGIENE

The Dental Hygiene Program prepares students for the practice of dental hygiene. A Registered Dental Hygienist (RDH) is a licensed professional who is part of the dental care team, performing such services as oral examination, oral prophylaxis (scaling, root planning, soft tissue curettage and polishing the teeth), exposing and processing dental x-rays, administering local anesthesia and nitrous oxide sedation for pain control, applying preventive substances such as topical fluorides and dental sealants, along with instructing patients in oral disease control and nutrition.

The Dental Hygiene, Associate in Science Degree Program offers academic and clinical skills curriculum within an on-campus clinic. The student is prepared for the National Board Dental Hygiene Examination (written), the state practical examination, and must take the California Law & Ethics exam to gain licensure as a Registered Dental Hygienist.

Dental Hygiene Program Recommendation		**Hours**
CAOT R803	**Computer Literacy**	**24**

Dental Hygiene Program *Prerequisite* Courses		**Units**
DH R001	**Pre-Dental Hygiene**	**1**
ANAT R101	**General Human Anatomy**	**4**
BIOL R101	**General Biology** *(or equivalent)*	**3**
or		
BIOL R101H	**Honors: General Biology** *(or equivalent)*	**3**
BIOL R101L	**General Biology Laboratory** *(or equivalent)*	**1**
CHEM R110	**Elementary Chemistry**	**5**
CHEM R112	**Elementary Organic and Biological Chemistry**	**5**
COMM R101	**Introduction to Oral Communication**	**3**
ENGL R101	**College Composition**	**4**
or		
ENGL R101H	**College Composition**	**4**
MATH R005	**Beginning and Intermediate Algebra for Statistics and Liberal Arts**	**6**
or		
MATH R015	**Beginning and Intermediate Algebra**	**6**
or		
MATH R105	**Introductory Statistics**	**4**
or		
MATH R105H	**Honors: Introductory Statistics**	**4**
MICR R100	**Principles of Microbiology**	**3**
MICR R100L	**Principles of Microbiology Lab**	**2**
PHSO R101	**Human Physiology**	**5**
PSY R101	**General Psychology**	**3**
or		
PSY R101H	**Honors: General Psychology**	**3**
SOC R101	**Introduction to Sociology**	**3**
or		
SOC R101H	**Honors: Introduction to Sociology**	**3**
and		
Select **one** of the following to satisfy the cultural diversity requirement:		
ANTH R102	**Introduction to Cultural Anthropology**	**3**
ANTH R102H	**Honors: Introduction to Cultural Anthropology**	**3**
ANTH R114 (ETHS R114)	**African American Culture and Experience**	**3**
CHST R101	**Introduction to Chicana/o Studies**	**3**
ECE R107	**Teaching in a Diverse Society**	**3**
SJS R110 (ETHS R110)	**Introduction to Social Justice Studies**	**3**
SOC R103	**Race and Ethnic Relations**	**3**
SOC R108 (CHST R108)	**Sociology of the Chicano Community**	**3**
	Total Prerequisite Units	**49-51**

The courses listed above are not necessarily entry-level. Oxnard College offers courses to prepare students to succeed in these prerequisites. See a counselor for more information.

Dental Hygiene Program Admission

Upon completion of the prerequisites, students must apply for admission to the Dental Hygiene Program. A minimum cumulative GPA of 3.0 is required. All colleges ever attended must be reported. All science prerequisites must have been completed no more than 5 years prior to application to the Dental Hygiene Program and must have been completed with a 3.0 GPA. Contact the program coordinator at 678-5823 for details on the selection process.

The Dental Hygiene Program requires full-time enrollment.

Required Dental Hygiene Courses		**Units**
DH R010	**Oral Biology for Dental Hygiene**	**3**
DH R011	**Oral Radiology for Dental Hygiene**	**3**
DH R012	**Head and Neck Anatomy for Dental Hygiene**	**2.5**
DH R013	**Dental Health Education Seminar for Dental Hygiene**	**1**
DH R014	**Introduction to Dental Hygiene Practice**	**3**
DH R015	**Introduction to PreClinic/Clinic for Dental Hygiene**	**2**
DH R020	**Local Anesthesia and Nitrous Oxide for Dental Hygiene**	**2**
DH R021	**General and Oral Pathology for Dental Hygiene**	**4**
DH R022	**Pharmacology for Dental Hygiene**	**2**
DH R023	**Dental Hygiene Clinical Practice I**	**3**
DH R024	**Dental Hygiene Clinic Seminar I**	**3**
DH R025	**Periodontics for Dental Hygiene I**	**2**
DH R030	**Special Patients/Geriatrics for Dental Hygiene**	**1**

continued on next page

DH R031	Nutrition in Dentistry for Dental Hygiene	1
DH R032	Dental Materials for Dental Hygiene	2
DH R033	Dental Hygiene Clinic Seminar II	2
DH R034	Dental Hygiene Clinical Practice II	4
DH R035	Periodontics for Dental Hygiene II	2
DH R036	Community Oral Health for Dental Hygiene I	2
DH R040	Advanced Clinical Topics in Dental Hygiene	2
DH R041	Practice Management for Dental Hygiene	1
DH R042	Dental Hygiene Clinic Seminar III	2
DH R043	Dental Hygiene Clinical Practice III	4
DH R044	Community Oral Health for Dental Hygiene II	1
DH R045	Ethics and Jurisprudence for Dental Hygiene	1
	Total Required Major Units	**55.5**
Additional units/requirements to complete the A.S. Degree		
	Oxnard College General Education Pattern	**29**
	Double-Counted Units	**-(16)**
	Degree-Applicable Electives (needed to reach 60 units)	**0**
	Total Units required for the A.S. Degree	**68.5**

Program Student Learning Outcomes

Upon successful completion of the Dental Hygiene program students will be able to:

- Demonstrate competence in performing the common local anesthetic techniques used in the practice of dental hygiene.
- Analyze oral structures/tissues and evaluate these oral structures/tissues for pathology and treat any pathology appropriately.
- Construct dental hygiene treatment plans and employ these plans to provide comprehensive dental hygiene treatment to patients.
- Manage their fundamental roles in the dental practice
- Operate dental radiographic equipment properly and safely
- Evaluate patients' medical/dental histories and make appropriate adjustments to their dental hygiene treatment.

DENTAL HYGIENE COURSES

DH R001 Pre-Dental Hygiene 1 Unit

Hours: *1 lecture weekly*

This course is an introduction to the field of dentistry with a specific focus on the basics of dental hygiene. Emphasis will be placed on dental terminology, communication, critical thinking skills, along with some of the basic clinical techniques required for the practice of dental hygiene. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

DH R010 Oral Biology for Dental Hygiene 3 Units

Hours: *3 lecture weekly*
Prerequisites: *DH R001 and BIOL R101 or BIOL R101H and BIOL R101L and MATH R005 or MATH R015 or MATH R105 or MATH R105H and ANAT R101 and CHEM R110 and CHEM R112 and COMM R101 and ENGL R101 or ENGL R101H and MICR R100 and MICR R100L and PHSO R101 and PSY R101 and SOC R101 and ANTH R102 or ANTH R102H or ANTH R114 or CHST R101 or ECE R107 or SJS R110 or SOC R103 or SOC R108*
Corequisites: *DH R011 and DH R012 and DH R013 and DH R014 and DH R015*
Advisories: *CAOT R803*
Limitations: *Admission to the Dental Hygiene program. Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course focuses on dental embryology, dental histology, the clinical recognition of normal oral structures, the physiological and structural functions of teeth and supporting tissues, and oral anatomy as related to dental hygiene procedures. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***



DH R011 Oral Radiology for Dental Hygiene 3 Units

Hours: *2 lecture, 3 lab weekly*
Prerequisites: *DH R001 and BIOL R101 or BIOL R101H and BIOL R101L and MATH R005 or MATH R015 or MATH R105 or MATH R105H and ANAT R101 and CHEM R110 and CHEM R112 and COMM R101 and ENGL R101 or ENGL R101H and MICR R100 and MICR R100L and PHSO R101 and PSY R101 and SOC R101 and ANTH R102 or ANTH R102H or ANTH R114 or CHST R101 or ECE R107 or SJS R110 or SOC R103 or SOC R108*
Corequisites: *DH R010 and DH R012 and DH R013 and DH R014 and DH R015*
Advisories: *CAOT R803*
Limitations: *Admission to the Dental Hygiene program. Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course teaches the fundamentals of radiation safety and the operation of dental radiology equipment, along with the clinical application of procedures involved in exposing, processing, mounting and interpreting dental radiographs. This course presents the opportunity to gain certification to legally take dental radiographs. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R012 Head and Neck Anatomy for Dental Hygiene 2.5 Units

Hours: *2 lecture, 1.5 lab weekly*
Prerequisites: *DH R001 and BIOL R101 or BIOL R101H and BIOL R101L and MATH R005 or MATH R015 or MATH R105 or MATH R105H and ANAT R101 and CHEM R110 and CHEM R112 and COMM R101 and ENGL R101 or ENGL R101H and MICR R100 and MICR R100L and PHSO R101 and PSY R101 and SOC R101 and ANTH R102 or ANTH R102H or ANTH R114 or CHST R101 or ECE R107 or SJS R110 or SOC R103 or SOC R108*
Corequisites: *DH R010 and DH R011 and DH R013 and DH R014 and DH R015*
Advisories: *CAOT R803*
Limitations: *Admission to the Dental Hygiene program. Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course studies the anatomical structures of the head and neck regions and relates these structures to the clinical practice of dental hygiene. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R013 Dental Health Education Seminar for Dental Hygiene 1 Unit

Hours: *1 lecture weekly*
Prerequisites: *DH R001 and BIOL R101 or BIOL R101H and BIOL R101L and MATH R005 or MATH R015 or MATH R105 or MATH R105H and ANAT R101 and CHEM R110 and CHEM R112 and COMM R101 and ENGL R101 or ENGL R101H and MICR R100 and MICR R100L and PHSO R101 and PSY R101 and SOC R101 and ANTH R102 or ANTH R102H or ANTH R114 or CHST R101 or ECE R107 or SJS R110 or SOC R103 or SOC R108*
Corequisites: *DH R010 and DH R011 and DH R012 and DH R014 and DH R015*
Advisories: *CAOT R803*
Limitations: *Admission to the Dental Hygiene program. Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course teaches the principles and practices of prevention and control of dental diseases with emphasis on nutrition, plaque control, motivation, and chairside patient education. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R014 Introduction to Dental Hygiene Practice 3 Units

Hours: *3 lecture weekly*
Prerequisites: *DH R001 and BIOL R101 or BIOL R101H and BIOL R101L and MATH R005 or MATH R015 or MATH R105 or MATH R105H and ANAT R101 and CHEM R110 and CHEM R112 and COMM R101 and ENGL R101 or ENGL R101H and MICR R100 and MICR R100L and PHSO R101 and PSY R101 and SOC R101 and ANTH R102 or ANTH R102H or ANTH R114 or CHST R101 or ECE R107 or SJS R110 or SOC R103 or SOC R108*
Corequisites: *DH R010 and DH R011 and DH R012 and DH R013 and DH R015*
Advisories: *CAOT R803*
Limitations: *Admission to the Dental Hygiene program. Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course is an introduction to all theoretical and didactic components of the practice of dental hygiene, including disease transmission and prevention, universal precautions, record keeping documentation and protocol, and dental hygiene instrumentation for scaling and root planing. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R015 Introduction to PreClinic/Clinic for Dental Hygiene — 2 Units

Hours: *6 lab weekly*
Prerequisites: *DH R001 and BIOL R101 or BIOL R101H and BIOL R101L and MATH R005 or MATH R015 or MATH R105 or MATH R105H and ANAT R101 and CHEM R110 and CHEM R112 and COMM R101 and ENGL R101 or ENGL R101H and MICR R100 and MICR R100L and PHSO R101 and PSY R101 and SOC R101 and ANTH R102 or ANTH R102H or ANTH R114 or CHST R101 or ECE R107 or SJS R110 or SOC R103 or SOC R108*
Corequisites: *DH R010 and DH R011 and DH R012 and DH R013 and DH R014*
Advisories: *CAOT R803*
Limitations: *Admission to the Dental Hygiene program. Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course is an introduction to all clinical procedures, such as maintaining the chain of asepsis, and skills, like identifying plaque and calculus, needed for the practice of dental hygiene. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R020 Local Anesthesia and Nitrous Oxide for Dental Hygiene — 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *DH R010 and DH R011 and DH R012 and DH R013 and DH R014 and DH R015*
Corequisites: *DH R021 and DH R022 and DH R023 and DH R024 and DH R025*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course teaches pharmacology, physiology, and proper use of local anesthetic agents. The course also teaches the anatomy of the trigeminal nerve, physiology of nerve conduction, how anesthesia works, and prevention and management of emergencies. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R021 General and Oral Pathology for Dental Hygiene — 4 Units

Hours: *4 lecture weekly*
Prerequisites: *DH R010 and DH R011 and DH R012 and DH R013 and DH R014 and DH R015*
Corequisites: *DH R020 and DH R022 and DH R023 and DH R024 and DH R025*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This is a study of the pathological processes of inflammation, immunology defense, degeneration, neoplasm, developmental disorders, and healing and repair. This class focuses on the recognition of abnormalities in the human body with a special emphasis on normal and abnormal conditions in the oral cavity. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R022 Pharmacology for Dental Hygiene — 2 Units

Hours: *2 lecture weekly*
Prerequisites: *DH R010 and DH R011 and DH R012 and DH R013 and DH R014 and DH R015*
Corequisites: *DH R020 and DH R021 and DH R023 and DH R024 and DH R025*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course focuses on the classification and study of drugs according to origin, physical and chemical properties, therapeutic effect and values, particularly of drugs used in dentistry. *Applies to Associate Degree.*

Transfer credit: ***none***





DH R023 **Dental Hygiene Clinical Practice I** **3 Units**

Hours: *9 lab weekly*
Prerequisites: *DH R010 and DH R011 and DH R012 and DH R013 and DH R014 and DH R015*
Corequisites: *DH R020 and DH R021 and DH R022 and DH R024 and DH R025*
Materials Fee: *See Class Schedule for current fee details*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course provides beginning clinical experience in the treatment of adult and child patients. Various clinical procedures utilizing scaling and polishing techniques, extraoral and intraoral inspections, cancer screening, dental and periodontal charting, plaque control instructions and topical fluoride application will be put into supervised practice. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R024 **Dental Hygiene Clinic Seminar I** **3 Units**

Hours: *3 lecture weekly*
Prerequisites: *DH R010 and DH R011 and DH R012 and DH R013 and DH R014 and DH R015*
Corequisites: *DH R020 and DH R021 and DH R022 and DH R023 and DH R025*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course is designed to provide additional didactic material for clinical procedures that students apply in clinical situations. Information presented in previous clinic/patient treatment-related courses is reviewed. Clinical issues and cases are reviewed and discussed. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R025 **Periodontics for Dental Hygiene I** **2 Units**

Hours: *2 lecture weekly*
Prerequisites: *DH R010 and DH R011 and DH R012 and DH R013 and DH R014 and DH R015*
Corequisites: *DH R020 and DH R021 and DH R022 and DH R023 and DH R024*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course in periodontics provides identification of the normal periodontium and recognition of deviations from norm. The etiology and principles of periodontal diseases, examination procedures, treatment and preventive measures are also examined. *Field trips may be required*. *Applies to Associate Degree.*
Transfer credit: ***none***

DH R030 **Special Patients/Geriatrics for Dental Hygiene** **1 Unit**

Hours: *1 lecture weekly*
Prerequisites: *DH R020 and DH R021 and DH R022 and DH R023 and DH R024 and DH R025*
Corequisites: *DH R031 and DH R032 and DH R033 and DH R034 and DH R035 and DH R036*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course teaches characteristics and alternative management techniques of individual patients with special needs, including providing motivation and honing interpersonal communication for these patients. The treatment of the compromised patient and myofunctional therapy is presented. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R031 **Nutrition in Dentistry for Dental Hygiene** **1 Unit**

Hours: *1 lecture weekly*
Prerequisites: *DH R020 and DH R021 and DH R022 and DH R023 and DH R024 and DH R025*
Corequisites: *DH R030 and DH R032 and DH R033 and DH R034 and DH R035 and DH R036*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course provides the basic principles of nutrition and its relationship to oral health and well-being. The students perform dietary surveys on clinic patients and plan nutritional dietary problems. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R032 Dental Materials for Dental Hygiene 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *DH R020 and DH R021 and DH R022 and DH R023 and DH R024 and DH R025*
Corequisites: *DH R030 and DH R031 and DH R033 and DH R034 and DH R035 and DH R036*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course teaches the composition and application of various materials used in dental procedures. The fundamentals of chairside assisting while using dental materials are taught and the roles of the entire dental team in working with various dental materials in the care of oral dentition are covered. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R033 Dental Hygiene Clinic Seminar II 2 Units

Hours: *2 lecture weekly*
Prerequisites: *DH R020 and DH R021 and DH R022 and DH R023 and DH R024 and DH R025*
Corequisites: *DH R030 and DH R031 and DH R032 and DH R034 and DH R035 and DH R036*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course expands knowledge of comprehensive dental hygiene care through lecture and group discussions. Didactic material from other courses is reviewed and supplemented. Clinical issues and cases are also covered. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R034 Dental Hygiene Clinical Practice II 4 Units

Hours: *12 lab weekly*
Prerequisites: *DH R020 and DH R021 and DH R022 and DH R023 and DH R024 and DH R025*
Corequisites: *DH R030 and DH R031 and DH R032 and DH R033 and DH R035 and DH R036*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course provides intermediate experience in the treatment of dental hygiene patients to expand on the procedures and techniques and provides additional experience on more difficult patient cases. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R035 Periodontics for Dental Hygiene II 2 Units

Hours: *2 lecture weekly*
Prerequisites: *DH R020 and DH R021 and DH R022 and DH R023 and DH R024 and DH R025*
Corequisites: *DH R030 and DH R031 and DH R032 and DH R033 and DH R034 and DH R036*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course enhances assessment skills applicable to the treatment of patients with advanced periodontal disease. This course teaches the dental hygienist ethical and clinical responsibility in periodontal disorders and the relationship of the specialty practice of periodontics within the broad scope of dentistry and legal ramifications thereof. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R036 Community Oral Health for Dental Hygiene I 2 Units

Hours: *2 lecture weekly*
Prerequisites: *DH R020 and DH R021 and DH R022 and DH R023 and DH R024 and DH R025*
Corequisites: *DH R030 and DH R031 and DH R032 and DH R033 and DH R034 and DH R035*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course introduces students to the principles and practices of dental public health. The emphasis is placed on the role of the dental hygienist as an innovator of and educator in community health programs. Public health issues will be introduced and discussed. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R040 Advanced Clinical Topics in Dental Hygiene 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *DH R030 and DH R031 and DH R032 and DH R033 and DH R034 and DH R035 and DH R036*
Corequisites: *DH R041 and DH R042 and DH R043 and DH R044 and DH R045*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course emphasizes advanced dental hygiene skills and procedures; state board patient selection; ways to minimize occupational hazards common to dental practice; and interactional skill development for the dental practice. Field trips may be required. Applies to Associate Degree.

Transfer credit: ***none***



DH R041 **Practice Management for Dental Hygiene** **1 Unit**

Hours: *1 lecture weekly*
Prerequisites: *DH R030 and DH R031 and DH R032 and DH R033 and DH R034 and DH R035 and DH R036*
Corequisites: *DH R040 and DH R042 and DH R043 and DH R044 and DH R045*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course presents office practice management; ethical and legal aspects of dentistry and dental hygiene; and business matters relating to dental hygiene practice. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R042 **Dental Hygiene Clinic Seminar III** **2 Units**

Hours: *2 lecture weekly*
Prerequisites: *DH R030 and DH R031 and DH R032 and DH R033 and DH R034 and DH R035 and DH R036*
Corequisites: *DH R040 and DH R041 and DH R043 and DH R044 and DH R045*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course emphasizes advanced treatment planning and treatment of advanced periodontal patients, and State Board review and preparation. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R043 **Dental Hygiene Clinical Practice III** **4 Units**

Hours: *12 lab weekly*
Prerequisites: *DH R030 and DH R031 and DH R032 and DH R033 and DH R034 and DH R035 and DH R036*
Corequisites: *DH R040 and DH R041 and DH R042 and DH R044 and DH R045*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course provides advanced clinical experiences in the treatment of adult patients. Various clinical procedures utilizing advanced scaling and root planing, polishing techniques, extraoral and intraoral inspections, cancer screening, dental and periodontal charting, plaque control instructions, nutritional counseling, and topical fluoride will be put into supervised practice. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R044 **Community Oral Health for Dental Hygiene II** **1 Unit**

Hours: *3 lab weekly*
Prerequisites: *DH R030 and DH R031 and DH R032 and DH R033 and DH R034 and DH R035 and DH R036*
Corequisites: *DH R040 and DH R041 and DH R042 and DH R043 and DH R045*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This class is the laboratory portion of the community oral health courses (the lecture portion is Community Oral Health for Dental Hygiene I, DH R036). It uses community settings as the forum to relay the principles of dental public health as they relate to both children and adult populations. *Field trips may be required*. *Applies to Associate Degree.*

Transfer credit: ***none***

DH R045 Ethics and Jurisprudence for Dental Hygiene 1 Unit

Hours: *1 lecture weekly*
Prerequisites: *DH R030 and DH R031 and DH R032 and DH R033 and DH R034 and DH R035 and DH R036*
Corequisites: *DH R040 and DH R041 and DH R042 and DH R043 and DH R044*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course examines the fundamental factors necessary to be employed and practiced within the ethical and legal framework of the state dental practice act and the code of ethics of the American Dental Association. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

DH R050 Dental Hygiene Clinical Practice IV 1 Unit

Hours: *3 lab weekly*
Prerequisites: *DH R040 and DH R041 and DH R042 and DH R043 and DH R044 and DH R045*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course provides clinical practice for students as they prepare to take the state dental hygiene licensure examination. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Does not apply to Associate Degree.*

Transfer credit: ***none***

DH R051 Clinical Skills Review for Dental Hygiene .5 Unit

Hours: *1.5 lab weekly*
Prerequisites: *DH R040 and DH R041 and DH R042 and DH R043 and DH R044 and DH R045*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross); Proof of freedom from and immunity to communicable diseases; No acrylic or long nails in clinical settings; Current negative TB test or chest x-ray; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in earlobes.*

This course provides the opportunity for additional instruction in dental hygiene clinical skills and related studies. *Field trips may be required. Does not apply to Associate Degree.*

Transfer credit: ***none***

DH R098 Short Courses in Dental Hygiene .5 - 10 Units

Hours: *.5 - 10 lecture, 1.5 - 30 lab weekly*
Prerequisites: *DH R040 and DH R041 and DH R042 and DH R043 and DH R044 and DH R045*

The course covers specialized topics designed to inform or update interested persons in various disciplines within the dental hygiene field. The length of course determines unit credit. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

EARLY CHILDHOOD EDUCATION

The Early Childhood Education program offers classes that combine lecture and lab activities. These courses prepare students who are interested in working with young children including those seeking certification to work in a day care facility. Students learn to plan nurturing educational environments and activities that enhance children's emotional, cognitive and physical development.

A four stage matrix guides career preparation in accordance with California State licensing standards. At Oxnard College, students may complete a certificate program that prepares them for employment as an Assistant Teacher in a public day care facility and complete additional courses in child development and general education to qualify as a Teacher. An Associate of Science degree with a major in Early Childhood Education is available that prepares them for other career options. Areas of specialization include Diversity, Infant/Toddlers and Special Needs. Stipends for study may be available through grants and programs such as the First Five Initiative.

For more information, contact:

Patricia Mendez (805) 678-5054 pmendez@vcccd.edu

ASSOCIATE IN SCIENCE FOR TRANSFER
EARLY CHILDHOOD EDUCATION

The Associate in Science in Early Childhood Education for Transfer (Early Childhood Education AS-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AS-T in Early Childhood Education**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **24** semester units in the **Early Childhood Education** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.

3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Early Childhood Education 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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Courses		Units
ECE R100	Introduction to Curriculum for the Young Child	3
ECE R102	Child Growth and Development	3
ECE R103	Programs for Young Children	
ECE R106	Child, Family, and Community	3
ECE R107	Teaching in a Diverse Society	3
ECE R111	Observation and Assessment	3
ECE R112	Practicum in Early Childhood Education	3
ECE R129	Child Nutrition, Health, and Safety	3
	Total Required Major Units	**24**
	CSU GE-Breadth	**39**
	Double-Counted Units	**-(9)**
	Free Electives Required	**6**
	Total Required Units for AS-T Degree	**60**

or

	Total Required Major Units	**24**
	IGETC	**37**
	Double-Counted Units	**-(3)**
	Free Electives Required	**3**
	Total Required Units for AA-T Degree	**60**

ASSOCIATE IN SCIENCE
EARLY CHILDHOOD STUDIES

The Early Childhood Studies program at Oxnard College is designed to prepare students for the role of Teacher with responsibility of implementing developmentally appropriate early childhood teaching strategies 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.

Upon completing the major requirements for the Associate Degree in Early Childhood Studies, students will qualify for a teacher-level permit issued by the California Commission on Teacher Credentialing. This permit will allow them teach under the supervision of an Early Education Program Director or Supervisor, in federally-funded programs, family-home care owner or center-based programs, intervention programs, respite care programs, private programs or non-profit agencies.

Required Courses		Units
ECE R100	Introduction to Curriculum for the Young Child	3
ECE R102	Child Growth and Development	3
ECE R103	Programs for Young Children	3
ECE R106	Child, Family, and Community	3
ECE R107	Teaching in a Diverse Society	3
ECE R111	Observation and Assessment	3
ECE R112	Practicum in Early Childhood Education	3
ECE R129	Child Nutrition, Health and Safety	3
	Total Required Major Units	**24**
	Oxnard College General Education	**2**
	Double-Counted Units	**-(3)**
	Free Electives Required	**10**
	Total Required Units for A.S. Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Early Childhood Studies program students will be able to:

- Understand and apply child development theories and principles.
- Identify and implement observation, documentation, and other assessment strategies.
- Value and cultivate collaborative family and community relationships.
- Identify, develop, and implement developmentally appropriate curriculum and teaching practices to positively guide children's behavior and learning.
- Develop self-reflective habits and grow as members of the early childhood profession to understand the complexities of working with diverse groups of families, children, staff and the community.
- Develop an environment that honors the diversity of the learning community - through empowerment, equity, respect, and dignity.

CERTIFICATE OF ACHIEVEMENT
EARLY CHILDHOOD STUDIES

The Early Childhood Studies program at Oxnard College is designed to prepare students for the role of Teacher with responsibility of implementing developmentally appropriate early childhood teaching strategies 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.

Upon completing the major requirements for the certificate in Early Childhood Studies, and 16 units of general education courses, students will qualify for a teacher-level permit issued by the California Commission on Teacher Credentialing. This permit will allow them teach under the supervision of an Early Education Program Director or Supervisor, in federally-funded programs, family-home care owner or center-based programs, intervention programs, respite care programs, private programs or non-profit agencies.

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Required Courses		Units
ECE R100	Introduction to Curriculum for the Young Child	3
ECE R102	Child Growth and Development	3
ECE R103	Programs for Young Children	3
ECE R106	Child, Family, and Community	3
ECE R107	Teaching in a Diverse Society	3
ECE R111	Observation and Assessment	3
ECE R112	Practicum in Early Childhood Education	3
ECE R129	Child Nutrition, Health and Safety	3
	Total Required Major Units	**24**

Program Student Learning Outcomes

Upon successful completion of the Early Childhood Studies program students will be able to:

- Understand and apply child development theories and principles.
- Identify and implement observation, documentation, and other assessment strategies.
- Value and cultivate collaborative family and community relationships.
- Identify, develop, and implement developmentally appropriate curriculum and teaching practices to positively guide children's behavior and learning.
- Develop self-reflective habits and grow as members of the early childhood profession to understand the complexities of working with diverse groups of families, children, staff and the community.
- Develop an environment that honors the diversity of the learning community - through empowerment, equity, respect, and dignity.

CERTIFICATE OF ACHIEVEMENT
EARLY CHILDHOOD STUDIES ASSOCIATE TEACHER

The Early Childhood Studies Associate Teacher Certificate is designed for students intending to work in Early Childhood Education, or a similar field, or for students interested in studying Child Development for general understanding of child growth and development within the family and cultural context. Students who complete this Certificate will develop the knowledge of subject matter and professional skills that enable them to work in the Early Education and Family Development fields, or any related professional area.

The Early Childhood Studies Associate Teacher Certificate of Achievement demonstrates that a student has met the educational requirements to apply for an Associate Teacher level permit issued by the California Commission on Techer Credentialing. This educational criterion also demonstrates that a student has met minimum educational requirements set by Title 22 licensing regulations for the State of California.

Required Courses		Units
ECE R100	Introduction to Curriculum for the Young Child	3
ECE R102	Child Growth and Development	3
ECE R106	Child, Family, and Community	3
ECE R111	Observation and Assessment	3
	Total Required Units for Certificate	**12**

Program Student Learning Outcomes

Upon successful completion of the Early Childhood Studies Associate Teacher program students will be able to:

- Interpret best and promising teaching and care practices as it relates to the history of Early Childhood Education, range of delivery systems, program types and philosophies and ethical standards.
- Design, implement and evaluate environments and activities that support positive developmental play and learning outcomes for all young children.
- Critique strategies that support and empower families through respectful, reciprocal relationships to involve all families in their children's development and learning.
- Critically assess community support services and agencies that are available to families and agencies that are available to families and how those services impact the relationship between children and families.
- Demonstrate systematic observation methods to provide data to assess the impact of the environment, interactions, and curriculum on all domains of children's learning and development.

CHILDHOOD EDUCATION COURSES

ECE R100 Introduction to Curriculum for the Young Child 3 Units

Hours: *3 lecture weekly*
C-ID: *ECE 130*

This course introduces students to developmentally appropriate curriculum and environments for children birth through age eight. Explores teaching strategies and curriculum development based on theoretical frameworks, observation, and assessment. Emphasizes the teacher's role in supporting development and learning across the curriculum, including all content areas. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ECE R102 Child Growth and Development 3 Units

Hours: *3 lecture weekly*
C-ID: *CDEV 100*

This introductory course examines the progression of development in the physical, cognitive, social, and emotional domains and identifies developmental milestones for children from conception through adolescence. Interactions between biological processes and environmental factors will be explored. Students will observe children, evaluate individual differences, and analyze characteristics of development at various stages according to developmental theories. The course will also examine cultural, economic, political, and historical contexts that impact children's development. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D0, D7, E***
IGETC: ***4G, 4J***

ECE R103 Programs for Young Children 3 Units

Hours: *3 lecture weekly*
C-ID: *ECE 120*

This course introduces the historical context and theoretical perspectives of developmentally appropriate practice in early care and education for children, birth through age eight. The typical roles and expectations of early childhood educators are explored and professional ethics, career pathways, and professional standards will be identified. Best practices for providing developmentally an appropriate learning environment, curriculum, and effective pedagogy for young children including how play contributes to children's learning, growth, and development are introduced. The importance of race and ethnicity in the context of culture and the need to support diverse cultures of young children in the programs will be analyzed. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ECE R106 Child, Family and Community 3 Units

Hours: *3 lecture weekly*
C-ID: *CDEV 110*

This course introduces the process of socialization focusing on the interrelationship of family, school, and community. The course will also examine the influence of multiple societal contexts and explore the role of collaboration between family, community, and schools in supporting children's development, birth through adolescence. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D0, D7***
IGETC: ***none***

ECE R107 Teaching in a Diverse Society 3 Units

Hours: *3 lecture weekly*
C-ID: *ECE 230*

This course examines the impact of various societal influences on the development of children's social identity. Students encounter that diversity is a major cultural trait of the United States, and recognize that schools reflect the societal makeup of our country. The course includes an identification of the main differences and similarities among various cultural groups and those of the mainstream culture. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***F***
CSU GE-Breadth: ***D3***
IGETC: ***none***



ECE R108 The Exceptional Child 3 Units

Hours: *3 lecture weekly*

This course is designed to give educators and other caregivers an overview of children with exceptional characteristics. The main emphasis of this course is to provide an introduction to the broad span of children with exceptional characteristics and to the field of special education. Cultural backgrounds, beliefs, and linguistic practices that can impede parent involvement will be examine and students will be taught to identify ways school personnel can help families understand school culture, policies, and practices. Students will be introduced to the Individuals with Disabilities Education Act (IDEA) and related laws and regulations that impact special education and support programs and learn basic classroom management theories and strategies for individuals with exceptional learning needs. (Same as **PSY R111**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***B2***
CSU GE-Breadth: ***none***
IGETC: ***none***

ECE R111 Observation and Assessment 3 Units

Hours: *2 lecture, 3 lab weekly*
Prerequisites: *ECE R100 and ECE R102*
Advisories: *Finger print clearance as some child development centers may require fingerprinting.*
Limitations: *Proof of freedom from and immunity to communicable diseases; Current negative TB test or chest x-ray*
C-ID: *ECE 200*

This course focuses on the appropriate use of a variety of assessment and observation strategies to document child development and behavior. Under supervision, field experience students will develop their skills of observation and analyze teacher/child interaction. *Field trips may be required. Applies to Associate Degree.*
Transfer credit: ***CSU***

ECE R112 Practicum in Early Childhood Education 3 Units

Hours: *2 lecture, 3 lab weekly*
Prerequisites: *ECE R102 and ECE R106 and ECE R111*
Advisories: *Finger print clearance as some child development centers may require fingerprinting.*
Limitations: *Current negative TB test or chest x-ray*
C-ID: *ECE 210*

This course demonstrates developmentally appropriate early childhood program planning and teaching competencies under the supervision of Early Childhood Education (ECE) faculty and other qualified early education professionals. 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. Reflective practice will be emphasized as student-teachers design, implement, and evaluate approaches, strategies, and techniques that promote development and learning. Students will explore career pathways, professional development, and teacher responsibilities. *Field trips will be required. Applies to Associate Degree.*
Transfer credit: ***CSU***

ECE R129 Child Nutrition, Health and Safety 3 Units

Hours: *3 lecture weekly*
C-ID: *ECE 220*

This course provides an introduction to the laws, regulations, standards, policies, procedures, and best practices related to health, safety, and nutrition in both care and education settings for children, from birth through middle childhood. 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. This course focuses on integrating the concepts taught into everyday planning and program development. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***none***
CSU GE-Breadth: ***E***
IGETC: ***none***

ECE R133 Language Arts in Early Childhood 3 Units

Hours: *3 lecture weekly*

This course provides current information and practice of language arts and literature experiences for young children. It explores experiences which support and extend children's ability to use language as a means of communication, medium of creative expression, and tool in the development of logical thought. It also provides a foundation for the child's early literacy. Students will learn to use poetry, puppetry, flannel board material, storytelling, and children's literature as tools to support pre-reading and pre-writing skills. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

ECE R189 Topics in Early Childhood Education .5 - 3 Units

Hours: *.5 - 3 lecture, 1.5 to 9 lab weekly*

These are courses that consider specialized specific topics in Early Childhood Education which are not covered in the general program offerings. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

ECE R198 Short Courses in Early Childhood Education .5 - 10 Units

Hours: *.5 - 10 lecture, 1.5 to 30 lab weekly*

Courses and/or workshops in selected areas of Early Childhood Education are offered to meet specific needs of college or community as requested. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

ECE R199 Directed Studies in Early Childood Education .5 - 3 Units

Hours: *.5 - 3 lecture, .5 to 3 lab weekly*
Prerequisites: *ECE R111*

This course is designed for selected students interested in furthering their knowledge of early childhood education on an independent basis. Students will be involved in research, lab experience, and field work. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

ECONOMICS

Economics is one of the most useful and relevant areas of study. Economics will teach you analytical reasoning, critical thinking and good communication skills at the micro and macro level, such as you will need to succeed in an increasingly globally competitive environment. The global application of economic decision-making and interests that is currently shaping the rise, fall and survival of nations is also making it imperative for those hoping to succeed in this emerging global environment to develop sound understanding of economic processes and interactions.

CSUCI, CSUN, CSULB, CSULA, UCSB and UCLA, and almost every CSU and UC have Economics majors to which you will be able to transfer. With training in Economics you will have a wide range of career and educational options. You will acquire specific job-related skills and also have access to many other areas of further university education besides Economics.

As an Economics major you will not only be prepared for a wide variety of Career Opportunities and well-paying jobs in finance, investment, banking, government, business, international agencies and non-profit corporations, you will also acquire the decision-making skills that you will need to become a successful entrepreneur and your own boss. At the same time, you will continue to have the option to join the general pool of labor such as you could with a General Studies major, or any other social science or humanities degree. A point to note is that, according to the Bureau of Labor Statistics (BLS), Economics majors have some of the lowest unemployment rates, a fact that held true through the harsh job conditions of the Great Recession of 2007-2009.

University of California Limitation on Transfer of Economics Courses

The UC ***will not*** give credit for **ECON R100** if taken after **ECON R201** *or* **ECON R202.**

For more information, contact:

Dr. Ishita Edwards (805) 678-5060 iedwards@vcccd.edu

ASSOCIATE IN ARTS FOR TRANSFER
ECONOMICS

The Associate in Arts in Economics for Transfer (Economics AA-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AA-T in Economics**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **20** semester units in the **Economics** major as listed in the Oxnard College catalog.

2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Economics AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (14-15 units)		**Units**
ECON R201	**Introduction to the Principles of Microeconomics**	**3**
or		
ECON R201H	**Honors: Introduction to the Principles of Microeconomics**	**3**
ECON R202	**Introduction to the Principles of Macroeconomics**	**3**
or		
ECON R202H	**Honors: Introduction to the Principles of Macroeconomics**	**3**
MATH R105	**Introductory Statistics**	**4**
or		
MATH R105H	**Honors: Introductory Statistics**	**4**
and		
MATH R106	**Business Calculus**	**4**
or		
MATH R120	**Calculus with Analytic Geometry I**	**5**
List A		
Select **one** of the following courses (3-5 units)		
MATH R121	**Calculus with Analytical Geometry II**	**5**
ACCT R101	**Financial Accounting**	**3**
ACCT R101H	**Honors: Financial Accounting**	**3**
ACCT R102	**Managerial Accounting**	**3**
CIS R100	**Introduction to Computer Information Systems**	**3**
BUS R140	**Business Communications**	**3**
List B		
Select **one** of the following courses (3-5 units): Any course from **List A** not selected above		
ECON R100	**Introduction to Economics and Contemporary Economic Issues**	**3**
MATH R122	**Calculus with Analytic Geometry III**	**5**
MATH R134	**Linear Algebra**	**3**
	Total Required Major Units	**20-25**
	CSU General Education	**39**
	Double-Counted Units	**-(9)**
	Free Electives Required	**5-10**
	Total Units required for the AA-T Degree	**60**

or

Total Required Major Units	**20-25**
IGETC	**37**
Double-Counted Units	**-(9)**
Free Electives Required	**7-12**
Total Required Units for AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Economics program for Transfer students will be able to:

- Demonstrate a good grasp of a variety of micro and macroeconomic theories, and be able to apply these correctly to economic issues and events.
- Demonstrate the ability to critically examine real world economic, political and social issues, with an objective and analytical approach, and the ability to effectively apply economic theories and reasoning to such real world economic and interdisciplinary situations.
- Demonstrate the ability to apply appropriate graphs, data, and quantitative analysis, to economic issues and events.
- Demonstrate an awareness of global economic issues and be able to apply economic theories and analyses to issues and events from a global perspective.
- Demonstrate the ability to effectively communicate economic information, ideas and reasoning, in writing, and with the correct use of grammar and sentence structure. This will require evidence of application of the appropriate levels of economic analysis, and be supported by data, quantitative and non-quantitative evidence, and quantitative tools.
- Demonstrate effective critical thinking abilities when examining economic issues as presented in their textbook, books, articles, newspapers, and other written as well as oral sources.
- Demonstrate an ability to conduct disciplined reasoning upon matters pertaining to everyday decisions at the micro and macro levels, and be able to distinguish between analysis and opinion. This will require the ability to draw conclusions from within the constraints of available facts and evidence, and without adding imagined extraneous information.

ASSOCIATE IN ARTS DEGREE
ECONOMICS

The Economics program at Oxnard College is built primarily around two lower division Economics courses that transfer to all major universities in California and to universities in other states of the U.S. These are the 1) Principles of Microeconomics, and 2) Principles of Macroeconomics. In addition, the program offers a general, more applications-based course in Economics (Contemporary Economic Issues). Beyond these, the Economics program links with other courses at Oxnard College that transfer to major universities to offer students sound educational and career pathways. Students whose transcripts show a strong Economics preparation are valued in the employment market, whether they specialize in Economics, Accounting, Business or Finance, or they choose to combine their study of Economics with a broader preparation and diversify into Political Economy, Public Policy, Urban Studies, Social Economics, Experimental Economics, Environmental Economics, Legal Studies, or any number of other related and expanding academic and career pathways.

continued on next page

An Associate Degree in Economics (AA in Economics) is an alternate pathway (to the AA-T in Economics) that is designed to meet the needs of those students with an inherent interest in the study of Economics, but who have little interest in pursuing a mathematical-business approach as available in the AA-T in Economics. The AA in Economics will permit students to learn Economics with a broader, more multi-disciplinary, perspective. An AA in Economics will synthesize the analytical approach of Economics with applications of economic analysis in other fields of learning such as the social, the political, public policy, urban studies, the experimental, legal studies, environmental studies, and a host of other areas beyond Business or Accounting.

The AA in Economics touts the fact that this pathway enables the student to develop a sound understanding of economic principles and methods, and be able to apply this learning over to other areas of their interest for which many academic and employment opportunities exist in our economy. In this day and age of globalization, the projected relevance of an AA in Economics cannot be underestimated. The increasingly global economy particularly seeks employees with strong training and aptitude in Economics who can also relate and adapt to the broader spectrum of international, political, cultural, and environmental realities.

The AA in Economics options is built around courses that transfer to all major universities. Over the past quarter of a century, Oxnard College students who have completed the core Principles of Micro and Macroeconomics courses have transferred to Stanford U., Yale, Harvard, Columbia, UC Berkeley, UCLA, UCSB, UC Irvine, UC Davis, UC San Diego, USC, Pepperdine, Loyola Marymount, California Lutheran University, and numerous California State Universities, including the California Polytechnic, SLO, CSUN, CSUCI, and CSULB.

Required Core Courses (9 units)		**Units**
ECON R100	**Introduction to Economics and Contemporary Economic Issues**	**3**
ECON R201	**Introduction to the Principles of Microeconomics**	**3**
or		
ECON R201H	**Honors: Introduction to the Principles of Microeconomics**	**3**
ECON R202	**Introduction to the Principles of Macroeconomics**	**3**
or		
ECON R202H	**Honors: Introduction to the Principles of Macroeconomics**	**3**
Required Additional Courses (9-12 units)		
Student must select at least 3 courses from the following:		
ACCT R101	**Financial Accounting**	**3**
or		
ACCT R101H	**Honors: Financial Accounting**	**3**
ACCT R102	**Managerial Accounting**	**3**
HIST R160	**World History II**	**3**
or		
HIST R160H	**Honors: World History II**	**3**
HIST R140	**History of the United States II**	**3**
or		
HIST R140H	**Honors: History of the United States II**	**3**
MATH R105	**Introductory Statistics**	**4**
or		
MATH R105H	**Honors: Introductory Statistics**	**4**
MATH R106	**Business Calculus**	**4**
MATH R120	**Calculus with Analytical Geometry I**	**5**
PHIL R107	**Introduction to Logic**	**3**
PHIL R100	**Critical Thinking**	**3**
or		
PHIL R111	**Critical Thinking and Analytic Writing**	**3**
POLS R100	**Introduction to Politics**	**3**
POLS R101	**Government of the United States I: Institutions and Politics**	**3**
POLS R104	**Introduction to International Relations**	**3**
POLS R108	**Comparative Politics**	**3**
PSY R101	**General Psychology**	**3**
or		
PSY R101H	**Honors: General Psychology**	**3**
SOC R101	**Introduction to Sociology**	**3**
or		
SOC R101H	**Honors: Introduction to Sociology**	**3**
ESRM R100	**Introduction to Environmental Science**	**3**
	Total Required Major Units	**18-21**

Additional units/requirements to complete the A.A. Degree

Oxnard College General Education Pattern	**29**
Double-Counted Units	**-(6-12)**
Free Electives Required	**19-25**
Total Required Major Units	**60**
or	
CSU GE-Breadth	**39**
Health	**3**
Physical Education	**1**
Double-Counted Units	**-(9-18)**
Free Electives Required	5-17
Total Required Units for A.A. Degree	**60**
or	
IGETC	**37**
Health	**3**
Physical Education	**1**
Double-Counted Units	**-(9-15)**
Free Electives Required	**7-16**
Total Units required for the A.A. Degree	**60**

To complete the ASSOCIATE IN ARTS DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

Program Student Learning Outcomes

Upon successful completion of the Economics program students will be able to:

- Articulate the difference between micro and macroeconomic theories, and be able to apply these correctly to economic issues and events.
- Demonstrate the ability to critically examine real world economic, political and social issues, with an objective and analytical approach, and the ability to effectively apply economic theories and reasoning to such real world economic and interdisciplinary situations.
- Demonstrate the ability to apply appropriate graphs, data, and quantitative analysis, to economic issues and events.
- Demonstrate an awareness of global economic issues and be able to apply economic theories and analyses to issues and events from a global perspective.

- Demonstrate the ability to effectively communicate economic information, ideas and reasoning, in writing, and with the correct use of grammar and sentence structure. This will require evidence of application of the appropriate levels of economic analysis, and be supported by data, quantitative and non-quantitative evidence, and quantitative tools.
- Demonstrate effective critical thinking abilities when examining economic issues as presented in their textbook, books, articles, newspapers, and other written as well as oral sources.
- Demonstrate an ability to conduct disciplined reasoning upon matters pertaining to everyday decisions at the micro and macro levels, and be able to distinguish between analysis and opinion. This will require the ability to draw conclusions from within the constraints of available facts and evidence, and without adding imagined extraneous information.

ECONOMICS COURSES

ECON R100 Introduction to Economics and Contemporary Economic Issues 3 Units

Hours: *3 lecture weekly*
Advisories: *ENGL R095 and ENGL R097 or equivalent*

This course provides students with an introductory knowledge of fundamental economic principles and economic data. By examining a variety of current economic issues and their historical origins, the course will prepare students to make critical evaluations of economic issues and policies. Emerging complexities involving globalization, outsourcing, challenges of new demographic patterns, international trade agreements, and labor-cost differentials, are some sample areas of interest. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***B2***
CSU GE-Breadth: ***D2***
IGETC: ***4B***

***UC Credit Limitation:** No credit if taken after R101 or R102

ECON R201 Introduction to the Principles of Microeconomics 3 Units

Hours: *3 lecture weekly*
Prerequisites: *MATH R002 or MATH R005 or MATH R011 or MATH R015*
Advisories: *MATH R014 or MATH R014B*
C-ID: *ECON 201*

This course introduces the student to the functioning of the market mechanism, its strengths and weaknesses, and to the role of the consumer and the producer in the modern global economy. This course also examines the behavior of the consumer, and that of the profit-maximizing firm in regard to cost, price and output, within varying levels of competition, and government regulations. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D2***
IGETC: ***4B***



ECON R201H Honors: Introduction to the Principles of Microeconomics 3 Units

Hours: *3 lecture weekly*
Prerequisites: *MATH R002 or MATH R005 or MATH R011 or MATH R015*
Advisories: *MATH R014 or MATH R014B*
C-ID: *ECON 201*

This course introduces the student to the functioning of the market mechanism, its strengths and weaknesses, and to the role of the consumer and the producer in the modern global economy. This course also examines the behavior of the consumer, and that of the profit-maximizing firm in regard to cost, price and output, within varying levels of competition, and government regulations. Honors work challenges students to be more analytical and to be able to demonstrate a higher level of grasp of economic theory through expanded assignments and real world applications and enrichment opportunities. Credit will not be awarded for both the honors and the regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D***
IGETC: ***4***

ECON R202 Introduction to the Principles of Macroeconomics 3 Units

Hours: *3 lecture weekly*
Prerequisites: *MATH R002 or MATH R005 or MATH R011 or MATH R015*
Advisories: *MATH R014 or MATH R014B*
C-ID: *ECON 202*

This course introduces the student to the functioning of the national economy in a global environment, its economic institutions, and to the issues of economic policy related to levels of employment, prices, economic growth, national income accounting and international trade and exchange rates. It examines alternate economic systems, the interplay between the government and the private sector, and the determination of public policy. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D2***
IGETC: ***4B***

ECON R202H Honors: Introduction to the Principles of Macroeconomics 3 Units

Hours: *3 lecture weekly*
Prerequisites: *MATH R002 or MATH R005 or MATH R011 or MATH R015*
Advisories: *MATH R014 or MATH R014B*
C-ID: *ECON 202*

This course introduces the student to the functioning of the national economy in a global environment, its economic institutions, and to the issues of economic policy related to levels of employment, prices, economic growth, national income accounting and international trade and exchange rates. It examines alternate economic systems, the interplay between the government and the private sector, and the determination of public policy. Honors work challenges students to be more analytical and to be able to demonstrate a higher level of grasp of economic theory through expanded assignments and real world applications and enrichment opportunities. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D***
IGETC: ***4***

EDUCATION

This program is designed for students who wish to earn a multiple-subject teaching credential authorizing them to teach in a self-contained classroom, typically in elementary schools in grades K-5. Students will study a broad range of subjects to prepare them for teaching including English, mathematics, science, social science, visual and performing arts, and human development. The AA-T provides a strong academic foundation in the field and preparation for upper division baccalaureate study. Upon successful completion of the program, students will be prepared to transfer to a California State University (CSU) and major in Liberal Studies. Then, after completion of the bachelor's degree, students will apply to a teacher credentialing program and complete their multiple subject teaching credential.

In this AA-T, competencies will be assessed through projects, examinations, laboratory experiments, and presentations. The coursework in the AA-T will satisfy most of the lower-division requirements at many institutions within the California State University system.

For more information, contact:

Career Education Division Office (805) 678-5824

ASSOCIATE IN ARTS FOR TRANSFER
ELEMENTARY TEACHER EDUCATION

This program is designed for students who wish to earn a multiple-subject teaching credential authorizing them to teach in a self-contained classroom, typically in elementary schools in grades K-5. Students will study a broad range of subjects to prepare them for teaching including English, mathematics, science, social science, visual and performing arts, and human development. The AA-T provides a strong academic foundation in the field and preparation for upper division baccalaureate study. Upon successful completion of the program, students will be prepared to transfer to a California State University (CSU) and major in Liberal Studies. Then, after completion of the bachelor's degree, students will apply to a teacher credentialing program and complete their multiple subject teaching credential. In this AA-T, competencies will be assessed through projects, examinations, laboratory experiments, and presentations.

To earn an **AA-T in Elementary Teacher Education**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **51** semester units in the **Elementary Teacher Education** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Elementary Teacher Education AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses		Units
EDU R122	Introduction to Education	3
ECE R102	Child Growth and Development	3
BIOL R101	General Biology	3
BIOL R101L	General Biology Laboratory	1
PHSC R170	Concepts in Physical Science	4
GEOL R121	Earth Science with Laboratory	4
MATH R102	Mathematics for Elementary School Teachers	4
COMM R101	Introduction to Oral Communication	3
ENGL R101	College Composition	
or		
ENGL R101H	Honors: College Composition	4
ENGL R102	Critical Thinking through Composition and Literature	4
or		
ENGL R102H	Honors: Critical Thinking through Composition and Literature	4
GEOG R102	World Regional Geography	3
HIST R150	World History I	3
or		
HIST R150H	Honors: World History I	3
HIST R130	History of the United States I	3
or		
HIST R130H	Honors: History of the United States I	3
POLS R101	Government of the United States I: Institutions and Politics	3

List A
Select one (**3** Units):

ENGL R128	**Composition and Critical Thinking through Non-Fiction**	**3**
PHIL R111	**Critical Thinking and Analytic Writing**	**3**

List B
Select one (3 Units):

ART R140	**Multicultural Children's Art**	**3**
ART R101	**Introduction to Art and Visual Culture**	**3**
MUS R103	**Music Appreciation**	**3**
THTR R111	**Introduction to Theatre**	**3**

List C (Optional)
Select required courses as appropriate for the intended transfer institution:

EDU R124	**Teaching Literacy in Diverse Classrooms**	**3**
ENGL R125	**Children's Literature**	**3**
HIST R104	**History of California**	**3**
MUS R130	**Understanding Music and Dance for Elementary Education**	**3**
	Total Required Major Units	**51**

Catalog Note: Students transferring to California State University Channel Islands (CSUCI) should take the following courses from List B and C: **ART R140, EDU R124, ENGL R125, HIST R104**, and **MUS R130**. CSUCI has an approved subject matter program and the inclusion of the prescribed courses above allows students who graduate from the program to be waived from taking the Multiple Subject exam required for graduates of non-waiver programs. In addition, CSUCI offers an Integrated Multiple Subject or Educational Specialist program that includes the teacher credentialing program for interested students. This program allows for the completion of both the Bachelor's Degree and teaching credential simultaneously. Students interested in the integrated program must apply and possess a 3.0 GPA or better.

Total Required Major Units	**51**
CSU GE-Breadth	**39**
Double-Counted Units	**-(33-36)**
Free Electives Required	3-6
Total Required Units for AA-T Degree	**60**

or

Total Required Major Units	**51**
IGETC	**37**
Double-Counted Units	**-(28-31)**
Free Electives Required	**0**
Total Required Units for AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Elementary Teacher Education Program for Transfer students will be able to:

- Demonstrate an understanding of effective classroom environments consistent with the California Standards for the Teaching Profession (TPEs).
- Examine the necessary beliefs and assumptions about the experiences with teachers and teaching including an emphasis on professional standards, ethics and professionalism.
- Analyze and evaluate the purposes and roles of schooling in contemporary society and basic strategies for accommodating diverse learning needs and community contexts.
- Apply knowledge of education protocols for entering classrooms and reporting on classroom observations.

EDUCATION COURSES

EDU R122 Introduction to Education 3 Units

Hours: *3 lecture weekly*
Limitations: *Fingerprint clearance; Current negative TB test or chest x-ray*
C-ID: *EDUC 200*

This introductory course provides students with fundamental knowledge of the American public education system. With an emphasis on meeting the needs of diverse learners in an urban environment, students learn major concepts, principles, and theories about teaching and learning. Students will participate in activities and projects to practice applying these lessons to the design and implementation of instruction and assessment. Students will learn how to create a safe, equitable classroom environment that promotes the academic achievement of all students. This course is primarily designed for individuals considering teaching as a profession, and for paraprofessionals and volunteers working in the public school system. In addition to attending weekly class, a minimum of 45 hours of classroom observation in an assigned California public elementary school is required. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***none***
IGETC: ***none***

EDU R124 Teaching Literacy in Diverse Classrooms 3 Units

Hours: *3 lecture weekly*

This course provides an understanding of learning and teaching literacy in a diverse, technologically complex society. This course focuses on providing students with knowledge of a comprehensive balanced literacy approach, including an understanding and use of the major descriptors of developing literacy, appropriate assessment methods and instruments, and a developmental and analytical appreciation for writing strategies, conventions, applications, and interpretation of texts and genres. *Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***none***
CSU GE-Breadth: ***D***
IGETC: ***none***

EMERGENCY MEDICAL TECHNOLOGY

Emergency Medical Technology courses are primarily designed as basic life support training for the first responder, the fire service, emergency medical services, and health care professions. Emergency Medical Technicians (EMTs) provide out-of-hospital emergency medical care and transportation for critical and emergent patients who access the emergency medical services (EMS) system. Through this course, you will gain the essential knowledge and skills necessary to stabilize and safely transport patients ranging from non-emergency and routine medical transports to life-threatening emergencies. Most Emergency Medical Technicians function as part of a comprehensive EMS response system while under medical oversight. Other EMT roles include emergency rooms, fire departments, search and rescue, and law enforcement.

continued on next page

Emergency Medical Technicians are a critical link between the scene of an emergency and the health care system. Other courses in this area are intended to improve or update individuals' skills in providing emergency and primary health care services.

For more information, contact:

Public Safety Division Office 805-678-5115

CERTIFICATE OF ACHIEVEMENT

EMERGENCY MEDICAL TECHNICIAN

This certificate program provides comprehensive instruction in the skills necessary for success as an EMT in the emergency services industry. This program is designed to meet the needs of current students and in-service professionals interested in career advancement and for those seeking to advance their EMT knowledge. This program is aligned with the EMT-Basic: National Standard Curriculum. Career opportunities after completion of the certificate include EMT, Emergency Room Technician, and Search and Rescue.

Required Core Courses		Units
EMT R109	Emergency Medical Responder	3
EMT R169	Emergency Medical Technician	8
	Total Units Required for Certificate	**11**

Program Student Learning Outcomes

Upon successful completion of the Emergency Medical Technician program students will be able to:

- Apply scientific knowledge in providing prehospital and emergency medical care
- Use effective communication and interpersonal skills with patients and other health care workers
- Operate within the roles of an entry level provider of care and contributor to the EMT profession
- Demonstrate and foster high standards of Prehospital and Emergency Medical practice in skill performance and patient advocacy
- Provide competent and safe care in a variety of settings to a group of patients with diverse needs across the life span by demonstrating knowledgeable decision making and judgment based on critical thinking, clinical competence, accountability and collaboration with the patient and health care team
- To promote the personal and professional growth, health and success of each student
- To promote the concept of lifelong learning, including the pursuit of advanced degrees and advanced practice in the health field
- To prepare graduates who are eligible to seek licensure as EMTs and that meet the expectations of the EMS Community

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

EMERGENCY MEDICAL RESPONDER

This proficiency award is designed for students who have completed EMT R079 - Emergency Medical Responder and who desire to apply for the National Registry Exam for Emergency Medical Responder.

Required Core Courses		Units
EMT R109	Emergency Medical Responder	3
	Total Required Units for the Award	**3**

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

EMERGENCY MEDICAL TECHNOLOGY

This proficiency award is to meet the criteria established by the Ventura County Emergency Medical Services Agency in accordance with the California Code of Regulations, Title 22 that requires verification of hours completed. Upon award of the verification of hours and passing the course with a grade of B or better, students may apply for the National Registry Exam for Emergency Medical Technician. This is not an EMT license. *Not Degree Applicable.*

Required Core Courses		Units
EMT R169	Emergency Medical Technician	8
	Total Required Units for the Award	**8**

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

EMERGENCY MEDICAL TECHNICIAN REFRESHER

This proficiency award is to meet the criteria established by the Ventura County Emergency Medical Services Agency in accordance with the California Code of Regulations, title 22 that requires verification of hours completed. Upon award of the verification of hours, students may apply for the National Registry Exam for Emergency Medical Technician.

Required Core Courses		Units
EMT R069	Emergency Medical Technician - Refresher	1.5
	Total Required Units for the Award	**1.5**

Program Student Learning Outcomes

Upon successful completion of the Emergency Medical Technology program students will be able to:

- Appropriately manage patient care relating to illness and injury in the pre-hospital setting.

EMT COURSES

EMT R069 Emergency Medical Technician - Refresher 1.5 Units

Hours: *1.5 lecture, .5 lab weekly*
Limitations: *EMT Certification within the past 2 years or valid EMT License; Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross)*

This course is designed to meet the State requirements for maintaining EMT (Emergency Medical Technician) certification. This course provides both skills competency verification and a twenty-seven hour EMT refresher. Emergency medical care for the sick and injured will be reviewed, including basic life support and the use of emergency medical equipment. *Field trips may be required. Not Degree Applicable.*

Transfer credit: ***none***

Note: This class is repeatable if legally mandated.

EMT R109 Emergency Medical Responder 3 Units

Hours: *2 lecture, 3 lab weekly*
Materials Fee: *$10 American Heart Association CPR card*

In this course students learn to assess and initiate immediate lifesaving care to critical patients. Students will obtain basic knowledge and skills necessary to provide lifesaving interventions while awaiting additional Emergency Medical Services (EMS) response and to assist higher level personnel at the scene and during transport. Emergency Medical Responders (EMR) function as part of a comprehensive EMS team under medical oversight, and perform basic interventions with minimal equipment. This course provides emergency care knowledge and skills to prepare students for EMT R169 - Emergency Medical Technician, and in the fields of Professional and Volunteer Firefighters and Peace Officers. Upon successful completion of this course, the student will receive an American Heart Association Healthcare Provider Card. Additionally, students will be prepared to take the National EMR Exam. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***E1***
CSU GE-Breadth: ***E***
IGETC: ***none***

EMT R169 Emergency Medical Technician 8 Units

Hours: *7 lecture, 3 lab weekly*
Advisories: *EMT R109 and ENGL R097*
Limitations: *Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross)*

This course covers the knowledge and skills necessary for the individual to provide emergency medical care with an ambulance, fire or other specialized service at the Basic Life Support (BLS) level. This course is approved by the Ventura County Emergency Medical Services Agency and the California State Department of Emergency Services. Upon successful completion of the skills testing, final exam and passing the course with a grade of B or better, the student will be eligible to take the EMT National Registry Examination, which is required for certification as an EMT. *Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***E1***
CSU GE-Breadth: ***none***
IGETC: ***none***

ENGINEERING

Engineers are significant and valuable members of our society that are relied upon to generally produce solutions through the utilization, design, and development of a plethora of technologies. With the increasingly high demand for qualified engineers in the workforce, this program allows those in the local community the opportunity to fill a vital role.

Upon completion of the Associate in Science in Engineering, students will have obtained the skills and preparation necessary to transfer into an Engineering program at a four-year university, and ultimately seek employment as an engineer. Some graduates may also pursue entry-level positions in the engineering field. Students completing the program will be knowledgeable in aspects of engineering utilized in the many different fields of engineering along with a strong foundation in mathematics and physics; structural analysis, circuitry, CAD, programming, material composition, and general systems and applications of engineering in the modern world. Through group projects and laboratory assignments, students will also develop collaboration skills as well as practical hands on skills widely used in the fields of engineering such as, but not limited to; the use of oscilloscopes, electrical motor design and production, circuit building, structural design, strength testing, and generally analyzing the pertinent physical properties of a given system.

For more information, contact:

Justin Miller (805) 678-5094 jwmiller@vcccd.edu

ASSOCIATE IN SCIENCE DEGREE
ENGINEERING

The Associate in Science in Engineering Program introduces students to the high demand fields of Engineering including, but not limited to; Aerospace, Chemical, Civil, Electrical, Manufacturing, Mechanical, and Structural Engineering. Completion of the Associate in Science in Engineering will prepare students for transfer into an Engineering program at a four-year university as well as entry-level engineering positions for those seeking immediate employment.

Oxnard College's A.S. in Engineering is structured to allow students to complete core requirements found in the majority of Engineering majors within the UC and CSU systems while also customizing their major, through the choice of restricted electives and support courses, to align with their specific Engineering field at the particular universities to which they are applying.

Engineering majors are highly selective and impacted at most universities and students are advised to make themselves as competitive as possible when applying for admission both in GPA and course preparation. Students should consult with an Oxnard College Counselor, *www.assist.org,* university websites, and the admission office at their intended transfer destination to make sure they are adequately prepared for transfer.

Required Core Courses (30 units)		**Units**
ENGR R101	**Introduction to Engineering**	**2**
MATH R120	**Calculus with Analytic Geometry I**	**5**
MATH R121	**Calculus with Analytic Geometry II**	**5**
MATH R122	**Calculus with Analytic Geometry III**	**5**
MATH R143	**Differential Equations**	**3**

continued on next page

PHYS R131	**Physics for Scientists and Engineers 1**	**5**
PHYS R132	**Physics for Scientists and Engineers 2**	**5**

Choose a minimum of **one** course from the following support courses as appropriate to satisfy requirements for the intended transfer institution (**3-5** units minimum):

CHEM R120	**General Chemistry I**	**5**
CHEM R122	**General Chemistry II**	**5**
CHEM R130	**Organic Chemistry I**	**5**
CHEM R132	**Organic Chemistry II**	**5**
MATH R134	**Linear Algebra**	**3**
PHYS R133	**Physics for Scientists and Engineers 3**	**5**

Choose a minimum of **four** Engineering courses as appropriate to satisfy requirements of the intended transfer institution (**8-12** units minimum):

ENGR R130	**Engineering Statics**	**3**
ENGR R135	**Dynamics**	**3**
ENGR R140	**Materials Science and Engineering**	**3**
and		
ENGR R140L	**Materials Science and Engineering Laboratory**	**1**
ENGR R148	**Programming and Problem-Solving in MATLAB**	**3**
ENGR R150	**Engineering Graphics and Design**	**3**
ENGR R160	**Electronic Circuits and Devices**	**3**
and		
ENGR R160L	**Electronic Circuits and Devices Laboratory**	**1**
	Total Required Major Units	**41-47**

General Education: Students will be allowed to choose the General Education pattern that best aligns with their educational goals from those offered by Oxnard College including the **Oxnard College General Education pattern, CSU GE-Breadth,** or **IGETC**. Students who select CSU GE-Breadth or IGETC must also complete local graduation requirements in Health and PE. Health can be taken to fulfill **Area E** of the CSU GE-Breadth pattern, reducing the number of courses needed.

Total Required Major Units	**41-47**
Oxnard College General Education	**29**
Double-Counted Units	**-(6)**
Free electives required	**0**
Total required units for A.S. Degree	**64-70**

or

Total Required Major Units	**41-47**
CSU GE-Breadth	**39**
Health (can be taken within CSU GE)	**3**
Physical Education	**1**
Double-Counted Units	**-(6)**
Free electives required	**0**
Total required units for A.S. Degree	**75-84**

or

Total Required Major Units	**41-47**
IGETC	**37**
Health	**3**
Physical Education	**1**
Double-Counted Units	**-(6)**
Free electives required	**0**
Total required units for A.S. Degree	**76-82**

Program Student Learning Outcomes

Upon successful completion of the Engineering program students will be able to

- Explain the principles of engineering and their application to the design and manufacturing of products.
- Critically evaluate a given system through observations, measurements, and accepted engineering analyses.
- Apply physical laws, engineering concepts and formulas to analyze engineering problems and to produce proper solutions qualitatively and quantitatively.
- Communicate engineering design ideas and solutions to problems through engineering drawings, oral presentations, and technical writing.

ENGINEERING COURSES

ENGR R101 Introduction to Engineering 2 Units

Hours: *1 lecture, 3 lab weekly*
C-ID: *ENGR 110*

This course explores the branches of engineering, the engineering profession, the interface of the engineer with society, and engineering ethics, and the engineering education process while exploring effective strategies to help students to reach their full academic potential. The course introduces the methods of engineering analysis, engineering design and problem solving. Students will analyze and present data in engineering design, and develop written, computer, oral communication, and problem solving skills. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ENGR R130 Engineering Statics 3 Units

Hours: *3 lecture weekly*
Prerequisites: *PHYS R131 and MATH R121*
C-ID: *ENGR 130*

Engineering Statics applies the principles of mechanics to rigid bodies in two and three dimensional equilibrium systems. Analytical and graphical solutions using force vectors and equivalent force systems to solve problems pertaining to friction, centroids, center of gravity, and moments of inertia for areas is the focus of this course. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ENGR R135 Dynamics 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGR R130*
C-ID: *ENGR 230*

This course addresses the kinematics and dynamics of particles and rigid bodies in two and three dimensions. Topics considered include universal gravitation, conservation laws, work-energy and impulse-momentum relations, and mechanical vibration. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ENGR R140 Materials Science and Engineering 3 Units

Hours: *3 lecture weekly*
Prerequisites: *PHYS R131 and CHEM R120*
C-ID: *ENGR 140*

AAn introduction to atomic bonding, crystalline structure and microstructure, and how these structures determine the physical, mechanical, electrical and thermal properties of materials. The course covers metals, ceramics, polymers, composites and semiconductors. Topics include material imperfections, diffusion, mechanical properties, phase diagrams, material selection, processing, heat treatment and strengthening mechanisms. Corrosion phenomena, electrical properties and thermal properties are also covered. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ENGR R140L Materials Science and Engineering Laboratory 1 Unit

Hours: *3 lab weekly*
Prerequisites: *ENGR R140 or concurrent enrollment and PHYS R131 and CHEM R120*
C-ID: *ENGR 140L and ENGR 140B (ENGR R140 + ENGR R140L)*

This course is the laboratory portion of Materials Science and Engineering. It consists of experimental investigations of crystalline structures, the mechanical behavior of metals and polymers, cold-working, heat-treatment, material hardness, ductile-to-brittle fracture behavior, fatigue, equilibrium phase diagrams, steel microstructure and corrosion. Computers are used to control test equipment, gather and process data, and to visualize microscopic images. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ENGR R148 Programming and Problem-Solving in MATLAB 3 Units

Hours: *2 lecture, 3 lab weekly*
Prerequisites: *MATH R120*
C-ID: *ENGR 220*

This course utilizes the MATLAB environment to provide students with a working knowledge of computer-based problem-solving methods relevant to science and engineering. It introduces the fundamentals of procedural and object-oriented programming, numerical analysis, and data structures. Examples and assignments in the course are drawn from practical applications in engineering, physics, and mathematics. (Same as **MATH R148.**) *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ENGR R150 Engineering Graphics and Design 3 Units

Hours: *2 lecture, 3 lab weekly*
Prerequisites: *MATH R116*
C-ID: *ENGR 150*

This course focuses on the principles of engineering graphics which are necessary to communicate engineering designs. The use of computer-aided drafting CAD in 2 and 3 dimensions as well as drawings produced by hand are skills of great necessity in engineering fields and will be used throughout the course. Using the principles of orthographic drawing, pictorial drawing, and descriptive geometry, students will learn how to visualize, understand, and produce coherent graphics and designs. Central topics include; orthographic projections, graphical presentation of various surfaces, auxiliary and sectional views, dimensioning, and tolerances. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ENGR R160 Electronic Circuits and Devices 3 Units

Hours: *3 lecture weekly*
Prerequisites: *PHYS R132 and MATH R143 or concurrent enrollment*
C-ID: *ENGR 260*

This course provides an introduction to the analysis of electrical circuits. The use of analytical techniques based on the application of circuit laws and network theorems is the main focus of the course. The analysis of DC and AC circuits containing resistors, capacitors, inductors, dependent sources, operational amplifiers, and/or switches shall be employed. Natural and forced responses of first and second order RLC circuits, the use of phasors, AC power calculations, power transfer, and energy concepts are other general topics that are covered in this course. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ENGR R160L Electronic Circuits and Devices Laboratory 1 Unit

Hours: *3 lab weekly*
Prerequisites: *ENGR R160 or concurrent enrollment*
C-ID: *ENGR 260L*

This course serves as an introduction to the construction, measurement, and design of elementary electrical circuits and basic operational amplifier circuits. Students gain familiarity with the basic use of electrical test and measurement instruments, including multimeters, oscilloscopes, power supplies, and function generators. Using principles of circuit analysis for DC, transient, and sinusoidal steady-state (AC) conditions, students develop data interpretation skills by using circuit simulation software and by direct measurements of circuits. Practical considerations such as component value tolerance and non-ideal aspects of laboratory instruments are also introduced. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***



My Education. **My Choice. ME.**

OXNARD COLLEGE **ENGLISH** INFORMED SELF-PLACEMENT

I CAN ENROLL DIRECTLY INTO TRANSFER-LEVEL ENGLISH 101: COLLEGE COMPOSITION, BUT WHICH CHOICE IS RIGHT FOR ME?

I CAN CHOOSE:
ENGL R101

IF I:

- am comfortable with reading and writing in English
- have time-management skills
- am resourceful
- am motivated
- know my academic goals
- am comfortable with English
- have a GPA of 2.6 or higher
- am recently out of high school for 1 - 3 years

I CAN CHOOSE:
ENGL R101 + ENGL R101S
or
ENGL R101 + ENGL R101E

IF I:

- am comfortable with reading and writing in English but would like help
- have OK time-management skills, but finding help would be welcome
- could use some motivation
- am not sure what my academic goals are
- have a GPA of 1.9 to 2.6
- have been out of high school for 3 to 5 years

I WILL CHOOSE:
ENGL R101 + ENGL R101S
or
ENGL R101 + ENGL R101E

IF I:

- need help with reading and writing in English
- would like help with time-management
- would like help finding resources
- would like someone to help me be motivated
- am not sure what my academic goals are
- have a GPA of 1.9 or below
- have been out of high school for 5 years or more

TRANSFER-LEVEL ENGLISH

ENGL R101
4 Units

College Composition

Transfer-level English Composition. Students learn essay writing and research skills for a research paper. The focus is on critical thinking, analytical, and rhetorical skills.

ENGL R101 + ENGL R101S
4 Units *2 Units*

College Composition
Co-Requisite Support

This co-requisite course provides additional support instruction for students enrolled in ENGL R101 College Composition. It will allow for more concentrated efforts on the core elements of ENGL R101.

ENGL R101 + ENGL R101E
4 Units *2 Units*

College Composition
Co-Requisite Support
ESL Emphasis

This co-requisite course provides additional support instruction for students enrolled in ENGL R101 College Composition. It will allow for more concentrated efforts on the core elements of ENGL R101.

ENGL R101H
4 Units

College Composition: Honors

Honors work challenges students to be more analytical and creative through expanded assignments and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course.

OR I CAN CHOOSE TO DEVELOP MY SKILLS BY ENROLLING IN *OPTIONAL* ENGLISH CLASSES

JUST BEFORE TRANSFER-LEVEL ENGLISH

ENGL R097

Intermediate Composition
4 Units

Course is one-level below **ENGL R101** College Composition. Students review effective paragraphs and learn to plan, write, and revise short essays as well as an introduction to essay-exam taking skills and library resources.

ENGL R097 + ENGL R097S

Writing Support for Intermediate Composition
4 + 2 Units

This co-requisite course provides additional support instruction for students enrolled in ENGL R097 Intermediate Composition.

JUST BEFORE TRANSFER-LEVEL • ESL EMPHASIS

ENGL R100

Intermediate Composition
ESL Emphasis
4 Units

ESL emphasis. Course is one-level below **ENGL R101**, but does count as elective credit at the CSU. Students review effective paragraphs and learn to plan, write, and revise short essays as well as an introduction to essay-exam taking skills and library resources.

ENGL R100 + ENGL R100E

Writing Support for Intermediate Composition
ESL Emphasis *4 + 2 Units*

This co-requisite course provides additional support instruction for students enrolled in ENGL R100 Intermediate Composition: ESL Emphasis.

OXNARD COLLEGE **ENGLISH** PLACEMENT RECOMMENDATIONS

ALL incoming students can **enroll directly** in ENGL R101 *or* ENGL R101 + ENGL R101S *or* ENGL R101 + ENGL R101E

Success Probability Upon Completion of **ENGL R101**	High School Grade Point Average (GPA)	State Placement Recommendation
79% →	2.6 or greater	**Transfer-Level English Composition. No additional academic or concurrent support required.**
58% →	Between 1.9 and 2.6	**Transfer-Level English Composition. Additional academic and concurrent support recommended.**
43% →	Less than 1.9	**Transfer-Level English Composition. Additional academic and concurrent support strongly recommended.**

PLACEMENT RECOMMENDATION GUIDELINES

- **Use Highest Measure** For any other recommendation, use the highest measure or combination for class recommendations. Students should also use the English Informed Self-Placement (facing page).
- **Self-Reported GPA** If no high school transcript is available, use the State Placement Recommendations with self-reported high school grade point average and the English Informed Self-Placement.
- **Counseling** See a counselor today!

  Email **occounseling@vcccd.edu** or call **(805) 678-5816**

- **Use High School Coursework** Use high school coursework, high school grades, and high school grade point average as the primary measures for your placement recommendations. If no high school transcript is available, use the state recommendations above with self-reported high school grade point average and the English Informed Self-Placement.
- **Transcripts** If you see any of the following acronyms on a high school transcript, see the Educational Assistance Center: SDC or S, RSP or R, ED or E, OD, Directed Studies, Study Skills or Social Skills. See below for Special Assistance contact information.
- **Special Assistance** If you are a student who was enrolled in Special Education or a Resource Specialist Program (RSP) to support your individual and academic needs, please call the Educational Assistance Center (EAC) at (805) 678-5816.

Last Grade in **English Class** or **AP English** or **ERWC Scores**		
Grade	*Recommended Course*	*Placement*
A	ENGL R101 or ENGL R101H	Recommended
B or C	ENGL R101 + ENGL R101S or ENGL R101 + ENGL R101E	Strongly Recommended
D or F	ENGL R101 + ENGL R101S or ENGL R101 + ENGL R101E	Required
If you need to develop skills before ENGL R101	ENGL R097 + ENGL R097S or ENGL R100 + ENGL R100E	*Strongly Recommended*
EAP / CAASP Scores		
Score	*Recommended Course*	*Placement*
Ready Score	ENGL R101 or ENGL R101H	Recommended
Ready Conditional Score	ENGL R101 + ENGL R101S or ENGL R101 + ENGL R101E	Strongly Recommended
Not Yet Ready Score	ENGL R101 + ENGL R101S or ENGL R101 + ENGL R101E	Required
If you need to develop skills before ENGL R101	ENGL R097 + ENGL R097S or ENGL R100 + ENGL R100E	*Strongly Recommended*
HiSET Scores / CHSPE		
Level	*Recommended Course*	*Placement*
3 HiSET Pass CHSPE	ENGL R101 or ENGL R101H	Recommended
2 HiSET Pass CHSPE	ENGL R101 + ENGL R101S or ENGL R101 + ENGL R101E	Strongly Recommended
1 HiSET No Pass CHSPE	ENGL R101 + ENGL R101S or ENGL R101 + ENGL R101E	Required
If you need to develop skills before ENGL R101	ENGL R097 + ENGL R097S or ENGL R100 + ENGL R100E	*Strongly Recommended*

SAT English Scores		
Score	*Recommended Course*	*Placement*
500 +	ENGL R101 or ENGL R101H	Recommended
Below 499	ENGL R101 + ENGL R101S or ENGL R101 + ENGL R101E	Required
If you need to develop skills before ENGL R101	ENGL R097 + ENGL R097S or ENGL R100 + ENGL R100E	*Strongly Recommended*
ACT English Scores		
Score	*Recommended Course*	*Placement*
22 +	ENGL R101 or ENGL R101H	Recommended
Below 21	ENGL R101 + ENGL R101S or ENGL R101 + ENGL R101E	Required
If you need to develop skills before ENGL R101	ENGL R097 + ENGL R097S or ENGL R100 + ENGL R100E	*Strongly Recommended*
A/P English Exam Score AP Exam score to override AP grade if applicable. See College Catalog.		

English offers courses that have extra help and support for you!

- Enroll in the English course you choose and enroll in the extra help and support course that is linked to it
- Extra support courses provide additional instruction, and you may have a tutor dedicated just to your class!
- Support courses mean more time with your instructor, more time to work in class, and more access to campus resources.

Enroll in the English class you choose and enroll in the linked extra help and support class
or
Enroll in one of the optional English classes that has linked co-requisite support just before transfer English if you want to develop your skills a little more. The co-requisite units are transferable or degree applicable.

Call your Counselor at 805.678.5816

ENGLISH

The English program offers a wide variety of courses leading to the degree of Associate in Arts for Transfer. Students can take the full range of literature survey courses required to transfer as an English major at our local public universities: CSUCI, UCSB, CSUN, UCLA. The English program offers multiple sections of degree-applicable and transfer-level writing courses to give students the writing skills to succeed in college, to write in the workplace, and to meet university transfer requirements.

All students can enroll directly into English R101 College Composition, which is transfer-level.

English R101 College Composition may be offered with English R101S College Composition Co-requisite Support or English R101E College Composition Co-requisite Support: ESL Emphasis. See the English Informed Self-Placement as well as a counselor and use the English Placement Recommendations for help in choosing the appropriate English class.

If students wish to enroll in an optional English class just before English R101 College Composition, English R097 Intermediate Composition and/or English R100 Intermediate Composition: ESL Emphasis may be available. English R097 Intermediate Composition may be offered with English R097S Writing Support for Intermediate Composition. English R100 Intermediate Composition: ESL Emphasis may be offered with English R100E Writing Support for Intermediate Composition: ESL Emphasis. See the English Informed Self-Placement as well as a counselor and use the English Placement Recommendations for help in choosing the appropriate English class.

(Δ) Classes are offered in traditional classroom formats as well as partially online or fully online formats. Some sections of ENGL R097, ENGL R100, and ENGL R101 have additional support for students who wish for extra help in writing.

To determine which class or classes that have co-requisite support is the right class for you, see the English Informed Self-Placement as well as a counselor and use the English Placement Recommendations for help in choosing the appropriate English class.

English also offers honors classes: ENGL R101H Honors: College Composition and ENGL R102H Honors: Critical Thinking through Composition and Literature. In addition to the many literature courses offered each semester, there are regularly scheduled courses in creative writing. Literature and creative writing courses are offered both online and in the classroom. A degree in English prepares students for a variety of career opportunities in which the ability to read insightfully, think critically, and write clearly are necessary skills.

UC Limitation on Transfer of English Courses: The UC limits credit for some English courses.

See the UC Transfer Course Agreement page 84 or www.assist.org for current limitations. UC Limitation on Transfer of English Courses: The UC limits credit for some English courses.

For more information, contact:

Elissa Caruth ecaruth@vcccd.edu

ASSOCIATE IN ARTS FOR TRANSFER
ENGLISH

The Associate in Arts in English for Transfer (English AA-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AA-T in English**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **19** semester units in the **English** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **English AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (4 units)		**Units**
ENGL R102	**Critical Thinking through Composition and Literature**	**4**
or		
ENGL R102H	**Honors: Critical Thinking through Composition and Literature**	**4**
List A		
Select two courses from the following (**6** units)		
ENGL R104	**English Literature I**	**3**
ENGL R105	**English Literature II**	**3**
ENGL R107	**American Literature I**	**3**
ENGL R108	**American Literature II**	**3**
List B		
Select two course from the following (**6** units)		
Any from **List A** not already selected		**3**
ENGL R103	**Creative Writing**	**3**

List C
Select one of the following courses or any from **List A** or **List B** not already selected (**3** units)

ENGL R111	**Shakespeare**	**3**
ENGL R112	**Literature by Women**	**3**
ENGL R124	**Introduction to LGBTIQ Literature**	**3**
ENGL R126	**Introduction to Chicana/o Literature**	**3**

Total Required Major Units	**19**
CSU General Education *or* IGETC Pattern	**37-39**
Double-Counted Units	**- (9)**
Electives (CSU transferable units needed to reach 60)	**11-13**
Total Units required for the AA-T Degree	**60**

Program Student Learning Outcomes English for Transfer

Upon successful completion of the English Program for Transfer students will be able to:

- Write basic college-level essays, both in class and out of class, that include correct grammar, syntax, and mechanics in a variety of written expressions and rhetorical modes.
- Write well-developed college-level essays that incorporate correctly documented research that expresses and supports an original thesis.
- Analyze texts from various genres including but not limited to poetry, fiction, and drama and be able to identify major authors, historical contexts, and/or cultural trends of the periods covered.
- Identify, analyze, interpret, and/or synthesize various literary elements from works in different genres and articulate how those elements contribute to the overall effects and themes of a work or group of works.
- Depending on the courses taken, produce creative expressions in poetry, prose, drama, creative non-fiction, screenplays, and/or other developing written and/or mixed-media modalities.

ASSOCIATE DEGREE APPLICABLE ENGLISH COURSES

ENGL R097 Intermediate Composition 4 Units

Hours: *4 lecture weekly*
Prerequisites: *Placement as determined by the college's multiple measures assessment process*

IIn this composition course, students review the principles of effective paragraphs and learn to plan, write and revise short expository themes. This course includes essay-exam taking skills and an introduction to library resources. Upon completion, students will be able to write effective short essays. Students will also be prepared for a successful transition to ENGL R101. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

∆ ENGL R097S Writing Support for Intermediate Composition 2 Units

Hours: *2 lecture weekly*
Corequisites: *ENGL R097*

This co-requisite course provides additional skills and support instruction for students enrolled in ENGL R097 Intermediate Composition. The course will help students hone their writing skills and concentrate on elements of sentence review and construction as well as paragraphing, essay writing, and an introduction to research. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. Applies to Associate Degree.*

Transfer credit: ***none***

ENGL R098 Short Courses in Basic English .5 - 3 Units

Hours: *.5 - 3 lecture, 1 - 3 lab weekly*

Short Courses in Basic English are designed to meet the specific needs of the college and community. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***

TRANSFER-LEVEL ENGLISH COURSES

ENGL R100 Intermediate Composition: ESL Emphasis 4 Units

Hours: *4 lecture weekly*
Prerequisites: *ENGL R087 (ESL R087) or placement as determined by the college's multiple measures assessment process*

This course focuses on reading and composition for students whose native language is other than English. The course is intended for students familiar with the structure and vocabulary of English and with paragraph development. The course will develop the student's ability to think critically about and organize information from reading and to write and revise expository essays. The course emphasizes basic writing processes, as well as focusing on grammar and syntax. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

***UC Credit Limitation:** Any of this type of course combined - max credit: 8 units

∆ ENGL R100E Writing Support for Intermediate Composition: ESL Emphasis 2 Units

Hours: *2 lecture weekly*
Corequisites: *ENGL R100*

This co-requisite course provides additional skills and support instruction for students enrolled in ENGL R100 Intermediate Composition: ESL Emphasis. The course will help students hone their writing skills and concentrate on elements of sentence review and construction as well as paragraphing, essay writing, and an introduction to research. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. Applies to Associate Degree.*

Transfer credit: ***CSU***

ENGL R101 College Composition 4 Units

Hours: *4 lecture weekly*
Prerequisites: *ENGL R097 or ENGL R100 or eligibility for ENGL R101 as determined by the college's multiple measures assessment process*
C-ID: *ENGL 100*

This course provides development of skills in written expression, especially expository themes, including training in research techniques and preparation of a research paper. It is designed to develop critical thinking, analytical, and rhetorical skills. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D1***
CSU GE-Breadth: ***A2***
IGETC: ***1A***

Δ ENGL R101E College Composition Corequisite Support: ESL Emphasis 2 Units

Hours: *2 lecture weekly*
Corequisites: *ENGL R101*

This corequisite support course provides additional help and support for ESL students enrolled in ENGL R101 College Composition. The course will provide support instruction in areas of the ENGL R101 curriculum where students tend to require more attention. It will allow for more concentrated efforts on the core elements of ENGL R101 for the second language learner. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. Applies to Associate Degree.*

Transfer credit: ***CSU***

Δ ENGL R101S College Composition Corequisite Support 2 Units

Hours: *2 lecture weekly*
Corequisites: *ENGL R101*

This co-requisite course provides additional help and support for students enrolled in ENGL R101 College Composition. The course will provide support instruction in areas of the ENGL R101 curriculum where students tend to require more attention. It will allow for more concentrated efforts on the core elements of ENGL R101. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. Applies to Associate Degree.*

Transfer credit: ***CSU***

ENGL R101H Honors: College Composition 4 Units

Hours: *4 lecture weekly*
Prerequisites: *ENGL R097 or ENGL R100 or eligibility for ENGL R101 as determined by the college's multiple measures assessment process*
C-ID: *ENGL 100*

This course provides development of skills in written expression, especially expository themes, including training in research techniques and preparation of a research paper. It is designed to develop critical thinking, analytical, and rhetorical skills. Honors work challenges students to be more analytical and creative through expanded assignments, and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D1***
CSU GE-Breadth: ***A2***
IGETC: ***1A***

ENGL R102 Critical Thinking through Composition and Literature 4 Units

Hours: *4 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*
C-ID: *ENGL 110 & ENGL 120*

This course provides study of literature combined with instruction in critical thinking and composition. The course emphasizes understanding and writing about literature using principles of logical analysis, criticism, advocacy of ideas, and inductive and deductive reasoning. Students will examine assumptions upon which conclusions are based and recognize common logical errors of language and thought. Instruction is offered in advanced elements of style and organization. Application of critical thinking skills and logical methodology to the various literary genres will achieve a disciplined understanding of the material. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2, D2***
CSU GE-Breadth: ***A3***
IGETC: ***1B***



ENGL R102H Honors: Critical Thinking through Composition and Literature 4 Units

Hours: *4 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*
C-ID: *ENGL 110 & ENGL 120*

This course provides study of literature combined with instruction in critical thinking and composition. The course emphasizes understanding and writing about literature using principles of logical analysis, criticism, advocacy of ideas, and inductive and deductive reasoning. Students will examine assumptions upon which conclusions are based and recognize common logical errors of language and thought. Instruction is offered in advanced elements of style and organization. Application of critical thinking skills and logical methodology to the various literary genres will achieve a disciplined understanding of the material. Honors work challenges students to be more analytical and creative through expanded assignments, and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2, D2***
CSU GE-Breadth: ***A3***
IGETC: ***1B***

ENGL R103 Creative Writing 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*
C-ID: *ENGL 200*

This course introduces students to two genres of creative writing: poetry and fiction. Literature from each genre is analyzed critically. Students learn techniques for producing and revising their own creative writing, and their original works are critiqued in workshop settings. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***none***

ENGL R104 English Literature I 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*
C-ID: *ENGL 160*

This sophomore-level course surveys English literature in its cultural framework from Anglo-Saxon times through the eighteenth century. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

ENGL R105 English Literature II 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*
C-ID: *ENGL 165*

This course surveys the literature of the British Isles from the late eighteenth century to contemporary British and post-colonial texts. Works are studied within the political, historical, cultural, and scientific trends of the periods represented. This course complements studies in liberal education. Students cannot receive credit in both ENGL R105 and ENGL R152. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

ENGL R107 American Literature 1 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*
C-ID: *ENGL 130*

This course surveys the literatures of America from Native American oral tradition through the early 17th century to 1865, with emphasis on significant writers from diverse cultures within what is now the U.S.A. Works are examined within the political, cultural, and intellectual trends of the periods represented. The course complements studies in history, government, and liberal education. This course is not available for credit for students with credit in ENGL R153. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

ENGL R108 American Literature II 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*
C-ID: *ENGL 135*

This course surveys the literatures of America from 1865 to the present, with emphasis on significant writers from diverse cultures within the U.S. Works are examined within the intrinsic political, social and intellectual trends of the periods they represent. The course complements studies in humanities. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

ENGL R111 Shakespeare 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*

This course presents an introductory survey of Shakespeare's poetry and plays, including comedies, histories, tragedies, and romances. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

ENGL R112 Literature by Women 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*

This course is a survey of literature by women reflecting women's changing roles and identities of women in society in various cultural settings. Works studied are drawn from the genres of poetry, fiction, drama, memoirs, essays, and journals. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2, F***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

ENGL R124 Introduction to LGBTIQ Literature 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*

This course provides an introduction to LGBTIQ (Lesbian, Gay, Bisexual, Transgender, Intersex, and Queer or Questioning) themes and issues in world literature. The course will survey representative literature written by or about LGBTIQ people from Antiquity to the present. The course will include significant historical and cultural analysis as related to the LGBTIQ community and reflected in the LGBTIQ literature. The course will also examine how the LGBTIQ literature has impacted culture. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2, F***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

ENGL R125 Children's Literature 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*
C-ID: *ENGL 180*

Children's Literature will provide an inquiry into children's literature for grades K-6. Students analyze works in multiple genres, including but not limited to fiction and nonfiction, poetry, picture books, and traditional literature. Focus will be on critical reading of materials as well as analysis of literary elements and structural features. Students will examine societal and cultural values communicated through children's literature. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

ENGL R126 Introduction to Chicana/o Literature 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*

This course is designed as a general survey of the rich and diverse development of Chicana/o literature. The course will explore various genres including, but not limited to, poetry, short stories, novels, drama, and essays, and will engage in literary analysis of these materials. The course will pair the critical understanding of the works read within the context of the cultural, socioeconomic, and political histories that inform them. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2, F***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

ENGL R127 Advanced Creative Writing 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R103*

This course reviews two genres of creative writing: poetry and fiction. Literature from each genre is analyzed critically, and students' original works are critiqued in workshop settings and at individual instructor conferences. At the end of the semester, students will have produced a substantial body of work in a specific genre - a few chapters of a novel, several short stories, or a chapbook of poetry. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

ENGL R128 Composition and Critical Thinking through Non-Fiction 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*
C-ID: *ENGL 105*

This course emphasizes critical thinking in argumentation, including the principles of rhetoric and analysis of the writing process. Students will engage in close reading and evaluation of non-fiction texts and apply the elements of logic to the creation of arguments. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***C2***
IGETC: ***1B***

ENGL R129 Introduction to Latinx Literature 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*

This course is designed as a general survey of the rich and diverse development of Latinx literature. The course will explore various genres including, but not limited to, poetry, short stories, novels, drama, and essays, and will engage in literary analysis of these materials. The course will pair the critical understanding of the works read within the context of the cultural, socioeconomic, and political histories that inform them. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***C2, F***
CSU GE-Breadth: ***A3***
IGETC: ***1B***

ENGL R189 Topics in Literature 1 - 3 Units

Hours: *1 - 3 lecture, 3 - 9 lab weekly*
Prerequisites: *ENGL R097 or placement as determined by the college's multiple measures assessment process*
Advisories: *ENGL R101 or ENGL R101H or ENGL R102 or ENGL R102H*

Topics in Literature courses provide the opportunity for in-depth study of a literary period or movement, author, or theme in literature. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

ENGL R198 Short Courses in English .5 - 3 Units

Hours: *.5 - 3 lecture weekly*
Prerequisites: *ENGL R097 or ENGL R100 or eligibility for ENGL R101 or placement as determined by the college's multiple measures assessment process*

Short courses in English are designed to meet the specific needs of the college and community. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

ENGL R199 Directed Studies in English 1 - 3 Units

Hours: *1 - 3 lecture weekly*
Prerequisites: *ENGL R101 or ENGL R101H*

This course offers students the opportunity to further their knowledge of English language and literature on an independent-study basis. The student and instructor will work together to design course content and/or research. Meeting times and requirements will be determined by the instructor. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. Applies to Associate Degree.*

Transfer credit: ***CSU***

ENGLISH AS A SECOND LANGUAGE

English as a Second Language courses provide students with the reading and writing skills necessary for success in academic courses across the disciplines. Credit courses start at the advanced-intermediate level (ESL R76), to advanced (ESL R086), and continue through college-level courses in reading (ESL R095) and composition (ESL R100). Reading instruction focuses on study skills, vocabulary development and comprehension as it pertains to content-area reading. Writing instruction includes sentence skills, paragraph and essay writing, and grammar review.

AB705 & 1805: "Instruction in English as a second language (ESL) is distinct from remediation in English. Students enrolled in ESL credit coursework are foreign language learners who require additional language training in English, require support to successfully complete degree and transfer requirements in English, or require both of the above." CCCCO

AB 705 Compliance: Students who move successfully through the levels of credit ESL are able to complete transfer-level composition within the 3-year time limit set by AB 705. Initial placement will determine the number of semesters a student will need to complete transfer-level composition. Students can accelerate through the levels based on instructor and counselor recommendations.

Multiple Measures: Oxnard College Student Services use several measures to help students select the right courses for their skill level. These include the Reading and Writing Guided Self-Placement, ESL Placement Survey, HS Welcome Event Writing Sample, HS Transcripts, ABE/AE courses. It is recommended that students contact the Welcome Center and meet with a counselor for help with course selection.

Note: Oxnard College offers six noncredit courses in ESL. These courses are ESL R800A, R800B, ESL R801A, R801B and R801C, and ESL R805. Please see "Noncredit English as a Second Language" on page 211 and on page 302.

For more information, contact:

Matilde Sánchez (805) 678-5069 msanchez@vcccd.edu

Program Student Learning Outcomes ESL

Students informed in English as a Second Language will be able to:

- Understand and use library and learning resources and support services.
- Hold a conversation about an everyday topic in English so as to understand and make themselves understood.
- Demonstrate English reading skills in identifying main ideas and supporting details.
- Write sentences using various English verb tenses of increasing complexity from the simple present and present continuous through the present perfect.

ENGLISH AS A SECOND LANGUAGE (ESL) COURSES

ESL R076 Reading and Writing Fundamentals 4 Units

Hours: *4 lecture weekly*
Formerly: *ESL R075 and ESL R077*
Prerequisites: *Placement as determined by the college's multiple measures assessment process*
Advisories: *ESL R065 or ESL R802B*

This course is designed to instruct the low-advanced ESL learner or the native English speaker desiring instruction in the fundamental skills of academic reading and writing. Writing topics include compound and complex sentences, verb tenses, and punctuation applied to academic writing. Reading topics include identifying main idea in paragraphs and longer passages, vocabulary development, use of context, literal and inferential comprehension, and recognizing basic patterns of organization. Study skills include note-taking, text annotating, scanning for information, study-reading techniques, and navigation of college's learning management system. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Not Degree Applicable.*

Transfer credit: ***none***

ESL R086 Academic Reading and Composition 4 Units

Hours: *4 lecture weekly*
Formerly: *ESL R085 and ESL R087*
Prerequisites: *Placement as determined by the college's multiple measures assessment process*
Advisories: *ESL R076*

In this course, students develop sentence skills by writing, analyzing, and rewriting sentence exercises and paragraphs. The course includes study of paragraph structure and various patterns of development. Course also includes skills for college-level reading focusing on active reading techniques, critical reading skills, reading comprehension, study skills and vocabulary development. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Not Degree Applicable.*

Transfer credit: ***none***

Oxnard College
English as a Second Language and Reading

Noncredit Courses

LEVEL 1	LEVEL 2	LEVEL 3
ESL R800A Listening & Speaking	**ESL R801A** ESL Communication Skills	**ESL R802A** Listening & Speaking Skills
ESL R800B Reading & Writing	**ESL R801B** Reading, Grammar & Writing	**ESL R802B** Reading & Writing Skills
Certificate of Competency LEVEL 1	**Certificate of Competency LEVEL 2**	**Certificate of Competency LEVEL 3**

ESL R805
Language for Citizenship Preparation

Credit Courses

SEMESTER 1	SEMESTER 2	SEMESTER 3	SEMESTER 4	SEMESTER 5
ESL R076 Reading & Writing	**ESL R086** Academic Reading & Composition	**ESL R100** College Writing Prep (Transfer and degree applicable)	**ENGL R101** College Composition	Courses toward certificate, degree, and/or transfer completion
		ESL R095 or READ R095 College Reading Skills (AA/AS Degree applicable)		**READ R105** Critical Reading (Transfer and degree applicable)

ESL R108/COMM R100
ESL Academic Oral Comm.
(Transfer and degree applicable)

COMM R101
Intro to Oral Communication

AB 705 Compliance: Students who move successfully through the levels of credit ESL are able to complete transfer-level composition within the 3-year time limit set by AB 705. Initial placement will determine the number of semesters a student will need to complete transfer-level composition. Students can accelerate through the levels based on instructor and counselor recommendations.

AB705 & 1805: "AB 705 is not intended to place all English language learners (ELLs) into transfer-level composition, to eliminate credit ESL offerings, to shift all credit ESL offerings into noncredit, to eliminate credit ESL courses that are not designed to lead to transfer composition, or to eliminate elective, support courses focused on specific language skills which are not part of the credit ESL sequence leading to transfer-level composition." CCCCO

AB705 & 1805: "Instruction in English as a second language (ESL) is distinct from remediation in English. Students enrolled in ESL credit coursework are foreign language learners who require additional language training in English, require support to successfully complete degree and transfer requirements in English, or require both of the above." CCCCO

Multiple Measures: Oxnard College Student Services use several measures to help students select the right courses for their skill level. These include the Reading and Writing Guided Self-Placement, ESL Placement Survey, HS Transcripts, ABE/AE courses. It is recommended that students contact the Welcome Center and meet with a counselor for more information.

*Non-Credit Courses Repeatability: Students may re-enroll and repeat the same course content with no specific limitations. They must successfully complete all the required courses for the Certificate of Competency at each level.

ESL R098 Short Courses in ESL .5 - 3 Units

Hours: .5 - 3 lecture, 1.5 - 9 lab weekly

This class offers courses in specialized topics designed to inform or update interested people in various disciplines within the field of English as a second language. The unit credit is determined by length and format of course. Field trips may be required. The course is not applicable for degree credit. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Degree Applicability Varies by Topic.*

Transfer credit: ***none***

ESL R100 College Writing Preparation for Non-Native Speakers 4 Units

Hours: 4 lecture, 1 lab weekly
Prerequisites: Placement as determined by the college's multiple measures assessment process
Advisories: ESL R087

This course provides instruction and practice in critical and analytical writing with emphasis on language structure and vocabulary development for non-native speakers of English. The course focuses on critical analysis and appreciation of culturally diverse readings, an introduction to integrating readings into writing assignments, and refining the academic language fluency of non-native speakers of English. Research, synthesis, and documentation, and advanced language skills are integrated in the academic writing and culturally diverse reading content. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

ESL R108 ESL Academic Oral Communication 3 Units

Hours: 3 lecture, 1 lab weekly
Advisories: ESL R048 or ESL R802A

This course is designed to help advanced non-native speakers of English communicate well in academic, professional, and social settings through practice in basic principles of oral communication (with an emphasis on most effective use of voice and body). Students will engage in group discussion, public speeches, and oral reading. (Same as **COMM R100**.) *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

NONCREDIT ENGLISH AS A SECOND LANGUAGE

Oxnard College offers 3 levels of noncredit courses in English as a Second Language, beginning to intermediate. Non-Credit Courses Repeatability: Students may re-enroll and repeat the same course content with no specific limitations. These courses grant no college credit and no units. There is limited to no costs associated with noncredit courses. Certificates of Competency are issued upon completion of required courses at each level. Students should contact the Welcome Center for help with course selection.

CERTIFICATE OF COMPETENCY
NONCREDIT

ENGLISH AS A SECOND LANGUAGE - LEVEL 1

The ESL Certificate of Competency-Level 1 prepares student to function in everyday situations in social, business, educational, financial, and medical settings. The focus is to prepare students to transition to credit ESL college courses.

Courses		Hours
ESL R800A	Beginning Listening and Speaking	54
ESL R800B	Beginning Reading and Writing	54
	Total Required Hours	**108**

Program Student Learning Outcomes

Upon successful completion of the ESL Certificate of Competency - Level 1 program students will be able to:

- Read with basic literal comprehension.
- Write simple sentences using basic grammar correctly.
- Participate in conversations on a variety of everyday topics.

CERTIFICATE OF COMPETENCY
NONCREDIT

ENGLISH AS A SECOND LANGUAGE - LEVEL 2

The ESL Certificate of Competency-Level 2 prepares student to function in everyday situations in social, business, educational, financial, and medical settings. The focus is to prepare students to transition to credit ESL college courses.

Courses		Hours
ESL R801A	ESL Communication Skills Noncredit	54
ESL R801B	ESL Reading, Grammar and Writing Skills	70
	Total Required Hours	**124**

Program Student Learning Outcomes

Upon successful completion of the ESL Certificate of Competency - Level 2 program students will be able to:

- Read with basic comprehension and acquire new vocabulary in context.
- Write simple sentences using correct grammar and syntax.
- Participate in conversations of a variety of everyday topics.

CERTIFICATE OF COMPETENCY
NONCREDIT

ENGLISH AS A SECOND LANGUAGE - LEVEL 3

The English as a Second Language Level 3 Certificate of Competency prepares student to transition to credit ESL college courses. The courses required for the certificate integrate low-intermediate reading and writing skills and listening and speaking skills that prepare students for academic work. Students will also acquire skills to help them communicate in everyday situations such as social, business, financial, and medical settings. The focus is to prepare students to transition to credit ESL college courses.

Courses		Hours
ESL R802A	ESL Speaking and Listening Skills	48
ESL R802B	ESL Reading and Writing Skills	70
	Total Required Hours	**118**

Program Student Learning Outcomes

Upon successful completion of the ESL Certificate of Competency - Level 3 program students will be able to:

- Read with intermediate-level comprehension and acquire new vocabulary from context.
- Write simple sentences using correct grammar and syntax.
- Participate in conversations on a variety of topics regarding employment, academics, and leisure time.

ESL R800A Beginning Listening and Speaking Noncredit 0 Units

Hours: *54 contact hours*

This course focuses on speaking and listening skills designed for beginning non-native speakers of English. Activities include role playing, dialogues, pronunciation practice, and class discussions. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ESL R800B Beginning Reading and Writing Noncredit 0 Units

Hours: *54 contact hours*

This course provides instruction in reading and writing skills for non-native speakers of English who are at the entry-level of English language acquisition. Course content includes reading comprehension, vocabulary development, basic grammar and sentence writing. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ESL R801A ESL Communication Skills Noncredit 0 Units

Hours: *54 contact hours*
Advisories: *ESL R800A*

This course is designed for non-native speakers of English at a high-beginning to low-intermediate level. The course provides listening and speaking practice used in conversational patterns and academic settings. The course also includes grammar points, vocabulary, note-taking, and pronunciation to develop language proficiency and build academic skills. The course emphasizes developing confidence in expressing oneself in English. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ESL R801B ESL Reading, Grammar and Writing Skills 0 Units

Hours: *70 contact hours*
Prerequisites: *Placement based on college's multiple measures process.*
Advisories: *ESL R800B*

This is a low-intermediate level reading and writing course for students learning English as a second language and native English speakers who need to develop basic reading and writing skills. Topics included are comprehension skills, critical thinking, vocabulary development, and study skills integrated with grammar and sentence-level writing for academic and real-life situations. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ESL R802A ESL Speaking and Listening Skills 0 Units

Hours: *52.5 contact hours*
Formerly: *ESL R048*
Advisories: *ESL R801A*

This course is intended for high-intermediate to advanced non-native English speakers who are able to hold a conversation in English. The course helps ESL students communicate more effectively in academic, professional, and social settings, and to adequately document oral presentations. Students will also develop listening, note-taking, and speaking skills, and strategies for success in the college environment. The course provides review of grammar, vocabulary, and idiomatic expressions. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***



ESL R802B **ESL Reading and Writing Skills** **0 Units**

Hours: *52.5 contact hours*
Formerly: *ESL R065*
Prerequisites: *Placement based on college's multiple measures process.*
Advisories: *ESL R801B and ESL R801C*

This course provides intermediate level ESL students instruction in basic academic reading and writing skills. Topics include understanding main idea and supporting details, literal and inferential comprehension, grammar and sentence skills, vocabulary development, study skills and basic use of library resources and the college's course management system. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ESL R805 **Language Skills for Citizenship Preparation Noncredit** **0 Units**

Hours: *18 contact hours*
Advisories: *Intended for students interested in becoming naturalized citizens*

The course is designed to help non-native speakers of English prepare for U.S. Citizenship. Students receive direct instruction in oral/aural and written literacy skills in English necessary to pass an oral and written test with an Immigration and Naturalization Service official. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ENTREPRENEURSHIP

See "Business" on page 147 for awards and courses in Entrepreneurship.

ENVIRONMENTAL SCIENCE

Environmental Science integrates topics from biological sciences, physical sciences, geosciences, and public policy to understand the working of the earth's ecosystems and the impact of humans within those systems. Environmental Scientists apply scientific knowledge to understand complex environmental problems that impact the quality of life and develop solutions to protect, preserve, and sustain the natural environment.

The Associate in Science in Environmental Science for Transfer degree (AS-T in Environmental Science) prepares students to transfer into the CSU system to complete a bachelor's degree in Environmental Science, Environmental Science and Resource Management, Environmental Studies, or a major deemed similar by a CSU campus. For transfer to the UC system, or other institutions outside the UC and CSU systems students may want to consider the AS in Coastal Environmental Studies instead.

For more information, contact:

Jim Danza (805) 678-5209 jdanza@vcccd.edu

ASSOCIATE IN SCIENCE FOR TRANSFER
ENVIRONMENTAL SCIENCE

Environmental Science integrates topics from biological sciences, physical sciences, geosciences, and public policy to understand the working of the earth's ecosystems and the impact of humans within those systems. Environmental Scientists apply scientific knowledge to understand complex environmental problems that impact the quality of life and develop solutions to protect, preserve, and sustain the natural environment.

The Associate in Science in Environmental Science for Transfer degree (AS-T) prepares students to transfer into the CSU system to complete a bachelor's degree in Environmental Science, Environmental Science and Resource Management, Environmental Studies, or a major deemed similar by a CSU campus. Students earning an associate degree for transfer and meeting the CSU minimum transfer admission requirements are guaranteed admission with junior standing to the CSU system but not to a particular campus or major. Each CSU campus determines which of the degrees it offers are "similar" and can be completed with the preparation included in the AS-T in Environmental Science within 60 units once a student transfers, so which majors are "similar" varies from CSU to CSU. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to icangotocollege.com and seek guidance from an Oxnard College counselor. The AS-T in Environmental Science may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system.

For transfer to the UC system, students may want to consider the AS in Coastal Environmental Studies instead.

To earn an **AS-T in Environmental Science**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **39** semester units in the **Environmental Science** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **AS-T in Environmental Science Studies** 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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

continued on next page

Select either Option 1 *or* **Option 2**

Option 1 (**15** units)		**Units**
BIOL R120	**Principles of Biology I**	**4**
BIOL R120L	**Principles of Biology I Lab: Intro to Cellular and Molecular Biology**	**1**
BIOL R122	**Principles of Biology II**	**4**
BIOL R122L	**Principles of Biology II Laboratory**	**1**
CHEM R120	**General Chemistry I**	**5**

Option 2 (**15** units)		**Units**
BIOL R120	**Principles of Biology I**	**4**
BIOL R120L	**Principles of Biology I Lab: Intro to Cellular and Molecular Biology**	**1**
CHEM R120	**General Chemistry I**	**5**
CHEM R122	**General Chemistry II**	**5**

List A
Select Geology and the appropriate statistics and calculus course for the intended transfer institution (11-13 units)

GEOL R101	**Physical Geology**	**3**
GEOL R101L	**Physical Geology Laboratory**	**1**

Choose one Statistics course from the following (3-4 units):

MATH R105	**Introductory Statistics**	**4**
MATH R105H	**Honors: Introductory Statistics**	**4**
PSY R103	**Beginning Statistics for Behavioral Science**	**3**

Choose one Calculus course (**4-5** units):

MATH R120	**Calculus with Analytic Geometry I**	**5**
MATH R106	**Business Calculus**	**4**

List B
Select ECON and the appropriate physics series for the intended transfer institution (**13** units)

ECON R201	**Introduction to the Principles of Microeconomics**	**3**

and

Physics Series 1 (**10** units)

PHYS R131	**Physics for Scientists and Engineers 1**	**5**
PHYS R132	**Physics for Scientists and Engineers 2**	**5**

or

PHYS R101	**College Physics 1**	**4**
PHYS R101L	**College Physics 1 Laboratory**	**1**
PHYS R102	**College Physics 2**	**4**
PHYS R102L	**College Physics 2 Laboratory**	**1**

Total Required Major Units	**39-41**

Note: Students are strongly encouraged to take ESRM **R100 Introduction to Environmental Science** as one of their free electives. This course provides an introduction to this major and field of study and though not required for the AS-T, it is required in Environmental Science and Environmental Studies majors at some UCs and CSUs, including, but not limited to, UCSB, CSUCI, SDSU, and Humboldt State. Students who transfer without ESRM R100 to a university that requires it will have to complete the course at the university after transfer. This may delay students from taking some upper division courses for which ESRM R100 is a prerequisite.

General Education requirements: The AS-T requires students to complete the IGETC for STEM pattern of general education because an AS-T cannot require more than 60 units. The remaining 6 units of non-STEM GE coursework will be completed after transfer. Students may transfer up to 70 units to the CSU or UC.

Total Required Major Units	**39-41**
IGETC for STEM	**31**
Double-Counted Units	**-(13)**
Free electives required (ESRM R100 recommended)	**1-3**
Total required units for AS-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Environmental Science Program for Transfer students will be able to:

- Use the scientific method and an understanding of ecological principles to critically analyze information on the ways human activities affect the environment.
- Analyze the inherent environmental, social, and economic outcomes of living sustainably on current and future generations.
- Demonstrate proper use of a variety of field and/or laboratory techniques used in fields of environmental studies.
- Understand and communicate complex relationships between natural and human systems.
- Demonstrate knowledge of the roles of societal and political organizations in environmental policy-making, regulation, compliance, and enforcement.

ENVIRONMENTAL SCIENCE AND RESOURCE MANAGEMENT COURSES

ESRM R100 Introduction to Environmental Science 3 Units

Hours: *3 lecture weekly*
Advisories: *ENGL R101 or ENGL R101H*
C-ID: *In progress*

This course is an interdisciplinary introduction to environmental issues from a scientific perspective focusing on physical, chemical, and biological processes within the Earth system, the interactions between humans and these processes, and the role of science in finding sustainable solutions. Topics include ecological principles, biodiversity, climate change, sustainability, renewable and non-renewable energy, water resources, air and water pollution, and solid waste management. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B2***
IGETC: ***5B***

ESRM R100L Introduction to Environmental Science Laboratory 1 Unit

Hours: *3 lab weekly*
Prerequisites: *ESRM R100 or concurrent enrollment*

Explores environmental processes associated with society including energy production, waste management, and soil and water quality. The laboratory class is focused on using environmental sampling, monitoring and assessment devices, and equipment and analytical tools to detect and quantify environmental contaminants in air, water and soil, as well as to assess the overall quality of those basic environmental resources. This course emphasizes the scientific method, data collection, and the completion of a research-based oral presentation. *Field trips will be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***none***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

ETHNIC STUDIES

Ethnic studies are the critical interdisciplinary study of race and ethnicity focusing on historically aggrieved racialized groups in the United States including Chicana/o Americans, Latina/o Americans, African Americans, Asian Americans and Native Americans. Utilizing social-scientific and humanistic perspectives, we examine how racism has been and continues to be a powerful social, cultural and political force and we explore how it intersects with other aspects of identity including, gender, sexuality, legal status, class, religion, nationality, and immigration status. Our ethnic studies program is dedicated to social justice and combating racism while producing students with strong critical thinking skills that are applicable to a wide range of careers.

For more information contact:

Liberal Studies Division Office (805) 678-5804

ETHNIC STUDIES COURSES

ETHS R107 The Anthropology of Native Americans 3 Units

Hours: *3 lecture weekly*

Through ethnography, story and artifact, this course explores the anthropology of Native Americans from prehistory to the present. Utilizing an anthropological and Native American Studies perspective, we examine sociocultural issues relevant to Native Americans such as economics, language, religion, identity, politics, and cultural change. Special attention will be given to the contributions of Native Americans to the field of anthropology and to the broader culture of the United States. Emphasis will also be placed on the impact of European colonialism and on contemporary issues such as discrimination, the struggle for sovereignty, and land rights. (Same as **ANTH R107**). *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D,F***
IGETC: ***4A, 4C***

ETHS R110 Introduction to Social Justice Studies 3 Units

Hours: *3 lecture weekly*

This course introduces students to the interdisciplinary study of race and ethnicity in the United States and the world beyond. It examines social justice movements in relation to ethnic and racial groups in the United States to provide a basis for a better understanding of the socioeconomic, cultural and political conditions among Native American, African American, Asian American, and Latina and Latino American communities. Using an intersectional lens, we will explore colonialism, racism and social movements in the U.S. context. (Same as **SJS R110**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D***
IGETC: ***4G***

ETHS R114 African American Culture and Experience 3 Units

Hours: *3 lecture weekly*

This course explores the richness and diversity of African American culture and experience in the Americas from the 1600's to the present. Utilizing an anthropological perspective, the course will critically explore concepts like race, identity, diaspora, discrimination, marginalization and hybridity while paying particular attention to the significant impact that African Americans have had on American culture as a whole. Topics for discussion will include the influences of Yoruba culture, slavery, the Harlem Renaissance, Pan-Africanism, civil rights, the Black Power movement, the Black Panthers, blues, jazz, poetry, sports, literature, and the culture of Hip Hop. (Same as **ANTH R114**). *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D***
IGETC: ***4A***

ETHS R119 Introduction to Border Studies 3 Units

Hours: *3 lecture weekly*

Borders and borderlands define territories and identity while simultaneously calling them into question. Utilizing an interdisciplinary perspective, this course explores both physical and conceptual borders and borderlands with an emphasis on first person narratives, generalizing to universal themes of change, globalization, conflict, motivation and movement across borders. Through a range of ethnographic, narrative and theoretical works, we will analyze specific borderlands and borderland identities while considering the themes of hybridity, gender, sexuality, marginalization, economics, immigration, labor flows, travel, pollution, environmental change, media, conflict and cooperation. (Same as **BRS R101** and **ANTH R119**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D***
IGETC: ***4***

FILM, TELEVISION AND ELECTRONIC MEDIA

The Film, Television, and Electronic Media (FTVE) program offers comprehensive hands-on training in video, media and television production. Students may earn a two-year Associate in Science for Transfer Degree, an Associate in Science Degree, or a Certificate of Achievement.

The FTVE facilities provide access to professional audio and camera equipment packages for student use, as well as a multi-camera television studio, and a MAC computer lab. Private editing suites are also available for audio and video post-production access.

The course curriculum includes training in cinematography, sound production, screenwriting, digital media production, lighting, digital video editing, motion picture production, and aesthetic film and media courses. Students are required to produce various digital video short projects throughout their study and participate in program and campus media events.

For more information, contact:

Anitra N. Lawson (805) 678-5268 alawson@vcccd.edu

ASSOCIATE IN SCIENCE FOR TRANSFER
FILM, TELEVISION, AND ELECTRONIC MEDIA

The Associate in Science in Film, Television, and Electronic Media for Transfer (FTVE AS-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn an **AS-T in Film, Television and Electronic Media**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   a. Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   b. A minimum of **18** semester units in the **Film, Television and Electronic Media** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Film, Television and Electronic Media 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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (6 units)		**Units**
FTVE R100	**Introduction to Electronic Media**	**3**
FTVE R110	**Introduction to Media Writing**	**3**
List A		
Select one audio and one video production course (**6** units):		
FTVE R120	**Beginning Audio Production**	**3**
and		
FTVE R130	**Beginning Single Camera Production**	**3**
or		
FTVE R135	**Beginning TV Studio Production**	**3**
List B		
Select one of the following courses (**3** units):		
Any course from List A not already selected above		
FTVE R107	**History of Film**	**3**
FTVE R150	**Beginning Motion Picture Production**	**3**
List C		
Select one of the following courses (**3** units):		
Any course from List A or List B not already selected above		
FTVE R106	**Beginning Digital Editing**	**3**
FTVE R115	**Introduction to Podcasting and Digital Storytelling**	**3**
FTVE R155	**Advanced Studio Production**	**3**
FTVE R160	**Introduction to Digital Photography**	**3**
	Total Required Major Units	**18**
	CSU General Education *or* IGETC Pattern	**37-39**
	Double-Counted Units	**- (0-6)**
Electives	(CSU transferable units needed to reach 60)	**5-9**
	Total Units required for the AS-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Film, Television, and Electronic Media Program for Transfer students will be able to:

- Effectively communicate information and stories to a target audience, applying a general knowledge of visual storytelling and specific technical skills from their area of specialization.
- Demonstrate critical thinking, research, and analysis skills to understand the trends, terminology, and technology to thrive in the entertainment industry and accomplish professional and personal goals.
- Demonstrate basic trouble shooting skills and the ability to creatively problem-solve throughout the filmmaking process.
- Demonstrate knowledge of historical, legal, and ethical issues, theories and concepts in film history and all aspects of film and media production.
- Demonstrate skills and knowledge to obtain entry-level professional employment in an area of specialization.

- Demonstrate professional-level achievement through multiple projects and a completed industry-standard demo reel or portfolio.
- Demonstrate proficiency in post-production technology and techniques.
- Exhibit sensitivity to diversity and professional responsibility in all areas of film, media and Television.
- Demonstrate writing proficiency appropriate for entry-level professional practice including compelling story and character development and effective pitching strategies.
- Assemble creative teams and work effectively to guide a crew through the pre-production, production and post-production process and the completion of film and media projects.
- Demonstrate effective use of equipment and current technologies appropriate to the entry level of professional practice including working effectively with various cameras, lenses, lighting, audio and accessories.
- Design and execute creative lighting schemes and choices that serve the story.
- Apply principles of composition and camera movement to enhance the story and articulate director's vision.

ASSOCIATE IN SCIENCE DEGREE
FILM, TELEVISION, AND ELECTRONIC MEDIA

The Associate of Science Degree in Film, Television, and Electronic Media offers students hands-on experience in directing, lighting, video/audio production, and electronic media arts. The degree is geared for those who are interested in obtaining employable skills in the Film and Television Industry.

Required Core Courses (3 units)		**Units**
FTVE R106	**Beginning Digital Editing**	**3**
FTVE R110	**Introduction to Media Writing**	**3**
FTVE R120	**Beginning Audio Production**	**3**
FTVE R130	**Beginning Single Camera Production**	**3**
FTVE R135	**Beginning TV Studio Production**	**3**
FTVE R160	**Introduction to Digital Photography**	**3**
	Total Required Major Units	**18**

Additional units/requirements to complete the A.S. Degree

Oxnard College General Education Pattern	**29**
Double-Counted Units	**-(3)**
Degree-Applicable Electives (needed to reach 60 units)	**16**
Total Units required for the A.S. Degree	**60**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

Program Student Learning Outcomes

Upon successful completion of the Film, Television, and Electronic Media program students will be able to:

- Critically discuss artistic and technical choices using industry terminology.
- Assemble creative teams to originate commercials, music videos, or shorts.
- Effectively communicate information and stories to a target audience, applying a general knowledge of visual storytelling and specific technical skills from their area of specialization.
- Critically discuss artistic and technical choices using industry terminology.
- Demonstrate proficiency in post-production technology and techniques.
- Conceive and script a short film that demonstrates compelling story and character development.
- Design and execute creative lighting schemes and choices that serve the story using 3-point, 4 point, and 5 point lighting.

CERTIFICATE OF ACHIEVEMENT
FILM, TELEVISION, AND ELECTRONIC MEDIA PRODUCTION

The Certificate of Achievement in Film, Television, and Electronic Media Production offers students hands-on experience in directing, lighting, video/audio production, and electronic media arts. The certificate is geared for those who are interested in obtaining employable skills in a short timeframe. The Certificate of Achievement may be completed in one year and serves as a professional development opportunity. Courses may be applied towards a degree, if students wish to pursue a degree in FTVE.

Required Core Courses (3 units)		**Units**
FTVE R106	**Beginning Digital Editing**	**3**
FTVE R120	**Beginning Audio Production**	**3**
FTVE R130	**Beginning Single Camera Production**	**3**
FTVE R135	**Beginning TV Studio Production**	**3**
FTVE R150	**Beginning Motion Picture Production**	**3**
FTVE R160	**Introduction to Digital Photography**	**3**
	Total Required Major Units	**18**

To complete the Certificate of Achievement, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Film, Television, and Electronic Media Production certificate students will be able to:

- Critically discuss artistic and technical choices using industry terminology.
- Assemble creative teams to originate commercials, music videos, or shorts.
- Effectively communicate information and stories to a target audience, applying a general knowledge of visual storytelling and specific technical skills from their area of specialization.
- Critically discuss artistic and technical choices using industry terminology.
- Demonstrate proficiency in post-production technology and techniques.
- Conceive and script a short film that demonstrates compelling story and character development.
- Design and execute creative lighting schemes and choices that serve the story using 3-point, 4 point, and 5 point lighting.

FILM, TELEVISION AND ELECTRONIC MEDIA COURSES

FTVE R100 Introduction to Electronic Media 3 Units

Hours: *3 lecture weekly*
C-ID: *FTVE 100 (in progress)*

This course introduces the history, structure, function, economics, content and evolution of radio, television, film, the Internet, and new media, including traditional and mature formats. The social, political, regulatory, ethical and occupational impact of the electronic media are also studied. Topics covered include technological development, programming; ratings; social, legal and economic aspects of broadcasting in America; and cross-cultural, international comparisons. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, C2***
CSU GE-Breadth: ***D7***
IGETC: ***none***

FTVE R106 Beginning Digital Editing 3 Units

Hours: *2 lecture, 3 lab weekly*

n this course, students develop and improve their digital editing skills using non-linear editing software. Students will explore film/video editing theory and apply various editing styles to video footage from multiple sources. Students will gain understanding of the impact that editing has on audience response. Critical analysis of the editing process, editing complex scenes and creating visual effects will be part of the curriculum. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

FTVE R107 History of Film 3 Units

Hours: *3 lecture weekly*

This course explores both U.S. and international motion pictures from 1895 to present day. Students examine historical developments and innovations in film as an art form and as a distinctive medium of communication. Screenings of important films, discussions of these films and their directors, and the critical reactions of the students are the major focus of class activities. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***C1***
IGETC: ***3A***

FTVE R110 Introduction to Media Writing 3 Units

Hours: *3 lecture weekly*
C-ID: *FTVE 110 (in progress)*

This is an introductory course that trains students to write for film and electronic media and to prepare scripts in proper formats. Students learn to plan and develop scripts utilizing professional standards and methods. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***none***
IGETC: ***none***

FTVE R115 Introduction to Podcasting and Digital Storytelling 3 Units

Hours: *2 lecture, 3 lab weekly*

This course is an introduction to all aspects of digital storytelling and podcasting. Students will produce content in the form of podcasts in formats such as talk shows, newscasts, and documentaries. Basic writing, diction, and audio editing techniques for broadcast and digital media will be covered. Ethical and legal aspects of broadcast communication and journalism are also covered. An emphasis will be placed on producing content for the public, including markup languages for submitting and hosting podcasts. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

FTVE R120 Beginning Audio Production 3 Units

Hours: *2 lecture, 3 lab weekly*
C-ID: *FTVE 120 (in progress)*

This course introduces the theoretical and practical fundamentals of audio production, technology, and terminology. This includes exercises using available equipment, an introduction to the lexicon of audio production, and an understanding of the selection and use of audio tools/software that support, radio, television, video, film, and multimedia production. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

FTVE R130 Beginning Single Camera Production 3 Units

Hours: *2 lecture, 3 lab weekly*
C-ID: *FTVE 130*

The course provides an introduction to the theory, terminology, and operation of single camera video production, including composition and editing techniques, camera operation, portable lighting, video recorder operation, audio control and basic editing. This course focuses on the aesthetics and fundamentals of scripting, producing and directing on location, postproduction, and exhibition/distribution. This course gives students skills needed for directing and editing digital video projects utilizing single camera production. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***none***
IGETC: ***none***

FTVE R135 Beginning TV Studio Production 3 Units

Hours: *2 lecture, 3 lab weekly*
C-ID: *FTVE 135 (in progress)*

This course introduces theory, terminology and operation of a multi-camera television studio and control room. Topics include studio signal flow, directing, theory and operation of camera and audio equipment, switcher operation, fundamentals of lighting, graphics, video control and video recording and real-time video production. Through a series of practica, it provides hands-on instruction in pre-production, production, and post-production. Content development for live television is emphasized using a three camera studio format. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***none***
IGETC: ***none***

FTVE R150 Beginning Motion Picture Production 3 Units

Hours: *2 lecture, 3 lab weekly*
C-ID: *FTVE 150*

This course provides an introduction to the theory, terminology, and process of motion picture production for film and television. Topics include basic cinematography including the operation, function and creative uses of production and post-production equipment, scriptwriting, camera operation, shot composition, lighting, sound recording and mixing, and editing. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

FTVE R155 Advanced Studio Production 3 Units

Hours: *2 lecture, 3 lab weekly*
Advisories: *FTVE R135*

This is an advanced course in live studio production. Students will continue to develop their production skills while creating videos in a variety of forms. Through a series of practica, students continue to refine their aesthetic vision and technical skills in pre-production, production and post-production. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***none***
IGETC: ***none***

FTVE R160 Introduction to Digital Photography 3 Units

Hours: *1 lecture, 6 lab weekly*

The history, theory and aesthetics of digital photography will be explored in this course. Students will learn the fundamentals of digital photography with an emphasis on processes, principles and tools of photography. Topics include the development of technical and aesthetic skills, elements of design and composition, camera technology, materials and equipment, and contemporary trends in photography. (Same as **ART R160.**) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

FTVE R198 Short Courses in Digital Video 1 - 3 Units

Hours: *3 - 9 lab weekly*

Courses and/or workshops in selected areas of video production are developed to meet specific needs of the college community as requested or required. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

FIRE TECHNOLOGY

The Oxnard College Fire Technology Program educates students interested in careers in Emergency Service. This Program gives students the understanding and concepts to deal effectively with the social, economic, and technical aspects of fire and emergency response. The Program provides state of the art education, training, resources, certification and leadership which in-turn enhances professionalism and strengthens the capability of responders while they protect California from the devastation of fire, environmental, natural, and man-made emergencies.

Graduates are prepared to enter the field of fire technology as a firefighter trained to perform such emergency duties as fire suppression, rescue, medical services, hazardous materials mitigation, and other duties as assigned. Non-emergency assignments include fire prevention, public education, training, station and equipment maintenance, and other related tasks.

The Fire Technology Department offers foundational course requirements for certificate programs, two-year degrees and transfers to four-year schools. It's Firefighter I/II Academy is Regionally Accredited, allowing cadets to complete their Firefighter I Task Book while earning a California State Fire Marshal Firefighter I Certificate, a condition of employment for many fire agencies.

Additionally, the Fire Technology Program offers a National Wildlife Coordinating Group/Cal Fire Type II Hand Crew Wildland Fire Academy, USLA (United States Lifeguard Association)/ State Fire Marshal Open Water Rescue Lifeguard Academy and a Fire Company Officer Certificate of Achievement and AS Degree.

For more information, contact:

Public Safety Division Office **805-678-5115**

ASSOCIATE IN SCIENCE DEGREE
FIRE TECHNOLOGY

The Fire Technology program prepares students to enter the field of fire technology as a firefighter. Firefighters are required to carry out emergency duties such as fire suppression, rescue, first aid, medical services, hazardous materials mitigation, and other duties as assigned. Non-emergency duties include fire prevention, public education, training, station and equipment maintenance, and other related tasks.

Required Core Courses (32 units)		**Units**
FT R151	**Fire Protection Organizations**	**3**
FT R152	**Fire Prevention Technology**	**3**
FT R154	**Fire Behavior and Principles of Combustion**	**3**
FT R155	**Fire Protection Equipment and Systems**	**3**
FT R158	**Principles of Fire and Emergency Services: Safety and Survival**	**3**
FT R160	**Fire Tactics and Strategies**	**3**
FT R161	**Building Construction for Fire Protection**	**3**
FT R167	**Fire Apparatus and Equipment**	**3**
EMT R169	**Emergency Medical Technician**	**8**
Select a minimum of one of the following:		
FT R090	**USLA Lifeguard Academy I**	**3**
FT R157	**Wildland Fire Control**	**3**
FT R170	**Fire Fighter I/II Academy**	**20**
FT R180	**Wildland Fire Academy**	**7.5**
	Total Required Major Units	**35-52**

General Education: This A.S. degree requires completion of the Oxnard College General Education Pattern.

Oxnard College General Education	**29**
Double-Counted Units	**0**
Free Electives Required	**0**
Total Units required for the A.S. Degree	**64-81**

or

CSU GE-Breadth	**39**
Health	**3**
Kinesiology Activity	**1**
Double-Counted Units	**-(3)**
Free Electives Required	**0**
Total Units required for the A.S. Degree	**74-91**

continued on next page

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

CERTIFICATE OF ACHIEVEMENT
FIRE TECHNOLOGY

The Fire Technology program prepares students to enter the field of fire technology as a firefighter. Firefighters are required to carry out emergency duties such as fire suppression, rescue, first aid, medical services, hazardous materials mitigation, and other duties as assigned. Non-emergency duties include fire prevention, public education, training, station and equipment maintenance, and other related tasks.

Required Core Courses (32 units)		**Units**
FT R151	**Fire Protection Organizations**	**3**
FT R152	**Fire Prevention Technology**	**3**
FT R154	**Fire Behavior and Principles of Combustion**	**3**
FT R155	**Fire Protection Equipment and Systems**	**3**
FT R158	**Principles of Fire and Emergency Services: Safety and Survival**	**3**
FT R160	**Fire Tactics and Strategies**	**3**
FT R161	**Building Construction for Fire Protection**	**3**
FT R167	**Fire Apparatus and Equipment**	**3**
EMT R169	**Emergency Medical Technician**	**8**
Select a minimum of one of the following:		
FT R090	**USLA Lifeguard Academy I**	**3**
FT R157	**Wildland Fire Control**	**3**
FT R170	**Fire Fighter I/II Academy**	**20**
FT R180	**Wildland Fire Academy**	**7.5**
	Total Required Units for Certificate	**35-52**

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Fire Technology program students will be able to:

- Appropriately manage patient care relating to illness and injury, in the pre-hospital setting.
- Compare various types of fire protection systems and explain each system's role in the fire service.
- Identify apparatus, equipment and tools essential for successful fire department operations.
- Identify the roles and responsibilities of the fire service.
- Describe the importance of fire prevention and how it relates to the community, public education and the fire service.
- Recognize factors on the fire ground that jeopardize the safety of firefighters.
- Relate the building construction type to its anticipated fire behavior in emergency situations.
- Recognize the characteristics of fire behavior and relate how the external influences of weather and chemicals affect it.

CERTIFICATE OF ACHIEVEMENT
FIRE FIGHTER I/II ACADEMY

This Certificate of Achievement includes the Oxnard College Regional Fire Academy (OCRFA) – FT R170, and two prerequisite courses, EMT R169 – Emergency Medical Technician and FT R151 – Fire Protection Organizations. The OCRFA provides the skills and knowledge needed for the entry- level Fire Fighter, career or volunteer, to perform duties safely, effectively, and competently. The seven overarching themes of the California State Fire Fighter I/II 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. All exams require an 80% passing grade for all academic and manipulative tests per State Fire Marshal requirements. Students are expected to obtain all required uniforms and safety equipment. State certification costs are the responsibility of the student. Field trips are required.

Admission to the OCRFA is open to all eligible students and very competitive. Explanations regarding this process can be accessed from the "Apply to the Academy" link found on the Oxnard College Fire Academy home page. Prerequisites to apply consist of a valid NREMT or California EMT Certification, currently enrolled or completed of FT R151 - Fire Protection Organizations, FT R154 - Fire Behavior and Combustion, FT R158 - Firefighter Safety and Survival, FT R160 - Fire Strategy and Tactics, FT R167 - Fire Apparatus and Equipment, Medical Clearance, and Lung Function (Spirometry) Test. Academy applications are comprehensive and will only be accepted if complete.

Required Core Courses		**Units**
EMT R169	**Emergency Medical Technician**	**8**
FT R151	**Fire Protection Organizations**	**3**
FT R170	**Fire Fighter I/II Academy**	**20**
	Total Required Units for the Certificate	**31**

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Firefighter I Academy students will be able to:

- Define and identify the organizational structure, culture, and expectations of entry level firefighting personnel.
- Demonstrate the ability to communicate effectively through a variety of methods.
- Demonstrate the knowledge and use of firefighting equipment specific to the given task.
- Demonstrate the knowledge of tactics and strategies, and incident command through the selection and implementation of firefighting methods.
- Recognize and assess firefighter hazards inherent to the profession.
- Appropriately manage patient care relating to illness and injury in the pre-hospital setting.
- Identify the roles and responsibilities of the fire service.
- Recognize the characteristics of fire behavior.

ASSOCIATE IN SCIENCE DEGREE
FIRE COMPANY OFFICER

The Fire Company Officer Associate in Science degree program provides comprehensive instruction in the skills necessary for success as a Company Officer/first line supervisor in the Fire Service industry. This program is designed to meet the needs of in-service professionals interested in pursuing a supervisory position where an Associate degree is required in order to take the Captain's promotional exam as well as those seeking to advance their knowledge in this area. The major courses in this program are aligned with California Fire Marshal Company Officer model curriculum and all courses within the program are aligned with C-ID. Career opportunities after completion of the program include Fire Captain or Lieutenant.

Required Core Courses		Units
FT R200	Human Resource Management for Company Officers - 2A	2
FT R210	General Administrative Functions for Company Officers - 2B	1
FT R220	Fire Inspections and Investigations for Company Officers - 2C	2
FT R230	All Risk Command for Company Officers - 2D	2
FT R231	Introduction to the Incident Command System	.5
FT R232	Hazardous Materials Incident Commander	2
FT R240	Wildland Incident Operations for Company Officers - 2E	2
FT R241	Intermediate Fire Behavior	2
FT R250	Instructional Methodology	2
FT R251	Ethical Leadership for Instructors	.5
FT R160	Fire Tactics and Strategies	3
	Total Required Major Units	**19**
	Oxnard College General Education	**29**
	Double-Counted Units	**0**
	Free Electives Required	**12**
	Total Units required for the A.S. Degree	**60**

or

	CSU GE-Breadth	**39**
	Health	**3**
	Kinesiology Activity	**1**
	Double-Counted Units	**-(3)**
	Free Electives Required	**1**
	Total Units required for the A.S. Degree	**60**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

CERTIFICATE OF ACHIEVEMENT
FIRE COMPANY OFFICER

The Fire Company Officer Certificate of Achievement provides comprehensive instruction in the skills necessary for success as a Company Officer/first line supervisor in the Fire Service industry. This program is designed to meet the needs of in-service professionals interested in promoting to a supervisory position and for those seeking to advance their knowledge in this area. This program is aligned with California Fire Marshal Company Officer model curriculum and all courses within the program are aligned with C-ID. Career opportunities after completion of the certificate include Fire Captain or Lieutenant.

Required Core Courses		Units
FT R200	Human Resource Management for Company Officers - 2A	2
FT R210	General Administrative Functions for Company Officers - 2B	1
FT R220	Fire Inspections and Investigations for Company Officers - 2C	2
FT R230	All Risk Command for Company Officers - 2D	2
FT R231	Introduction to the Incident Command System	.5
FT R232	Hazardous Materials Incident Commander	2
FT R240	Wildland Incident Operations for Company Officers - 2E	2
FT R241	Intermediate Fire Behavior	2
FT R250	Instructional Methodology	2
FT R251	Ethical Leadership for Instructors	.5
FT R160	Fire Tactics and Strategies	3
	Total Required Units for Certificate	**19**

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Company Officer Program students will be able to:

- Identify different levels in the Fire Company Officer Certification Track.
- Describe the "Task Book" process.
- Describe the State certification examination process.
- Identify the duties of a Company Officer.
- Describe, apply and follow human resource policies and procedures.
- Identify step for creating a professional development plan.
- Describe verbal communications used at emergencies.
- Articulate the duties of a Wildland Fire Officer.
- Describe state and federal laws that pertain to the role of company officer.
- Describe the proper use of a record-management system.
- Identify procedures for conducting a fire prevention inspection.
- Identify construction and suppression features that contribute to spread of fire.
- Describe importance of evidence preservation.
- Describe basic fire cause and origin determination.
- Develop an initial plan of action to control emergencies.
- Describe standard operating procedures for emergencies.
- Determine tactical priorities for emergency incidents.
- Implement a plan of action for an emergency.
- Evaluate wildland fire weather, fuels and topographic information.
- Establish a clearly identified incident command post.

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

WILDLAND FIRE ACADEMY

This course provides the entry level student with the fire behavior knowledge and firefighting skills relevant to basic incident command, wildland firefighting positions, basic crew configurations, firefighter safety in wildland environments, tool, equipment and fundamental water handling and fire suppression and tactics.

Required Core Course		Units
FT R180	Wildland Fire Academy	7.5
	Total Required Units for the Award	**7.5**

Program Student Learning Outcomes

Upon successful completion of the Wildland Fire Academy students will be able to:

- Define and identify the organizational structure, culture, and expectations of entry level firefighting personnel.
- Demonstrate the knowledge and use of firefighting equipment specific to the given task.
- Recognize and assess firefighter hazards inherent to the profession.

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

USLA LIFEGUARD ACADEMY I

This proficiency award recognizes the completion of the Oxnard College Lifeguard Academy I, a 90-hour introductory level course for aspiring emergency responders interested in career opportunities as Open Water Aquatic Rescuers either within lifeguard agencies or the fire service. This rigorous academy includes lecture and hands-on training in the ocean environment and follows the United States Lifesaving Association required course curriculum for Aquatic Rescue Response Teams and Open Water Lifeguard Certification. The course will include training in marine weather, aquatic hazards, communications, lifesaving rescue techniques, specialized equipment use, night rescues, medical aid, lifesaving history and aquatic agency career paths. To successfully complete the academy students must be athletically fit with strong swimming skills.

Required Core Course		Units
FT R090	USLA Lifeguard Academy I	3
	Total Required Units for the Award	**3**

Program Student Learning Outcomes

Upon successful completion of the USLA Lifeguard Academy I students will be able to:

- Complete the USLA swim test of 500 meters in less than 10 minutes.
- Perform open water rescue.
- Recognize and execute hand signals used during ocean rescues.

FIRE TECHNOLOGY COURSES

FT R071 Fire Fighter I/II - State Certification Testing 1.5 Units

Hours: *56 contact hours*
Materials Fee: *$225*
Limitations: *A signed statement by the agency's Fire Chief or designee identifying the sponsored student has completed all SFT training cognitive and psychomotor requirement for Firefighter I and or II; Documented approval from State Fire Training for a Certification Retest; Documented completion of an accredited Fire Academy and applying for certification testing.*

FT R071 is a 2 week course introducing the student to the Firefighter I/II Certification Skills and Written Exams. Week one of the course reviews material in Firefighter I, Structural, Hazardous Materials and Wildland and Firefighter II, Structural exam components. Structured skill practice in each of the four components is scheduled over multiple days during week one. Week two consists of the Certification Exam itself. Four days of skills testing will be followed by one day of written testing. State Fire Training will validate student certifications through the Acadis portal upon successful completion of the Firefighter I/II Certification Exams. *Course is offered on a Pass/No Pass (P/NP) basis only. Applies to Associate Degree.*

Transfer credit: ***none***

FT R074 Professional Training and Continuing Education for Fire Service Personnel 8 Units

Hours: *8.75 - 87.5 lecture weekly*
Prerequisites: *FT R170 or equivalent*

This in-service fire training course updates, improves, and assesses the knowledge, skills, and abilities of fire crews. This course provides current knowledge and techniques needed to maintain and improve fire service skills. Topics may include fire service administration, suppression, emergency medical services, fire prevention, wellness and fitness, rescue, leadership/management, and command and control. During the course students complete Emergency Medical Technician (EMT)-1 re-certification and wildland/urban interface training. Other topics include hazardous materials, weapons of mass destruction, Motor Vehicle Incident (MVI) Mass Casualty Incident (MCI) training, Aircraft Rescue Firefighting (ARFF), and incident command position responsibilities. This course satisfies annual mandatory continuing education requirements of local Fire Agencies, Ventura County Health Department, the California State Fire Marshals Office, and appropriate sections of the California Code of Regulations. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only.*

Transfer credit: ***none***

Note: This class is repeatable if legally mandated.

FT R090 USLA Lifeguard Academy I 3 Units

Hours: *2 lecture, 3 lab weekly*
Limitations: *Valid CPR Card (BLS) Health Care Provider, and Title 22 First Aid or EMT R109 (Emergency Medical Responder) or EMT R169 (Emergency Medical Technician) or equivalent, and Swim Test Completion 500 yards within 12 minutes*

The Oxnard College Lifeguard Academy is a 90 hour foundational course for aspiring emergency medical responders interested in career opportunities as Open Water Rescuers; either within lifeguard agencies or the fire service. This rigorous academy includes lecture and hands on training in the ocean environment and follows the United States Lifesaving Association required course curriculum for Aquatic Rescue Response Teams, Open Water Lifeguard Certification, and meets the State Fire Marshal requirements for Open Water Rescuer- Basic. The course will include training in marine weather, aquatic hazards, communications, lifesaving rescue techniques, specialized equipment use, medical aid, lifesaving history and aquatic agency career paths. Successful completion of this course requires that students be athletically fit with strong swimming skills and maintain an 80% passing grade for all academic and manipulative tests per State Fire Training. *Field trips may be required. Applies to Associate Degree*

Transfer credit: ***none***

FT R151 Fire Protection Organizations 3 Units

Hours: *3 lecture weekly*
C-ID: *FIRE 100X*

This course provides an overview of fire protection and emergency services; career opportunities in fire protection and related fields; culture and history of emergency services; 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; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics; life safety initiatives. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

Note: This course can be waived by petition based on previous experience and education.

FT R152 Fire Prevention Technology 3 Units

Hours: *3 lecture weekly*
Prerequisites: *FT R151 or concurrent enrollment*
C-ID: *FIRE 110X*

This course provides fundamental information regarding the history and philosophy of fire prevention and the organization and operation of a fire prevention bureau. Students will examine the use of codes, the identification and correction of fire hazards, the components of detection and suppression systems, and the relationship of fire prevention with fire safety education. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R154 Fire Behavior and Principles of Combustion 3 Units

Hours: *3 lecture weekly*
Prerequisites: *FT R151 or concurrent enrollment*
C-ID: *FIRE 140X*

This course covers the theory of how fires start, spread, and are controlled; the fundamentals of fire behavior in an open and closed environment; an in-depth study of fire chemistry and physics; burn characteristics of materials; and techniques for controlling fires through the use of a variety of proven and newly developed extinguishing agents. *Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R155 Fire Protection Equipment and Systems 3 Units

Hours: *3 lecture weekly*
Prerequisites: *FT R151 or concurrent enrollment*
C-ID: *FIRE 120X*

This course provides information relating the features of design and operation of fire detection, fire suppression and fire alarm systems, including heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection and portable fire extinguishers. *Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R157 Wildland Fire Control 3 Units

Hours: *3 lecture weekly*
Prerequisites: *FT R151 or concurrent enrollment*

This course is designed to provide the employed Firefighter or Fire Technology major with a fundamental knowledge of the factors affecting wildland fire behavior, fire prevention, and fire suppression techniques. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R158 Principles of Fire and Emergency Services; Safety and Survival 3 Units

Hours: *3 lecture weekly*
Prerequisites: *FT R151 or concurrent enrollment*
C-ID: *FIRE 150X*

This course introduces the basic principles and history related to the national firefighter life safety initiatives focusing on the need for cultural and behavior change throughout the emergency services. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R160 Fire Tactics and Strategies 3 Units

Hours: *3 lecture weekly*
Prerequisites: *FT R151 or concurrent enrollment*
C-ID: *FIRE 160X*

This course introduces the student to the principles of fire control through utilization of fire fighters, equipment, and extinguishing agents on the fire ground and in the fire simulator room. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R161 Building Construction for Fire Protection 3 Units

Hours: *3 lecture weekly*
Prerequisites: *FT R151 or concurrent enrollment*
C-ID: *FIRE 130X*

This course covers the fundamentals of building construction as they relate to fire protection. It focuses on classification by occupancy and types of construction, with emphasis on fire protection features, including building equipment, facilities, fire resistive materials and high-rise considerations. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations and operating at emergencies. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R167 Fire Equipment and Apparatus 3 Units

Hours: *3 lecture weekly*
Prerequisites: *FT R151 or concurrent enrollment*

This course will introduce the student to concepts related to fire service hand tools, fuel powered equipment, electric powered equipment and hydraulic powered equipment. Maintenance, safety and uses of this equipment will be covered in detail. Identification and typing of pumping apparatus and aerial ladder apparatus will be presented. *Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R170 Fire Fighter I/II Academy 20 Units

Hours: *11 lecture, 28 lab weekly*
Prerequisites: *EMT R169 and FT R151 and FT R154 and FT R158 and FT R160 and FT R167*
Advisories: *FT R161*
Materials Fee: *$675*
Limitations: *Admission to the Fire Academy*

The Oxnard College Regional Fire Academy (OCRFA) provides the skills and knowledge needed for the entry level firefighter, career or volunteer, to perform duties safely, effectively, and competently. The seven overarching themes of the California State Fire Fighter I/II curriculum are: General knowledge germane to the profession, fire department communications, fire-ground operations, rescue operations, preparedness and maintenance, wild land suppression activities, and hazardous materials/WMD. Approved by the California State Board of Fire Services and California State Fire Marshal's Office. This academy fulfills all educational and training requirements for Fire Fighter I/II. All exams require an 80% passing grade for all academic and manipulative tests per State Fire Marshal requirements. Students are expected to obtain all required uniforms and safety equipment. State certification costs are the responsibility of the student. Please note that this is a physically demanding course. *Field trips are required. Applies to Associate Degree.*

Transfer credit: ***CSU***

Note: **FT 170 Firefighter I/II Academy**
The Oxnard College Regional Fire Academy, OCRFA, is an Accredited Regional Training Program, ARTP, as identified by California State Fire Training. The Academy was officially re-accredited in January 2020, with the Firefighter 2013 curriculum serving as the primary source of instructional material. The Fire Academy offers 20 units and beginning Fall 2020 will meet for 490 hours over 67 instructional periods, 0700-1700. FT R170 units are degree applicable. Strenuous physical fitness is a daily activity. To apply to the Fire Academy please visit: *https://www.oxnardcollege.edu/departments/academic/public-safety-fire-technology/public-safety-regional-fire-academy/apply-to-the*

FT R180 Wildland Fire Academy 7.5 Units

Hours: *5 lecture, 7.5 lab weekly*
Prerequisites: *FT R151 and EMT R109*
Limitations: *No acrylic or long nails in clinical settings*
Physical examination demonstrating general good health

This course provides the entry level student with the fire behavior knowledge and firefighting skills relevant to basic incident command, wildland firefighting positions, basic crew configurations, firefighter safety in wildland environments, tool, equipment and fundamental water handling, and wildland suppression strategy and tactics. Portable pumps and chainsaws are studied at length, as well as basic tools for land navigation. Leadership values and principles, transition challenges for new leaders, situational leadership, team building and ethical decision making is integrated throughout the course. Students are expected to obtain all required uniforms and safety equipment. State certification costs are the responsibility of the student. *Field trips are required. Applies to Associate Degree.*

Transfer credit: ***CSU***

Note: **FT R180 Wildland Fire Academy**
The Oxnard College Wildland Fire Academy follows the California State Fire Training (SFT) and the National Wildfire Coordinating Group (NWCG) requirements. Admission to the Wildland Fire Academy is open to all eligible students.

FT R200 Human Resource Management for Company Officers - 2A 2 Units

Hours: *2 lecture weekly*
Materials Fee: *$140*
Limitations: *Fire Fighter II educational requirements or four (4) years as a career fire fighter or six (6) years as a volunteer fire fighter.*
C-ID: *FIRE 200X*

This course aligns with Company Officer 2A of the Company Officer Program. This course provides information on the use of human resources to accomplish assignments, evaluating member performance, supervising personnel, and integrating health and safety plans, policies, and procedures into daily activities as well as the emergency scene. *Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R210 General Administrative Functions for Company Officers - 2B 1 Unit

Hours: *1 lecture weekly*
Materials Fee: *$140*
Limitations: *Fire Fighter II educational requirements or four (4) years as a career fire fighter or six (6) years as a volunteer fire fighter.*
C-ID: *FIRE 210X*

This course aligns with Company Officer 2B of the Company Officer Program. It provides information on general administrative functions and the implementation of department policies and procedures and addresses conveying the fire department's role, image, and mission to the public. *Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R220 Fire Inspections and Investigations for Company Officers - 2C **2 Units**

Hours: *1 lecture weekly*
Materials Fee: *$140*
Limitations: *Fire Fighter II educational requirements or four (4) years as a career fire fighter or six (6) years as a volunteer fire fighter.*
C-ID: *FIRE 220X*

This course aligns with Company Officer 2C of the Company Officer Program. It provides an overview of the information necessary to conduct inspections, identify hazards and address violations. Students will learn how to perform a fire investigation to determine preliminary cause and to secure the incident scene and preserve evidence. *Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R230 All Risk Command for Company Officers - 2D **2 Units**

Hours: *2 lecture weekly*
Materials Fee: *$140*
Prerequisites: *FT R231 and FT R232*
Limitations: *Fire Fighter II educational requirements or four (4) years as a career fire fighter or six (6) years as a volunteer fire fighter.*
C-ID: *FIRE 230X*

This course is designed for the working firefighter. It provides information on conducting incident size-up; developing and implementing an initial plan of action involving single and multi-unit operations for various types of emergency incidents. Students will learn to mitigate the situation following agency safety procedures; conducting pre-incident planning; and developing and conducting a post-incident analysis. One of a series of courses required for Company Officer certification by California State Fire Training. *Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R231 Introduction to the Incident Command System **.5 Unit**

Hours: *.5 lecture weekly*
Materials Fee: *$75*
C-ID: *FIRE 231X*

This course is an introduction to the Incident Command System (ICS) National Training curriculum. It includes principles and features, organization overview, incident facilities, resources, and common responsibilities. ICS 200 certification is the minimum requirement for attending ICS 200 level courses and functioning in a Unit Leader position during an incident. *Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R232 Hazardous Materials Incident Commander **2 Units**

Hours: *2 lecture weekly*
Materials Fee: *$45*
Prerequisites: *FT R231X*

This course is designed for the working firefighter. It provides information on conducting incident size-up; developing and implementing an initial plan of action involving single and multi-unit operations for various types of emergency incidents. Methods to mitigate the situations following agency safety procedures; conducting pre-incident planning; and developing and conducting a post-incident analysis are covered in detail. One of a series of courses required for Company Officer certification by California State Fire Training. *Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R240 Wildland Incident Operations for Company Officers - 2E **2 Units**

Hours: *2 lecture weekly*
Materials Fee: *$140*
Prerequisites: *FT R230 and FT R241*
Limitations: *Fire Fighter II educational requirements or four (4) years as a career fire fighter or six (6) years as a volunteer fire fighter.*
C-ID: *FIRE 240X*

Designed for the working firefighter, this course provides information on evaluating and reporting incident conditions, analyzing incident needs, developing and implementing a plan of action to deploy incident resources completing all operations to suppress a wildland fire, establishing an incident command post, creating an incident action plan, and completing incident records and reports. This Company Officer course is one of a series required for Company Officer certification by California State Fire Training. *Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R241 Intermediate Fire Behavior **2 Units**

Hours: *2 lecture weekly*
C-ID: *FIRE 241X*

This course aligns with S-290 Intermediate Fire Behavior of the National Wildfire Coordinating Group (NWCG). This course provides professional development related to the topic of wildland fire behavior. It also provides instruction in the identification and prediction of wildland fire behavior in various fuel types and under varying weather conditions. This course prepares municipal, county, state, and federal fire personnel to meet certification standards set forth by the National Interagency Incident Management System. *Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R250 Instructional Methodology **2 Units**

Hours: *2 lecture weekly*
Materials Fee: *$140*
Limitations: *Fire Fighter II educational requirements or four (4) years as a career fire fighter or six (6) years as a volunteer fire fighter.*
C-ID: *FIRE 250X*

Designed for working firefighters, this course provides the skills and knowledge needed for the entry level professional instructor to perform his or her duties safely, effectively, and competently. The curriculum is based on the 2012 edition of NFPA 1041 Standard for Fire Service Instructor Professional Qualifications. At the end of this course, candidates for Instructor I certification are able to teach and deliver instruction from a prepared lesson plan utilizing instructional aids and evaluation instruments. The Instructor I is also able to adapt a lesson plan and complete the reporting requirements to the local jurisdiction. Course is one of a series required for Company Officer Certification by California State Fire Training. *Applies to Associate Degree.*

Transfer credit: ***CSU***

FT R251 **Ethical Leadership for Instructors** **.5 Unit**

Hours: *.5 lecture weekly*
C-ID: *FIRE 251X*

This course provides the knowledge and skills needed to identify the value of ethical behavior in instructional settings, describe how ethical norms influence individual ethics, identify a personal ethical perspective and core values and how they impact communication and ethical decision making, and make an ethical decision using an ethical decision-making model, in order to assist in making ethical decisions when faced with an ethical dilemma in an instructional setting and carry out the roles and responsibilities of an SFT instructor in an ethical manne. *Applies to Associate Degree.*

Transfer credit: ***CSU***

GEOGRAPHIC INFORMATION SYSTEMS

For more information, contact:

Jim Danza (805) 678-5209 jdanza@vcccd.edu

GEOGRAPHIC INFORMATION SYSTEMS COURSE

GIS R106 **Introduction to Geographic Information Systems** **3 Units**

Hours: *2 lecture, 3 lab weekly*
C-ID: *GEOG 155*

This course introduces students to computer-based mapping, Geographic Information Systems (GIS). Spatial data is used as a tool to understand the world by describing and explaining the human relationship to the physical environment. Topics include vector and raster systems, map design, scale, resolution, map projection, coordinate systems, geo-referencing and Global Positioning Systems (GPS). The laboratory provides applied, hands-on learning, using spatial analysis and modeling with GIS through the use of computers. (Same as **GEOG R106**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

GEOGRAPHY

Geography is an integrative discipline that brings together the physical and human dimensions of the world in the study of people, places and environment. As a spatial study, its subject matter is Earth's surface and the processes that shape it, the relationships between people and environments, and the connections between people and places. That knowledge, in turn, provides a basis for humans to cooperate in the best interests of our planet. Geography provides students with skills for the workplace and skills for civic decision-making. Events around the world affect jobs and business at home. By learning geography, thoroughly, students come to understand the connections and relationships among themselves and people, places, and environments across the world. Geography is concerned with understanding the spatial dimension of human experience (space and place).

For more information, contact:

Jim Danza (805) 678-5209 jdanza@vcccd.edu

ASSOCIATE IN ARTS FOR TRANSFER

GEOGRAPHY

The Associate in Arts in Geography for Transfer (Geography AA-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AA-T in Geography**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **19** semester units in the **Geography** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Geography AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (7 units)		**Units**
GEOG R101	**Elements of Physical Geography**	**3**
GEOG R101L	**Physical Geography Laboratory**	**1**
GEOG R102	**World Regional Geography**	**3**
or		
GEOG R105	**Introduction to Human Geography**	**3**
List A		
Select **6** units from the following:		
GEOG R103	**Introduction to Weather and Climate**	**3**
GEOG R104	**Geography of California**	**3**
GEOG R106 (GIS R106)	**Introduction to Geographic Information Systems**	**3**
List B		
Select **6** units from the following:		
ANTH R102	**Introduction to Cultural Anthropology**	**3**

or

ANTH R102H	**Honors: Introduction to Cultural Anthropology**	**3**
GEOL R101	**Physical Geology**	**3**
Any course not selected above from List A		**3**
	Total Required Major Units	**19**
	CSU General Education *or* IGETC Pattern	**37-39**
	Double-Counted Units	**- (9-12)**
Electives	(CSU transferable units needed to reach 60)	**11-16**
	Total Units required for the AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Geography Program for Transfer students will be able to:

- Interpret Earth's dynamic physical processes and identify their spatial distribution as they relate to the biodiversity and productivity of ecosystems.
- Identify and critically analyze patterns of human-environment interactions, including perception and use of natural resources.
- Apply geospatial technologies to the analysis of maps, graphs and spatial data sets.
- Display written competency in the description and analysis of geographic subject matter.
- Acquire knowledge and skills sufficient to allow one to pursue advanced study in geography or find employment in a geography-related field.
- Demonstrate familiarity with the application of geography in everyday life.

GEOGRAPHY COURSES

GEOG R101 Elements of Physical Geography 3 Units

Hours: *3 lecture weekly*
C-ID: *GEOG 110 & GEOG 115 (GEOG R101 + GEOG R101L)*

This course is an introduction to physical geography as a spatial study which investigates global themes on the interaction of human and physical environmental impacts incorporating the elements of the atmosphere, lithosphere, hydrosphere, and biosphere. Topics include: Climate change; the ozone layer; ecosystem/deforestation; fire, water resources, and environmental hazards; weather events such as tornadoes, hurricanes, and El Niño; geological events such as earthquakes, volcanism, and landslides. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B1***
IGETC: ***5A***

GEOG R101L Physical Geography Laboratory 1 Unit

Hours: *3 lab weekly*
Prerequisites: *GEOG R101 or concurrent enrollment*
C-ID: *GEOG 111 & GEOG 115 (GEOG R101 + GEOG R101L)*

This laboratory is designed to accompany GEOG R101. It introduces the global physical world, its dynamics and spatial relationships. This lab features observation, measurement and analysis of basic principles and concepts pertaining to Earth's physical systems, including the atmosphere, hydrosphere, lithosphere and biosphere. *Field trips will be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

GEOG R102 World Regional Geography 3 Units

Hours: *3 lecture weekly*
C-ID: *GEOG 125*
Advisories: *READ R095 or ESL R095 and ENGL R097 or ENGL R100 or eligibility for ENGL R101*

This course introduces the regional approach to the study of human geography and the world's major culture realms. Interpreting the cultural landscape employs the essential concepts in a geographic survey of the world in spatial terms, places and regions, the physical environment, and society and environment interactions. Students will learn to recognize the role that culture plays in incidents of cooperation and conflict in contemporary global, social and economic issues. *Field trips may be required. Applies to Associate Degree.*

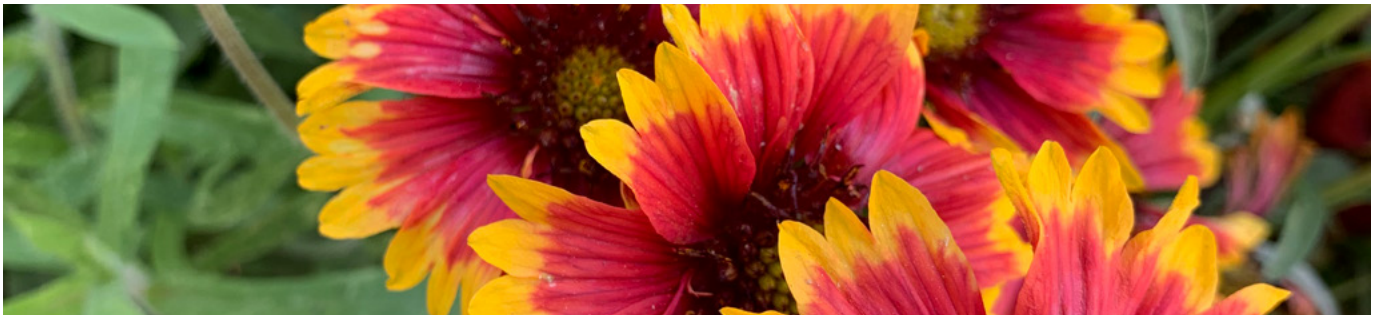
Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D5***
IGETC: ***4E***

GEOG R103 Introduction to Weather and Climate 3 Units

Hours: *3 lecture weekly*
C-ID: *GEOG 130*
Advisories: *READ R095 or ESL R095 and ENGL R097 or ENGL R100 or eligibility for ENGL R101*

An introduction to the Earth's atmosphere, weather prediction, climate change, and the methods employed in analyzing and understanding weather phenomena are investigated in this course. Global changes in climate patterns, human influence on the atmosphere, and the impact of weather events are examined. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B1***
IGETC: ***5A***



GEOG R104 Geography of California 3 Units

Hours: *3 lecture weekly*
C-ID: *GEOG 140*
Advisories: *READ R095 or ESL R095 and ENGL R097 or ENGL R100 or eligibility for ENGL R101*

This course examines the physical and cultural environments of California's diverse landscapes, including landforms, climate, natural vegetation, natural resources, economic activities and historical settlement in the Golden State. Human settlement patterns in California and the interaction of pre-European California and the post European migration to the State will also be discussed in the course. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D5***
IGETC: ***4E***

GEOG R105 Introduction to Human Geography 3 Units

Hours: *3 lecture weekly*
C-ID: *GEOG 120*

This course introduces the topical approach to the study of human geography, the characteristics of culture groups, and the distribution and migration of human populations on Earth's surface. Special attention will be given to sustainability and its role in the social construction of spaces and places through the diffusion of religions, languages, food production, geopolitical conflicts and human-environmental interactions. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D5***
IGETC: ***4E***

GEOG R106 Introduction to Geographic Information Systems 3 Units

Hours: *2 lecture, 3 lab weekly*
C-ID: *GEOG 155*

This course introduces students to computer-based mapping, Geographic Information Systems (GIS). Spatial data is used as a tool to understand the world by describing and explaining the human relationship to the physical environment. Topics include vector and raster systems, map design, scale, resolution, map projection, coordinate systems, geo-referencing and Global Positioning Systems (GPS). The laboratory provides applied, hands-on learning, using spatial analysis and modeling with GIS through the use of computers. (Same as **GIS R106**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

GEOG R198 Short Courses in Geography 1 - 4 Units

Hours: *1 - 4 lecture, 3 - 12 lab weekly*

Short Courses in Geography allows for creative ways to meet identified needs of the college and community which are not met by existing course offerings. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

GEOG R199 Directed Studies in Geographic Topics 1 - 3 Units

Hours: *3 - 9 lab weekly*
Prerequisites: *GEOG R101 or GEOG R102*

This course is designed to prepare students with existing background knowledge of geographic systems for further studies in Geography. Students will have the opportunity to conduct a research project on a geographic related topic. Project findings will be presented in scientific poster format, video, protocol or research publication. *Applies to Associate Degree.*

Transfer credit: ***CSU***

GEOLOGY

Geology is an exciting and challenging major for students with broad scientific interests and a love for natural systems, our environment, and our planet's history. Geology is a multidisciplinary science that applies chemistry, biology, physics, oceanography, mathematics, and engineering to the natural world around us. The rich variety of its fields of study includes oceanography, paleontology, geophysics, hydrogeology, geochemistry, engineering geology, environmental geology and more. Geology majors apply their skills and knowledge to solve complex problems related to human interaction with natural systems, hazards and resources, and to communicate these solutions and options to the public.

For more information, contact:

Thomas O'Neil (805) 678-5076 toneil@vcccd.edu

ASSOCIATE IN SCIENCE FOR TRANSFER
GEOLOGY

The Associate in Science in Geology for Transfer degree (AS-T) prepares students to transfer into the CSU system to complete a bachelor's degree in Geology, Geoscience, Earth Science, or a major deemed similar by a CSU campus. Students earning an associate degree for transfer and meeting the CSU minimum transfer admission requirements are guaranteed admission with junior standing to the CSU system and will be required to complete no more than 60 units after transfer to earn a bachelor's degree. This degree may not necessarily be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

The AS-T degree also prepares students for transfer to a UC campus in Geology, though additional coursework may be required.

To earn an **AS-T in Geology**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **28** semester units in the **Geology** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Geology 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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses		**Units**
GEOL R101	**Physical Geology**	**3**
and		
GEOG R101L	**Physical Geology Laboratory**	**1**
GEOL R114	**Historical Geology**	**3**
and		
GEOL R114L	**Historical Geology Laboratory**	**1**
CHEM R120	**General Chemistry I**	**5**
CHEM R122	**General Chemistry II**	**5**
MATH R120	**Calculus with Analytic Geometry**	**5**
MATH R121	**Calculus with Analytic Geometry II**	**5**
	Total Required Major Units	**28**
	CSU General Education *or* IGETC Pattern	**37-39**
	Double-Counted Units	**-(7)**
Electives	(CSU transferable units needed to reach 60)	**0-1**
	Total Units required for the AS-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Geology Program for Transfer students will be able to:

- Apply the scientific method to solve earth science problems such as determining the age of the Earth or determining the origin of the oceans.
- Acquire knowledge and skills sufficient to allow one to pursue advanced study in earth science or find employment in earth science related fields.
- Apply general math skills such as unit conversion, ratios and percentages to solving simple rate problems; evaluate data, produce and interpret tables and graphs; apply the metric system of measurement.
- Demonstrate scientific literacy by defining and explaining the major steps in the scientific method of investigation, specifically, the difference between empirical data, interpretation, testable hypothesis, theory, paradigm, speculation, and pseudo-science.
- Display written competency in the description and analysis of earth science subject matter.
- Identify, research, evaluate and integrate scholarly literature within the discipline.
- List and categorize common natural resources and explain their origin, spatial distribution, appropriate exploration methods, and the resulting products, wastes, and contaminants.
- List, explain, and evaluate global and local earth science hazards such as earthquakes, volcanoes, landslides, and seismic sea waves.
- Recognize applications of earth science in everyday life.

GEOLOGY COURSES

GEOL R101 Physical Geology 3 Units

Hours: *3 lecture weekly*
C-ID: *GEOL 100*

This course is a survey of the Earth and the processes that shape it. The course offers an overview of earthquakes, volcanism, plate tectonics, mountain building, weathering, erosion, soil, origin of minerals and rocks, and water and energy resources. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B1***
IGETC: ***5A***

GEOL R101L Physical Geology Laboratory 1 Unit

Hours: *3 lab weekly*
Prerequisites: *GEOL R101 or concurrent enrollment*
C-ID: *GEOL 100L*

This course is the laboratory to accompany GEOL R101. Topics include identification and interpretation of geologic features, interpretation of topographic maps and aerial photographs, identification of rocks and minerals. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

GEOL R103 Introduction to Oceanography 3 Units

Hours: *3 lecture weekly*

This course is a broad survey of the field of oceanography. Topics include geology and geography of the ocean basins and coastlines, plate tectonics, waves, currents, tides, properties of seawater, methods of oceanographic exploration, and an introduction to Marine Biology. (Same as **MST R103**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B1***
IGETC: ***5A***

GEOL R103L Introduction to Oceanography Laboratory 1 Unit

Hours: *3 lab weekly*
Prerequisites: *GEOL R103 or MST R103 or concurrent enrollment*

This course is the laboratory to accompany GEOL R103. Topics include introduction to ocean/atmosphere relationships, interpretation of bathymetric maps, applied methods of measurement, and descriptive analysis of the physical ocean, including beaches, ocean currents, waves, and water properties. (Same as **MST R103L.**) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

GEOL R114 Historical Geology 3 Units

Hours: *3 lecture weekly*
C-ID: *GEOL 110*

This course is an introduction to the history of the earth and its evolution including the surface environments, atmosphere, oceans, and life. Relationships among rocks and fossils are studied to reconstruct the geological and biological evolution of the earth for the last four-and-one-half-billion years. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B1***
IGETC: ***5A***

GEOL R114L Historical Geology Laboratory 1 Unit

Hours: *3 lab weekly*
Prerequisites: *GEOL R114 or concurrent enrollment*
C-ID: *GEOL 110L and GEOL 111 (GEOL R114 + GEOL R114L)*

This course provides hands-on experience identifying fossils, minerals, and rocks. The course introduces geologic time, relative age relations in rocks, construction of paleogeographic maps, interpretation of geologic maps and cross sections, and fossil evidence of evolutionary trends throughout geologic time. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

GEOL R121 Earth Science with Laboratory 4 Units

Hours: *3 lecture, 3 lab weekly*
C-ID: *GEOL 121*

This course is a broad introduction to the essentials of Earth Science designed for future educators including teaching techniques to engage students in science. Topics covered in this course include the geosphere, atmosphere, hydrosphere, and solar system. This course focuses on the interactions between physical and chemical systems of the Earth such as the tectonic cycle, rock cycle, hydrologic cycle, weather, and climate. The laboratory component includes study of rocks, maps, scientific instruments, earthquakes, and local geologic features. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B1, B3***
IGETC: ***5A, 5C***

GEOL R130 Environmental Geology 3 Units

Hours: *3 lecture weekly*
C-ID: *GEOL 130*

Environmental Geology is a study of the interaction of humans and the Earth, with emphasis on geologic hazards such as earthquakes, volcanic activity, landslides, and flooding; resources such as energy, water, and minerals; disposal of wastes, pollution, and global warming. This course emphasizes the Earth systems and connections between the geosphere, biosphere, atmosphere, and hydrosphere. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B1***
IGETC: ***5A***

GEOL R178 Geological Marine Resource 1 Unit

Hours: *3 lab weekly*
Corequisites: *BIOL R170 or MST R170*

This field course is an introduction to topics in marine geology related to current resource management issues in this region. Trips to areas where geological, biological, and oceanographic resources can be observed will be combined with related information about resource management and the requirements and applications of federal, state, and local laws and regulations related to marine resource management. (Same as **MST R178.**) *Field trips will be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

GLOBAL STUDIES

The Global Village has arrived! Global Studies is an exciting and dynamic interdisciplinary program that allows students to identify and understand the global and transnational forces that affect the everyday lives of people across the world. The Global Studies program combines courses from the Arts and Sciences, Anthropology, Economics, Geography, History, Philosophy, Political Science and Sociology to examine contemporary issues in an increasingly globalized world. Through the development of critical thinking skills and the analysis of local and global processes, students are given the tools to both understand the global village and to shape it as they become the next generation of leaders in business, government, nongovernmental and international organizations. Areas of inquiry include the tension between local and global cultures, conflict and security, philosophy, technology and new media, political and non-governmental movements, economics, development and the environment.

For more information, contact:

Dr. Gloria Guevara
(805) 678-5095
gguevara@vcccd.edu

Dr. Arion Melidonis
(805) 678-5044
amelidonis@vcccd.edu

ASSOCIATE IN ARTS FOR TRANSFER
GLOBAL STUDIES

The Associate in Arts in Global Studies for Transfer (AA-T in Global Studies) is intended for students who complete a Bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system but not to a particular campus or major. See page 70 for more information.

To earn an **AA-T in Global Studies**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **21** semester units in the **Global Studies** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Global Studies AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (6 units)		**Units**
GLST R101	**Introduction to Global Studies**	**3**
GLST R102	**Global Issues and Problems**	**3**
List A - Culture and Society		
Select one course from the following (**3** units):		
ANTH R102	**Introduction to Cultural Anthropology**	**3**
ANTH R102H	**Honors: Introduction to Cultural Anthropology**	**3**
HIST R160	**World History II**	**3**
HIST R160H	**Honors: World History II**	**3**
List B - Geography		
Select one course from the following (**3** units):		
GEOG R101	**Elements of Physical Geography**	**3**
GEOG R102	**World Regional Geography**	**3**
GEOG R105	**Introduction to Human Geography**	**3**
List C - Economics		
Select one course from the following (**3** units):		
ECON R201	**Introduction to the Principles of Microeconomics**	**3**
or		
ECON R201H	**Honors: Introduction to the Principles of Microeconomics**	**3**
ECON R202	**Introduction to the Principles of Macroeconomics**	**3**
or		
ECON R202H	**Honors: Introduction to the Principles of Macroeconomics**	**3**
List D - Politics		
Select one course from the following (**3** units):		
POLS R104	**Introduction to International Relations**	**3**
POLS R108	**Comparative Politics**	**3**
List E - Humanities		
Select one course from the following (**3** units):		
HIST R150	**World History I**	**3**
HIST R150H	**Honors: World History I**	**3**
PHIL R103	**Survey of World Religions: East**	**3**
PHIL R104	**Survey of World Religions: West**	**3**
PHIL R115	**Comparative World Religions**	**3**
PHIL R115H	**Honors: Comparative World Religions**	**3**
	Total Required Major Units	**21**
	CSU General Education *or* IGETC Pattern	**37-39**
	Double-Counted Units	**- (9-15)**
Electives (CSU transferable units needed to reach 60)		**9-17**
	Total Units required for the AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Global Studies Program for Transfer students will be able to:

- Adapt and apply a complex understanding of multiple world views, experiences, and power structures within the context of specific global problems.
- Demonstrate an awareness of cultural diversity and cultural relativism.
- Demonstrate an ability to analyze complex global issues utilizing an interdisciplinary approach and from a variety of perspectives while paying attention to power structures, inequality, and the relationship between local and global forces.
- Demonstrate a complex awareness and understanding of global forces and processes including political, economic and cultural practices.

GLOBAL STUDIES COURSES

GLST R101 Introduction to Global Studies 3 Units

Hours: *3 lecture weekly*
C-ID: *GLST 101*

This course provides students with an introduction to the study of globalization and the political, cultural, social, environmental and economic forces that shape the global village today. Through an interdisciplinary approach that utilizes anthropology, political science, sociology, geography, philosophy, economics and the arts and sciences, we explore the major themes in global studies with an emphasis on developing critical understandings of these processes and empowering students to be active participants in the global system. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D1, D2, D5, D6, D7, D8***
IGETC: ***4A, 4B, 4E, 4F***

GLST R102 Global Issues and Problems 3 Units

Hours: *3 lecture weekly*
C-ID: *GLST 102*

This course examines contemporary social, economic, political, cultural and environmental change in a global context. It introduces students to the origins, current status and future trends of transnational issues confronting the global community, explores the emergence of global economy, new systems of world order, transnational social movements, global governance, and collective global responsibilities. Through the examination of specific global problems such as economic inequality, population trends, human rights, conflict, security and environmental problems we will consider the impact of globalization around the world. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D7***
IGETC: ***4G***

HEALTH EDUCATION

Students who wish to earn an A.A. or A.S. degree must successfully complete a minimum of one Health Education course and one Physical Education course.

The University of California (UC) has a limitation on transfer credits of Health Education (HED) and Physical Education (PE) courses. For current limitations, see "Transfer Course Agreement (UC TCA)" on page 84 or www.assist.org.

The AA-T in Kinesiology is intended for students who plan to complete a bachelor's degree in Kinesiology, or a similar major at a CSU campus including emphases in Physical Education, Exercise Science, Human Movement, Coaching, Health and Wellness, Rehabilitation and Therapeutic Exercise, among others.

University of California Limitation on Transfer of Health Courses

The UC will only give credit for ***one*** Health course from **HED R101, HED R102, HED R103, *or* HED R104**.

The UC will only give a maximum of **8** units for all of these courses ***combined*****: HED R102L, HED R105, HED R106A, HED R106B, HED R107, HED R110 or KIN R100.**

For more information, contact:

Jonas Crawford (805) 678-5870 jcrawford1@vcccd.edu

HEALTH EDUCATION COURSES

HED R101 Health and Society 3 Units

Hours: *3 lecture weekly*

This course explores the nature and function of health in our society. An overview of major health concepts designed to contribute to the students' understanding of healthy living will be the focus of this course. Environmental health, communicable diseases, harmful substances, chronic and degenerative disease, fitness, personal relationships, mental health, reproduction and contraception, as well as consumer health will also be explored. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E1***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: R101, R102, R103, R104 combined - max credit: one course

HED R102 Fitness/Nutrition/Mental Wellness 3 Units

Hours: *3 lecture weekly*

This course explores the principles and concepts that aid individuals in making informed decisions about fitness and nutrition, and how those decisions impact their own mental wellness. The five components of fitness are addressed, along with a self-appraisal of health- related physical fitness; nutrition for physical health and mental wellness; assessment of current personal lifestyle on mental wellness; principles of exercise program design; principles of nutrition program design; stress management techniques; strategies for improving sleep; exercise as a method to reduce symptoms of anxiety and depression; with an emphasis placed on the connection between a healthy body and a healthy mind. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E1***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: R101, R102, R103, R104 combined - max credit: one course

HED R103 Women's Health 3 Units

Hours: *3 lecture weekly*

This course considers the nature and function of women's health in our society. The course offers an analysis of major female health problems; and is designed to contribute to students' understanding of women's roles both as individuals and as contributing members of the community's efforts to implement advances in medicine and health sciences. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E1***
CSU GE-Breadth: ***D4, E***
IGETC: ***none***

UC Credit Limitation: R101, R102, R103, R104 combined - max credit: one course

HED R104 Personal Health and Wellness 3 Units

Hours: *3 lecture weekly*
Advisories: *ENGL R100 or ENGL R097*
C-ID: *PHS 100*

This course focuses on the exploration of major health issues and behaviors in the various dimensions of health. Emphasis is placed on individual responsibility for personal health and the promotion of informed, positive health behaviors. Topics include nutrition, exercise, weight control, mental health, stress management, violence, substance abuse, reproductive health, disease prevention, aging, healthcare, and environmental hazards and safety. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E1***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: R101, R102, R103, R104 combined - max credit: one course

HED R105 CPR, AED, First Aid and Personal Safety 3 Units

Hours: *3 lecture weekly*
Materials Fee: *$12*
C-ID: *KIN 101*

This course develops safety awareness and positive reactions to emergency situations. It covers ways of reacting to persons suffering from traumatic shock as well as ways of interacting with and calming family members of injured persons. The course includes, but is not limited to, recognition and standard treatment procedures for four life-threatening situations (unconsciousness, breathing, circulation-pulse, and severe bleeding); use of the Automated External Defibrillator (AED); care for poisoning, fractures, heat- and cold-related emergencies, shock; injury prevention and safety of infants, toddlers/preschoolers and young children; and preventative drug education. There will also be brief instruction on identification and prevention of sexually transmitted infections, pregnancy prevention, family health history, and nutrition. Students successfully completing the American Heart Association Basic Life Support requirements receive a 2-year certification for Healthcare Providers. This will include include Adult and Infant CPR, Automated External Defibrillation (AED) instruction and certification. Students will not earn a separate First Aid certification but will learn skills associated with First Aid. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E1***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: R105, R106A, R106B, R107, R110, PE R185C, or KIN R100 combined - max credit: 8 units



HED R113 Introduction to Public Health 3 Units

Hours: *3 lecture weekly*
Advisories: *ENGL R101*
C-ID: *PHS 101*

This course provides an introduction to the discipline of Public Health. Students will gain an understanding of the basic concepts and terminologies of public health, and the history and accomplishments of public health officials and agencies. An overview of the functions of various public health professions and institutions, and an in-depth examination of the core public health disciplines is covered. Topics of the discipline include the epidemiology of infectious and chronic disease; prevention and control of diseases in the community including the analysis of the social determinants of health and strategies for eliminating disease, illness and health disparities among various populations; community organizing and health promotion programming; environmental health and safety; global health; and healthcare policy and management. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***E1***
CSU GE-Breadth: ***D7, E***
IGETC: ***4***

HED R114 Introduction to Nutrition Science 3 Units

Hours: *3 lecture weekly*
Advisories: *ENGL R097 or ENGL R100 or eligibility for ENGL R101*
C-ID: *NUTR 110*

This course examines scientific concepts of nutrition related to the function of nutrients within the human body, nutrient requirements throughout the life cycle, and individual nutritional needs. Students will learn how to analyze and evaluate nutritional information and apply this information and dietary guidelines to their personal food choices. In addition, the course will explore current issues in nutrition including food safety, environmental contaminants, food technology, and food additives. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***E1***
CSU GE-Breadth: ***E***
IGETC: ***none***

HISTORY

History is one of the most popular, useful, and flexible subjects to study and major in. The popularity of history comes from the fact that human beings love stories about dynamic people and exciting events from the past. By studying the brilliance and blunders of past generations, students gain essential knowledge about how the world works, as well as an understanding of the global trends that will transform our world over the next few decades. While the study of history provides you with the wisdom and core knowledge that will help you to adapt and prosper in our rapidly changing world, it will also provide you with the academic experience, critical thinking skills, and civic mindedness that universities and employers value.

A degree in History, from Oxnard College, provides a guaranteed pathway to a state university and serves as an easily obtainable "second major" for students interested in becoming more marketable, well-rounded, and wise. Additionally, the degree satisfies the first two years of a four year degree at most universities (ex. many Oxnard College "History majors" have transferred to CSUCI, CSUN, UCSB, UCR, UCLA, or UC Berkeley).

continued on next page

Students who transfer, and earn their BA in History, often immediately go to graduate school (earning their MA or Ph.D.) and/or enter a variety of lucrative and rewarding careers: teaching, law, law enforcement, business, finance, consulting, journalism, social services, public relations, government service, "Public History" (specifying: historic preservation, museum curatorship, archival management), etc.

For more information, contact:

Kevin Hughes
(805) 678-5079
khughes@vcccd.edu

Dr. Joshua Lieser
(805) 678-5078
jlieser@vcccd.edu

Jennifer Wilson-González
(805) 678-5269
jwilsongonzalez@vcccd.edu

ASSOCIATE IN ARTS FOR TRANSFER
HISTORY

The Associate in Arts in History for Transfer (History AA-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. Each CSU campus determines which the degrees it offers are "similar" and can be completed with the preparation included in the AA-T in History within 60 units once a student transfers, so which majors are "similar" varies from CSU to CSU. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn an **AA-T in History**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **18** semester units in the **History** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **History AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (6 units)		**Units**
HIST R130	**History of the United States I**	**3**
or		
HIST R130H	**Honors: History of the United States I**	**3**
HIST R140	**History of the United States II**	**3**
or		
HIST R140H	**Honors: History of the United States II**	**3**
List A		
Required Additional Courses (**6** units)		
HIST R150	**World History I**	**3**
or		
HIST R150H	**Honors: World History I**	**3**
HIST R160	**World History II**	**3**
or		
HIST R160H	**Honors: World History II**	**3**
List B1		
Select **one** of the following courses (**3** units)		
HIST R109	**History of Mexico**	**3**
HIST R110	**History of the Middle East**	**3**
HIST R117	**History of American Women**	**3**
HIST R122	**History of Asia**	**3**
HIST R126	**History of Latin America**	**3**
List B2		
Select **one** of the following courses (**3** units)		
HIST R104	**History of California**	**3**
HIST R107	**History of Mexicans in the United States**	**3**
HIST R108	**African-American History**	**3**
HIST R117	**History of American Women**	**3**
HIST R124	**Sports in American History**	**3**
HIST R125	**U.S. Foreign Policy & Covert Action**	**3**
HIST R125H	**Honors: U.S. Foreign Policy & Covert Action**	**3**
	Total Required Major Units	**18**
	CSU General Education *or* IGETC Pattern	**37-39**
	Double-Counted Units	**- (9-15)**
Electives	(CSU transferable units needed to reach 60)	**12-20**
	Total Units required for the AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the History Program for Transfer students will be able to:

- Demonstrate knowledge of historical events, trends, and significant decision makers in a designated historical subject area.
- Demonstrate skill in historical research by locating and utilizing scholarly resources including primary source material.
- Demonstrate critical thinking in their writing of history compositions.
- Identify major theories and conceptual paradigms to explain historical events.
- Express connections between their knowledge of history and current social conditions, problems, and controversies.

HISTORY COURSES

HIST R104 History of California 3 Units

Hours: *3 lecture weekly*

This course presents a survey of Native American, Spanish, Mexican and American periods of California while considering the political, economic, social, and cultural evolution of the state. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D6***
IGETC: ***4F***

HIST R107 History of Mexicans in the United States 3 Units

Hours: *3 lecture weekly*

This course is a historical survey of the Mexican/Chicano experience from the pre-Columbian period to the present. The emphasis is on Mexican settlement of Greater Mexico and the Southwest United States within the broader history of the United States. In the process, the course covers significant events in the historical development of the United States and Mexico—the colonial era, the early National period, the westward (and northward) movement of people across America in the last 150 years, and U.S.-Mexico relations in the 19th and 20th centuries. (Same as **CHST R107.**) *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B1, B2, F***
CSU GE-Breadth: ***D, US-1***
IGETC: ***4***

HIST R108 African-American History 3 Units

Hours: *3 lecture weekly*

This course provides an analysis of the history of African Americans in the United States from their African origins to the present. The course examines how African-Americans, individually and collectively, have been influenced by and contributed to the historical development of the United States. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B1, B2, F***
CSU GE-Breadth: ***C2, D3, D6, US-1***
IGETC: ***3B, 4F***

HIST R109 History of Mexico 3 Units

Hours: *3 lecture weekly*

This is a survey of Mexican history from the pre-Columbian era to the present. The course presents major historical developments and personalities shaping the nation of Mexico. The class focuses on Meso American culture and civilization, the Spanish colonial period from the 1500's to the 1800's, the Mexican independence years, and the problems of nationhood through the 1850's. The U.S.-Mexican War, and the relationship between Mexico and the United States in the 20th and 21st centuries are also reviewed. Mexico's role in the world community, both historical and contemporary, remains a key topic. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***C2, D***
IGETC: ***3B, 4F***

HIST R110 History of the Middle East 3 Units

Hours: *3 lecture weekly*

If the Middle East has become synonymous with "conflict," this course will reveal that the historical developments of the region, which were always accompanied by conflict, have done much to shape the world in which we live. The Middle East gave rise to the first civilizations in Sumer and Egypt; the mighty empires of Persia and Alexander the Great; and the monotheistic traditions of Judaism, Christianity, and Islam. As a cultural crossroads and center of learning, the region facilitated the spread of knowledge throughout the medieval Old World, while inspiring would be conquerors like the Crusaders and Mongols. The rise of the Ottoman Empire led to an early modern era of stability in the region, until the Ottoman state fell into decline due to the pressures of Western imperialism and modernization. The "conflicts" of the past hundred years will also be explored in depth, including petro-politics, terrorism, Islamist movements, the struggle between Arabs and Israelis, and the repeated diplomatic and military involvement of the Americans in the region. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***C2, D***
IGETC: ***3B, 4F***

HIST R117 History of American Women 3 Units

Hours: *3 lecture weekly*

This course offers a survey of the historical experience of women in North America including comparisons of Native-American, African-American, Latin-American, Asian-American and European cultures. Multiple ways of studying history are used to explain the impact of religion, culture, law, social class, economic roles and politics on the history of women. The tension between expanding work opportunities and traditional social roles is examined. The contributions of women to progressive reform is reviewed. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B1, B2, F***
CSU GE-Breadth: ***D4, D6, US-1***
IGETC: ***4D, 4F***

HIST R124 Sports in American History 3 Units

Hours: *3 lecture weekly*

This course is a survey of sports as a reflection of American cultural development, race and gender relations, American foreign policy, and political and social change through the 19th and 20th centuries. The course examines the development of American life through an examination of the literature, journalism, history, film, and art of sports. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D6***
IGETC: ***4F***

HIST R125 U.S. Foreign Policy & Covert Action 3 Units

Hours: *3 lecture weekly*

This course is a survey of selected themes, problems, and personalities which have been associated with the creation of both official and covert American relationships with foreign powers. The course examines how U.S. involvements with nations in Europe, Latin America, the Middle East, Africa, and Asia have interacted with and impacted American society, economics, and democratic institutions with an emphasis on CIA actions performed by the U.S. in the latter half of the 20th Century. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of C or better or "P". (Same as **POLS R125**.) *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D8***
IGETC: ***4***

HIST R125H Honors: U.S. Foreign Policy & Covert Action 3 Units

Hours: *3 lecture weekly*

This course is a survey of selected themes, problems, and personalities which have been associated with the creation of both official and covert American relationships with foreign powers. The course examines how U.S. involvements with nations in Europe, Latin America, the Middle East, Africa, and Asia have interacted with and impacted American society, economics, and democratic institutions with an emphasis on CIA actions performed by the U.S. in the latter half of the 20th Century. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications, and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". (Same as **POLS R125H**.) *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D***
IGETC: ***4***

HIST R126 History of Latin America 3 Units

Hours: *3 lecture weekly*

This course surveys the diverse and dynamic history of Latin America from pre-Columbian times to the present. Students will learn about: native cultures; European exploration, conquest, and colonization; independence movements; and the political, economic, and social challenges of establishing new Latin American nations. The course will also examine recent trends like globalization, immigration, the illegal drug trade, radical political movements, and U.S.-Latin American relations. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D***
IGETC: ***4***

Note: There are no prerequisites for History courses and they may be taken in any order. **HIST R130/R140/ R150** does not have to be taken ***before*** **HIST R140/ R150/R160.** All are taught at the same skill level. Also, a "**II**" can be taken before its corresponding "**I**" class.

HIST R130 History of the United States I 3 Units

Hours: *3 lecture weekly*
C-ID: *HIST 130*

To understand the United States, it is important to study the roots of today's conflicts and great achievements. This course will cover U.S. History from pre-European contact to 1877. Topics will include the contrasting worldviews of Native American, African, and European cultures as they converged in early colonial society; the road to revolution and the Revolutionary War; the drafting of the U.S. Constitution and the struggles of nation building; the contradictory rise of democracy and slavery; westward expansion and sectional tensions; industrial and technological advances; reform movements like abolitionism and women's rights; and the causes and consequences of the Civil War. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

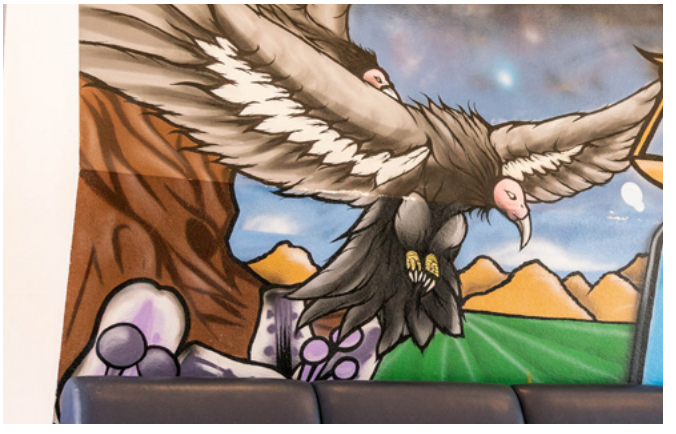
Transfer credit: ***CSU, UC***
OC GE: ***B1, B2***
CSU GE-Breadth: ***D6, US-1***
IGETC: ***4F***

HIST R130H Honors: History of the United States I 3 Units

Hours: *3 lecture weekly*
C-ID: *HIST 130*

To understand the United States, it is important to study the roots of today's conflicts and great achievements. This course will cover U.S. History from pre-European contact to 1877. Topics will include the contrasting worldviews of Native American, African, and European cultures as they converged in early colonial society; the road to revolution and the Revolutionary War; the drafting of the U.S. Constitution and the struggles of nation building; the contradictory rise of democracy and slavery; westward expansion and sectional tensions; industrial and technological advances; reform movements like abolitionism and women's rights; and the causes and consequences of the Civil War. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications, and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B1, B2***
CSU GE-Breadth: ***D6, US-1***
IGETC: ***4***



HIST R140 History of the United States II 3 Units

Hours: *3 lecture weekly*
C-ID: *HIST 140*

If America is the land of opportunity, it is wise to study the cultural, social, economic, political, diplomatic, and military history of the United States in order to understand how this nation developed and where it might be going. This course will cover U.S. History from 1877 to the present. Students will investigate topics such as westward expansion, imperialism, the Industrial Revolution, urbanization, immigration, the Women's Rights movement, the Progressive Movement, the Great War, the "Roaring Twenties," the Great Depression, World War II, the Cold War, the African American Civil Rights Movement, "The Sixties," the conservative backlash, technological innovations, terrorism, and globalization. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P." *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B1, B2***
CSU GE-Breadth: ***D6, US-1***
IGETC: ***4F***

HIST R140H Honors: History of the United States II 3 Units

Hours: *3 lecture weekly*
C-ID: *HIST 140*

If America is the land of opportunity, it is wise to study the cultural, social, economic, political, diplomatic, and military history of the United States in order to understand how this nation developed and where it might be going. This course will cover U.S. History from 1877 to the present. Students will investigate topics such as westward expansion, imperialism, the Industrial Revolution, urbanization, immigration, the Women's Rights movement, the Progressive Movement, the Great War, the "Roaring Twenties," the Great Depression, World War II, the Cold War, the African American Civil Rights Movement, "The Sixties," the conservative backlash, technological innovations, terrorism, and globalization. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications, and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B1, B2***
CSU GE-Breadth: ***D6, US-1***
IGETC: ***4***



HIST R150 World History I 3 Units

Hours: *3 lecture weekly*
C-ID: *HIST 150*

To understand where we came from, it is important to study the histories of the great civilizations of the ancient world, from prehistory to the start of globalization in 1500 C.E. Students will explore the political, military, economic, social, and cultural evolution of the early civilizations of Asia, Africa, Europe, and the Americas. Students will also investigate the impact of religion, technology, migration, trade, and war on the relationships between the major civilizations of the ancient world. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, C2***
CSU GE-Breadth: ***C2, D6***
IGETC: ***3B, 4F***

HIST R150H Honors: World History I 3 Units

Hours: *3 lecture weekly*
C-ID: *HIST 150*

To understand where we came from, it is important to study the histories of the great civilizations of the ancient world, from prehistory to the start of globalization in 1500 C.E. Students will explore the political, military, economic, social, and cultural evolution of the early civilizations of Asia, Africa, Europe, and the Americas. Students will also investigate the impact of religion, technology, migration, trade, and war on the relationships between the major civilizations of the ancient world. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications, and enrichment opportunities. Duplicate credit will not be awarded for both the honors and regular versions of a course. If students take both HIST R150 and HIST R150H, credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, C2***
CSU GE-Breadth: ***C2, D6***
IGETC: ***3B, 4***

HIST R160 World History II 3 Units

Hours: *3 lecture weekly*
C-ID: *HIST 160*

To understand and navigate our global community, it is important to study the history of how our interdependent world came into being. Since 1500 C.E., the great civilizations of Asia, Africa, Europe, and the Americas have rapidly changed, influenced each other, and become more interconnected. Students will explore the political, military, economic, social, and cultural development of each regional civilization. Students will also study the modernizing and globalizing forces of trade, migration, colonization, decolonization, the nation state, the Enlightenment, industrialization, capitalism, urbanization, science, technology, and war. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, C2***
CSU GE-Breadth: ***C2, D6***
IGETC: ***3B, 4F***

HIST R160H Honors: World History II 3 Units

Hours: *3 lecture weekly*
C-ID: *HIST 160*

To understand and navigate our global community, it is important to study the history of how our interdependent world came into being. Since 1500 C.E., the great civilizations of Asia, Africa, Europe, and the Americas have rapidly changed, influenced each other, and become more interconnected. Students will explore the political, military, economic, social, and cultural development of each regional civilization. Students will also study the modernizing and globalizing forces of trade, migration, colonization, decolonization, the nation state, the Enlightenment, industrialization, capitalism, urbanization, science, technology, and war. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications, and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, C2***
CSU GE-Breadth: ***C2, D6***
IGETC: ***3B, 4***

HOSPITALITY

The Hospitality Management program at Oxnard College prepare students for management positions in the hospitality field. The Hospitality Management program recognizes the critical importance of an interdisciplinary education with a global perspective for tomorrow's leaders and managers. The curriculum provides students a thorough understanding of management principles and the operation of various departments on the hotel property. Students completing this degree program will be prepared for Career Opportunities leading up to supervisory and middle-level management positions in hotel management, housekeeping management, human resource management, guest services, and food and beverage management.

For more information, contact:

Adam Hart (805) 678-5267 ahart@vcccd.edu

ASSOCIATE IN SCIENCE FOR TRANSFER
HOSPITALITY MANAGEMENT

The Associate in Science in Hospitality Management for Transfer (AS-T in Hospitality Management) is intended for students who plan to complete a bachelor's degree in Hospitality Management or a "similar" major at a CSU campus. The AS-T in Hospitality Management offers a comprehensive educational approach to a career in the hospitality industry. The curriculum is designed to prepare students with both management theories and occupational job skills required to enter any segment of the industry including jobs with local and global hotels and resorts, restaurants, airlines, cruise lines, sports arenas, entertainment venues, and amusement parks. Students completing this AS-T degree are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements to make sure they are on track in meeting the specific requirements of their preferred CSU Hospitality Management program.

To earn an **AS-T in Hospitality Management**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **18** semester units in the **Hospitality Management** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Hospitality AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses		**Units**
HM R100	**Principles of the Hospitality Industry**	**3**
List A		
Select **three** courses **(9-13** units):		
ECON R202	**Introduction to the Principles of Macroeconomics**	**3**
HM R104	**Sanitation and Environmental Control**	**3**
HM R112	**Food and Beverage Management**	**3**
HM R101	**Hotel Management**	**3**
CRM R102A	**Institutional Food Production**	**7**
List B		
Select **two** courses (6-8 units):		
ACCT R101	**Financial Accounting**	**3**
or		
ACCT R101H	**Honors: Financial Accounting**	**3**
BUS R111	**Business Law**	**3**
MATH R105	**Introductory Statistics**	**4**
or		
MATH R105H	**Honors: Introductory Statistics**	**4**
or		
PSY R103	**Beginning Statistics for Behavioral Science**	**3**
ACCT R102	**Managerial Accounting**	**3**
BUS R140	**Business Communications**	**3**

CIS R100	**Introduction to Computer Information Systems**	**3**
CRM R102B	**Institutional Food Production Management**	**4**
CRM R105	**Gourmet Restaurant Service**	**4**
CRM R110 (HM R123)	**Hospitality and Cost Control**	**3**
ECON R202	**Introduction to the Principles of Microeconomics**	**3**
MATH R106	**Business Calculus**	**4**
	Total Units for the Major	**18-21**

General Education: The AS-T requires students to complete either CSU GE-Breadth or IGETC.

Total Required Major Units	**18-21**
CSU GE-Breadth	**39**
Double-Counted Units	**-(0-9)**
Free electives required	**0-12**
Total required units for AS-T Degree	**60**

or

Total Required Major Units	**18-21**
IGETC	**37**
Double-Counted Units	**-(0-9)**
Free electives required	**2-14**
Total required units for AS-T Degree	**60**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Hospitality Management Program for Transfer students will be able to:

- Demonstrate knowledge of, and experience in, operations relative to the provision of goods and services in hospitality management.
- Examine foundations of management, leadership and human resources in hospitality management.
- Describe the global perspective and diversity issues as related to hospitality management.
- Summarize legal and ethical considerations affecting lodging organizations.

ASSOCIATE IN SCIENCE
CERTIFICATE OF ACHIEVEMENT
HOSPITALITY MANAGEMENT

The Hospitality Management Program at Oxnard College prepares students for management positions in the lodging field. The Hospitality Management program recognizes the critical importance of an interdisciplinary education with a global perspective for tomorrow's leaders and managers. The curriculum provides students a thorough understanding of management principles and the operation of various departments on the hotel property. Students completing this program will be prepared for the career opportunities leading up to supervisory and entry-level management positions in hotel management, housekeeping management, human resource management, guest services, and food and beverage management.

Required Core Courses		**Units**
HM R100	**Principles of the Hospitality Industry**	**3**
HM R104	**Sanitation and Environmental Control**	**3**
HM R123	**Hospitality and Cost Control**	**3**
HM R112	**Food and Beverage Management**	**3**
HM R101	**Introduction to Hotel Management**	**3**
BUS R111	**Business Law**	**3**
	Total Required Major Units	**18**

General Education: This A.S. degree requires completion of the Oxnard College General Education pattern.

Oxnard College General Education	**29**
Double-Counted Units	0
Free Electives Required	13
Total Required Units for A.S. Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Hospitality Management program students will be able to:

- Demonstrate knowledge of, and experience in, operations relative to the provision of goods and services in hospitality management.
- Examine foundations of management, leadership and human resources in hospitality management.
- Acquire knowledge of a global perspective and diversity issues as related to hospitality management.
- Recognize legal and ethical considerations affecting lodging organizations.

HOSPITALITY COURSES

HM R100 Principles of the Hospitality Industry 3 Units

Hours: *3 lecture weekly*
C-ID: *HOSP 100*

The course will provide an overview of the hospitality industry, its history and interrelationships of hotel, restaurant, travel, leisure industries, and introduce math concept applications in the culinary field. Students will also learn the importance of economic and social influences of leisure. Emphasis is on the attitude required of a person seeking a position in the industry. (Same as **CRM R100.**) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

HM R101 Introduction to Hotel Management 3 Units

Hours: *3 lecture weekly*
C-ID: *HOSP 140*

This course provides an introduction to the operations and components of a hotel-resort facility. Students will focus on front office, housekeeping, food and beverage, sales and marketing, accounting, property maintenance, human/resource management and information systems. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

HM R104 Sanitation and Environmental Control 3 Units

Hours: *3 lecture weekly*
C-ID: *HOSP 110*

This course focuses on the sanitation and safety issues involved with handling food through the food service process as it applies to the restaurant and hospitality industry. The course will cover the prevention of contamination and food borne illnesses as well as their symptoms and treatment. Students will learn the Hazard Analysis and Critical Control Point (HACCP) system, the characteristics of a food-safe facility and how to establish systems that promote proper food handling and storage techniques. In addition, this course will cover the role of Health Department Sanitarians, sanitation regulations, cleaning and sanitizing equipment and facilities, integrated pest management, and training employees on sanitation standards. Employee safety, accident prevention, and crisis management in emergency situations will also be taught. This is a "ServSafe"certificate course. (Same as **CRM R104**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

HM R112 Food and Beverage Management 3 Units

Hours: *3 lecture weekly*
C-ID: *HOSP 130*

This course gives students the foundation needed to make smart decisions in commercial and institutional food and beverage operations. Information concerning the latest operational trends is presented. Case studies developed by industry professionals give students practice solving problems like those experienced on the job. Internet exhibits and website addresses link students with valuable food and beverage resources. (Same as **CRM R112**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

HM R123 Hospitality and Cost Control 3 Units

Hours: *3 lecture weekly*

This course provides an overview of the analysis and management of food, beverage, labor and other costs within a hospitality operation. Students will learn problem solving and application of cost control techniques to maximize profits while managing expenses. The course also focuses on establishing standards, cost-volume-profit analysis, forecasting, purchasing and storage controls, menu costing and pricing, theft prevention and labor control. (Same as **CRM R110**). *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

INTERCOLLEGIATE ATHLETICS

Note: **UC Credit Limitation**

The University of California (**UC**) has a limitation on transfer credits of Intercollegiate Athletics (**ICA**) and Physical Education (**PE**) courses. The UC will give a maximum of 4 units for a combination of any or all of these PE/ICA activity courses:

ICA R110, R120, R122, R130A, R130B, R132, R140, R142, R160, R162, R165, R170, R172, R180, R182, R190A, R190B, R192

For more information, contact:

Jonas Crawford (805) 678-5870 jcrawford1@vcccd.edu

Program Student Learning Outcomes

Students informed in Intercollegiate Athletics will be able to:

- Demonstrate leadership roles both on campus and in the community.
- Complete the requirements for successful transfer to a four-year institution.
- Develop the ability to participate in athletic competition to the fullest extent of his or her capability.
- Connect to teammates, coaches and the competitive atmosphere in a manner that enhances participation as well as the team environment.
- Execute advanced intercollegiate skills in fitness, physical activity, and intercollegiate athletics.

INTERCOLLEGIATE ATHLETICS COURSES

ICA R110 Intercollegiate Cross Country - Men 3 Units

Hours: *10 lab weekly*
Limitations: *Must have permission by instructor for enrollment*

This course provides student-athletes with the opportunity to develop advanced skills and the strategies in intercollegiate men's cross country which will be applied to competitive situations. Student-athletes engaged in intercollegiate men's cross country should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. *Field trips may be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R120 Intercollegiate Soccer - Men 3 Units

Hours: *10 lab weekly*
Limitations: *Must have permission by instructor for enrollment*

This course provides student-athletes with the opportunity to develop advanced skills and the strategies in intercollegiate men's soccer which will be applied to competitive situations. Student-athletes engaged in intercollegiate men's soccer should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. *Field trips may be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R122 Conditioning for Men's Soccer .5 - 2 Units

Hours: *1.5 - 6 lab weekly*

The training and conditioning exercises cover advanced forms of strength training, cardiovascular and skill work being emphasized. Out of season speed/endurance, stamina, and skill efficiency will be enhanced through use of different fitness parameters in preparing for the intercollegiate soccer season. The course is intended for student-athletes to improve their physical conditioning and strength for men's soccer. Athletes that compete in intercollegiate athletics need to prepare all year to ensure optimal opportunity to excel at their highest level. *Field trips may be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R130A Intercollegiate Basketball Men/Fall 3 Units

Hours: *10 lab weekly*
Limitations: *Must have permission by instructor for enrollment*

This course provides student-athletes with the opportunity to develop advanced skills and the strategies in intercollegiate men's basketball which will be applied to competitive situations. Student-athletes engaged in intercollegiate men's basketball should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. *Field trips will be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R130B Intercollegiate Basketball Men/Spring 2 Units

Hours: *6 lab weekly*
Limitations: *Must have permission by instructor for enrollment*

This course provides student-athletes with the opportunity to develop advanced skills and the strategies in intercollegiate men's basketball which will be applied to competitive situations. Student-athletes engaged in intercollegiate men's basketball should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. *Field trips will be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***none***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R132 Conditioning for Men's Basketball .5 - 2 Units

Hours: *1.5 - 6 lab weekly*

The topics covered in this course will provide students with the opportunity to develop advanced strengthening, conditioning, nutritional, and strategic plans for intercollegiate men's basketball. Athletes that compete in intercollegiate athletics need additional preparation to ensure optimal opportunity to excel at their highest level. *Field trips may be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R140 Intercollegiate Baseball - Men 3 Units

Hours: *10 lab weekly*
Limitations: *Must have permission by instructor for enrollment*

This course provides student-athletes with the opportunity to This course provides student-athletes with the opportunity to develop advanced skills and the strategies in intercollegiate men's baseball which will be applied to competitive situations. Student-athletes engaged in intercollegiate men's baseball should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. *Field trips will be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R142 Conditioning for Men's Baseball .5 - 2 Units

Hours: *1.5 - 6 lab weekly*

The topics covered in this course will provide students with the opportunity to develop advanced strengthening, conditioning, nutritional, and strategic plans for intercollegiate men's baseball. Athletes that participate in intercollegiate athletics need additional preparation to ensure optimal opportunity to excel at their highest level. *Field trips may be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R160 Intercollegiate Cross Country - Women 3 Units

Hours: *10 lab weekly*
Limitations: *Must have permission by instructor for enrollment*

This course provides student athletes with the opportunity to develop advanced skills and the strategies in intercollegiate women's cross country which will be applied to competitive situations. Student athletes engaged in intercollegiate women's cross country should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. *Field trips will be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R162 Conditioning for Cross Country .5 - 2 Units

Hours: *1.5 - 6 lab weekly*

This course is designed for student-athletes to improve their physical conditioning and skill level to compete at intercollegiate cross country meets. It will provide students with advanced training, conditioning, nutritional, and racing plans for intercollegiate cross country competition. Athletes that participate in rigorous activity such as cross country are expected to follow the professional instruction provided in order to ensure optimal opportunity to excel at the next level. *Field trips may be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R165 Conditioning for Athletes .5 - 2 Units

Hours: *1.5 - 6 lab weekly*

This course is designed for student-athletes to improve their physical conditioning and skill level for a specific sport. Athletes who participate in intercollegiate athletics need additional preparation to ensure optimal opportunity to perform to the best of their ability. *Field trips may be required. Course may be taken four times. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***none***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R170 Intercollegiate Soccer- Women 3 Units

Hours: *10 lab weekly*
Limitations: *Must have permission by instructor for enrollment*

This course provides student-athletes with the opportunity to develop advanced skills and the strategies in intercollegiate women's soccer which will be applied to competitive situations. Student-athletes engaged in intercollegiate women's soccer should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. *Field trips will be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R172 Conditioning for Women's Soccer .5 - 2 Units

Hours: *1.5 - 6 lab weekly*

The training and conditioning exercises covered in this course are designed with advanced forms of strength training, cardiovascular and skill work being emphasized. Out of season speed/endurance, stamina, and skill efficiency will be enhanced through use of different fitness parameters in preparing for the soccer season. The course is intended for student-athletes to improve their physical conditioning and strength for women's soccer. Athletes that compete in intercollegiate athletics need to prepare all year to ensure optimal opportunity to excel at their highest level. *Field trips may be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R180 Intercollegiate Softball - Women 3 Units

Hours: *10 lab weekly*
Limitations: *Must have permission by instructor for enrollment*

This course provides student-athletes with the opportunity to develop advanced skills and the strategies in intercollegiate women's softball which will be applied to competitive situations. Student-athletes engaged in intercollegiate women's softball should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. *Field trips will be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R182 Conditioning for Women's Softball .5 - 2 Units

Hours: *1.5 - 6 lab weekly*

The topics covered in this course provide students with the opportunity to develop advanced strengthening, conditioning, nutritional, and strategic plans for intercollegiate women's softball. Athletes that participate in intercollegiate athletics need additional preparation to ensure optimal opportunity to excel at their highest level. *Field trips may be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R190A Intercollegiate Basketball Women/Fall 3 Units

Hours: *10 lab weekly*
Limitations: *Must have permission by instructor for enrollment*

This course provides student athletes with the opportunity to develop advanced skills and the strategies in intercollegiate women's basketball which will be applied to competitive situations. Student athletes engaged in intercollegiate women's basketball should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. *Field trips will be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R190B Intercollegiate Basketball Women/Spring 2 Units

Hours: *6 lab weekly*
Limitations: *Must have permission by instructor for enrollment*

This course provides student athletes with the opportunity to develop advanced skills and the strategies in intercollegiate women's basketball which will be applied to competitive situations. Student athletes engaged in intercollegiate women's basketball should expect to compete against other institutions, travel, and put in additional hours beyond the normal activity load. *Field trips will be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***none***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

ICA R192 Conditioning for Women's Basketball .5 - 2 Units

Hours: *1.5 - 6 lab weekly*

The topics covered in this course are designed to provide students with the opportunity to develop advanced strengthening, conditioning, nutritional, and strategic plans for intercollegiate women's basketball. Athletics that compete in intercollegiate athletics need additional preparation to ensure optimal opportunity to excel at their highest level. *Field trips may be required. Course may be taken four times. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all ICA activity courses combined - max credit: 4 units

INTERDISCIPLINARY STUDIES

INTERDISCIPLINARY STUDIES COURSES

IDS R102 Science, Technology and Human Values 3 Units

Hours: *3 lecture weekly*

Science and technology have the potential to improve our lives, yet they also challenge the basic values of our humanity. Utilizing an interdisciplinary approach, this course explores the impact of science and technology on human culture, history, and understanding. Through critical engagement with scientific and social theory we explore how science and technology impact human cultures and values and we question what these developments mean for human societies in a global context. We explore topics such as global climate change, pollution, the nature of knowledge, science and gender, surveillance and security, nuclear energy, fracking, weapons of mass destruction, communications, the internet, hacking, genetic modification, space exploration, cosmology, cloning, artificial intelligence and medicine. (Same as **ANTH R116.**) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***C2, D7***
IGETC: ***3B, 4G***

IDS R198 Short Courses in Interdisciplinary Studies .5 - 3 Units

Hours: *.5 - 3 lecture weekly*

Courses and/or workshops in selected areas of Interdisciplinary Studies to meet specific needs of college or community as requested or required. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. Applies to Associate Degree.*

Transfer credit: ***CSU***

KINESIOLOGY

Students who wish to earn an A.A. or A.S. degree must successfully complete a minimum of one Health Education course and one Physical Education course.

Uniform Requirements: The appropriate athletic gear for the course is required of all students

See **HEALTH EDUCATION** for the Associate in Arts in Kinesiology for Transfer (Kinesiology AA-T) degree and Health Education (HED) courses.

See **INTERCOLLEGIATE ATHLETICS** for ICA courses.

Note: **UC Credit Limitation**

An **Associate Degree** requires one PE activity class. Students planning to take more than four (4) units of Physical Education activity courses should consult a counselor.

The California State University (CSU) system accepts all PE courses for comparable semester credit, but the University of California (UC) system will only accept a total of four (4) units of credit for PE activity courses.

- The UC will give a maximum of 8 units for any or all **PE theory** courses including: **PE R185C, HED R105, HED R106A, HED R106B,** and **HED R110**.

For more information, contact:

Jonas Crawford
(805) 678-5870
jcrawford1@vcccd.edu

Dianne Frehlich
(805) 678-5188
dfrehlich@vcccd.edu

Ron McClurkin
(805) 678-5093
rmcclurkin@vcccd.edu

Program Student Learning Outcomes

Students informed in Physical Education will be able to:

- Articulate how to develop personal health and longevity through appropriate physical activity and theory courses.
- Demonstrate basic knowledge of functional human anatomy, physiology and biomechanics in relation to performing a variety of physical activity skills.
- Discover the role physical activity plays in achieving and maintaining quality of life.
- Demonstrate motivational techniques and applies them to create lifestyle changes in fitness and health.
- Apply fitness principles and biometric measures to design, develop, and implement an effective personalized fitness program.

ASSOCIATE IN ARTS FOR TRANSFER
KINESIOLOGY

To earn an **AA-T in Kinesiology**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **21** semester units in the **Kinesiology** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Kinesiology AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (**15-17** units)		**Units**
KIN R100	**Introduction to Kinesiology**	**3**
ANAT R101	**General Human Anatomy**	**4**
PHSO R101	**Human Physiology**	**5**
Movement Based Courses		
Select a maximum of one course from three of the following areas for a minimum of three units:		
Combatives		
KIN R120A	**Kickboxing for Fitness I**	**1**
KIN R120B	**Kickboxing for Fitness II**	**1**
KIN R121A	**Boxing for Fitness I**	**1**
KIN R121B	**Boxing for Fitness II**	**1**
KIN R123	**Escrima/Filipino Martial Arts**	**1**
KIN R124	**Jujitsu**	**1**
Dance		
DANC R102A	**Modern Dance I**	**2**
DANC R102B	**Modern Dance II**	**2**
DANC R104A	**Modern Jazz I**	**2**
DANC R104B	**Modern Jazz II**	**2**
DANC R110A	**Mexican Folklorico Dance I**	**2**
DANC R110B	**Mexican Folklorico Dance II**	**2**
DANC R112A	**Introduction to Hip-Hop Dance**	**2**
DANC R112B	**Beginning Hip-Hop Dance**	**2**
Fitness		
KIN R140	**Walking for Fitness**	**1**
KIN R141	**Running for Fitness**	**1**
KIN R142A	**Yoga I**	**1**
KIN R142B	**Yoga II**	**1**
KIN R143	**Pilates Mat**	**1**
KIN R144	**Core Stability and Stretch**	**1**
KIN R145A	**Body Conditioning Boot Camp I**	**1**
KIN R145B	**Body Conditioning Boot Camp II**	**1**
KIN R146A	**Weight Training and Conditioning I**	**1**
KIN R146B	**Weight Training and Conditioning II**	**1**
KIN R147A	**Women's Conditioning I**	**2**
KIN R147B	**Women's Conditioning II**	**2**
KIN R148	**Power Lifting and Free Weights**	**1**

Individual Sports

KIN R123	Escrima/Filipino Martial Arts	1
KIN R124	Jujitsu	1

Team Sports

KIN R162A	Soccer I	1
KIN R162B	Soccer II	1
KIN R163A	Basketball I	1
KIN R163B	Basketball II	1
KIN R164A	Baseball I	1
KIN R164B	Baseball II	1
KIN R165A	Volleyball I	1
KIN R165B	Volleyball II	1

List A

Select **two** courses (minimum 6 units) from the following:

MATH R105	Introductory Statistics	4
or		
MATH R105H	Honors: Introductory Statistics	4
or		
PSY R103	Beginning Statistics for the Behavioral and Social Sciences	3
or		
SOC R125	Introduction to Statistics in Sociology	3
CHEM R110	Elementary Chemistry	5
CHEM R120	General Chemistry I	5
PHYS R101	College Physics I	4
and		
PHYS R101L	College Physics 1 Laboratory	1
or		
PHYS R131	Physics for Scientists and Engineers 1	5
HED R105	First Aid/Personal Safety	3

Total Required Major Units	**21-27**
CSU General Education	39
Double-Counted Units	- (9-12)
Free Elective Required	3-12
Total Units required for the AA-T Degree	**60**

or

IGETC	37
Double-Counted Units	- (6-9)
Free Elective Required	2-11
Total Units required for the AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Kinesiology Program for Transfer students will be able to:

- Demonstrate awareness of the interrelated dimensions of wellness.
- Apply health-related knowledge to promote behavior modifications that reduce disease risk and improve quality of life.
- Utilize knowledge to become a self-directed learner who has a foundational knowledge of health promotion and disease prevention.
- Demonstrate an understanding of the relationship between scientific research and established knowledge.

KINESIOLOGY COURSES

KIN R100 Introduction to Kinesiology 3 Units

Hours: *3 lecture weekly*
Formerly: *HED R110*
C-ID: *KIN 100*

This is an introductory course that surveys various disciplines related to the study of human movement. Students will examine the areas of history, sociology, biomechanics, physiology, and psychology as they relate to the sport and exercise environment. In addition, students will explore career pathways involving the study of human movement, teaching, research, and professional practice. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E1***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: R105, R106A, R106B, R107, R110, PE R185C, KIN R100 combined - max credit: 8 units

INDIVIDUAL AND DUAL ACTIVITIES COURSES

KIN R120A Kickboxing for Fitness I 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R131A*

This physical education course uses kickboxing and conditioning techniques for losing weight, toning muscles and developing cardiorespiratory fitness. Kicking shields and focus mitts are used for training. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R120B Kickboxing for Fitness II 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R131B*
Prerequisites: *KIN R120A*

Kickboxing offers students a workout that focuses on building cardiorespiratory endurance and fitness through its more advanced curriculum. Body conditioning and weight loss are emphasized. Training equipment including focus mitts and kicking shields are used in class. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R121A Boxing for Fitness I 1 Unit
Hours: *3 lab weekly*
Formerly: *PE R133A*
This course is designed to develop cardiorespiratory conditioning and fitness through the use of boxing techniques. The course also focuses on building muscle endurance, strength and weight management. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R121B Boxing for Fitness II 1 Unit
Hours: *3 lab weekly*
Formerly: *PE R133B*
Prerequisites: *KIN R121A*
This course is designed to increase cardiorespiratory conditioning and fitness through the use of intermediate boxing techniques. Students will learn punching combinations along with defensive maneuvers such as bobbing and weaving, slipping and parrying punches. Students will be taught how to increase muscle strength, endurance and tone while also lowering and managing body weight. Proper use of training equipment will be demonstrated. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R122 Self-Defense 2 Units
Hours: *1 lecture, 3 lab weekly*
Formerly: *PE R132*
This activity course addresses issues of physical assault and self-defense. Students will learn basic self-defense skills that increase their chances of surviving an assault situation. The psychological and mental aspects of self-defense will also be explored. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R123 Escrima/Filipino Martial Arts 1 Unit
Hours: *3 lab weekly*
Formerly: *PE R134A*
Escrima is an ancient martial art system which evolved in the Philippines around the 9th century during the T'ang dynasty. It was outlawed during the Spanish conquest in the 16th century, yet preserved by the Filipinos who hid the art in dance. Escrima employs empty-hand techniques as well as traditional weapons. The course will focus on the artistic aspect of the art as well as its application in contemporary self-defense situations. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R124 Jujitsu 1 Unit
Hours: *3 lab weekly*
Formerly: *PE R130*
The art of jujitsu was historically used by the Samurai warrior class in Japan to defend themselves against the enemy. It continues to be practiced today and has gained great popularity due to mixed martial arts. Jujitsu is a well-rounded martial art that prepares students to respond to a physical assault. Students will learn how to break fall and roll, kick, punch, and defend themselves against an assailant. The application of joint locks, nerve manipulation, chokes, throws, and control tactics will also be taught. This course will also introduce students to basic grappling techniques. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R140 Walking for Fitness 1 Unit
Hours: *3 lab weekly*
Formerly: *PE R146*
This course is designed to provide exercise and fitness training for the walking student population. Emphasis is on cardiovascular conditioning and muscle strength, and endurance related specifically to walking. It is designed for students to participate in and achieve a more strenuous physical activity program. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R141 Running for Fitness 1 Unit
Hours: *3 lab weekly*
Formerly: *PE R143*
This course is designed to provide exercise and fitness training for the moderate to active jogging or running student population. Emphasis is on cardiovascular conditioning and muscle strength, and endurance related specifically to jogging and running. It is designed for students to participate in and achieve a more strenuous physical activity program. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R142A Yoga I 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R103A*

This course introduces yoga techniques for beginners. Students will learn basic yoga positions and exercises, breath control, relaxation techniques, and stretching postures. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

***UC Credit Limitation:** Any or all PE activity courses combined - max credit: 4 units

KIN R142B Yoga II 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R103B*
Prerequisites: *KIN R142A*

Students will build on their knowledge and skills learned in Yoga I. Level II poses, asanas, flow combinations will be performed. Physiological and psychological benefits of Yoga will be discussed as well as integrating mind, body and spirit. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

***UC Credit Limitation:** Any or all PE activity courses combined - max credit: 4 units

KIN R143 Pilates Mat 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R108*

This course introduces the study and practice of Pilates, a conditioning program based on the teachings of Joseph H. Pilates. It emphasizes activities designed to reduce muscular imbalances and improve body alignment by incorporating strength, flexibility, and relaxation techniques. The focus of this course is on postural symmetry, breath control, abdominal and core strength, and joint mobility and stabilization. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

***UC Credit Limitation:** Any or all PE activity courses combined - max credit: 4 units



KIN R144 Core Stability and Stretch 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R106*

This course introduces a wide variety of concepts and physical conditioning techniques focusing on core musculature, balance, coordination, and flexibility. It includes movement skills using stability balls, functional integrated resistance exercises, basic yoga, Pilates, and other movement forms that elicit intrinsic and extrinsic core muscle conditioning, improved balance, and flexibility. Benefits of this course include enhanced posture, back comfort, body awareness, and muscular condition. Activities in this course are adapted to varied levels of ability and fitness. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

***UC Credit Limitation:** Any or all PE activity courses combined - max credit: 4 units

KIN R145A Body Conditioning Boot Camp I 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R104A*

This course introduces boot camp-style methods for total body conditioning designed to improve cardiovascular and muscle endurance, muscular strength, agility, and flexibility. It provides a wide-range of fitness activities with interval training. It also includes both indoor and outdoor fast-paced activities over a variety of terrain, and emphasizes functionality that can enhance performance in everyday activities or sports which allows activities to be adapted to varied levels of ability and fitness. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

***UC Credit Limitation:** Any or all PE activity courses combined - max credit: 4 units

KIN R145B Body Conditioning Boot Camp II 1 Unit

Hours: *3 lab week*
Formerly: *PE R104B*
Prerequisites: *KIN R145A*

This course is a total body conditioning group workout designed to improve cardiovascular fitness, muscle strength and muscular endurance. The class incorporates the use of a variety of resistance training systems and equipment to enhance agility, flexibility, balance training and body composition management. It may include both indoor and outdoor terrain and emphasizes functionality that can enhance performance in everyday activities and sports while encouraging lifelong physical fitness. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

***UC Credit Limitation:** Any or all PE activity courses combined - max credit: 4 units

KIN R146A Weight Training and Conditioning I — 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R150A*

This course focuses on the development of basic skills, coordination, muscular tone, and strength through the use of weight machines and free weights. Cardiovascular conditioning and nutrition are also emphasized. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R146B Weight Training and Conditioning II — 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R150B*
Prerequisites: *KIN R146A*

This course builds upon goals established in Weight Training and Conditioning I to progress performance in cardiovascular conditioning, power lifting, weight loss, and endurance building. The course will incorporate the use of bodyweight exercises, kettlebells, medicine balls, and resistance bands as students learn to plan and execute a cardio-strength training program. Students will also learn to apply the principle of progressive overload to design and adapt a cardiovascular endurance training program and how to design a well-rounded muscular strength training program. The application of concepts of nutrition to meal planning for pre-workout, post-workout, and performance enhancement will also be covered in this course. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R147A Women's Conditioning I — 2 Units

Hours: *1 lecture, 3 lab weekly*
Formerly: *PE R148A*

This course is designed to improve women's general physical condition in relation to cardiovascular endurance, flexibility, strength and general body toning. The course will include analysis of proper nutrition, weight control, stress reduction and cardiovascular efficiency. In learning how to establish a personal fitness program, students will examine a variety of exercise techniques and their effects on the body. Fitness assessments, nutritional guidelines and accurate heart rate monitoring will be essential to this course. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R147B Women's Conditioning II — 2 Units

Hours: *1 lecture, 3 lab weekly*
Formerly: *PE R148B*
Prerequisites: *KIN R147A*

This course is an advanced exploration of body conditioning to improve women's cardiovascular endurance, flexibility, strength and muscular endurance. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R148 Power Lifting and Free Weights — 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R107*

This course builds strength, power and bulk using exercises which center on the development of core strength and multi-joint power lifts. Through the implementation of competitive drills and routines, the development of agility, quickness, coordination, balance and speed in the conditioning phase are emphasized. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

TEAM ACTIVITIES COURSES

KIN R162A Soccer I — 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R159A*

This is a course in beginning soccer with emphasis on cardiovascular conditioning, techniques, rules and strategies of the team game. It is designed for students to increase their knowledge, skills, and techniques of the sport of soccer. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R162B Soccer II 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R159B*
Prerequisites: *KIN R162A*

This is a course in advanced soccer with emphasis on cardiovascular conditioning, techniques, rules and strategies of the team game. It is designed for students to increase their knowledge, skills, and techniques of the sport of soccer. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R163A Basketball I 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R155A*

This is a course in beginning basketball with emphasis on cardiovascular conditioning, techniques, rules and strategies of full court game. It is an activity course designed for students to increase their knowledge, skills, and techniques of the sport of basketball. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R163B Basketball II 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R155B*
Prerequisites: *KIN R163A*

This is a course for intermediate or advanced basketball players with emphasis on cardiovascular conditioning, techniques, rules and advanced strategies of the full court game. It is an activity course designed for students to increase their knowledge, skills, and techniques of the sport of basketball. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R164A Baseball I 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R156A*

This is a course in beginning baseball with emphasis on cardiovascular conditioning, techniques, rules and strategies of the team game. It is an activity course designed for students to increase their knowledge, skills, and techniques of the sport of baseball. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***
UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R164B Baseball II 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R156B*
Prerequisites: *KIN R164A*

This is a course in advanced baseball with emphasis on specific baseball conditioning, intricate baseball skills, rules and strategies of the team game. It is an activity course designed for students to increase their knowledge, skills, and techniques of the sport of baseball. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R165A Volleyball I 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R161*

This course teaches the basic skills of playing volleyball. Techniques, strategy and rules of the game are covered. Conditioning and fitness development are also emphasized, as well as nutrition guidelines for volleyball participants. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R165B Volleyball II 1 Unit

Hours: *3 lab weekly*
Formerly: *PE R162*
Prerequisites: *KIN R165A*

This course teaches advanced skills for playing volleyball. Techniques, strategy and rules of the game are covered. Conditioning and fitness development are also emphasized, as well as nutrition guidelines for volleyball participants. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU****
OC GE: ***E2***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: Any or all PE activity courses combined - max credit: 4 units

KIN R198 Short Courses in Physical Education .5 - 3 Units

Hours: *.5 - 3 lecture weekly*

Courses and/or workshops in selected areas of physical education to meet the specific needs of the college or community as requested or required by persons whose needs are not met by regular course offerings. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

KIN R199 **Directed Studies in Physical Education** **1 - 3 Units**

Hours: *3 - 9 lab weekly*
Formerly: *PE R199*

This course is designed for selected students interested in furthering their knowledge of kinesiology on an independent study basis; assigned problems will involve library, lab, and field work. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

LAW, PUBLIC POLICY, AND SOCIETY

For more information contact:

Liberal Studies Division Office (805) 678-5804

ASSOCIATE IN ARTS FOR TRANSFER

LAW, PUBLIC POLICY, AND SOCIETY

The Associate in Arts in Law, Public Policy, and Society for Transfer (AA-T in Law, Public Policy, and Society) is an interdisciplinary major that focuses on the development of communication skills, introduces students to the legal field, and prepares students for further study in a variety of majors deemed "similar" at the California State University (CSU) including but not limited to American Studies, Communications, Criminal Justice, Criminology, Global Intelligence and National Security, International Relations, Philosophy, Political Science, Social and Behavioral Science. For a current list of what majors (and what options or areas of emphasis within those majors) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major.

For students interested in pursuing a Bachelor's degree in pre-law, California State University, Northridge (CSUN) accepts this degree as similar to their Political Science with an option in Law and Society, Sonoma State University accepts it for their degree in Philosophy with Pre-Law/Applied Ethics, and CSU, Chico accepts it for Political Science with a Legal Studies emphasis.

For students interested in Public Administration, the following CSU's currently accept this degree as similar to their Public Administration majors: San Diego State University (SDSU), CSU Chico, and CSU Fullerton.

To earn an **AA-T in Law, Public Policy, and Society** students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **31** semester units in the **Law, Public Policy, and Society** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Law, Public Policy, and Society AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (25-26 units)		**Units**
Complete the following Law course (3 units		
POLS R102	**Introduction to Law and Society**	**3**
Choose **one** Ethics course (3 units)		
PHIL R102	**Introduction to Ethics**	**3**
PHIL R102H	**Honors: Introduction to Ethics**	**3**
Choose **one** Public Speaking course (3 units):		
COMM R101	**Introduction to Oral Communication**	**3**
COMM R107	**Argumentation and Debate**	**3**
COMM R110	**Small Group Communication**	**3**
Choose **one** Composition course (4 units):		
ENGL R101	**College Composition**	**4**
ENGL R101H	**Honors: College Composition**	**4**
Choose **one** course in persuasion (3 units) COMM R107 may only be chosen in this area if not used to complete the public speaking requirement above:		
COMM R107	**Argumentation and Debate**	**3**
ENGL R128	**Advanced Composition and Critical Thinking Through Non-Fiction**	**3**
PHIL R107	**Introduction to Logic**	**3**
Choose **one** statistics course (3-4 units):		
MATH R105	**Introductory Statistics**	**4**
MATH R105H	**Honors: Introductory Statistic**	**4**
PSY R103	**Beginning Statistics for Behavioral Science**	**3**
SOC R125	**Statistics for the Behavioral and Social Sciences**	**3**
Choose **one** U.S. History course (3 units):		
HIST R130	**History of the United States I**	**3**
HIST R130H	**Honors: History of the United States I**	**3**
HIST R140	**History of the United States II**	**3**
HIST R140H	**Honors: History of the United States II**	**3**
Complete a Government course (3 units):		
POLS R101	**Government of the United States I: Institutions and Politics**	**3**
LIST A: Select a total of two courses (6 units) from areas listed below. The two courses must come from two separate areas.		
Area 1: Administrative Justice/Criminal Justice/ Criminology		
SOC R116	**Crime and Society**	**3**
Area 2: Business		

BUS R111	**Business Law**	**3**
Area 3: Economics		
ECON R201	**Introduction to the Principles of Microeconomics**	**3**
or		
ECON R201H	**Introduction to the Principles of Macroeconomics**	**3**
ECON R202	**Introduction to the Principles of Microeconomics**	**3**
or		
ECON R202H	**Honors: Introduction to the Principles of Macroeconomics**	**3**
Area 4: Political Science		
POLS R120	**Political Theory**	**3**
POLS R108	**Comparative Politics**	**3**
POLS R104	**Introduction to International Relations**	**3**
POLS R100	**Introduction to Politics**	**3**
Area 5: Public Policy		
GLST R101	**Introduction to Global Studies**	**3**
GLST R102	**Global Issues and Problems**	**3**
SJS R110	**Introduction to Social Justice Studies**	**3**
SOC R102	**Social Problems**	**3**
Area 6: Diversity		
ANTH R102	**Introduction to Cultural Anthropology**	**3**
ANTH R102H	**Honors: Introduction to Cultural Anthropology**	**3**
COMM R113	**Intercultural Communication**	**3**
GEOG R105	**Introduction to Human Geography**	**3**
SOC R104 (PSY R107)	**Sex Roles**	**3**
SOC R103	**Race and Ethnic Relations**	**3**
ANTH R107	**The Anthropology of Native Americans**	**3**
ANTH R114	**African American Culture and Experience**	**3**
CHST R101	**Introduction to Chicana/o Studies**	**3**
SJS R120	**Introduction to Women's Studies**	**3**
SJS R130	**Introduction to LGBTQ Studies**	**3**
SOC R108	**Sociology of the Chicano Community**	**3**
Area 7: College Success		
PG R102	**College Success**	**3**
	Total Units for the Major	**31-32**

General Education: The AA-T requires students to complete either CSU GE-Breadth or IGETC.

Total Required Major Units	**31-32**
CSU GE-Breadth	**39**
Double-Counted Units	**-(24-27)**
Free electives required	**14-17**
Total required units for AA-T Degree	**60**

OR

Total Required Major Units	**31-32**
IGETC	**37**
Double-Counted Units	**-(18-27)**
Free electives required	**10-19**
Total required units for AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Law, Public Policy, and Society Program for Transfer students will be able to:

- Describe the American legal system including its development, structure, and history.
- Articulate their views on legal and political issues.
- Evaluate diverse viewpoints.

LEARNING SKILLS

The courses below have been designed to meet the special instructional needs of students with disabilities and to prepare the students for certificate and degree programs in line with the mission of the College. Students are encouraged to seek guidance and support services through the Educational Assistance Center.

For more information, contact:

Della Newlow (805) 678-5104 dnewlow@vcccd.edu

Program Student Learning Outcomes

Students informed in Learning Skills will be able to:

- Acquire test taking skills and techniques.
- Improve reading comprehension, use a dictionary, write paragraphs, demonstrate correct punctuation and develop proofreading skills.
- Determine what memory strategies to use when using textbooks.
- Utilize a computer-based word processing program.
- Acquire basic math skills and demonstrate strategies for solving word problems.

LEARNING SKILLS COURSES

LS R003 Study Skills for Learning Disabled Students 1 Unit

Hours: *1 lecture weekly*

This course is designed to develop strategies for studying for college level courses. It will include instruction on scheduling, outlining, decision-making skills, goal setting and planning, and self-assessments. Introduces strategies and skills to enhance academic success and personal growth for lifelong learning. Including gaining self-awareness of personal responsibility, motivation, career and life planning, goal setting, communication, stress reduction and the development of a self-management system. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Not Degree Applicable.*

Transfer credit: ***none***

LS R006 Improving Memory Strategies 3 Units

Hours: *3 lecture weekly*

This course provides instruction in specific memory strategies to improve learning, remembering, and studying. This course is intended for students with learning disabilities or other memory difficulties. *Course is offered Pass/No Pass (P/NP) at student's option. Not Degree Applicable.*

Transfer credit: ***none***

LS R016A **Fundamentals of Mathematics I** **4 Units**

Hours: *4 lecture weekly*
Advisories: *ACT R016*

This course is designed to assist students who have difficulty understanding and applying mathematical concepts. The course will cover basic operations with whole numbers, order of operations, fractions, decimals, and word problems. This course will also include test taking, mnemonic and memory strategies for learning and recalling mathematical operations. *Course is offered Pass/No Pass (P/NP) at student's option. Not Degree Applicable.*

Transfer credit: ***none***

LS R016B **Fundamentals of Mathematics II** **4 Units**

Hours: *3 lecture weekly*
Advisories: *LS R016A and ACT R016 or concurrent enrollment*

This course is designed for students who have difficulty understanding and applying mathematical concepts. The course will cover ratio, proportion, percent, introduction to algebra, basic introduction to measurement and statistics and introduction to geometry. The class will also include test-taking, mnemonic, and memory strategies for learning and recalling basic mathematical operations. *Course is offered Pass/No Pass (P/NP) at student's option. Not Degree Applicable.*

Transfer credit: ***none***

LS R017A **Basic Reading Skills for Learning Disabled I** **3 Units**

Hours: *3 lecture weekly*

This course is intended for students with learning disabilities or other reading difficulties. This course provides preparation and foundation oral and written language comprehension, reading fluency, dictionary skills, and textbook reading strategies. *Course is offered Pass/No Pass (P/NP) at student's option. Not Degree Applicable.*

Transfer credit: ***none***

LS R017B **Basic Reading Skills for Learning Disabled II** **3 Units**

Hours: *3 lecture weekly*

This course is intended for students with learning disabilities or other reading difficulties. This course provides preparation and foundation oral and written language comprehension, reading fluency, dictionary skills, textbook reading strategies. It is intended to help prepare students for College level courses. *Course is offered Pass/No Pass (P/NP) at student's option. Not Degree Applicable.*

Transfer credit: ***none***

LS R018A **Improving Written Language Skills I** **3 Units**

Hours: *3 lecture weekly*

This course is intended for students with learning disabilities or other written language difficulties. It provides instruction in basic sentence writing skills including subject/verb identification, writing and recognizing simple, compound, complex, and compound-complex sentences, and the punctuation appropriate to each. *Course is offered Pass/No Pass (P/NP) at student's option. Not Degree Applicable.*

Transfer credit: ***none***

LS R018B **Improving Written Language Skills II** **3 Units**

Hours: *3 lecture weekly*
Advisories: *LS R018A or demonstrated ability to write four types of sentences including: simple, compound, complex, and compound-complex sentences*

This course is intended for students with learning disabilities or other written language difficulties. This course provides preparation and foundation in basic grammar, proofreading strategies, and paragraph development, including the use of topic sentence, supporting details, and closing sentences. It is intended to prepare students for Basic English Skills courses. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Not Degree Applicable.*

Transfer credit: ***none***

LS R021 **Preparing for Speech and Group Work in the College Setting** **3 Units**

Hours: *3 lecture weekly*

This class is an introductory speech course for students who may have utilized or needed speech and language services in K-12. This course encourages the development of communication skills necessary for adjustment and success in non-Learning Skills courses and on the job. The course provides a safe environment to increase confidence in the spoken language, including communication in the classroom, group, and public speaking activities. In addition to learning techniques for successful behavior in these settings, students will engage in activities to strengthen these skills. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Not Degree Applicable.*

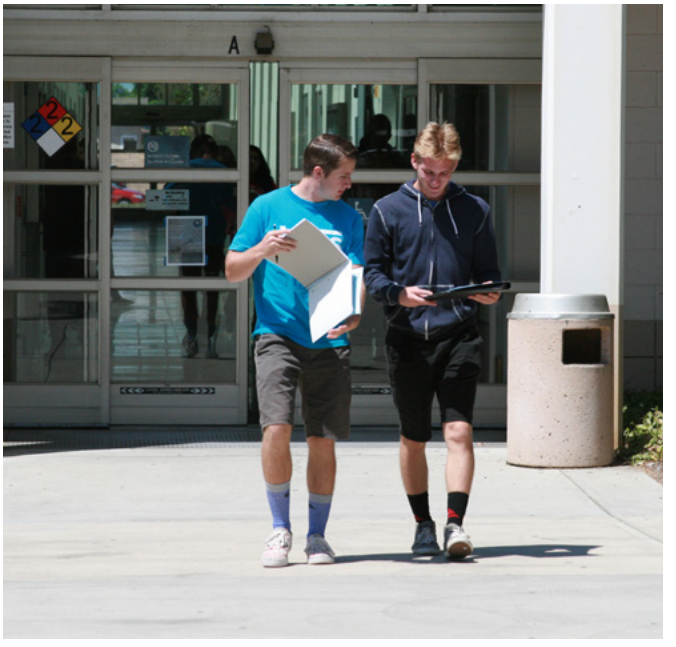
Transfer credit: ***none***

LS R098 **Short Courses in Learning Skills** **.5 - 3 Units**

Hours: *.5 - 3 lecture weekly*

Selected topics in learning skills area designed to meet the needs of learning disabled students. *Course is offered Pass/No Pass (P/NP) at student's option. Not Degree Applicable.*

Transfer credit: ***none***



LIFEGUARDING (OPEN WATER)

PROFICIENCY AWARD

(AWARDED BY THE DEPARTMENT)

USLA LIFEGUARD ACADEMY I

This proficiency award recognizes the completion of the Oxnard College Lifeguard Academy I, a 90-hour introductory level course for aspiring emergency responders interested in career opportunities as Open Water Aquatic Rescuers either within lifeguard agencies or the fire service. This rigorous academy includes lecture and hands-on training in the ocean environment and follows the United States Lifesaving Association required course curriculum for Aquatic Rescue Response Teams and Open Water Lifeguard Certification. The course will include training in marine weather, aquatic hazards, communications, lifesaving rescue techniques, specialized equipment use, night rescues, medical aid, lifesaving history and aquatic agency career paths. To successfully complete the academy students must be athletically fit with strong swimming skills.

Required Core Course		Units
FT R090	USLA Lifeguard Academy I	3
	Total Required Units for the Award	**3**

Program Student Learning Outcomes

Upon successful completion of the USLA Lifeguard Academy I students will be able to:

- Complete the USLA swim test of 500 meters in less than 10 minutes.
- Perform open water rescue.
- Recognize and execute hand signals used during ocean rescues.

LIFEGUARD COURSE

FT R090 USLA Lifeguard Academy I 3 Units

Hours: *2 lecture, 3 lab weekly*
Limitations: *Valid CPR Card (BLS) Health Care Provider, and Title 22 First Aid or EMT R109 (Emergency Medical Responder) or EMT R169 (Emergency Medical Technician) or equivalent, and Swim Test Completion 500 yards within 12 minutes*

The Oxnard College Lifeguard Academy is a 90 hour foundational course for aspiring emergency medical responders interested in career opportunities as Open Water Rescuers; either within lifeguard agencies or the fire service. This rigorous academy includes lecture and hands on training in the ocean environment and follows the United States Lifesaving Association required course curriculum for Aquatic Rescue Response Teams, Open Water Lifeguard Certification, and meets the State Fire Marshal requirements for Open Water Rescuer- Basic. The course will include training in marine weather, aquatic hazards, communications, lifesaving rescue techniques, specialized equipment use, medical aid, lifesaving history and aquatic agency career paths. Successful completion of this course requires that students be athletically fit with strong swimming skills and maintain an 80% passing grade for all academic and manipulative tests per State Fire Training. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***none***

MARINE STUDIES

Marine studies is the interdisciplinary study of the oceans and the life in and dependent on them. The Marine Studies program offers courses in marine biology, oceanography, and field studies both on the Oxnard College Campus and the Oxnard College Marine Center and Aquarium at Channel Islands Harbor. By taking courses in this discipline you will learn about marine and coastal environments, study at a beautiful location, and earn your science general education credits or Oxnard College and transfer degrees.

For more information contact:

Dr. Shannon Newby
(805) 678-5050
(805) 985-9801
snewby@vcccd.edu

Thomas O'Neil
(805) 678-5076
(805) 985-9801
toneil@vcccd.edu

Program Student Learning Outcomes

Students informed in Marine Studies will be able to:

- Conduct research and information gathering using a variety of sources such as: texts, tables, graphs, maps, media, personal communication, observation and electronic databases.
- Apply general math skills such as unit conversion, ratios, and percentages to solving simple rate problems; evaluate data, produce and interpret tables and graphs; apply the metric system of measurement.
- Acquire knowledge and skills sufficient to allow one to pursue more advanced study in marine studies or find employment in marine studies related fields.
- Demonstrate scientific literacy by defining and explaining the major steps in the scientific method of investigation, specifically, the difference between empirical data, interpretation, testable hypothesis, theory, paradigm, speculation, and pseudo-science.
- Recognize applications of marine studies in everyday life.
- Identify the first step of the scientific method as "observation".
- Display written and verbal competency in the description and analysis of marine studies subject matter.

MARINE STUDIES COURSES

MST R100 Marine Biology 3 Units

Hours: *3 lecture weekly*
Advisories: *READ R095 or ESL R095 and ENGL R097 or ENGL R100 or ENGL R101*

This course provides an introduction to the diversity of marine organisms and the physical and biological processes that influence their life history, behavior, distribution, and anatomical structure. Topics also address the interactions of these organisms and processes in a variety of habitats, marine ecology, and marine conservation. (Same as **BIOL R100**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B2***
IGETC: ***5B***

MST R100L Marine Biology Laboratory 1 Unit

Hours: *3 lab weekly*
Prerequisites: *MST R100 or BIOL R100 or concurrent enrollment*
Advisories: *READ R095 or ESL R095 and ENGL R097 or ENGL R100 or ENGL R101*

This laboratory course provides an introduction to the diversity of marine organisms and the physical and biological processes that influence their structure, life history, and behavior. (Same as **BIOL R100L**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

MST R103 Introduction to Oceanography 3 Units

Hours: *3 lecture weekly*

This course is a broad survey of the field of oceanography. Topics include geology and geography of the ocean basins and coastlines, plate tectonics, waves, currents, tides, properties of seawater, methods of oceanographic exploration, and an introduction to Marine Biology. (Same as **GEOL R103**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B1***
IGETC: ***5A***

MST R103L Introduction to Oceanography Laboratory 1 Unit

Hours: *3 lab weekly*
Prerequisites: *MST R103 or BIOL R103 or concurrent enrollment*

This course is the laboratory to accompany GEOL R103. Topics include introduction to ocean/atmosphere relationships, interpretation of bathymetric maps, applied methods of measurement, and descriptive analysis of the physical ocean, including beaches, ocean currents, waves, and water properties. (Same as **GEOL R103L**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

MST R170 Biological Marine Resource Management 1 Unit

Hours: *3 lab weekly*
Corequisites: *MST R178 or GEOL R178*

This field course is an introduction to topics in marine biology related to current resource management issues in this region. Trips to natural areas where biological, geological, and oceanographic resources can be observed will be combined with related information about resource management at the federal, state, and local levels. (Same as **BIOL R170.**) *Field trips will be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

MST R178 Geological Marine Resource 1 Unit

Hours: *3 lab weekly*
Corequisites: *MST R170 or BIOL R170*

This field course is an introduction to topics in marine geology related to current resource management issues in this region. Trips to areas where geological, biological, and oceanographic resources can be observed will be combined with related information about resource management and the requirements and applications of federal, state, and local laws and regulations related to marine resource management. (Same as **GEOL R178**.) *Field trips will be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

MST R198 Short Courses in Marine Studies .5 - 10 Units

Hours: *.5 - 10 lecture, .5 - 3 lab weekly*

This course is composed of classes in selected areas of Marine Studies to meet specific needs of community or college as required or requested by persons whose needs are not met by regular college offerings. Topics may include, but are not limited to: abbreviated introductory marine studies activities for teachers, planning for viewing a natural marine event, or classes on an oceanographic topic of special interest. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

MST R199 Directed Studies in Marine-Related Topics 1 - 3 Units

Hours: *3 - 9 lab weekly*
Prerequisites: *BIOL R100 and BIOL R100L or BIOL R101 or BIOL R101H and BIOL R101L or BIOL R120 and BIOL R120L or PHSO R101 or MICR R100 and MICR R100L or MST R100 and MST R100L*

This course is designed to prepare students with existing background knowledge of marine systems for further studies in Marine Sciences. Students will have the opportunity to conduct a research project on an ocean related topic including its habitats, resources, or interactions with terrestrial and atmospheric systems. Project findings will be presented in scientific poster format, video, protocol or research publication. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***




Congrats
GRAD

I want to Earn an Associate Degree

My goal is

ASSOCIATE IN ARTS or **ASSOCIATE IN SCIENCE**

- **MATH R005** Beginning & Intermediate Algebra for Statistics and Liberal Arts — non-transfer
- **MATH R015** Beginning & Intermediate Algebra — non-transfer
- **MATH R105** Introductory Statistics + **MATH R055S** Algebra Support for **MATH R105** — optional non-transfer

I want to Transfer to complete my Bachelor's Degree

My major is

LIBERAL ARTS OR SOCIAL SCIENCES

Anthropology
Art History / Studio Art
Child & Adolescent Development
Chicano/a Studies
Communication Studies
Deaf Studies
Early Childhood Education
English
Film, TV & Electronic Media
General Studies Patterns
Geography
History / Global Studies
Kinesiology
Nutrition and Dietetics
Philosophy
Political Science
Psychology
Sociology / Social Justice Studies
Spanish

- **MATH R101** Mathematics for the Liberal Arts Major
- **MATH R105** Introductory Statistics + **MATH R055S** Algebra Support for **MATH R105** — optional non-transfer

ELEMENTARY TEACHER EDUCATION

- **MATH R102** Mathmatics for Elementary School Teachers

BUSINESS ADMINISTRATION
Economics
Hospitality Management

- **MATH R106** Business Calculus + **MATH R098T** Algebra Support for **MATH R106** — optional non-transfer

STEM MAJORS

Biology
Chemistry
Coastal Environmental Studies
Environmental Science
Engineering
Mathematics
Geology
Physics
Public Health Science

- **MATH R115** College Algebra + **MATH R065S** Algebra Support for **MATH R115** — optional non-transfer
- **MATH R116** College Trigonometry
- **MATH R117** Pre-Calculus and Trigonometry
- **MATH R120** Calculus with Analytic Geometry I
- **MATH R148** Programming in MATLAB
- **MATH R121** Calculus with Analytic Geometry II
- **MATH R122** Calculus with Analytic Geometry III
- **MATH R134** Linear Algebra
- **MATH R143** Differential Equations

Starting **Fall 2019**, all students can take transfer-level Math Courses

Math placement is based on:

- High School Math Courses
- High School GPA
- Informed Self-Placement
- College or university coursework

Email our Counseling Staff at:

occounseling@vcccd.edu

Bring your transcripts. We will help you with placement, prerequisite clearance and any questions you have.

OXNARD COLLEGE

MATHEMATICS

The Mathematics Program at Oxnard College offers courses to meet the needs of a variety of students. Whether you wish to refresh your math skills, complete the requirements for your Associate degree, or transfer to a four-year institution, we have the right course for you.

Our standard courses range from Algebra through Calculus, Differential Equations, and Linear Algebra. Furthermore, courses such as Statistics, Business Calculus, and Math for Elementary School Teachers give the student special tools for competing in specific careers or programs.

(Δ) Additional Support Courses

MATH R105 Introductory Statistics, MATH R106 Business Calculus, and MATH R115 College Algebra have additional support for students who would like extra help. These classes are excellent opportunities for students who want to finish their academics faster.

University of California Limitation on Transfer of Statistics Courses

The UC will give credit for a maximum of one Statistics course: **MATH R105, MATH R105H, PSY R103,** or **SOC R125.**

For more information, contact:

Dr. Steve Hall (805) 678-5090 shall@vcccd.edu

ASSOCIATE IN SCIENCE FOR TRANSFER
MATHEMATICS

The Associate in Science in Mathematics for Transfer (Mathematics AS-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AS-T in Mathematics**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **21** semester units in the **Mathematics** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Mathematics 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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (15 units)		**Units**
MATH R120	**Calculus with Analytic Geometry I**	**5**
MATH R121	**Calculus with Analytic Geometry II**	**5**
MATH R122	**Calculus with Analytic Geometry III**	**5**

Select a minimum of **6** units from below with at least one course from List A

List A

Provides depth of understanding in subject major

MATH R134	**Linear Algebra**	**3**
MATH R143	**Differential Equations**	**3**

List B

Expands application of discipline

MATH R105	**Introductory Statistics**	**4**
MATH R105H	**Honors: Introductory Statistics**	**4**
PHYS R131	**Physics for Scientists and Engineers 1**	**5**

Total Required Major Units	**21-23**
CSU General Education *or* IGETC Pattern	**37-39**
Double-Counted Units	**- (3-7)**
Electives (CSU transferable units needed to reach 60)	**3-7**
Total Units required for the AS-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Math Program for Transfer students will be able to:

- Develop a conceptual understanding of limit, continuity, differentiation, and integration as well as a thorough background in techniques and application of calculus.
- Demonstrate a working knowledge of selected topics from calculus, linear algebra, and a distribution of other branches of mathematics.
- Demonstrate the ability to solve problems, including applications outside of mathematics, by means of intuition, creativity, guessing, and the experience gained through the study of particular examples and mathematical ideas.
- Demonstrate the ability to use symbolic, graphical, numerical, and written representations of mathematical ideas.
- Use appropriate technology to enhance their mathematical thinking and understanding, solve mathematical problems, and judge the reasonableness of their results.

ASSOCIATE DEGREE LEVEL MATH COURSES

MATH R005 Beginning and Intermediate Algebra for Statistics and Liberal Arts 6 Units

Hours: *6 lecture weekly*

This is a course in algebra designed to meet the intermediate algebra competencies for an AA or AS degree and to expose students to concepts and applications faced in statistics and liberal arts. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***
OC GE: ***D2***
CSU GE-Breadth: ***none***
IGETC: ***none***

MATH R015 Beginning and Intermediate Algebra 6 Units

Hours: *6 lecture weekly*

This is a course in algebra for students intending to continue on towards Calculus. Emphasis is on applications of mathematics to science and logical problems. Students will learn to analyze and interpret problems while developing inductive and deductive logic skills to apply to verbal and quantitative problems. The topics include simplifying rational expressions, solving rational equations, solving problems and applications involving systems of three variables, graphing systems of inequalities in two variables, simplifying expressions involving positive, negative, and rational exponents, performing mathematical operations on radical expressions and solving radical equations, solving quadratic equations and their applications using multiple methods, graphing and evaluating elementary functions, using definitions, domain and range, algebra and composition of functions on related applications, solving elementary exponential and logarithmic equations and related applications. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***
OC GE: ***D2***
CSU GE-Breadth: ***none***
IGETC: ***none***

MATH R098 Short Courses in Mathematics .5 - 5 Units

Hours: *.5 - 5 lecture, 1.5 - 15 lab weekly*

Short Courses in Mathematics provides courses in selected areas of mathematics to meet specific needs of the College or the community when those needs are not met by regular course offerings. The length of the course will determine the unit credit. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Degree applicability varies by topic.*

Transfer credit: ***none***

Δ SUPPORT COURSES FOR TRANSFER-LEVEL MATH COURSES

Δ MATH R055S Algebra Support for MATH R105 2 Units

Hours: *2 lecture weekly*
Corequisites: *MATH R105*

This corequisite support course is to be taken concurrently with **MATH R105, Introductory Statistics**. Emphasis is placed on foundational skills which are necessary for a student to successfully complete MATH R105. This course offers support for Introductory Statistics topics along with study skills development. *Course is offered on a Pass/No Pass (P/NP) basis only. Not Degree Applicable.*

Transfer credit: ***none***

Δ MATH R065S Algebra Support for MATH R115 2 Units

Hours: *2 lecture weekly*
Corequisites: *MATH R115*

This corequisite support course is to be taken concurrently with **MATH R115, College Algebra**. Emphasis is placed on foundational skills which are necessary for a student to successfully complete MATH R115. This course offers support for College Algebra topics along with study skills development. *Course is offered on a Pass/No Pass (P/NP) basis only. Not Degree Applicable.*

Transfer credit: ***none***

Δ MATH R066S Algebra Support for MATH R106 2 Units

Hours: *2 lecture weekly*
Corequisites: *MATH R106*

This corequisite support course is to be taken concurrently with **MATH R106, Business Calculus**. Emphasis is placed on foundational skills which are necessary for a student to successfully complete MATH R106. This course offers support for Business Calculus topics along with study skills development. *Course is offered on a Pass/No Pass (P/NP) basis only. Not Degree Applicable.*

Transfer credit: ***none***

TRANSFER-LEVEL MATH COURSES

MATH R101 Mathematics for the Liberal Arts Major 3 Units

Hours: *3 lecture weekly*
Prerequisites: *MATH R005 or MATH R015 or placement as determined by the college's multiple measures assessment process*
C-ID: *MATH 150*

This is an advanced course in algebra for majors in the liberal arts (English, Art, History, Philosophy, Foreign Languages, Music, Theatre, Dance, Film). This course focuses on how to solve and apply equations that include rational, linear, absolute value, polynomial, exponential, and logarithmic equations; solve linear and nonlinear systems of equations and inequalities; apply functions and other algebraic techniques to model real world applications. This course includes applications to many areas within liberal arts fields. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***2A***

MATH R102 Mathematics for Elementary School Teachers 4 Units

Hours: *3 lecture, 3 lab weekly*
Prerequisites: *MATH R005 or MATH R015 or placement as determined by the college's multiple measures assessment process*
C-ID: *MATH 120*

This course is designed for candidates pursuing an elementary teaching credential. It focuses on the development of quantitative reasoning skills through in-depth, integrated explorations of topics in mathematics, including: the real number system and subsystems, patterns and sequences, basic set theory, logic, and mathematical induction. Emphasis is on comprehension and analysis of mathematical concepts and applications of logical reasoning. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***none***

MATH R105 Introductory Statistics 4 Units

Hours: *4 lecture weekly*
Prerequisites: *MATH R005 or MATH R015 or placement as determined by the college's multiple measures assessment process*
C-ID: *MATH 110*

This course covers descriptive and inferential statistics for students of social sciences, science, education, business, and engineering. Included are discussions of graphing and interpreting graphs, measures of the center and variation, probability, normal curves, binomial tests, hypothesis testing, correlation and regression, chi-square tests, t-tests, and analysis of variance. This course uses technology to analyze data sets. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***2A***

UC Credit Limitation: R105/H, PSY R103, SOC R125 combined - max credit: one course



MATH R105H Honors: Introductory Statistics 4 Units

Hours: *4 lecture weekly*
Prerequisites: *MATH R005 or MATH R015 or placement as determined by the college's multiple measures assessment process*
C-ID: *MATH 110*

This course covers descriptive and inferential statistics for students of social sciences, science, education, business, and engineering. Included are discussions of graphing and interpreting graphs, measures of the center and variation, probability, normal curves, binomial tests, hypothesis testing, correlation and regression, chi-square tests, t-tests, and analysis of variance. This course uses technology to analyze data sets. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications, and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***2A***

UC Credit Limitation: R105/H, PSY R103, SOC R125 combined - max credit: one course

MATH R106 Business Calculus 4 Units

Hours: *4 lecture weekly*
Prerequisites: *MATH R015 or placement as determined by the college's multiple measures assessment process*
Advisories: *MATH R115 or equivalent*
C-ID: *MATH 140*

This course presents a study of the calculus techniques with an emphasis on the application of concepts to business and management related problems. Further, the course addresses the application of derivatives and integrals of functions including polynomials, rational, exponential and logarithmic functions. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***2A***

UC Credit Limitation: R106 & R120 combined - max credit: one course

MATH R115 College Algebra 4 Units

Hours: *4 lecture weekly*
Prerequisites: *MATH R015 or placement as determined by the college's multiple measure assessment process*
C-ID: *MATH 151*

An advanced course in algebra, this course focuses on the study of functions and their graphs. Students will analyze and graph functions (absolute value, radical, polynomial, rational, exponential, and logarithmic). Topics also include inequalities, conic sections, systems of equations and inequalities, matrices, sequences, and series. This course includes applications to many areas including business and sciences. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***2A***
UC Credit Limitation: R115 & R117 combined - max credit: 5 semester units

MATH R116 College Trigonometry 3 Units

Hours: *3 lecture weekly*
Prerequisites: *MATH R015 or placement as determined by the college's multiple measures assessment process*
Advisories: *MATH R115 or concurrent enrollment*
C-ID: *MATH 851*

This course is designed to give Calculus-bound students a solid foundation in trigonometric functions. Emphasis will be placed on 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, polar coordinates, and introduction to vectors. *Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***none***

MATH R117 Precalculus and Trigonometry 6 Units

Hours: *6 lecture weekly*
Prerequisites: *MATH R015 or placement as determined by the college's multiple measures assessment process*
C-ID: *Aligned with MATH 955 (in progress)*

This course gives the calculus-bound student a solid foundation in precalculus algebra and analytic trigonometry, with emphasis on function concepts and graphing. Topics include equations and inequalities, analytic geometry of lines and conic sections, properties of functions, techniques of graphing, elementary functions (linear, quadratic, rational, exponential, logarithmic, and trigonometric) and inverse functions, trigonometric identities and equations, polar graphing, optimization applications, systems of equations, theory of equations, mathematical induction, binomial theorem, sequences, and series. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***2A***

UC Credit Limitation: R115 & R117 combined - max credit: 5 semester units

MATH R120 Calculus with Analytic Geometry I 5 Units

Hours: *5 lecture weekly*
Prerequisites: *MATH R115 and MATH R116 or MATH R117 or placement as determined by the college's multiple measures assessment process*
C-ID: *MATH 210*

This is a first course in differential and integral calculus of a single variable. Topics include functions; limits and continuity; techniques and applications of differentiation and integration; and the Fundamental Theorem of Calculus. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***2A***

UC Credit Limitation: R106 & R120 combined - max credit: one course

MATH R121 Calculus with Analytic Geometry II 5 Units

Hours: *5 lecture weekly*
Prerequisites: *MATH R120 or placement as determined by the college's multiple measures assessment process*
C-ID: *MATH 220 & MATH 900S (MATH R120 + MATH R121)*

This is the second course in the differential and integral calculus of a single variable series. Topics include integration; techniques of integration; infinite sequences and series; polar and parametric equations; and applications of integration. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***2A***

MATH R122 Calculus with Analytic Geometry III 5 Units

Hours: *5 lecture weekly*
Prerequisites: *MATH R121*
C-ID: *MATH 230 & MATH 900S (MATH R120 + MATH R121)*

As the third semester course in the calculus sequence, this course introduces the calculus of several variables and solid analytic geometry. It includes vector valued functions, calculus of functions of more than one variable, partial derivatives, multiple integration, Green's Theorem, Stoke's Theorem, and the divergence theorem. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***2A***

MATH R134 Linear Algebra 3 Units

Hours: *3 lecture weekly*
Prerequisites: *MATH R121*
C-ID: *MATH 250 & MATH 910S (MATH R134 + MATH R143)*

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. Students will investigate 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. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***2A***

MATH R143 Differential Equations 3 Units

Hours: *3 lecture weekly*
Prerequisites: *MATH R121*
C-ID: *MATH 240 & MATH 910S (MATH R134 + MATH R143)*

The course is an introduction to ordinary differential equations including both quantitative and qualitative methods as well as applications from a variety of disciplines. The course 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. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***2A***

MATH R148 Programming and Problem-Solving in MATLAB 3 Units

Hours: *2 lecture, 3 lab weekly*
Prerequisites: *MATH R120*
C-ID: *ENGR 220*

This course utilizes the MATLAB environment to provide students with a working knowledge of computer-based problem-solving methods relevant to science and engineering. It introduces the fundamentals of procedural and object-oriented programming, numerical analysis, and data structures. Examples and assignments in the course are drawn from practical applications in engineering, physics, and mathematics. (Same as **ENGR R148.**) *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

MATH R198 Advanced Short Courses in Mathematics .5 - 3 Units

Hours: *.5 - 3 lecture weekly*
Prerequisites: *MATH R014 or MATH R104B*

Advanced Short Courses in Mathematics provides courses in selected areas of mathematics to meet specific needs of the College or the community when those needs are not met by regular course offerings. The length of the course will determine the unit credit. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

MATH R199 Directed Studies in Mathematics 1 - 3 Units

Hours: *1 - 3 lecture weekly*
Prerequisites: *MATH R005 or MATH R015 or placement as determined by the college's multiple measures assessment process*

This transfer-level course is designed for students interested in furthering their knowledge on an independent study basis. Topics will vary, depending on the individually designed plan of study and project(s), including a weekly consultation with the instructor. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

MICROBIOLOGY

See "Biological Sciences" on page 143 for more program information.

MUSIC

The Oxnard College Music Program is an excellent place to explore the language and history of music. Music provides a unique perspective for viewing humanity's cultural activities and artistic expressions. Oxnard College's music faculty are passionate and dedicated teachers and are active music professionals in both the performing and recording industry.

Students taking courses in music can earn credits towards their Arts and Humanities emphasis for their A.A. in General Studies degree, and for transfer to the CSU and UC systems.

Oxnard College's Music Department provides students with a variety of courses to choose from. Students with varied levels of experience have the opportunity to acquire important listening skills, to gain historical and cultural knowledge, and to learn to play, record, produce, and perform in various musical styles. Students can study music in a variety of historical and cultural contexts in courses like Music Appreciation, History of Rock, and Music of Latin America. Students looking for a greater understanding of the theory and notation of music can begin their journey with Music Fundamentals, which serves as an excellent first step towards more advanced music theory and ear training. Students looking for practical experience in music can join an ensemble like Mariachi or Choir, take beginning to advanced courses in guitar and piano, and for those interested music technology, Introduction to Music Technology trains students to use cutting-edge software to create, edit, and mix. For more information, contact:

Dr. Scott Wolf swolf@vcccd.edu

Program Student Learning Outcomes

Students informed in Music will be able to:

- Demonstrate facility with current music technology to aid them in their creative and expressive goals.
- Gain an increased appreciation and understanding of the universal language of music.
- Perform with appropriate tone, technique, and musicality in their primary performance medium.
- Demonstrate their understanding of musical notation.
- Differentiate between music's various cultural and historical contexts.

MUSIC COURSES

MUS R101 Fundamentals of Music 3 Units

Hours: *3 lecture weekly*
C-ID: *MUS 110*

This course is designed for students with little to no prior experience in music. It provides an introduction to reading, composing, and notating music. Students will study the fundamental elements of the language of music, including scales, intervals, chords, key signatures, time signatures, notation software, and the piano keyboard. *Course is offered Pass/No Pass (P/NP) at student's option. Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***C1***
IGETC: ***3A***

MUS R103 Music Appreciation 3 Units

Hours: *3 lecture weekly*
C-ID: *MUS 100*

This course is designed to acquaint students with the primary elements of music and the historical stylistic periods of Western music from the medieval to the present. In addition, world music, jazz, rock, and other styles will be examined as a means of comparison. The course places an emphasis on active and analytical listening skills. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***C1***
IGETC: ***3A***

MUS R106 College Choir 1 Units

Hours: *3 lab weekly*

This course is for the study, rehearsal, and public performance of choral literature from a variety of stylistic periods, with an emphasis on the development of the skills needed to perform within an ensemble. The course culminates with a public performance. Students will explore the physiology of singing and basic vocal technique, will read choral music notation, and will learn to analyze the historical context and structure of a stylistically varied repertoire. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree. Course may be taken up to 4 times for credit.*

Transfer credit: ***CSU, UC***
OC GE: ***none***
CSU GE-Breadth: ***C1***
IGETC: ***none***

MUS R107A Class Piano I 2 Units

Hours: *1 lecture, 3 lab weekly*

This course provides piano instruction for students with little or no prior experience. The course covers the basic elements of piano playing: music reading, technique, improvisation, scales, chords, and introductory repertoire. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***none***
CSU GE-Breadth: ***E***
IGETC: ***none***

MUS R107B Class Piano II 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *MUS R107A*

This course reinforces the fundamentals of piano playing, including reading music notation, improvisation, scales, chords, and simple piano literature. Emphasis is placed on the further development of left and right hand independence. Students are required to enter with some basic music reading ability and technical skill at the piano keyboard. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

MUS R107C Class Piano III 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *MUS R107B*

This course provides further development of greater independence of hands and reinforces the fundamentals of expressive piano playing at the early intermediate level. Didactic works of the most important composers will be studied with an emphasis on historically accurate interpretation. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

MUS R107D Class Piano IV 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *MUS R107C*

This course includes continued study of more advanced piano literature, technique, improvisation, harmonization and sight-reading. It includes the study of repertoire by major composers with an emphasis on historically accurate interpretation. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

MUS R109 Music of Latin America 3 Units

Hours: *3 lecture weekly*

This course is a survey of the diverse and rich musical traditions of Latin America from pre-colonialism to the present day. The course will focus on the origins, influences, and styles within specific countries and regions such as Mexico, Brazil, the Andes, the Caribbean, the United States, and others. The course will highlight consistencies throughout Latin American musical culture, as well as the aesthetic and stylistic differences that make these varied musical traditions unique. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***C1, C2***
IGETC: ***3A, 3B***

MUS R116 History of Rock Music 3 Units

Hours: *3 lecture weekly*

This course explores American popular music within the context of American culture and society. This course involves a detailed study of changing musical styles with an emphasis on analytical listening. The bulk of the course will focus on five decades of American Rock music, from 1950-2000, with an introductory exploration of pre-1950s American music, as well as the relationship between this musical past and the current state of music in the digital age. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***C1***
IGETC: ***3A***

MUS R118A Guitar I 2 Units

Hours: *1 lecture, 3 lab weekly*

This course introduces the fundamentals of guitar playing, such as music reading, improvisation, technique, and fretboard logic. Students will learn the various written systems applicable to the guitar, including standard notation, chord symbols, and tablature. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

MUS R118B Guitar II 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *MUS R118A*

This course reinforces the fundamentals of guitar playing, such as music reading, improvisation, technique, and fretboard logic. Students will continue to develop their understanding of guitar notation systems, including standard notation beyond the first position, chord symbols, and tablature. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

MUS R118C Guitar III 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *MUS R118B*

This course introduces intermediate level repertoire, technique, improvisation, and theory. It requires familiarity and the ability to read all common guitar-related notation systems. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

MUS R118D Guitar IV 2 Units

Hours: *1 lecture, 3 lab weekly*
Prerequisites: *MUS R118C*

This course introduces intermediate to advanced level repertoire, technique, improvisation, and theory. It requires familiarity and the ability to read all common guitar-related notation systems. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

MUS R126 Mariachi Ensemble 1 Unit

Hours: *3 lab weekly*

This course involves the study, rehearsal, and performance of Mariachi and other Mexican regional music with a focus on the medium-sized ensemble setting (10-15). Students will explore the stylistic qualities of this music in sectional and full ensemble settings, with the intention of public performance. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree. Course may be taken up to 4 times for credit.*

Transfer credit: ***CSU, UC***

MUS R130 Understanding Music and Dance for Elementary Education 3 Units

Hours: *3 lecture weekly*

This course is designed to prepare the elementary educator to analyze, understand, and identify the foundational elements of music and dance. The course will present materials from various historical and cultural perspectives to help illustrate global congruencies in music and movement. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***C1***
CSU GE-Breadth: ***C1***
IGETC: ***none***

MUS R140 Introduction to Music Technology 2 Units

Hours: *1 lecture, 3 lab weekly*
C-ID: *CMUS 130X*

This course is an introduction to audio recording, mixing, and computer music creation. It covers fundamental concepts and techniques used in music production, such as MIDI and sampling, signal processing, mixing, recording console functions, and multi-track recording procedures. Emphasis will be placed on hands-on experience through various recording and mixing projects. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

MUS R198 Short Courses in Music 1 - 4 Units

Hours: *1 - 4 lecture, 1 -4 lab weekly*

Short courses designed to explore selected areas of music and meet the specific needs of the college and community as requested or required. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

MUS R199 Directed Studies in Music 1 - 3 Units

Hours: *1 - 3 lecture, 1.5 - 9 lab weekly*

This course offers students the opportunity to further their knowledge of music on an independent-study basis. The student and instructor will work together to design course content and/or research. Meeting times and requirements will be determined by the instructor. *Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

NUTRITION AND DIETETICS

The Associate in Science in Nutrition and Dietetics for Transfer (AS-T) involves the understanding of nutrient metabolism and the relationship to optimal health including prevention of degenerative diseases. The course of study provides an integrated curriculum of nutrition coursework along with a solid background in the human body, chemical function and metabolism of nutrients, and the sociological implications of food and behavior. Throughout the degree students will acquire and develop knowledge and skills that will provide a solid background in nutrition so that students can make informed decisions on their personal health.

For more information, contact:

Dianne Frehlich (805) 678-5188 dfrehlich@vcccd.edu

ASSOCIATE IN SCIENCE FOR TRANSFER
NUTRITION AND DIETETICS

The Associate in Science Nutrition and Dietetics for Transfer (AS-T Nutrition/Dietetics) is intended for students who plan to complete a bachelor's degree in Nutrition and Dietetics or a "similar" major at a CSU campus. For a current list of what majors have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com*.

Students completing this AS-T degree are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AS-T Nutrition and Dietetics may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system.

To earn an **AS-T in Nutrition And Dietetics**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **26** semester units in the **AS-T in Nutrition And Dietetics** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **AS-T in Nutrition And Dietetics 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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (16 units)		**Units**
HED R114	Introduction to Nutrition Science	3
PSY R101	General Psychology	3
or		
PSY R101H	Honors: General Psychology	3
CHEM R120	General Chemistry I	5
MICR R100	Principles of Microbiology	3
MICR R100L	Principles of Microbiology Laboratory	2

List A

Select **two** courses (**7-10** units). No more than one Statistics course may be selected.

CHEM R122	General Chemistry II	5
CHEM R130	Organic Chemistry I	5
ANAT R101	Human Anatomy	4
PHSO R101	Human Physiology	5
MATH R105	Introductory Statistics	4
or		
MATH R105H	Honors: Introductory Statistics	4
or		
PSY R103	Beginning Statistics for Behavioral Science	3
or		
SOC R125	Statistics for the Behavioral and Social Sciences	3

List B

Select **one** course (**3-5** units). If a Physics course is selected, the Lab must also be taken.

BIOL R120	Principles of Biology I	4
and		
BIOL R120L	Principles of Biology I Lab: Intro to Cellular and Molecular Biology	1
BIOL R122	Principles of Biology II	4
and		
BIOL R122L	Principles of Biology II Laboratory	1
CHEM R110	Elementary Chemistry	5
CHEM R112	Elementary Organic and Biological Chemistry	5
ACCT R101	Financial Accounting	3
ANTH R102	Introduction to Cultural Anthropology	3
BUS R111	Business Law	3
CIS R100	Introduction to Computer Information Systems	3
ECON R100	Introduction to Economics and Contemporary Economics Issues	3
ECON R201	Introduction to the Principles of Microeconomics	3
HED R105	CPR, AED, First Aid and Personal Safety	3
HED R110	Introduction to Kinesiology	3
MATH R115	College Algebra	4
MATH R120	Calculus with Analytic Geometry I	5
PHYS R101	College Physics 1	4
and		
PHYS R101L	College Physics 1 Lab	1
and		
PHYS R102	College Physics 2	4
and		
PHYS R102L	College Physics 2 Lab	1
PHYS R121	Physics with Calculus 1	5
PHYS R122	Physics with Calculus 2	5
PSY R108	Developmental Psychology	3
SOC R101	Introduction to Sociology	3
or		
SOC R101H	Honors: Introduction to Sociology	3

Total Required Major Units	**26-31**
CSU General Education *or* IGETC Pattern	**37-39**
Double-Counted Units	**- (10-18)**
Electives (CSU transferable units needed to reach 60)	**7-8**
Total Units required for the AS-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Nutrition and Dietetics Program for Transfer students will be able to:

- The student will identify ways in which social factors influence food related choices, practices, and beliefs.
- The student will apply the science of nutrition to identify and analyze the role of nutrients in optimal health and well-being.
- The student will demonstrate a comprehensive knowledge of the relationship of nutrients and lifestyle factors and the associated risk of degenerative diseases.
- The Student will demonstrate knowledge of physiological processes such as digestion, absorption, transport and metabolism of nutrients.
- The Student will be able to recognize and separate scientifically supported information from misinformation, and identify ways in which social factors influence food related choices, practices and beliefs.

NUTRITION COURSE

HED R114 **Introduction to Nutrition Science** **3 Units**

Hours: *3 lecture weekly*
Advisories: *ENGL R097 or ENGL R100 or eligibility for ENGL R101*
C-ID: *NUTR 110*

This course examines scientific concepts of nutrition related to the function of nutrients within the human body, nutrient requirements throughout the life cycle, and individual nutritional needs. Students will learn how to analyze and evaluate nutritional information and apply this information and dietary guidelines to their personal food choices. In addition, the course will explore current issues in nutrition including food safety, environmental contaminants, food technology, and food additives. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***E1***
CSU GE-Breadth: ***E***
IGETC: ***none***

PARALEGAL STUDIES

This program prepares students to be a paralegal with responsibility for assisting attorneys in preparation of cases for trial or arbitration, researching existing laws, and performing a moderate degree of investigation. To complete the Associate in Science degree, students must also meet requirements in general education. Please see your counselor to development an educational plan.

For more information contact:
Department Chair
Lois Zsarnay (805) 678-5229 lois_zsarnay1@vcccd.edu

ASSOCIATE IN SCIENCE DEGREE
CERTIFICATE OF ACHIEVEMENT
PARALEGAL STUDIES

Required Core Courses		**Units**
BUS R111	**Business Law**	**3**
PLS R041	**Computer Applications for Paralegals**	**3**
PLS R101	**Paralegal Fundamentals**	**3**
PLS R104	**Legal Research and Writing I**	**3**
PLS R105	**Legal Research and Writing II**	**3**
PLS R109	**Communications and Case Management**	**3**

Select **12** units from the following two Tracks. Students may choose all 12 units within the same Track, or select courses from both Tracks to total 12 units.

Litigation Track		
PLS R102	**Torts**	**3**
PLS R106	**Civil Litigation**	**3**
PLS R107	**Family Law**	**3**
PLS R108	**Evidence**	**3**
PLS R110	**Criminal Law and Procedure**	**3**
PLS R126	**Probate Law**	**3**
and/or		
Transactional Track		
PLS R103	**Contracts**	**3**
PLS R120	**Real Estate Law**	**3**
PLS R122	**Immigration Law**	**3**
PLS R123	**Employment Law**	**3**
	Total Required Major Units	**30**

Additional units/requirements to complete the A.S. Degree

Oxnard College General Education Pattern	**29**
Double-Counted Units	**0**
Degree-Applicable Electives (needed to reach 60 units)	**1**
Total Units required for the A.S. Degree	**60**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Paralegal Studies program students will be able to:

- Apply rules and principles to new situations in the Paralegal Studies arena.
- Locate appropriate documents and utilize them to develop legal forms of various kinds used in the Paralegal Studies arena.
- Write clearly and accurately in a variety of contexts and formats while checking, editing, and revising their written work for accurate information, appropriate emphasis, correct citation form and style, and proper grammar on legal documents, memoranda, pleadings and forms.
- Demonstrate familiarity with, and ability to use and write with, appropriate legal terms and legal terminology.

continued on next page

- Demonstrate knowledge and understanding of American system of government, and federal, state and local court systems, and alternative dispute resolution.
- Research California and Federal statutes, cases, and court rules appropriate to given factual scenarios.

PARALEGAL STUDIES COURSES

PLS R041 Computer Applications for Paralegals 3 Units

Hours: *2.5 lecture, 1.5 lab weekly*

This course introduces the student to the variety of software packages specifically designed for the law office, including law related word processing, time billing, case management, electronic discovery, court presentation and timeline creation. The student will become sufficiently proficient in these software packages to be productive in the law office on each. *Applies to Associate Degree.*

Transfer credit: ***none***

PLS R101 Paralegal Fundamentals 3 Units

Hours: *3 lecture weekly*

This course explores the legal system including basic legal terminology, sources of law, legal reasoning, federalism, court structure, the rules of procedure, and ethical standards for lawyers and legal assistants. This course includes substantive introduction to the law of contracts, torts, crimes, common law, and the U.S. Constitution. *Applies to Associate Degree.*

Transfer credit: ***CSU***

PLS R102 Torts 3 Units

Hours: *3 lecture weekly*
Advisories: *PLS R101*

This course studies the legal concepts of duty, breach, causation, and damages. Students will explore traditional torts, such as negligence and fraud, and newer torts, such as "wrongful life." Students will be drafting "complaints" and instructed on investigative techniques. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

PLS R103 Contracts 3 Units

Hours: *3 lecture weekly*

This course studies the formation, interpretation and breach of contracts, both written and oral. Students will be drafting complaints for breach of contract lawsuits. The class will explore investigative techniques commonly used. *Applies to Associate Degree.*

Transfer credit: ***CSU***

PLS R104 Legal Research and Writing I 3 Units

Hours: *3 lecture weekly*
Advisories: *PLS R101*

This course will introduce the student to print research in a law library and computer-based legal research methods, focusing on Federal and California constitutional, statutory and common law in encyclopedia, restatements, model statutes, legislative materials, articles, and other secondary sources of exposition and analysis. The course will also cover critical reading, principles of legal construction and interpretation, and drafting basic legal documents. *Applies to Associate Degree.*

Transfer credit: ***CSU***

PLS R105 Legal Research and Writing II 3 Units

Hours: *3 lecture weekly*
Prerequisites: *PLS R104*

The student will expand research and writing skills using law library, computerized or online resources, and by preparing memoranda, pleadings, transactional documents, or similar legal writings. *Applies to Associate Degree.*

Transfer credit: ***CSU***

PLS R106 Civil Litigation 3 Units

Hours: *3 lecture weekly*
Advisories: *PLS R101*

Students will learn, analyze, and examine the basic principles of civil procedures and court rules as applicable to jurisdiction, venue, and preparation of pleadings in a civil action by both parties in the California Court system. *Applies to Associate Degree.*

Transfer credit: ***CSU***

PLS R107 Family Law 3 Units

Hours: *3 lecture weekly*

This course examines the law governing the definition of family and the rights and duties of family members to each other. It concentrates on marriage and dissolution, domestic violence, family law orders, paternity, pre-marital, post-marital, cohabitation agreements, spousal, child support and child custody, and adoptions. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

PLS R108 Evidence 3 Units

Hours: *3 lecture weekly*

Students will learn the rules of civil and criminal evidence. Theory and principles of evidence as utilized and applied to the civil discovery process will be emphasized. Students will examine and analyze California Evidence Code and applicable court decisions. *Applies to Associate Degree.*

Transfer credit: ***CSU***

PLS R109 Communications and Case Management 3 Units

Hours: *3 lecture weekly*

This course covers two subjects of importance to the paralegal. First, this course seeks to impart knowledge of general psychological principles and skills in applying that knowledge to social and organizational situations. In addition, these skills will be developed through exercises involving real world scenarios that will be common to the experience of the paralegal in their profession. Second, this course seeks to inform students how a law office is managed in its many aspects from maintaining client confidences to ethically and legally accounting for client trust funds. This information will be crucial to the paralegal to inform them about how law practices differ from the conduct of other businesses. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

PLS R110 Criminal Law and Procedure 3 Units

Hours: *3 lecture weekly*

This course is designed to equip the student with the learning needed to understand the principles of criminal law and criminal procedure as well as those skills needed in the daily practice in a law office. The course will cover crimes, defenses, punishment, search and seizure law and pre-trial, trial and review procedures. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

PLS R120 Real Estate Law 3 Units

Hours: *3 lecture weekly*

This course examines the field of real property law and prepares the student to assist in real estate transactions. Topics include: ownership rules, determination of title, acquisition, and transfer of property, financing, and taxation. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

PLS R122 Immigration Law 3 Units

Hours: *3 lecture weekly*

This course surveys immigration in the United States and how the paralegal supports the attorney. Topics covered include: visitors for business and pleasure, temporary visas, employment based preferences, asylum, and citizenship. Also covered will be representation before Department of Homeland Security agencies. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

PLS R123 Employment Law 3 Units

Hours: *3 lecture weekly*

This course covers federal law and California state law governing employment relationships, job discrimination, sexual harassment, workplace privacy, labor standards, human resource management, American with Disabilities Act, and other matters involved with employment law. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

PLS R126 Probate Law 3 Units

Hours: *3 lecture weekly*

This course will cover the various types of documents a paralegal might be involved in drafting in a typical probate and estate planning practice. Such documents include, but are not limited to, wills, trusts, powers of attorney, and advance health care directives. Paralegal students will become familiar with the various forms of complex estate planning, such as revocable and irrevocable trusts, and many documents that accompany such estate planning techniques. The paralegal student will also become familiar with the various mechanisms for transferring property upon debt with and without probate administration. Further, the paralegal student will learn about the areas of guardianship and conservatorship. Course content will be based in California law. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

PLS R198 Short Courses in Paralegal Studies .5 - 3 Units

Hours: *.5 - 3 lecture, 1.5 - 9 lab weekly*

These courses are designed to meet specific needs of college and community as requested and required. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

PERSONAL GROWTH

The Personal Growth course offerings provide students the opportunity to better understand themselves, institutions, and the work world, with Counseling Faculty as instructor, advisor, and/or facilitator.

UC Credit Limitation: **PG R100A**, **PG R100B**, **R101** and **PG R102** combined: maximum credit is one course.

For more information, contact:

Charles Ramirez
(805) 678-5033
charles_ramirez1@vcccd.edu

Program Student Learning Outcomes

Students informed in Personal Growth will be able to:

- Formulate academic, career and/or personal goals and create action plan and identifying different student services that will assist them in achieving their goals including developing a Student Education Plan.
- Enhance self-awareness through self-assessment, personality inventories, applying theories of learning, communication, psychology and career development that are relevant to college and life success.
- Demonstrate appreciation and understanding of the importance and influence of social and cultural diversity in academic, career and/or life planning.
- Apply critical thinking and problem-solving strategies to make academic, career and/or personal decisions.
- Demonstrate ability to access college and/or community resources that can assist students achieve their goals.

PERSONAL GROWTH COURSES

PG R001 Orientation: All About Oxnard College .5 Unit

Hours: *.5 lecture weekly*

This course offers information about academic counseling, transferring to a four-year institution, career and technical education programs, study skills, college activities and clubs, student services, and basic survival hints. *Course is offered on a Pass/No Pass (P/NP) basis only. Not Degree Applicable.*

Transfer credit: ***none***

PG R100A Student Success: EOPS 1 Unit

Hours: *1 lecture weekly*

This course is designed to provide students with college survival strategies: Learn what the Extended Opportunity Programs and Services (EOPS) are, use the college catalog, website and portal, as well as explore university websites, identify the requirements for graduation and transferring to a four year university, navigate the financial aid process and requirements, review academic policy, utilize career search services, identify additional support services, review study skills and develop an EOPS educational plan. *Course is offered on a Pass/No Pass (P/NP) basis only. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****

UC Credit Limitation: **PG R100A, PG R100B, R101** and **PG R102** combined: maximum credit is one course.

PG R100B Student Success: Strategies for Academic Success 1 Unit

Hours: *1 lecture weekly*

This course will provide students with academic success strategies. Topics include counseling services, using the college catalog, study skills, time management, academic probation and dismissal, financial aid, tutoring and other support services available. *Course is offered on a Pass/No Pass (P/NP) basis only. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****

PG R101 Career Development and Life Planning 3 Units

Hours: *3 lecture weekly*

This course is designed to assist students with self-exploration, career transitions and career-life planning in order to achieve success in a diverse society. Planning and organizing skills that encourage a systematic approach to career development will be used by examining values, interests, skills, life roles, personality type, personal self-management, decision-making and goal setting throughout the life span. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***none***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: **PG R100A, PG R100B, R101** and **PG R102** combined: maximum credit is one course.

PG R102 College Success 3 Units

Hours: *3 lecture weekly*

This course provides the opportunity for students to learn and adopt principles, techniques, methods and strategies to be successful in college and in life. This will be accomplished by emphasizing three areas: (1) academic skills; (2) behavioral principles; and (3) relational skills. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***none***
CSU GE-Breadth: ***E***
IGETC: ***none***

UC Credit Limitation: **PG R100A, PG R100B, R101** and **PG R102** combined: maximum credit is one course.

PG R198 Short Courses in Personal Growth .5 - 10 Units

Hours: *.5 - 10 lecture weekly*

These course offerings in personal growth are designed to meet the specific needs of the college and community as required and/or requested by persons or organizations. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU***

NONCREDIT PERSONAL GROWTH COURSES

Oxnard College offers noncredit courses in Personal Growth. These courses grant no college credit, no units, and no student grades. There is limited to no costs associated with noncredit courses.

PG R805 Introduction to College Life 0 Units

Hours: *6 contact hours*
Limitation: *Students must be receiving the adult portion of Cash-Aid from the County of Ventura*

This course is designed to assist students who are transitioning to Oxnard College Campus by offering strategies to increase their academic success. This course will focus on college readiness, educational planning, information about academic counseling, transferring to a four-year institution, vocational programs, study skills, college activities and clubs, student services, basic survival hints and resources. This course will be discussing the service and polices of on campus support programs such as CalWORKs, EOPS/CARE, EAC, Financial Aid, etc. This course is open entry, open exit. *Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Not Degree Applicable.*

Credit: ***none***

PG R810 Preparing for Workplace Success 0 Units

Hours: *35 contact hours*

This is a free course designed to offer students crucial workplace readiness skills. Students will have the opportunity to learn effective job searching strategies and critical employability skills necessary to secure and maintain employment. Topics covered include assessment of unique personality and strengths, career research, goal setting, effective resume and cover letter writing, networking and interviewing techniques, and various behavioral and interpersonal skills related to workplace satisfaction. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) at student option. This is a noncredit course. Not Degree Applicable.*

Credit: ***none***

PG R820 Reaching Excellence in Academics and Challenges 0 Units

Hours: *3 contact hours*

This course will provide students with the understanding of non-cognitive factors that contribute to the status of being placed on academic probation. Students will develop a strategic plan to overcome these issues through the utilization of emotional intelligence. Students will use skill building exercises, lecture and group discussion to identify barriers to their academic success as well as to overcome stress and negativity. Students will explore tools, techniques, and skills to perform their role and utilize effective problem solving skills with confidence. *Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Not Degree Applicable.*

Credit: ***none***

PG R850 Emotional Intelligence 0 Units

Hours: 9-10.5 contact hours

This course will provide students with the ability to deal effectively with their emotions and self-perceptions that are critical to their success and inspire high performance as students, employees, and in relationships with others. Students will (learn) the definition and the five key components of emotional intelligence through skill-building exercises, lectures, and group discussions. Students will have opportunities to identify their own strengths and challenges in maintaining positive environments and collaborative relationships along with strategies for overcoming stress and negativity. Students will explore tools, techniques, and skills to help them perform their role and manage their emotions with confidence and positive results. *Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Not Degree Applicable.*

Credit: ***none***

PHILOSOPHY

The goal of the philosophy program is to introduce students to a broad range of philosophical issues and perspectives. Methods used to achieve this end include: critical reasoning and analysis; constructive dialogue; and written expression of ideas. Philosophical topics and questions studied concern better understanding ourselves and others; exploring different theories about the nature of being and reality; applying reasoning to matters of value, at both a personal and a societal level; and addressing the issue of meaning and purpose in life. The subject taught primarily contributes to an individual student's general liberal arts education. Transfer level curriculum is emphasized, as are interdisciplinary studies with other subject areas, and notably the natural and social sciences.

Students who take philosophy courses in the program can expect to become better thinkers and learners; more capable employees; wiser consumers; and better citizens in their own communities as well as the global community.

For more information, contact:

Chris Horrock (805) 678-5092 chorrock@vcccd.edu

ASSOCIATE IN ARTS FOR TRANSFER
PHILOSOPHY

The Associate in Arts in Philosophy for Transfer (Philosophy AA-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AA-T in Philosophy**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **18** semester units in the **Philosophy** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Philosophy AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (6 units)		**Units**
Choose **one** course or three units minimum from the following:		
PHIL R107	**Introduction to Logic**	**3**
PHIL R112	**Symbolic Logic**	**3**
Choose **one** course or three units minimum from the following:		
PHIL R101	**Introduction to Philosophy**	**3**
PHIL R101H	**Honors: Introduction to Philosophy**	**3**
PHIL R102	**Introduction to Ethics**	**3**
PHIL R102H	**Honors: Introduction to Ethics**	**3**
List A		
Select **one** of the following courses (3 units):		
	Any course from the Core not already selected above	**3**
PHIL R105	**History of Ancient and Medieval Philosophy**	**3**
PHIL R106	**History of Modern Philosophy**	**3**
List B		
Select **two** of the following courses (6 units)		
Any course from List A not already selected above		**3**
PHIL R110	**Philosophy of Religion**	**3**
PHIL R103	**Survey of World Religions: East**	**3**
PHIL R104	**Survey of World Religions: West**	**3**
PHIL R111	**Critical Thinking and Analytic Writing**	**3**
PHIL R114	**Social Philosophy**	**3**

continued on next page

List C
Select **one** of the following courses (**3** units):

Any course from List A or List B not already selected above		**3**
PHIL R108	**World Mythology**	**3**
PHIL R115	**Comparative World Religions**	**3**
PHIL R115H	**Honors: Comparative World Religions**	**3**
PHIL R116	**Contemporary Moral Issues**	**3**
	Total Required Major Units	**18**
	CSU General Education *or* IGETC Pattern	**38-41**
	Double-Counted Units	**- (6-9)**
Electives (CSU transferable units needed to reach 60)		**7-13**
Total Units required for the AA-T Degree		**60**

ASSOCIATE IN ARTS DEGREE
PHILOSOPHY

To complete the ASSOCIATE IN ARTS DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

Required Core Courses (6 units)		**Units**
PHIL R101	**Introduction to Philosophy**	**3**
or		
PHIL R101H	**Honors: Introduction to Philosophy**	**3**
PHIL R107	**Introduction to Logic**	**3**

Required Additional Courses (**12** units)
Complete a minimum of 12 units from the following:

ANTH R111	**Magic, Witchcraft & Religion: Anthropology of Belief**	**3**
ECON R202	**Introduction to the Principles of Macroeconomics**	**3**
PHIL R100	**Critical Thinking**	**3**
PHIL R102	**Introduction to Ethics**	**3**
or		
PHIL R102H	**Honors: Introduction to Ethics**	**3**
PHIL R103	**Survey of World Religions: East**	**3**
PHIL R104	**Survey of World Religions: West**	**3**
PHIL R105	**History of Western Philosophy I: Ancient and Medieval**	**3**
PHIL R106	**History of Western Philosophy II: Modern and Contemporary**	**3**
PHIL R108	**World Mythology**	**3**
PHIL R109	**Modern Religious Movements In America**	**3**
PHIL R110	**Philosophy of Religion**	**3**
PHIL R111	**Critical Thinking and Analytic Writing**	**3**
PHIL R112	**Symbolic Logic**	**3**
PHIL R114	**Social Philosophy**	**3**
POLS R100	**Introduction to Politics**	**3**
	Total Required Major Units	**18**

Additional units/requirements to complete the A.A. Degree

Oxnard College General Education Pattern	**29**
Double-Counted Units	**- (3-6)**
Degree-Applicable Electives (needed to reach 60 units)	**16-18**
Total Units required for the A.A. Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Philosophy program students will be able to:

- Compare and contrast different philosophical traditions, positions, and/or topics of philosophical investigation.
- Construct novel written philosophical arguments, and/or reconstruct traditional arguments, and offer defenses against (possible) objections.
- Demonstrate basic skills of critical thinking and logical reasoning in problem-solving and/or writing.
- Distinguish basic philosophical concepts from several major subject matter categories such as metaphysics, epistemology, ethics, social and political philosophy, etc.
- Recognize and criticize basic forms of logical fallacies.

PHILOSOPHY COURSES

PHIL R100 Critical Thinking 3 Units

Hours: *3 lecture weekly*

This course provides an introduction to critical thinking by emphasizing analytical reasoning. The course examines inductive and deductive reasoning as well as other forms of persuasion. Topics include analysis of arguments, explanations, and informal fallacies that occur in the natural sciences, social sciences (including applied ethics), the humanities, (such as philosophy or art criticism), as well as everyday discourse. Critical thinking and problem-solving skills to be developed include identifying and evaluating arguments; recognizing and correcting reasoning errors; constructing arguments based on sound methods of reasoning; and assessing subjects from multiple theoretical points of view. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***D2***
CSU GE-Breadth: ***A3***
IGETC: ***none***

***UC Credit Limitation:** R100 and R111 combined - max credit: one course

PHIL R101 Introduction to Philosophy 3 Units

Hours: *3 lecture weekly*
C-ID: *PHIL 100*

This course introduces core concepts and methods in philosophy. Topics explored include: reality, knowledge, value/s, truth, self, religion, science, mind, language, beauty, art, and political theory. An effort is made to relate philosophical subjects to the life and experience of college students. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

PHIL R101H Honors: Introduction to Philosophy 3 Units

Hours: *3 lecture weekly*
C-ID: *PHIL 100*

This course introduces core concepts and methods in philosophy. Topics explored include: reality, knowledge, value/s, truth, self, religion, science, mind, language, beauty, art, and political theory. An effort is made to relate philosophical subjects to life and experience of college students. The honors component requires students to engage these subjects with a greater degree of intellectual depth and rigor. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

PHIL R102 Introduction to Ethics 3 Units

Hours: *3 lecture weekly*
C-ID: *PHIL 120*

This course provides an introduction to ethical theory. Topics include: key ethical terminology, relativism, egoism, utilitarianism, duty theory, virtue ethics, feminist theory, religion and values. In addition, one or more specific contemporary moral issue will be explored such as abortion, capital punishment, euthanasia, discrimination, environmental ethics, war and terrorism. Students will be encouraged to develop a better understanding of themselves as well as to develop a tolerance for differences in societies and culture. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

PHIL R102H Honors: Introduction to Ethics 3 Units

Hours: *3 lecture weekly*
C-ID: *PHIL 120*

This course provides an introduction to ethical theory. Topics include: key ethical terminology, relativism, egoism, utilitarianism, duty theory, virtue ethics, feminist theory, religion and values. In addition, one or more specific contemporary moral issue will be explored such as abortion, capital punishment, euthanasia, discrimination, environmental ethics, war and terrorism. Students will be encouraged to develop a better understanding of themselves as well as to develop a tolerance for differences in societies and culture. The honors component requires students to engage these subjects with a greater degree of intellectual depth and rigor. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

PHIL R103 Survey of World Religions: East 3 Units

Hours: *3 lecture weekly*

This course explores the origins, core concepts and philosophical development of the major religions of Asia. The religions studied include Hinduism, Buddhism, Jainism, Taoism, Confucianism, Shinto and Zen. Emphasis and analysis is placed upon major figures, sacred texts, and forms of life and worship emanating from these traditions. Students will discuss contemporary applications of the metaphysical, ethical and social ideas found in Eastern religions. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

PHIL R104 Survey of World Religions: West 3 Units

Hours: *3 lecture weekly*

This course explores the origins, core concepts and philosophical development of the major religions of the Near East, Europe and North and South America. The religions studied include Zoroastrianism, Judaism, Christianity, Islam, Baha'i and post Columbian Native American religions. Discussion of contemporary applications of the metaphysical, ethical and social ideas found in western religions is encouraged. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

PHIL R105 History of Ancient and Medieval Philosophy 3 Units

Hours: *3 lecture weekly*
C-ID: *PHIL 130*

This historical introduction to philosophy traces the development of Western philosophy from early Greece through the Middle Ages, with emphasis upon works of Plato and Aristotle. In addition, philosophical ideas which influenced the Roman Empire and helped shape the rise and development of Christianity and Medieval Europe will be explored. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

PHIL R106 History of Modern Philosophy 3 Units

Hours: *3 lecture weekly*
C-ID: *PHIL 140*

This course emphasizes the broad epistemological and metaphysical developments in Western philosophy from the 16th century through the 18th-century philosophy. Primary topics and texts include those of Descartes, Leibniz, Spinoza, Locke, Berkeley, Hume, and Kant. Immediate predecessors and successors, including Renaissance philosophers, will be examined. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

PHIL R107 Introduction to Logic 3 Units

Hours: *3 lecture weekly*
C-ID: *PHIL 110*

This course studies the elements, principles and methods of formal deductive reasoning. Topics include: basic analysis of arguments, traditional categorical logic, modern propositional logic, and formal and informal fallacies. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***A3***
IGETC: ***none***

PHIL R108 World Mythology 3 Units

Hours: *3 lecture weekly*

This course explores myths, legends and traditional stories from worldwide sources, including: African, Asian, European, Meso-American, Middle Eastern, Native American, and South American among others. Recurring symbols, themes, and concepts will be examined, both independently and cross-culturally, in terms of their appearance in folklore, ritual, religion, literature and the arts. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

PHIL R110 Philosophy of Religion 3 Units

Hours: *3 lecture weekly*

This course provides an introduction to fundamental concepts exhibited in the world's religions, as well as a critical exploration of reasons for and against widely held religious doctrines. Topics include: the attributes of God, arguments for and against God's existence, the nature of religious experience, mysticism and miracles, the problem of evil, the possibility of life after death, the contrast between faith and reason, and religious pluralism. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

PHIL R111 Critical Thinking and Analytic Writing 3 Units

Hours: *3 lecture weekly*
Prerequisites: *ENGL R101 or R101H*

This course provides an introduction to critical thinking by emphasizing logical analysis and analytical writing. The course primarily examines inductive reasoning and its relation to deductive reasoning and other forms of persuasion. Topics include analysis of arguments, explanations, and informal fallacies that occur in the natural sciences, social sciences (including applied ethics), the humanities, (such as philosophy or art criticism), as well as everyday discourse. Critical thinking, writing and problem-solving skills to be developed include identifying and evaluating arguments; recognizing and correcting reasoning errors; constructing arguments based on sound methods of reasoning; assessing subjects from multiple theoretical points of view; composing original work of varying lengths, reflective of course elements. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***D2***
CSU GE-Breadth: ***A3***
IGETC: ***1B***
***UC Credit Limitation:** R100 and R111 combined - max credit: one course

PHIL R112 Symbolic Logic 3 Units

Hours: *3 lecture weekly*
C-ID: *PHIL 210*

This course provides an introduction to the concepts and methods of modern symbolic logic. Emphasis is placed on problems of translating English expressions into logical symbols and on the development of skills in using the formal proof procedures of sentential and predicate logic. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***A3***
IGETC: ***none***

PHIL R114 Social Philosophy 3 Units

Hours: *3 lecture weekly*

Social philosophy studies humans in society from the standpoint of metaphysical and ethical principles and presuppositions of human nature. This course highlights major historical and contemporary perspectives in the history of philosophy and focuses on prominent social philosophers for detailed study. Questions concerning legal and social relationships, purpose in social order, and ethical values in human institutions are explored. (Same as **SOC R114**.) *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B, 4J***

PHIL R115 Comparative World Religions 3 Units

Hours: *3 lecture weekly*
Advisories: *ENGL R096*

This course explores and compares the origins, beliefs, rituals, and ideals of the major world religions. Religions discussed include: Hinduism, Buddhism, Taoism, Confucianism, Judaism, Christianity, and Islam. Further, one or more of the following traditions may also be examined: Shinto, Jainism, Sikhism, Zoroastrianism, Greek, Roman, as well as indigenous traditions. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". This course is not available for credit for students who have already received credit in PHIL R103 and R104. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: *B2,* ***C2***
CSU GE-Breadth: ***C2, D***
IGETC: ***3B***



PHIL R115H Honors: Comparative World Religions 3 Units

Hours: *3 lecture weekly*

This course explores and compares the origins, beliefs, rituals, and ideals of the major world religions. Religions discussed include: Hinduism, Buddhism, Taoism, Confucianism, Judaism, Christianity, and Islam. Further, one or more of the following traditions may also be examined: Shinto, Jainism, Sikhism, Zoroastrianism, Greek, Roman, as well as indigenous traditions. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". This course is not available for credit for students who have already received credit in PHIL R103 and R104. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: B2, ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

PHIL R116 Contemporary Moral Issues 3 Units

Hours: *3 lecture weekly*

This course provides an overview of recent and historical ethics, theory and practice, as well as methods of reasoning about values. Typical topics include abortion, euthanasia, capital punishment, affirmative action, gender relationships, privacy, animal rights, the environment, war, world hunger, censorship, cloning, and the like. Interdisciplinary and global perspectives will be emphasized. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: B2, ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

PHIL R189 Topics in Philosophy .5 - 3 Units

Hours: *.5 - 3 lecture weekly*

Topics will typically focus upon a specific philosophy, philosopher, theme or historical period. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

PHIL R199 Directed Studies in Philosophy 1 - 3 Units

Hours: *1 - 3 lecture weekly*
Limitations: *Interview*

This course is intended for students interested in furthering their knowledge of philosophy on an independent-study basis. The student and instructor will work together to design course content and/or research. Meeting times and requirements will be determined by the instructor. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

PHYSICAL SCIENCE

Physical science is the interdisciplinary study of the physical world. It introduces concepts in physics, chemistry, and earth and space sciences and how they apply to the world around us.

For more information contact:

Justin Miller (805) 678-5094 jwmiller@vcccd.edu

PHYSICAL SCIENCE COURSE

PHSC R170 Concepts in Physical Science 4 Units

Hours: *3 lecture, 3 lab weekly*
Prerequisites: *MATH R005 or MATH R015*
C-ID: *PHYS 140*

This introductory course focuses on principles, laws, and concepts in physics, chemistry, and earth and space science. Students model scientific reasoning and experimentation processes: questioning, forming hypotheses, testing hypotheses experimentally, and performing analysis and additional questioning that lead to further experimentation. Lab activities are closely sequenced with the lecture topics, which include measurements and data analysis; fundamentals of classical mechanics; sources and transformations of energy; thermodynamics; waves; electricity and magnetism; light; atomic and nuclear theory; the periodic table; reactions; solutions; fundamentals of organic chemistry; geological processes, with a brief study of rocks and minerals; and the history and structure of the Earth, solar system, and universe. The course incorporates current knowledge of science teaching and concept development. It is aimed at current and prospective teachers, or anyone desiring to acquire basic literacy in physical science. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***A2***
CSU GE-Breadth: ***B1, B3***
IGETC: ***5A, 5C***

***UC Credit Limitation:** No credit if taken after a college level course in physics or chemistry

PHYSICS

Physics is the science of matter and its motion, the science that deals with concepts such as force, energy, mass and charge. As an experimental science, the goal in understanding physics is to understand the natural world. In one form or another, physics is one of the oldest academic disciplines; through its modern subfield of astronomy, it may be the oldest of all. Advances in physics often translate to the technological sector, and sometimes influence the other sciences, as well as mathematics and philosophy.

The physics program at Oxnard College offers the Associate in Science (A.S.) degree and the Associate in Science for Transfer (AS-T). The courses in this program may prepare students for technician-level jobs or university transfer to Bachelor of Arts or Bachelor of Science degree programs in physics.

University of California Credit Limitation on Transfer of Physics Courses

The UC will give credit for only one Physics series:
PHYS R101, R101L & R102, R102L or
PHYS R121 & R122 or
PHYS R131, R132, and R133.

For more information, contact:

Justin Miller (805) 678-5094 jwmiller@vcccd.edu

ASSOCIATE IN SCIENCE FOR TRANSFER

PHYSICS

The Associate in Science in Physics for Transfer (Physics AS-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AS-T in Physics**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **30** semester units in the **Physics** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Physics 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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (15 units)		**Units**
PHYS R131	Physics for Scientists and Engineers 1	5
PHYS R132	Physics for Scientists and Engineers 2	5
PHYS R133	Physics for Scientists and Engineers 3	5
Required Core Mathematics Courses (15 units)		
MATH R120	Calculus with Analytic Geometry I	5
MATH R121	Calculus with Analytic Geometry II	5
MATH R122	Calculus with Analytic Geometry III	5
	Total Required Major Units	**30**
	IGETC Pattern	**37**
	Double-Counted Units	**-(7)**
	Electives (CSU transferable units needed to reach 60)	**0**
	Total Units required for the AS-T Degree	**60**

ASSOCIATE IN SCIENCE DEGREE

PHYSICS

To earn an Associate in Science degree with a major in Physics, students must complete the core courses listed below, plus general education degree requirements. These major requirements help prepare students for upper-division course work for bachelor and advanced degrees in physics offered by four-year institutions. Since the course work in physics and math is sequential, students should give priority to completing major requirements in degree planning.

The core courses listed below for the Associate in Science degree in physics help students prepare for transfer to a Bachelor of Science degree in physics program at the University of California Los Angeles (UCLA), the University of California Santa Barbara (UCSB), California State University Northridge (CSUN) California State University Channel Islands (CSUCI), and other accredited universities.

Universities differ slightly in requirements for the Bachelor of Arts degree in physics and the Bachelor of Science degree in physics. Students are advised to refer to the official articulation agreements on *www.assist.org* for the most current requirements of their intended transfer institution. The Counseling Department or a member of the Science Department faculty can help plan a student's coursework at Oxnard College so the student has a smooth transition to the University of his or her choice with a major in physics.

The requirements for the A.S. degree in physics are satisfactory completion of a minimum of 60 semester units of which **41** semester units must be the **Required Core Courses** shown below. The additional minimum of 20 units is to be chosen from the general education degree requirements found in the Oxnard College catalog. Students who plan to transfer to a four-year university should consult the CSU-GE or IGETC pattern for general education. The A.S. degree in Physics is designed for students who wish to earn a Bachelor of Arts or Bachelor of Science degree in physics at UCLA, UCSB, or CSUN.

Required Core Courses (41 units)		**Units**
PHYS R131	Physics for Scientists and Engineers 1	5
PHYS R132	Physics for Scientists and Engineers 2	5
PHYS R133	Physics for Scientists and Engineers 3	5
MATH R120	Calculus with Analytic Geometry I	5
MATH R121	Calculus with Analytic Geometry II	5
MATH R122	Calculus with Analytic Geometry III	5
MATH R134	Linear Algebra	3
MATH R143	Differential Equations	3
CHEM R120*	General Chemistry I*	5
	Total Required Major Units	**41**
Additional units/requirements to complete the A.S. Degree		
	Oxnard College General Education Pattern	**37-39**
	Double-Counted Units	**-(6)**
	Degree-Applicable Electives (needed to reach 60 units)	**0**
	Total Units required for the A.S. Degree	**72-74**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

Note: University of California Santa Barbara requires both **CHEM R120** and **CHEM R122** (General Chemistry I and II) for either the B.A. in Physics or the B.S. in Physics. CHEM R122 is offered fall and spring semesters at Oxnard College.

Proposed plan of study for A.S. degree in Physics:

Year 1:	***Fall Semester***	***Spring Semester***
	MATH R120	MATH R121
	CHEM R120	PHYS R131
Year 2:	***Fall Semester***	***Spring Semester***
	MATH R122	MATH R134 & R143
	PHYS R132	PHYS R133

Program Student Learning Outcomes

Upon successful completion of the Physics program students will be able to:

- Apply the fundamental principles of physics to solve quantitative problems involving physical systems given certain parameters.
- Appropriately utilize physics equipment and the skills needed to gather and analyze data pertaining to physical systems.
- Extract information from graphs containing relations between physical quantities and use it to draw conclusions pertaining to the given system.
- Interpret and develop diagrams depicting physical systems and use them to draw conclusions, formulate mathematical representations, and solve for unknown quantities.
- Utilize communication skills (e.g. written, oral, web-based) to effectively report observational results and conclusions based on these results.

PHYSICS COURSES

PHYS R101 College Physics 1 — 4 Units

Hours: *4 lecture weekly*
Prerequisites: *MATH R116*
C-ID: *PHYS 105 (PHYS R101 + PHYS R101L) and PHYS 100S (PHYS R101 + PHYS R101L and PHYS R102 + PHYS R102L)*

This course is an introduction to classical mechanics and thermal physics that is appropriate for non-majors. It assumes a prior knowledge of mathematics through algebra/trigonometry. Central topics include kinematics, vectors, forces, energy, rotational motion, heat, fluids, waves, and sound. The course is designed to meet the needs of students majoring in the biological sciences and science-allied fields such as architecture. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***A2***
CSU GE-Breadth: ***B1***
IGETC: ***5A***

UC Credit Limitation: R101/L, R102/L or R121, R122 and R131, R132, R133 combined - max credit: one series

PHYS R101L College Physics 1 Laboratory — 1 Unit

Hours: *3 lab weekly*
Prerequisites: *PHYS R101 or concurrent enrollment*
C-ID: *PHYS 105 (PHYS R101 + PHYS R101L) and PHYS 100S (PHYS R101 + PHYS R101L and PHYS R102 + PHYS R102L)*

This course is the laboratory that complements PHYS R101, which may be taken either previously or concurrently. It provides students with opportunities to learn and apply the scientific method through investigations of the phenomena discussed in that course. It also introduces students to methods of computer-assisted data analysis. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

PHYS R102 College Physics 2 — 4 Units

Hours: *4 lecture weekly*
Prerequisites: *PHYS R101*
C-ID: *PHYS 110 (PHYS R102 + PHYS R102L) and PHYS 100S (PHYS R101 + PHYS R101L and PHYS R102 + PHYS R102L)*

This course is an introduction to electromagnetic theory, optics, and modern physics that is appropriate for non-majors. It assumes a prior knowledge of mathematics through algebra/trigonometry, and of the fundamentals of classical mechanics. Central topics include electricity, magnetism, optics, quantum ideas, atomic and nuclear physics, and special relativity. The course is designed to meet the needs of students majoring in the biological sciences and science-allied fields such as architecture. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***A2***
CSU GE-Breadth: ***B1***
IGETC: ***5A***

UC Credit Limitation: R101/L, R102/L or R121, R122 and R131, R132, R133 combined - max credit: one series

PHYS R102L College Physics 2 Laboratory — 1 Unit

Hours: *3 lab weekly*
Prerequisites: *PHYS R102 or concurrent enrollment*
C-ID: *PHYS 110 (PHYS R102 + PHYS R102L) and PHYS 100S (PHYS R101 + PHYS R101L and PHYS R102 and PHYS R102L)*

This course provides students with opportunities to learn and apply the scientific method through investigations of the phenomena discussed in a college physics lecture. It also introduces students to methods of computer-assisted data analysis. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A2***
CSU GE-Breadth: ***B3***
IGETC: ***5C***

PHYS R121 Physics with Calculus 1 5 Units

Hours: *4 lecture, 3 lab weekly*
Prerequisites: *MATH R120*
C-ID: *PHYS 100S (PHYS R121 + PHYS R122)*
PHYS 105

This course is an introduction to classical mechanics and thermal physics. Topics include vectors, motion, force, energy, heat, fluids, waves, and sound. The laboratory provides students with opportunities to learn and apply the scientific method through investigations of the phenomena discussed in lecture. It also introduces students to methods of computer-assisted data analysis. The course is designed to meet the needs of students majoring in the biological sciences, although it may also be suitable for students in certain other majors. It is not appropriate for students planning to major in fields such as engineering, mathematics, the physical sciences, or computer science. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***A2***
CSU GE-Breadth: ***B1, B3***
IGETC: ***5A, 5C***

UC Credit Limitation: R101/L, R102/L or R121, R122 and R131, R132, R133 combined - max credit: one series

PHYS R122 Physics with Calculus 2 5 Units

Hours: *4 lecture, 3 lab weekly*
Prerequisites: *PHYS R121 and MATH R121*
C-ID: *PHYS 100S (PHYS R121 + PHYS R122)*
PHYS 110

This course is an introduction to electromagnetic theory, optics, and modern physics. Topics include electricity, magnetism, optics, quantum ideas, atomic and nuclear physics, and special relativity. The laboratory provides students with opportunities to learn and apply the scientific method through investigations of the phenomena discussed in lecture. It also provides students with additional exposure to methods of computer-assisted data analysis. The course is designed to meet the needs of students majoring in the biological sciences, although it may also be suitable for students in certain other majors. It is not appropriate for students planning to major in fields such as engineering, mathematics, the physical sciences, or computer science. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***A2***
CSU GE-Breadth: ***B1, B3***
IGETC: ***5A, 5C***

UC Credit Limitation: R101/L, R102/L or R121, R122 and R131, R132, R133 combined - max credit: one series



PHYS R131 Physics for Scientists and Engineers 1 5 Units

Hours: *4 lecture, 3 lab weekly*
Prerequisites: *MATH R120*
Advisories: *PHYS R101*
C-ID: *PHYS 205 and PHYS 200S*
(PHYS R131+PHYS R132+PHYS R133)

This course is an introduction to the statics and dynamics of rigid bodies and ideal fluids. Central topics include Newton's laws; conservation of energy, linear momentum, and angular momentum; equilibrium of rigid bodies; and oscillatory motion. Although the course emphasizes conceptual understanding, students also learn to apply mathematical techniques such as vector algebra, differential and integral calculus, Taylor series, and linear differential equations to the solution of problems. The laboratory provides students with opportunities to learn and apply the scientific method through investigations of the phenomena discussed in lecture. The course is appropriate for students majoring in the physical sciences, engineering, mathematics, computer science, and related fields. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***A2***
CSU GE-Breadth: ***B1, B3***
IGETC: ***5A, 5C***

UC Credit Limitation: R101/L, R102/L or R121, R122 and R131, R132, R133 combined - max credit: one series

PHYS R132 Physics for Scientists and Engineers 2 5 Units

Hours: *4 lecture, 3 lab weekly*
Prerequisites: *PHYS R131 and MATH R121*
C-ID: *PHYS 210 and PHYS 200S*
(PHYS R131+PHYS R132+PHYS R133)

This course is an introduction to electricity and magnetism along with thermodynamics, with emphasis on understanding field theory, the behavior of simple electrical circuits, heat exchange, the laws of thermodynamics and thermodynamic processes. Central topics include gravitational, electric, and magnetic fields; the laws of Coulomb, Gauss, Ohm, Kirchhoff, Ampere, Biot-Savart, and Faraday; simple circuit analysis; Maxwell equations; heat, entropy, thermodynamic processes, and the thermodynamic laws. Although the course emphasizes conceptual understanding, students also learn to apply mathematical techniques such as vector algebra, vector differentiation and integration, binomial approximations, and linear differential equations to the solution of problems. The laboratory provides students with opportunities to learn and apply the scientific method through investigations of the phenomena discussed in lecture. The course is appropriate for students majoring in the physical sciences, engineering, mathematics, computer science, and related fields. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***A2***
CSU GE-Breadth: ***B1, B3***
IGETC: ***5A, 5C***

UC Credit Limitation: R101/L, R102/L or R121, R122 and R131, R132, R133 combined - max credit: one series

PHYS R133 Physics for Scientists and Engineers 3 5 Units

Hours: *4 lecture, 3 lab weekly*
Prerequisites: *PHYS R132 and MATH R122*
C-ID: *PHYS 215 and PHYS 200S (PHYS R131+PHYS R132+PHYS R133)*

This course is an introduction to wave motion (with emphasis placed on the study of sound and electromagnetic wave phenomena), geometrical and wave optics, and selected elementary topics on special relativity and quantum mechanics. Central topics include mechanical and electromagnetic waves; geometric optics; interference and diffraction; relativistic kinematics and dynamics; and elementary quantum theory with atomic structure. Although the course emphasizes conceptual understanding, students also learn to apply mathematical techniques such as vector calculus, Fourier analysis, numerical approximations, and multi-variable integration to the solution of problems. The laboratory provides students with opportunities to learn and apply the scientific method through investigations of the phenomena discussed in lecture. The course is appropriate for students majoring in the physical sciences, engineering, mathematics, computer science, and related fields. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***A2***
CSU GE-Breadth: ***B1, B3***
IGETC: ***5A, 5C***

UC Credit Limitation: R101/L, R102/L or R121, R122 and R131, R132, R133 combined - max credit: one series

PHYSIOLOGY

See "Biological Sciences" on page 143 for more information.

PHYSIOLOGY COURSE

PHSO R101 Human Physiology 5 Units

Hours: *3 lecture, 6 lab weekly*
Prerequisites: *ANAT R101 and CHEM R104 or CHEM R110 and ENGL R097 and MATH R005 or MATH R015 or placement as determined by the college's multiple measures assessment process*
C-ID: *BIOL 120B*

This course emphasizes principles of cellular and systemic functions of the human body. Lecture topics include scientific method, basic inorganic and organic chemistry, solute as well as water transport and balance, homeostatic mechanisms, and functions of the major organ systems. This course emphasizes demonstrations and techniques of commonly utilized laboratory equipment. Laboratory topics will primarily consist of analysis, interpretation and evaluation of data gathered relating to homeostatic mechanisms, functions of the major organ systems and disease. Experiments reinforce material presented in lecture. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***A1***
CSU GE-Breadth: ***B2, B3***
IGETC: ***5B, 5C***

POLITICAL SCIENCE

A Political Science major offers an education in government and political issues, local, national and global. A variety of courses in Political Science develop skills in research and analysis of government institutions, political behavior, the public policy process and global politics. Topics include the interpretation and use of constitutions, the politics of the legislative process, the impact of money and lobbying on elections, campaigns and public policy decisions, the role of political parties, interactions between national, state and local government, the role of executive leadership including the United States President, the impact of bureaucracies on public and personal life, the judicial process and the criminal justice system, comparative government, international relations, globalization and a wide range of issues that affect the lives of citizens. Development of skills in research, critical thinking, persuasive argument in debate, and analytical writing are primary goals of instruction in political science. All courses provide a stimulating foundation for the life of an educated citizen.

For more information, contact:

Dr. Gloria Guevara (805) 678-5095 gguevara@vcccd.edu

ASSOCIATE IN ARTS FOR TRANSFER
POLITICAL SCIENCE

The Associate in Arts in Political Science for Transfer (Political Science AA-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AA-T in Political Science**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **18** semester units in the **Political Science** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Political Science AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or

continued on next page

college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (3 units)		**Units**
POLS R101	**Government of the United States I: Institutions and Politics**	**3**
List A		
Select **three** of the following courses (**9** units):		
POLS R100	**Introduction to Politics**	**3**
POLS R104	**Introduction to International Relations**	**3**
POLS R108	**Comparative Politics**	**3**
POLS R120	**Political Theory**	**3**
List B		
Select **two** of the following courses (**6** units):		
Any course from List A not already selected above		**3**
ANTH R102	**Introduction to Cultural Anthropology**	**3**
or		
ANTH R102H	**Honors: Introduction to Cultural Anthropology**	**3**
ANTH R105	**Sex, Gender and Culture**	**3**
ANTH R110	**People and Cultures of the World**	**3**
ECON R100	**Introduction to Economics and Contemporary Economic Issues**	**3**
ECON R201	**Introduction to the Principles of Microeconomics**	**3**
or		
ECON R201H	**Honors: Introduction to the Principles of Microeconomics**	**3**
ECON R202	**Introduction to the Principles of Macroeconomics**	**3**
or		
ECON R202H	**Honors: Introduction to the Principles of Macroeconomics**	**3**
HIST R109	**History of Mexico**	**3**
HIST R117	**History of American Women**	**3**
HIST R130	**History of the United States I**	**3**
or		
HIST R130H	**Honors: History of the United States I**	**3**
HIST R140	**History of the United States II**	**3**
or		
HIST R140H	**Honors: History of the United States II**	**3**
HIST R150	**World History I**	**3**
or		
HIST R150H	**Honors: World History I**	**3**
HIST R160	**World History II**	**3**
or		
HIST R160H	**Honors: World History II**	**3**
POLS R102	**Introduction to Law and Society**	**3**
POLS R125 (HIST R125)	**U.S. Foreign Policy & Covert Action**	**3**
or		
POLS R125H (HIST R125H)	**Honors: U.S. Foreign Policy & Covert Action**	**3**
SOC R101	**Introduction to Sociology**	**3**
SOC R101H	**Honors: Introduction to Sociology**	**3**
SOC R102	**Social Problems**	**3**
SOC R104	**Sex Roles**	**3**
SOC R108	**Sociology of the Chicano Community**	**3**
SOC R125	**Statistics for the Behavioral and Social Sciences**	**3**
	Total Required Major Units	**18**
	CSU General Education *or* IGETC Pattern	**38-41**
	Double-Counted Units	**- (6-15)**
Electives (CSU transferable units needed to reach 60)		**7-19**
	Total Units required for the AA-T Degree	**60**

Program Student Learning Outcomes

Upon the successful completion of the Political Science Program for Transfer students will be able to:

- Demonstrate knowledge and theories relevant to global politics and policies. This includes knowledge of Western and non-Western political systems, processes, values and models of politics and patterns of interaction among them. Students should demonstrate an understanding and respect for economic, socio-cultural, political and environmental interaction of global life.
- Demonstrate a knowledge and awareness of contemporary issues, political institutions, and problems in the community and their historical contexts. Students should demonstrate an understanding of the importance of community involvement and leadership.
- Demonstrate increasingly sophisticated skills in reading sources critically. Students should be able to research, evaluate and analyze the field of Political Science and relate ideas to other fields as well.
- Demonstrate an understanding of the mechanics of writing in Political Science and demonstrate proficiency in spelling, grammar and sentence structure. This includes stylistic considerations such as formatting and source documentation. Students should also demonstrate the ability to communicate ideas (oral) effectively.
- Demonstrate an in-depth understanding and knowledge of the political institutions through which public policies are formulated, modified, and implemented.
- Political Analytical Skills – Students should demonstrate a working knowledge of research in political science and identify research questions, hypotheses and analyze critique and integrate source materials.

ASSOCIATE IN ARTS DEGREE
POLITICAL SCIENCE

The Associate in Arts in Political Science introduces students to political theory, the American political system and government structure, including the process of local, state, and federal governments, and its relationship to the international/global system. Students learn the skills of logical reasoning, critical analysis, fact gathering, and developing effective arguments. In addition, students in the program gain an understanding for, and appreciation of, the American political system.

The Associate in Arts degree in Political Science requires a 15 unit core of the most common courses found in Political Science majors at both the UC and CSU. Requiring only 6 units of restricted electives, it is structured in a way that allows students to customize their major based on the requirements of their intended transfer destination or their academic interests. Students may choose the general education pattern most appropriate for their educational goal including the Oxnard College General Education pattern, CSU GE-Breadth, or IGETC.

Required Core Courses (15 Units)		Units
POLS R100	Introduction to Politics	3
POLS R101	Government of the United States I: Institutions and Politics	3
POLS R102	Introduction to Law and Society	3
POLS R104	Introduction to International Relations	3
POLS R108	Comparative Politics	3
Required Additional Courses (6 Units)		
ANTH R102	Introduction to Cultural Anthropology	3
or		
ANTH R102H	Honors: Introduction to Cultural Anthropology	3
CHST R107 (HIST R107)	History of Mexicans in the United States	3
ECON R100	Introduction to Economics and Contemporary Economic Issues	3
ECON R201	Introduction to the Principles of Microeconomics	3
or		
ECON R201H	Honors: Introduction to the Principles of Microeconomics	3
ECON R202	Introduction to the Principles of Macroeconomics	3
or		
ECON R202H	Honors: Introduction to the Principles of Macroeconomics	3
GEOG R102	World Regional Geography	3
HIST R110	History of the Middle East	3
HIST R126	History of Latin America	3
HIST R150	World History I	3
or		
HIST R150H	Honors: World History I	3
HIST R160	World History II	3
or		
HIST R160H	Honors: World History II	3
IDS R102	Science, Technology, and Human Values	3
PHIL R111	Critical Thinking and Analytic Writing	3
PHIL R114 (SOC R114)	Social Philosophy	3
POLS R120	Political Theory	3
POLS R125 (HIST R125)	U.S. Foreign Policy & Covert Action	3
or		
POLS R125H (HIST R125H)	Honors: U.S. Foreign Policy and Covert Action	3
PSY R103	Beginning Statistics for Behavioral Science	3
SOC R103	Race and Ethnic Relations	3
	Total Required Major Units	**21**

General Education Students will be allowed to choose the general education pattern that best aligns with their educational goals from those offered by Oxnard College including the Oxnard College General Education pattern (local GE), CSU GE-Breadth, or IGETC. Students who select CSU GE-Breadth or IGETC must also complete local graduation requirements in Health and PE.

Total Required Major Units	**21**
Oxnard College General Education	**29**
Double-Counted Units	**-(6-12)**
Free Electives Required	**16-22**
Total Required Units for A.A. Degree	**60**

or

Total Required Major Units	**21**
CSU GE-Breadth	**39**
Health *(can be taken within CSU GE)*	**3**
Physical Education	**1**
Double-Counted Units	**-(6-12)**
Free Electives Required	**2-8**
Total Required Units for A.A. Degree	**60**

or

Total Required Major Units	**21**
IGETC	**37**
Health	**3**
Physical Education	**1**
Double-Counted Units	**-(6-12)**
Free Electives Required	**4-10**
Total Required Units for A.A. Degree	**60**

To complete the ASSOCIATE IN ARTS DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

Program Student Learning Outcomes

Upon the successful completion of the Political Science program students will be able to:

- Demonstrate a knowledge and awareness of contemporary issues, political institutions, and problems in the community and their historical contexts.
- Demonstrate an understanding of the importance of community involvement and leadership.
- Demonstrate a working knowledge of research in politica science and identify research questions, hypotheses and analyze, critique and integrate souce materials.
- Demonstrate an in-depth understanding and knowledge of the political institutions through which public policies are formulated, modified, and implemented.
- Demonstrate an understanding of the mechanics of writing in Political Science and demonstrate proficiency in spelling, grammar and sentence structure. This includes stylistic considerations such as formatting and source documentation.
- Demonstrate the ability to communicate ideas (oral) effectively.
- Demonstrate increasingly sophisticated skills in reading sources critically. Students should be able to research, evaluate and analyze the field of Political science and relate ideas to other fields as well.
- Demonstrate knowledge and theories relevant to global politics and policies. This includes knowledge of Western and non-Western political systems, processes, values and models of politics and patterns of interaction among them.
- Demonstrate an understanding and respect for econimc, socio-cultural, political and environmental interaction of global life.

POLITICAL SCIENCE COURSES

POLS R100 Introduction to Politics 3 Units

Hours: *3 lecture weekly*
C-ID: *POLS 150*

This course introduces students to the discipline and subfields within Political Science. Basic political concepts, political ideologies, political institutions and political systems are examined. The concepts of power, law, justice, democracy, social welfare and liberty will be discussed in relation to contemporary institutions of government. The impact of international and transnational influences on domestic politics will be analyzed. This course includes the study of California Government. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B1, B2***
CSU GE-Breadth: ***D8, US-2, US-3***
IGETC: ***4H***

POLS R101 Government of the United States I: Institutions and Politics 3 Units

Hours: *3 lecture weekly*
C-ID: *POLS 110*

This course provides a study of the Constitutional principles, institutions and politics of American Government with special attention to the dynamics of representative government evident in voting, campaigns, political party politics, legislative process, presidential leadership and the public policy process. The California Constitution and government will be examined. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B1, B2***
CSU GE-Breadth: ***D8, US-2, US-3***
IGETC: ***4H***

POLS R102 Introduction to Law and Society 3 Units

Hours: *3 lecture weekly*
C-ID: *LPPS 110*

This course offers an introduction to the study of principles, institutions and procedures characteristic of government in the United States, national, state and local. Special attention is given to the American legal system including its development, structure and history; the judicial process and judicial interpretations of constitutional principles regarding federal-state relations, legislative authority, presidential authority, civil liberties and civil rights. This course includes study of the California Constitution and analysis of the California legal system. Issues including immigration, police authority, juvenile crime, due process in court proceedings and punishment policies are debated. Also included is a review of the principles of legal ethics. This course partially fulfills a state requirement in American Institutions. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B1, B2***
CSU GE-Breadth: ***D8, US-2, US-3***
IGETC: ***4H***

POLS R104 Introduction to International Relations 3 Units

Hours: *3 lecture weekly*
C-ID: *POLS 140*

An introduction to international relations theory, this course examines national, international, transnational, and sub-national actors and their institutions, interactions and processes as they relate to global issues. The role of international institutions such as the United Nations and the World Bank, the activities of non-governmental organizations and the goals and methods of protest movements are described. Topics to be discussed include the impact of globalization, international trade, transnational corporations, mass communication technology, global migration, massive arms distributions and the sources of armed conflict. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D8***
IGETC: ***4H***

POLS R108 Comparative Politics 3 Units

Hours: *3 lecture weekly*
C-ID: *POLS 130*

This course surveys the political life and institutions of a number of foreign countries. The impact of politics in developed and developing countries is examined on the local, state and international levels. Political and economic development, political conflicts, civil war, revolution, civic participation and their relationship to global forces are all examined in an effort to identify both similarities and differences in people's attempts to grapple with government problems throughout the world. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D8***
IGETC: ***4H***

POLS R120 Political Theory 3 Units

Hours: *3 lecture weekly*
C-ID: *POLS 120*

This course is an introduction to political theory in which students explore the most significant concepts in political science including: power, justice, equality, punishment, and freedom. Students will engage in the analysis of selected political theories, political ideologies, and the application of political theory to contemporary problems. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D***
IGETC: ***4***



POLS R125 U.S. Foreign Policy and Covert Action — 3 Units

Hours: *3 lecture weekly*

This course is a survey of selected themes, problems, and personalities which have been associated with the creation of both official and covert American relationships with foreign powers. The course examines how U.S. involvements with nations in Europe, Latin America, the Middle East, Africa, and Asia have interacted with and impacted American society, economics, and democratic institutions with an emphasis on CIA actions performed by the U.S. in the latter half of the 20th Century. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". (Same as **HIST R125**.) *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D8***
IGETC: ***4***

POLS R125H Honors: U.S. Foreign Policy and Covert Action — 3 Units

Hours: *3 lecture weekly*

This course is a survey of selected themes, problems, and personalities which have been associated with the creation of both official and covert American relationships with foreign powers. The course examines how U.S. involvements with nations in Europe, Latin America, the Middle East, Africa, and Asia have interacted with and impacted American society, economics, and democratic institutions with an emphasis on CIA actions performed by the U.S. in the latter half of the 20th Century. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications, and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D***
IGETC: ***4***

POLS R199 Directed Studies in Political Science — 1 - 3 Units

Hours: *1 - 3 lecture weekly*

Designed for selected students interested in furthering their knowledge of political science on an independent study basis; assigned problems will involve library, lab and field work. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

PSYCHOLOGY

The Department of Psychology at Oxnard College studies mental processes and human behavior. It offers courses exploring different aspects of people's behavior and thinking. Students interested in the major and general education will find several courses addressing their specific interests, as well as those with Workforce and Continuing Education needs.

The major is designed to prepare the student for higher level studies at California State University as well as The University of California.

University of California Limitation on Transfer of Statistics Courses

The UC will give credit for a maximum of one Statistics course: **MATH R105, MATH R105H, PSY R103,** or **SOC R125.**

For more information, contact:
Liberal Studies Division Office (805) 678-5804

ASSOCIATE IN ARTS FOR TRANSFER
PSYCHOLOGY

The Associate in Arts in Psychology for Transfer (Psychology AA-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AA-T in Psychology**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **18** semester units in the **Psychology** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Psychology AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

continued on next page

Required Core Courses (9-10 units)		Units
PSY R101	General Psychology	3
or		
PSY R101H	Honors: General Psychology	3
PSY R104	Introduction to Experimental Psychology	3
and		
PSY R103	Beginning Statistics for Behavioral Science	3
or		
MATH R105	Introductory Statistics	4
or		
MATH R105H	Honors: Introductory Statistics	4
List A		
Required Additional Course (**3** units)		
PSY R105	Introduction to Physiological Psychology	3
List B		
Select the following course (**3** units):		
PSY R108	Developmental Psychology	3
List C		
Select one of the following courses (**3** units):		
PSY R102	Interpersonal Relations	3
PSY R107	Sex Roles	3
PSY R110	Human Sexuality	3
PSY R131	Abnormal Psychology	
	Total Required Major Units	**18-19**
	CSU General Education *or* IGETC Pattern	**37-39**
	Double-Counted Units	**- (12-18)**
	Electives (CSU transferable units needed to reach 60)	**17-21**
	Total Units required for the AA-T Degree	**60**

ASSOCIATE IN ARTS DEGREE
PSYCHOLOGY

Required Core Courses (12-13 units)		Units
PSY R101	General Psychology	3
or		
PSY R101H	Honors: General Psychology	3
PSY R102	Interpersonal Relations	3
Choose **one** of the following statistics courses:		
PSY R103	Beginning Statistics for Behavioral Science	3
MATH R105	Introductory Statistics	4
MATH R105H	Honors: Introductory Statistics	
And choose **one** of the following courses:		
PSY R104	Intro to Experimental Psychology	3
or		
PSY R105	Intro to Physiological Psychology	3
Required Additional Courses:		
Complete **one** of the following courses:		
PHIL R101	Introduction to Philosophy	3
PHIL R101H	Honors: Introduction to Philosophy	3
PSY R104	Intro to Experimental Psychology	3
PSY R105	Intro to Physiological Psychology	3
PSY R108	Developmental Psychology	3
SOC R106	Contemporary Family in American Society	3
Plus **one** of the following:		
PSY R107	Sex Roles	3
PSY R110	Human Sexuality	3
PSY R111	The Exceptional Child	3
	Total Required Major Units	**18-19**

Additional units/requirements to complete the A.A. Degree

Oxnard College General Education Pattern	**29**
Double-Counted Units	**-(6-12)**
Degree-Applicable Electives (needed to reach 60 units)	**19-24**
Total Units required for the A.A. Degree	**60**

To complete the ASSOCIATE IN ARTS DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

Program Student Learning Outcomes

Upon successful completion of the Psychology program students will be able to:

- Demonstrate competence in information technologies used for data analysis, research, and presentation.
- Demonstrate an understanding of and apply psychological principles and methods to personal, social and organizational issues in ways that promote self-understanding, personal development and effective relationships, and which enable students to function as more effective members of society.
- Demonstrate critical thinking and creative problem-solving strategies by applying psychological research methods, such as experimental design, data analysis and interpretation.
- Demonstrate effective communication skills appropriate to professional work in psychology.
- Demonstrate knowledge of major concepts, theories, and empirical approaches from diverse perspectives of psychology including: biological, developmental, individual, social, learning and cognitive processes.
- Identify and abide by the ethics of psychology including recognition of, understanding of, and respect for socio-cultural complexity and international/global diversity.

PSYCHOLOGY COURSES

PSY R101 General Psychology 3 Units

Hours: *3 lecture weekly*
C-ID: *PSY 110*

Psychology is the scientific study of behavior and mental processes. This course will introduce students to major psychological theories and concepts, methods, and research findings in psychology. The course will cover the biological bases of behavior, perception, cognition and consciousness, learning, memory, emotion, motivation, development, personality, social psychology, applied psychology, and psychological disorders and therapeutic approaches. In addition, the course will examine the impact of diversity on psychological research, theory and application, including (but not limited to): age, race, ethnicity, culture, gender, socio-economic status, disability, and sexual orientation." Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D9, E***
IGETC: ***4I***

PSY R101H Honors: General Psychology 3 Units

Hours: *3 lecture weekly*
C-ID: *PSY 110*

Psychology is the scientific study of behavior and mental processes. This course will introduce students to major psychological theories and concepts, methods, and research findings in psychology. The course will cover the biological bases of behavior, perception, cognition and consciousness, learning, memory, emotion, motivation, development, personality, social psychology, applied psychology, and psychological disorders and therapeutic approaches. In addition, the course will examine the impact of diversity on psychological research, theory and application, including (but not limited to): age, race, ethnicity, culture, gender, socio-economic status, disability, and sexual orientation. Honors work challenges students to be more analytical and creative through expanded assignments, real-world applications, and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D9***
IGETC: ***4***

PSY R102 Interpersonal Relations 3 Units

Hours: *3 lecture weekly*
C-ID: *PSY 115*

The class provides an exploration of personal awareness and interaction. Students will learn to apply psychological principles of human behavior, explore ways of knowing themselves, and learn how they are perceived by others. A combination of experimental and theoretical approaches is used to increase awareness, clarify values, and aid in decision-making. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***E***
IGETC: ***none***

PSY R103 Beginning Statistics for Behavioral Science 3 Units

Hours: *3 lecture, 1 lab weekly*
Prerequisites: *PSY R101 or PSY R101H and MATH R005 or MATH R015 or placement as determined by the college's multiple measures assessment process*
C-ID: *MATH 110*

This course is designed for students majoring in psychology, sociology and anthropology. The emphasis is on the use of statistics in behavioral science research. Topics discussed include procedures in hypothesis testing, descriptive, inferential and correlational statistics. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***2A***

UC Credit Limitation: PSY R103, SOC R125, MATH R105 combined - max credit: one course

PSY R104 Introduction to Experimental Psychology 3 Units

Hours: *3 lecture weekly*
Prerequisites: *PSY R101 and PSY R103 or MATH R105 or MATH R105H*
C-ID: *PSY 200*

This psychological methods course emphasizes research design; experimental procedures and techniques; descriptive methodology; and the collection, analysis and interpretation of research data. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D9***
IGETC: ***4I***

PSY R105 Introduction to Physiological Psychology 3 Units

Hours: *3 lecture weekly*
Prerequisites: *PSY R101*
C-ID: *PSY 150*

The course provides exploration of physiological bases of behavior. Topics include: neural impulses and sensory processes, neural basis of reinforcement, electrical stimulation of the brain, memory, learning, emotion, biofeedback, split-brain studies, and research on right and left hemispheres. Emphasis is on current research findings as well as ethical standards and implications. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***D2***
CSU GE-Breadth: ***B2***
IGETC: ***5B***

PSY R107 Sex Roles 3 Units

Hours: *3 lecture weekly*
C-ID: *SOCI 140*

The class explores sex role development, status, role change and role conflicts, common stereotypes of males and females, women as a minority group, aspects of sexuality, and psycho-social implications of the liberation movement; psycho-social aspects of both sex and gender are emphasized. (Same as **SOC R104**.) *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D0, D4, D9, E***
IGETC: ***4D, 4I, 4J***

PSY R108 Developmental Psychology 3 Units

Hours: *3 lecture weekly*
C-ID: *PSY 180*

The course explores the path of human physical, cognitive, social and emotional development from the beginning of life through death. The emphasis is placed on normal development patterns using current information, child-rearing practices and their effects on later development. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D9, E***
IGETC: ***4I***

PSY R110 Human Sexuality 3 Units

Hours: *3 lecture weekly*
C-ID: *PSY 130*

The course examines human sexuality with contributions from various disciplines: medicine, biology, psychology, anthropology, sociology, public health. Human sexuality will be examined from psychological, biological, sociocultural, and historical perspectives. Emphasis is placed on the individual's sexuality and sexual attitudes, values, and behaviors. Current sex norms and various aspects of interpersonal and individual sexual behaviors are examined. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D4, D9, E***
IGETC: ***4D, 4I***

PSY R111 The Exceptional Child 3 Units

Hours: *3 lecture weekly*

This course is designed to give educators and other caregivers an overview of children with exceptional characteristics. The main emphasis of this course is to provide an introduction to the broad span of children with exceptional characteristics and to the field of special education. Cultural backgrounds, beliefs, and linguistic practices that can impede parent involvement will be examine and students will be taught to identify ways school personnel can help families understand school culture, policies, and practices. Students will be introduced to the Individuals with Disabilities Education Act (IDEA) and related laws and regulations that impact special education and support programs and learn basic classroom management theories and strategies for individuals with exceptional learning needs. (Same as **ECE R108**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***B2***
CSU GE-Breadth: ***none***
IGETC: ***none***

PSY R115 Introduction to Public Mental Health 3 Units

Hours: *3 lecture weekly*

This is an introductory course for students interested in public mental health. An overview of the history of public mental health, the types and functions of agencies, practices, careers, professional ethics, current trends and issues is provided. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***none***
CSU GE-Breadth: ***E***
IGETC: ***none***

PSY R131 Abnormal Psychology 3 Units

Hours: *3 lecture weekly*
C-ID: *PSY 120*

This course surveys various definitions, causes, and treatment methods relative to abnormal behavior. This course also covers psychological, biological and sociocultural theories of abnormal behavior. Topics include: diagnosis of abnormal behavior, clinical syndromes, various forms of intervention and preventive strategies. (Same as **ADS R131**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***B2***
CSU GE-Breadth: ***D9***
IGETC: ***4I***

PRE-HEALTH PROFESSIONS

For more information contact:

Math, Science, Health, PE and Athletics Division Office

ASSOCIATE IN SCIENCE
PRE-HEALTH PROFESSIONS

The Associate in Science in Pre-Health Professions degree prepares students for further study in a variety of health professions. While designed for programs offered within the Ventura County Community College District, including, dental hygiene, nursing, and radiologic technology, completion of this major may prepare students for transfer into other two and four year health professions programs. These include, but are not limited to nursing, radiologic technology, physician's assistant, respiratory technology, sonography, nuclear medicine, pharmacy, clinical laboratory assistant, occupational therapy, veterinary technology, and other related fields. Students completing the program will obtain classroom and hands-on laboratory experience needed in the sciences and required general education courses required to complete Associate degrees or prepare for transfer. Admission requirements vary by program and by college or university, therefore it is recommended that students work with a Counselor when selecting courses.

Required Core Courses (23 units)		**Units**
BIOL R101	**General Biology**	**3**
or		
BIOL R101H	**Honors: General Biology**	**3**
and		
BIOL R101L	**General Biology Laboratory**	**1**
CHEM R104	**General, Organic, and Biological Chemistry**	**5**
CHEM R110	**Elementary Chemistry**	**5**
CHEM R112	**Elementary Organic and Biological Chemistry**	**5**
ANAT R101	**General Human Anatomy**	**4**
PHSO R101	**Human Physiology**	**5**
MICR R100	**Principles of Microbiology**	**3**
MICR R100L	**Principles of Microbiology Laboratory**	**2**
List A		
ENGL R101	**College Composition**	**4**
or		
ENGL R101H	**Honors: College Composition**	**4**
PSY R101	**General Psychology**	**3**
or		
PSY R101H	**Honors: General Psychology**	**3**
PSY R108	**Developmental Psychology**	**3**
COMM R101	**Introduction to Oral Communication**	**3**
SOC R101	**Introduction to Sociology**	**3**
or		
SOC R101H	**Honors: Introduction to Sociology**	**3**
ANTH R102	**Introduction to Cultural Anthropology**	**3**
or		
ANTH R102H	**Principles of Biology I Lab: Intro. to Cellular and Molecular Biology**	**1**

Choose one Critical Thinking course from the following:

ENGL R102	**Critical Thinking through Composition and Literature**	**4**
or		
ENGL R102H	**Honors: Critical Thinking through Composition and Literature**	**4**
ENGL R128	**Composition and Critical Thinking through Non-Fiction**	**3**
PHIL R107	**Introduction to Logic**	**3**
PHIL R112	**Symbolic Logic**	**3**
Choose one course in Statistics from the following:		
MATH R105	**Introductory Statistics**	**4**
MATH R105H	**Honors: Introductory Statistics**	**4**
PSY R103	**Beginning Statistics for Behavioral Science**	**3**
SOC R125	**Statistics for the Behavioral and Social Sciences**	**3**
Choose one course from American Institutions:		
CHST R107 (HIST R107)	**History of Mexicans in the United States**	**3**
HIST R108	**African-American History**	**3**
HIST R117	**History of American Women**	**3**
HIST R130	**History of the United States I**	**3**
or		
HIST R130H	**Honors: History of the United States I**	**3**
HIST R140	**History of the United States II**	**3**
or		
HIST R140H	**Honors: History of the United States II**	**3**
POLS R100	**Introduction to Politics**	**3**
POLS R101	**Government of the United States I: Institutions and Politics**	**3**
POLS R102	**Introduction to Law and Society**	**3**
Choose one course from area C1 Fine/ Performing Arts of the appropriate GE pattern		**3**
Choose one course from area C2 Humanities of the appropriate GE pattern		**3**
Choose one Kinesiology activity course from area E of the appropriate GE pattern		**1-2**
Choose one of the following Health courses:		
HED R105	**CPR, AED, First Aid and Personal Safety**	**3**
HED R114	**Introduction to Nutrition Science**	**3**
	Total Required Major Units	**55-63**
	Oxnard College General Education Pattern	**29**
	Double-Counted Units	**- (29)**
	Free Electives Required	**0-5**
	Total Units required for the AS-T Degree	**60-63**
OR		
	Total Required Major Units	**55-63**
	CSU GE-Breadth	**39**
	Health (fulfilled within the major)	**0**
	Kinesiology Activity	**1**
	Double-Counted Units	**- (33)**
	Free Electives Required	**0**
	Total required units for the A.S. Degree	**61-69**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

Program Student Learning Outcomes

Upon successful completion of the Pre-Health Professions Program students will be able to:

- Apply the scientific method in order to explain natural phenomena and world.
- Analyze and present biological data in a graphical format.
- Use acquired knowledge of biology to evaluate current events.
- Communicate core concepts central to biology using scientific terminology.

PUBLIC HEALTH SCIENCE

The AS-T in Public Health Science provides preparation for students interested in careers in public health. Some of the careers opportunities for those who study public health include epidemiologists, community health workers, environmental scientists, health educators, public health officers, biostatisticians, clinical research coordinators, nonprofit coordinators, research assistants, healthcare consultants, hospital administrators, clinical trials analysts, infection control officers, project managers, public health nurses, nutritionists, and behavioral scientists.

The Associate in Sciences Degree in Public Health Science for Transfer (Public Health Science AS-T) is intended for students who plan to complete a bachelor's degree in Public Health Science or Health Science or a "similar" major at a CSU campus. Students completing the degree are guaranteed admission to the CSU system, but not to a particular campus or major. Each CSU campus determines which of the degrees it offers are "similar" and can be completed with the preparation included in the AS-T in Public Health Science within 60 units once a student transfers, so which majors are "similar" varies from CSU to CSU. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to icangotocollege.com and seek guidance from an Oxnard College counselor. The AS-T in Public Health Science may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system.

For more information contact:

Math, Science, Health, PE and Athletics Division Office

ASSOCIATE IN SCIENCE FOR TRANSFER
PUBLIC HEALTH SCIENCE

To earn an **AS-T in Public Health Science**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **33** semester units in the **Public Health Science** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.

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3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Public Health Science 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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (30-31 units)		**Units**
HED R104	**Personal Health and Wellness**	**3**
HED R113	**Introduction to Public Health Science**	**3**
ANAT R101	**Human Anatomy**	**4**
PHSO R101	**Human Physiology**	**5**
BIOL R101	**General Biology**	**3**
or		
BIOL R101H	**Honors: General Biology**	**3**
and		
BIOL R101L	**General Biology Laboratory**	**1**
PSY R101	**General Psychology**	**3**
or		
PSY R101H	**Honors: General Psychology**	**3**
Choose **one** course in **Chemistry**		
CHEM R110	**Elementary Chemistry**	**5**
CHEM R120	**General Chemistry I**	**5**
Choose **one** course in **Statistics**		
MATH R105	**Introductory Statistics**	**4**
MATH R105H	**Honors: Introductory Statistics**	**4**
PSY R103	**Beginning Statistics for Behavioral Science**	**3**

List A
Select one course (3-5 units). If a Biology course is selected, the corresponding Biology lab must also be taken.

ECON R201	**Introduction to the Principles of Microeconomics**	**3**
or		
ECON R201H	**Honors: Introduction to the Principles of Microeconomics**	**3**
ECON R202	**Introduction to the Principles of Macroeconomics**	**3**
or		
ECON R202H	**Honors: Introduction to the Principles of Macroeconomics**	**3**
HED R103	**Women's Health**	**3**
HED R114	**Introduction to Nutrition Science**	**3**
PSY R110	**Human Sexuality**	**3**
SOC R101	**Introduction to Sociology**	**3**
SOC R101H	**Honors: Introduction to Sociology**	**3**
COMM R101	**Introduction to Oral Communication**	**3**
BIOL R120	**Principles of Biology I**	**4**
and		
BIOL R120L	**Principles of Biology I Lab: Intro. to Cellular and Molecular Biology**	**1**
BIOL R122	**Principles of Biology II**	**4**
and		
BIOL R122L	**Principles of Biology II Laboratory**	**1**
MATH R106	**Business Calculus**	**4**
MATH R115	**College Algebra**	**4**
MATH R120	**Calculus with Analytic Geometry I**	**5**
PHYS R121	**Physics with Calculus 1**	**5**
PHYS R122	**Physics with Calculus 2**	**5**
PHYS R131	**Physics for Scientists and Engineers 1**	**5**
PHYS R132	**Physics for Scientists and Engineers 2**	**5**
	Total Required Major Units	**33-36**
	CSU General Education *or* IGETC Pattern	**37-39**
	Double-Counted Units	**- (13-21)**
Electives (CSU transferable units needed to reach 60)		**0-6**
	Total Units required for the AS-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Public Health Science Program for Transfer students will be able to:

- The student will demonstrate the ability to comprehend and apply the multidimensional approach of public health sciences.
- The student will identify proactive factors for disease prevention and risk factors for disease and disability.
- The student will demonstrate and apply behavior-changing techniques to maximize health and wellness.
- The student will demonstrate the concepts of research, program planning, and evaluation strategies.

PUBLIC HEALTH COURSE

HED R113 Introduction to Public Health 3 Units

Hours: *3 lecture weekly*
Advisories: *ENGL R101*
C-ID: *PHS 101*

This course provides an introduction to the discipline of Public Health. Students will gain an understanding of the basic concepts and terminologies of public health, and the history and accomplishments of public health officials and agencies. An overview of the functions of various public health professions and institutions, and an in-depth examination of the core public health disciplines is covered. Topics of the discipline include the epidemiology of infectious and chronic disease; prevention and control of diseases in the community including the analysis of the social determinants of health and strategies for eliminating disease, illness and health disparities among various populations; community organizing and health promotion programming; environmental health and safety; global health; and healthcare policy and management. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***E1***
CSU GE-Breadth: ***D7, E***
IGETC: ***4***

PUBLIC SAFETY

Please see "Emergency Medical Technology" on page 197, "Fire Technology" on page 219, and "Lifeguard" on page 222 for courses, certificates and programs offered.

READING

The reading courses are designed to develop and enhance students' college-level reading skills for success in subjects across the curriculum at Oxnard College. Reading courses focus on techniques for improved comprehension, critical thinking, vocabulary and study skills for all types of reading including college textbooks and research. Additional reading courses for ESL students are also offered and are listed in the catalog under the English as a Second Language program.

For more information contact:

Kari Tudman (805) 678-5068 ktudman@vcccd.edu

Program Student Learning Outcomes

Students informed in Reading will be able to:

- Successfully apply specific academic reading study strategies for college-level courses.

READING COURSES

READ R091 Academic Reading for Biological Anthropology 1 Unit

Hours: *1 lecture weekly*
Corequisites: *ANTH R101*

Intended for students currently enrolled in ANTH R101, this course will provide strategies for actively reading, understanding and responding to college-level texts used in biological anthropology. Content-area reading skills are explicitly taught, modeled and practiced. This course also emphasizes critical thinking, discipline-based vocabulary, and reading rates as they relate to academic success. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***

READ R095 College Reading Across the Curriculum 3 Units

Hours: *3 lecture weekly*
Prerequisites: *Placement as determined by the college's multiple measures assessment process*
Advisories: *ESL R085*

This course emphasizes college-level reading materials across the curriculum with training in reading for major details, main ideas, drawing inferences, and conclusions; considering the nature of evidence and knowledge; and interpreting author's tone and purpose. The course includes advanced vocabulary training, rapid reading techniques with improved comprehension. Formal evaluation is used to individualize instruction. Other activities include a mini research project with instruction in documentation and study skills practice. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option. Applies to Associate Degree.*

Transfer credit: ***none***

READ R105 Critical Reading 3 Units

Hours: *3 lecture weekly*
Advisories: *ESL R095 or READ R091 or READ R095*

This course covers the theory and practice of critical reading applying critical thinking skills for academic success. The course emphasizes methods of analysis, criticism, and interpretation including application of logic and reasoning with college-level academic texts and research. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***none***
CSU GE-Breadth: ***A3***
IGETC: ***none***

SOCIAL JUSTICE STUDIES

The Social Justice Studies major is an "area of emphasis" (AOE) focused on developing critical and interdisciplinary approaches to the study of race/ethnicity, gender, sexuality and identity. It has specifically been designed to prepare students at the community college level for transfer into a variety of CSU majors including but not limited to:

African American Studies; Africana Studies; American Indian Studies; American Studies; Arabic Language, Literature and Culture; Asian American Studies; Chicano/Chicana Studies; Ethnic Studies; Gender Studies; Labor and Employment Studies; Labor Studies; Latin American Studies; Liberal Studies w/ Option in Interdisciplinary Studies in Culture & Society; Liberal Studies - Border Studies Option; Mexican-American Studies; Modern Jewish Studies; Negotiation, Conflict Resolution and Peacebuilding; Sociology - Concentration in Critical Race Studies; Sociology - Concentration Race, Class, and Gender; Sociology with Inequalities and Diversity Option; Social Science with Emphasis in Islamic and Arabic Studies; Women, Gender, and Sexuality Studies; Women's Studies.

For more information, contact:

Dolores Ortiz (805) 678-5270 dortiz@vcccd.edu

ASSOCIATE IN ARTS FOR TRANSFER
SOCIAL JUSTICE STUDIES

The Associate in Arts in Social Justice Studies for Transfer (Social Justice Studies AA-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AA-T in Social Justice Studies**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **18** semester units in the **Social Justice Studies** major as listed in the Oxnard College catalog.

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2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Social Justice Studies AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses		Units
List A		
Select one of the following courses (3 units):		
SJS R110	**Introduction to Social Justice Studies**	**3**
SOC R103	**Race and Ethnic Relations**	**3**
List B		
Select one of the following courses (3 units):		
SJS R120	**Introduction to Women's Studies**	**3**
SJS R130	**Introduction to LGBTQ Studies**	**3**
SOC R104 (PSY R107)	**Sex Roles**	**3**
List C		
select one of the following courses (3 units): It is strongly recommended that wherever possible students take a course in List C that directly relates to their intended major at their transfer institution.		
Any course from List A or List B not already selected above.		
ANTH R105	**Sex, Gender and Culture**	**3**
ANTH R107	**The Anthropology of Native Americans**	**3**
ANTH R114	**African American Culture and Experience**	**3**
CHST R101	**Introduction to Chicana/o Studies**	**3**
CHST R107 (HIST R107)	**History of Mexicans in the United States**	**3**
HIST R108	**African-American History**	**3**
SOC R108	**Sociology of the Chicano Community**	**3**
Students are required to take a total of three courses (9 units) from at least two of the following areas (1-5) listed below:		
List D		
Area 1 - History or Government. Select up to two of the following courses (0-6 units):		
CHST R107 (HIST R107)	**History of Mexicans in the United States**	**3**
HIST R108	**African-American History**	**3**
HIST R117	**History of American Women**	**3**
List E		
Area 2 - Arts and Humanities. Select up to two of the following courses (0-6 units):		
ENGL R124	**Introduction to LGBTIQ Literature**	**3**
List F		
Area 3 - Social Sciences. Select up to two of the following courses (0-6 units):		
ANTH R105	**Sex, Gender and Culture**	**3**
ANTH R107	**The Anthropology of Native Americans**	**3**
ANTH R114	**African American Culture and Experience**	**3**
CHST R101	**Introduction to Chicana/o Studies**	**3**
CHST R107 (HIST R107)	**History of Mexicans in the United States**	**3**
SOC R103	**Race and Ethnic Relations**	**3**
PSY R107 (SOC R104)	**Sex Roles**	**3**
SOC R108	**Sociology of the Chicano Community**	**3**
List G		
Area 4 - Quantitative reasoning and research methods. Select up to two of the following courses (0-6 units):		
MATH R105	**Introductory Statistics**	**4**
or		
MATH R105H	**Honors: Introductory Statistics**	**4**
PSY R103	**Beginning Statistics for Behavioral Science**	**3**
SOC R125	**Statistics for the Behavioral and Social Sciences**	**3**
List H		
Area 5 - Major preparation. Select up to two of the following courses (0-6 units): Courses can only be utilized to fulfill List H if they have not already been utilized to fulfill List A, B, C, D, or F		
ANTH R105	**Sex, Gender and Culture**	**3**
ANTH R107	**The Anthropology of Native Americans**	**3**
ANTH R114	**African American Culture and Experience**	**3**
CHST R101	**Introduction to Chicana/o Studies**	**3**
CHST R107 (HIST R107)	**History of Mexicans in the United States**	**3**
HIST R108	**African-American History**	**3**
HIST R109	**History of Mexico**	**3**
PSY R101	**General Psychology**	**3**
or		
PSY R101H	**Honors: General Psychology**	**3**
PSY R107 (SOC R104)	**Sex Roles**	**3**
SOC R101	**Introduction to Sociology**	**3**
or		
SOC R101H	**Honors: Introduction to Sociology**	**3**
SOC R103	**Race and Ethnic Relations**	**3**
SOC R108	**Sociology of the Chicano Community**	**3**
SPAN R232	**Latin American Literature**	**3**
or		

SPAN R232H	**Honors: Latin American Literature**	**3**
	Total Required Major Units	**18**
	CSU General Education *or* IGETC Pattern	**37-39**
	Double-Counted Units	**-(18)**
Electives	(CSU transferable units needed to reach 60)	**21-23**
	Total Units required for the AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Social Justice Studies Program for Transfer students will be able to:

- Identify and apply interdisciplinary perspectives and theories relevant to social justice studies.
- Demonstrate an awareness of issues relevant to social justice studies including race/ethnicity, gender, sexuality and identity.

ASSOCIATE IN ARTS FOR TRANSFER
SOCIAL JUSTICE STUDIES - CHICANA/O STUDIES

The AA-T in Social Justice Studies – Chicana/o Studies program seeks to introduce students to the broader field of Social Justice Studies, providing a theoretical framework for the study of race, ethnicity, gender, sexuality, and identity while also providing students with the opportunity to examine and analyze historical, social, and political context and events that have shaped the Chicana/o experience. The Social Justice Studies – Chicana/o Studies major gives students a wide variety of options to pursue courses relevant to their intended transfer major as well as courses that provide cultural experiences in art, music, dance, and language.

Students completing an AA-T in Social Justice Studies – Chicana/o Studies will be prepared for transfer to a number of majors within the CSU including but not limited to Chicano/Chicana Studies, Mexican-American Studies, Latin American Studies, Liberal Studies - Border Studies Option and Ethnic Studies. For a complete current list of majors deemed to be similar by each CSU campus, visit icangotocollege.com.See page 70 for more information.

To earn an **AA-T in Social Justice Studies - Chicana/o Studies**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **18** semester units in the **Social Justice Studies - Chicana/o Studies** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Social Justice Studies - Chicana/o Studies AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses		**Units**
CHST R101	**Introduction to Chicana/o Studies**	**3**
Select one of the following courses (3 units):		
SJS R110	**Introduction to Social Justice Studies**	**3**
SOC R103	**Race and Ethnic Relations**	**3**
Select one of the following courses (3 units):		
SJS R120	**Introduction to Women's Studies**	**3**
SJS R130	**Introduction to LGBTQ Studies**	**3**
SOC R104 (PSY R107)	**Sex Roles**	**3**
List A Select three courses from at least two of the following five areas for a minimum of 9 units.		
Area 1: History		
CHST R107 (HIST R107)	**History of Mexicans in the United States**	**3**
HIST R109	**History of Mexico**	**3**
Area 2: Arts and Humanities		
ART R174	**Latin American Art**	**3**
MUS R109	**Music of Latin America**	**3**
SPAN R232	**Latin American Literature**	**3**
or		
SPAN R232H	**Honors: Latin American Literature**	**3**
Area 3: Social Science		
CHST R102	**Chicana/o Cultural Identity**	**3**
BRS R101 (ANTH R119)	**Introduction to Border Studies**	**3**
SOC R108	**Sociology of the Chicano Community**	**3**
Area 4: Quantitative Reasoning and Research Methods No more than one course from this area may be used.		
PSY R103	**Beginning Statistics for Behavioral Science**	**3**
SOC R125	**Statistics for the Behavioral and Social Sciences**	**3**
MATH R105	**Introductory Statistics**	**4**
MATH R105H	**Honors: Introductory Statistics**	**4**
PSY R104	**Introduction to Experimental Psychology**	**3**
SOC R111	**Introduction to Social Research**	**3**

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Area 5: Additional Major Preparation

SPAN R200	Intermediate Spanish I	4
SPAN R210	Intermediate Spanish II	4
SPAN R220	Spanish for Heritage Speakers I	4
or		
SPAN R220H	Honors: Spanish for Heritage Speakers I	4
SPAN R230	Spanish for Heritage Speakers II	4
or		
SPAN R230H	Honors: Spanish for Heritage Speakers II	4
	Total Required Major Units	**18 - 19**
	CSU General Education *or* IGETC Pattern	**37-39**
	Double-Counted Units	**-(9-18)**
Electives	(CSU transferable units needed to reach 60)	**10-23**
	Total Units required for the AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Social Justice Studies Program for Transfer students will be able to:

- Demonstrate broad familiarity with Chicana and Chicano histories and the ways in which such histories have shaped and are shaping contemporary Chicana and Chicano experiences.
- Identify the ways in which institutional forces (such as legal, educational, public policy, economic practices and informal norms and discourses) impact Chicana and Chicano lives.
- Demonstrate general knowledge of Chicana/o impact on culture.
- Describe how gendered, classed, sexualized, and racialized forms of identity have shaped the Chicana/o experience.

SOCIAL JUSTICE COURSES

SJS R110 Introduction to Social Justice Studies 3 Units

Hours: *3 lecture weekly*
C-ID: *SJS 110*

This course introduces students to the interdisciplinary study of race and ethnicity in the United States and the world beyond. It examines social justice movements in relation to ethnic and racial groups in the United States to provide a basis for a better understanding of the socioeconomic, cultural and political conditions among Native American, African American, Asian American, and Latina and Latino American communities. Using an intersectional lens, we will explore colonialism, racism and social movements in the U.S. context. (Same as **ETHS R110**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D7***
IGETC: ***4G***

SJS R120 Introduction to Women's Studies 3 Units

Hours: *3 lecture weekly*
C-ID: *SJS 120*

This course introduces students to the origins, purpose, subject matter, and methods of Women's Studies and to feminist perspectives on a range of social issues affecting people of diverse backgrounds. The primary goal of this course is to familiarize students with key issues, questions and debates in Women's and Gender Studies scholarship, both historical and contemporary. Gender scholarship critically analyzes themes of gendered performance and power in a range of social spheres, such as law, culture, education, work, medicine, social policy and the family. It will include the study of gender and its intersections with race, class, sexuality, dis/ability, age, religion, and other systems of difference. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D7***
IGETC: ***4D***

SJS R130 Introduction to LGBTQ Studies 3 Units

Hours: *3 lecture weekly*
C-ID: *SJS 130*

This course is an introduction to queer studies, with a focus on intersectionality and social justice. This introductory course examines a broad range of contemporary gay, lesbian, bisexual, transgender, and queer issues in various contexts including the bio-medical, cultural, sociological, political, racial and sexual. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D7***
IGETC: ***4D***

SOCIOLOGY

Sociology is the study of social relations in groups. Topics include socialization, social stratification, sex roles, race and ethnic relations, social philosophy, the family, population trends and the dynamics of social change. Sociology majors are prepared to transfer to four year colleges and universities so that they may prepare for careers as counselors, teachers, police officers, social workers and human services workers.

University of California Limitation on Transfer of Statistics Courses

The UC will give credit for a maximum of one Statistics course: **MATH R105, MATH R105H, PSY R103,** or **SOC R125.**

For more information, contact:

Dolores Ortiz (805) 678-5270 dortiz@vcccd.edu

Juan Pitones (805) 678-5240 jpitones@vcccd.edu

ASSOCIATE IN ARTS FOR TRANSFER
SOCIOLOGY

The Associate in Arts in Sociology for Transfer (Sociology AA-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. See page 70 for more information.

To earn an **AA-T in Sociology**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **18** semester units in the **Sociology** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Sociology AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Sociology Core Courses (3 units)		**Units**
SOC R101	**Introduction to Sociology**	**3**
or		
SOC R101H	**Honors: Introduction to Sociology**	**3**
Required Additional Courses (**6** units Minimum):		
SOC R102	**Social Problems**	**3**
SOC R111	**Introduction to Social Research**	**3**
SOC R125	**Statistics for the Behavioral and Social Sciences**	**3**
or		
MATH R105	**Introductory Statistics**	**4**
or		
MATH R105H	**Honors: Introductory Statistics**	**4**

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

SOC R103	**Race and Ethnic Relations**	**3**
SOC R104 (PSY R107)	**Sex Roles**	**3**
SOC R106	**Contemporary Family in American Society**	**3**
SOC R116	**Crime and Society**	**3**
	Total Required Major Units	**18-19**
	CSU General Education *or* IGETC Pattern	**37-39**
	Double-Counted Units	**-(9-12)**
Electives	(CSU transferable units needed to reach 60)	**11-14**
	Total Units required for the AA-T Degree	**60**

Program Student Learning Outcomes

Upon successful completion of the Sociology Program for Transfer students will be able to:

- Demonstrate familiarity with major theories in sociology and exercise the sociological imagination to the study of social life.
- Demonstrate an understanding of cross-cultural differences and an understanding of the importance of a structural context in analyzing social issues.
- Demonstrate and understand a variety of explanations of human behavior in groups and account for differences in terms of the influences between society, culture and the environment, and among particular groups within.
- Demonstrate competence in defining, critically assessing and using sociological concepts and their application to asocial structural context.
- Identify and employ various research designs and their appropriate application to the study of social life, utilizing theoretical perspectives in the discipline and analysis of data produced.

ASSOCIATE IN ARTS DEGREE
SOCIOLOGY

Required Core Courses (12 units)		**Units**
SOC R101	**Introduction to Sociology**	**3**
or		
SOC R101H	**Honors: Introduction to Sociology**	**3**
SOC R102	**Social Problems**	**3**
SOC R111	**Introduction to Social Research**	**3**

Plus **one** of the following courses:

SOC R103	**Race and Ethnic Group Relations**	**3**
SOC R108	**Sociology of the Chicano Community**	**3**

Required Additional Courses

Complete **one** of the following courses:

SOC R104 (PSY R107)	**Sex Roles**	**3**
SOC R105	**Aging in the United States**	**3**
SOC R106	**Contemporary Family in American Society**	**3**
SOC R114	**Social Philosophy**	**3**
SOC R125	**Statistics for the Behavioral and Social Sciences**	**3**

continued on next page

Complete **one** of the following courses:

ANTH R110	**People of the World: The Cultures of Globalization and Change**	**3**
HIST R107	**History of Mexicans in the United States**	**3**
HIST R108	**African-American History**	**3**
SOC R116	**Crime and Society**	**3**
SOC R119	**Introduction to Social Work and Human Services**	**3**
SOC R125	**Statistics for the Behavioral and Social Sciences**	**3**
	Total Required Major Units	**18**

Additional units/requirements to complete the A.A. Degree

Oxnard College General Education Pattern	**29**
Double-Counted Units	**-(3-9)**
Degree-Applicable Electives (needed to reach 60 units)	**16-22**
Total Units required for the A.A. Degree	**60**

To complete the ASSOCIATE IN ARTS DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

Program Student Learning Outcomes

Upon successful completion of the Sociology program students will be able to:

- Demonstrate familiarity with major theories in sociology and exercise the sociological imagination to the study of social life.
- Demonstrate an understanding of cross-cultural differences and an understanding of the importance of a structural context in analyzing social issues.
- Demonstrate and understand a variety of explanations of human behavior in groups and account for differences in terms of the influences between society, culture and the environment, and among particular groups within.
- Demonstrate competence in defining, critically assessing, and using sociological concepts and their application to a social structural context.
- Identify and employ various research designs and their appropriate application to the study of social life, utilizing theoretical perspectives in the discipline and analysis of data produced.

ASSOCIATE IN SCIENCE DEGREE
CERTIFICATE OF ACHIEVEMENT
HUMAN SERVICES

The Human Services program provides the student with an academic background for entry-level positions in various human services agencies such as providers of health care, vocational training, welfare services, probation supervision, and pre-professional counseling. It also prepares the student for upper-division programs in human services, behavioral sciences, social sciences and education.

Required Core Courses (18 units)		**Units**
SOC R101	**Introduction to Sociology**	**3**
or		
SOC R101H	**Honors: Introduction to Sociology**	**3**
SOC R102	**Social Problems**	**3**
SOC R103	**Race and Ethnic Relations**	**3**
SOC R104	**Sex Roles**	**3**
SOC R120	**Fieldwork/Practicum: Social Work and Human Services**	**3**
SOC R119	**Introduction to Social Work and Human Services**	**3**

Recommended Optional Courses
Students are encouraged to take at least one of the following courses:

SOC R105	**Aging in the United States**	**3**
SOC R106	**Contemporary Family in American Society**	**3**
SOC R108	**Sociology of the Chicano Community**	**3**
SOC R116	**Crime and Society**	**3**
ANTH R105	**Sex, Gender and Culture**	**3**
ECE R106	**Child, Family and Community**	**3**
POLS R102	**Government of the United States: Institutions and Laws**	**3**
	Total Required Major Units	**18**

Additional units/requirements to complete the A.S. Degree

Oxnard College General Education Pattern	**29**
Double-Counted Units	**-(3)**
Degree-Applicable Electives (needed to reach 60 units)	**16**
Total Units required for the A.S. Degree	**60**

To complete the ASSOCIATE IN SCIENCE DEGREE, students must meet requirements in the major, general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog (page 49).

To complete the CERTIFICATE OF ACHIEVEMENT, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information (page 58).

Program Student Learning Outcomes

Upon successful completion of the Human Services program students will be able to:

- Demonstrate an understanding of the social services' agencies and their goals for assisting clients with problems in the community.
- Identify elementary knowledge of intervention techniques for counseling clients.
- Utilize role playing in order to examine values and attitudes of human service providers and their clients.
- Evaluate the role of human services professionals and the needs of the poor.
- Incorporate community social welfare goals within the field of service along with the basic needs of clients.
- Demonstrate familiarity with major theoretical approaches to service delivery.
- Demonstrate an understanding of cross-cultural differences and an understanding of the importance of the structural context in analyzing social problems.
- Demonstrate an understanding of the ethical treatment of human service clientele when providing service.

SOCIOLOGY COURSES

SOC R101 Introduction to Sociology 3 Units

Hours: *3 lecture weekly*
C-ID: *SOCI 110*

This course introduces students to the field of Sociology; a scientific field that emphasizes how structural, institutional, and group related social forces shape our society. These issues are addressed through an examination of historical and modern theoretical developments in the field. Students encounter topics such as the Sociological Imagination, socialization, culture, social class, race, ethnicity, age and gender in a context of social change. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D0***
IGETC: ***4J***

SOC R101H Honors: Introduction to Sociology 3 Units

Hours: *3 lecture weekly*
C-ID: *SOCI 110*

This course introduces students to the field of Sociology; a scientific field that emphasizes how structural, institutional, and group related social forces shape our society. These issues are addressed through an examination of historical and modern theoretical developments in the field. Students encounter topics such as the Sociological Imagination, socialization, culture, social class, race, ethnicity, age and gender in a context of social change. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D0***
IGETC: ***4***

SOC R102 Social Problems 3 Units

Hours: *3 lecture weekly*
C-ID: *SOCI 115*

This course is a study of contemporary social problems from a theoretical framework that emphasizes how social problems are rooted in structural conditions. Specifically, this course focuses on the role of power and politics in defining social issues as social problems, the causes and consequences of social problems, and practices and policies that can help alleviate social problems. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D0***
IGETC: ***4J***

SOC R103 Race and Ethnic Relations 3 Units

Hours: *3 lecture weekly*
C-ID: *SOCI 150*

This course will provide a sociological analysis of race, ethnicity, and racism. It examines the cultural, political, and economic practices and institutions that support or challenge racism, racial and ethnic inequalities. We will also explore historical and contemporary patterns of interaction between various racial and ethnic groups in the United States. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D0, D3***
IGETC: ***4C, 4J***

SOC R104 Sex Roles 3 Units

Hours: *3 lecture weekly*
C-ID: *SOCI 140*

The class explores sex role development, status, role change and role conflicts, common stereotypes of males and females, women as a minority group, aspects of sexuality, and psycho-social implications of the liberation movement; psycho-social aspects of both sex and gender are emphasized. (Same as **PSY R107**.) *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D0, D4, D9, E***
IGETC: ***4D, 4I, 4J***

SOC R106 Contemporary Family in American Society 3 Units

Hours: *3 lecture weekly*
C-ID: *SOCI 130*

This course will introduce students to sociological concepts and issues within contemporary family sociology. The intersections between the family and other social institutions as well as diversity of families will be central foundations for this course. Issues of privilege and inequality will be explored, along with social justice as it pertains to families. Using sociological analysis we will examine family as an institution, including historical and recent changes, present nature and the socio-cultural and economic forces shaping these changes. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D0, E***
IGETC: ***4J***

SOC R108 Sociology of the Chicano Community 3 Units

Hours: *3 lecture weekly*

This course examines the institutional and structural conditions that have and continue to shape the Chicana/o experience in the United States. This course makes use of a Sociological perspective that incorporates various paradigms/theories including but not limited to: Stratification, Colonialism/Imperialism, Chicana Feminism, Queer Theory, Conflict Theory, and Assimilation/ Acculturation. Of specific interest is the impact of social institutions such as: Education, the Legal System, the Economy, Politics, Family, and the Media on the Chicana/o community. This course will examine institutionally perpetuated systems of oppression and privilege such as: white supremacy, sexism, heteronormativity, and classism. (Same as **CHST R108**.) *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, F***
CSU GE-Breadth: ***D0, D3, D7***
IGETC: ***4C, 4J***

SOC R111 Introduction to Social Research 3 Units

Hours: *3 lecture weekly*
Prerequisites: *SOC R101 or SOC R101H*
C-ID: *SOCI 120*

In this course students examine the fundamental elements of empirical research through a Sociological perspective. The course includes attention to the nature of theory, hypotheses, variables, and ethical considerations when conducting research. In addition, the course will focus on qualitative and quantitative methods used to collect and analyze data such as surveys, experiments, observations, and comparative historical research. Course may involve the use of computer applications/ software for data analysis. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D0***
IGETC: ***4J***

SOC R114 Social Philosophy 3 Units

Hours: *3 lecture weekly*

Social philosophy studies humans in society from the standpoint of metaphysical and ethical principles and presuppositions of human nature. This course highlights major historical and contemporary perspectives in the history of philosophy and focuses on prominent social philosophers for detailed study. Questions concerning legal and social relationships, purpose in social order, and ethical values in human institutions are explored. (Same as **PHIL R114.**) *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2, C2***
CSU GE-Breadth: ***C2, D***
IGETC: ***3B, 4J***

SOC R116 Crime and Society 3 Units

Hours: *3 lecture weekly*
C-ID: *SOCI 160 & AJ 110*

This course provides a sociological analysis of crime, criminal behavior, and the criminal justice system. It explores the history and social construction of crime and criminality and examines the definition of crime and its violations as well as the laws and methods used to control criminal behavior. Measurement of crime and basic theoretical explanations of criminal behavior will be discussed. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D0***
IGETC: ***4J***

SOC R119 Introduction to Social Work and Human Services 3 Units

Hours: *3 lecture weekly*
Formerly: *SOC R118*

This course includes a survey of helping institutions and social issues concerning human services and social welfare; identifying target populations, the historical perspective of human services and social welfare in the U.S., theoretical perspectives of human services and social welfare, survey of social service occupations and careers, and economics of the helping professions. Special attention is given to current service delivery systems, their policies and procedures, and the tasks of culturally responsive social workers and human service workers within those settings. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D0***
IGETC: ***4***

SOC R120 Fieldwork/Practicum: Social Work and Human Services 3 Units

Hours: *3 lecture weekly*
Formerly: *SOC R110*
Prerequisites: *SOC R119*

This course offers the student a supervised field experience in a community organization, agency, or institution, allowing the student to apply knowledge and learn new skills outside of the classroom environment. A weekly class meeting provides the academic element to this experiential course offering and reinforces the application of concepts gained in the prerequisite course. This course is designed to provide the student with an opportunity to develop skills that would facilitate gaining employment in the human services field. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***B2***
CSU GE-Breadth: ***none***
IGETC: ***none***

SOC R125 Statistics for the Behavioral and Social Sciences 3 Units

Hours: *3 lecture weekly*
Prerequisites: *MATH R005 or MATH R015 or placement as determined by the college's multiple measures assessment process*
C-ID: *SOCI 125*

Students learn and apply statistical methods to social science data. The topics include: descriptive and inferential statistics, levels and types of measurement, measures of central tendency and dispersion, normal t and chi-square distributions, probability and hypothesis testing, and correlation and regression. Applications of statistical software to social science data are required. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***2A***

***UC Credit Limitation:** SOC R125, PSY R103, MATH R105 combined - max credit: one course

SOC R140 Sociology of Gender 3 Units

Hours: *3 lecture weekly*
Formerly: *SOC R104*
Advisories: *SOC R101*
C-ID: *SOCI 140*

This course examines the social construction of gender identities and practices as societal and institutional products that are performed on macro, meso, and micro levels. This examination incorporates the intersection of various statuses and identities, such as race, sexuality, and class, that influence the construction of gender. As an institutional product, the course analyzes the role of culture, the economy, politics, and other institutions that define and reshape gendered expectations and practices. *Applies to Associate Degree.*

Transfer credit: ***CSU***
OC GE: ***D2***
CSU GE-Breadth: ***B4***
IGETC: ***none***

SPANISH

The Associate in Arts in Spanish for Transfer (Spanish AA-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. Each CSU campus determines which the degrees it offers are "similar" and can be completed with the preparation included in the AA-T in Spanish within 60 units once a student transfers, so which majors are "similar" varies from CSU to CSU.

At the time this catalog went to print, the Spanish AA-T was considered "similar" to majors such as Spanish (with a variety of emphases including Language and Culture, Preparation for Teaching, Literature), Latin American Studies, Chicano Studies, Chicana/o Studies: Transborder Communities, Linguistics, Central American Studies, Spanish Language and Hispanic Culture, Ethnic Studies, Comparative World Literature, and Chicano and Latino Studies.

For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to icangotocollege.com and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major.

For more information, contact:

Dr. Milena Hurtado
(805) 678-5221
mhurtado@vcccd.edu

Cecilia Milan
(805) 678-5101
cmilan@vcccd.edu

ASSOCIATE IN ARTS FOR TRANSFER
SPANISH

The Associate in Arts in Spanish for Transfer (Spanish AA-T) is intended for students who plan to complete a bachelor's degree in a "similar" major at a CSU campus. Each CSU campus determines which of the degrees it offers which are "similar" and can be completed with the preparation included in the AA-T in Spanish within 60 units once a student transfers, so which majors are "similar" varies from CSU to CSU.

At the time this catalog went to print, the Spanish AA-T was considered "similar" to majors such as Spanish (with a variety of emphases including Language and Culture, Preparation for Teaching, Literature), Latin American Studies, Chicano Studies, Chicana/o Studies: Transborder Communities, Linguistics, Central American Studies, Spanish Language and Hispanic Culture, Ethnic Studies, Comparative World Literature, and Chicano and Latino Studies.

For a current list of what majors (and what options or areas of emphasis within that major) have been designated as "similar" to this degree at each CSU campus, please refer to *icangotocollege.com* and seek guidance from an Oxnard College counselor. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn an **AA-T in Spanish**, students must:

1. Complete a minimum of **60** CSU-transferable semester units including both of the following:
   - **a.** Certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) ***or*** the California State University General Education Breadth (CSU GE-Breadth) requirements.
   - **b.** A minimum of **19** semester units in the **Spanish** major as listed in the Oxnard College catalog.
2. Obtain a minimum grade point average (GPA) of **2.0** in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Obtain a grade of "**C**" or better or "**P**" in all courses required in the major. Even though a "pass-no-pass" is allowed (Title 5 § 55063), it is highly recommended that students complete their major courses with a letter grade.
4. Complete requirements in **residency**. For students in the Ventura County Community College District, a minimum of **12** units must be completed in residence at the college granting the degree.

Students transferring to a CSU campus that accepts the **Spanish AA-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 at a particular campus). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Required Core Courses (16 units)		**Units**
Option 1:		
SPAN R100	**Elementary Spanish I**	**4**
SPAN R110	**Elementary Spanish II**	**4**
SPAN R200	**Intermediate Spanish I**	**4**
or		
SPAN R220	**Spanish for Heritage Speakers I**	**4**
or		
SPAN R220H	**Honors: Spanish for Heritage Speakers I**	**4**
SPAN R210	**Intermediate Spanish II**	**4**
or		
SPAN R230	**Spanish for Heritage Speakers II**	**4**
or		
SPAN R230H	**Honors: Spanish for Heritage Speakers II**	**4**
Substitution Courses		
For students who do not have a minimum of 16 units in Core Courses. Credit will not be granted for both SPAN R200 and SPAN R220 or SPAN R220H, or for both SPAN R210 and SPAN R230 or SPAN R230H.		
SPAN R234	**Latin American and Spanish Film**	**3**
CHST R101	**Introduction to Chicana/o Studies**	**3**
HIST R109	**History of Mexico**	**3**
CHST R107 (HIST R107)	**History of Mexicans in the United States**	**3**
ART R174	**Latin American Art**	**3**
List A		
Select one of the following courses (3-4 units)		
SPAN R232	**Latin American Literature**	**3**
or		
SPAN R232H	**Honors: Latin American Literature**	**3**
SPAN R236	**Cultures of Latin America**	**3**
or		

continued on next page

SPAN R236H	Honors: Cultures of Latin America	3
HIST R126	History of Latin America	3
	Total Required Major Units	**19**
	CSU General Education	**39**
	Double-Counted Units	**-(6-18)**
	Free Electives Required	**8-20**
	Total Units required for the AA-T Degree	**60**

or

	IGETC Pattern	**37**
	Double-Counted Units	**-(6-18)**
	Free Electives Required	**10-22**
	Total Units required for the AA-T Degree	**60**

Note: Students beginning the major at SPAN R110, SPAN R200, SPAN R210, SPAN R220, SPAN R220H, SPAN R230, or SPAN R230H will need to select a course or courses from the Substitution List for a minimum of 16 units in the required core.

Program Student Learning Outcomes

Upon successful completion of the Spanish Program for Transfer students will be able to:

- Distinguish the cultural and linguistic diversity of the Spanish spoken in Latin American countries, Spain, and the U.S.
- Read, analyze, and discuss a wide range of texts in Spanish, including literary works.
- Demonstrate awareness of cultural, political, and social aspects of the Spanish-speaking world.
- Communicate orally and in writing in at the Intermediate-High level of proficiency as stated by the American Council on the Teaching of Foreign Languages (ACTFL).

Fall 2021 Spanish Course Changes

In order to align with the C-ID numbering system and reduce language course units from 5 to 4, the following changes will be effective beginning Fall 2021.

Old Course		New Course & Units	
SPAN R101	Elementary Spanish 1	SPAN R100	4
SPAN R102	Elementary Spanish 2	SPAN R110	4
SPAN R103	Intermediate Spanish I	SPAN R200	4
SPAN R104	Intermediate Spanish II	SPAN R210	4
SPAN R140	Spanish Heritage Speakers I	SPAN R220	4
SPAN R141	Spanish Heritage Speakers II	SPAN R230	4
SPAN R117	Latin American Literature	SPAN R232	3
SPAN R118	Latin American and Spanish Film	SPAN R234	3
SPAN R119	Cultures of Latin America	SPAN R236	3

SPANISH COURSES

SPAN R100 Elementary Spanish I 4 Units

Hours: *4 lecture weekly*
C-ID: *SPAN 100*
Formerly: *SPAN R101*

This is a first course at the elementary level for non-heritage speakers. It provides an introduction to the language and cultures of the Spanish-speaking world. This course emphasizes oral communication and vocabulary development in a cultural context. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***none***

SPAN R110 Elementary Spanish II 4 Units

Hours: *4 lecture weekly*
Prerequisites: *SPAN R100*
C-ID: *SPAN 110*
Formerly: *SPAN R102*

This elementary level course continues to teach language acquisition in a cultural context through listening, speaking, reading and writing at the second semester level. It emphasizes oral communication in real-life settings by means of authentic, culturally sensitive materials. This course is taught primarily in Spanish. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***6A***

SPAN R200 Intermediate Spanish I 4 Units

Hours: *4 lecture weekly*
Prerequisites: *SPAN R110*
C-ID: *SPAN 200*
Formerly: *SPAN R103*

This is the first course at the intermediate level for non-heritage speakers of Spanish. It teaches culture and facilitates language acquisition through listening, speaking, reading and writing. Students will interact with authentic language in context and demonstrate an increased awareness of Spanish-speaking cultural traditions. Students will demonstrate the ability to think critically by analyzing different types of texts in Spanish, and make cross-cultural comparisons. This course is taught primarily in Spanish. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***6A***

SPAN R210 Intermediate Spanish II 4 Units

Hours: *4 lecture weekly*
Prerequisites: *SPAN R200*
C-ID: *SPAN 210*
Formerly: *SPAN R104*

This is the second course at the intermediate level for non-heritage speakers of Spanish. It introduces different registers of the language and more advanced grammatical structures through reading and listening to a variety of works. Students will be guided through the process of writing a well-organized composition. Students' oral skills will be developed through listening-comprehension exercises, guided class discussion and oral presentations. Students will learn about social, political and artistic aspects of Latin America and Spain. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B, 6A***

SPAN R220 Spanish for Heritage Speakers I 4 Units

Hours: *4 lecture weekly*
Advisories: *SPAN R110*
C-ID: *SPAN 220*
Formerly: *SPAN R140*

This is a Spanish course designed for native and heritage speakers of Spanish. It increases awareness of linguistic registers, provides instruction that builds upon the existing reading, writing, speaking and listening skills and the cultural heritage and knowledge of these students. The process of writing, at paragraph and composition level, will be practiced throughout the course. The reading of Spanish-speaking writers will be used to improve students' reading and writing skills, critical thinking abilities and understanding of the diversity of Spanish-speaking societies. This course is conducted entirely in Spanish. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***6A***
***UC Credit Note:** corresponds to two years of high school study

SPAN R220H Honors: Spanish for Heritage Speakers I 4 Units

Hours: *4 lecture weekly*
Advisories: *SPAN R110*
C-ID: *SPAN 220*

This is a Spanish course designed for native and heritage speakers of Spanish. It increases awareness of linguistic registers, provides instruction that builds upon the existing reading, writing, speaking and listening skills and the cultural heritage and knowledge of these students. The process of writing, at paragraph and composition level, will be practiced throughout the course. The reading of Spanish-speaking writers will be used to improve students' reading and writing skills, critical thinking abilities and understanding of the diversity of Spanish-speaking societies. Honors work challenges students to be more analytical and creative through expanded assignments, and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". This course is conducted entirely in Spanish. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC****
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***6A***
***UC Credit Note:** corresponds to two years of high school study

SPAN R230 Spanish for Heritage Speakers II 4 Units

Hours: *4 lecture weekly*
Prerequisites: *SPAN R200 or SPAN R220*
C-ID: *SPAN 230*
Formerly: *SPAN R141*

This course is designed to build upon the existing reading, writing, listening and cultural skills of heritage speakers of Spanish. Students will further expand their vocabulary, distinguish different registers of the language, and learn advanced grammatical forms. The process of essay writing will be practiced throughout the course. The reading of Spanish-speaking writers will be used to improve students' reading and writing skills, critical thinking abilities and understanding of the diversity of Spanish-speaking societies. This course is conducted entirely in Spanish. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B, 6A***

SPAN R230H Honors: Spanish for Heritage Speakers II 4 Units

Hours: *4 lecture weekly*
Prerequisites: *SPAN R200 or SPAN R220*
C-ID: *SPAN 230*

This course is designed to build upon the existing reading, writing, listening and cultural skills of heritage speakers of Spanish. Students will further expand their vocabulary, distinguish different registers of the language, and learn advanced grammatical forms. The process of essay writing will be practiced throughout the course. The reading of Spanish-speaking writers will be used to improve students' reading and writing skills, critical thinking abilities and understanding of the diversity of Spanish-speaking societies. Honors work challenges students to be more analytical and creative through expanded assignments, and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". This course is conducted entirely in Spanish. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B, 6A***

SPAN R232 Latin American Literature 3 Units

Hours: *3 lecture weekly*
Advisories: *SPAN R210 or SPAN R230*
Formerly: *SPAN R117*

This course provides a survey of Latin American Literature from pre-Columbian times to the present. It includes representative writers from each of the major literary periods, as well as a discussion of literary genres such as poetry, short story, essay and novel. Readings, written assignments, and class discussions will be conducted in Spanish. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2, F***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

SPAN R232H Honors: Latin American Literature 3 Units

Hours: *3 lecture weekly*
Advisories: *SPAN R210 or SPAN R230*

This course provides a survey of Latin American Literature from pre-Columbian times to the present. It includes representative writers from each of the major literary periods, as well as a discussion of literary genres such as poetry, short story, essay and novel. Readings, written assignments, and class discussions will be conducted in Spanish. Honors work challenges students to be more analytical and creative through expanded assignments, and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". This course is conducted entirely in Spanish. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2, F***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

SPAN R234 Latin American and Spanish Film 3 Units

Hours: *3 lecture weekly*
Advisories: *SPAN R200 or SPAN R220*
Formerly: *SPAN R118*

Through films from established and emerging Latin American and Spanish directors, this course explores cultural identity, historical and political events, gender roles, popular movements, and the effect of social media in Spanish-speaking countries. Students view films, read film reviews, participate in group discussions, compare film techniques and artistic styles, and analyze recurrent themes and ideas presented by the films. The class is conducted in Spanish; the films have English or Spanish subtitles. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C1***
IGETC: ***3A***

SPAN R236 Cultures of Latin America 3 Units

Hours: *3 lecture weekly*
Advisories: *SPAN R200 or SPAN R220*
Formerly: *SPAN R119*

This course introduces students to various historical, social, and political aspects of Latin American cultures. This course is conducted entirely in Spanish. *Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

SPAN R236H Honors: Cultures of Latin America 3 Units

Hours: *3 lecture weekly*
Advisories: *SPAN R200 or SPAN R220*

This course introduces students to various historical, social, and political aspects of Latin American cultures. This course is conducted entirely in Spanish. Honors work challenges students to be more analytical and creative through expanded assignments, and enrichment opportunities. Credit will not be awarded for both the honors and regular versions of a course. Credit will be awarded only for the first course completed with a grade of "C" or better or "P". This course is conducted entirely in Spanish. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C2***
CSU GE-Breadth: ***C2***
IGETC: ***3B***

THEATRE

Theatre at Oxnard College is a set of classes that can be used as electives with the hope to inspire a student to think about a career in performance. We regularly offer a few classes that provide theoretical instruction and hands-on experience for students concentrating on a career both on and off stage. Interested students may pursue careers in acting, directing, playwriting, as well as lighting, set, sound, costume, and make-up design. The study of Theatre encourages all students to enrich their appreciation of varying forms of art and enhances their abilities in communication, critical analysis, and self-expression.

For more information, contact:

Liberal Studies Division Office (805) 678-5804

Program Student Learning Outcomes

Students informed in Theater will have:

- Knowledge of the various means (acting, directing, designing, constructing, etc.) through which a theatrical concept is realized.
- Knowledge of plays that are representative of the development of theatre and theatre history, including its cultural context and its modes of production.
- Knowledge of research sources and methods.
- The ability to think critically and analytically, and to evaluate critical concepts in the context of a range of individual dramatic works.
- The cultivation and development of a professional discipline, collaborative attitude, artistic standards and judgement and respect for the art form as it contributes to an understanding of human diversity.
- The ability to respond as a critically informed member of the theatre audience.
- An appreciation of how the knowledge and skills learned in the discipline of theatre can transfer to life skills.

THEATRE COURSES

THTR R111 Introduction to Theatre 3 Units

Hours: *3 lecture weekly*
C-ID: *THTR 111*

This course focuses on the relationship of theatre to various cultures throughout history, and on the contributions of significant individual artists. It will also introduce elements of the production process including play-writing, acting, directing, design, and criticism. Further, it will survey different periods, styles and genres of theatre through play reading, discussion, films and viewing and critiquing live theatre, including required attendance of theatre productions. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***C1***
IGETC: ***3A***

THTR R151 Acting I 3 Units

Hours: *2 lecture, 3 lab weekly*
C-ID: *THTR 151*

This course will introduce basic acting theories leading to classroom performance. It will also emphasize exercises that develop memorization, improvisation, focus, concentration, stage movement, vocal production, and interpretation of text. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***C1***
CSU GE-Breadth: ***none***
IGETC: ***none***

THTR R191 Theatre Production: Performance I 3 Units

Hours: *9 lab weekly*
C-ID: *THTR 191*
Limitations: *Audition is required*

This course allows students to rehearse and perform as actors utilizing introductory level skills in a college production staged for public performance. It also involves the use of varying content each semester with production schedules and will range from classical to contemporary, published comedic, dramatic and/or musical theatre material. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***

THTR R198 Short Courses in Theatre .5 - 3 Units

Hours: *.5 - 3 lecture, 1.5 - 9 lab weekly*
Prerequisites: *THTR R191*

Short courses in Theatre are designed to meet the specific needs of the college and community. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU***

TUTORING

For more information, contact:

Liberal Studies Division Office (805) 678-5804

Oxnard College offers noncredit courses in Tutoring. This course grants no college credit, no units, and no student grades. There is limited to no costs associated with noncredit courses.

NONCREDIT TUTORING COURSES

TUTR R805 Supervised Tutoring

Hours: *1-300 contact hours*

This open-entry/open-exit supervised tutoring course provides student assistance in understanding college course assignments. This course offers students the opportunity for individualized and group activities designed to promote academic success in the classroom setting. Includes learning style assessment and follow-up, study skills workshops, group tutorials activities and assignments for individualized tutoring support. *Course is offered Pass/No Pass (P/NP). This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

URBAN STUDIES

For more information, contact:

Dr. Arion Melidonis (805) 678-5044 amelidonis@vcccd.edu

URBAN STUDIES COURSE

URBS R101 Introduction to Urban Studies 3 Units

Hours: *3 lecture weekly*

This course serves as an introduction to the multi-disciplinary field of urban studies. It explores the nature of the city, how cities developed, and what the cities of the future will look like. Utilizing an interdisciplinary approach incorporating anthropology, geography, history, political science and sociology, the course examines the space of the city. Students will consider the city's origins, complexity, richness, challenges, social problems, and its physical, social and cultural characteristics. The class will explore the appeal of the city as a social and political space, and consider the cities of the future and what they mean for human culture and society. *Field trips may be required. Applies to Associate Degree.*

Transfer credit: ***CSU, UC***
OC GE: ***B2***
CSU GE-Breadth: ***D1, D3, D5, D6, D7, D8***
IGETC: ***4G***

NONCREDIT ACCOUNTING COURSES

ACCT R810 QuickBooks 1 0 Units

Hours: *24-27 contact hours*

QuickBooks® is a complete computerized accounting system for small businesses. Topics include a review of basic accounting concepts, preparation of business reports and graphs, and the creation of a company using QuickBooks accounting. This course also covers creation and operation of a detailed accounting system for new and existing businesses. *Course is offered Pass/No Pass (P/NP). This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ACCT R811 QuickBooks 2 0 Units

Hours: *24-27 contact hours*
Advisories: *ACCT R810*

QuickBooks® is a complete computerized accounting system for small businesses. This advanced course covers planning and budgeting, progress billing, file importing and exporting, and creating reports and graphs. *Course is offered Pass/No Pass (P/NP). This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CERTIFICATE OF COMPLETION

BUSINESS INFORMATION WORKER QUICK START

The Business Information Worker (BIW) Quick Start Certificate of Completion program is designed to prepare students for positions as office and administrative support workers and work closely with management in a business, professional, educational, or industrial office. Students having successfully completed the BIW Quick Start coursework will have gained marketable skills required of the BIW—a California Community Colleges Pathway to Success initiative that leads to job readiness for an in-demand occupation. For further information visit: http://ict-dm.net/biw-landing/category/south-central. The program is offered in the noncredit format. Noncredit instruction provides access to a variety of courses tuition free to assist students in reaching their personal, academic and professional goals.

Courses		Hours
CAOT R800	Introduction to Business Information Worker	56
CAOT R801	Keyboarding (Alpha and Numeric)	43
CAOT R802	Keyboarding Speed and Accuracy	58
CAOT R803	Computer Literacy	24
CAOT R804	MS Outlook	32
CAOT R805	MS Word	50
CAOT R806	MS Excel	50
CAOT R807	MS PowerPoint	32
	Total Required Hours for Award	**345**

Program Student Learning Outcomes

Upon successful completion of the Business Information Worker Quick Start program students will be able to:

- Use the Web to conduct research
- Organize and maintain paper and electronic files
- Prepare letters, memos and e-mail
- Schedule appointments
- Prepare presentation materials including researching topic, writing basic content and preparing visuals
- Apply effective telephone techniques
- Create basic spreadsheets
- Work in teams with other administrative professionals

NONCREDIT BUSINESS INFORMATION WORKER COURSES

CAOT R800 Introduction to Business Information Worker 0 Units

Hours: *56 contact hours*

This course provides instruction and practical applications in current office techniques. Students will learn about the workplace environment, communication skills, business English, soft skills, ethics, customer focus, team work, technology basics, workforce behaviors, business correspondence, meetings and travel, and job search among other related topics essential for employment in office positions. *Course is offered Pass/No Pass (P/NP) at student's option. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CAOT R801 Keyboarding (Alpha and Numeric) 0 Units

Hours: *43 contact hours*

This course is for the beginning student and provides instruction and development of fundamental skills in the operation of the keyboard including letter, number, symbol, special keys, and the numeric keypad. *Course is offered Pass/No Pass (P/NP) at student's option. Field trips may be required. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CAOT R802 Keyboarding Speed and Accuracy 0 Units

Hours: *58 contact hours*

This course is designed to improve speed and accuracy in using the keyboard through development of proper technique, assessment of keyboarding deficiencies, and through individual practice to improve keyboarding deficiencies. It is for students who know the keyboard by touch but need more work on speed and/or accuracy. Drills for speed development and accuracy will be self-paced. *CCourse is offered Pass/No Pass (P/NP) at student's option. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CAOT R803 Computer Literacy 0 Units

Hours: *24 contact hours*

This course is designed for those with little or no computer experience. Learners practice file management, email, instant messaging, Internet browsing and searching. This course includes a brief introduction to industry standard Microsoft Office (word processing, spreadsheet, and presentation) application programs. Computer terminology and identification of fundamental hardware and software applications is introduced. *Course is offered Pass/No Pass (P/NP) at student's option. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CAOT R804 MS Outlook 0 Units

Hours: *32 contact hours*

This course introduces personal management software and use of Microsoft Outlook functions. Topics include management of e-mail, organization of contacts, creation and scheduling of events using the calendar, and creating and managing tasks for personal and business use. Customization of Outlook features is also covered. *Course is offered Pass/No Pass (P/NP) at student's option. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CAOT R805 MS Word 0 Units

Hours: *50 contact hours*
Advisories: *CAOT R801*

This course is designed to provide the learner with basic to intermediate level of understanding of word processing with Microsoft Word including basic document creation, formatting, and editing using Microsoft Word. Learners create, edit, and format business letters, multiple-page reports, newsletters, and cover letters. This course prepares the student for the Microsoft Office User certification exam for Word. *Course is offered Pass/No Pass (P/NP) at student's option. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CAOT R806 MS Excel 0 Units

Hours: *50 contact hours*
Advisories: *CAOT R801*

This course is designed to provide the learner with a basic to intermediate understanding of Microsoft Excel beginning with spreadsheet design, creation, revision, formatting, and printing a workbook. Formulas, functions, and syntax are introduced along with an introduction to using charts and graphs. Problem solving for Excel solutions is also emphasized. This course prepares the student for the Microsoft Office User Certification exam for Excel. *Course is offered Pass/No Pass (P/NP) at student's option. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

CAOT R807 MS PowerPoint 0 Units

Hours: *32 contact hours*

This course provides the learner with experience planning, creating, editing, viewing, print and run professional PowerPoint presentations. Included is the opportunity to add and modify both text and graphics; insert and modify information graphics and multimedia; apply, modify, and create master pages; and to apply, modify, and create templates. Integration with other Microsoft programs is included. *Course is offered Pass/No Pass (P/NP) at student's option. This is a noncredit course. Does not apply to Associate Degree.*
Credit: ***none***

CERTIFICATE OF COMPETENCY

ENGLISH AS A SECOND LANGUAGE - LEVEL 1

The ESL Certificate of Competency-Level 1 prepares student to function in everyday situations in social, business, educational, financial, and medical settings. The focus is to prepare students to transition to credit ESL college courses.

Courses		Hours
ESL R800A	Beginning Listening and Speaking	54
ESL R800B	Beginning Reading and Writing	54
	Total Required Hours	**108**

Program Student Learning Outcomes

Upon successful completion of the ESL Certificate of Competency - Level 1 program students will be able to:

- Read with basic literal comprehension.
- Write simple sentences using basic grammar correctly.
- Participate in conversations on a variety of everyday topics.

CERTIFICATE OF COMPETENCY
NONCREDIT

ENGLISH AS A SECOND LANGUAGE - LEVEL 2

The ESL Certificate of Competency-Level 2 prepares student to function in everyday situations in social, business, educational, financial, and medical settings. The focus is to prepare students to transition to credit ESL college courses.

Courses		Hours
ESL R801A	ESL Communication Skills Noncredit	54
ESL R801B	ESL Reading, Grammar and Writing Skills	70
	Total Required Hours	**124**

Program Student Learning Outcomes

Upon successful completion of the ESL Certificate of Competency - Level 2 program students will be able to:

- Read with basic comprehension and acquire new vocabulary in context.
- Write simple sentences using correct grammar and syntax.
- Participate in conversations of a variety of everyday topics.

CERTIFICATE OF COMPETENCY
NONCREDIT

ENGLISH AS A SECOND LANGUAGE - LEVEL 3

The English as a Second Language Level 3 Certificate of Competency prepares student to transition to credit ESL college courses. The courses required for the certificate integrate low-intermediate reading and writing skills and listening and speaking skills that prepare students for academic work. Students will also acquire skills to help them communicate in everyday situations such as social, business, financial, and medical settings. The focus is to prepare students to transition to credit ESL college courses.

Courses		Hours
ESL R802A	ESL Speaking and Listening Skills	48
ESL R802B	ESL Reading and Writing Skills	70
	Total Required Hours	**118**

Program Student Learning Outcomes

Upon successful completion of the ESL Certificate of Competency - Level 3 program students will be able to:

- Read with intermediate-level comprehension and acquire new vocabulary from context.
- Write simple sentences using correct grammar and syntax.
- Participate in conversations on a variety of topics regarding employment, academics, and leisure time.

NONCREDIT ENGLISH AS A SECOND LANGUAGE COURSES

ESL R800A Beginning Listening and Speaking Noncredit 0 Units

Hours: *54 contact hours*

This course focuses on speaking and listening skills designed for beginning non-native speakers of English. Activities include role playing, dialogues, pronunciation practice, and class discussions. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ESL R800B Beginning Reading and Writing Noncredit 0 Units

Hours: *54 contact hours*

This course provides instruction in reading and writing skills for non-native speakers of English who are at the entry-level of English language acquisition. Course content includes reading comprehension, vocabulary development, basic grammar and sentence writing. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ESL R801A ESL Communication Skills Noncredit 0 Units

Hours: *54 contact hours*
Advisories: *ESL R800A*

This course is designed for non-native speakers of English at a high-beginning to low-intermediate level. The course provides listening and speaking practice used in conversational patterns and academic settings. The course also includes grammar points, vocabulary, note-taking, and pronunciation to develop language proficiency and build academic skills. The course emphasizes developing confidence in expressing oneself in English. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ESL R801B ESL Reading, Grammar and Writing Skills 0 Units

Hours: *70 contact hours*
Prerequisites: *Placement based on college's multiple measures process.*
Advisories: *ESL R800B*

This is a low-intermediate level reading and writing course for students learning English as a second language and native English speakers who need to develop basic reading and writing skills. Topics included are comprehension skills, critical thinking, vocabulary development, and study skills integrated with grammar and sentence-level writing for academic and real-life situations. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ESL R802A ESL Speaking and Listening Skills 0 Units

Hours: *52.5 contact hours*
Formerly: *ESL R048*
Advisories: *ESL R801A*

This course is intended for high-intermediate to advanced non-native English speakers who are able to hold a conversation in English. The course helps ESL students communicate more effectively in academic, professional, and social settings, and to adequately document oral presentations. Students will also develop listening, note-taking, and speaking skills, and strategies for success in the college environment. The course provides review of grammar, vocabulary, and idiomatic expressions. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ESL R802B ESL Reading and Writing Skills 0 Units

Hours: *52.5 contact hours*
Formerly: *ESL R065*
Prerequisites: *Placement based on college's multiple measures process.*
Advisories: *ESL R801B and ESL R801C*

This course provides intermediate level ESL students instruction in basic academic reading and writing skills. Topics include understanding main idea and supporting details, literal and inferential comprehension, grammar and sentence skills, vocabulary development, study skills and basic use of library resources and the college's course management system. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

ESL R805 **Language Skills for Citizenship Preparation Noncredit** **0 Units**

Hours: *18 contact hours*
Advisories: *Intended for students interested in becoming naturalized citizens*

The course is designed to help non-native speakers of English prepare for U.S. Citizenship. Students receive direct instruction in oral/aural and written literacy skills in English necessary to pass an oral and written test with an Immigration and Naturalization Service official. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

NONCREDIT PERSONAL GROWTH COURSES

PG R805 **Introduction to College Life** **0 Units**

Hours: *6 contact hours*

This course is designed to assist students who are transitioning to Oxnard College Campus by offering strategies to increase their academic success. This course will focus on college readiness, educational planning, information about academic counseling, transferring to a four-year institution, vocational programs, study skills, college activities and clubs, student services, basic survival hints and resources. This course will be discussing the service and polices of on campus support programs such as CalWORKs, EOPS/CARE, EAC, Financial Aid, etc. This class is an open entry, open exit. *Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

PG R810 **Preparing for Workplace Success** **0 Units**

Hours: *35 contact hours*

This is a free course designed to offer students crucial workplace readiness skills. Students will have the opportunity to learn effective job searching strategies and critical employability skills necessary to secure and maintain employment. Topics covered include assessment of unique personality and strengths, career research, goal setting, effective resume and cover letter writing, networking and interviewing techniques, and various behavioral and interpersonal skills related to workplace satisfaction. *Field trips may be required. Course is offered on a Pass/No Pass (P/NP) at student option. This is a noncredit course. Not Degree Applicable.*

Credit: ***none***

PG R820 **Reaching Excellence in Academics and Challenges** **0 Units**

Hours: *3 contact hours*

This course will provide students the understanding of non-cognitive factors that contribute to the status of being placed on academic probation. Students will develop a strategic plan to overcome these issues through the utilization of emotional intelligence. Students will use skill building exercises, lecture and group discussion to identify barriers to their academic success as well as to overcome stress and negativity. Students will explore tools, techniques, and skills to perform their role and utilize effective problem solving skills with confidence. *Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

PG R850 **Emotional Intelligence** **0 Units**

Hours: *9-10.5 contact hours*

This course will provide students with the ability to deal effectively with their emotions and self-perceptions that are critical to their success and inspire high performance as students, employees, and in relationships with others. Students will (learn) the definition and the five key components of emotional intelligence through skill-building exercises, lectures, and group discussions. Students will have opportunities to identify their own strengths and challenges in maintaining positive environments and collaborative relationships along with strategies for overcoming stress and negativity. Students will explore tools, techniques, and skills to help them perform their role and manage their emotions with confidence and positive results. *Course is offered on a Pass/No Pass (P/NP) basis only. This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***

NONCREDIT TUTORING COURSES

TUTR R805 **Supervised Tutoring**

Hours: *1-300 contact hours*

This open-entry/open-exit supervised tutoring course provides student assistance in understanding college course assignments. This course offers students the opportunity for individualized and group activities designed to promote academic success in the classroom setting. Includes learning style assessment and follow-up, study skills workshops, group tutorials activities and assignments for individualized tutoring support. *Course is offered Pass/No Pass (P/NP). This is a noncredit course. Does not apply to Associate Degree.*

Credit: ***none***





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GLOSSARY

Abbreviated Educational Plan: A pathway that identifies the courses a new student will take in their first one or two semesters. An abbreviated educational plan may be developed by a student with or without the help of an academic counselor, and is not approved by a counselor. Abbreviated educational plans are required for all new non-exempt students; however, a comprehensive educational plan will also satisfy this requirement.

Academic Year: Fall and Spring semesters, beginning with the start of the Fall term in August through the end of the Spring term in mid-May. An **Academic Calendar** shows when classes start, stop, the holidays, exam week and important deadlines.

Add: Formally adding a class(es) by completing the appropriate forms online in your MyVCCCD portal.

Add Authorization Code: Six-digit code received from an instructor allowing the student to register prior to census online in a closed class using their MyVCCCD student portal.

Adding a Closed Class: Students seeking entry to any class that is closed at the time they attempt to register are referred to the instructor.

Advanced Placement (AP): A program in the United States and Canada created by the College Board offering college-level curriculum and examinations to high school students. Colleges often grant placement and course credit to students who obtain high scores above a certain number on the examinations. To see the list of AP exams that Oxnard College accepts toward the Associate Degree, see page 96 of the catalog or schedule an appointment with a counselor.

Advisory/Recommended Preparation: A condition of enrollment that a student is advised but not required to meet before or in conjunction with enrollment in a course or educational program. The recommendation is made by faculty and is intended to ensure that students are adequately prepared to successfully complete a particular course.

Area of Emphasis: Required in General Studies programs of study, an area of emphasis consists of 18 units in an area of concentration, with 6 of the 18 units coming from a single discipline to give the student more depth in their study.

Articulation Agreement: Contractual agreements between two or more schools of the courses that transfer and satisfy specific requirements. Articulation agreements between each of the Ventura County Community Colleges (Moorpark, Oxnard, Ventura) and CSU/UC campuses are available at *www.assist.org*. The listings include all courses that transfer between the individual college and CSU or UC campus.

Assessment: The use of multiple measures (including high school transcript data, self-reported high school transcript data and informed self-placement) to provide a recommendation for placement into math and English courses. Placement recommendations are intended to help you, the student, make an informed choice about which Math and/or English classes will help you complete your academic requirements. Ultimately, it's the student's right to choose which class/classes to enroll in. All students have direct access to transfer-level English and math courses.

ASSIST (Articulation System Stimulating Inter-institutional Student Transfer): ASSIST is an online student-transfer information system. It displays reports of how course credits earned at one public 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 provides the most accurate and up-to-date information about student transfer in California.

Associate Degree: An associate degree is an undergraduate academic degree awarded by community colleges, junior colleges, technical colleges, and some bachelor's degree-granting colleges and universities upon completion of a course of study usually lasting two years.

Associate in Arts (A.A.)

Associate in Science (A.S.)

Associate Degree for Transfer (ADT): is an undergraduate academic degree designed to guarantee admission to the CSU system. The degree consists of 60 CSU transferable semester units including certified completion of general education requirements (CSU GE-Breadth/IGETC-CSU), major requirements, and electives (if needed). An Associate Degree for Transfer may be earned in academic and career technical education majors.

Associate in Arts for Transfer (AA-T)

Associate in Science for Transfer (AS-T)

Audit: Process by which a student may enroll in a class as an observer for information only. The student is not officially registered, and will not receive a grade. Audit enrollments do not satisfy degree, certificate or transfer requirements and do not appear on a student's transcript. See the Audit Policy in this catalog.

BAC List: Courses identified by California Community Colleges as appropriate for transfer to the CSU and fulfill credit towards a bachelor's degree.

Bachelor's Degree: Degree granted by four-year colleges and universities. The Bachelor of Arts (B.A.) or the Bachelor of Science (B.S.) are most commonly offered.

BOGW: Board of Governors Enrollment Fee Waiver is now the California College Promise Grant.

By Arrangement: Courses, or part of a course, which include additional hours not yet formally scheduled. The arrangement is usually scheduled with the Instructor of the course at the start of the semester.

California College Promise Grant: A form of financial aid that covers enrollment fees for eligible California residents, AB 1899 Victims of Trafficking, Domestic Violence and other Serious Crimes, and AB 540 Undocumented students. A form of financial aid that waives enrollment fees for eligible California students as defined by the California Community Colleges Board of Governors.

California College Promise Grant Appeal Process: Students qualifying for a fee waiver must meet minimum academic and progress standards adopted by the Board of Governors. Students who have lost their CCPG Fee Waiver may Appeal the loss based on certain circumstances before an Appeals Committee.



Certificate of Achievement: A college-awarded certificate indicating the student has satisfactorily completed the major courses in a program, but not the general education courses. A Certificate of Achievement is not a degree.

Certificate of Competency: Awarded to students who have demonstrated achievement in a set of competencies that prepares them to progress in a career path or to take non-degree applicable or degree-applicable credit courses. Noncredit courses included in a Certificate of Competency are offered for no cost, with the exception of textbooks and other materials, if required.

Certificate of Completion: Awarded to students who have satisfactorily completed a sequence of noncredit courses designed to improve employability or job opportunities. Noncredit courses included in a Certificate of Completion are offered for no cost, with the exception of textbooks and other materials, if required.

Class Schedule: The listing of courses including hours, instructor, and room assignments to be offered each term. The schedule is only available online.

Collaborative Learning: A method of instruction designed to actively engage students in their learning using small groups, team and group projects, and providing opportunities for students to share common experiences and solve problems.

College Level Examination Program (CLEP): A group of standardized tests created by the College Board that assess college-level knowledge in several subject areas. These exams are administered at various colleges and universities across the United States. Some institutions award credit to students who meet the college's minimum qualifying score for that exam, (typically 50 is a qualifying score), but qualifying scores vary by school and exam. See page 99 of the catalog for the list of CLEP that Oxnard College accepts toward the Associate Degree, or schedule an appointment with a counselor.

Comprehensive (Active) Educational Plan: A plan that identifies the courses a student must take to complete their informed program of study and reach their educational goals. The comprehensive educational plan is long enough to identify everything a student must do to achieve their educational goal. Comprehensive educational plans are required for all students who have completed 15 units of college coursework, and must be approved by an academic counselor during a counseling appointment.

Concurrent Enrollment: A required prerequisite course that can be taken *at the same time* as the course in question. This course *may* also be taken prior to the course in question, see the College Catalog for more details.

Corequisite: A course where enrollment is based on a student being concurrently enrolled. A corequisite represents a set of skills or a body of knowledge that a student must acquire through concurrent enrollment. Corequisites are indicated in the Class Listings of the Schedule of Classes and in the College Catalog.

Counselor: Faculty who assist students with personal, career, vocational and educational planning and development.

Course: An organized pattern of instruction in a specified subject offered by the college. Also referred to as a class. A single course may have several sections.

Course Description: A brief statement about the content of a particular course. Found in the college catalog and the online schedule of classes.

Course Identification Numbering System (C-ID): C-ID is administered by the Academic Senate for California Community Colleges as a faculty-driven system for colleges and universities to facilitate the identification of comparable courses and increase articulation across all segments of higher education in the state. C-ID addresses the need for a "common course numbering system" to simplify student movement both within the California community colleges and intersegmentally. For additional background information on C-ID, please visit *www.c-id.net*.

Credit Course: A course for which units are granted.

Credit by Examination: Process by which a student may meet a specific requirement through successful performance on a comprehensive exam. Students who are successful in challenging a course through credit by exam will receive units earned in the challenged course and the appropriate letter grade of A, B, C, D, F, or P/NP will be posted to their academic transcript.

Credit for Prior Learning: Granting unit credit for prior learning is based on the principle that previous experience, training, or instruction is the equivalent of a specific course taught by the college. Course and unit credit can be obtained through the credit for External Examinations process (AP/IB/CLEP), Internal Departmental Examinations process (locally administered exams), High School to College Articulation process, or Evaluation of Joint Services Transcripts (JST), Student-Created Portfolios, or Industry-Recognized Documentation, Credentials or Licensure. See catalog section on Credit for Prior Learning for details on the policy and process.

CRN: Course Reference Number is listed in the Schedule of Classes and referenced when students register in courses or make adjustments to their courses.

CSU: The California State University system, also called Cal State, consists of 23 campuses statewide.

CSU GE-Breadth: General Education pattern for the CSU system. See Transfer Information.

Curriculum: Course offerings of the College as a whole; also refers to a group of required courses leading to a degree or certificate.

Degree: A diploma granted by a college confirming the student has attained a certain level of ability in a specific field. The most common degrees offered at California Community Colleges are: 1) A.A. Associate in Arts; 2) A.S. Associate in Science; 3) A.S.-T Associate in Arts for Transfer; and 4) A.S.-T Associate in Science for Transfer. The most common degrees offered at 4-year colleges and universities are: 1) B.A./B.S. Bachelor's Degree; and 2) M.A./M.S. Master's Degree.

DegreeWorks: A Degree and Goal planning tool to help educate and guide students as they make choices in their class schedules and educational goals here at the Ventura County Community College District.

Dismissal: The procedure of dismissing a student from college for poor academic achievement, for incurring excessive withdrawals, or for disciplinary reasons. Dismissal can be temporary, providing the student agrees to and meets certain conditions. See this Catalog for more information.

Double-counted Units: In a group of required major courses, some of these courses also satisfy General Education requirements.

Drop: Withdrawing formally from a class in which a student is enrolled. It is the student's responsibility to formally withdraw from a class. A student may drop a class online or in-person, or the instructor may initiate the drop. Contact the Admissions Office for more information and for term specific deadlines.

Educational Work Load: Generally consists of 15 units of work per semester to make normal progress towards the A.A./A.S. degree and/or transfer requirements.

Elective: A course that is not specifically required for the major but which the student takes for unit credit, and which may count towards the total units required for the degree.

Eligibility Cap: The maximum allowable time a student can receive state or federal financial aid. Pell Grant eligible students have 6 years (12 full-time semesters) of total Pell Grant lifetime eligibility. Each year a student has received a federal Pell Grant will be counted toward the 6 years, regardless of when the student began receiving aid. A student becomes ineligible to receive a Pell Grant upon reaching 600% of their Pell or the equivalent of 6 full time years. A first-time Federal Subsidized Student Loan borrower is no longer eligible for the Subsidized Student Loan program if he or she exceeds 150% of the published length necessary to graduate. In addition, a borrower reaching the 150% limit becomes ineligible for the interest subsidy benefits on all Federal Subsidized Loans disbursed to the borrower on or after July 1, 2013. Congress wants to encourage students to obtain undergraduate degrees within a reasonable time frame. Students who change majors multiple times, or drop classes excessively, or retake classes excessively are most likely to be affected by Public Law 121-141.

Excused Withdrawal: An Excused Withdrawal (EW) is a non-evaluated symbol used to permit a student to withdraw from a course for reasons beyond their control. It may be requested by the student at any time during the semester (effective January 2018) and no later than three (3) years after the term in which the course was taken. Excused Withdraw shall not be counted in progress probation or dismissal calculations nor shall it be counted towards the permitted number of withdrawals or counted as an enrollment attempt. The financial aid of a student may be affected depending on individual circumstance. A student should consult with the financial aid staff regarding any impact. Check with the Admissions and Records Office for the specific requirements and procedures.

FERPA: Family Educational Rights and Privacy Act of 1974. A Federal law that protects the privacy of student education records. The law applies to all schools that receive funds from the U.S. Department of Education.

Financial Aid: Money available from the federal or state governments or local sources to help students meet college expenses. Financial aid can include grants, loans, scholarships, and work-study programs.

Full-Time Student: A student who enrolls in and satisfactorily completes a minimum of 12 units during the term. This status is important for financial aid eligibility and other special program requirements.

General Education/Breadth Requirements (GE): Courses that all students must satisfactorily complete to obtain a degree. GE requirements vary depending on the degree the student is seeking. Current lists are available at the Counseling Office, in the College Catalog, in the Schedule of Classes, and on the College website.

Good Academic Standing: For purposes of assigning enrollment priority; describes any student who has not been on academic or progress probation or dismissal for two consecutive terms. Students who are on probation for two consecutive terms will lose enrollment priority for the next term.

Good Standing: Describes a student whose grade point average is a "C"(2.0) or better and the percentage of entries of W, I, NC, and NP has not reached or exceeded fifty percent (50%).

Grade Point Average (G.P.A.): The average of a student's grades; calculated by dividing grade points earned by the number of units attempted. See Academic Policies.

Hour: Same as "Credit" or "Credit Unit." See Units.

Intersegmental General Education Transfer Curriculum (IGETC): A pattern of courses that can be used to satisfy general education requirements at both CSU and UC campuses. See Transfer Information.

International Baccalaureate (IB): An international educational based system which offers individual subject exams to students who complete its diploma programs. Many US colleges and universities award credit for qualifying scores on these exams. To see the list of IB exams that Oxnard College awards credit toward the Associate Degree, see page 98 of the catalog or schedule an appointment with a counselor.

Learning Community: Thematically links two courses, providing the student with an interdisciplinary context for learning.

Lower Division: The first two years of college work, i.e., freshman and sophomore years. By California law only lower division work can be offered at California Community Colleges.

Major/Area of Emphasis: An organized program of courses in a specific area of study, leading to a Certificate of Achievement, an Associate degree, or ultimately a Bachelor's degree.

Multiple Measures: Multiple measures refers to the process in which more than one assessment is used to determine a student's readiness for a course or program, specifically, English and mathematics. Measures may consist of high school grades, courses, grade point average, test scores, and college assessment test scores. Faculty use at least two of these measures to recommend placement into courses in which students would be best prepared to succeed.

MyVCCCD: The Internet student portal that provides access to a variety of services, tools and information.

Noncredit Courses: Courses that grant no college credit, no units, and no student grades. A noncredit course should not be confused with the pass/no pass grading option as defined below. Limited to no costs associated with noncredit courses.

Open Entry/Open Exit: Courses that may be added throughout the semester and may be completed upon fulfillment of course requirements at any time during the semester.

Part-Time Student Status: A student who enrolls in or completes fewer than 12 units in a semester.

Pass/No Pass: A grading system allowing a course to be taken for a "grade" of pass/no pass (P/NP) rather than for a letter grade. See Academic Policies.

P**ell LEU:** Pell Lifetime Eligibility Used - Pell Grant eligible student has 6 years (12 full-time semesters) of total Pell Grant lifetime eligibility. All the years a student has received federal Pell grant will be counted toward the 6 years, regardless of when the student began receiving aid. A student becomes ineligible to receive a Pell grant as soon as reaching 600% of their Pell or the equivalent of 6 full time years.

Preparation for the Major: Lower division courses required by four-year universities as part of the selected major.

Prerequisite: A requirement (typically another course) which must be completed prior to enrollment in a course and without which a student is highly unlikely to succeed. Prerequisites are listed in the course descriptions in the College Catalog and in the Class Listings of the Schedule of Classes.

Primary Semesters: The college calendar is broken down into two main 16–8 week sessions: Fall and Spring. The Summer Session is broken down into several 4–8 week inter-sessions that run simultaneously and consecutively.

Probation: Academic standing when a student fails to maintain progress towards their declared academic goal or if the grade point average drops below a 2.0 for any term. Students on probation are required to meet with a counselor to develop a plan to get off probation and return to good academic standing.

Proficiency Award: A document awarded to a student upon completion of a course or a series of courses as designated in the College Catalog. Awards are issued by selected instructional departments of the College. Consult the instructor for more information.

Program Changes: Adding or dropping any class(es) after being enrolled.

Recommended Preparation: Preparation suggested by the faculty to successfully complete a particular course. While encouraged to do so, students do not have to satisfy recommended preparation guidelines to enroll in a course.

Registration: The official process of enrolling in courses. The process of registration must be completed by the second week of the semester for Fall and Spring and by the middle of the first week for Summer in order for a student to be officially enrolled and to receive credit for his or her classes.

Repeatability: The conditions under which a course may be repeated and whether the student may earn credit for additional attempts of a course. The State of California Community Colleges Title 5 has its own set of rules for Course Repetition Policy. Those rules are adhered to at the Ventura County Community Colleges.

Federal regulations prevent the Financial Aid Office from paying for a course that has been passed and repeated more than one time. In order for a repeated course to be counted towards a student's enrollment status for financial aid purposes, they may only repeat a previously passed course once (a total of two attempts). If a student enrolls in a previously repeated and passed course for a third time, this course will not count towards the student's enrollment for financial aid purposes. The State of California Community Colleges under Title 5 also has its own set of rules for Course Repetition Policy.

Satisfactory Academic Progress (SAP): To be eligible for federal student aid and college financial aid, a student must be making Satisfactory Academic Progress. This generally consists of maintaining at least a 2.0 GPA on a 4.0 scale (i.e., at least a C average) and passing enough classes with progress toward a degree.

Schedule of Classes: Listing of college courses offered in a particular term. The course ID, title, units, hours, time, instructor and location of classes. Other course information (e.g., prerequisites, fees, transfer credit) plus the registration and deadline calendars is included in each listing. The schedule is only available online through the MyVCCCD portal and on the Oxnard College website.

Section: A single course taught several times in a term. For example, an English 101 course could have twenty *sections* spread over time and space in order to give students the maximum opportunity to take the course.

Semester: Refers to the calendar year on which the Ventura County Community Colleges operate and unit count students can earn; typically one-half of the academic year; 16 to 18 weeks duration.

Short-Term Course: A class that meets for less than a full semester; course carries semester unit count.

Staff: Noted in the Schedule of Classes when a faculty member has not yet been assigned.

Student Education Plan (SEP): A program of study and services needed by the student to enable the student to reach his or her educational objective. The SEP is developed by the student and counselor.

SULA: Subsidized Usage Limits Apply - A first-time Federal Subsidized Student Loan borrower is no longer eligible for the Subsidized Student Loan program if he or she exceeds 150% of the published length necessary to graduate. In addition, a borrower reaching the 150% limit becomes ineligible for the interest subsidy benefits on all Federal Subsidized Loans disbursed to the borrower on or after July 1, 2013. Congress wants to encourage students to obtain undergraduate degrees within in a reasonable time frame. Students who change majors multiple times or, drop classes excessively or retake classes excessively are most likely to be affected by Public Law 121-141.

TAG Transfer Admission Guarantee: Six UC campuses offer guaranteed admission to CCC students who meet specific requirements. TAG is available for the following UC: Davis, Irvine, Merced, Riverside, Santa Barbara, and Santa Cruz.

TBA: "To Be Announced" is noted in the Schedule of Classes when the time of a class may be arranged independently or when the location is to be announced after the publication goes to print.

Transcript (of record): Same as academic transcript and official transcript. A student's college academic records prepared by the Admissions and Records Office.

Transfer: This term generally applies to the student who plans to continue his or her education at a four-year college or university.

Transfer Certification: Process by which a counselor at a community college evaluates a student's transcripts and verifies that they have met the CSU-GE Breadth or IGETC requirements for transfer to either a CSU or UC school. Transfer certification (also called GE certification) will be certified on the student's academic transcript by the Admissions and Records Office. Student must meet with a counselor to initiate this process.

Transfer Credit: Credit from one college that is accepted and applied toward a degree, certificate or program of study by another college or university.

Transferable Course: A course that is accepted at universities at least for elective credit. Indicated after each applicable course in the Catalog and Schedule under "Transfer Credit".

Transfer Requirements: Students planning to transfer must satisfy the specific requirements for admission to the institution they are transferring to. Admission requirements include, but are not limited to: completion of a general education pattern, subject area preparation for the major, specified number of transferable units, and minimum GPA. See a Counselor in the Transfer Center for transfer policies to 4-year colleges and universities.

UC: The University of California system of 10 campuses (There are nine campuses for undergraduates. (UCSF is graduate education only.)

UC TCA: Community college courses that are transferable to all campuses of the University of California are identified on the UC Transferable Course List.

Undergraduate: Courses in the freshman through senior years of college work. Courses taken prior to completion of a Bachelor's Degree.

Unit Transferability: While all California community colleges have transfer agreements with various educational institutions, it is important for students to understand there are limits on the number and type of course credits a student can transfer. Each college develops courses and curriculum based on the expertise of its faculty and District standards. Each course is assigned a number of units ranging from 0.5 to 16 depending upon the course content. While the majority of our courses are articulated to transfer to the UC system and/or CSU system, there is a possibility that not all units for every course will transfer in their entirety to every transfer institution due to the receiving institution unit limitations. Students need to connect with a community college academic counselor as soon as possible, visit the Career Transfer Center, and regularly check *www.assist.org* to learn whether their specific courses are transferable to an institution of choice. Taking more credits than needed to transfer to another institution can also limit an eligible student's financial aid opportunities. By working closely with academic counselors, the financial aid office, and a receiving institution's support services, eligible students can maintain maximum levels of financial aid resources and transfer of credits.

Units: The basic unit of credit is the semester unit which is equivalent to a credit hour. One credit hour of community college work is approximately three hours of recitation, study or laboratory work per week throughout a term. For practical purposes, the following terms are synonymous: Unit, semester unit, semester hours, credit, credit hour.

Units Attempted: Total number of credit units in the courses for which a student has enrolled.

Units Completed: Total number of units in the courses for which a student has received a grade of A, B, C, D, F, P, or NP.

Upper Division: Refers to courses taken at the junior and senior class level at the four-year college or university.

Withdrawal: The process by which a student officially drops one or some classes or withdraws from all classes during the semester. Visit the website for withdrawal information. View the academic calendar, the online schedule of classes, and/or your schedule/bill in the MyVCCCD portal for deadlines. Sometimes called a "W" when referring to grades.

The general terms "college" and "colleges" are used interchangeably throughout the Appendices to reference procedures that apply to all three colleges of the Ventura County Community College District (VCCCD), Moorpark College, Oxnard College, and Ventura College.

Appendix I
Privacy Rights

Privacy Rights Governing Student Records

Pursuant to the Federal Educational Rights and Privacy Act (FERPA), the California Education Code (76240 et. seq.), and the California Administrative Code Title 5, student records are maintained in manner to ensure privacy of such records. The colleges of this District shall not, except as authorized, permit any access to or release of any information therein.

For purposes of this article and for use in the enforcement of FERPA procedures, a student is defined as an individual who is or has been in attendance at one of the colleges of the Ventura County Community College District (VCCCD). "In attendance" is defined as an individual whose application has been accepted and entered into the district student database.

The colleges of the Ventura County Community College District, (Moorpark College, Oxnard College, Ventura College), establish and maintain information on students relevant to admission, registration, academic history, career, student benefits or services, extracurricular activities, counseling and guidance, discipline or matters related to student conduct, and shall establish and maintain such information required by law. All such records are maintained under the direction of the Vice President of Student Affairs or designee.

No VCCCD college is authorized to permit access to student records to any person outside of the college without the written consent of the student or under judicial order except to college officials and employees with legitimate educational interest. Student records are available in cases of requests for directory information or noted exceptions to law requiring response to subpoenas and court orders.

Directory Information

VCCCD colleges maintain directory information which may be released to the public without the written consent of the student. Directory information may include: student's name; address; telephone number; date of birth; major field of study; participation in officially recognized activities and sports; dates of attendance; degrees and awards received; the most recent educational institution attended by the student; and weight and height of members of athletic teams.

Directory information will be released to branches of the United States military services in compliance with the Solomon Act, the National Student Clearinghouse, and may be released to other parties in accordance with the Education Code 76240. No directory information shall be released regarding any student or former student who has notified the District or any college thereof in writing that such information shall not be released. Such requests shall be addressed to the Vice President of Student Support or designee.

The college will forward a student's educational records to other institutions of higher education that have requested the records and in which the student seeks or intends to enroll, providing such release of educational records complies with the requirements of FERPA.

FERPA affords students certain rights with respect to their education records. These rights include:

1. Each student has the right to inspect and review the record of his/her own education. Any currently enrolled or former student has the right to access any or all records relating to the student which are maintained by this District. The editing or withholding of such records is prohibited, except as provided by law. Requests for access shall be in writing, addressed to the Vice President of Student Support or designee at the college of attendance, and shall clearly identify the records requested for inspection and review. Requests by students to inspect and review records shall be granted no later than 15 days following the date of request. The inspections and review shall occur during regular school hours. The Vice President of Student Support or designee shall notify the student of the location of all official records which have been requested and provide personnel to interpret records where appropriate.

   Access to student records may be permitted to any person for whom the student has executed written consent specifying the records to be released and identifying the party to whom the records may be released. Information concerning a student shall be furnished in compliance with a court order. The college shall make a reasonable effort to notify the student in advance of such compliance if lawfully possible within the requirements of the judicial order.

   Students, for a fee determined by the Board, may request copies of their records. Students may request copies of records for review. A fee of one dollar ($1) will be charged per page per copy.

   In accordance with the Family Education Rights and Privacy Act of 1974, all other student information, excluding that designated as Directory Information, cannot be released to a third party without written permission submitted to the college by the student. This law applies to all students attending the colleges of the Ventura County Community College District, regardless of the student's age.

2. Each student has the right to request amendment of the education records the student believes is inaccurate. Any student may file a written request with the President of the college or the designee to remove student records which the student alleges to be: (1) inaccurate, (2) an unsubstantiated conclusion or inference, (3) a conclusion or inference outside the observer's areas of competence, (4) not based on personal observations of the named person with the time and place of the observation noted. Allegations which are sustained shall be expunged and the record removed and destroyed.

   Students filing a written request shall be provided a hearing and receive, in writing, a decision either sustaining or denying the allegations. All decisions of the Governing Board are final.

   Allegations which have been denied by the college may be further appealed to the Chancellor of the Ventura County Community College District and his or her designee. Allegations which have been denied by the Chancellor may be further appealed to the Governing Board of the Ventura County Community College District which shall meet with the student, within 30 days of receipt of such appeal, to determine whether to sustain or deny the allegations. All decisions of the Governing Board shall be final.

   Each student has the right to consent to disclosures of personally identifiable information contained in the education records, except to the extent that FERPA authorizes disclosure without consent.

3. One exception which permits disclosure without consent allows access to school officials with legitimate educational interests, including review of academic records to fulfill their professional responsibility to the College or District. A school official is a person employed by the College District in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom VCCCD has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a person serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

   In compliance with California Education Code 76222, a log or record shall be maintained of persons, agencies or organizations requesting and receiving information from a student record. Also pursuant to code, such log or record will not include the following:

   · A student to whom access is granted pursuant to Education Code 76230.

   · Parties to whom directory information is released pursuant to 76240.

   · Parties for whom written consent is executed by the student pursuant to 76242.

   · Officials or employees having a legitimate educational interest pursuant to 76243(a).

   Such record shall be open to inspection only by the student and the college official or his or her designee responsible for the maintenance of student records, and to the Comptroller General of the United States, the Secretary of Education, an administrative head of an education agency as defined in Public Law 93-380, and state educational authorities as a means of auditing the operation of the system.

4. Each student has the right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. Any concerns of this nature may be addressed to:

   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, DC 20202-5920

Withholding of Student Records for Nonrepayment of Financial Obligations

The colleges of the District shall withhold diplomas and registration privileges, or any combination thereof, from any student or former student who fails to pay a proper financial obligation due the District or a college, provided that the student shall be given written notification and the opportunity to explain if the financial obligation is in error.

The definition of proper financial obligation shall include, but is not limited to: student tuition and fees; obligations incurred through the use of facilities, equipment or materials; library fines; unreturned library books; materials remaining improperly in the possession of the student; and/or any other unpaid obligation a student or former student owes to the District. A proper financial obligation does not include any unpaid obligation to a student organization.

Any item or items withheld shall be released when the student satisfactorily meets the financial obligation.

Appeals to this procedure should be addressed by the Vice President for Student Services at each campus.

Appendix II

Statement of Nondiscrimination

The Ventura County Community College District and its three colleges -- Moorpark College, Oxnard College, and Ventura College -- are committed to providing an equal opportunity for admissions, student financing, student support facilities and activities, and employment without regard to national origin, religion, age, sex, sexual orientation, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he/she is perceived to have one or more of the foregoing characteristics or based on association with a person or group with one or more of these actual or perceived characteristics, in accordance with the requirements of Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964 (as amended by the Equal Employment Opportunity Act of 1972), sections 503 and 504 of the Rehabilitation Act of 1973 and the Rehabilitation Act Amendments of 1974, Executive Order 11246 (as amended by Executive Order 11375), and the Federal Age Discrimination Employment Act of 1967 and the Age Discrimination Employment Act Amendments of 1978 and the Americans with Disabilities Act of 1992. Students wishing to file complaints based upon discrimination on the basis of ethnic group identification, religion, age, gender, sexual orientation, color, or physical or mental disability and any other category of unlawful discrimination should contact the Vice President of Student Development, Dr. Oscar Cobian, at 805-678-5937 or send an email to Dr. Cobian at: ocobian@vcccd.edu.

Maintaining an Environment of Civility and Mutual Respect

Oxnard College takes all steps necessary to provide a positive educational and employment environment that encourages the full range of equal educational opportunities noted above without limiting any person's right to free speech. The College actively seeks to educate staff members and students on the negative impacts of expressions of hatred or contempt, and discrimination. A more detailed review of expected respectful behavior is provided in the Student Conduct Code. To better ensure appropriate, respectful behavior across campus, the College will take immediate and appropriate steps to investigate complaints of discrimination. The College prohibits retaliation against any individual who files a complaint or who participates in a discrimination or discriminatory harassment inquiry. If you feel you have experienced discrimination at Oxnard College, initiate the Complaint Procedure outlined in the Sexual Harassment Policy later in this section. If you have any questions on how to proceed with your concerns or complaints, contact the Office of the Vice President, Student Support at (805) 678-5937.

Appropriate Relationships

District employees should refrain from entering into intimate relationships with District colleagues if a reasonable person could conclude that an abuse of power exists or could potentially exist in that relationship. Supervisors are prohibited from romantic or physical relationships with subordinates over whom they may have influence over job performance, job assignments, promotional opportunities, or pay increases. Faculty and other District employees are prohibited from engaging in romantic or physical relationships with students for whom which they have responsibility for supervision, evaluation, instruction, counseling, or other oversight.

Equal Opportunity Act

The Ventura County Community College District subscribes to and promotes the principles and implementation of equal employment opportunity and diversity. Inquiries regarding related laws and regulations, and the corresponding Board policies may be directed to the:

Vice Chancellor of Human Resources
Ventura County Community College District
District Administrative Center
761 East Daily Drive Camarillo, California 93010
Phone: (805) 652-5510

Education Programs

VCCCD shall provide access to its services, classes and programs without regard to national origin, religion, age, sex, sexual orientation, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he/she is perceived to have one or more of the foregoing characteristics or based on association with a person or group with one or more of these actual or perceived characteristics.

All courses, including noncredit classes, shall be conducted without regard to the gender of the student enrolled in the classes. As defined in the Penal Code, "gender" means sex, and includes a person's gender identity and gender expression. "Gender expression" means a person's gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth.

VCCCD shall not prohibit any student from enrolling in any class or course on the basis of gender.

Academic staff, including but not limited to counselors, instructors and administrators shall not offer program guidance to students which differs on the basis of gender.

Insofar as practicable, the District shall offer opportunities for participation in athletics equally to male and female students.

Nondiscrimination References for Employment:

California Code of Regulations, Title 2, Section 10500 et seq. California Code of Regulations, Title 5, Section 53000 et seq. California Education Code Section 87100 et seq.

California Government Code Section 11135 et seq.
California Government Code Section 12940 et seq.

Employment

VCCCD shall provide equal employment opportunities to all applicants and employees regardless of national origin, religion, age, race or ethnicity, sex, sexual orientation, gender, gender identity, gender expression, color, medical condition, genetic information, ancestry, marital status, physical or mental disability, pregnancy, or military and veteran status.

All employment decisions, including but not limited to hiring, retention, assignment, transfer, evaluation, dismissal, compensation, and advancement for all position classifications shall be based on job-related criteria as well as be responsive to VCCCD needs.

VCCCD shall from time to time as necessary provide professional and staff development activities and training to promote understanding of diversity.

It is unlawful to discriminate against a person who serves in an unpaid internship or any other limited-duration program to provide unpaid work experience in the selection, termination, training, or other terms and treatment of that person on the basis of their national origin, religion, age, sex, sexual orientation, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, marital status, physical or mental disability, pregnancy, or military and veteran status.

Appendix III

Sexual Harassment Complaint Procedures

A. Introduction

It is the policy of the Ventura County Community College District to provide an educational, employment and business environment free of unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications (including voice and e-mail telecommunications, fax machines, etc.) constituting sexual harassment as defined and otherwise prohibited by state and federal statutes.

The Ventura County Community College District prohibits sexual harassment regardless of the status or relationship of the affected individual. It shall be a violation of this policy for any person, including faculty, employees, students and contractors, to engage in sexual harassment.

Disciplinary action, up to and including dismissal or expulsion, may be initiated for behavior described in the definition of harassment set forth in this policy.

Further, any retaliation against a student or employee for filing a harassment charge, making a harassment complaint or assisting in a harassment investigation is prohibited. Any persons found to be retaliating against another employee or student shall be subject to disciplinary action up to and including dismissal or expulsion.

Any employee who receives a harassment complaint, observes, or otherwise learns of harassing behavior in the educational/business environment or workplace, must direct the concerns to the appropriate Sexual Harassment Intake Facilitator or to the Vice Chancellor of Human Resources at the District Administrative Center. Students are encouraged to follow the same procedure.

B. Complaint Procedure

Any job applicant, student, employee, or contractor who believes he/she may have been the victim of harassment should direct concerns to any of the following individuals:

1. Title IX Coordinator: (805) 553-4121 (for gender-based cases involving students)
2. Vice President, Student Services (or designee): (805) 378-1400 (for cases of harassment or discrimination based on factors other than gender).
3. Vice Chancellor of Human Resources, Ventura County Community College District: (805) 652-5530 (for concerns related to employees)

Any person who receives a harassment complaint, observes, or otherwise learns of harassing behavior in the work place must submit a BIT report (cases involving student accusations) or, in the event of a complaint against an employee, direct the complaint and/or the complainant to the Vice Chancellor of Human Resources at the District Administrative Office.

C. Investigative Procedure

The Title IX Coordinator (or designee), the Sexual Harassment Intake Facilitator (or designee), or the Vice Chancellor of Human Resources (or designee) will initiate a sexual misconduct investigation that shall include, but may not be limited to:

1. Interviews with the complainant, the respondent/accused party, and any other persons the investigator has reason to believe may have relevant knowledge concerning the complaint;
2. Review of the factual information gathered during the investigation to determine whether the alleged conduct occurred and whether such conduct constitutes misconduct under this policy, based on the totality of the circumstances, including the nature of the verbal, physical, visual or sexual conduct, and the context in which the alleged incident(s) occurred;

3. Using the District Reporting Form as a guide, the investigator will prepare a written report setting forth the results of the investigation. In cases in which employees have been accused of sexual misconduct, the findings shall be reported to the Vice Chancellor of Human Resources (or designee);
4. Final disposition shall be reported back to the complainant and the respondent/accused in a timely manner. In cases of employee accusations, the final disposition will be filed with the State Chancellor's office in Sacramento. In cases in which accusations are made about a student or students, the final disposition will be filed with the campus Conduct Officer/Vice President, Student Services (or designee), and sanctions, if any, will be applied to students out of the Conduct Office.

D. Remedial Action

1. Upon determination that a violation of this policy has occurred, prompt and corrective action shall be taken.
2. Reasonable steps shall be taken to protect the complainant from further harassment, misconduct, and/or retaliation.

E. The Definition of Sexual Harassment

Sexual Harassment has been defined by the Equal Employment Opportunity Commission Guidelines (29 C.F.R. § 1604.11) and the California Education Code (§ 212.5) to include unwelcome sexual advances, requests for sexual favors, or any other visual, verbal or physical conduct of a sexual nature made by someone from or in a work or education setting, under any of the following conditions:

1. Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, academic status, or progress;
2. Submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions affecting the individual;
3. The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment;
4. Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the District.

Examples of behavior which could constitute sexual harassment include but are not limited to:

1. Verbal: repeated sexual innuendoes or sexual epithets, derogatory slurs, off-color jokes, propositions, threats, or suggestive or insulting sounds;
2. Visual/non-verbal: derogatory posters, cartoons or drawings; suggestive objects or pictures; graphic commentaries; leering; or obscene gestures;
3. Physical: unwanted physical contact including touching, interference with an individual's normal work movement, such as blocking or assault.

F. The Definition of Sexual Misconduct

Sexual Misconduct comprises a broad range of unwelcome behaviors focused on sex and/or gender that may or may not be sexual in nature.

- Any intercourse or other intentional sexual touching or activity without the other person's Consent is Sexual Assault, and is a form of Sexual Misconduct under this Policy.
- Sexual Misconduct encompasses Sexual Harassment, Sexual Assault, Sexual Exploitation, or Gender-based Harassment, which is a form of Harassment based on gender identity, gender expression, or non-conformity with gender stereotypes.
- Sexual Misconduct may also encompass acts of a sexual nature, including acts of Sexual Stalking, Domestic Violence, and Dating Violence, Intimidation, or for Retaliation following an incident where alleged Sexual Misconduct has occurred.
- Sexual Misconduct can occur between strangers or acquaintances, or people who know each other well, including between people involved in an intimate or sexual relationship, can be committed by anyone regardless of gender identity, and can occur between people of the same or different sex or gender.

G. Additional State and Federal Procedures

In addition to the District's procedure for reporting sexual or other prohibited types of harassment, both the State of California and the federal government have established processes by which student and employee claims of sexual harassment may be reported.

- Department of Fair Employment and Housing (800) 884-1684
- Equal Employment Opportunity Commission (213) 894-1000
- Chancellor's Office of the California Community Colleges W(916) 445-8752
- California Department of Education (916) 319-0800
- Department of Education (800) 421-3481

If you feel you are a victim of sexual harassment, please report the incident immediately. Keep records to track dates, places, times, witnesses, and the nature of the harassment.

Appendix IV
Rights and Responsibilities

A. Associated Students

The Governing Board of the Ventura County Community College District (VCCCD) recognizes the need for and authorizes the operations of the Associated Students in accordance with Education Code sections 10701 to 10705, inclusive.

B. Privileges of Student Organizations

1. In order to use the name of one of the VCCCD colleges, (Moorpark College, Oxnard College, Ventura College), or to use college facilities for regular meetings or special events, student organizations must be chartered by the Associated Students.
2. Recognized student organizations shall not use District facilities for the purpose of planning or implementing off-campus political or social events, nor use the name of the colleges in conducting such off-campus events, unless authorized by the Associated Students.
3. A chartered student organization shall have a faculty or staff advisor who is a certified employee of the District and who is chosen by the members of that organization and approved by the Vice President of Student Support or designee.
4. Chartered student organizations shall be open to all students regardless of race, creed or national origin.

C. Off-Campus Affiliations

Any organization (whether official or unofficial) of students on the college campuses which, in its constitution or method of operation, vests control of its policies in an off-campus organization, shall not be recognized as an official college organization and shall not be allowed to use the facilities of the District.

D. Advocacy and Free Expression

1. **Purpose -** The primary purpose of a college is the advancement and dissemination of knowledge. Free inquiry and expression are indispensable to the attainment of this purpose. The colleges of the Ventura County Community College District have the responsibility to establish and maintain general conditions conducive to an orderly and open examination of ideas and issues relevant to the primary purpose referred to above.
2. **Registered Students -** Students of the Ventura County Community College District have the right of free expression and advocacy and may exercise this right within the framework outlined below:
   - that the cause or issue being advocated is legal.
   - that the District's outside speaker policy is observed.
   - that the college rules regulating time, place, and manner, developed by a student/faculty/administrator committee at each college and approved by the college President or designated representative are respected.
   - that if, in the judgment of the President of the college or designated representative, an activity or event is disruptive or incompatible with the educational objective of the college, s/he may order individual students or chartered student organizations to discontinue the activity or event pending due process by either college and/or civil agencies. Due process is defined by a student/ faculty/ administrator committee at each college and approved by the college President.
3. **Non-Students** - The colleges of the Ventura County Community College District are provided for the purposes commonly ascribed to higher education. Non-students who wish to pursue these purposes at one of the colleges of the District are encouraged to enroll as registered students; however, in regard to any event or activity that takes place on one of the college campuses of the Ventura County Community College District, non-students are governed by the same rules that apply to registered students.
4. **Maintenance of Order** - It shall be the policy of the Governing Board of the Ventura County Community College District to cooperate with all established governmental agencies in the maintenance of order on and about its properties. This cooperation shall in no way infringe upon or limit the use of these properties for the purposes historically and legally reserved for them. The President of the Board, as appropriate, shall convene a special meeting for th purpose of taking proper action to support the District and college administrations in carrying out the policy referred to in this section.

E. Dress Code

The dress of persons appearing on the campuses of the Ventura County Community College District shall comply with generally accepted standards of hygiene and good taste. Clothing that is worn shall be such as to avoid interference with the educational responsibilities of the District, or with any other approved activities taking place within the District's jurisdiction.

F. Solicitation

The solicitation, selling, exposing for sale, offering to sell, or endorsing any goods, articles, wares, services or merchandise of any nature whatsoever for the purpose of influencing lease, rental or sale at a college is prohibited except by written permission of the District Chancellor, President of the college or the President's designee. This policy applies to all students, staff and community members. Nothing in this policy shall be construed to revoke the rights and privileges of students and staff as specifically granted by Education Code sections and board policy with regard to fund raising activities (EC 76062), examination of instruction materials (EC 78904, 78905), or other activities sanctioned by federal, state and local regulations.

G. Use of Areas Generally Available to Students and the Community

1. The students and employees of the District and members of the public shall be permitted to exercise their rights of free expression subject to the time, place, and manner policies and procedures contained in Board Policy 3900 and this procedure.
2. The District shall not restrict free expression in "areas generally available to students and the community," defined as grassy areas, walkways or other similar common areas. This definition governs the phrase "areas generally available to students and the community" as it is used in Board Policy 3900 and throughout this administrative procedure.
3. The areas generally available to students and the community are designated public forums. For purposes of further defining "areas generally available to students and the community," no person may engage in the circulation of petitions, leaflets, newspapers and other printed matter in the following areas: within 25 feet of doorways opening to outdoor areas of campus, all indoor facilities including, but not limited to campus offices, classroom facilities, libraries, performing art facilities, indoor or outdoor athletic facilities, parking lots, student lounge, warehouses, and maintenance yards. All areas generally available to students and the community, as set forth above, may be reserved by the District, including recognized student organizations, for specific uses.
4. Use of areas generally available to students and the community shall be subject to the following:
   a. Persons wishing to engage in speech or expressive activities in the areas generally available to students and the community are encouraged to inform the Chief Student Service Officer or designee of their intent to be present in such areas. The District encourages such check-in as a means to provide for safety and for the equitable use of such areas. Individuals availing themselves of such areas generally available to students and the community, whether they decide to check-in or not, may remain anonymous.
   b. Persons using areas generally available to students and the community shall not touch, strike or impede the progress of passerby, nor shall they force passerby to take materials.
   c. Persons using areas generally available to students and the community shall not use any means of amplification that creates a noise or diversion that disturbs or tends to disturb the orderly conduct (as defined under Penal Code Section 626.6) of the campus or classes, other lawful activities.
   d. Persons using areas generally available to students and the community shall not solicit donations of money, through direct requests for funds, sales of tickets, goods, or otherwise, except where he or she is using such areas on behalf of, and collecting funds for an organization that is registered with the Secretary of State as a nonprofit corporation or is an approved Associated Students Organization or club.
   e. Non-student use of any areas, classrooms, rooms, buildings, facilities and grounds not reserved and open for speech or expressive activities is subject to the Civic Center Permit rules set forth in Board Policy and Administrative Procedure 6700, "Civic Center and Other Facilities Use".

H. Distribution of Materials

All persons using areas generally available to students and the community shall be allowed to distribute petitions, circulars, leaflets, newspapers, and other printed matter. Such distribution shall take place only within those areas. Those individuals or groups distributing materials in these areas, other than material that is discarded or dropped in or around an appropriate receptacle, shall make a reasonable effort to retrieve and remove such materials, prior to their departure from the areas that day.

Posting

1. Open Posting

a. There are bulletin boards and open posting areas identified and maintained throughout the College campus on which students, student clubs and recognized student organizations, College Faculty and Staff, and members of the community may post materials.

b. The number of such bulletin boards may change from time to time. Materials may be posted on such bulletin boards with approval of the Chief Student Services Officer or designee. Materials posted in all other locations will be removed, including windows, classroom doors, walls, etc.

c. Open posting bulletin boards and open posting areas will be cleaned periodically.

2. Posting by Student Clubs and Recognized Student Organizations

a. Student Clubs and Recognized Student Organizations (collectively referred to as "student clubs") may have printed materials relating to activities and events that have been approved pursuant to Administrative Procedure 5450 posted on bulletin boards reserved for student clubs, official College communications, as well as in authorized open posting areas.

b. Prior to posting of such materials by student clubs, the materials will be presented to the Office of Student Activities at each campus for the purpose of receiving an expiration date stamp, on materials to be posted on bulletin boards reserved for student clubs, and official College communications. Such expiration date stamped materials may only be removed by a representative of the originating club or organization, or at the direction of the Office of Student Activities at each campus, but neither expiration nor removal shall occur sooner than two weeks after the expiration date stamp appearing on any posted material, or the day after the scheduled event or activity.

c. Student clubs and organizations may bring a draft of the materials to be posted to the Office of Student Activities for assistance with design and content.

3. Rules Governing the Posting of Materials

a. Approved posting locations are bulletin boards labeled "Student Spaces" or approved bulletin boards in classrooms.

b. Do not post on glass, painted surfaces (including painted light posts and railings), or trees.

c. All postings must use adhesive tape only. Staples may be used on the bulletin boards. Duct tape is not allowed. The Student Activities Offices at each college recommends using the blue painters tape found at most home improvement or drug stores.

d. Postings may not be placed over previously posted or approved materials.

e. Originating individuals and organizations are requested to take responsibility for maintaining its posting in a neat manner.

I. Use of College Facilities

1. The purpose of these policies is to assure the full effective use and enjoyment of the facilities of the college campus as an educational institution. Orderly procedures are necessary to promote the use of facilities by students and college personnel, to conserve and protect facilities for educational use and to prevent interference with college functions.
2. Available college facilities may be used and shall be reserved in advance for meetings and other events related to their purpose by:
   a. chartered student organizations;
   b. certificated personnel;
   c. organizations of college employees;
   d. the associated students;
   e. groups of ten or more students;
   f. community organizations and groups under the Civic Center Act. (Education Code, 82537-82548).
3. Reservation of college facilities shall be made through the Student Activities Office in advance of the event. Reservations will be granted in the order of application, unless considerations of format, room size or equitable distribution of special facilities will require adjustments. Student groups should also seek approval from the Student Activities Specialist.
4. The college may make reasonable charges for the use of college facilities by community groups in accordance with the civic center charges as published by the Ventura County Community College District.
5. Outdoor meetings and events
   a. Students and college personnel may gather at reasonable places and times on the campus consistent with the orderly conduct of college affairs and the free flow of traffic. Interference with entrances to buildings and college functions or activities, disturbance of offices, classes and study facilities and harm to property are prohibited.
   b. The Vice President of Academic Affairs or designee may approve other areas if unusual circumstances require tables.

6 Tables

a. Student organization and groups cited may maintain a table in the quad areas.

b. Tables shall be staffed at all times. The name of the sponsoring organization shall be displayed at each table.

c. Tables shall be furnished by the Maintenance & Operations Department. Posters shall be attached to the tables.

d. Tables may be used to distribute and exhibit, free of charge, non-commercial announcements, statements and materials and for fund raising. Distributing or soliciting by means of shouting or accosting individuals is prohibited.

J. Shower Facilities for Homeless Students

The District maintains shower facilities for student use on campus that may be used by any homeless student who is enrolled in a minimum of six (6) units of coursework, has paid enrollment fees, and is in good standing with the district.

A homeless student is defined as a student who does not have a fixed, regular, and adequate nighttime residence. This includes, but is not limited to, students who: are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to lack of alternative accommodations; are living in emergency or transitional shelters; have a primary nighttime residence that is a public or private place not designated for or ordinarily used as a regular sleeping accommodation for human beings; or are living

in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.

Shower facilities are located at each college and are open to use by homeless students at hours prescribed by college president. In the event that these hours conflict with the hours of an intercollegiate athletic program, the district will provide an alternative schedule at the direction of the college president.

Exceptions to this Administrative Procedure may occur on a case-by-case basis as determined by the Vice President of Student Services at each college.

Appendix V

Student Rights and Grievances

The purpose of this procedure is to provide a prompt and equitable means of resolving student grievances. These procedures shall be available to any student who reasonably believes a Ventura County Community College (VCCCD), (Moorpark College, Oxnard College, Ventura College), institutional decision or action has adversely affected his or her status, rights, or privileges as a student.

A grievance is an allegation of a violation of any of the following:

- Sex discrimination as prohibited by Title IX of the Higher Education Amendments of 1972.
- Financial aid determinations made at the college or District level.
- Course grades, to the extent permitted by Education Code Section 76224(a), which provides: "When grades are given for any course of instruction taught in a community college District, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student's grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetency, shall be final." "Mistake" may include, but is not limited to, errors made by an instructor in calculating a student's grade and clerical errors.
- The exercise of rights of free expression protected by the state and federal constitutions, Education Code Sections 66301 and 76120, and District Board Policy and Administrative Procedures concerning the right of free expression.
- Violation of published District rules, Board Policies, and Administrative Procedures, except as set forth below.

This procedure ***does not*** apply to:

- Challenges to the process for determining satisfaction of prerequisites, corequisites, advisories, and limitations on enrollment. Information on challenges to prerequisites is available from the Office of the Vice President of Academic Affairs.
- Allegations of harassment or discrimination on the basis of any protected characteristic as set forth in Board Policies 3410 and 3430 and 5 California Code of Regulations Section 53900 et seq. Such complaints may be initiated under the procedures described in the college catalogs.
- Appeals for residency determination. Residency appeals should be filed with the Admissions and Records Office.
- Student disciplinary actions, which are covered under separate Board Policies and Administrative Procedures.
- Police citations (i.e. "tickets"); complaints about citations must be directed to Campus Police.
- Evaluation of the professional competence, qualifications, or job performance of a District employee.
- Claims for money or damages against the District.

Information about other procedures is listed in the college catalogs or may be obtained from the Office of Student Learning.

The alleged wrong must involve an unjust action or denial of a student's rights as defined above. A grievance exists only when such an error or offense has resulted in an injury or harm that may be corrected through this grievance procedure. As noted above there may be other procedures applicable to various other alleged injuries or harms, and this grievance procedure may not be the sole or exclusive remedy, and it may not be necessary to exhaust this process before presenting allegations to other government agencies or the courts. The outcome of a grievance must be susceptible to producing a tangible remedy to the student complaining or an actual redress of the wrong rather than a punishment for the person or persons found in error. For example, a grievance seeking only the dismissal of a District employee is not viable.

Definitions

College Grievance Officer – The administrator in charge of student discipline and/or grievances, appointed by the College President, who shall assist students in seeking resolution by informal means; if informal means are not successful, the College Grievance Officer shall assist students by guiding them through the formal grievance process.

Day – Days during which the District is in session and primary term classes are in session, excluding Saturdays and Sundays.

Grievant – Any student currently enrolled in the college, a person who has filed an application for admission to the college, or a former student. A grievance by an applicant shall be limited to a complaint regarding denial of admission. Former students shall be limited to grievances relating to course grades to the extent permitted by Education Code Section 76224(a).

Respondent – Any person claimed by a Grievant to be responsible for the alleged grievance.

Informal Resolution

Informal meetings and discussion between persons directly involved in a grievance are essential at the outset of a dispute. A student who has a grievance shall make a reasonable effort to resolve the matter on an informal basis prior to filing a formal grievance, and shall attempt to solve the problem with the person with whom the student has the grievance or dispute. If a student cannot resolve a grievance informally with the Respondent, then the student will request a meeting with the Respondent's administrator, manager, or division chairperson, who shall meet with the student in an attempt to resolve the issue and may meet with the student and Respondent either jointly or separately. An equitable solution should be sought before persons directly involved in the case have stated official or public positions that might tend to polarize the dispute and render a solution more difficult.

At any time, the student may request the assistance of the College Grievance Officer in understanding or arranging the informal resolution process.

At no time shall any of the persons directly or indirectly involved in the case use the fact of such informal discussion, the fact that a grievance has been filed, or the character of the informal discussion for the purpose of strengthening the case for or against persons directly involved in the dispute or for any purpose other than the settlement of the grievance.

Formal Resolution

In the event an informal resolution is not reached, the grievant shall submit a preliminary written statement of the grievance to the College Grievance Officer within 20 days of the incident on which the grievance is based, or 20 days after the student knew or with reasonable diligence should have known of the basis for the grievance, whichever is later. Within 10 days following receipt of the preliminary written statement of the grievance, the College Grievance Officer shall advise the student of his or her rights and responsibilities under these procedures, and assist the student, if necessary, in the final preparation of the formal written statement of the grievance.

The submission of this formal signed and dated written description of the complaint signals the beginning of the formal resolution, serves as the request for a hearing, and shall serve as the dated start of the hearing timeline.

The College Grievance Officer will submit a copy of the formal written grievance to the Respondent. The Respondent will be given an opportunity to submit a written response to the allegations to the College Grievance Officer. This response must be received within 10 days, and shall be shared with the Grievant.

Hearing Procedures

Grievance Hearing Committee – The hearing panel for any grievance shall be composed of one administrator, one faculty member and one student. At the beginning of the academic year, and no later than October 1st, the College President, the President of the Academic Senate, and the Associated Students President shall each establish a list of at least two persons who will serve on student Grievance Hearing Committees.

The College President will identify two administrators; the President of the Academic Senate will identify two faculty; and the Associated Students President will identify two students. The College President, or designee, shall appoint the Grievance Hearing Committee from the names in this pool; however, no administrator, faculty member or student who has any personal involvement in the matter to be decided, who is a necessary witness, who is a relative of any party or witness, or who could not otherwise act in a neutral manner shall serve on the Grievance Hearing Committee.

Upon notification of the Grievance Hearing Committee composition, the Respondent and Grievant shall each be allowed one peremptory challenge. The College President, or designee, shall substitute the challenged member or members from the panel pool to achieve the appropriate Grievance Hearing Committee composition. In the event that the pool names are exhausted in any one category, further designees shall be submitted by the College President (for administrators), the President of the Academic Senate (for faculty), or the Associated Student President (for students).

The Grievance Officer shall sit with the Grievance Hearing Committee but shall not serve as a member or vote. The Grievance Officer shall coordinate all scheduling of hearings, and shall serve to assist all parties and the Grievance Hearing Committee to facilitate a full, fair and efficient resolution of the grievance.

A quorum shall consist of all three members of the Committee.

Grievance Hearing Committee Chair – The College President, or designee, shall appoint one member of the Grievance Hearing Committee to serve as the chair. The decision of the Grievance Hearing Committee Chair shall be final on all matters relating to the conduct of the hearing unless there is a vote by both other members of the Grievance Hearing Committee to the contrary.

Time Limits – Any times specified in these procedures may be shortened or lengthened if there is mutual concurrence by all parties in writing.

Hearing Process – Within 10 days following receipt of the formal written statement of the grievance and request for hearing, the College President or designee shall appoint a Grievance Hearing Committee as described above. The names of the Grievance Hearing Committee shall be forwarded to the Grievant and the Respondent. They will each have 5 days to exercise the right to a preemptory challenge of a single committee member. After 5 days the right to challenge the committee composition will be deemed waived. Within 10 days of confirmation, the Grievance Hearing Committee and the Grievance Officer shall meet in private and without the parties present to determine whether the written statement of the grievance presents sufficient grounds for a hearing.

The determination of whether the Statement of Grievance presents sufficient grounds for a hearing shall be based on the following considerations:

- The statement satisfies the definition of a grievance as set forth above;
- The statement contains facts which, if true, would constitute a grievance under these procedures;
- The grievant is a student, which under certain circumstances includes applicants and former students, and meets the definition of "grievant" as set forth in these procedures;
- The grievant is personally and directly affected by the alleged grievance;
- The grievance seeks a remedy which is within the authority of the hearing panel to recommend or the college president to grant;
- The grievance was filed in a timely manner;
- The grievance is not clearly frivolous, clearly without foundation, or clearly filed for purposes of harassment.

If the grievance does not meet all of the above requirements, the Grievance Hearing Committee Chair shall notify the student in writing of the rejection of the request for a grievance hearing, together with the specific reasons for the rejection and the procedures for appeal. This notice will be provided within 5 days of the date the decision is made by the Grievance Hearing Committee.

The student may appeal the Grievance Hearing Committee's determination at the statement of grievance does not present a grievance as defined in these procedures by presenting his/her appeal in writing to the College President within 5 days of the date the student received that decision. The College President shall review the statement of grievance in accordance with the requirements for a grievance provided in these procedures, but shall not consider any other matters, including any facts alleged in the appeal that were not alleged in the original grievance. The College President's decision whether or not to grant a grievance hearing shall be made within 10 days and shall be final and not subject to further appeal.

If the statement of the grievance satisfies each of the requirements, the College Grievance Officer shall schedule a grievance hearing to begin within 30 days following the decision to grant a Grievance Hearing. All parties to the grievance shall be given at least 10 days' notice of the date, time and place of the hearing.

Before the hearing commences, the members of the Grievance Hearing Committee shall be provided with a copy of the grievance, the written response provided by the Respondent, and all applicable policies and administrative procedures. The Grievance Hearing Committee may request other documents as needed.

A time limit on the amount of time provided for each party to present its case, or any rebuttal, may be set by the Grievance Hearing Committee. Formal rules of evidence shall not apply. All witnesses shall be bound by the Student Code of Conduct and Professional Codes of Ethics to present truthful evidence. Any witnesses not so bound will testify under oath, subject to the penalty of perjury. Any relevant evidence may be admitted at the discretion of the Grievance Hearing Committee Chair, in consultation with the College Grievance Officer and Grievance Hearing Committee. Hearsay evidence and written statements will be admissible, but will be insufficient, alone, to establish the allegations.

The Grievance Hearing Committee Chair, in consultation with the Grievance Hearing Officer and Grievance Hearing Committee, shall be responsible for determining the relevancy of presented evidence and testimony, the number of witnesses permitted to testify, and the time allocated for testimony and questioning. The Grievance Hearing Committee Chair, in consultation with the Grievance Hearing Committee, shall further be responsible for instructing and questioning witnesses on behalf of the Grievance Hearing Committee, and for dismissing any persons who are disruptive or who fail to follow instructions. The Grievance Hearing Committee Chair, in consultation with the College Grievance Officer, shall have the final decision on all procedural questions concerning the hearing.

The Grievance Hearing Committee shall conduct the hearing in accordance with established standards of administrative procedure. Unless the Grievance Hearing Committee determines to proceed otherwise, each party to the grievance shall be permitted to make an opening statement. Thereafter, the grievant shall make the first presentation, followed by the respondent. The grievant may present rebuttal evidence after the respondent completes presentation of his or her evidence. The burden shall be on the grievant to prove by a preponderance of the evidence that the facts alleged are true and that a grievance has been established as presented in the written statement of the complaint.

Both parties shall have the right to present statements, testimony, evidence, and witnesses. Each party shall have the right to be represented by a single advisor but not a licensed attorney. The Grievance Hearing Committee may request legal assistance for the Committee itself through the College President. Any legal advisor provided to the Grievance Hearing Committee may be present

during all testimony and deliberations in an advisory capacity to provide legal counsel but shall not be a member of the panel or vote with it.

The grievant shall, in consultation with the College Grievance Officer, have the right to be served by a translator or qualified interpreter to ensure his/her full participation in the proceedings.

Hearings shall be closed and confidential. No other persons except the Grievant and his/her representative and/or translator/interpreter, the Respondent and his/her representative, scheduled single witnesses, the College Grievance Officer, the Grievance Hearing Committee members, and the Committee's legal advisor, if any, shall be present. Witnesses shall not be present at the hearing when not testifying, unless all parties and the Grievance Hearing Committee agree to the contrary. The rule of confidentiality shall prevail at all stages of the hearing. Moreover, the Grievance Hearing Committee members shall ensure that all hearings, deliberation, and records remain confidential in accordance with the Family Educational Rights and Privacy Act (FERPA), California Education Code Section 76200 et seq., and District Board Policies and Administrative Procedures related to the privacy of student and employee records.

The hearing shall be recorded by the District by electronic means such as audiotape, videotape, or by court reporting service and shall be the only recording made. No other recording devices shall be permitted to be used at the hearing. Any witness who refuses to be recorded shall not be permitted to give testimony. A witness who refuses to be recorded shall not be considered to be unavailable within the meaning of the rules of evidence, and therefore an exception to the hearsay rule for unavailability shall not apply to such witness.

At the beginning of the hearing, on the record, the Grievance Hearing Officer shall ask all persons present to identify themselves by name, and thereafter shall ask witnesses to identify themselves by name. The recording shall remain the property of the District and shall remain in the custody of the District at all times, unless released to a professional transcribing service. Any party to the grievance may request a copy of the recording. Any transcript of the hearing requested by a party shall be produced at the requesting party's expense.

Following the close of the hearing, the Grievance Hearing Committee shall deliberate in closed session with the Grievance Officer. The Grievance Officer shall assist with procedure but shall not be a voting member of the committee. These deliberations shall not be electronically recorded and the proceedings shall be confidential for all purposes. Within 30 days following the close of the hearing, the Grievance Hearing Committee shall prepare and send a written decision to the College Grievance Officer to be forwarded to College President. The decision shall include specific factual findings regarding the grievance, and shall include specific conclusions regarding whether a grievance has been established as defined in these procedures. The decision shall also include a specific recommendation regarding the relief to be afforded the Grievant, if any. The decision shall be based only on the record of the hearing, and not on any matters outside of that record. The record consists of the original grievance, any written response, and the oral and written evidence produced at the hearing, and additional information or documentation related to the hearing that is requested by the Grievance Hearing Committee. The District shall maintain records of all Grievance Hearings in a secure location on District premises for a period of 7 years.

College President's Decision

The College President, at his/her discretion, may accept, reject, or modify the findings, decision, and recommendations of the Grievance Hearing Committee. The factual findings of the Grievance Hearing Committee shall be accorded great weight. The College President may additionally remand the matter back to the Grievance Hearing Committee for further consideration of issues specified by the College President. Within 20 days following receipt of the Grievance Hearing Committee's decision and recommendation(s), the College President shall send to all parties his or her written decision, together with the Grievance Hearing Committee's decision and recommendations. If the College President elects to reject or modify the Grievance Hearing Committee's decision or a finding or recommendation contained therein, the College President shall review the record of the hearing, and shall prepare a new written decision that contains specific factual findings and conclusions. The decision of the College President shall be final, subject only to appeal as described below.

Any party to the grievance may appeal the decision of the College President after a hearing before a Grievance Hearing Committee by filing an appeal with the Chancellor. The Chancellor may designate a District administrator to review the appeal and make a recommendation.

Any such appeal shall be submitted in writing within 5 days following receipt of the College President's decision and shall state specifically the grounds for appeal.

The written appeal shall be sent to all concerned parties by the Chancellor or designee. All parties may submit written statements, within 5 days of receipt, in response to the appeal.

The Chancellor or designee may review the record of the hearing and the documents submitted in connection with the appeal, but shall not consider any matters outside of the record and the appeal.

If the Chancellor chooses a designee to review the record and appeal statements, that designee shall make a written recommendation to the Chancellor regarding the outcome of the appeal. The Chancellor may decide to sustain, reverse or modify the decision of his/her designee.

The decision on appeal shall be reached within 21 days after receipt of the appeal documents. The Chancellor's decision shall be in writing and shall include a statement of reasons for the decision. Copies of the Chancellor's appeal decision shall be sent to all parties.

The Chancellor's decision shall be final.

Appendix VI

Sexual Misconduct

California Education Code Section 67385 requires that community college districts adopt and implement procedures to ensure prompt response to victims of sexual misconduct which occur on campus or during official campus events, as well as providing the victims with information regarding treatment options and services.

The institutions of the Ventura County Community College District (VCCCD), (Moorpark College, Oxnard College, Ventura College), exercise care to keep its campuses free from conditions which increase the risk of crime. Crimes of rape and other forms of sexual assault are violations of VCCCD standards and will not be tolerated on campus. California statutes and the VCCCD Standards of Student Conduct prohibit sexual assaults. Where there is cause to believe the District's regulations prohibiting sexual assault have been violated, the District will pursue strong disciplinary actions including suspension or dismissal from the college.

Ventura County Community College District is committed to providing prompt, compassionate services to those individuals who are sexually assaulted, as well as follow-up services, if needed.

Administrative Regulations and Procedures Concerning Incidents of Sexual Assault on Campus:

Introduction

Education Code Section 67385 requires that the governing board of each community college district adopt and implement clear, consistent, and written procedures to ensure that specific victims of sexual assault which occurred on campus property or during college sponsored events shall receive information regarding available treatment options and services, both on and off campus, as well as to ensure that the colleges will promptly respond to the option selected by the victim.

Definitions

For the purpose of the legislation, the following definitions are offered.

- "Specific population" and "specific victim" include students, faculty and staff.
- "Sexual assault" is any kind of sexual activity which is forced upon a person against his or her will. The definition includes, but is not limited to: rape (including "date" or "acquaintance rape"), forced sodomy, forced oral copulation, rape by a foreign object, or sexual battery or threat of sexual assault.
- "On campus" is defined quite broadly to include: 1) any building or property owned or controlled by the District within the same reasonable contiguous geographic area and used by the District in direct support of, or related to, its educational purposes; or 2) any building or property owned or controlled by student organizations recognized by the institution.
- "Official college sponsored events" include, but are not limited to, all classes off campus, field trips, or any event on the college calendar.
- " Victim" of sexual assault is generally referred to here as being female, but could also include a male.

College Policy

VCCCD colleges exercise care to keep the campus free from conditions which increase the risk of crime. Crimes of rape and other forms of sexual assault will not be tolerated on campus.

The Ventura County Community College District Student Code of Conduct prohibits sexual assaults, as do California criminal statutes.

The Board of Trustees commits the college to taking prudent action to prevent sexual assaults from occurring and to ensure that students, faculty and staff are not adversely affected for having brought forward a charge of rape or other forms of sexual assault. Where there is cause to believe the college's regulations prohibiting sexual assault have been violated, the institution will pursue strong disciplinary actions which include the possibility of suspension or dismissal from the college.

In addition, a student, faculty, or staff member charged with sexual assault can be prosecuted under California criminal statutes in addition to being disciplined under the Student Code of Conduct or Education Code, as applicable. Even if prosecution does not take place, the campus may pursue disciplinary action.

The Board of Trustees is also committed to provide prompt, compassionate services to those individuals who are sexually assaulted and to provide follow-up services as needed.

Sexual Assault Response and Information

If you have been sexually assaulted, it is important that you seek help immediately. If you are the victim of a sexual assault, please take the following steps:

- Go to a safe place as soon as possible.
- Contact the Campus Police as soon as possible.
- Call someone you trust to be with you, such as a relative, close friend, or rape crisis counselor.
- Try to preserve all evidence. Do not wash, use the toilet, or change clothing. If you do change clothes, place all clothing – outer clothing as well as inner – into a paper (not plastic) bag.
- Do not bathe, shower or douche.

The Campus Police will assist with obtaining medical attention, either at the hospital or the Student Health Center. A Rape Crisis Counselor will be available at the hospital.

Following are the phone numbers for the Campus Student Health Centers:

Moorpark College – (805) 378-1413

Oxnard College – (805) 678-5832

Ventura College – (805) 289-6346

Further resources are available at each Student Health Center.

Legal Reporting Requirements and Procedures

The reporting of rape and other forms of sexual assault follows the same procedures as the reporting of any crime. No special information is required, but the report needs to include certain standard information such as where the incident occurred, to whom (identified by name and age) and exactly what happened.

Once a victim of sexual assault has chosen to notify authorities about the assault and chooses to pursue prosecution, a medical legal examination should be performed as soon after the assault as possible and within hours for evidence.

List of Campus Services and Personnel Available to Assist with Incidents of Sexual Assault.

- **Oxnard Campus Police** **(805) 678-5805**
- Oxnard Health Services (805) 678-5832
- Title IX Coordinator (805) 678-5195
- Oxnard Office of the Vice President of Student Development (805) 678-5847

Procedures for Ongoing Case Management

With the victim's consent, follow-up intervention may be provided, as needed, by a College Mental Health Professional for psychological counseling. The Vice President of Student Support (or designee) will track the victim's academic progress and will assist, when requested, by arranging academic counseling, tutoring, and other services deemed appropriate.

The Vice President of Student Support (or designee) or the Associate Vice Chancellor of Human Resources (or designee) will initiate disciplinary procedures and inform the victim of the status of any disciplinary actions and the Vice President of Student Support will keep the College President informed.

The following individuals may also be contacted, as appropriate, on a need-to-know basis by the aforementioned administrators: DSPS Coordinator, Health Services Coordinator, Division Deans, Instructors, Chancellor, Vice Chancellor, Personnel Services or Public Information Officer.

Procedures to Guarantee Confidentiality

In all associations with the public, the media, family and friends of the victim, and in accordance with the Family Rights and Privacy Act and the Buckley Amendment, the name of the victim and/or specific details of the assault will be released only when essential to the health and safety of the individual assaulted or that of other members of the campus community. The Public Information Officer will be kept informed and will interface with the media, general public, students and staff. Other campus personnel dealing with the incident should refer any inquiries to the Public Information Office.

In addition, and in full accordance with Chapter 593 of the Education Code, no person, persons, agency or organization permitted access to student records (including security records about incidents involving the college's students) shall permit access to any information obtained from those records by any other person, persons, agency or organization without the written consent of the students involved.

The victim of any sexual assault which is the basis of any disciplinary action taken by the community college shall be permitted access to that information in compliance with the Buckley Amendment. Access to this information shall consist of a notice of the results of any disciplinary action taken by the college and the results of any appeal. This information shall be provided to the victim within three days following the said disciplinary action or appeal.

Information Regarding Other Options

Criminal Actions – Once an incident of sexual assault has been reported to the appropriate police department by college personnel, it is up to the police department to collect information, including the legal/medical exam, and to investigate the matter. The information is then turned over to the District Attorney's office to determine if criminal prosecution is appropriate. The District Attorney's office has the ultimate responsibility to determine whether the incident is a criminal offense and to bring it before the courts for punitive action against the assailant. Punitive consequences can include fines, probation and incarceration. If there is not sufficient evidence for the case to be passed on to the District Attorney, the police may decide to initiate an investigation to gather the necessary information which could lead to a prosecution.

Civil Actions – If the victim of the sexual assault decides that she/he wants to pursue a civil action for damages against the perpetrator, then the victim should consult with an attorney for the civil legal action. The District Attorney's office is reluctant to refer to any particular civil attorney, but the Ventura County Coalition Against Domestic and Sexual Violence has a complete referral list of local attorneys with whom they have had experience. In addition, the names of attorneys may be obtained through the Ventura County Bar Association.

Disciplinary Process through the College – Various forms of discipline may be imposed on a student who is guilty of misconduct ranging from warning, reprimand, probation, and suspension to expulsion. The student disciplinary procedures of the college are described in this catalog. They are initiated by the Vice President of Student Support (or a designated Conduct Officer). Faculty and staff are subject to the college's disciplinary action policies.

Mediation Services – Mediation between any of the "specific population" involved in a sexual assault incident at the college is available and may be arranged through the Vice President of Student Support.

Academic Assistance Alternatives – Academic assistance for victims of sexual assault includes tutoring, switching to different sections or classes, academic counseling, receiving a grade of "Incomplete" or "Withdrawal," or assistance in transferring.

Harassment Restraining Order – Under California law (section 527.6 of the Code of Civil Procedure), courts can make orders to protect people from being harassed by others. These orders are enforced by law enforcement agencies. A victim who desires to obtain such an order must file an action in the Superior Court. Simplified procedures for obtaining such orders have been established by the courts. An instructional booklet that tells what court orders a victim of harassment can obtain and how to get them is available from the Clerk of the Ventura County Superior Court, Hall of Justice, 800 South Victoria Avenue, Ventura, CA 93009.

Appendix VII

Student Discipline Procedures

Reference: Education Code Section 66300, 66301, 72122, 76030, 76033, 76232

A student enrolling in a Ventura County Community College District (VCCCD) institution, (Moorpark College, Oxnard College, Ventura College), assumes an obligation to conduct him/herself in a manner compatible with the college's function as an educational institution. The purpose of this procedure is to provide a prompt and equitable means to address violations of the Student Code of Conduct which provides to the student or students involved appropriate due process rights. This procedure will be applied in a fair and equitable manner and not for purposes of retaliation.

It is not intended to substitute for criminal or civil proceedings that may be initiated by other agencies. These Administrative Procedures are not intended to infringe in any way on the rights of students to engage in free expression as protected by the state and federal constitutions, and by Education Code Sections 66301 and 76120, and will not be used to punish expression that is protected.

Student conduct must conform to the Student Code of Conduct established by the Governing Board of the Ventura County Community College District in collaboration with college administrators and students. Violations of such rules are subject to disciplinary actions which are to be administered by appropriate college authorities. The Ventura County Community College District has established procedures for the administration of the penalties enumerated here. College authorities will determine the appropriate penalty(ies).

Definitions of Key Terms

Chief Student Services Officer (CSSO) – A college's Vice President of Student Support or designee.

Day – Days during which the District is in session and primary term classes are in session, excluding Saturdays and Sundays.

District – The Ventura County Community College District.

Good Cause for Disciplinary Action – As used in this procedure, "good cause" for disciplinary action includes any violation of the VCCCD Student Code of Conduct as set forth in Board Policy 5500 and Education Code section 76033, when the conduct is related to college activity or college attendance.

Attorney Use Policy

The intent of the NAME College student conduct process is to provide a developmental opportunity to provide reflection and sustained behavioral change in instances where a disruption to the learning environment has occurred. This process is not designed to be adversarial, even where there is lack of agreement on the facts, circumstances or proposed sanction.

As such, it is the policy of NAME College to exclude the use of attorneys in student conduct proceedings. An exception to this policy is hereby granted in instances where the college has decided to proceed with a student conduct hearing based on the same behaviors for which the student is currently subject to prosecution for a felony offense or matters involving any violations of Title IX of the Federal Education Code. In such instances, the student may be accompanied by one attorney (or non-attorney) of his or her choice to act as an advisor. During the hearing the advisor shall not speak on behalf of the student. A representation letter is requested from the attorney five working days before the hearing.

Student Code of Conduct

The purpose of these standards is to ensure a safe, respectful and productive learning environment for VCCCD students, staff, faculty and administrators. In order for the colleges and the district to fulfill their mission of student learning achievement, all employees must feel secure in their work setting. Student conduct that negatively impacts the ability of students to meet their educational goals or employees to carry out their professional job responsibilities will be subject to the terms of this procedure.

Definitions: The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension or expulsion of a student.

The procedures shall be made widely available to students through the college catalog and other means. Students who violate any of the following standards for student conduct while at the district office, on the college campus or during off-campus college-sponsored activities are subject to the procedures outlined in Administrative Procedures 5520: Student Discipline Procedures:

1. Causing, attempting to cause, or threatening to cause physical injury to another person or to one's self.
2. Possession, sale or otherwise furnishing a weapon, including but not limited to, any actual or facsimile of a firearm, knife, explosive or other dangerous object, or any item used to threaten bodily harm without written permission from a District employee, with concurrence of the College President or designee.
3. Use, possession, distribution, or offer to sell alcoholic beverages, narcotics, hallucinogenic drugs, marijuana, other controlled substances or dangerous drugs while on campus or while participating in any college-sponsored event.

4. Presence on campus while under the influence of alcoholic beverages, narcotics, hallucinogenic drugs, marijuana, other controlled substances or dangerous drugs except as expressly permitted by law. (Use or possession of medical marijuana is not allowed on any college property.)
5. Committing or attempting to commit robbery or extortion.
6. Causing or attempting to cause damage to District property or to private property on campus.
7. Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
8. Willful or persistent smoking (including e-cigarettes or use of similar mechanisms) in any area where smoking has been prohibited by law or by regulation of the College or the District. Smoking is prohibited on the Oxnard College campus, including buildings, open spaces and parking lots.
9. Engaging in intimidating conduct or bullying against another student through words or actions, including direct physical contact, verbal assaults, such as teasing or name-calling, social isolation or manipulation, and cyber-bullying.
10. Engaging in harassing or discriminatory behavior. The District's response to instances of sexual harassment will follow the processes identified in Board Policy and Administrative Procedures 3430.
11. Obstruction or disruption of classes, administrative or disciplinary procedures, or authorized college activities.
12. Disruptive behavior, willful disobedience, profanity, vulgarity, lewd, or other offensive conduct, on campus or during campus sponsored activities.
13. The persistent defiance of authority or abuse of District/college personnel.
14. Academic dishonesty, cheating, or plagiarism.
15. Dishonesty, forgery, alteration or misuse of District/college documents, records or identification, or knowingly furnishing false information to the District/college or any related off-site agency or organization.
16. Unauthorized entry to or use of District/college facilities.
17. Engaging in expression which is obscene, libelous, or slanderous, or which so incites students as to create a clear and present danger of the commission of unlawful acts on college/District premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.
18. Violation of District/college rules and regulations including those concerning student organizations, the use of District/college facilities, or the time, place, and manner (see AP 3900) of public expression or distribution of materials.
19. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
20. Unauthorized preparation, giving, selling, transfer, distribution, or publication of any recording or photography of an academic presentation in a classroom or equivalent site of instruction, including but not limited to written class materials, except as permitted by District policy, or administrative procedure.
21. Violation of professional ethical code of conduct in classroom or clinical settings as identified by state licensing agencies (Board of Registered Nursing, Emergency Medical Services Authority, Title 22, Peace Officers Standards & Training, California Department of Public Health).

Students who engage in any of the above are subject to the procedures outlined in AP 5520.

Faculty – Any academic employee of the District who has responsibility for the student's educational program.

Student – Any person currently enrolled as a student at any college or in any program offered by the District.

Time Limit – Any times specified in these procedures may be shortened or lengthened if there is mutual written concurrence by all parties.

Definitions of Types of Discipline

(listed in order of severity)

The following sanctions may be imposed upon any student found to have violated the Student Code of Conduct. The selection of the degree of severity of sanction to be imposed shall be commensurate with the severity of offense. The availability of a less severe sanction does not preclude imposition of a more severe sanction in any circumstance where the more severe sanction is deemed appropriate.

Warning – Documented written or verbal notice to the student by the CSSO, or designee, that continuation or repetition of specific conduct may be cause for other disciplinary action. A warning is retained in the college discipline files for two complete academic years.

Reprimand – Written notice to the student by the CSSO, or designee, that the student has violated the Student Code of Conduct. A reprimand serves as documentation that a student's conduct in a specific instance does not meet the standards expected at the college and that further violations may result in more severe disciplinary sanctions. A reprimand is permanently retained in the college discipline files.

Temporary Removal from Class – Exclusion of the student by Faculty for good cause for the day of the removal and the next class meeting or activity. [Education Code Section 76032.]

Short-Term Suspension – Exclusion of the student by the CSSO, or designee, for good cause from one or more classes or activities for a period of up to ten (10) consecutive school days. [Education Code Sections 76030 and 76031.]

Immediate Interim Suspension –The College President or designee may order immediate suspension of a student for good cause from one or more classes and/or activities/programs, or from all classes and/ or activities/programs of the college where he or she concludes that immediate suspension is required to protect lives or property and to ensure the maintenance of order. In cases where an interim suspension has been ordered, the time limits contained in these procedures shall not apply, and all hearing rights, including the right to a formal hearing where a long-term suspension or expulsion is recommended, will be afforded to the student within ten (10) days. A suspended student shall be prohibited from being enrolled in any community college within the District for the period of the suspension. [Education Code Sections 66017 and 76031; cf. Penal Code Section 626.2.]

Long-Term Suspension – Exclusion of the student by the College President for good cause from one or more classes and/or activities/ programs, or from all classes and/or activities/programs of the college for up to the remainder of the semester and the following semester. A student suspended from all classes, activities and/or programs shall be prohibited from being enrolled in any community college within the District for the period of the suspension. [Education Code Sections 76030 and 76031.]

Expulsion – Exclusion of the student by the Board of Trustees from all colleges in the District for one or more terms when other means of correction fail to bring about proper conduct, or when the presence of the student causes a continuing danger to the physical safety of the student or others. [Education Code Section 76030.]

Procedures for Disciplinary Actions

(listed in order of severity)

Any times specified in these procedures may be shortened or lengthened if there is mutual written concurrence by all parties.

Warning – The CSSO or designee, upon recommendation from Faculty or other District or college employee, shall review the report of alleged misconduct. If it is determined that there has been a violation of the Student Code of Conduct or the Education Code, the CSSO or designee will notify the student that the continuation and/or repetition of misconduct may result in more serious disciplinary action. This notification may be delivered orally or in writing. Documentation of the misconduct and/or the notice given to the student shall be retained in the district discipline files for two complete academic years. Warnings may be appealed directly to the College President. Students may not request a student conduct

hearing to appeal a warning. [Cf. Education Code Section 76232 - challenging content of student records.]

Reprimand – The CSSO or designee, upon recommendation from Faculty or other District or college employee, shall review the report of alleged misconduct. If it is determined that there has been a serious violation of the Student Code of Conduct or the Education Code, the CSSO or designee will notify the student that the continuation and/or repetition of misconduct may result in even more serious disciplinary action. This notification will be delivered in writing. Documentation of the misconduct and the written notice given to the student shall be permanently retained in the district discipline files. Reprimands may be appealed directly to the College President. Students may not request a hearing to appeal a reprimand.

Temporary Removal from Class – Any Faculty may remove a student from his or her class for good cause for the day of the removal and the next class meeting or activity. The Faculty shall immediately report the removal to his/her supervising administrator and the CSSO or designee. A meeting shall be arranged between the student and the Faculty regarding the removal prior to the day that the student is eligible to return to class. If the Faculty or the student makes the request, the CSSO or designee shall attend the meeting. The student is not allowed to return to the class for the day of removal and the next class meeting or activity without the concurrence of the Faculty. Nothing herein will prevent the CSSO or designee from recommending further disciplinary action in accordance with these procedures based on the facts that led to the removal. [Education Code Section 76032.]

Suspensions and Expulsions – Before any disciplinary action to suspend or expel is taken against a student, the following procedures will apply:

NOTICE: The CSSO or designee will provide the student with written notice of the conduct warranting the discipline, stating the facts on which the proposed discipline is based, and providing any evidence on which the college may rely in the imposition of discipline. If the student is a minor, the college may contact the student's parent or guardian regarding any disciplinary referral. The notice shall be deemed delivered if it is personally served on the student, or the student's parent or guardian if the student is a minor, or deposited in U.S. mail to the student's most recent address on file with the college. The notice will include the following:

- the specific section of the Student Code of Conduct or Education Code that the student is accused of violating;
- a specific statement of the facts supporting the proposed discipline and;
- any evidence on which the college may rely in the imposition of discipline. Evidence that may identify other students or which would result in the revelation of test questions or answers need not be provided in advance. Testimony relating to students not subject to discipline may be presented in a manner that protects the anonymity or safety of the third party student. If such testimony is needed, it may be presented under circumstances that protect the safety of such students or maintains the anonymity of other students, as the hearing officer may determine to be in the interests of justice. Similarly, evidence relating to test questions or answers may be presented, if possible, only in a manner that maintains the security of test questions or answers.
- the right of the student to meet with the CSSO or designee to discuss the accusation, and/or to respond in writing;
- the level of the discipline that is being proposed.

Time Limits – The notice described above must be provided to the student as soon as possible and no later than 15 days from the date on which the conduct took place or became known to the CSSO or designee.

Meeting – If the student chooses to meet with the CSSO or designee, the meeting must be requested within 5 days of receiving notice and must occur within 10 days after the request is made. At the meeting, the student must again be told the facts leading to the accusation, and must be given an opportunity to respond orally and/or in writing to the accusation to state why the proposed disciplinary action should not be taken.

Short-Term Suspension – Within 10 days after the delivery of the notice, or, if requested, 10 days after the meeting as to why the proposed disciplinary action should not be implemented, the CSSO shall decide whether to impose a short-term suspension, to impose some lesser disciplinary action, or to end the matter. Written notice of the CSSO's decision shall be provided to the student. The notice will include the length of time of the suspension, or the nature of the lesser disciplinary action, as well as any conditions or limitations placed on the student during the short-term suspension. The CSSO's decision regarding a short term suspension shall be final.

Long-Term Suspension – Within 10 days after the delivery of the notice, or, if requested, within 10 days of a meeting with the CSSO, or designee, the College President shall, based on the recommendation from the CSSO, or designee, decide whether to impose a long-term suspension. Written notice of the College President's decision shall be provided to the student. The notice will include the length of time of the proposed suspension, as well as a statement that the student will be prohibited from being enrolled in any college within the District for the period of the suspension. The notice will include the factual allegations on which the proposed suspension is based, any evidence in the possession of the District on which it will rely in support of the recommended suspension, the right of the student to request a formal hearing before a long-term suspension is imposed, and a copy of the procedures for the hearing.

Expulsion – Within 10 days after the delivery of the notice, or, if requested, within 10 days of a meeting with the CSSO, or designee, the College President shall, pursuant to a recommendation from the CSSO, decide whether to recommend expulsion to the Chancellor and Board of Trustees. Written notice of the College President's decision shall be provided to the student The notice will include the right of the student to request a formal hearing before expulsion is imposed, the factual allegations on which the proposed expulsion is based, any evidence in the possession of the District on which it will rely in support of the recommended suspension, and a copy of the procedures for the hearing.

In addition to the above sanctions, the sanction of restitution may be imposed upon a student, where appropriate, to compensate for loss, damage, or injury. Furthermore, the sanction of administrative hold, to prevent a student from enrolling, may be placed on a student's records y the District if a long-term suspension from all classes and/or activities, or expulsion has been imposed following the formal hearing described below, or the student has failed to meet with the CSSO, or designee, regarding a pending disciplinary matter.

Hearing Procedures for Long-term Suspension and Expulsion

Request for Hearing – Within 5 days after receipt of the College President's decision regarding a long-term suspension or expulsion, the student may request a formal hearing before a hearing panel. The request must be made in writing to the College President and must include a date and the signature of the student or, if the student is a minor, the student's parent or guardian. If the request for hearing is not received within 5 days after the student's receipt of the College President's decision or recommendation in the case of expulsion, the student's right to a hearing shall be deemed waived.

Schedule of Hearing – The formal hearing shall be held within 20 days after a formal request for hearing is received. The parties involved will be asked to attend the hearing and will be given sufficient notice in writing as to the time and place at least 10 days prior to the hearing date.

Hearing Panel – The hearing panel for any disciplinary action shall be composed of one administrator, one faculty member, and one student. At the beginning of the academic year, and no later than October 1st, the College President, the Academic Senate President, and the Associated Students President shall each provide the names of at least two persons willing to serve on Student Disciplinary Hearing Panels. The College President, or designee, shall appoint the Hearing Panel from the names in this pool; however, no administrator, faculty member or student who has any personal involvement in the matter to be decided, who is a necessary witness, who is a relative of any party or witness, or who could not otherwise act in a neutral manner shall serve on a Hearing Panel. Upon notification of the Hearing Panel's composition, the student and the District shall each

be allowed one peremptory challenge. The College President, or designee, shall substitute the challenged member or members and replace them with another member of the panel pool to achieve the appropriate Hearing Panel composition. In the event the pool names are exhausted in any one category, further designees shall be submitted by the College President the Academic Senate President, and/or the Associated Students President. The chairperson may, by giving written notice to both parties, reschedule the hearing as necessary pending the submission of alternate designees.

A quorum shall consist of all three members of the committee.

Hearing Panel Chair – The College President , or designee, shall appoint one member of the Hearing Panel to serve as the chair. The decision of the Hearing Panel Chair shall be final on all matters relating to the conduct of the hearing unless there is a vote by both other members of the Hearing Panel to the contrary.

Hearing Process – Prior to commencement of the hearing, the members of the hearing panel shall be provided with a copy of the accusation against the student and any written response provided by the student, and all applicable student due process policies and administrative procedures. The facts supporting the accusation shall be presented by a college representative who shall be the CSSO or designee.

After consultations with the parties, in the interests of justice, a time limit on the amount of time provided for each party to present its case, or any rebuttal, may be set by the hearing panel. Formal rules of evidence shall not apply. All members of the campus community shall be bound by the Student Code of Conduct or Code of Professional Ethics to provide only true testimony. Witnesses who are not members of the campus community will testify under oath subject to the penalty of perjury. Any relevant evidence may be admitted at the discretion of the Hearing Panel Chair, in consultation with the Hearing Panel. Hearsay evidence will be admissible, but will be insufficient, alone, to establish a charge against the student. The Hearing Panel Chair, in consultation with the Hearing Panel, shall be responsible for determining the relevancy of presented evidence and testimony, the number of witnesses permitted to testify, and the time allocated for testimony and questioning. The Hearing Panel Chair, in consultation with the Hearing Panel, shall further be responsible for instructing and questioning witnesses on behalf of the Hearing Panel, and for dismissing any persons who are disruptive or who fail to follow instructions. If either party refuses to adhere to the instructions of the Hearing Panel Chair the right to the hearing will be deemed waived. The Hearing Panel Chair shall have the final decision on all procedural questions concerning the hearing.

Unless the Hearing Panel determines to proceed otherwise, the college representative and the student shall each be permitted to make an opening statement. Thereafter, the college representative shall make the first presentation, followed by the student. The college representative may present rebuttal evidence after the student completes his or her evidence. The burden shall be on the college representative to establish by a preponderance of the evidence that the facts alleged are true.

The Hearing Panel may request legal assistance for the Panel itself through the College President. Any legal advisor provided to the Hearing Panel may be present during the hearing and in any deliberations in an advisory capacity to provide legal counsel but shall not be a member of the panel or vote with it.

Both parties shall have the right to present statements, testimony, evidence, and witnesses. Each party shall have the right to be represented by a single advisor but not a licensed attorney. The student shall, in consultation with the Hearing Panel, have the right to be served by a translator or qualified interpreter to ensure the student's full participation in the proceedings.

Hearings shall be closed and confidential. No other persons except the student and, the college representative and their non-attorney representatives and/or translators/interpreters, if any, a college appointed court reporter, if any, individual witnesses, the Hearing Panel members, and the Hearing Panel's legal counsel, if any, shall be present. Witnesses shall not be present at the hearing when not testifying, unless all parties and the Hearing Panel agree to the contrary. The rule of confidentiality shall prevail at all stages of the hearing. Moreover, the Hearing Panel members shall ensure that all hearings, deliberations, and records remain confidential in accordance with the Family Educational Rights and Privacy Act (FERPA), California Education Code Section 76200 et seq., and District Board Policies and Administrative Procedures related to the privacy of student and employee records. The hearing shall be recorded by the District by electronic means such as audiotape, videotape, or by court reporting service and shall be the only recording made. No other recording devices shall be permitted to be used at the hearing. Any witness who refuses to be recorded shall not be permitted to give testimony. A witness who refuses to be recorded shall not be considered to be unavailable. The Hearing Panel Chair shall, on the record, at the beginning of the hearing, ask all persons present to identify themselves by name, and thereafter shall ask witnesses to identify themselves by name. The recording shall remain the property of the District and shall remain in the custody of the District at all times, unless released to a professional transcribing service. The student may request a copy of the recording; however, any transcript of the recording requested by the student shall be provided at the student's own expense.

Following the close of the hearing, the Hearing Panel shall deliberate in closed session. These deliberations shall not be electronically recorded and the proceedings shall be confidential. Within 5 days following the close of the hearing, the hearing panel shall prepare and send to the College President a written decision. The decision shall include specific factual findings regarding the accusation, and shall include specific conclusions regarding whether any specific section of the Student Code of Conduct was violated. The decision shall also include a specific recommendation regarding the disciplinary action to be imposed, if any. The decision shall be based only on the record of the hearing, and not on any matters outside of that record. The record consists of the original accusation, the written response, if any, of the student, and the oral and written evidence produced at the hearing. The District shall maintain records of all Disciplinary Hearings in a secure location on District premises for a period of 7 years.

College President's Decision

Long-Term Suspension - Within 15 days following receipt of the hearing panel's recommended decision, the College President shall render a final written decision. The College President may accept, modify or reject the findings, decisions and recommendations of the hearing panel. If the College President modifies or rejects the hearing panel's decision, the College President shall review the record of the hearing, and shall prepare a new written decision that contains specific factual findings and conclusions. The decision of the College President shall be final, and shall be reported to the District Chancellor.

Expulsion - Within 15 days following receipt of the hearing panel's recommended decision, the College President shall render a written recommended decision to the Chancellor. The College President may accept, modify or reject the findings, decisions and recommendations of the hearing panel. If the College President modifies or rejects the hearing panel's decision, he or she shall review the record of the hearing, and shall prepare a new written decision which contains specific factual findings and conclusions. The College President's decision shall be forwarded to the Chancellor as a recommendation to the Board of Trustees.

Board of Trustees Decision

The Board of Trustees shall consider any recommendation from the Chancellor for expulsion at the next regularly scheduled meeting of the Board after receipt of the recommended decision. The Board shall consider an expulsion recommendation in closed session, unless the student has requested that the matter be considered in a public meeting in accordance with these procedures. [Education Code Section 72122.]

The student (and the parent or guardian if the student is a minor) shall be notified in writing, by certified mail, by personal service, or by such method of delivery as will establish receipt, at least 72 hours prior to the meeting, of the date, time, and place of the Board's meeting. The student may, within 48 hours after receipt of the notice, request that the hearing be held as a public meeting.

Even if a student has requested that the Board consider an expulsion recommendation in a public meeting, the Board will hold in closed session any discussion that might be in conflict with the right to privacy of any student other than the student requesting the public meeting. The Board may accept, modify or reject the findings, decisions and recommendations of the Chancellor. If the Board modifies or rejects the Chancellor's recommendation, the Board shall review the record of the hearing, and shall, within 30 days or by the next regular meeting of the Board, whichever is later, prepare a new written decision which contains its specific factual findings and conclusions. The decision of the Board shall be final.

The final action of the Board on the expulsion shall be taken at a public meeting, and the result of the action shall be a public record of the District.

Appendix VIII
Students Right-to-Know

In compliance with the federal Student Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the Ventura County Community College District to make available to all current and prospective students its student profiles of completion and transfer rates and crime awareness statistics.

Student Right-to-Know Completion and Transfer Rates for Fall 2013 Cohort

In compliance with the Student-Right-to-Know and Campus Security Act of1990 (Public Law 101-542), it is the policy of our college district to make available its completion and transfer rates to all current and prospective students. Beginning in Fall 2014, a cohort of all certificate-, degree-, and transfer-seeking first-time, full-time students were tracked over a three-year period. Their completion and transfer rates are listed on the next page. These rates do not represent the success rates of the entire student population at the College nor do they account for student outcomes occurring after this three-year tracking period.Based upon the cohort defined above, a Completer is a student who attained a certificate or degree or became 'transfer prepared' during a three-year period, from Fall 2014 to Spring 2017. Students who have completed 60 transferable units with a GPA of 2.0 or better are considered 'transfer-prepared.' Students who transferred to another post-secondary institution, prior to attaining a degree, certificate, or becoming 'transfer-prepared' during a five semester period, from Spring 2015 to Spring 2017, are transfer students.

This information can be accessed through the following website: srtk.cccco.edu/index.asp.

Rates	Moorpark	**Oxnard**	Ventura
Completion Rate	40.0%	**34.0%**	38.2%
Transfer Rate	12.4%	**5.0%**	6.0%

Crime Awareness Statistics

The security of all members of the campus community is of vital concern to each Ventura County Community College District (VCCCD) institution (Moorpark College, Oxnard College, Ventura College). We ask anyone who witnesses or is a victim of a crime to immediately report it to Campus Police: MC- (805) 378-1455, OC- (805) 678-5805, VC- (805) 289-6486.

Also, we ask everyone to support crime prevention reporting possible unsafe conditions, such as darkened areas or poor lighting where criminal activity can take place.

Crimes Committed on VCCCD Campuses During 2019

Type of Crime:	MOORPARK	OXNARD	VENTURA
Homicide	0	0	0
Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	1	2	2
Vehicle Burglary	7	0	0
Grand Theft	0	0	4
Petty Theft	4	7	9
Motor Vehicle Theft	1	1	1
Arson	0	0	0
Misdemeanor Assault	0	0	0
Alcohol Violations	3	1	8
Drug Violations	3	12	21
Vandalism	9	18	7
Bomb Threats	0	0	0
Fraud/ Embezzlement	0	2	0
Weapons Violation	0	0	1
Battery	0	2	0
Sexual Battery	0	0	0
Indecent Exposure	0	0	0
Felony Arrest	0	0	2
Misdemeanor Arrest	0	1	14
Restraining Order	0	0	0
Hate Crimes	0	0	0
Stalking	0	0	0
Mental Illness Detention	0	0	1
DUI Arrest	0	0	0
Annoying Phone Calls	0	0	1
Sex Offender Registrants	2	6	10
Computer Crime	0	0	0
Traffic Hit and Run	28	4	10
Traffic Accidents	16	7	9
Criminal Threats	0	0	0
Alcohol Law Disciplinary Referrals	0	0	0
Warrant Arrests	0	4	13
Domestic Violence (added 2015)	0	0	0
TOTAL:	74	67	113
Total Crimes on the Campuses (3-year comparisons:)			
2017:	114	41	81
2018:	86	77	80
2019:	74	67	113

In compliance with the Campus Safety Act, the Campus Police Services department compiles annual crime statistics and prepares an Annual Safety Report. This report is available online by going to *http://www.vcccd.edu/departments/police/* and clicking on the link in the left-hand column; or in hard copy format at the Campus Police station on each campus.

Appendix IX
Financial Aid Programs

The Ventura County Community College District (Moorpark, Oxnard, and Ventura College) participates in a variety of financial aid programs in order to assist students in paying for their postsecondary education. The District is dedicated to providing students superior financial services while complying with all state and federal requirements. Financial aid policy and procedure handbooks are available in each college Financial Aid Office.

Financial Aid

Financial aid is available to eligible students through waivers, grants, scholarships, loans and part-time employment. Recipients may receive more than one category of assistance and, in some cases, assistance from all categories depending upon financial need.

While the District subscribes to, and supports, the philosophy that the primary responsibility for funding college expenses lies with students and their families, it recognizes that some students or their families have limited financial resources and are unable to meet all of the expenses associated with higher education without supplemental assistance.

Financial Aid programs may include, but are not limited to:

a. California College Promise Grant (CCPG)

b. Cal Grants

c. Federal Pell Grants

d. Federal Direct Student Loan Programs

e. Federal Supplemental Educational Opportunity Grants (FSEOG)

f. Student Success Completion Grant (SSCG)

g. Chafee Program (for former Foster Youth)

h. Work Student Programs

i. Scholarships

j. California College Promise Programs currently Moorpark College Promise, Oxnard College Promise and Ventura College Promise

Application Process

Students who would like to be considered for financial aid must apply using either the Free Application for Federal Student Aid (FAFSA), or the California Dream Act Application. Links to these forms can be found on the Financial Aid webpages on the college websites. Students who wish to apply for the California College Promise Grant (CCPG) and/or California College Promise Programs may submit a FAFSA or the California Dream Act application each application year.

Some financial aid resources require a student to submit additional application materials; such as scholarships. All students are encouraged to apply for scholarships that may contribute to their financial resources while attending college.

Deadlines

See the Financial Aid webpages on the college websites for specific Financial Aid and Scholarship deadlines under "Important Dates". All deadlines will be strictly adhered to.

Student Eligibility

Recipients of aid from federal and state funded programs must be students enrolled in eligible programs of study for the purpose of obtaining a degree, certificate, or transfer. In addition to financial need, other eligibility requirements for most federal and state programs include:

a. Having a high school diploma, a General Educational Development (GED) certificate, completing home schooling at the secondary level as defined by state law, passing the California High School Proficiency Examination (CHSPE), the High School Equivalency Test (HiSET), or passing the Ability to Benefit Test, administered at the Testing Center and which has been approved by the Department of Education;

b. Being a U.S. Citizen or eligible non-citizen;

c. Maintaining Satisfactory Academic Progress (SAP) in accordance with the standards;

d. Not be in default on federal loan or grant overpayment;

e. Be registered with the selective service, if required;

f. Have a valid social security number.

State aid does not require a student to have a valid social security number. Some AB540 students may be eligible for federal aid, while others may only be eligible for state aid. Deferred Action for Childhood Arrivals (DACA) students are only eligible for state aid.

Residence Classification

Residency classification is the responsibility of the Registrar's Office and shall be determined for each student at the time of application for admission pursuant to California Education Code and Title 5 Administrative Code. The residency determination is that day immediately preceding the opening day of instruction for any session, as set by the district governing board, during which the student proposes to attend a college. Enrollments in late starting classes within a term are subject to this uniform residence determination date (each term only has one residence determination date).

Students shall be notified of residence determination within 14 calendar days of submission of application.

Rules Determining Residence

In order to establish a residence, it is necessary that there be a union of act and intent. To establish residence, a person capable of establishing residence in California must couple his/her physical presence in California with objective evidence that the physical presence is with the intent to make California the home for other than a temporary purpose pursuant to Education Code sections 68017 and 68062 and Title 5 section 54020.

A student who has resided in the state for more than one year immediately preceding the residency determination date is a resident. The one year residence period, which a student must meet to be classified as a resident, does not begin to run until the student is both present in California and has manifested clear intent to become a California resident.

A student who has not resided in the state for more than one year immediately preceding the residency determination date is a nonresident.

The burden is on the student to demonstrate clearly both physical presence in California and intent to establish California residence.

If a student, or the parent of a minor student, relinquish California residence after moving from the state, one full year of physical presence, coupled with one full year of demonstrated intent to be a California resident, is required to reestablish residence for tuition purposes, except as provided by Education Code section 68070. [Student who remains in state after parent moves elsewhere].

(1) The residence of each student enrolled in or applying for enrollment in any class or classes maintained by Ventura County Community College District (VCCCD) shall be determined in accordance with the Education Code which states that every person has, in law, a residency.

Intent to make California the home, for other than a temporary purpose, may be manifest in many ways.

No one factor is controlling.

- Every person who is married or 18 years of age, or older, and under no legal disability to do so, may establish residence.
- A person may have only one residence.

- A residence is the place where one remains when not called elsewhere for labor or other special temporary purpose and to which one returns in seasons of repose.
- A residence cannot be lost until another is gained.
- The residence can be changed only by the union of act and intent.
- The residence of the parent with whom an unmarried minor child maintains his/her place of abode is the residence of the unmarried minor child. When the minor lives with neither parent, the minor's residence is that of the parent with whom the last place of abode was maintained, provided the minor may establish his/her residence when both parents are deceased and a legal guardian has not been appointed.
- The residence of an unmarried minor who has a parent living cannot be changed by the minor's own act, by the appointment of a legal guardian, or by relinquishment of a parent's right of control.

2) Residency Determination for Military Personnel and Dependents

Consult BP 5013 and AP 5013 "Students in the Military" for information regarding residency determination as applied to active-duty military personnel and their dependents.

3) Reclassification

A student previously classified as a nonresident may be reclassified as of any residence determination date upon submission of a Request for Residency Reclassification and adequate documentation to support that California residency has been established.

Requests for Residency Reclassification are to be submitted to the Admissions and Records Office. Written documentation will be required of the student in support of the reclassification request.

A questionnaire to determine financial independence is included in the request for reclassification. The determination that a student is not financially independent will weigh against a request for reclassification.

A student shall be considered financially independent for purposes of residence reclassification if the applicant meets all of the following requirements:

- Has not and will not be claimed as an exemption for state and federal tax purposes by his/her parent in the calendar year prior to the year the reclassification application is made and in any of the three calendar years prior to the reclassification application.
- Has not and will not receive more than seven hundred fifty dollars ($750) per year in financial assistance from his or her parent, in the calendar year the reclassification application is made and in any of the three calendar years prior to the reclassification application, and
- Has not lived and will not live for more than six weeks in the home of his/her parent during the calendar year the reclassification application is made and in any of the three calendar years prior to the reclassification application.
- Relevant documentation to support a finding of financial independence may include tax returns from the student to verify the student's income and from parents to verify the student was not included as a dependent, W-2's, apartment rental contracts for leases, and copies of other necessary financial documentation (bank statements, loans, trusts, etc.) to verify the sources of the student's income/savings.

Financial dependence in the current or preceding calendar year shall weigh more heavily against finding California residence than financial dependence in the preceding second and third calendar years.

Financial dependence in the current or preceding calendar year shall be overcome only if (1) the parent on whom the student is dependent is a California resident, or (2) there is no evidence of the student's continuing residence in another state.

A student who has established financial independence may be reclassified as a resident, if the student has met the requirements of section 54020 (union of act and intent), for one year prior to the residence determination date.

In determining whether the student has objectively manifested intent to establish California residence, financial independence shall weigh in favor of finding California residence and financial dependence shall weigh against finding California residence.

Financial dependence in the current or preceding calendar year shall weigh more heavily against finding

California residence, than shall financial dependence in earlier calendar years. Financial dependence in the current or preceding calendar year shall be overcome only if (1) the parent on whom the student is dependent is a California resident, or (2) there is no evidence of the student's continuing residence in another state. The title 5 section 54032(d) a district to disregard a finding of financial dependence where there is not intent to establish (or maintain) residence in another state. The ultimate question is whether the student has demonstrated intent to become a California resident. Since financial status is only one f actor to be considered and districts may still wish to require some further affirmative showing of objective intent to become a California resident.

4) Non-Citizens

The District may admit any non-citizen who is 18 years of age or a high school graduate.

If non-citizens are present in the United States without lawful immigration status or with any type of temporary visa, they will be classified as nonresidents and charged nonresident tuition unless they meet the exceptions contained below:

If, for at least one year and one day prior to the start of the semester in question, a non-citizen has possessed any immigration status that allows him/her to live permanently in the United States and he/she meets the California residency requirements, the student can be classified as a resident.

Any students who are U.S. citizens, permanent residents of the U.S., and aliens who are not nonimmigrants (including those who are undocumented), may be exempt from paying nonresident tuition if they meet one of the following requirements:

- Total attendance of, or attainment of credits earned while in California equivalent to three or more years of full-time attendance or attainment of credits at any of the following: (a) California high schools; (b) California high schools established by the State Board of Education; (c) California adult schools established by either a county office of education, unified or high school district, or the Department of Corrections and Rehabilitation; (d) campuses of the California community colleges; or (e) a combination thereof; or
- Three or more years of full-time high school coursework in California, and a total of three or more years of attendance in California elementary schools, or a combination of California elementary and secondary schools.

Additionally, the following requirements must be met:

- Graduation from a California high school or attainment of the equivalent thereof; or completed an associate degree from a California Community College; or completed the minimum requirements at a California Community College, or fulfill the minimum transfer requirements established for the University of California or the California State University for students transferring from a campus of the California Community Colleges;
- Registration or enrollment in a course offered by any college in the District for any term commencing on or after January 1, 2002,
- Completion of a questionnaire form prescribed by the Chancellor of the California Community Colleges and furnished by the District of enrollment, verifying eligibility for this nonresident tuition exemption; and

In the case of a student without lawful immigration status, the filing of an affidavit that the student has filed an application to legalize his/her immigration status, or will file an application as soon as he/she is eligible to do so.

Documents and information obtained in implementing this exemption are confidential.

Nonresident students who are U.S. citizens and who reside in a foreign country will be admitted and classified as nonresidents, but exempted from payment of nonresident tuition provided they meet all of the following requirements:

- Demonstrate a financial need for the exemption;
- Has a parent or guardian who has been deported or was permitted to depart voluntarily under the Federal Immigration and Nationality Act;
- Moved abroad as a result of the deportation or voluntary departure;
- Lived in California immediately before moving abroad;
- Attended a public or private secondary school in California for three or more years;
- Upon enrollment, will be in his or her first academic year as a matriculated student in California public higher education;
- Will be living in California and will file an affidavit with the community college stating that her or she intends to establish residency in California as soon as possible;
- Documentation shall be provided by the student as required by the statue as specified in California Education Code Section 76140(a)(5).
- Students receiving this exemption do not receive resident status for the purpose of tuition or financial aid. Rather they are exempt from nonresident tuition under this law. Application for this exemption is initiated at the Admissions and Records Office at the student's primary campus.

Special part-time admission students who are determined to be nonresidents may be admitted and classified as nonresidents but exempt from paying nonresident tuition per California Education Code, Section 76141. The following conditions apply:

- The term "special admission student" refers to concurrently enrolled K-12 students who have been recommended by the principal of the pupil's school and have parental permission to attend a community college during any session or term and who enroll in 11. 99 or fewer units per semester, in accordance with Education Code, Section 76001. (Except that parental permission may not be required for special admission students who are 18 years of age or older.)
- The exemption does not apply to full-time special admissions students.
- This exemption does not apply to categories of students who would be precluded from qualifying for AB 540 nonresident tuition exemption; i.e., a) students who reside outside of California and enroll via Distance Education and b) students on most nonimmigrant visas.
- T and U nonimmigrant visas are eligible for this exemption.
- Students receiving this exemption do not receive resident status for the purpose of tuition or financial aid. Rather they are exempt from nonresident tuition under this law. Application for this exemption is initiated at the Admissions and Records Office on the student's primary campus.

The attendance of nonresident students shall not be claimed for apportionment funding except as allowed by law under the California Education Code and Title 5 Administrative Code.

5) Right To Appeal

Students who have been classified as non-residents have the right to a review of their classification (Title 5 Section 54010 (a)). Any student, following a final decision of residence classification by the Registrar's Office may make written appeal to the Dean of Student Services or designee within 30 calendar days of notification of final decision by the college regarding classification.

6) Appeal Procedure

The appeal is to be submitted to the appropriate dean. The appeal must include a cover letter indicating the student's rationale, and the documented, verifiable evidence as to why his or her residency classification is incorrect.

The appropriate dean shall review all applicable records including the application for admission (may be a copy of the student's online admission application), the residency reclassification request form and supporting documentation, and may request additional information from either the student or the Registrar's Office.

Within 30 calendar days of receipt, the appropriate dean shall send a written determination to the student. The determination shall state specific facts on which the appeal decision was made.

Consortium Agreement

The purpose of a consortium agreement is to establish a process for students to receive student financial aid during a concurrent enrollment period between institutions. Students will receive federal financial aid from their primary college of record, CCPG and California College Promise Program from each campus as determined by enrolled courses per college. Students may receive a California College Promise Grant (CCPG) and/or California Promise Programs (MC Promise, OC Promise, VC Promise) from one or multiple colleges in the VCCCD as determined by enrolled courses per college, program rules, and availability.

Packaging

It is the procedure of the District to package financial aid funds for all students in a manner consistent with federal and state regulations.

Payment Procedures

The Ventura County Community College District (VCCCD) partners with a third-party service provider to deliver financial aid student refund(s).

Overpayments/Overawards

VCCCD will determine the amount of federal and/or state financial aid a student has earned in accordance with federal and state regulations. Recipients of federal programs are subject to the Return of Title IV funds requirements.

Students who receive federal financial aid and do not attend any classes will be required to repay all of the funds they have received. Students who withdraw from all classes prior to completing more than 60% of the semester will have financial aid eligibility recalculated based on the percentage of the semester completed and will be required to repay any unearned financial aid received.

At VCCCD, a student's withdrawal date is:

a. The date the student officially notified the Admissions & Records Office of the intent to withdraw, or
b. The date posted by the instructor indicating the last day of attendance or no attendance.

Accounting Requirements

The District ensures internal checks and balances by separating the functions of authorizing payment and disbursing or delivering funds so that no single person or office exercises both functions for any student receiving Federal Student Aid (FSA) funds.

Satisfactory Academic Progress

The Ventura County Community College District Financial Aid Offices establish Standards of Satisfactory Academic Progress (SAP) in accordance with federal regulations. To be eligible for financial aid, students must meet or exceed these standards. The standards apply to all financial aid recipients and to all college coursework taken including coursework taken from outside colleges if that coursework has been submitted and appears on a Ventura County Community College District (VCCCD) transcript. TTranscript changes after the start of a term, may not be calculated and included until the following term. Failure to maintain these standards may result in loss of financial aid eligibility. Students must meet these requirements to remain eligible to receive financial aid.

Fraudulent Documents

Submission of fraudulent documents or behavior is a violation of the Student Code of Conduct and as such, subject to disciplinary action. The student will be informed that withdrawing the fraudulent document and/or information is not a pardon from disciplinary action. In addition, students who are found to have submitted fraudulent documents will have to repay any funds received. Any student submitting a fraudulent document and/or information will be referred to the Dean of Student Affairs and/or designee for disciplinary action and may be reported to the U.S. Office of Inspector General.

Misrepresentation

Misrepresentation is defined as any false, erroneous, or misleading statement that the District, a representative of the District, or service provider with which the District has contracted to provide educational programs, marketing, advertising, recruiting, or admissions services, makes directly or indirectly to a student, prospective student, a member of the public, an accrediting agency, a state agency, or the United States Department of Education. A misleading statement includes any statement that has the likelihood or tendency to deceive or confuse. If a person to whom the misrepresentation was made could reasonably be expected to rely on, or has reasonably relied on, the misrepresentation, the misrepresentation would be deemed substantial. This procedure does not apply to statements by students through social media outlets or by vendors that are not providing covered services, as reflected herein.

Loss of Eligibility for CCPG

A student shall become ineligible for a CCPG if the student is placed on academic or progress probation, or any combination thereof, for two consecutive semesters (Fall or Spring). Loss of eligibility shall become effective at the first registration opportunity after such determination is made.

The District shall notify students of their placement on academic or progress probation no later than thirty days following the end of the semester that resulted in the student's placement on probation. The notification must clearly state that two consecutive semesters of probation will lead to a loss of the CCPG until the student is no longer on probation. The notification must also advise students about the available student support services to assist them in maintaining eligibility.

The District shall prominently display, and disseminate information ensuring that students are advised about the student support services available to assist them in maintaining and reestablishing CCPG eligibility. Dissemination includes, but is not limited to, the District financial aid website, and information provided in college catalogs and college websites.

Moorpark, Oxnard and Ventura College have established written procedures by which a student may appeal the loss of CCPG due to extenuating circumstances, economic situation, or when a student with a disability applied for, but did not receive, a reasonable accommodation in a timely manner. The procedure is posted on the District and college financial aid websites. Extenuating circumstances are verified cases of accidents, illnesses, or other circumstances that might include documented changes in the student's economic situation or evidence that the student was unable to obtain essential student support services.

***** Appeals for these circumstances will be reviewed by the Loss of Promise Appeals Committee. Appeals are reviewed on a case-by-case basis and prioritized by the date received. Students are notified by e-mail of the outcome.

Appeal Deadlines

Appeals must be submitted before the end of the fiscal year.

Appeal decisions are final.

Submitting an appeal form does not guarantee approval. Appeal approval for Loss of Enrollment Priority and/or CCPG loss will not reinstate eligibility for other financial aid programs (Pell Grant, Direct Loans, etc.) A separate appeal will need to be submitted to the Financial Aid Office and reviewed for financial aid eligibility.

Current and Former Foster Youth and Special Eligibility Categories

Foster youth, former foster youth no older than 25, and students eligible for the CCPG based on the special classifications are not subject to the loss of CCPG eligibility.

In addition, other fee waivers authorized outside of Section 76300(g)(1) are considered special categories and are not subject to loss due to the Section 76300(g)(1) standards.

The special categories are:

- Dependents of California National Guard Members
- Dependents of veterans
- Congressional Medal of Honor recipients and their dependents
- Surviving dependents of the September 11, 2001 attacks
- Dependents of law enforcement or fire suppression personnel
- Persons exonerated of crimes by writ of habeas corpus or pardon

Tuition and Fees for Military Personnel and Dependents

Active duty military personnel and their dependents, military veterans and their dependents are subject to the same criteria and regulations regarding the establishment of California residency as other non-resident students. The information provided herein refers to the assignment of California residency based on active-duty or discharged veteran status solely for the purposes of determining the tuition and fees for eligible service members, former service members and their dependents.

A student who is a member of the Armed Forces of the United States stationed in this state is entitled to resident classification only for the purpose of determining the amount of tuition and fees.

If that member of the Armed Forces of the United States who is in attendance at an institution is thereafter transferred on military orders to a place outside this state where the member continues to serve in the Armed Forces of the United States, he or she shall not lose his or her resident classification so long as he or she remains continuously enrolled at that institution.

A student who is a natural or adopted child, stepchild, or spouse who is a dependent of a member of the Armed Forces of the United States stationed in this state on active duty is entitled to resident classification only for the purpose of determining the amount of tuition and fees.

If that member of the Armed Forces of the United States, whose dependent natural or adopted child, stepchild, or spouse is in attendance at an institution, (1) is thereafter transferred on military orders to a place outside this state where the member continues to serve in the Armed Forces of the United States, or (2) is thereafter retired as an active member of the Armed Forces of the United States, the student dependent shall not lose his or her resident classification so long as he or she remains continuously enrolled at that institution.

Military Veteran Exception

A community college student who was a member of the Armed Forces of the United States stationed in this state on active duty for more than one year immediately prior to being discharged shall be exempt from paying nonresident tuition for up to one year if he or she files an affidavit with the community college stating that he or she intends to establish residency in California as soon as possible.

The one-year exemption provided in paragraph (1) shall be used while the student lives in this state and within two years of being discharged.

A former member of the Armed Forces of the United States who received a dishonorable or bad conduct discharge shall not be eligible for an exemption pursuant to this section.

A student claiming the residence classifications provided for in this procedure must provide a statement from the student's commanding officer or personnel officer providing evidence of active duty assignment to California and the date of the assignment to

California. A student claiming the residence classifications provided for here for the dependent of military personnel shall provide a statement from the military person's commanding officer or personnel officer that the military person's active duty assignment is in California as of the residence determination date, or has been transferred outside of California on active duty after the residence determination date, or that the military person has retired from active duty after the residence determination date. (Title 5 Sections 54041; 54042)

Note that the residency status conferred under this section does not entitle students to the full benefits of classification as a California resident. Students will need to petition for reclassification to California resident status as soon as they are eligible to do so.

Veterans Access, Choice, and Accountability Act (VACA) and SB 81

In accordance with Education Code Section 68075.5(c), a full exemption from the nonresident fee for all students verified to be "covered individuals" per the criteria listed below and that qualify to use Montgomery GI Bill-Active Duty, Post-9/11 GI Bill education benefits or Training and Rehabilitation for Veterans with Service-Connected Disabilities (Chapters 30, 31, and 33, respectively, of Title 38, U.S. Code) while living in California will be eligible for this exemption. A "covered individual" is defined in the VACA Act as:

A Veteran who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school after a period of active duty service of 90 days or more.

An individual eligible for transferred Post-9/11 G.I. Bill benefits while the transferor is on active duty who resides (lives) in California (regardless of his/her formal state of residence) as described in 38 USC 3679(c)(2)(B)(ii)(II).

A spouse or child entitled to transferred education benefits who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school after the transferor's discharge from a period of active duty service of 90 days or more.

A spouse or child using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (provides Post-9/11 GI Bill benefits to the children and surviving spouses of service members who died in the line of duty while on active duty) who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence).

An individual eligible for rehabilitation under 38 U.S. Code § 3102 pursuing a course of education with education assistance from the Training and Rehabilitation for Veterans with Service-Connected Disabilities (Chapter 31) education benefits program.

After expiration of the three-year period following discharge or death as described in 38 U.S.C. 3679(c), a student who initially qualifies under the applicable requirements above will maintain "covered individual" status as long as he or she remains continuously enrolled (other than during regularly scheduled breaks between courses, semesters or terms) at the institution, even if they enroll in multiple programs and shall continue to be exempt from paying nonresident tuition and other fees as described in the updated fee policy described below.

Students eligible for VA education benefits must provide a "Certificate of Eligibility" (COE) or the Authorization of Entrance into Rehabilitation and Certification (Chapter 31 Referral) by the VA that will confirm the approved education benefits for the veteran or eligible dependent (who is made eligible through the Transfer of Entitlement (TOE) to basic educational assistance under chapters 30, 31, and 33 of title 38, U.S. Code). The DD Form 214, Certificate of Release or Discharge from Active Duty, generally referred to as a "DD 214", is also required to confirm the "covered individual" status as it will show the effective date of the veteran's discharge from active service.

Veterans' Administration Education Assistance Programs

The colleges of the Ventura County Community College District are approved to process claims for students who are eligible to receive educational benefits under various Veterans' Administration Education Assistance Programs.

FEES

Required fees include:

I. Enrollment

A. A per unit enrollment fee of $46 shall be charged each student enrolled per term or session. Enrollment fees will be waived for low income students who demonstrate eligibility according to income standards established by the Board of Governors. Dual Enrollment students are exempt from enrollment fees with certain limits.

B. Nonresident tuition with these permissive exemptions

1. All nonresident students enrolling for 6 or fewer units; or
2. A student who is a citizen and resident of a foreign country who demonstrates financial need

C. Nonresident tuition with these mandatory exemptions:

1. All qualifying nonresident special "part-time" students (other than those with a non- immigrant status, such as those present in the United States on a B Visitor Visa *) under an AB 288 College and Career Access Pathways Partnership (CCAP) dual enrollment agreement with a school district, are permitted to enroll in up to 15 credit units and the units may not constitute more than four community college courses per term.
2. All qualifying nonresident special "part-time" students under a non-CCAP dual or concurrent qualifying nonresident special "part-time" students under a non-CCAP dual or concurrent enrollment agreement, are permitted to enroll in up to 11.99 credit u nits per term in accordance with Education Code section 76001(d).

Note: Attendance generated by exempted nonresident special "part-time" students listed above is eligible to be reported for apportionment purposes.

In addition to the enrollment fees of $46 per unit, nonresident students are assessed nonresident tuition fees, that are published in a public location. AB 540 added Education Code Section 68130.5 which provides for exemption of these fees for students who met certain criteria, such as graduating from or having attended a California high school for more than three years.

II. Fees authorized by law include:

A . Non-District physical education facilities

B . Noncredit courses

C . Community service courses

D . Auditing of courses

E . Instructional materials

F . Athletic insurance

G . Cross-Enrollment with CSU or UC

H . Health

The District charges a mandatory health fee for both full-time and part-time students at an amount as defined by Education Code 76355. The current health fee is published in a public location.

The following students are exempted from payment of the fee:

a. Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization.

b. Students who are attending a community college under an approved apprenticeship training program.

c. Students who are exclusively enrolled in one or more noncredit courses.

d. Dual enrollment students enrolled under an AB288 College and Career Access Pathways Partnership Agreement with a school district or under a non-CCAP agreement that specifies the fee exemption. The Dual Enrollment exemption from the fee described above shall not apply when courses occur on the college campus.

III. Parking

A parking fee will be assessed per term to students to park on District property parking lots for automobiles and motorcycles as stipulated in Education Code Section 76360. The current parking permit fees are published in a public location.

I. Transportation (E.C. 76361, 82305.6)

J. Student representation (E.C. 76060.5; 5 CCR 54801-54805)

A fee per semester shall be collected at the time of registration and $1 of that fee is to be used to establish and support the Student Senate of the California Community Colleges (SSCC), the statewide community college student organization recognized by the Board of Governors (BOG).

Students may refuse to pay the fee, without providing a reason, on the same form that is used for the collection of fees.

This fee may not be collected or terminated by a student body election. The current fee is published in a public location. Dual enrollment exemption: K-12 students enrolled under an AB288 College and Career Access Pathways Partnership Agreement or under a non-CCAP agreement that specifies the fee exemption with a school district are exempt. The Dual Enrollment exemption shall not apply when courses occur on the college campus.

K. An optional fee shall be collected at the time of registration and used by the Student Activities Office at each College for the sole use of funding student life. Under the supervision of the senior administrator of student services or designee, the fee will be disbursed into the following accounts: Associated Students General Fund, Associated Student Reserve, Student Clubs and Organizations, and Student Activities.

Students may opt out for any reason. All funds collected will follow the guidelines set forth in VCCCD Board Policy 5420. Dual enrollment exemption: K-12 students enrolled under an A B288 College and Career Access Pathways Partnership Agreement or under a non-CCAP agreement that specifies the fee exemption with a school district are exempt. The current fee is published in a public location. The Dual Enrollment exemption shall not apply when courses occur on the college campus.

L. Student Center (E.C. 76375; 5 CCR 58510)

A Student center fee will be assessed for the purpose of financing, constructing, expanding, remodeling, refurbishing and operating a Student Center. Dual enrollment exemption: K-12 students enrolled under an AB288 College and Career Access Pathways Partnership Agreement or under a non-CCAP agreement that specifies the fee exemption with a school district are exempt. The current fee is published in a public location. The Dual Enrollment exemption shall not apply when courses occur on the college campus.

M. Copies of student records

The District shall charge a reasonable amount for furnishing copies of any student record to a student or former student. No charge shall be made for furnishing the two official transcripts of students' records, or for two verifications of various records. There shall be no charge for searching for or retrieving any student record. The current fee to the student or former student, after having provided the first two transcripts free of charge, for processing transcript requests online is published in a public location. Mailed transcripts will incur an additional delivery fee. Expedited shipping is available for mailed transcripts with no attachments. Same day over the counter official transcript orders can be made at Admissions and Records after payment is made to the Student Business Office on campus.

Students may access their unofficial transcripts free of charge through the student web portal (MyVCCCD) or by in-person request from the Admissions and Records Office.

N. Dormitory

O. Child care

P. Nonresident capital outlay

Education Code section 76141 authorizes community college districts to charge all nonresident students a capital outlay fee. The current fee is published in a public location.

Q. Nonresident application processing

Education Code Section 76142 permits the governing board of each community college district to establish a processing fee for international nonresident applicants. The current fee is published in a public location.

R. Credit by Examination

Fees charged for credit by examination offered pursuant to Title 5, section 55050 are optional fees for service. Persons applying to earn credit by examination will be charged a fee equal to the per unit enrollment fee established per Education Code 76300. The current fee is published in a public location.

S. Use of facilities financed by revenue bonds

T. Refund processing

Section 58508 of Title 5 of the California Code of Regulations permits districts to retain a maximum $10 from enrollment fees as a refund processing fee. Refunds of the enrollment fee, health fee, non-resident tuition and other fees associated with registration shall be made to eligible students who file a refund request by the published deadline. VCCCD enrollment fee refund requests are subject, once a semester, to the withholding of a $10.00 administrative fee.

U. Telephone/Internet registration

The District does not charge this fee (formerly known as the "Remote registration fee").

V. Physical Fitness Test

W. Instructional Tape Lease/Deposit

X . Credit Card Use

Y . International Student Medical Insurance

IV. Prohibited fees include:

All fees exempted under the terms of an AB288 College and Career Pathway Partnership Agreement (CCAP) effective at the time of registration for students admitted to a VCCCD constituent college as a special part-time student pursuant to Education Code Section 76004(g). Dual enrollment students under a non-CCAP agreement that specifies the fee exemption with a school district are exempt from all fees.

The Dual Enrollment exemption from fees described above shall not apply when courses occur on the college campus.

A . Late Application (CCCCO Student Fee Handbook)

B . Add/drop (CCCCO Student Fee Handbook)

C . Mandatory student activities (CCCCO Student Fee Handbook)

D . Student Identification Cards (CCCCO Student Fee Handbook)

E. Student Body Organization (CCCCO Student Fee Handbook)

F. Nonresident application (CCCCO Student Fee Handbook)

G . Field trip (5 CCR 55450, 55451)

H. For dependents of certain veterans (E.C. 66025.3)

I. For dependents of certain victims of the September 11, 2001, terrorist attacks (CCCCO Student Fee Handbook)

J. For certain recipients of the Medal of Honor and certain children of the recipients of the Medal of Honor (E.C. 66025.3)

K. Required or funded services (CCCCO Student Fee Handbook)

L . Refundable deposits (CCCCO Student Fee Handbook)

M. Distance education (other than the statutorily authorized enrollment fee) (CCCCO Student Fee Handbook)

N. Mandatory mailings (CCCCO Student Fee Handbook)

O. Rental of practice rooms (CCCCO Student Fee Handbook)

P. Technology fee (CCCCO Student Fee Handbook)

Q. Late payment fee (5 CCR 58502, 59410)

R. Nursing/healing arts student liability insurance (5 CCR 55234)

S. Cleaning (CCCCO Student Fee Handbook)

T . Breakage (CCCCO Student Fee Handbook)

U . Test Proctoring (CCCCO Student Fee Handbook)

V. Other fees/fines:

The District may assess and collect other fees/fines that are not prohibited by statute or law, such as parking fines and library fines.

VI. Collection and refund of fees (within published refund deadlines) include:

A. The District shall collect fees when enacted by the Legislature following registration by the student

B. The District shall refund fees collected in error

C. The District shall refund fees that are refundable because of a reduction in the educational program of the District

D. The District shall refund fees that are refundable because of the student's reduction in units or withdrawal from an educational program

E. The District shall refund fees that are refundable because of changes in law or regulation authorizing and establishing enrollment fees

F. The District shall provide notice to students of availability of exemptions from certain mandatory and authorized fees

Remedial coursework consists of pre-collegiate basic skills courses.

A student's need for remedial coursework shall be determined using appropriate assessment instruments, methods, or procedures, in accordance with AB 705.

A student shall not receive more than 30 semester units for remedial coursework, per Title 5, Section 55035. This limitation of 30 units applies to all remedial coursework completed at any of the college campuses of the District (VCCCD). It does not apply to remedial coursework completed at colleges outside the District. Students transferring from other educational institutions outside VCCCD shall be permitted to begin with a "clean slate" with regard to the remedial limitation.

The 30-unit limit applies to all remedial coursework attempted; however, in the event that some of these 30 units are substandard and a student successfully repeats one or more courses in which substandard grades were earned, then the 30-unit limit would be modified by the application of the Course Repetition Policy.

Students who exhaust the unit limitation shall be referred to appropriate adult non-credit educational services provided by adult schools or other appropriate local providers with which the colleges have an established referral agreement.

A student who successfully completes remedial coursework or who demonstrates skill levels that assure success in college-level courses may request reinstatement to proceed with college level coursework.

Students enrolled in one or more courses of English as a Second Language and students identified as requiring additional remedial units as part of a verified learning disability related accommodation are exempt from the limitations of this procedure.

Students who demonstrate significant, measurable progress toward development of skills appropriate to enrollment in college-level courses may be granted a waiver for the limitations of this procedure. Petitions for a waiver can only be given for specified periods of time or for a specified number of units. The petition for this purpose, the Student Educational Plan, is available through the Counseling Office. Petitions should be made to the Chief Instructional Officer or designee.

DEFINITIONS

New Student: Matriculated as First-Time Freshman or First-Time Transfer.

Continuing Student: A student who has been enrolled in one or more of the two previous primary semesters.

R**eturning Student:** A student who has been previously enrolled at any of the colleges in the District, but has not been enrolled for either of the previous two primary semesters. (Primary Semesters = Fall and Spring)

Special Admission Student: "Dual Enrollment" or a concurrently enrolled minor attending public, private, or home school who is also taking classes offered by a college in the District.

Foster Youth and Former Foster Youth: Persons whose dependency was established or continued by the court on or after the youth's 16th birthday and who are no older than 25 years of age at the commencement of the academic year.

Homeless Youth: A student under 25 year of age, who has been verified at any time during the 24 months immediately preceding the receipt of his or her application for admission by at least one of the following as a homeless child or youth:

· A homeless services provider, as defined in the Health and Safety Code, Section 103577(b)(3).

· The director of a federal TRIO program or Gaining Early Awareness and Readiness for Undergraduate Programs program, or a designee of that director.

· A financial aid administrator for an institution of higher education.

Once "homeless youth" status is verified, it will remain in place as long as the student attends in the District, even with breaks in enrollment, until the student reaches the age of 25.

Abbreviated Educational Plan: A plan that identifies the courses a new student will take in their first one or two semesters. An abbreviated educational plan may be developed by a student with or without the help of an academic counselor, and is not approved by a counselor. Abbreviated educational plans are required for all new non-exempt students; however, a comprehensive educational plan will also satisfy this requirement.

Comprehensive (Active) Educational Plan: A plan that identifies the courses a student must take to complete their informed program of student and reach their educational goals. The comprehensive educational plan is generally at least two semesters long, and ideally will be long enough to identify everything a student must do to achieve their educational goal.

Good Academic Standing: Defined solely for purposes of assigning enrollment priority as a student who has not been on academic or progress probation or dismissal for two consecutive terms. Students who are on probation for two consecutive terms will lose enrollment priority for the next term.

Appendix X

Student Health Services

The Student Health Center on each campus is funded by the Student Health Fee (per Education Code Section 76355), and shall be available upon request to students who are currently registered and have paid the health fee. Incoming students, accepted to academic programs with health requirements as entry prerequisites, may have their health requirements met through the Student Health Centers.

Written practices and protocols for Student Health Center staff are maintained in the offices of the Student Health Services Coordinator.

Student health services are not comprehensive and are not structured to address all the health care needs of District students.

Services may include:

- Preventative
- Clinical Care Services
- Health Education
- Mental Health Service

Special Services

The primary focus of Clinical Care services is assessment, treatment and referral. Services may include: first aid and basic emergency care, immunizations, TB screening, lab work, and medication associated with acute illness, communicable disease control, and fee-based health appraisals for academic programs requiring medical clearance.

As a secondary function, and to maintain the health of the campus community, the Student Health Centers may offer lab work or immunization for a fee.

Clinical Care Services are not a substitute for a student's primary medical care. Ongoing treatment will be referred to a student's own physician. Medical management should be supplemental to the primary treatment plan established by the student's own physician. If the student does not have a primary care provider, effort is made to connect them with community resources and transfer care.

Health education occurs during both Clinical Care and as outreach activities, and supports the goal of prevention. The primary focus of Mental Services is crisis management and short term psychological counseling. Mental Health services center on prevention, stabilization, initiation of case management and referral.

No health fee supported services may be used for providing care/services to employees. Services rendered to VCCCD employees for first aid, TB clearance, and required immunizations will be financially supported by the employee or VCCCD.

Special services include Student Insurance Program, and participation on Campus Behavior Intervention, and Emergency Preparedness.

Contact the Student Health Center for lactation accommodations.

Moorpark College	(805) 378-1413
Oxnard College	**(805) 678-5832**
Ventura College	(805) 289-6346

Appendix XI

Academic Freedom

The primary purpose of each institution within the Ventura County Community College District (VCCCD), (Moorpark College, Oxnard College, Ventura College), is to promote the exploration of ideas and the discovery and dissemination of knowledge and understanding. Each VCCCD college is to be an open forum for ideas and issues to be raised, challenged, and tested.

Academic freedom is the cornerstone of a college. Intellectual ferment is absolutely dependent upon academic and intellectual freedom. Freedom in teaching is fundamental for the protection of both faculty and students in teaching and learning. Freedom in research is fundamental to the advancement of knowledge.

The 1940 American Association of University Professors (A.A.U.P.) Statement of Principles on Academic Freedom and Tenure with 1970 Interpretative notes from the A.A.U.P. provide a nationally recognized definition of academic freedom, its protections and its responsibilities.

(a) Academic employees are entitled to freedom in the classroom in discussing their subject, but they should be conscientious regarding teaching subject matter which has no relation to their subject.

(b) Academic employees are entitled to full freedom in research and in the publication of results, subject to the adequate performance of their other academic duties, but research for pecuniary return should be based upon an understanding with the authorities of the institution.

(c) Academic employees are citizens, members of a learned profession, and officers of an educational institution. When they speak or write as citizens, they should be free from institutional censorship or discipline, but their special position in the community imposes special obligations. As scholars and educational officers, they should remember that the public may judge their profession and institution by their utterances. Hence, they should at all times be accurate, should show respect for the opinions of others, and indicate that they are not speaking for the institution.

It is the policy of Ventura County Community College District (VCCCD) that all academic employees, regardless of their employment status, should enjoy the privileges and exercise the responsibilities inherent in academic freedom as defined by the AAUP statement. In addition, all VCCCD employees enjoy the same protection and responsibilities within the context of their obligations. Furthermore, faculty tenure constitutes the strongest procedural safeguard of academic freedom and individual responsibility, and as such, is essential for the maintenance of intellectual liberty and high standards in teaching and scholarship.

Reference: BP 4030 Academic Freedom, Title 5, §51023; Accreditation Standard II.A.7. The intent of this statement is not to discourage what is controversial. Controversy is at the heart of free academic inquiry which the entire statement is designed to focus. The passage serves to underscore the need for teachers to avoid persistently introducing material which has no relation to the subject.

Appendix XII

Student Success and Support Program Rights And Responsibilities

The Student Equity and Achievement Program in the Ventura County Community College District (VCCCD) recognizes that student success is the responsibility of the District's three colleges and its students. The program creates a framework for the provision of core matriculation services, including orientation, assessment and placement, and counseling/advising/educational planning services that are intended to increase student access and academic success. 3SP services also include the provision of intervention and follow-up services to academically at-risk students such as those that are on academic or progress probation, or are otherwise identified as at-risk students.

College and District Responsibilities

The District and its colleges shall develop processes to ensure that information regarding its matriculation policies under the Student Success and Support Program are accessible and available to all students during or prior to enrollment, and are included in class schedules, catalogs or other appropriate communications describing student rights and responsibilities under the 3SP. The colleges shall make reasonable effort to avoid duplication of services that are funded through the 3SP or funded through other programs.

Each of the District's colleges shall develop internal processes for the delivery of 3SP services to students. Appropriate college and district staff shall collaborate in the development of such processes to ensure accurate data collection and MIS reporting. No 3SP process will subject a person to unlawful discrimination as prohibited by subchapter 5 (commencing with section 59300) of chapter 10. Failure of a nonexempt student to meet the requirements of the 3SP may result in a hold placed on registration or loss of registration priority.

At a minimum the colleges and district shall provide students, as mandated and except as exempted, with of the following 3SP services:

a) Orientation (via online or in-person delivery modes or a combination thereof);

b) Assessment through evaluation of external course work, and other multiple measures;

c) Counseling, advising and/or other educational planning service culminating in the development of an abbreviated and/or comprehensive student educational plan, identification of the student's educational goal, and course of study;

d) Follow-up services to at-risk students;

e) Referral of students to appropriate support services including but not limited to financial aid, support services for foster youth and military veterans, tutorial or other instructional support services, campus child care services, EOPS and/or DSPS programs and services; and to appropriate curriculum offerings that may be available including but not limited to basic skills, ESL and noncredit instructional programs.

Orientation *(Title 5, Section 55521)*

Each college shall provide students with information on a timely basis, as determined by the college, regarding policies, procedures and information including, but not limited to:

1. Academic expectations and progress and probation standards pursuant to section 55031;
2. Maintaining registration priority pursuant to section 58108;
3. Prerequisite or corequisite challenge process pursuant to section 55003;
4. Maintaining California College Promise Grant eligibility pursuant to section 58612;
5. Description of available programs, support services, financial aid assistance, and campus facilities, and how they can be accessed;
6. Academic calendar and important timelines.
7. Registration and college fees.
8. Available education planning services.
9. Other issues, policies, and procedures the college determines as necessary to provide a comprehensive orientation to students.

Assessment *(Title 5, Section 55522)*

Each college will provide assessment and placement recommendations using multiple measures that include, but are not limited to:

1. Guided self-placement instruments for use in placing students in English, mathematics or English as a Second Language courses that are approved by the California Community Colleges Chancellor's Office and appropriately validated for the college;
2. Guided self-placement instruments; overall high school grade point average and high school point average;
3. Evaluation of college coursework; overall high school grade point average;
4. Evaluation of other test scores including but not limited to AP, SAT, IB tests and EAP results.

No assessment test process shall be used in a manner or for a purpose other than that for which it was developed or has been otherwise validated; assessment tests including the TOEFL, in conjunction with multiple measures may be used to determine the admission of minors as special part-time or full-time students, and of international students. No assessment test, method, or procedure shall be used to exclude students from any particular course or educational program, except that districts may establish appropriate prerequisites pursuant to sections 55002 and 55003.

The colleges may use an assessment test to select students for its nursing program, provided that:

1. they comply with all other provisions of this subchapter;
2. the assessment test or other measures are used in conjunction with other assessment test, methods, or procedures to select students for enrollment in the nursing program; and
3. the Chancellor has determined that the assessment test predicts likelihood of success in nursing programs, has approved use of the assessment test for that purpose and has established statewide proficiency cut-off scores for that test pursuant to Education Code section 78261.

Every student has the right to enroll in transfer- level courses unless it can be demonstrated that the student is highly unlikely to succeed.

Counseling, Advising and Other Educational Planning Services

Each college shall provide counseling, advising and educational planning services which include, but are not limited to:

1. Assistance to students in the identification of an education and career goal and course of study, including, but not limited to, preparation for transfer, associate degrees, and career technical education certificates and licenses;
2. The provision of information, guided by sound counseling principles and practices, using a broad array of delivery, including technology-based strategies, to serve a continuum of student needs and abilities to enable students to make informed choices;
3. Guidance and assistance in the development of an education plan to accomplish a course of study related to a student's education and career goals.
4. Assistance to students in the exploration of education and career interests and aptitudes

Each college shall make a reasonable effort to do all of the following:

1. ensure that all nonexempt students who are on academic or progress probation or facing dismissal participate in counseling as provided in section 55023;
2. ensure that all nonexempt students who do not have a course of study participate in counseling, advising, or other education planning services to assist them in the process of selecting an educational goal and course of study pursuant to section 55530;
3. ensure that all nonexempt students who are enrolled in nondegree-applicable basic skills courses participate in counseling, advising, or other education planning services.

Notifications: Requirements Of The Student Success And Support Program And Loss Of Eligibility For The California College Promise Grant.

The District and its colleges shall notify students who are at risk of losing their enrollment priority due to their academic standing or due to exceeding the maximum unit limit as established under BP and AP 5055. The District and its colleges will notify students about the requirements of the Student Success and Support Program including notifying students who are at risk of losing California College Promise Grant eligibility due to their being placed on academic or progress probation for two consecutive terms.

The colleges will ensure that, within a reasonable time of receiving such notice, students shall have the opportunity to receive appropriate counseling, advising, or other educational planning services in order to provide students with an opportunity to maintain enrollment priority and fee waiver eligibility.

Appeals for the reinstatement of enrollment priority and the California College Promise Grant are initiated by students with the college Counseling office.

The reinstatement decision for the California College Promise Grant is determined at each college. The reinstatement approval is based on verifiable evidence of extenuating circumstances, untimely accommodation for disabled students that applied for but did not receive accommodation, academic and/or progress improvement, changes in economic status, inability to obtain essential support services, no enrollment, and special consideration factors for CalWORKs, DSPS (EAC/ACCESS), EOPS and Veterans. Foster Youth and Former Foster Youth (up to 24 years of age) are not subject to the loss of fee waiver under the regulations.

Student Education Plan

Each college shall provide students with an opportunity to develop Student Education Plans that are either:

1. **Abbreviated:** Abbreviated student education plans are one to two terms in length, designed to meet the immediate needs of entering students and those for whom a comprehensive plan is not appropriate; or

2. **Comprehensive:** The comprehensive Student Education Plan is tailored to meet the individual needs and interests of the student and may include other elements to satisfy participation requirements for programs such as EOPS, DSPS, CalWORKs, veterans' education benefits, athletics. It will address a student's education goal and program of study requirements, applicable course prerequisites or corequisites, placement results, potential transfer institutions, the need for basic skills, and the need for referral to other support and instructional services as appropriate; and will include the steps the student needs to take on their educational path to complete their identified course of study. The planning process will take into account a student's interests, skills and career goals.

Each college shall develop processes to ensure that all continuing, nonexempt students have selected an educational goal, program of study and have developed a comprehensive Student Education Plan once they have completed 15 units of degree-applicable college coursework.

The District and its colleges will ensure that comprehensive educational plans are accessible and recorded in electronic form, and will make a reasonable effort to not duplicate educational planning processes for students participating in special programs.

If a student believes the district or college has failed to make good faith efforts to develop a plan, has failed to provide programs and services specified in the student education plan, or has otherwise violated the requirements of this section, the student may file a complaint pursuant to section 55534(a). See the section on Violations and Appeals further down in this document for complaint procedures.

Student Follow-Up

Each college shall establish a process to ensure it is evaluating the academic progress of, and providing appropriate student services to at-risk students.

Follow-up services shall be targeted to at risk students, specifically students enrolled in basic skills courses, students who have not identified an education goal and course of study, or students who are on academic or progress probation or facing dismissal. These services include, but are not limited to, academic or progress probation interventions, academic early alert systems, and referral to other support services.

Accommodations

(a) Student Success and Support Program services for students with disabilities shall be appropriate to their needs, and colleges shall, where necessary, make modifications to the services provided or use alternative tests, methods, or procedures to accommodate the needs of such students. Colleges may require students requesting such accommodations to provide proof of need. Disabled Students Programs and Services (DSPS) is authorized, consistent with the provisions of subchapter 1 (commencing with section 56000) to provide specialized services and modified or alternative services as identified in 55520. Notwithstanding this authorization, participation in the DSPS program is voluntary and no student may be denied necessary accommodations in the assessment process because he or she chooses not to use specialized matriculation services provided by these programs.

(b) Student Success and Support Program services for students served by the Extended Opportunity Programs and Services (EOPS) who are disadvantaged by economic, social, and educational status shall be appropriate to their needs, and colleges shall, where necessary, make modification to the services provided or use alternative supports to meet the needs of such students. EOPS is authorized, consistent with the provisions of subchapter 2.5 (commencing with section 56200) of chapter 7 to provide services that are over, above, and in addition to services otherwise provided to all credit-enrolled students. Notwithstanding this authorization, participation in the EOPS program is voluntary and no student may be denied necessary supports because he or she chooses to not use specialized services provided by this program.

(c) Colleges shall ensure that Student Success and Support Program services are accessible for English language learners and are appropriate to their needs. Colleges shall, where necessary, make modifications to the services provided to accommodate the needs of such students. Modified or alternative services for limited or non-English-speaking students may be provided in English as a Second Language programs.

Student Responsibilities, Exemptions, and Appeals

Student Responsibilities

(a) All students shall be required to: 1. identify an education and career goal; 2. diligently engage in course activities and complete assigned coursework; and 3. complete courses and maintain progress toward an education goal and completing a course of study.

(b) Nonexempt first-time students shall, within a reasonable period of time, be required to: 1. identify a course of study. 2. be assessed to determine appropriate course placement. 3. complete an orientation activity provided by the college. 4. participate in counseling, advising, or another education planning service pursuant to section 55523 to develop, at a minimum, an abbreviated Student Education Plan.

(c) For the purposes of this section, a first-time student is a student who enrolls at the college for the first time, excluding students who transferred from another institution of higher education. For purposes of this section, first time enrollment does not include concurrent enrollment during high school. To the extent that a college has the capacity to require and provide the services identified in (b)(1) through (4) to other students, nothing in this section would preclude a college from doing so.

(d) Nonexempt students who have completed the services identified in (b)(1) through (4) shall be required to complete a comprehensive education plan after completing 15 semester units of degree applicable credit course work or prior to the end of the 3rd semester.

(e) Failure to fulfill the required services listed in (b) may result in a hold on a student's registration or loss of registration priority pursuant to section 58108 until the services have been completed.

(f) Information obtained from the matriculation process shall be considered student records and shall be subject to the requirements of subchapter 6 (commencing with section 54600) of chapter 5.

Exemptions

Students may opt to exempt themselves from orientation, assessment, counseling, advising, or education plan development services if they meet one or more of the following criteria:

1. has completed an associate degree or higher;
2. has enrolled at the college solely to take a course that is legally mandated for employment as defined in section 55000 or necessary in response to a significant change in industry or licensure standards;
3. has enrolled at the college as a special part-time student pursuant to Education Code 76001.

Exempt students shall be notified that they may participate in those services.

Students who opt to exempt themselves from one or more of the services shall be advised that they will not receive priority registration that is granted to students who complete all of the services.

Violations and Appeals

The District and its colleges shall notify students of their right to challenge any alleged violation of the provisions of this administrative procedure, and the steps required to do so.

1. Challenges and complaints relative to this administrative procedure shall be submitted pursuant to the requirements of the district Student Grievance Process.
2. If a challenge contains an allegation that a college or the district has violated the provisions of Title 5, section 55522(2), the district shall, upon completion of the challenge procedure established herein, advise the student that he or she may file a formal complaint of unlawful discrimination pursuant to subchapter 5 (commencing with section 59300) of chapter 10. Completion of the challenge procedure shall be deemed to be an effort at informal resolution of the complaint under section 59327.

Prerequisites and Co-requisites

The faculty in the discipline or, if the college has no faculty member in the discipline, the faculty in the department are responsible for approving courses and establishing their associated prerequisites/ co-requisites as separate actions. The approval of a prerequisite or co-requisites must be based on the determination that it is an appropriate and rational measure of a student's readiness to enter a degree-applicable credit course or program.

Determinations about prerequisites and co-requisites shall be made only on a course-by- course or program-by-program basis, including those establishing communication and computational skill requirements (per Title 55003(a) and (j) respectively).

Courses for which prerequisites or co-requisites are established will be taught by a qualified instructor and in accordance with the course outline, particularly those aspects of the course outline that are the basis for justifying the establishment of the prerequisites or co- requisites (per Title 5 55003(b)(2) and (3)).

A. Establishing Prerequisites and Co-requisites

In order to establish a prerequisite or co-requisite, the prerequisite or co-requisite must be determined to be necessary and appropriate for achieving the purpose for which it is being established (per Title 5 55003(b)(1)). Necessary and appropriate shall be understood to mean reasonably needed to achieve the purpose that it purports to serve: absolute necessity is not required (per Title 5 55000(h)). Prerequisites and co-requisites may be established only for any of the following purposes (per Title 5 55003(d)).

1. The prerequisites or co-requisite is expressly required or expressly authorized by statute or regulation; or
2. The prerequisite will assure that a student has the skills, concepts, and/or
   - information that is presupposed in terms of the course or program for which it is
   - being established, such that a student who has not met the prerequisite is highly
   - unlikely to receive a satisfactory grade in the course (or at least one course within
   - the program) for which the prerequisite is being established; or
3. The co-requisite course will assure that a student acquires the necessary skills, concepts, and/or information, such that a student who has not enrolled in the co-requisite is highly unlikely to receive a satisfactory grade in the course or program for which the co-requisite is being established; or
4. The prerequisite or co-requisite is necessary to protect the health or safety of a student or the health and safety of others.

A. Level of Scrutiny

The level of scrutiny required for establishing prerequisites, co-requisites, and advisories on recommended preparation are content review or content review with statistical validation (per Title 5 55003(a)).

1. Content review is a rigorous, systemic systematic process conducted by discipline faculty that identifies the necessary and appropriate body of knowledge or skills students need to possess prior to enrolling in a course, or which students need to acquire through simultaneous enrollment in a co-requisite course (per Title 5 55000 (c)). At a minimum, content review shall include the following;
   a. Careful review of the course including components such as course outline of record (COR) syllabi, sample exams, assignments, instructional materials, and/ or grading criteria
   b. Using the CORs of both the target and proposed prerequisite course, identification of required skills/ knowledge student must have prior to enrolling in the target course and matching those skills/knowledge to the proposed prerequisites course
   c. Documentation that verifies the above steps were taken.
2. Statistical validation is a compilation of data according to sound research practices that shows a student is highly unlikely to succeed in the course unless the student has met the proposed prerequisite or co-requisite (per Title 5 55003(f)). When this level of scrutiny is used, the college shall follow the guidelines specified in Title 5, 55003(g).

B. Exemption from Scrutiny

1. A prerequisite or co-requisite shall be exempt from scrutiny if it satisfies any of the following criteria (per Title 5 55003(e)):
2. It is required by statue or regulation; or
3. It is part of a closely related lecture-laboratory course pairing within a discipline; or It is required by a four-year institution; or
4. Baccalaureate institutions will not grant credit for a course unless it has a particular communication or computational skill prerequisite.

C. Curriculum Review Process

Each college's Curriculum Committee is responsible for the curriculum review process, and its membership is determined in a manner that is determined by the college's Academic Senate (per Title 5 section 55002(a0(1)). A college Curriculum Committee reviews and approves the establishment of prerequisites, co-requisites, and advisories on recommended preparation only upon the recommendation of the Academic Senate except that the Academic Senate may delegate this task to the Curriculum Committee without forfeiting its right or responsibility under Title 5 sections 53200-53204.

When content review is used to establish prerequisites or co-requisites in reading, written expression, or mathematics for degree applicable courses not in a sequence, the college Curriculum Committee will do all the following:

- Provide training to Curriculum Committee members on the establishment of co- requisites/prerequisites
- Inform faculty about regulations regarding the establishment of co- requisites/prerequisites using content review
- Direct faculty to the college's Office of Institutional Research to help with do the following: a) identify courses that may increase the likelihood of student success with the establishment of a prerequisite or co-requisite; b) prioritize which courses should be considered for the establishment of new co-requisites or prerequisites; c) monitor any disproportionate impact that may occur based on the establishment of a prerequisite or co-requisite
- Assure through communication with the college's Chief Instructional Officer that prerequisite course, co-requisites courses, and courses that do not require prerequisites or co-requisites, whether basic skills or degree- applicable courses, are reasonably available.

1. Standards for Approval of Prerequisites and Co-requisites.

   A college's Curriculum Committees will review the course outlines to determine if a student would be highly unlikely to receive a satisfactory grade unless the student has knowledge or skills not taught in the course. The course outline will be

reviewed to determine if success in the course is dependent upon communication or computation skills, in which case the course shall require as prerequisites or co- requisites eligibility for enrollment in associate degree credit courses in English and/or mathematics, respectively (per Title 5 55002(a)(2)(D) and (E). If a course requires pre-collegiate skills in reading, written expression, or mathematics, the college will do the following (per Title 5 55003(l)).

a. Ensure these courses and sections are offered with reasonable frequency

b. Monitor progress on student equity in accordance with title 54220 as follows:

- The college will conduct an evaluation to determine if the perquisite has a disproportionate impact on student success.
- Where there is disproportionate impact on any group of students, the college will, in consultation with the Chancellor President or designee, develop and implement a plan setting forth steps the district will take to correct the disproportionate impact.

2. Periodic review of Prerequisites and Co-requisites

Using an appropriate level of scrutiny, the college will review all established Career and Technical Education (CTE) courses and program prerequisites, co-requisites, and advisories every two years to ensure they remain necessary and appropriate; all other established course and program prerequisites, co-requisites, and advisories will be reviewed every six years (per title 5 55003(b) (4)).

D. Challenging Co-requisites and Prerequisites

Whenever a prerequisite and/or co-requisites courses are established, sufficient sections shall be offered to reasonably accommodate all students who are required to take the pre- or co-requisite. A prerequisite and/or co-requisite shall be waived when space in the pre- and/or co-requisite course is not available (per Title 5 section 55003(m)). A student may challenge any prerequisite or co-requisite by submitting a challenge form at the time of registration to the Admission and Records/Records and Registration Office or other designee. The student will be enrolled in the requested class if space is available. The challenge will be reviewed and the student notified of the decision within five (5) working days per AP 5052. If the challenge is denied, the student will be dropped from the class and refunded all applicable fees (per Title 5 55003(o)).

Grounds for challenge are as follows (per Title 5 55003(p)):

1.The prerequisite or co-requisites not been established in accordance with the district's process for establishing prerequisites and co-requisites

2. The prerequisites or co-requisites is in violation of Title 5 55003

3.The prerequisite or co-requisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner

4. The student has the knowledge or ability to succeed in the course or program despite not meeting the prerequisite or co-requisite

5. The student will be subject to undue delay in attaining the goal of his or her educational plan because the prerequisite or co-requisite course has not been made reasonably available.

DEFINITIONS

New Student: Matriculated as First-Time Freshman or First-Time Transfer.

Continuing Student: A student who has been enrolled in one or more of the two previous primary semesters.

Returning Student: A student who has been previously enrolled at any of the colleges in the District, but has not been enrolled for either of the previous two primary semesters. (Primary Semesters = Fall and Spring)

Special Admission Student: "Dual Enrollment" or a concurrently enrolled minor attending public, private, or home school who is also taking classes offered by a college in the District.

Foster Youth and Former Foster Youth: Persons whose dependency was established or continued by the court on or after the youth's 16th birthday and who are no older than 25 years of age at the commencement of the academic year.

Homeless Youth: A student under 25 year of age, who has been verified at any time during the 24 months immediately preceding the receipt of his or her application for admission by at least one of the following as a homeless child or youth:

- A homeless services provider, as defined in the Health and Safety Code, Section 103577(b)(3).
- The director of a federal TRIO program or Gaining Early Awareness and Readiness for Undergraduate Programs program, or a designee of that director.
- A financial aid administrator for an institution of higher education.
- Once "homeless youth" status is verified, it will remain in place as long as the student attends in the District, even with breaks in enrollment, until the student reaches the age of 25.

Abbreviated Educational Plan: A plan that identifies the courses a new student will take in their first one or two semesters. An abbreviated educational plan may be developed by a student with or without the help of an academic counselor, and is not approved by a counselor. Abbreviated educational plans are required for all new non-exempt students; however, a comprehensive educational plan will also satisfy this requirement.

Comprehensive (Active) Educational Plan: A plan that identifies the courses a student must take to complete their informed program of student and reach their educational goals. The comprehensive educational plan is generally at least two semesters long, and ideally will be long enough to identify everything a student must do to achieve their educational goal.

Good Academic Standing: Defined solely for purposes of assigning enrollment priority as a student who has not been on academic or progress probation or dismissal for two consecutive terms. Students who are on probation for two consecutive terms will lose enrollment priority for the next term.

Informed Program of Study: The degree, certificate or transfer program of study that a student declares upon completing 15 units of college coursework. The "informed program of study" is the basis for a student's comprehensive educational plan.

Credit for Military Educational Training

The colleges of the Ventura County Community College District will recognize and grant credit to service personnel for formal educational training completed in the United States Armed Forces, provided such credit is not a duplication of work taken previously.

Service personnel may be allowed credit for formal service school courses offered by the United States military service recommended in the Guide to the Evaluation of Educational Experiences in the armed services of the American Council of Education. The credit allowed will be based upon the recommendations specified in the Guide.

Students must submit an official transcript of military education to the Registrar's Office for evaluation of military credit. All military credit will be posted to the student's transcript as units earned.

Remedial Coursework

Remedial coursework consists of pre-collegiate basic skills courses.

A student's need for remedial coursework shall be determined using appropriate assessment instruments, methods, or procedures.

No student shall receive more than 30 semester units for remedial coursework, per Title 5, Section 55035. This limitation of 30 units applies to all remedial coursework completed at any of the college campuses of the District. It does not apply to remedial coursework completed at colleges outside the District. Students transferring from

other educational institutions outside VCCCD shall be permitted to begin with a "clean slate" with regard to the remedial limitation.

The 30-unit limit applies to all remedial coursework attempted; however, in the event that some of these 30 units are substandard and a student successfully repeats one or more courses in which substandard grades were earned, then the 30-unit limit would be modified by the application of the Course Repetition Policy.

Students who exhaust the unit limitation shall be referred to appropriate adult non-credit educational services provided by adult schools or other appropriate local providers with which the colleges have an established referral agreement.

A student who successfully completes remedial coursework or who demonstrates skill levels which assure success in college-level courses may request reinstatement to proceed with college level coursework.

Students enrolled in one or more courses of English as a Second Language and students identified as requiring additional remedial units as part of a verified learning disability related accommodation are exempt from the limitations of this procedure.

Students who demonstrate significant, measurable progress toward development of skills appropriate to enrollment in college-level courses may be granted a college-level waiver for the limitations of this procedure. Petitions for waiver can only be given for specified periods of time or for a specified number of units. The petition for this purpose, the Student Educational Plan, is available through the Counseling Office. Petitions should be made to the Chief Instructional Officer or designee.

College catalogs shall include a clear statement of the limited applicability of remedial coursework toward fulfilling degree requirements and any exemptions that may apply to this limitation.

Appendix XIII

Probation, Dismissal, and Readmission

Probation, dismissal, and readmission policies and procedures are designed to assist students in making progress toward realistic academic, career, and personal goals.

NOTICE: Students who are on two consecutive semesters of academic or progress probation, or any combination of the two, will lose registration priority.

Two consecutive semesters means two primary semesters, Fall and Spring, with no more than a one-semester stop-out between them. Effective Fall 2016 students who are on two consecutive semesters of academic or progress probation, or any combination of the two, will also lose their eligibility for a California College Promise Grant (CCPG). Two consecutive semesters means two primary semesters, Fall and Spring, with no more than a one-semester stop-out between them.

Students who lose registration priority and/or CCPG eligibility may appeal the loss. See "Appendix I" on page 310 and "Appendix XV" on page 342 for more information.

STANDARDS FOR PROBATION: If a student has attempted at least twelve (12) semester units and has earned a grade point average below 2.0 in all units graded in accordance with the grading scale established by the Ventura County Community College District, the student shall be place on academic probation.

A student who has enrolled in at least twelve (12) semester units shall be placed on progress probation when course grade entries of W, I, NC, and NP reach or exceed fifty percent (50%) of the units attempted.

NOTE: probationary status is computed using courses taken since fall 1981. Courses taken prior to fall 1981 are not in the computer data file and may not be included in the calculation of probation. This may alter a student's probationary status.

Special note to students claiming veteran's benefits:

UNSATISFACTORY PROGRESS: For the purpose of certification for educational benefits, academic probation is defined as the failure to complete a minimum of 50% of the total units attempted, and/ or to maintain a minimum 2.0 cumulative grade point average. Unsatisfactory progress occurs when a veteran has been placed on academic probation for two consecutive semesters. Unsatisfactory progress must be reported to the Veterans' Administration, and the veteran may not be certified for future educational benefits. Any veteran placed on unsatisfactory progress must consult the campus Veterans' Office and receive academic counseling before educational benefits can be reinstated.

A student transferring to a college of the Ventura County Community College District is subject to the same probation and dismissal policies as students of this college district.

NOTIFICATION OF PROBATION: Each college in this district shall notify a student who is placed on probation at or near the beginning of the semester in which it will take effect but, in any case, no later than the start of the Fall semester. The student grade report, available at my.vcccd.edu, specifies the student status for both academic and progress categories as either "good standing" or "probation".

A student placed on probation is, as a condition of continuing enrollment, to receive individual counseling, including the regulation of his or her academic program. Each student shall also receive any other support services available to help the student overcome any academic difficulties.

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 because of an excess of units for which entries of W, I, NC, and NP are recorded shall be removed from probation when the percentage of units in this category drops below fifty percent (50%).

STANDARDS FOR DISMISSAL: A student who is on academic probation shall be dismissed if the student earned a cumulative grade point average of less than 2.0 in all units attempted in each of three consecutive semesters.

A student who has been placed on progress probation shall be subject to dismissal if the percentage of units in which the student has been enrolled and for which entries of W, I, NC, and are recorded in at least three consecutive semesters reaches or exceeds fifty percent (50%).

NOTIFICATION OF DISMISSAL: Each college in the Ventura County Community College District shall notify a student who is dismissed at or near the beginning of the semester in which it will take effect but, in any case, no later than the start of the Fall semester. A student who is dismissed has the right of appeal. An exception to academic dismissal may be made only in the event of extreme and unusual medical and/ or legal circumstances that can be supported by evidence provided by the student, or in the event of improved scholarship. The petition for this purpose, Petition for Continued Enrollment or Readmission, is available in the Counseling Office.

CONTINUED ENROLLMENT OR READMISSION: A student applying for continued enrollment or readmission must submit a petition to explain what circumstances or conditions would justify continued enrollment or readmission. A student applying for readmission shall not be reinstated until a minimum of one semester has elapsed after academic dismissal. A student who is petitioning shall receive counseling to assess his or her academic and career goals and must have counselor approval of his or her educational program prior to registration. The petition for this purpose, Petition for Continued Enrollment or Readmission, is available in the Counseling Office.

Continuing students who are placed on academic or progress probation or more serious academic sanction for two consecutive terms will lose enrollment priority and will register during open registration. Students who lose their priority may appeal if they have verifiable extenuating circumstances as defined below; an approved appeal will result in the reinstatement of enrollment priority. The petition to appeal loss of enrollment priority is initiated through a counseling appointment.

Appendix XIV

Course Repetition Policy

A combination of withdrawals and graded attempts may not exceed three (3) times in the same course. General Guidelines for Repetition of Credit Courses

Pursuant to Title 5, students are permitted three enrollment attempts to achieve a standard (passing) grade. Students may be permitted, under special circumstances, to repeat non-repeatable credit courses in which standard (passing) grades have been awarded. Students may also repeat credit courses that are designated as repeatable in the college catalogs providing the maximum number of allowed enrollments per course, or set of courses, is not exceeded.

All enrollment attempts that result in an evaluative or non-evaluative grade on a student's permanent record are counted for purposes of this administrative procedure and pursuant to Title 5, Section 55023.

Courses that are repeated shall be recorded on the student's permanent academic record using an appropriate symbol.

Annotating the permanent academic record shall be done in a manner that all work remains legible, insuring a true and complete academic history.

Students who have attempted the same course the maximum number of times, with any combination of withdrawals and graded attempts, may be eligible to petition a fourth enrollment attempt. The fourth attempt, if authorized, must reflect a grade other than W if the student has already received three W grades in the same class. The petition for this purpose, Petition for 4th Enrollment due to Extenuating Circumstances, is available in the Counseling Office and must be completed with a counselor.

Nothing herein can conflict with Education Code Section 76224 pertaining to the finality of grades assigned by instructors, or with Title 5 or District procedures relating to retention and destruction of records.

Apportionment may be claimed for a maximum of three enrollment attempts to achieve a standard (passing) grade. The District may claim apportionment for one additional enrollment attempt under the following circumstances:

- Approved repetition due to significant lapse of time as defined in this section,
- Approved repetition due to extenuating circumstances as defined in this section if the course is not designated as repeatable.

The District may claim apportionment for students' enrollments without limitation under the following circumstances and if all other requirements are met:

- Approved attendance for legally mandated training as defined in AP 4227
- Approved attendance of a student with a disability in credit special classes as a disability accommodation as defined in AP 4227
- The attendance of a student repeating cooperative work experience courses pursuant to Title 5, Section 55253
- The attendance of a student withdrawing as a result of extraordinary conditions pursuant to Title 5, Section 55024 (a)(10)
- The attendance of a student receiving a military withdrawal pursuant to Title 5, Section 55024 (d) (1)
- The attendance of a student repeating a course for significant change in industry or licensure standards pursuant to Title 5, Section 55040(b)(9).

The District may claim state apportionment for students' enrollments in credit courses that are designated as repeatable as provided by Title 5, Section 55041 for a maximum of four semesters. This limitation applies even if a student receives a substandard grade during one or more of the enrollments in such a course or petitions for repetition due to special circumstances as provided in VCCCD AP 4225 and A P 4227.

The District may permit enrollment in credit courses beyond the limits set forth in B P 4225, AP 4225 and A P 4227 providing apportionment is not claimed for such additional enrollments.

The District will develop and implement a mechanism for the proper monitoring of course repetitions.

The District may not permit enrollment in credit courses beyond the limits set forth in BP 4225, AP 4225 and AP 4227 except as provided for under specific provisions of this section; see "Course Repetition to Alleviate a Substandard Grade".

The District will develop and implement a mechanism for the proper monitoring of course repetitions.

Evaluative Symbols:

The following evaluative symbols will be used to measure student work:

A	Excellent (4 points per semester unit) B – Good (3 points per semester unit)
C	Satisfactory (2 points per semester unit)
D	Less than satisfactory (1 point per semester unit)
F	Failing (0 point per semester unit)
P	Pass, C or better – At least satisfactory (Units awarded not counted in GPA. Replaced CR effective Fall 2009.)
NP	No Pass, less than satisfactory, or failing (Units not counted in GPA. Replaced NC effective Fall 2009.)
SP	Satisfactory Progress towards completion of the course (Used for noncredit courses only and is not supplanted by any other symbol.)
CRE	Credit by Exam (Units awarded not counted in GPA. Effective Summer 2015, students receive a letter grade. See A P 4235 Credit by Examination.)

Grades from the letter grading scale shall be averaged on the basis of the numerical grade point equivalencies to determine a student's grade point average.

Noncredit courses may be graded using Pass/No Pass grading or letter grades as determined by the faculty and reflected on the course outline of record. Letter grades for non-credit courses will not generate or factor into cumulative grade point averages.

Non-Evaluative Symbols:

The District Governing Board has authorized the use of the non-evaluative symbols "I," "IP," "RD," "W," "MW," and "EW" defined as follows:

I Incomplete

Students who are at the end of a term and have failed to complete the required academic work of a course because of unforeseeable, emergency, and justifiable reasons may receive a symbol "I" (Incomplete) on their records.

The conditions for receiving a letter grade and for the removal of the "I" must be stated by the instructor in a written record, which must also state the grade to be assigned in lieu of the removal of the "I." This record must be given to the student and a copy is to be placed on file with the Registrar until the conditions are met (the "I" is made up) or the time limit is passed.

A final grade shall be assigned when the work stipulated has been completed and evaluated, or when the time limit for completing the work has passed. The "I" may be made up no later than one year following the end of the term for which it was assigned. The "I" symbol shall not be used in calculating units attempted or for grade point averages.

IP In Progress

The "IP" symbol shall be used only in those courses which extend beyond the normal end of an academic term. It indicates that work is "in progress," but that assignment of an evaluative symbol (grade) must await its completion. The "IP" symbol shall remain on the student's permanent record in order to satisfy enrollment documentation. The appropriate evaluative symbol (grade) and unit credit shall

be assigned and appear on the student's permanent record for the term in which the course is completed. The "IP" shall not be used in calculating grade point averages. If a student enrolled in an "open-entry, open-exit" course is assigned an "IP" at the end of a term and does not re-enroll in that course during the subsequent attendance period, the appropriate faculty will assign an evaluative grade symbol in accordance with the academic record symbols to be recorded on the student's permanent record for the course.

RD Report Delayed

The "RD" symbol may be assigned by the Registrar only. It is to be used when there is a delay in reporting the grade of a student due to circumstances beyond the control of the student. It is a temporary notation to be replaced by a permanent symbols as soon as possible. "RD" shall not be used in calculating grade point averages.

W Withdrawal

Students may withdraw from a class by the end of the third week of a full-semester length class or by 16% of the total meetings in a short-term class without any notation being recorded in the permanent academic record.

Withdrawals that occur after the third week of a full-semester length class or 16% of a short-term class shall be recorded as a "W" on students' permanent academic records. "W" grades will be counted as one of the three enrollment attempts that students are allowed in order to achieve a standard (passing) grade of C/P or better in a course. They will also be counted in the calculation of a student's academic progress to determine academic standing (e.g. good standing, probation or dismissal).

Withdrawals shall not be permitted after the 14th week of a full-semester length class or 75% of total class meetings in a short-term class. Students who are actively enrolled after that point shall receive a grade other than "W" in the permanent academic record. Exception may be made if approved upon petition by the student and documentation of verifiable extenuating circumstances, and after consultation with appropriate faculty.

Withdrawals approved by exception shall be recorded as a "W" on a student's permanent academic record.

Appropriate faculty is notified of withdrawals on their summary class roster.

"W" grades shall not be assigned, or if assigned shall be removed, from the permanent academic record if determination is made pursuant to Title 5, Sections 59300 et. seq. that a student withdrew from a course due to discriminatory treatment or due to retaliation for alleging discriminatory treatment.

"W" grades shall not be assigned when withdrawal was necessary due to fire, flood, or other extraordinary conditions, pursuant to Title 5 Section 58509. Such withdrawal must be petitioned by the student and supported by documentation of circumstances.

MW Military Withdrawal

Military withdrawal occurs when students who are members of an active or reserve United States military service receive orders compelling withdrawal from classes. Upon verification of orders, the appropriate withdrawal symbol may be assigned at any time after the period established by the governing board during which no notation is made on the permanent academic record for withdrawals.

Students requesting military withdrawal must present a petition for withdrawal and a copy of the military orders, or other acceptable documentation, which verifies the dates and location of military assignment that compelled or compels withdrawal from classes.

A grade of "MW" shall be recorded on the permanent academic record upon approval of petition for military withdrawal that occurs after the third week of full-semester length classes or 16% of total meetings of short-term classes.

"MW" grades shall not be counted as one of the three enrollment attempts allowed to achieve a standard (passing) grade of C/P or better, or in the calculation of a student's academic progress for the determination of academic standing.

EW Excused Withdrawal

The "EW symbol may be used to denote withdrawal in accordance with Title 5 Section 55024. An EW symbol may be requested by the student at any time during the semester and no later than the date when the district/college policy allows a grade change. Excused Withdraw shall not be counted in progress probation or dismissal calculations nor shall it be counted towards the permitted number of withdrawals or counted as an enrollment attempt. The financial aid of a student may be affected depending on individual circumstance. A student should consult with the financial aid staff regarding any impact.

An EW is acceptable when a student withdraws from a course(s) due to reasons beyond their control, which include but are not limited to, the following:

- Job transfer outside the geographical region;
- Illness in the family where the student is the primary caregiver;
- An incarcerated student in a California State Prison or County Jail is released from custody or involuntarily transferred before the end of the term (In the case of an incarcerated student, an excused withdrawal cannot be applied if the failure to complete the course(s) was the result of a student's behavioral violation or if the student requested and was granted a mid-semester transfer);
- The student is the subject of an immigration action;
- Death of an immediate family member;
- Chronic or acute illness;
- Verifiable accidents; or
- Natural disasters directly affecting the student.

Verifiable documentation can include, but is not limited to a note from a doctor stating the student is not currently able to complete the work due to illness, employment verification of a new job, a booking report, police report of an accident, or any other documentation that proves the student's completion of a course is impractical. The Chancellor's Office defines impractical as impossible due to reasons beyond the student's control. A student may request to use an EW for only one course or all courses in a term depending on the reason for the request. It is possible a student, based on an illness for example, is not able to participate in an in-person course but is able to continue with online courses. Colleges should use individual case facts to determine the continuity of some courses and not others.

Course Repetition to Alleviate a Substandard Grade

A non-repeatable course in which a grade of C/P/CR or better is earned may not be repeated except as allowed under special circumstances (see AP 4227). Students are permitted a total of three enrollment attempts to achieve a standard (passing) grade. This rule applies to courses taken at any regionally accredited college, in which the student received a substandard grade as defined above. Once a passing grade of C/P/ CR or better is received, he or she may not repeat the course again under this section. However, repetition may be allowable under special circumstances as defined below and in AP 4227.

A student who has taken a class three times and received a substandard grade each time may petition to take the class again. The petition must state verifiable extenuating circumstances that affected the student's past performance in the class and/or additional steps the student has taken to prepare to succeed in the petitioned course. Approved repetitions beyond the third attempt

may not be claimed for apportionment. For purposes of this section, extenuating circumstances are verifiable cases of illness, accident, or other circumstances beyond the control of the student.

In order to identify acceptable equivalencies in course and grading scale, course comparability shall be determined chiefly by content, as defined in the catalog course description, and not by course title or units.

The first two substandard grades will be excluded from the student's grade point average calculations if the student enrolls in and completes the class two or more times. The student's permanent record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

If a student repeats a repeatable course in which a substandard grade has been recorded, the substandard grade and credit may be disregarded provided that no additional repetitions are permitted beyond those limits specified in 55041(c)(6). No more than two substandard grades may be alleviated pursuant to this section.

A student who receives a substandard grade in a course that was approved for repetition due to a significant lapse of time will be permitted to utilize the grade alleviation process described in this section, when the course in question is not designated as repeatable.

In determining the transfer of a student's credits, similar prior course repetition actions by other accredited colleges and universities shall be honored.

Petitioning a Fourth Attempt: a student who has taken a class three times and received a substandard grade each time may petition to take the class again. The petition must state verifiable extenuating circumstances that affected the student's past performance in the class and/or additional steps the student has taken to prepare to succeed in the petitioned course, and must be accompanied by verifiable documentation of circumstances. For purposes of this section, extenuating circumstances are verifiable cases of illness, accident or other circumstances beyond the control of the student.

Course Repetition Due to Significant Lapse of Time

Students may petition, only one time, to repeat a course in which a standard (passing) grade has already been awarded, providing that the following conditions have been met: The course was successfully completed more than three years prior, and:

a) the District has established a recency prerequisite for the course, or

b) another institution of higher education to which the student seeks to transfer has established a recency requirement which the student will not be able to satisfy without repeating the course in question. A student may petition to repeat a course where less than 3 years has elapsed if documents show that repetition is necessary for the student's transfer to the institution of higher education.

If it is determined that a student needs to repeat a repeatable active participatory course in physical education/kinesiology or visual or performing arts, or an active participatory experience course that is related in content (defined as a "family" of courses") due to a significant lapse of time, that repetition shall count toward the maximum number of enrollments that are allowed, except that if the student has already exhausted the allowable course limitation, one additional repetition can be permitted due to lapse of time.

An active participatory course is one in which "individual study or group assignments are the basic means by which learning objectives are obtained." (55000(a)).

When a course is repeated pursuant to this section, both grades and credits will be included in the calculations of the grade point average.

The attendance of a student repeating a course due to lapse of time may be claimed only one time for apportionment funding.

Course Repetition Due to Extenuating Circumstances

Students may petition to repeat a course that is not designated as a repeatable course based on a finding that the student's previous grade (whether substandard or passing) was, at least in part, the result of extenuating circumstances. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the control of the student.

Petitions for course repetition under this section must be approved in writing by the appropriate designated administrator.

When a course is repeated pursuant to this section, the previous grade and credit will be excluded from the calculations of the grade point average provided that no more than two substandard grades are excluded by course repetition.

The attendance of a student repeating a course due to lapse of time may be claimed only one time for apportionment funding for a maximum of one time.

Course Repetition of Variable Unit, Open Entry/Open Exit Courses

Students may enroll in a variable unit, open entry/open exit course as many times as necessary to complete the entire curriculum of the course as described in the course outline of record one time, but may not repeat any portion of the curriculum for the course unless:

a) the course is required for legally mandated training;

b) the course is a special class for students with disabilities which the student needs to repeat as a verified disability-related accommodation;

c) repetition of the course to retake a portion of the curriculum is justified by verified extenuating circumstances; or

d) the student wishes to repeat the course to alleviate substandard work recorded for a portion of the curriculum.

Students repeating a portion of a course pursuant to this section are subject to the repetition limitations applicable to repeatable courses.

When a course is repeated pursuant to this section, the previous grade and credit will be excluded from the calculations of grade point average.

Course Repetition of Special Classes for Students with Disabilities

Students with disabilities can repeat a special class for students with disabilities any number of times when an individualized determination verifies that such repetition is required as a disability-related accommodation. Such determination will generally be provided by a qualified instructor or academic counselor. The individualized determination must verify one of the following conditions:

- The success of the student in other general and/or special classes is dependent on additional repetitions of the specific special class in question;
- Additional repetitions of the special class in question are essential to completing the student's preparation for enrollment into other regular or special classes; or
- The student has a student education contract which involves a goal other than completion of the special class in question and repetition of the course will further achieve that goal.
- The attendance of a student with a disability may be claimed for state apportionment each time the student repeats a special class as a disability-related accommodation which is justified by one of the circumstances noted above. When a grad is received pursuant to this section, the grade received each time will be included in the calculations of grade point average.

Course Repetition of Cooperative Work Experience Education Courses

Students are allowed to repeat a cooperative work experience course if a college only offers one course in cooperative work experience. Where only one work experience course is offered, students may be permitted to repeat this course any number of times as long as they do not exceed the limits on the number of units of cooperative work experience set forth in Title 5, Section 55253(a), 55252(a), and 55252(b).

Occupational work experience and general work experience are types of cooperative work experience. (Title 5, Section 55252). Occupational work experience "is supervised employment extending classroom occupational learning at an on-the-job learning station relating to the students' educational or occupational goal." (Title 5, Section 55252(b). General work experience, on the other hand, does not have to be related to the students' education goals but is

supervised employment that helps the student acquire "desirable work habits, attitudes and career awareness." (Title 5, Section 55252(a)).

Significant Change in Industry or Licensure Standards:

Students may petition to repeat a course needed for employment or licensure because of a significant change in industry or licensure standards. Students may take these courses any number of times.

Refer to AP 4227 for information on course repetition allowed absent substandard academic work.

Course Repetition Allowed Absent Substandard Academic Work

Under special circumstances, students may repeat courses in which a C/P or better grade was earned as noted below:

1) Legally Mandated Training Requirement Students are allowed to repeat a course when repetition is necessary to enable that student to meet a legally mandated training requirement as a condition of continued volunteer or paid employment. Proof of legal necessity to repeat the course must be submitted with the petition to repeat the course. Students may repeat such courses any number of times, even if they received a grade of C/P or better; however, the grade received by the student each time will be included in calculations of the student's grade point average. The term "legally mandated" is interpreted to mean "required by statute or regulation", and excludes administrative policy or practice.

   Legally mandated training courses will conform to all attendance accounting, course approval and other requirements imposed by applicable provisions of law.

2) Significant Change in Industry or Licensure Standards

   Students may petition to repeat a course needed for employment or licensure because of a significant change in industry or licensure standards. Students may take these courses any numbers of times. The petition for this purpose is available in the Admissions and Records Office; petition will require substantiating verifiable documentation or independent verification.

3) Course Repetition Due to Recency Prerequisites

   Students may petition, only one time, to repeat a course in which a standard (passing) grade has already been awarded, providing that the following conditions have been met:

   (a) the District has established a recency prerequisite for the course, or

   (b) another institution of higher education to which the student seeks to transfer has established a recency requirement which the student will not be able to satisfy without repeating the course in question.

Courses Designated as Repeatable

Courses that can be repeated will be so designated in the colleges' catalog. Only the following three types of courses may be designated as repeatable:

- Courses for which repetition is necessary to meet the major requirements of California State University (CSU) or University of California (UC) for completion of a bachelor's degree;
- Intercollegiate athletics courses; and
- Intercollegiate academic or vocational competition courses. Such courses may be repeated no more than four times for semester courses or six times for quarter courses.

1) Courses for which repetition is necessary to meet the major requirements of California State University (CSU) or University of California (UC) for completion of a bachelor's degree (supporting documentation required).

   Certain CSU or UC campuses may require students to repeat a specified course as part of the requirements for a specific major. Once the course is properly designed as repeatable, then any student eligible to enroll in that course can enroll in that course multiple times. While the particular course may require the student to meet other eligibility requirements, such as an applicable prerequisite or corequisite, the student does not have to intend to transfer to UC or CSU to enroll in a course that has been properly designated as repeatable.

2) Intercollegiate athletics courses

   Intercollegiate athletic courses are limited to the following:

   - those courses in which student athletes are enrolled to participate in an organized competitive sport sponsored by the District, or
   - a conditioning course which supports the organized competitive sport. (Title 5, Section(g). These types of courses are intended to be narrowly construed, meaning the course is either one that the athlete must be enrolled in to participate in the sport that is sponsored by the District or the course that is devoted to conditioning the athlete to safely participate in the competitive sport.

3) Intercollegiate academic or vocational competition course

   Intercollegiate academic or vocational competition courses are very narrowly defined as courses that meet the following criteria:

   - the course must be designed specifically for participation in non-athletic competitive events,
   - the competition must be between students from different colleges,
   - the competition must be sanctioned by a formal collegiate or industry governing body, AND
   - the participation in the event must be directly related to the course as specified in the course content and objectives pursuant to subdivisions (a) or (b) of Title 5, Section 55002.

Courses designated as repeatable shall be identified in the course descriptions in the college catalog. The District will devise and implement a mechanism for the proper monitoring of such repetitions, including the determination and certification that each identified course meets the criteria specified in Title 5, Section 55041(c), 58161, 55041(a)(1), 55041(a)(2), 55041(a)(3).

Students may enroll in courses that have been designated as repeatable for not more than four semesters. For purposes of this administrative procedure, summer or other intersessions count toward the maximum number of repetitions allowed. For purposes of this administrative procedure, withdrawals count toward the maximum number of repetitions allowed. When a course is repeated pursuant to this section, the grade received each time will be included in the calculations of grade point average.

Active Participatory Courses and Repeatability

"Active participatory courses" are those courses where individual study or group assignments are the basic means by which learning objectives are obtained. Courses that are related in content (also known as "families") activities in which skill levels or variations are separated into distinct courses with different student learning outcomes for each level or variation. Courses eligible to be included in "families" are limited to physical education, visual arts, and performing arts.

While students will not in most cases be allowed to repeat a specific active participatory course, they can still enroll in a series of active participatory courses that are related in content for a maximum of four times. This limit applies even if the student receives a substandard grade or "W" during one or more enrollments, or if a student petitions for repetition due to extenuating circumstances, as defined herein, and by Title 5, Section 55045.

The attendance of students in credit activity courses may be claimed for apportionment for a maximum of four semester enrollments inclusive of summer and other intersessions.

Discipline faculty will be responsible for determining which courses will comprise families and these families of courses will be designated in the college's catalog along with enrollment limitations.

See Administrative Procedure 4225 for information on course repetition to alleviate substandard grades and special circumstances where students with passing grades may repeat courses not designated as repeatable.

Appendix XV

Enrollment Priorities

The colleges of the Ventura County Community College District (VCCCD), (Moorpark College, Oxnard College, Ventura College) assigns enrollment priority to all new, continuing, and returning students in accordance with the California Education Code and Title 5 Administrative Code. Enrollment priority is also known as registration priority.

New for-credit students receive enrollment priority after completing orientation, assessment and a student educational plan. This may be accomplished in different ways including, but not limited to, completing the online orientation or attending an in-person session; assessment through multiple measures including, but not limited to, evaluation of other college coursework, high school courses and grades, and informed self-placement which result in course placement recommendations for Math, English, and English as a Second Language; completing a one or two-semester abbreviated educational plan, or developing a comprehensive educational plan that is approved by an academic counselor.

Exemption from a service

New students have the right to request an exemption from orientation, assessment and educational planning activities based on criteria identified below; students who claim exemption will not be eligible for enrollment priority. The exemption criteria are as follows:

- Student has earned an Associate or higher degree.
- Student is enrolling solely to take a course that is legally mandated for employment or necessary in response to a significant change in industry or licensure standards.

Continuing for-credit students receive enrollment priority based on the number of completed and in-progress degree-applicable units taken at any of the colleges in this district providing they have not been placed on academic or progress probation or more serious academic sanction for two consecutive terms. Transfer units are not used to calculate enrollment priority.

Limitations

- Continuing students who have earned more than 90 units will lose enrollment priority and will register during open registration unless they successfully petition for a waiver that reinstates them to the previous enrollment priority. The petition for reinstatement of enrollment priority is initiated through a counseling appointment.
- Students may petition for reinstatement of registration priority if they are enrolled in a high-unit major or program of study, high-unit transfer major; or are registering for their last semester at a college within the VCCCD.
- Continuing students who are placed on academic or progress probation or more serious academic sanction for two consecutive terms will lose enrollment priority and will register during open registration. Students who lose their priority may appeal if they have verifiable extenuating circumstances as defined below; an approved appeal will result in the reinstatement of enrollment priority. The petition to appeal loss of enrollment priority is initiated through a counseling appointment.
- Extenuating circumstances are defined as verifiable cases of accident, illness or other circumstances beyond the student's control. Appeals must be supported by verifiable documentation of circumstances.

Returning for-credit students who have not attended in at least one year, who have completed fewer than 90 units, are in good academic standing in the Ventura County Community College District, and have completed orientation, assessment and an educational plan will have registration priority over returning students who do not meet these criteria.

Noncredit only students register during the same period as continuing for-credit students but are restricted to enrolling in non-credit courses only. If a non-credit only student seeks to enroll in for-credit courses, that student would be subject to the requirements and enrollment priority as a new for-credit student.

Special Admission Dual Enrollment students register behind other groups as designated by California Education Code, Section 76001(e)(1). Where the District has an MOU with specific high schools that designate them as partners in a "middle college high school" agreement, the students from those high schools will be afforded priority (see tier7 below).

Assignment of Enrollment Priorities in the Ventura County Community College District

Pursuant to Title 5 Sections 58106, 58108; Education Code Section 66025.8 et. seq. within the Ventura County Community College District, priority registration appointments are assigned based on the following criteria and in the following order:

1. Priority as defined by statute for:

   CalWORKS students
   EOPS students
   DSPS students
   Foster youth and former foster youth
   Homeless youth
   Military Veterans and active duty personnel

NOTE: all continuing and returning students in the above groups must be in good academic standing; all new students in the above groups must have completed orientation, assessment, and an educational plan.

Foster Youth students are exempt from the unit and academic standards requirement.

2) Student athletes beyond their first semester, as verified by a designated athletics counselor, students currently participating in a First Year Experience cohort, and Associated Students elected and appointed officers from each college, as verified by the Associated Students' advisor. All continuing students must be in good academic standing; students new to the college must have completed orientation, assessment and an educational plan.

3) Continuing students with 76-90 units* who are in good academic standing

4) Continuing students with 45-75 units* who are in good academic standing

5) Continuing students with 30-44 units *who are in good academic standing

6) Continuing students with 15-29 units* who are in good academic standing

7) Continuing students with 1-14 units* who are in good academic standing and Middle College Dual Enrollment students.

*Foster Youth students are exempt from the unit and academic standards requirement.

8) New students who have completed orientation, assessment, and an educational plan; and returning students who have not attended in at least one year, who have completed fewer than 90.5 units, are in good academic standing in the Ventura County Community College District, and have completed orientation, assessment, and an educational plan.

9) Open registration for all students (excluding Special Admission Dual Enrollment students), including:

- All students who have been placed on academic or progress probation or more serious academic sanction for two consecutive terms unless they successfully appeal for reinstatement of enrollment priority based on verifiable extenuating circumstances.
- New and returning students who choose to be exempt from participating in orientation, assessment, and/or the development of a student educational plan (see exemption information above).

- Continuing and returning students with more than 90 units unless they successfully petition for reinstatement of enrollment priorities.

10) Other Special Admission Dual Enrollment students not participating with an established Middle College.

Definitions

New For-Credit Student: Matriculated as First-Time Freshman or First-Time Transfer.

Continuing For-Credit Student: A student who has been enrolled in one or more of the two previous primary semesters.

Returning For-Credit Student: A student who has been previously enrolled at any of the colleges in the District, but has not been enrolled for either of the previous two primary semesters. (Primary Semesters = Fall and Spring)

Noncredit Only Student: A student enrolling in only noncredit courses.

Special Admission Student: "Dual Enrollment" or a concurrently enrolled minor attending public, private, or home school who is also taking classes offered by a college in the District.

Foster Youth and Former Foster Youth: Persons whose dependency was established or continued by the court on or after the youth's 16th birthday and who are no older than 25 years of age at the commencement of the academic year.

Homeless Youth: A student under 25 year of age, who has been verified at any time during the 24 months immediately preceding the receipt of his or her application for admission by at least one of the following as a homeless child or youth:

- A homeless services provider, as defined in the Health and Safety Code, Section 103577(b)(3).
- The director of a federal TRIO program or Gaining Early Awareness and Readiness for Undergraduate Programs program, or a designee of that director.
- A financial aid administrator for an institution of higher education.
- Once "homeless youth" status is verified, it will remain in place as long as the student attends in the District, even with breaks in enrollment, until the student reaches the age of 25.

Abbreviated Educational Plan: A plan that identifies the courses a new student will take in their first one or two semesters. An abbreviated educational plan may be developed by a student with or without the help of an academic counselor, and is not approved by a counselor. Abbreviated educational plans are required for all new non-exempt students; however, a comprehensive educational plan will also satisfy this requirement.

Comprehensive (Active) Educational Plan: A plan that identifies the courses a student must take to complete their informed program of student and reach their educational goals. The comprehensive educational plan is generally at least two semesters long, and ideally will be long enough to identify everything a student must do to achieve their educational goal.

Good Academic Standing: Defined solely for purposes of assigning enrollment priority as a student who has not been on academic or progress probation or dismissal for two consecutive terms. Students who are on probation for two consecutive terms will lose enrollment priority for the next term.

Informed Program of Study: The degree, certificate or transfer program of study that a student declares upon completing 15 units of college coursework. The "informed program of study" is the basis for a student's comprehensive educational plan.

Appendix XVI

Academic Renewal Without Course Repetition

Students may petition to have a portion of previous college work disregarded in meeting academic requirements in the colleges of the Ventura County Community College District (VCCCD), (Moorpark College, Oxnard College, Ventura College), when that work is not considered to be reflective of the student's present demonstrated ability and level of performance. Academic Renewal is intended to facilitate the completion of requirements necessary for an academic degree or certificate, or transfer.

Academic Renewal Option

A student may petition to disregard a maximum of 24 semester units of any courses with less than a "C" or equivalent grade. Academic renewal may not be applied to any course that has been used to satisfy associate degree, certificate of achievement, IGETC or CSU-GE transfer general education breadth requirements. A student may disregard a maximum of 24 or fewer semester units of any courses with less than a "C" or equivalent grade taken during any five terms maximum (summer is considered one term), not necessarily consecutively.

Eligibility

To qualify for academic renewal, students must do all of the following:

- Submit official transcripts of all college work.
- Wait 12 months after the course work to be disregarded is completed.
- Students must demonstrate recent academic success based on the coursework they have completed at any regionally accredited college after the coursework that is being petitioned for exclusion through academic renewal. Recent academic success may be demonstrated by one of the following:
  - Completing at least 12 semester units with a minimum 3.0 cumulative GPA, or
  - Completing at least 15 semester units with a minimum 2.5 cumulative GPA, or
  - Completing at least 24 semester units with a minimum 2.0 cumulative GPA
- The colleges of the VCCCD will honor similar actions by other regionally accredited colleges and universities in determining grade point averages and credits.

Petition Process

The petition form for this purpose, is "Petition for Academic Renewal" is initiated by the student through a Counseling appointment.

Recording of Academic Renewal:

Once the Petition for Academic Renewal is granted, the student's permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

Academic renewal actions are permanent and irreversible.

The student should be aware that other colleges or universities may have different policies concerning Academic Renewal and may not honor this policy.

Appendix XVII

Drug-Free District Policy

The Ventura County Community College District (VCCCD), including Moorpark College, Oxnard College and Ventura College, shall be free from all illegal drugs and paraphernalia and from the unlawful possession, use, or distribution of illicit drugs, paraphernalia and alcohol by students and employees.

The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in all facilities under the control and use of the District.

Any student or employee who violates this policy will be subject to disciplinary action, (consistent with local, state, or federal law), which may include referral to an appropriate rehabilitation program, suspension, demotion, expulsion or dismissal.

The Chancellor shall assure that the District distributes annually to each student the information required by the Drug-Free Schools and Communities Act Amendments of 1989 and complies with other requirements of the Act.

See Administrative Procedure 3550.

Appendix XVIII

Smoking Policy

Ventura County Community College District (VCCCD) Smoking Policy

In the interest of the health and welfare of students, employees, and the public, smoking is banned during any instructional, programmatic, or official district or college function, in all District vehicles, in all District buildings, and within twenty feet of the exit or entrance of any building. Individual colleges may adopt a more restrictive policy.

Oxnard College Smoking Policy - 100% Tobacco Free

Smoking, including the use of electronic smoking devices and the use of tobacco products, is prohibited on all property and in all indoor and outdoor spaces owned, leased, licensed, or otherwise controlled by VCCCD. Smoking, including the use of electronic smoking devices and the use of smokeless tobacco products, is prohibited in all vehicles owned by VCCCD, and at any event or activity on campus property. Furthermore, the use of nicotine products or nicotine delivery systems that are not regulated by the Food and Drug Administration (FDA) as cessation devices is prohibited in all indoor and outdoor spaces where smoking and tobacco use is prohibited. Products covered under this policy include, but are not limited to, cigarettes, cigars, pipes, water pipes (hookahs), electronic smoking devices such as electronic cigarettes and electronic hookahs, chewing tobacco, spit tobacco, snus, snuff, and dissolvable tobacco products. Violators shall be subject to appropriate disciplinary action – **see Student Code of Conduct**.

Appendix XIX

Solicitation

The solicitation, selling, exposing for sale, offering to sell, or endorsing of any goods, articles, wares, services or merchandise of any nature whatsoever for the purpose of influencing lease, rental, or sale at a college is prohibited except by written permission of the Ventura County Community College District (VCCCD) Chancellor, President of one of the VCCCD colleges, (Moorpark College, Oxnard College, Ventura College), or the President's designee. This policy applies to all students, staff, and all others.

Nothing in this policy shall be construed to revoke the rights and privileges of students as specifically granted by education code sections and board policy with regard to fundraising activities, examinations of instructional materials, or other activities sanctioned by federal, state, and local regulations.

Appendix XX

Publicity Code and Information Dissemination

Students wishing to post, display, distribute, or otherwise make known an activity, event, or other piece of information should seek advance approval from Student Activities Office. This policy applies to all printed material distributed by students and all others on campus of the Ventura County Community College District (VCCC), (Moorpark College, Oxnard College, Ventura College), including, but not limited, to all petitions, circulars, leaflets, newspapers, and all materials displayed on bulletin boards, kiosks, signboards, or other such display areas. In no case should printed materials be placed on lamp poles, buildings, windows, doors, retaining walls, painted surfaces, sidewalks, plants, and other such places.

All printed materials should be clearly designed to meet the needs of students, staff, and faculty; and the event, activity, or program should be of obvious benefit to members of the campus community. All posted materials must display the VCCCD college campus' approval stamp. Requests by off-campus individuals or agencies to disseminate materials on the VCCCD college campuses should be referred to the Student Activities Office. Such material must be of a high campus value and pre-approval is required.

Posting of materials on bulletin boards and dissemination of information or petitions will be governed by time, place, situation, and manner requirements.

Coercion is not to be used to induce students to accept any printed material or to sign petitions. Individuals or groups are expected to use good taste in their manner of expressing ideas according to current law or civic policy.

Please see Appendix I for information regarding Privacy Rights Governing Student Records and campus policy regarding the dissemination of information from student educational records. Questions regarding this policy should be addressed to the Registrar's Office.

Appendix XX I

Use of Student Image, Likeness, or Voice

The campuses of the Ventura County Community College District (VCCCD), (Moorpark College, Oxnard College, Ventura College) often host events that are open to the public such as, but not limited to, graduation, athletic competitions, job fairs, speakers, and various activities held at the theatre. Those events are considered news events. Such an event may be photographed, video-taped or Webcast for purposes of archiving the event, educational use, or publicity. Students, staff and faculty who attend those events may have their image or voice captured on video, Webcast or photograph. Due to the nature of the events, the VCCCD college campuses have no means by which to prevent such photographs, videotaping or web castings from including a specific student's image or voice. By attending the event or activity, a person is granting the VCCCD college campuses the right to use any such still or motion images or voice recordings in future publicity or publications as needed and without compensation. No release shall be required by the VCCCD college campuses to utilize in an appropriate manner any images captured during a public event, even if the subject is a minor.

Appendix XX II
Distance Education

Definition

Distance education means instruction in which the instructor and student are separated by time and/or distance and interact through the assistance of communication technology. This definition includes both partially online and fully online courses. All distance education is subject to the general requirements under Title 5 as well as the specific requirements of articles 55200 and 55204. In addition, instruction provided as distance education is subject to the requirements that may be imposed by the Americans with Disabilities Act (42 U.S.C. Section 121000 et seq.) and Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794 d).

The U.S. Department of Education defines distance education as education that uses one or more technologies to deliver instruction to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor, either synchronously or a synchronously. (Title 34 Subtitle B, Chapter IV Part 600 Subpart A Section 600.2)

Distance Education Instruction Certification

Distance Education (DE) faculty must be certified to teach distance learning prior to being assigned a distance education course.

Course Approval

Each proposed or existing course offered by distance education shall be reviewed and approved separately. Separate approval is mandatory if any portion of instruction in a course replaces face-to-face time, or if an entire section of a course is designed to be provided through distance education.

The review and approval of new and existing distance education courses shall follow the curriculum approval procedures outlined in Administrative Procedure 4020, Program and Curriculum Development. Distance education courses shall be approved under the same conditions and criteria as all other courses.

Addendum to Course Outline

An addendum to the official course outline of record shall be completed if any portion of the instruction of a new or existing course is provided through distance education. The addendum must be approved according to the District C college curriculum approval procedures. The addendum must address the following:

- How course outcomes will be achieved in a distance education mode;
- How the portion of instruction delivered via distance education provides regular and effective contact between instructors and students; and
- How the portion of instruction delivered via distance education meets the requirements of the Americans with Disabilities Act (ADA) and Section 508 of the Rehabilitation Act of 1973.

Establishing Regular, Effective, and Substantive Faculty-Initiated Contact

Faculty will use the following practices of regular and substantive contact in their Distance Education courses:

Regular Announcements: Faculty should make general course related announcements to the students in their distance education classes on a weekly basis, whether by the announcement area in the Learning Management System or via e-mails to the entire class.

Establishing Expectations: Faculty will include in their syllabus or course orientation a description of the frequency and timeliness of instructor-initiated contact and feedback, as well as expectations for student participation. This should include the timeframe for responding to e-mails and phone calls, the timeframe for receiving feedback on student work, the timeframe for submission of assignments, and the expectations of discussion board postings required of the student. This information will be available to students on the first day of class.

Faculty-initiated Interaction: Faculty will regularly initiate interaction with students to determine that they have access to the course materials, that they understand the material, that they understand what is required of them, and that they are participating in the activities of the course. There are various ways of accomplishing this, including but not limited to, asynchronous discussion board forums with appropriate faculty input in the forum or grade book, synchronous chats, video conferencing, individualized contact via phone or e-mail, and, in the case of a hybrid course, in face- to-face meetings.

Timely Feedback on Student Work: Faculty will grade and provide feedback on student work within a reasonable timeframe. If discussion boards are required, students should be given guidelines at the outset of the course and feedback on their participation throughout the duration of the course.

Content Delivery: Faculty will provide content material either through online materials (in written, video, and/or audio forms) and/or through introductions to materials not created by the instructor (such as publisher-provided materials, web sites, streaming video, etc.).

Notifying Students of Faculty Unavailability/Offline Time: If the instructor must be out of contact briefly for any reason, notification to students will be made in the announcements area of the course and/or via e-mail that includes when the students can expect regular effective contact to resume. This should occur for any offline periods lasting longer than three business days.

Faculty Absence Notification: If a faculty member must be offline for a period of time that results in the faculty member not being able to meet his or her regular effective contact for any given week, this would be considered an absence and the Dean of the division in which the course is taught must be notified. Absences will be handled in accordance with the negotiated faculty contract.

Face-to-Face Forms of Contact: Faculty are encouraged to utilize the face-to-face forms of contact mentioned in Title 5, Section 55211 (e.g., group or individual meetings, orientation and review sessions, supplemental seminar or study sessions, field trips, and library workshops), but to keep in mind that in the case of fully online classes it will not be possible for all students to attend such activities and these activities cannot be mandatory unless the course is hybrid and meetings times are announced in the schedule. Alternate online activities, such as those mentioned in the sections above, that entail instructor-student contact should be made available for such students who cannot attend.

Student to Student Contact: Faculty will ensure ongoing regular and effective student-to-student contact. Best practices include, but are not limited to, include implementing communication means for varied types of interaction in the course design, assigning and monitoring weekly assignments and projects that promote collaboration among students, posing questions in the discussion boards that encourage critical thinking skills and promote interaction, and monitoring student engagement to ensure that students participate with depth.



Enrollment, Attendance and Participation in Distance Learning Courses

Students will register and enroll in distance learning courses in the same manner as traditional courses.

Attendance will be determined through contact with instructors in the first week of the term; logging into the learning management system does not constitute active participation. Instructors may drop students from distance education courses for lack of active participation. Active participation may include, but is not limited to, writing in discussion forums, submitting assignments, taking quizzes and/or exams, or other interactive class activities.

Accessibility

Each course that is delivered through distance education must comply with up-to-date Section 508 accessibility requirements. All course content delivered via distance education must be accessible to all persons including those with disabilities. All activities and instructional media shall be accessible, including, but not limited to,

a. accurately captioned videos

b. transcribed audio files

c. images that have alternative text

d. readable course materials using effective font, color contrast, and spacing

e. meaningful hyperlink text

f. documents that are created in such a way that screen reading software is able to read them

g. accessible synchronous communication

h. prescribed accommodations that are followed for other graded course activities

i. keyboard navigation.

Proctoring

Distance education courses may require exams to be taken in a proctored setting. Faculty members will clearly communicate in their syllabi any proctoring requirements along with options to complete.

Test Proctoring Fees

There is no authority that permits the District to charge students a fee to cover the costs of having someone present while students are taking tests.

Verification of Student Identity

Consistent with federal regulations pertaining to federal financial aid eligibility, the District must authenticate or verify that the student who registers in a distance education or correspondence education course is the same student who participates in and completes the course or program and receives the academic credit. The District will provide to each student, at the time of registration, a statement of the process in place to protect student privacy and estimated additional student charges associated with verification of student identity, if any.

The Chief Instruction Officer shall ensure the institution utilizes one or more of these methods to authenticate or verify student identity:

a. Secure login and password to enable authenticated access to student information and course management system.

b. Proctored examinations.

c. New or other technologies and practices that are effective in verifying student identification.

Student Support Services

The colleges will assure that distance learners have reasonable access to student support services that are comparable to those services provided to on-campus learners.

Appendix XX III

Campus Safety

A campus safety plan shall be developed and provided to students in written format and/or on campus websites.

Additionally, the office of the Ventura County Community College District (VCCCD) Police prepares and annually updates a report of all occurrences reported to campus police and/ or Campus Security Authorities (CSA) of, and arrests for, crimes that are committed on campus and that involve violence, hate violence, theft or destruction of property, illegal drugs, or alcohol intoxication, and of all occurrences of noncriminal acts of hate violence reported to campus authorities. A written report will be submitted to the Board of Trustees.

Written records of noncriminal acts of hate violence shall include at least a description of the act of hate violence, the victim characteristics, and offender characteristics, if known.

Note: *Education Code Section 67380 defines "hate violence" as: "any act of physical intimidation or physical harassment, physical force or physical violence, or the threat of physical force or physical violence, that is directed against any person or group of persons of the property of any person or group of persons because of the ethnicity, race, national origin, sex, sexual orientation, gender identity, gender expression, disability, or political or religious beliefs of that person or group."* Section 67380 requires reporting of both occurrences reported to campus police or safety authorities of and arrests for crimes that involve hate violence (Section 67380(a)(1)(A)) and of "non-criminal acts of hate violence" (Education Code Section 67380(a)(1)(B)).

For purposed of reporting under the Clery Act, "hate crimes" includes domestic violence, dating violence, and stalking.

See Administrative Procedure (AP) 3500.

Appendix XX IV

Workplace Violence Plan

The Ventura County Community College District (VCCCD) is committed to providing a safe work environment that is free of violence and the threat of violence.

Responding to Threats of Violence

The top priority in this process is effectively handling critical workplace incidents, especially those dealing with actual or potential violence.

Violence or the threat of violence against or by any employee of the District or any other person is unacceptable.

Should a non-employee on VCCCD property demonstrate or threaten violent behavior, he/she may be subject to disciplinary action.

Should an employee, during working hours, demonstrate or threaten violent behavior, he/she may be subject to disciplinary action.

The following actions are considered violent acts:

- Striking, punching, slapping or assaulting another person
- Fighting or challenging another person to fight
- Grabbing, pinching or touching another person in an unwanted way whether sexually or otherwise
- Engaging in dangerous, threatening or unwanted horseplay
- Possession, use, or threat of use of a firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife or explosive, on District property, including parking lots, other exterior premises, District vehicles, or while engaged in activities for the District in other locations, unless such possession or use is a requirement of the job
- Threatening harm or harming another person, or any other action or conduct that implies the threat of bodily harm

- Bringing or possessing any dirk, dagger, ice pick, or knife having a fixed blade longer than 2 1/2 inches upon the grounds, unless the person is authorized to possess such a weapon in the course of his/her employment, has been authorized by a District employee to have the knife, or is a duly appointed peace officer who is engaged in the performance of his/her duties
- Or any other use of force or threat of violence

Any employee who is the victim of any violent threatening or harassing conduct, any witness to such conduct, or anyone receiving a report of such conduct, whether the perpetrator is a VCCCD employee or a non-employee, shall immediately report the incident to his/her supervisor or other appropriate person, such as:

- Title IX Coordinator
- Campus Police or Other Law Enforcement (911)
- Human Resources Officer
- Sexual Harassment Facilitator
- Campus Security Authority

No one, acting in good faith, who initiates a complaint or reports an incident under the policy will be subject to retaliation or harassment.

Any employee reported to be a perpetrator will be provided both due process and representation before disciplinary action is taken.

In the event the District fears for the safety of the perpetrator or the safety of others at the scene of the violent act, Campus Police or 911 will be called.

See Administrative Procedure (AP) 3510.

Appendix XX V

Reporting of Crimes

Members of the Ventura County Community College District (VCCCD) who are witnesses or victims of a crime should immediately report the crime to Campus Police.

In the event an employee is assaulted, attacked, or menaced by a student, the employee shall notify his/her supervisor as soon as practical after the incident. The supervisor of any employee who is attacked, assaulted, or menaced shall assist the employee to promptly report the assault, attack, or menace to the College Police. The supervisor himself/herself shall make the report if the employee is unable or unwilling to do so. Reporting a complaint to local law enforcement will not relieve the District of its obligation to investigate all complaints of harassment.

The District will instruct members of the District Police Department to notify students and employees complaining of sexual violence of their right to file a sex discrimination complaint with the District in addition to filing a criminal complaint, and to report incidents of sexual violence to a Title IX Coordinator and/or the Vice Chancellor for Educational Services if the complainant consents.

The District shall publish warnings to the campus community about the following crimes:

- Criminal homicide – murder and non-negligent manslaughter;
- Criminal homicide – negligent manslaughter;
- Sex offenses – forcible and non-forcible sex offenses;
- Domestic violence, dating violence, and stalking;
- Robbery;
- Aggravated assault;
- Burglary;
- Motor vehicle theft;
- Arson;
- Arrests for liquor law violations, drug law violations, and illegal weapons possession;
- Persons who were not arrested for liquor law violations, drug law violations, and illegal weapons possession, but who were referred for campus disciplinary action for same;
- Crimes that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability and involve larceny-theft, simple assault, intimidation, destruction/damage/ vandalism of property, or any other crime involving bodily injury;
- Those reported to College Police; and
- Those that are considered to represent a continuing threat to other students and employees, or
- Any crime committed on campus.

VCCCD shall publish warnings to the campus community about crimes that are considered to represent a continuing threat to other students and employees in a manner that is timely and will aid in the prevention of similar crimes. The information shall be disseminated by Chief of Police in a manner that aids the prevention of similar crimes.

VCCCD shall annually collect and distribute statistics concerns crimes on campus. All college staff with significant responsibility for student and campus activities shall report crimes about which they receive information.

The Chief of Police shall publish an Annual Security Report every year by October 1 that contains statistics regarding crimes committed on campus and at affiliated locations for the previous three years. The Annual Security Report shall also include policies pertaining to campus security, alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, victims' assistance program, student discipline, campus resources and other matters. VCCCD shall make the report available to all current students and employees. VCCCD will also provide perspective students and employees with a copy of the Annual Security Report upon request. A copy of the Annual Security Report can be obtained by contacting the Chief of Police, Ventura County Community College District or at the Website address published in www.vcccd.edu/departments/police.

In the event that a situation arises, either on or off campus, that, in the judgment of the VCCCD Chancellor or Designee or Chief of Police, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning will be issued through the college e-mail system to students, faculty, staff and the campus's student newspaper. The information shall be disseminated by the Chancellor or Designee in a manner that aids the prevention of similar crimes.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Chancellor or Designee may also post a notice via campus-wide communication system and/or an appropriate VCCCD website, providing the community with more immediate notification. The electronic bulletin board is immediately accessible via computer by all faculty, staff and students. Anyone with information warranting a timely warning should report the circumstances to the College Police, by phone or in person at the College police station. Contact, website and location information can be found through the District website and office: www.vcccd.edu.

VCCCD shall be required to provide a timely warning with respect to crimes reported to a confidential counselor.

If there is an immediate threat to the health or safety of students or employees occurring on campus, VCCCD shall follow its emergency notification procedures.

VCCCD shall annually collect and distribute statistics concerning crimes on campus. All college staff with significant responsibility for student and campus activities shall report crimes about which they receive information.



To report a crime:

Contact Campus Police (678-5805) and 911 (911 for emergencies only). Any suspicious activity or person seen in the parking lots or loitering around vehicles or inside buildings should be reported to the police department.

If the victim of a crime does not want to pursue action within the VCCCD System or the criminal justice system, the victim may still want to consider making a confidential report. With the victim's permission, a Campus Security Authority (CSA) can file a report on the details of the incident without revealing the victim's identity. The purpose of a confidential report is to comply with the victim's wish to keep the matter confidential, while taking steps to ensure the future safety of the victim and others. With such information, VCCCD can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

The College Police encourage anyone who is the victim or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, the College Police Department police cannot hold reports of crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other campus security authorities as identified below. Confidential reports of crime may also be made to a Campus Security Authority (CSA).

Required reports to local law enforcement agency:

Any report of willful homicide, forcible rape, robbery, aggravated assault, sexual assault, hate crime, or any other crime, committed on or off campus, that is received by a campus security authority and made by the victim for the purposes of notifying the institution or law enforcement must be immediately, or as soon as practicably possible, disclosed to the local law enforcement agency. The report shall not identify the victim, unless the victim consents to being identified after the victim has been informed of his/her right to have his/her personally identifying information withheld. If the victim does not consent to being identified, the alleged assailant shall not be identified in the information disclosed to the local law enforcement agency.

See Board Policy (BP) 3515 Reporting of Crimes.

ADMINISTRATION

Administration of the College

Luis Sanchez, JD, LLM
President

Art Sandford, Ph.D.
Vice President Academic Affairs and Student Learning

Chris Renbarger, MBA
Vice President Business Services

Oscar Cobian, Ed.D.
Vice President Student Development

Mike Alexander
Director of College Information Technology Services

Bob Sube
Director of Facilities, Maintenance, & Operations

Instructional Divisions and Services

Leah Alarcon M.S.
Dean, Student Success

Luis Gonzalez, Ed.D.
Dean, Library and Liberal Studies

Keller Magenau, Ph.D.
Dean, Institutional Effectiveness

Carolyn Inouye, Ph.D.
Dean, Mathematics, Science, Health, Kinesiology, and Athletics

Arminé Derdiarian, D.D.S
Dean, Career Education

Matt Jewett, M.A.
Dean, Public Safety

ADMINISTRATION & FACULTY

A

Abram, Michael W., Professor

Biology 2004
B.A., University of California, Santa Barbara
D.C., Cleveland Chiropractic College

Ainsworth, Alan, Professor

Environmental Control Technology 2008
A.A., Moorpark College
A.S., Moorpark College

Alarcon, Leah, Dean

Student Success 2016
B.A., M.S., California Lutheran University

B

Bassey, Ed-Rissa K., Professor

Business 1988
B.S., Morgan State University
M.B.A., University of Baltimore
J.D., University of San Francisco

Bates, Mark, Professor

Mathematics 2000
B.A., M.A., University of California, Santa Barbara

Benavides-Black, Celina, Assistant Professor

Psychology 2021
M.A., Whittier College
Ed.M., Harvard University
Ph.D., Claremont University

Black, Bret S., Professor

Mathematics 2001
B.A., University of California, Santa Barbara
M.S., California State University, Fullerton

Bonham, Teresa, Professor

English 2006
B.A., M.F.A., St. Mary's College of California
M.A., California State University, East Bay

Bouma, Hank, Professor

CIS/Computer Apps/Office Technologies 1999
A.A., Phoenix College
B.S., California State University, Long Beach
M.A., Webster University, Missouri

C

Cano, Celenia, Assistant Professor

Mathematics 2020
B.S., California State University, Long Beach
M.A., Teachers College, Columbia University

Caruth, Elissa S., Professor

English 2000
B.A., M.A., California State University, Northridge
M.A., University of Birmingham

Cobian, Oscar, Vice President

Student Development 2015
A.A., Ventura College
B.A., California State University, Northridge
M.A., California Lutheran University
Ed.D., University of Southern California

Corse, Kevin, Associate Professor

Automotive Technology 2016
A.S., Ventura College

Crawford, Jonas, Professor / Athletic Director

Athletics/Health Education/Kinesiology 2009
B.A., San Diego State University
M.S., Azusa Pacific University

Crudo, Tamara, Associate Professor

Fire Academy 2012
The California Fire Academy at Asilomar

D

Danza, James, Associate Professor

Geography 2016
B.A., M.S., California State University, Fullerton

Davis, Shannon, Professor

Counseling - Articulation Officer 2007
B.A., M.S., California Lutheran University

Dean, Marlene, Professor

Mathematics 2005
B.S., Albertson College of Idaho
M.S., California State University, Northridge

Derdiarian, Arminé, Dean

Career Education 2008
B.S., D.D.S, University of California, Los Angeles

E

Edwards, Amy F., Professor

Communication Studies 2004
B.A., M.A., Ed.D., California State University, Northridge

Edwards, Ishita M., Professor

Economics/Interdisciplinary Studies 1991
B.A., Delhi University
M.A., University of Jammu & Kashmir
M.A., American Public University
Ph.D., University of Poona, India

Enriquez, Richard P., Professor

Dental Hygiene 2000
D.D.S., University of Southern California

Espinoza-Lopez, Gloria, Professor

Counseling - EOPS/Outreach 1999
B.A., California State University, Northridge
M.S., California Lutheran University

F

Fahs, Hussein G., Professor

Mathematics 2004
B.S., M.S., California State University, Northridge

Flores, Cesar, Associate Professor / Coordinator

Counseling - EOPS/CARE 2013
B.A., University of California, Santa Barbara
M.S., California Lutheran University

Fontenette, Tim, Associate Professor

Business 2017
B.S., University of California, Santa Barbara
M.B.A., University of Phoenix

Fontes, Ross, Professor

Counseling - EOPS 2002
A.A., Ventura College
B.A., University of California, Santa Barbara
M.A., California State University, Northridge

Frehlich, Dianne, Associate Professor

Health Education/Kinesiology 2016
B.S., California Lutheran University
M.S., California State University, Northridge

Fulkerson, Marcia A., Associate Professor

Communication Studies 2017
B.A., M.A., San Diego State University

G

Gonzalez, Luis, Dean

Library and Liberal Studies 2016
B.A., M.A., Ed.D., University of California, Santa Barbara

Guevara, Gloria Y., Professor

Political Science 2001
B.A., University of California, San Diego
M.A., California State University, Northridge
M.A., Ph.D., University of Southern California

H

Hall, Steven C., Professor

Mathematics 1996
B.A., M.S., San Diego State University
Ed.D., Pepperdine University

Harber, James, Professor

Biology 2007
B.S., University of California, Davis
M.A., Humboldt State University
Ph.D., State University of New York at Stony Brook

Hart, Adam, Associate Professor

Culinary Arts & Restaurant Management 2017
A.A., Le Cordon Bleu, San Francisco
B.A., Chapman University, Orange, California
M.B.A., Argosy University, Los Angeles, California

Hayashi, Alan, Professor

Mathematics 1991
B.S.C., B.A., University of California, Riverside

Helfrich, Lisa, Associate Professor

English 2016
B.A., M.A. California State University, Northridge
M.A., California State University, Bakersfield

Horrock, Christopher, Professor

Philosophy 1992
B.A., Connecticut College
M.A., University of Washington

Hughes, Kevin, Associate Professor

History 2012
A.A., Ventura College
B.A., University of California, Santa Barbara
M.A., California State University, Northridge

Hurtado, Milena M., Associate Professor

Spanish 2016
B.A., M.A., Ph.D., University of California, Santa Barbara

I

Inouye, Carolyn, Dean

Mathematics, Science, Health, PE and Athletics 2007
B.A., M.A., Ph.D., University of California, Los Angeles

J

Jewett, Matthew, Dean

Public Safety 2019
A.S., Alan Hancock College
B.S., CSU California Maritime Academy
M.A., Union Institute and University

K

Kama'ila, Linda L., Professor

Anthropology 1990
B.A., M.A., Ph.D., Stanford University

Ketaily, Michael, Associate Professor

Fire Technology 2014
B.A., University of Redlands

Kuang, Jessica, Professor

Mathematics 2012
B.S., Ph.D., University of California, Davis

L

Lawley, Erin, Associate Professor

Athletics/Health Education/Kinesiology 2017
B.A. California State University, Monterey Bay
M.A. Concordia University

Lawson, Anitra, Associate Professor

Film, Television and Electronic Media 2017
B.A. & B.S., Florida A&M University
M.F.A., California Institute of the Arts

Lieser, Joshua, Associate Professor

History 2014
B.A., M.A., California Polytechnic State University, San Luis Obispo
Ph.D., University of California, Riverside

Lopez-Bowlin, Cristy, Assistant Professor

English 2020
B.A., California Polytechnic State University, San Luis Obispo
M.A., University of Kentucky

Lynch, Alex E., Professor

Engineering Technology 2004
B.A., Washington State University
M.A., Azusa Pacific University

M

Ma, Yong Chun, Professor

Chemistry 1996
B.S., Fudan University, China
M.S., University of Mississippi

Mack, Rainer, Associate Professor

Art History 2016
B.A., University of Chicago
Ph.D., University of California, Berkeley

Magenau, Keller, Dean

Institutional Effectiveness 2017
B.A., University of California, San Diego
Ph.D., Georgetown University

Maldonado, José Antonio, Associate Professor

English 2016
B.A., University of California, Santa Barbara
M.F.A., California State University, Long Beach

Marshall, Samantha, Assistant Professor

Psychology 2021
B.A., California State University, San Marcos
M.A., San Diego State University

McClurkin, Lawrence R., Professor

Athletics/Health Education/Kinesiology 1996
A.A., El Camino College
B.A., California State University, Dominguez Hills
M.A., Azusa Pacific University

McFadden, Deanna, Coordinator / Nurse

Student Health Services 2012
A.S., Modesto Junior College
B.S., California State University, Dominguez Hills
M.S., University of California, Los Angeles
D.N.P., Western University of Health Sciences, Pomona

McPherson, Gaylene, Professor

English 1992
B.S., Kansas State University
M.A., California State University, Sacramento

Melidonis, Arion, Professor

Anthropology 2012
B.A., Rutgers University
Ph.D., Princeton University

Mendez, Patricia, Professor

Early Childhood Education 2001
B.A., M.A., California State University, Northridge

Milán, Cecilia, Professor

Spanish 2004
B.A., Universidad de Cuyo, Argentina
M.A., University of Oregon

Miller, Justin, Professor

Physics 2012
B.S., University of California, Santa Barbara
M.S., California State University, Northridge

Mojica, Leticia, Professor

Counseling - Transfer Center 2006
A.A., Oxnard College
B.A., California State University, Northridge
M.A., Ed.D., California Lutheran University

Moreno-Parsons, Claudia, Associate Professor

English 2017
B.A., M.A., Brooklyn College, City University of New York
Ph.D., The Graduate Center, City University of New York

Morla, Christine J., Professor

Art 2004
B.A., Loyola Marymount University
M.F.A., Claremont Graduate University

Morris, Robert, Associate Professor

Emergency Medical Technology 2013
A.A., Santa Ana College

Munoz, Marta, Assistant Professor / Coordinator

Counseling - CalWORKs 2017
A.A., Rio Hondo College
B.A., California State University, Los Angeles
M.A., Azusa Pacific University

Munyantwali, Julius, Associate Professor

Counseling 2016
B.S., Drexel University
M.S., M.B.A., California Lutheran University

N

Najarian, Raffi G., Assistant Professor

Dental Assisting 2018
B.S., University of California Riverside
D.D.S., University of Southern California

Newby, Shannon, Professor

Biology 2005
B.S., University of Washington
Ph.D., State University of New Jersey, Rutgers

Newlow, Della, Professor

Educational Assistance Center (EAC) 2008
B.S., University of Southern California
M.S., California Lutheran University

Newville, Margaret, Professor

Dental Hygiene 2007
B.S., University of South Dakota
M.Ed., Azusa Pacific University

Nicholson, Michael, Assistant Professor

Biology 2016
A.S., Harper College
B.S., M.S., Eastern Illinois University
M.S., Capella University
Ph.D., The Pennsylvania State University

O

O'Neil, Thomas J., Professor

Geology/Oceanography 1976
B.S., Roanoke College
M.S., Louisiana State University

Orange, Leo, Professor / Coordinator

Educational Assistance Center (EAC) 2000
B.S., M.S., California State University, Los Angeles

Ortega, José, Professor

Automotive Body and Fender Repair 1991

Ortiz, Dolores C., Associate Professor

Sociology 2017
B.A., B.A., University of Southern California
M.A., University of California, Riverside

P

Pinto-Casillas, Mary, Professor

CIS/Computer Applications/Office Technologies 1995
A.A., Oxnard College
B.S., M.S., University of La Verne

Pitones, Juan M., Associate Professor

Sociology 2016
B.A., M.A., University of California, Riverside

R

Ramirez, Charles, Associate Professor

Counseling 2014
B.A., California State University, Northridge
M.A., Azusa Pacific University

Redding, Jeannette E., Professor

English 2001
B.A., M.A., University of California, Los Angeles

Renbarger, Christopher, Vice President

Business Services 2013
B.A., University of California, Santa Cruz
M.A., Syracuse University
M.B.A., California Lutheran University

Rivera, Everardo, Professor

Counseling - EOPS/CARE 2005
A.A., Oxnard College
B.A., University of California, Los Angeles
M.S., California Lutheran University

Rodriguez, Anthony, Professor

English 1998
B.A., M.A., Pepperdine University

Ruvalcaba, Lilia, V.R., Professor

Mathematics 2004
A.A., Oxnard College
B.A., M.Ed., University of California, Santa Barbara

S

Sanchez, Matilde, Professor

English/ESL 1989
B.A., M.A., University of California, Santa Barbara

Sandford, Art, Vice President

Academic Affairs and Student Learning 2015
B.A., California Polytechnic State University, San Luis Obispo
M.A., California State University, Northridge
Ph.D., University of California, Santa Barbara

Stough, Thomas, Professor / Librarian

Librarian 2000
B.A., Wichita State University
M.L.I.S., University of Oklahoma

Sutton, Karen, Professor

English 2001
A.A., Oxnard College
B.A., California Lutheran University
M.S., California State University, Los Angeles

T

Ta, Jacquelyne, Associate Professor

Mathematics 2016
B.S., California State University, Northridge
M.S., California State University, Channel Islands

Toy-Palmer, Anna, Associate Professor

Chemistry 2016
B.S., California State University, Dominguez Hills
M.S., Ph.D, University of California, San Diego

Trefts, Shannon

Counseling 2018
A.A., Moorpark College
B.A., California State University, Channel Islands
M.S., California Lutheran University
Ed.D., California Lutheran University

Tudman, Kari, Associate Professor

English 2014
B.A., University of California, Los Angeles
M.S., University of Southern California

V

Vega, Jose, Professor

Counseling 1997
A.A., Oxnard College
B.A., California State University, Northridge
M.S., California Lutheran University

W

Webb, Linda, Associate Professor

Counseling 2016
B.A., University of California, Riverside
M.A., California State University, Dominguez Hills

Willers, Renee S., Associate Professor

English 2016
B.A., Pepperdine University
M.A., Ph.D., Claremont Graduate University

Wilson-González, Jennifer, Associate Professor

History 2017
A.A., Mt. San Antonio College
B.A., University of California, Los Angeles
M.A., University of California, Riverside

Wolf, Scott, Associate Professor

Music 2015
B.A., University of California, San Diego
M.M., New England Conservatory
D.M.A., University of Southern California

Y

Yang, Catalina, Professor

Mathematics 2006
B.S., M.S., California State University, Long Beach

Z

Zsarnay, Lois, Associate Professor

Addictive Disorders Studies 2016
B.S., State University College, Buffalo, NY
M.S., California Lutheran University

Zuniga Olea, Juan, Associate Professor

Mathematics 2016
A.A., Oxnard College
B.S., M.S., Cal State University, Channel Islands

Zwaal, Emily, Associate Professor

American Sign Language 2014
B.S., Radford University
M.A., Gallaudet University

CLASSIFIED STAFF

Acosta, Reinaldo
Library Technician 2001

Almazan, Jorge
Custodian 2008

Amaro, Randy
Police Officer 2019

Anderson, Jay
Fire Academy Equipment Technician 2005

Anderson, Laura
Academic Data Specialist 2013

Arana, Sergio
Information Technology Support- Specialist ll 2020

Arias, Marisa C.
Office Assistant / Bilingual 2001

Arias, Tonia
Admissions and Records Technician 2006

Asahan, Reuben
Information Technology Support Specialist 2017

Aurora, Rosleen
Financial Aid Specialist 2016

Avina Cervantes, Rocio
Technical Data Specialist 2021

Banks, Karla
Executive Assistant to the President 2006

Barrios, Blanca
Academic Data Specialist 2008

Barroso, America
Counselor Assistant 2014

Beaman, Edythe
Instructional Lab Technician II / Sciences 2006

Bingham, Christina
Instructional Lab Technician I
Culinary & Restaurant Management 2018

Baltazar, Elyza-Gabriel
Information Technology Help Desk Assistant 2020

Burwick, Amanda
Project Placement Specialist 2017

Callaway, Linda C.
EOPS / CARE Technician 1998

Campos, Christina
Instructional Lab Technician / Dental Hygiene 2017

Campos, Consuelo
Administrative Assistant 2001

Carrasco, Susan
Counselor Assistant 2016

Carlson, Rhonda
Foster Care Project Specialist 2019

Castelo, Michelle
Senior Administrative Assistant 2015

Cervantes, Maria Ruth
Financial Aid Specialist / Bilingual 1995

Chinery, Roberta
Financial Aid Specialist 2019

Cortez, Emily
Admission and Records Technician 2019

DeRouen, Beau
Information Technology Support Specialist III 2016

De La O, Rudy
Custodian 2000

Diamantopoulou, Sofia
Research Analyst 2019

Diaz, Joel
Registrar 2003

Diaz-Brown, Anthony
Instructional Lab Tech I Automotive Technology 2015

Downs, Gilbert
College Services Supervisor 2020

Dueñes, Roland
Custodian 2015

Elmer, John
Assistive Computer Technology / Media Specialist 2020

Fa'asua, Linda
Financial Aid Officer 1999, 2005

Fernandez, Imelda
Student Success & Support Specialist II 2016

Fernandez, Jesus
Police Officer 2006

Flores, Fidelia
Financial Aid Specialist 2016

Flores, Jessica
Financial Aid Specialist 2020

Fullner, Brandon
Grant Accounting / Adminstrative Assistant 2019

Fraizer, Allison
Senior Administrative Assistant 2020

Frías, Antonio
Child Development Supervisor 2021

Garcia, Diana
Financial Aid Specialist 2016

Garcia, Luis
Student Services Assistant 2020

Gardner, David A.
Assistant Director of Facilities 1996

Gladden, Colleen
Administrative Assistant 2019

Gonzalez, Eliseo
Grant Director - Title V Project Adelante 2016

Gonzalez, Eric
Custodian 2019

Griego, Brenda
College Fiscal Services Supervisor 2020

Guerrero, Dalia
Administrative Assistant (Bilingual) 2019

Gullekson, Cynthia
Bursar 2008

Habal, John
Technical Data Specialist 2016

Hamilton, Cheryl
Business Office Assistant 2018

Hanes, Jeremy
Performing Arts Technician 2019

Harold, Tara
Admissions and Records Technician 2018

Haven, Tyler
Instructional Lab Technician II / Sciences 2017

Hernandez Gonzalez, Mayra
Financial Aid Specialist Bilingual 2018

Hernandez-Munoz, Gabriel
Custodian 2016

Hiben, Jeffrey J.
Instructional Lab Tech Automotive Technology 1999

Hill, Carl
Maintenance Worker II 2008

Hoffman, Damien
Research Analyst 2017

Jafroodi, Vahid
Police Officer 1999

Jay, Lori
Administrative Assistant 2013

Jimenez-Martinez, Haida
Student Success and Support Specialist ll 2018

Klein-Williams, Marcella
Grant Director - STEM 2017

Knight, Laura
Instructional Technologist / Designer 2019

Kromka, David
Fire Academy Equipment Technician 2006

Lacson, Ronillo
Tutorial Services Specialist II 2018

Lawrence, Susan
Administrative Assistant 2016

Lopez, Cristian
Custodian 2016

Lu, Shelia
Accounting Technician 2019

Lucin, Elena
Instructional Lab Technician II / Sciences 2017

Lupian, Marcos
Counselor Assistant 2012

Maldonado, Laura
Student Success & Support Specialist II 2019

Marquez, Edlin
Financial Aid Specialist 2019

Martinez, Amparo
Student Success and Support Specialist ll 2015

Martinez, Norma
Communications Assistant 2020

Morales, Filiberto
Grounds Maintenance Worker 2019

Moran-Romero, Robert
Custodial Supervisor 2015

Morris, Ashley
Grant Accounting/Administrative Assistant 2021

Navarro- Reyes, Samuel
Custodian 2021

Navarro, Yolanda
Administrative Assistant 2016

Nelson-Nusser, Laurie
Senior Administrative Assistant 2015

Owens, Connie L.
Community Development & Institutional Advancement Specialist 1999

Padilla, Richard
Library Assistant 2016



Parra, Elizabeth
Office Assistant 2020

Parreira, Mathew
Electrician 2015

Pena, John
Carpenter 2015

Pena, Katherine
Program Director - Trio Student Support 2016

Pena, Zenaida A.
EOPS / CARE Technician 2000

Perez, Arianne
Office Assistant 2019

Perez, Michael
Sprinkler Repair Technician 2014

Perez, Nelly
Student Health Center Assistant I 2012

Rivera, Jim A.
Custodian 1989

Rodriguez, Berenice
Administrative Assistant Bilingual 2014

Rodriguez, Gabriela
Title- Grant Director- Title V Projecto Éxito 2015

Rodriguez, Jesus
Warehouse Operator 2014

Rodriguez, Marcos
Student Services Specialist 2019

Romero, Cesar
Police Lieutenant 2004

Sanchez, Juan
Library Assistant 2016

Schmidt, Christopher
PE / Athletics Equipment Manager 2006

Scholes, Jean
Instructional Lab Technician II 2019

Schuelke, James
Director of Outreach & Marketing 2020

Shiratori, Yoshiyuki
Head Athletic Trainer 2010

Shrum, Cynthia
Dental Assistant 2019

Sotelo, Manuel M.
Custodian 1997

Soto, Melvin
HVAC-R Technician 1997

Trujillo, Paris
Curriculum Technician 2018

Tryk, Peter
Plumber 2016

Tyson, Deborah
Assistant Registrar 2005

Valenzuela, Rosalina
Business Office Assistant I 2007

Velasquez, Grissel
Custodian 2020

Viveros, Clara
Grant Accounting / Administrative Assistant 2019

Whitlock, Robert
Mechanic 2020

Wittkins, Candice
Counselor Assistant / DSPS / Interpreter 2011

Yvarra, Susan
Administrative Assistant 2020

Zulmai, Mohammed
Custodian 2020

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OXNARD COLLEGE

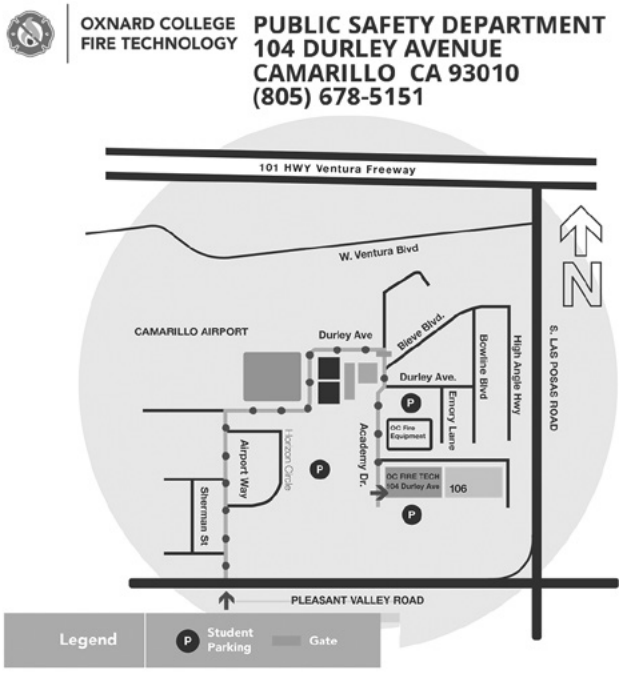
College Catalog 2021-2022 Team

Supervisor
Art Sandford, Vice President of Academic Affairs

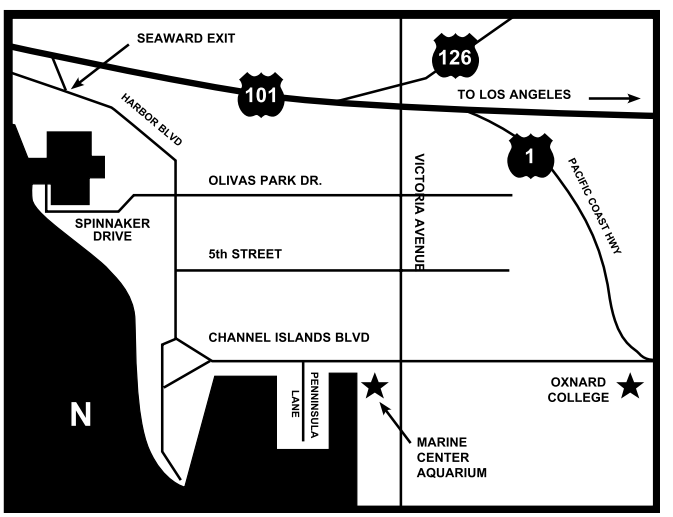
Editors
Shannon Davis, Articulation Officer
Joel Diaz, Registrar

Coordinator
Paris Trujillo, Curriculum Technician

FIRE TECHNOLOGY MAP



MARINE CENTER MAP



Oxnard College Marine Center and Aquarium

Fisherman's Wharf

4151 South Victoria Avenue
Oxnard CA 93035

Phone: (805) 382-4563