This catalog addendum should be used by students and staff along with the existing 2014-2015 Catalog.

Students are strongly encouraged to seek advice from the Counseling Center. Additional information and publications will be made available to students throughout the year as appropriate.
ART

Major in Fine Arts:
General Studio Art

Updated Degree Requirements (page 83)

Upon completion of degree requirements, students will be able to:

1. Exhibit visual literacy and critical thinking through communication, analysis, and reflection on artworks and the concepts and influences from which artworks originate.

2. Possess physical/technical skills within an art/design based medium to be used as tools for creative expression.

Complete General Education and other requirements listed for the Associate degree and

Major requirements: 29.5–30 semester units

A grade of "C" or higher is required for each course applied to the major.

ART 102 Art of Renaissance and Baroque (c. 1300‑1700) ........................................ 3 units
ART 103 Art of Europe and America from the Rococo to the Present .......................... 3 units
ART 201 Drawing and Composition I ................................................................. 3 units
ART 214 Color ................................................................................................. 3 units
ART 301 Two‑Dimensional Design ................................................................. 3 units

And select one of the following:

ART 200 Fine Art Portfolio Preparation ........................................................ 3 units
ART 385 Master Portfolio ‑ Digital Photography ......................................... 2.5 units
ART 388 Master Photography Portfolio ....................................................... 2.5 units

Select 12 units from any of the following courses:

Drawing:
ART 202 Drawing and Composition II ........................................................ 3 units
ART 206 Figure Drawing and Portraiture ..................................................... 3 units
ART 207 Life Drawing .................................................................................. 3 units
ART 208 Portrait Drawing I .......................................................................... 3 units
ART 209 Portrait Drawing II ......................................................................... 3 units

Painting:
ART 223 Oil Painting I ................................................................................ 3 units
ART 224 Oil Painting II ................................................................................ 3 units
ART 225 Acrylic Painting I .......................................................................... 3 units
ART 226 Acrylic Painting II ......................................................................... 3 units
ART 231 Watercolor I .................................................................................. 3 units
ART 332 Watercolor II ................................................................................ 3 units
ART 236 Chinese Brush Painting ................................................................ 3 units

Ceramics and Sculpture:
ART 401 Three‑Dimensional Design ............................................................ 3 units
ART 405 Sculpture I ...................................................................................... 3 units
ART 406 Sculpture II ..................................................................................... 3 units
ART 411 Ceramics I ....................................................................................... 3 units
ART 412 Ceramics II ..................................................................................... 3 units

Digital Art:
ART 315 Mixed Media Art .......................................................................... 3 units

Photography (Darkroom):
ART 351 Beginning Black and White Photography ..................................... 3 units
ART 352 Intermediate Black and White Photography ................................ 3 units
ART 353 Advanced Black and White Photography ..................................... 3 units
ART 391 Experimental Photography 1 ......................................................... 3 units
ART 392 Experimental Photography 2 ......................................................... 3 units
ART 393 Experimental Photography 3 ........................................................ 3 units
ART 394 Experimental Photography 4 ........................................................ 3 units

Digital Photography:
ART 350 Visual Perception .......................................................................... 3 units
ART 381 Beginning Digital Photography ................................................... 3 units
ART 383 Intermediate Digital Photography ................................................. 3 units
ART 384 Advanced Digital Photography ..................................................... 3 units
ART 396 Documentary Photography ............................................................ 3 units
ART 397 Documentary Photography ............................................................ 3 units

Major in Art: Art History

Revised Course Title (page 84)

ART 102 Art of Renaissance and Baroque (c. 1300‑1700) ................................ 3 units

Major in Studio Art

Revised Course Title (page 85)

ART 102 Art of Renaissance and Baroque (c. 1300‑1700) ................................ 3 units

Revised Course Number (page 85)

ART 236 Chinese Brush Painting ................................................................ 3 units
BUSINESS

AA  Major in Business Administration, Option 1 (Non-transfer)

Updated Degree Requirements (page 91)

Career opportunities for Business Administration majors are diverse and many. The major prepares students for careers in business disciplines which include sales, marketing, public relations, and human resources. Many graduates find employment within the manufacturing industries: automotive, aerospace, commercial; investment banking; consulting services; retailing; and information technology and telecommunications. Others secure employment in federal, state, or local government agencies. Still others work for non-profit or private foundations and professional organizations. Administrative assistant, bookkeeper, buyer, employment interviewer, and sales agent are some of the careers for which the non-transfer option helps prepare the student.

Complete General Education and other requirements listed for the Associate degree and

Major requirements: 24–26 semester units
A grade of "C" or higher is required for each course applied to the major.

ACTG 100  Accounting Procedures ......................... 3 units
OR
ACTG 121  Financial Accounting ............................ 4 units
BUS 100  Contemporary American Business ............. 3 units
BUS 101  Human Relations I ............................... 3 units
BUS 115  Business Mathematics ............................ 3 units
BUS 201  Business Law I .................................... 3 units
BUS 401  Business Communications ...................... 3 units
BUS 295  Computer Systems in Business .............. 4 units
OR
CIS 110  Introduction to Computer and Information Science ........................................... 3 units

Plus, select 3 units from a BUSW series

AA  Major in Business Information Processing Option 1: Microcomputer/Office Assistant

Updated Degree Requirements (page 92)

Career opportunities available to Business Information Processing graduates include employment in both entry-level positions and mid-level office management. Other areas of career opportunities include sales, marketing, public relations, and human resources.

Students develop the ability to organize and manage work tasks and information through the use of computer/office technology. These programs offer training in decision-making and administrative duties that are required for promotion.

Among career opportunities for those skilled in microcomputer word processing are office assistant, administrative staff assistant, executive secretary, senior secretary, secretary supervisor, and secretarial services entrepreneur.

Complete General Education and other requirements listed for the Associate degree and

Major requirements: 23–24.5 semester units
A grade of "C" or higher is required for each course applied to the major.

BUS 101 Human Relations I .................................. 3 units
BUS 115 Business Mathematics ............................ 3 units
BUS 315 Keyboarding I ...................................... 3 units
OR
BUS 317 Keyboarding Skill-Building ................. 1.5 units
BUS 326 Electronic Filing and Records Management .... 1.5 units
BUS 401 Business Communication .................... 3 units
BUSW 105 Introduction to Microcomputers ........... 1.5 units
BUSW 114 Windows Fundamentals I .................... 1.5 units
BUSW 214 Word Processing I Using
  WORD for Windows ....................................... 1.5 units
BUSW 215 Word Processing II Using
  WORD for Windows ....................................... 1.5 units
BUSW 383 Business Presentations Using
  Power Point for Windows ............................... 1.5 units
BUSW 415 Spreadsheet I Using Excel for Windows .... 1.5 units
BUSW 530 Introduction to Internet Competency .......... 1.5 units
CRER 127 Career Choices II: Job Search ............... 0.5 unit
COMMUNICATION STUDIES

AA-T  Major in Communication Studies

Updated Degree Requirements (page 95)

The AA-T major in Communication Studies prepares students for transfer into bachelor's degree programs in communication and similar areas.

Upon completion of degree requirements, students will be able to:
1. Write a speech outline that demonstrates proper organizational components.
2. Apply learned skills and communication theories in teamwork.
3. Demonstrate ability to effectively deliver presentations.
4. Apply critical thinking skills to analyze conflict and controversial situations.

Complete General Education and major requirements as noted below. A grade of "C" or higher is required for each course applied to the major. Major course requirements may also be applied to meet general education requirements.

Major requirements: 18 semester units

Required Core Course:
COMM 110 Public Speaking ........................................... 3 units

Group A: Students must take the following:
COMM 130 Interpersonal Communication ..................... 3 units
COMM 140 Small Group Communication ....................... 3 units

Group B: Any two courses from the following (6 units):
COMM 150 Intercultural Communication ...................... 3 units
COMM 170 Oral Interpretation I .................................... 3 units

Group C: Any one course from the following or any Group B course not used above (3 units):
ANTH 110 Cultural Anthropology ............................... 3 units
PSYC 100 General Psychology ................................. 3 units
SOCI 100 Introduction to Sociology ........................... 3 units
ENGL 110 Composition, Literature, and Critical Thinking .. 3 units
COMM 171 Oral Interpretation II ................................... 3 units

General Education requirements:
Select courses to complete CSU General Education OR IGETC or CSU. This degree does not require the CSM AA/AS General Education pattern on pages 69 & 70.

CSU GE:  
Area A1: Oral Communication ................................. 3 units
Area A2 Written Communication .............................. 3 units
Area A3 Critical Thinking ......................................... 3 units
Area B1 Physical Science ........................................ 3 units
Area B2 Life Science .......................................... 3 units
Area B3 Science Lab ............................................. 1 unit
Area B4 Math Concepts ......................................... 3 units
Area C1 Arts ............................................................ 3 units
Area C2 Humanities ............................................... 3 units
Area C1 or C2 ......................................................... 3 units
Area D Social, Political, and Economic Institutions ........ 9 units
Area E Lifelong Understanding ................................. 3 units

OR

IGETC/CSU:  
Area 1A English Composition .................................. 3 units
Area 1B Critical Thinking/Composition ...................... 3 units
Area 1C Oral Communication .................................... 3 units
Area 2 Math Concepts ............................................. 3 units
Area 3A Arts ............................................................ 3 units
Area 3B Humanities ............................................... 3 units
Area 3A or 3B ......................................................... 3 units
Area 4 Social and Behavioral Science ......................... 9 units
Area 5A Physical Science ......................................... 3 units
Area 5B Biological Science ...................................... 3 units
Area 5C Science Lab - Either 5A or 5B must have a lab component .... 1 unit

Electives:
Additional CSU transferable courses based on student interest to reach 60 transferable units total.

DENTAL ASSISTING

AS  Major in Dental Assisting

Updated Course Units (page 102)

DENT 770 Dental Office Procedures .................................. 2.5 units

DIGITAL MEDIA

AA  Major in Digital Media: Broadcast and Electronic Media

Subtitle Addition (page 104): (formerly Digital Media: Television Producing)
KINESIOLOGY

**Major in Kinesiology**

**Updated Degree Requirements (page 127)**

**Major requirements: 21–24 semester units**

Group B: Select two courses from the following (6-9 units)

- MATH 200 Elementary Probability and Statistics ........ 4 units
- BIOL 100 Introduction to the Life Sciences .......... 3 units
- BIOL 195 Biology Field Laboratory .................... 1 unit

MANAGEMENT

**Management: Retail Management**

**Updated Degree Requirements (page 132)**

Developed in cooperation with the Western Association of Food Chains, the certificate and degree programs in Retail Management give students core courses in preparation for management and supervisory positions with excellent prospects for employment.

Upon completion of degree requirements, students will be able to:
1. Critically analyze retail management concepts and principles as applied to a business situation
2. Describe exposure identification and risk management techniques
3. Explain the relevance of endorsements in modifying contracts
4. Explain the basic IRS corporate tax structure

Complete General Education and other requirements listed for the Associate degree and

**Major requirements: 31–32 semester units**

A grade of "C" or higher is required for each course applied to the major.

- ACTG 100 Accounting Procedures .................. 3 units
- OR
- ACTG 121 Financial Accounting .................... 4 units
- BUS 101 Human Relations I ......................... 3 units
- BUS 115 Business Mathematics .................... 3 units
- BUS 180 Marketing .................................... 3 units
- BUS 186 (Canada College) ......................... OR
- BUS 190 (Skyline College) .......................... 3 units
- BUS 295 Computer Systems in Business .......... 4 units
- BUS 401 Business Communications ................. 3 units
- MGMT 100 Introduction to Business Management . OR
- MGMT 235 Techniques of Supervision ................ 3 units
- MGMT 215 Management of Human Resources ....... 3 units
- COMM 130 Interpersonal Communication .......... 3 units

**MUSIC**

**AS Music**

**Updated Degree Requirements (page 135)**

**Major requirements: 35-43 semester units**

Applied Lessons Requirement, Four Semesters, 1 unit each:
- MUS. 501 Studio Lessons I (Applied Music I) ......... 1 unit
- MUS. 502 Studio Lessons II (Applied Music II) ..... 1 unit
- MUS. 503 Studio Lessons III (Applied Music III) .... 1 unit
- MUS. 504 Studio Lessons IV (Applied Music IV) .... 1 unit

Students with piano experience may wish to use CSM’s "Credit By Exam (CBE)” to meet the requirement for MUS 301 and MUS 302.

Keyboard Proficiency Requirement:
Two semesters of class piano, Piano 1 and Piano 2, are required for the major. Students with piano experience may wish to use CSM’s "Credit By Exam (CBE)" to meet the Units requirement for MUS 301 and MUS 302. (Find more information about Credit By Exam in the CSM catalog.)

MUS 301 Piano I ............................................. 2 units
MUS 302 Piano II ........................................... 2 units

NURSING – REGISTERED NURSING PROGRAM

**AS Major in Nursing**

**Revised Course Number/Titles (page 138)**

- COMM 110 Public Speaking .......................... OR
- COMM 130 Interpersonal Communication .......... OR
- COMM 140 Small Group Communication ............ 3 units
- COMM 150 Intercultural Communication .......... OR

**PHYSICAL SCIENCE**

**AS Major in Physical Science**

**Updated Course Abbreviation (page 140)**

- PHYS 220 General Physics II ......................... 4 units

**SPRINKLER FITTER**

College of San Mateo will no longer offer a Sprinkler Fitter program effective fall 2014. (page 148)

Please contact the Sprinkler Fitters and Apprentices to learn more about training locations in the area. You may reach the Sprinkler Fitters and Apprentices Local UA 483 at 2531 Barrington Ct., Hayward, CA 94545 (510) 782-9483
Description of Courses

Updated Course Description, page 158

ART 102 ART OF RENAISSANCE AND BAROQUE (c. 1300-1700) (3) (Pass/No Pass or letter grade option.) Minimum of 48 lecture hours per term. Recommended Preparation: ENGL 838 or 848. Survey of artistic expression during the Proto-Renaissance, Renaissance, High Renaissance, and Baroque periods (c.1300-1700). Emphasizes the development of painting and sculpture and their relationship to their cultural and historical context. Also offered as ART 802. (AA: Area E5c, CSU: Area C1, UC: Area 3A)

Additional Course Description, page 161

ART 665 SPECIAL TOPICS IN ART (.5-3) (Pass/No Pass or letter grade option.) Minimum of 16 lecture hours to 144 lab hours or combination of lecture hours and lab hours to equate to .5-3 units; plus additional lab hours by arrangement for certain topics per term. Recommended Preparation: a beginning art studio course. Advanced or specialized study in studio arts. Designed for students in ceramics, drawing, painting, photography, print-making, and sculpture. Course provides extended study of a particular media, technique, or artistic problem through selected themes as listed in the class schedule. (AA, CSU)

Updated Course Description, page 164

BLDG 710 ADVANCED BUILDING INSPECTION (6) (Pass/No Pass or letter grade option.) Minimum of 96 lecture hours per term. Prerequisite: BLDG 700. Study of the fire and life safety provisions of the International Building Code. (AA)

Updated Course Description, page 175

DENT 749 PRECLINICAL DENTAL SCIENCE LABORATORY (1) Minimum of 48 lab hours per term. Prerequisite: acceptance to the Dental Assisting Program. This course provides the student with a swift introduction to chairside skills, clinical dental charting, classification of cavities, rubber dam, local anesthesia, dental units, preparing and dismissing the dental patient, preparing and breaking down the dental treatment room, proper oral evacuation placement, and generalized instrumentation. (This course is offered in the Fall only.) (AA)

Updated Course Description, page 217

READ 852 VOCABULARY BUILDING INTRODUCTORY (.5-1) (Pass/No Pass grading.) (Open entry/open exit.) Minimum of 24 to 48 lab hours per term. The first course in a series of four self-paced, individualized courses designed to improve knowledge of essential words and word parts through a words-in-context approach. Students will use textbooks and computer programs to study up to 150 words. (Units do not apply toward AA/AS degree.)

Updated Course Description, page 217

READ 854 VOCABULARY IMPROVING HIGH-INTERMEDIATE (.5-1) (Pass/No Pass grading.) (Open entry/open exit.) Minimum of 24 to 48 lab hours per term. The third course in a series of four self-paced, individualized courses designed to build knowledge of intermediate-level words and word parts through a words-in-context approach. Students will use textbooks and computer programs to study up to 150 words. (Units do not apply toward AA/AS degree.)

Updated Course Description, page 219

SOSC 317 CASE MANAGEMENT (3) Minimum of 48 lecture hours per term. Recommended Preparation: eligibility for ENGL 838 or 848. The course examines the principles and critical issues in case management as an integrated system of care approach to the delivery of health, substance abuse, mental health and social services, linking clients with appropriate services to address the client’s specific needs and stated goals. Special attention is given to diverse populations in Behavioral Health agencies in community public health and social service settings and the legal and ethical scope of practice. (AA, CSU)