## Fall 2007 Important Dates

To submit an Application for Admission log on to [collegeofsanmateo.edu](http://collegeofsanmateo.edu) and click on WebSMART. All new and former students (who have not attended CSM, Cañada or Skyline since Fall 2006) are encouraged to apply early.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>April 15 – August 10</td>
<td>Plan to complete matriculation requirements and enroll in classes by August 10</td>
</tr>
<tr>
<td>April 15 – August 31</td>
<td>Matriculation activities, Placement Testing, Orientation, Counseling—See page 7</td>
</tr>
<tr>
<td>Monday, April 23 – Sunday, May 13</td>
<td>WebSMART priority registration by appointment—Continuing day and evening students</td>
</tr>
<tr>
<td>Monday, May 14 – Tuesday, August 21</td>
<td>WebSMART registration by appointment—New, former, and continuing students</td>
</tr>
<tr>
<td>Wednesday, August 22</td>
<td>Day and evening classes begin (Please refer to the Table of Contents for Late Registration procedures)</td>
</tr>
<tr>
<td>Thursday, August 17</td>
<td>Non-exempt matriculating students meet with a counselor to create or update the Student Educational Plan (SEP). Students with current SEPs receive higher registration priority for Spring 2008.</td>
</tr>
<tr>
<td>Saturday, August 18 &amp; Saturday, August 25</td>
<td>Admissions &amp; Records, Cashiers, Financial Aid, Counseling and Bookstore services available during morning hours</td>
</tr>
<tr>
<td>Saturday, September 1 – Sunday, September 2</td>
<td>Declared Recess</td>
</tr>
<tr>
<td>Monday, September 3</td>
<td>Holiday - Labor Day</td>
</tr>
<tr>
<td>Wednesday, September 5</td>
<td>Last day to drop semester-long classes with eligibility for fee credit or partial refund</td>
</tr>
<tr>
<td>Sunday, September 9</td>
<td>Last day to complete the WebSMART registration process (Please refer to the Table of Contents for Program Changes)</td>
</tr>
<tr>
<td>Wednesday, September 12</td>
<td>Deadline to pay fees</td>
</tr>
<tr>
<td>Friday, September 14</td>
<td>Semester-long classes officially dropped on or before this date will not appear on the student’s record</td>
</tr>
<tr>
<td>Wednesday, September 26</td>
<td>Last day to declare Credit/No Credit option for semester-long classes with this option</td>
</tr>
<tr>
<td>Friday, October 5</td>
<td>Last day to apply for December 2007 A.A./A.S. Degree or Program Certificate</td>
</tr>
<tr>
<td>Friday, November 9</td>
<td>Holiday - Veterans’ Day</td>
</tr>
<tr>
<td>Saturday, November 10 – Sunday, November 11</td>
<td>Declared Recess</td>
</tr>
<tr>
<td>Tuesday, November 20</td>
<td>Last day to withdraw officially from a semester-long class with assurance of a “W” grade</td>
</tr>
<tr>
<td>Wednesday, November 21</td>
<td>Declared Recess for evening classes only</td>
</tr>
<tr>
<td>Thursday, November 22</td>
<td>Holiday - Thanksgiving Day</td>
</tr>
<tr>
<td>Friday, November 23 – Sunday, November 25</td>
<td>Declared Recess</td>
</tr>
<tr>
<td>Saturday, December 15 – Friday, December 21</td>
<td>Final Examinations for day and evening classes</td>
</tr>
<tr>
<td>Friday, December 21</td>
<td>Day and evening classes close</td>
</tr>
<tr>
<td>Saturday, January 5, 2008</td>
<td>Fall 2007 final grades available on WebSMART</td>
</tr>
<tr>
<td>Tuesday, January 22, 2008</td>
<td>Spring 2008 Semester begins</td>
</tr>
</tbody>
</table>
Welcome to College of San Mateo!

This class schedule is designed to help you register for the Fall 2007 classes at College of San Mateo. Most of the answers to your questions can be found within this booklet. Please keep this schedule for reference throughout Fall 2007. Additional important information about College programs is contained in the 2007-2008 Catalog, which may be purchased in the campus bookstore, through the mail (see page 8) or viewed online at collegeofsanmateo.edu/catalog.

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Accuracy Statement

College of San Mateo and the San Mateo County Community College District have made every reasonable effort to determine that everything stated in this schedule is accurate. Courses and programs offered, together with other information contained herein, are subject to change without notice by the administration of College of San Mateo for reasons related to student enrollment or level of financial support, or for any other reason, at the discretion of the College. The College and the District further reserve the right to add, amend or repeal any of their rules, regulations, policies and procedures, in conformance with applicable laws.
Instructional Programs/Departments Directory - Fall 2007

Area Code for College of San Mateo is 650

**KEY**
A = Advisor/Advisor & Faculty
C = Counselor/Counselor & Faculty
D = Dean
F = Faculty
S = Staff
* = Bilingual Counselor (Spanish)

**Accounting**
Rick Ambrose (A) 574-6475
ambrose@smccd.edu
Bruce Maule (F) 574-6663
maule@smccd.edu
Rosemary Nurre (F) 574-6493
nurre@smccd.edu
collegeofsanmateo.edu/accounting

**Adapted Physical Education**
Shana Kudo (S) 387-2719
kudo@smccd.edu

**Administration of Justice**
Thurman McGinnis (A) 574-6343; 574-6176
csm-adm@smccd.edu

**Alcohol & Other Drug Studies**
Angela Stocker (F) 574-6465; 574-6496
stocker@smccd.edu

**Anthropology**
Andres Gonzales (F) 574-6336; 574-6496
gonzales@smccd.edu

**Apprenticeship**
574-6177

**Aquatics**
Randi Wright (F) 574-6449
wright@smccd.edu

**Architecture**
Laura Demsetz (A) 574-6617; 574-6268
demsetz@smccd.edu

**Art**
Jude Pittman (F) 574-6291

**Assistive Technology**
Carolyne Fiori (F) 574-6432
fiori@smccd.edu

**Astronomy**
Darryl Stanford (F) 574-6256; 574-6268
collegeofsanmateo.edu/astronomy
stanford@smccd.edu
janatpour@smccd.edu
Building 1, Room 117

**Baseball**
Doug Williams (F) 358-6887; 574-6461
williamsd@smccd.edu

**Basketball - Women's**
Michelle Warner (F) 358-6830; 574-6461
warner@smccd.edu

**Biography**
Kathy Diamond (F) 574-6602; 574-6268
diamondk@smccd.edu

**Broadcast & Electronic Media**
Michelle Brown (F) 524-6934

**Building Inspection**
574-6228

**Business Administration**
Patricia Brannock (A) 574-6668
brannock@smccd.edu
Craig Blake (F) 358-6738
blake@smccd.edu

**Career & Life Planning**
Marsha Ramezane (D) 574-6413
ramezane@smccd.edu

**Chemistry**
Yin Mei Lawrence (F) 574-6110
lawrence@smccd.edu

**Computer & Information Science (CIS)**
Stacey Grasso (A) 574-6693
grasso@smccd.edu
csmcis@smccd.edu
www.smccd.edu/csmcis

**Computer Forensics**
Stacey Grasso (A) 574-6693
grasso@smccd.edu

**Cooperative Work Experience Education**
Eileen O'Brien (C) 574-6619
obrien@smccd.edu

**Corporate & Continuing Education**
Sandra Mellor (D) 574-6173
mellor@smccd.edu
Building 1, Room 117

**Cosmetology**
Suzanne Russell (F) 574-6164

**Cross Country/Track & Field**
Joe Mangan (F) 574-6448; 574-6461
mangany@smccd.edu

**Dance**
Heidi Eggert (F) 574-6243

**Dental Assisting**
Audrey Behrens (F) 574-6212
behrens@smccd.edu

**Drafting/CAD**
Lilya Vorobey (F) 358-6758

**Economics**
574-6375

**Electronics**
574-6228

**Engineering**
Lauren Demsetz (A) 574-6617; 574-6268
demsetz@smccd.edu
www.smccd.edu/accounts/demsetz

**English & Literature**
Sandra Comerford (F) 574-6350; 574-6314
comerford@smccd.edu

**English for Non-native Speakers (ESL)**
Sylvia Aguirre-Alberto (C)* 574-6160
Frances Schulze (F) 574-6685
schulze@smccd.edu

**Ethnic Studies**
Zelte Crawford (F) 574-6145; 574-6496
crawfordz@smccd.edu

**Film**
Susan Estes (D) 574-6314
estes@smccd.edu

**Fire Technology**
Keith Marshall (F) 574-6347; 574-6242
csm-firetech@smccd.edu

**Floristry**
Wendy Pine (F) pinev@smccd.edu

**Foreign Language**
Susan Pett (F) 574-6357; 574-6314
pett@smccd.edu

**Football**
Larry Owens (F) 358-6771; 574-6461
owens@smccd.edu
Bret Pollack (F) 574-6467

**Geography**
Angela Skinner-Orr (F) 574-6457; 574-6496
skinner@smccd.edu

**Geology**
Linda Hand (A) 574-6633; 574-6268
hand@smccd.edu

**Graphics**
Ed Seubert (F) 574-6278
seuberte@smccd.edu

**Health Science**
Tania Beliz (F) 574-6248
beliz@smccd.edu

**History**
Mark Still (F) 574-6639; 574-6496

**Horticulture**
Matt Leddy (F) 574-6217
leddy@smccd.edu

**Human Services**
574-6193; 574-6496

**Humanities**
Dennis Clark (F) 574-6669; 574-6496

**Journalism**
Ed Remitz (F) 574-6558; 574-6314
remitz@smccd.edu

**Karate**
Larry Walker (F) 574-6460; 574-6461
walker@smccd.edu

**Library**
(see Student Resources Directory)

**Management**
Craig Blake (F) 358-6738
blake@smccd.edu

**Manufacturing/Machine Tool Technology**
Lilya Vorobey (F) 358-6738

**Mathematics**
Cheryl Gregory (F) 574-6320; 574-6268
gregory@smccd.edu

**Meteorology**
David Robinson (F) 574-6358; 574-6268
robinson@smccd.edu

**Microcomputers/Online**
Patricia Brannock (A) 574-6668
brannock@smccd.edu

**Multimedia**
Diana Bennett (F) 358-6769
csm-multimedia@smccd.edu
collegeofsanmateo.edu/multimedia

**Music**
Michael Galisatus (F) 574-6163
galisatus@smccd.edu
Chris Bobrowski (F) 574-6204
bobrowski@smccd.edu

**Music - Electronic**
Chris Bobrowski (F) 574-6204
bobrowski@smccd.edu

**Nursing**
Jane McAtteer (A) 574-6682
mcatteer@smccd.edu
Nursing Office
Building 17, Room 121
574-6218; 574-6268

**Oceanography**
Linda Hand (A) 574-6633; 574-6268
hand@smccd.edu

**Paleontology**
Linda Hand (A) 574-6633; 574-6268
hand@smccd.edu
### Academic Divisions and Instructional Programs/Departments

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<th>Instructional Program/Department</th>
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<td>Accounting&lt;br&gt;Art&lt;br&gt;Business</td>
</tr>
<tr>
<td><strong>Language Arts</strong>&lt;br&gt;Bldg. 17, Rm. 169; 574-6314&lt;br&gt;Dean: Susan Estes</td>
<td>American Sign Language&lt;br&gt;Chinese (Mandarin)&lt;br&gt;English</td>
</tr>
<tr>
<td><strong>Math/Science</strong>&lt;br&gt;Bldg. 36, Rm. 311; 574-6268&lt;br&gt;Dean: Charlene Frontiera</td>
<td>Architecture&lt;br&gt;Astronomy&lt;br&gt;Biology&lt;br&gt;Chemistry</td>
</tr>
<tr>
<td><strong>Physical Education/Athletics/Dance</strong>&lt;br&gt;Bldg. 8, Rm. 103; 574-6461&lt;br&gt;Dean: Andreas Wolf&lt;br&gt;Athletic Trainer: Pat Fitzgerald; 574-6451&lt;br&gt;Equipment Manager: Ken Haren; 574-6452</td>
<td>Athletics&lt;br&gt;Physical Education&lt;br&gt;Adapted&lt;br&gt;Aquatics&lt;br&gt;Combative</td>
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<tr>
<td><strong>Social Science</strong>&lt;br&gt;Bldg. 15, Rm. 169; 574-6496&lt;br&gt;Dean: TBA</td>
<td>Alcohol &amp; Other Drug Studies&lt;br&gt;Anthropology&lt;br&gt;Economics&lt;br&gt;Ethnic Studies</td>
</tr>
<tr>
<td><strong>Technology</strong>&lt;br&gt;Bldg. 19, Rm. 113; 574-6228&lt;br&gt;collegeofsanmateo.edu/technology&lt;br&gt;Dean: Martha Tilmann</td>
<td>Administration of Justice&lt;br&gt;Apprenticeship Training&lt;br&gt;Broadcast &amp; Electronic Media</td>
</tr>
<tr>
<td><strong>Student Services</strong>&lt;br&gt;Bldg. 1, Rm. 209; 574-6413&lt;br&gt;Dean - Counseling, Advising &amp; Matriculation: Marsha Ramezan</td>
<td>Career &amp; Life Planning&lt;br&gt;Cooperative Work Experience Education</td>
</tr>
<tr>
<td><strong>Corporate &amp; Continuing Education</strong>&lt;br&gt;Bldg. 1, Rm. 117; 574-6173&lt;br&gt;Dean: Sandra Medor&lt;br&gt;<a href="mailto:medor@smccd.edu">medor@smccd.edu</a></td>
<td>Accounting Fundamentals&lt;br&gt;Computer Writing</td>
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### Counseling & Transfer Center

Counselors & Advisors available by appointment or Drop-In Day & Evening 574-6400 Building 5, Room 128

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<th>Philosophy</th>
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<th>Social Science</th>
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<tr>
<td>David Danielson (A)&lt;br&gt;574-6376; 574-6496&lt;br&gt;<a href="mailto:danielson@smccd.edu">danielson@smccd.edu</a></td>
<td>Kathryn O’Connell (F)&lt;br&gt;574-6381; 574-6496&lt;br&gt;<a href="mailto:oconnell@smccd.edu">oconnell@smccd.edu</a></td>
<td>Minu Mathur (F)&lt;br&gt;574-6658; 574-6496&lt;br&gt;<a href="mailto:mathur@smccd.edu">mathur@smccd.edu</a></td>
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<th>Psychology</th>
<th>Sociology</th>
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<td>James Clifford (F)&lt;br&gt;574-6380; 574-6496&lt;br&gt;<a href="mailto:clifford@smccd.edu">clifford@smccd.edu</a></td>
<td>Minu Mathur (F)&lt;br&gt;574-6658; 574-6496&lt;br&gt;<a href="mailto:mathur@smccd.edu">mathur@smccd.edu</a></td>
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<th>Reading</th>
<th>Softball</th>
<th>Speech Communication</th>
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<tr>
<td>Carol Wills (F)&lt;br&gt;574-6612; 574-6314&lt;br&gt;<a href="mailto:will@smccd.edu">will@smccd.edu</a></td>
<td>Nicole Borg (F)&lt;br&gt;574-6464; 574-6461&lt;br&gt;<a href="mailto:borgn@smccd.edu">borgn@smccd.edu</a></td>
<td>Yaping Li (F)&lt;br&gt;574-6338; 574-6314&lt;br&gt;<a href="mailto:li@smccd.edu">li@smccd.edu</a></td>
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<th>Real Estate</th>
<th>Welding</th>
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<tr>
<td>Bart Keavney (F)&lt;br&gt;574-6494</td>
<td>Durella Combs (F)&lt;br&gt;574-6122</td>
</tr>
</tbody>
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### All Majors/Transfer - General Counselors

Sylvia Aguirre-Alberto (C)*<br>Kathryn Brown (C)<br>Elaine Burns (C)<br>Arnett Cavell (C)<br>Dean Chowenhill (C)<br>Jacqueline Gamelin (C)<br>Modesta Garcia (C)*<br>Carolyn Ramsey (C)<br>Aisha Upshaw (C)<br>Mary Valenti (C)
### Student Resources Directory - Fall 2007
#### (Services, Programs & Centers for Students)

This alphabetical listing includes all Student Resources other than Instructional Programs. For Instructional Programs, Departments & Division info, see listings on pages 2 & 3.

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<th>Description</th>
<th>Address/Contact Info</th>
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<td>A</td>
<td>Advisor/Adviser &amp; Faculty</td>
<td>collegeofsanmateo.edu/bookstore</td>
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<tr>
<td>C</td>
<td>Counselor/ Counselor &amp; Faculty</td>
<td>collegeofsanmateo.edu/bookstore</td>
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<td>D</td>
<td>Dean</td>
<td>collegeofsanmateo.edu/bookstore</td>
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<td>Faculty</td>
<td>collegeofsanmateo.edu/bookstore</td>
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<td>S</td>
<td>Staff</td>
<td>collegeofsanmateo.edu/bookstore</td>
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#### Academic Advising & Counseling
(see Counseling Center)

**Admissions & Records**
574-6165
Building 1, Second Floor
**Hours:**
Monday through Thursday 7:30 am to 6:45 pm
Friday 7:30 am to 4:30 pm

Henry Villareal (D)
574-6590
villarealh@smccd.edu

Arlene Fajardo (S)
574-6576
fajardo@smccd.edu

Grace Gamiao (S)
AA/AS & Certificate Programs
358-6857
Admissions Information
574-6165
Grades/Attendance
358-6855
Registration Information
574-6165
Transcripts (Outgoing)
358-6858
Veterans Assistant
358-6858; 358-6856

**Articulation Office**
John Sewart (D)
574-6196
sewart@smccd.edu

Sheldon Carroll
574-6198
carrolls@smccd.edu

**Assessment Center**
- Placement Testing
- Career Assessment
- eMatriculation

Info Line: 574-6262
Christopher Rico (S)
574-6175
Building 1, Room 130
collegeofsanmateo.edu/testing

**Auxiliary Technology Center**
Carolyn Fiori (F)
574-6432
Building 16, Room 151
collegeofsanmateo.edu/ATC

**Associated Students**
574-6185; 574-6141
Building 5, Room 125

**Athletics/PE/Dance**
574-6461
Building 8, Room 105

**Bookstore**
574-6366
Building 3, Lower Level
collegeofsanmateo.edu/bookstore
**Hours:**
Monday through Thursday 7:45 am to 7:15 pm
Friday 7:45 am to 3:00 pm

**Buildings & Grounds** (see facilities Department)
Buildings 14, Rooms 119, 121, 123, 215 & 221

**Business Microcomputer Labs**
574-6499 (downstairs)
574-6474 (upstairs)

Building 14, Rooms 119, 121, 123, 215 & 221

**Business Office**
574-6412
Building 1, Room 107
**Hours:**
Monday through Friday 8:00 am to 3:00 pm

**Business Students Lab**
574-6663
Building 14, Room 203

**Cafeteria**
(see Food Service/Cafeteria)

**CalWORKS Program**
Dantia Scott-Taylor (A)
574-6155
Building 20, Room 106

**Career Development Center**
574-6116
(housed in Temporary Building 1—see campus map)
- Career Services (see Career Services)
- Cooperative Work Experience Education (see Cooperative Work Experience Education)
- CSM Connects (see CSM Connects)
- Student Employment (see Student Employment)

**Career Services**
Jeannie Stalker (S)
574-6495; 574-6571
(housed in Temporary Building 1—see campus map)

**Cashier**
(see Business Office)

**Child Development Center**
Louse Piper (F)
574-6279
Building 33
**Hours:**
Monday through Friday 7:30 am to 5:00 pm

**Coastside Office**
726-6444
collegeofsanmateo.edu/coastside

**Community Education**
Renee Khoury (S)
574-6149
khouryr@smccd.edu
Building 17, Room 137
http://communityed.smccd.edu

**Computer & Info Science (CIS) Lab**
574-6321
Building 19, Rooms 124 & 126

**Computer Labs**
(see Labs & Centers)

**Concurrent Enrollment Program** (High School Students)
Steve Morehouse (C)
574-6131
Building 1, Room 130
collegeofsanmateo.edu/cc

**Cooperative Agencies**
Resources for Education (CARE)
Ruth Turner (C)
574-6154
Building 20, Room 107

**Cooperative Work Experience Education**
Eileen O'Brien (C)
Krystal Romero (S)
574-6171; 378-7223; 574-6619
romeroe@smccd.edu
(housed in Temporary Building 1—see campus map)
collegeofsanmateo.edu/studentjobs
**Hours:**
Monday through Thursday 8:00 am to 4:30 pm
Friday 8:00 am to 1:00 pm
Evening hours by appointment;

**Counseling & Transfer Center**
- Academic Counseling Services
  574-6400
  378-7229
- Transfer Services
  (see Transfer Services)
  358-6839
Building 5, Room 128
**Hours:**
Monday through Thursday 8:00 am to 7:00 pm
Friday 8:00 am to 2:00 pm
Division Office - Counseling, Advising & Matriculation
574-6413
Building 1, Room 209

**Counseling - Psychological Services**
(see Psychological Services)

**CSM Connects (Community Service Program)**
574-6583
(housed in Temporary Building 1—see campus map)
collegeofsanmateo.edu/csmconnects

**CSM Lists (Feedback Program)**
378-7301 x19080
csmlists@smccd.edu

**Disabled Students Programs & Services (DSPS)**
Adapted Physical Education (Instructional Program)
Shana Kudo (F)
378-7219
kudos@smccd.edu

Assistance Technology Center (see Assistive Technology Center)

Disability Resource Center (see Disability Resource Center)

Learning Disabilities Assessment Center (see Learning Disabilities Assessment Center)

Transition to College Program (see Transition to College Program)

**Distance Learning**
(Telecourses & Online Courses)
Betsy Fleming (S)
574-6933
Building 9, Room 181
collegeofsanmateo.edu/DL

**Drip Coffee**
(see Food Service/Drip Coffee)

**Emeritus Institute**
Renee Khoury (S)
574-6149
khouryr@smccd.edu
Building 17, Room 137
communityed.smccd.edu
**Hours:**
Monday through Friday 9:00 am to 4:00 pm

**English 800 Lab**
574-6339
Building 18, Room 102

**Extended Opportunity Programs & Services (EOPS)**
574-6134
Building 20, Room 107
**Hours:**
Monday through Friday 8:00 am to 4:30 pm
Evening hours by appointment

**Facilities Department/Buildings & Grounds Maintenance**
574-6113
Building 7
www.smccd.edu/accounts/facilities
**Hours:**
Monday through Friday 7:30 am to 4:00 pm

**Facilities Rental/Scheduling**
574-6220
Building 1, Room 123
**Hours:**
Monday through Friday 8:00 am to 4:00 pm

**Financial Aid**
Claudia Menjivar (S)
574-6146
Building 1, Room 217
collegeofsanmateo.edu/finaid
**Hours:**
Monday through Friday 8:00 am to 6:45 pm
Friday 8:00 am to 12:00 noon

**Financial Aid Outreach Center**
378-7237
Building 5, Room 108
collegeofsanmateo.edu/finaid
**Hours:**
Monday through Thursday 8:00 am to 4:30 pm

**Food Service/Cafeteria**
574-6362
Building 5, Cafeteria

**Food Service/Drip Coffee**
378-7343
East side of Building 17
**Hours:**
Monday through Thursday 7:30 am to 2:00 pm
5:30 am to 8:30 pm
Friday 7:30 am to 1:30 pm

**Food Service/Kiosko**
574-6582
Plaza near Building 13
**Hours:**
Monday through Thursday 7:30 am to 7:00 pm
Friday 7:30 am to 2:00 pm
Foreign Language Center
574-6346
Building 18, Room 112

Foreign Study Program
(see Study Abroad Program)

Global Studies Program
574-6496
collegesf.smc.edu/globalstudies

Health Services Center
574-6496
Building 1, Room 226
Hours:
Monday through Thursday
8:00 am to 7:00 pm
Friday
8:00 am to 2:00 pm

High School Relations
(also see Concurrent Enrollment)
Steve Morehouse (C)
574-6313
Building 1, Room 130
www.smccd.edu/highschool

Honors Program
Jeremy Ball (F)
574-6368
Building 15, Room 121
www.smccd.edu/academic/honors

Integrated Science Center
378-7241
Building 36, Room 110

International Students Program
Building 1, Room 261
Margaret Skaff (S)
574-6525
skaff@smccd.edu
Martin Bednarek (C)
574-6526
bednarek@smccd.edu
Hours:
Monday through Friday
8:00 am to 12:00 noon &
1:00 pm to 4:30 pm

Institutional Research
John Sewart (D)
574-6196
sewart@smccd.edu
www.smccd.edu/research

Job Listings—District
574-6111
www.smccd.edu/hr

Job Listings—Student
(see Student Employment Office)

KCSM TV & FM
574-6586
Building 9, Lower level
www.kcsm.org

Kiosko
(see Food Service/Kiosko)

Labs & Centers
(see specific listings for each)

Assistive Technology Center
Bio Lab
Business Microcomputer Lab
Business Students Lab
Chemistry Study Center
Computer & Info Science (CIS) Lab
English 800 Lab
Foreign Language Center
Integrated Science Center
Language Arts Centers
(see specific listings for each)
• English 800 Lab
• Foreign Language Center
• Reading and ESL Center
• Speech Lab
• Writing Center
Library Computer Access System
Math Resource Center
Multimedia Lab
Nursing Lab
Reading and ESL Center
Speech Lab
Writing Center

Language Arts Centers
English 800 Lab (see English 800 Lab)
Foreign Language Center
(see Foreign Language Center)
Reading and ESL Center
(see Reading and ESL Center)
Speech Lab (see Speech Lab)
Writing Center (see Writing Center)

Learning Communities
Mike Burke (F)
574-6528
collegesf.smc.edu/LOCM

Learning Disabilities
Assessment Center
Peggy Ryan (S)
574-6433
Building 16, Room 150

Library
574-6100
Building 9, Upper Level
www.smccd.edu/library
Lorrita Ford - Director
ford@smccd.edu
Loan Desk
574-6484
Reference Desk
574-6232

Hours:
Monday
7:45 am to 9:00 pm
Tuesday through Thursday
7:45 am to 7:00 pm
Friday
7:45 am to 2:00 pm
Saturday
9:00 am to 1:00 pm

Library Computer Access System
574-6100
Building 9, Upper Level

Lost and Found
(see Bookstore)

Mail Room
574-6410
Building 1, Room 148

Maintenance
(see Facilities Department)

Masterworks Chorale
Peter Jensen (S)
574-6296
Building 2, Room 117
www.masterworks.org

Math Resource Center
Caryn Goldman (S)
574-6540
Building 16, Rooms 166/168

Hours:
Monday & Thursday
7:30 am to 9:00 pm
Tuesday
7:30 am to 7:00 pm
Wednesday & Friday
7:30 am to 4:00 pm

Matriculation
Marsha Ramezane (D)
574-6413
Building 1, Room 209

Media Services
(Audio Visual Equipment Rental)
(see Campus Technology Center)
574-6717
www.smccd.edu/mediacent

Middle College High School
Greg Quigley - Principal
574-6101
www.middlcollegesf.org

Multicultural Center
Sylvia Aguuirre-Alberto (C)
574-6154
Building 20, Room 112

Hours:
Monday through Friday
9:00 am to 4:00 pm

Multimedia Lab
574-6435
Building 27, Room 100

Nursing Lab
574-6218
Building 23, Rooms 174 & 175

Online Courses
(see Distance Learning)

Placement Testing/ Skills Assessment
(see Assessment Center)

Planetary
Darryl Stanford (F)
574-6256, 574-6266
Building 36, Room 100

Priority Enrollment Program (PEP)
Chris Rico (S)
574-6175
Building 1, Room 207
collegesf.smc.edu/PEP

Psychological Services
574-6396
Building 1, Room 226

Hours:
Monday through Friday
(by appointment)

Reading and ESL Center
574-6439
Building 18, Room 101

Re-Entry Program:
Adults Returning to College
Elaine Burns (C)
574-6172
Building 5, Room 128

San Matean
(See Student Newspaper)
Sanmatean@smccd.edu

Scholarships
574-6343
Building 1, Room 271
collegesf.smc.edu/scholarships

Hours:
Monday through Thursday
8:00 am to 2:30 pm
Friday
8:00 am to 1:00 pm

Security Office
574-6415
Building 1, Room 269

Hours:
Monday through Thursday
8:00 am to 7:00 pm
Friday
8:00 am to 4:30 pm

Shipping & Receiving
7:30 am to 4:00 pm

Skills Assessment
(see Assessment Center)

Speech Lab
574-6257
Building 18, Room 110

Student Activities Office
574-6141
Building 5, Room 125

Student Employment Office
Eileen O’Brien (C)
574-6151, 378-7223
(see campus map)
collegesf.smc.edu/studentjobs

Student Government
(see Associated Students)

Study Abroad Program
574-6595
www.smccd.edu/academic/studyabroad

Swimming Pool
574-6459
Building 8 (Gymnasium)

Telecourses
(see Distance Learning)

Testing Center
(see Assessment Center)

Theatre
574-6191; Event Info Line: 378-7218
Building 3

Tutoring
(see Labs & Centers)

Transcripts
574-6593
www.smccd.edu/forms

Transfer Services
(See Student Services Office)

Transfer Center
(see Assessment Center)

Transition to College Program
574-6487
Building 15, Room 127

Veterans Assistant
574-6856
Building 1, Second Floor
(see Distance Learning)

Hours:
Monday
8:00 am to 7:00 pm
Tuesday through Thursday
8:00 am to 4:00 pm
Friday
8:00 am to 12:00 noon

Writing Center
574-6436
Building 18, Room 104

College of San Mateo
Getting Started at CSM

Who May Attend CSM
Any person who is a high school graduate, or who has passed the California High School Proficiency Examination or the General Education Development Examination (GED), or who is 18 years of age or older is eligible to attend this public community college. See page 7 for Enrollment steps.

High school students who have completed the equivalent of their sophomore year may be admitted for concurrent enrollment with the permission of the Dean of Enrollment Services. See High School Students section for details.

Full-time students are those actively enrolled in 12 or more units.

Open Enrollment
Every course offered at College of San Mateo (unless specifically exempted by legal statute) is open for enrollment and participation by any person who has been admitted to the College and who meets the prerequisites of the course provided that space is available.

Residency
Students who have been California residents (as defined in the Education Code) for more than one year prior to the beginning of any semester are eligible to enroll as residents for that semester. Nonresident students are those U.S. citizens who have not been residents of California (as defined in the Education Code) continuously since August 21, 2006. They are required to pay a tuition fee of $184 per unit at the time of registration, in addition to other required fees paid by California residents. Students may be required to present documentary evidence of eligibility for classification as residents.

Students need not be U.S. citizens to be classified as residents. Permanent resident aliens and many other citizens of other countries are eligible to establish California residency.

International Students
Residents of other countries may apply for admission as F-1 Visa students through the International Student Program. Special international student applications, related forms and additional information may be obtained from the International Student Office (Bldg. 1, Room 263). Office hours are 8 a.m. to noon and 1 to 4:30 p.m., Monday through Friday. Telephone: +1 650 574 6525.

To be eligible for priority admission for the terms listed below, special applications should be filed in the International Student Office by these dates:

- Spring 2008 (January-May): October 1, 2007
- Fall 2008 (August-December): April 15, 2008
- Spring 2009 (January-May): October 1, 2008
- Fall 2009 (August-December): April 15, 2009

Applications received after the priority deadlines will be considered if space is available.

Students who are in the United States temporarily on F-1 Visas to study at another institution may be admitted as part-time students at College of San Mateo with the approval of the Dean of Enrollment Services. In order to attend College of San Mateo these students must present either a letter of approval from a counselor or official of the other institution or a current Form I-20 ID (student copy) issued by the other institution.

Nonresident tuition of $184 per unit and a nonresident capital outlay fee of $8, in addition to the $20 per unit enrollment fee, is payable by international students at the time of registration.

High School Students
Students who will attend high school as juniors or seniors during Fall 2007 may register concurrently for CSM classes with the approval of the Dean of Enrollment Services. Interested students must submit a Concurrent Enrollment Application (available from high school counselors), together with the required recommendation and high school transcript.

A high school grade point average of 2.00 (C), excluding P.E., is required for participation in this program. Residency requirements, as detailed under the Getting Started section, apply to high school students. Concurrently enrolled high school students are exempted from payment of the enrollment fee and health fee but are assessed the student representation fee of $1 if enrolled in less than 12 units. If enrolled in 12 or more units, concurrently enrolled high school students will be assessed the full per unit enrollment and related fees.

Although every attempt will be made to enroll students in the approved courses of their choice, college policy gives first priority for enrollment to college students. Because of enrollment limitations, high school students may not be permitted to enroll in classes in certain impacted programs.

In special cases, with the high school principal’s recommendation, Fall 2007 freshman and sophomore high school students may be considered for admission under the procedure outlined above.

Priority Enrollment Program (PEP) for Graduating High School Seniors
College of San Mateo offers a special enrollment program for graduating high school students who plan to enter the College in the Fall 2007 semester. This program, Priority Enrollment Program for High School Seniors (PEP), is offered on dates in the months of April and May 2007. More information about PEP can be found in the Summer and/or Fall Schedule of Classes or on the PEP website colleageofsanmateo.edu/PEP.

Dismissed Students
Students dismissed at College of San Mateo, Cañada College or Skyline College must petition for reinstatement. Obtain the petition form from the Counseling Center (Building 5, Room 128).

Students who were dismissed and who have NOT been in attendance at College of San Mateo, Cañada College or Skyline College since Fall 2006 must complete an application for admission in addition to the petition for reinstatement.

Veterans Benefits
College of San Mateo offers instruction to veterans, service members, dependents and survivors of veterans and to other eligible persons, and is authorized by the Department of Veterans Affairs to certify students’ educational programs for veterans benefits. Honorably discharged veterans with at least 18 months of active military service are eligible for educational benefits for a period of 10 years following discharge. Benefits are also available to members of the active reserve who pursue approved college studies.

To initiate benefit payments, an eligible student must request that certification of enrollment be sent to the Department of Veterans Affairs. See the Veterans Assistant in the Office of Admissions and Records.

Campus Tours
The CSM Student Ambassadors Program is providing free tours of its campus to student groups. Tours include a visit to KCSM radio and TV studios. Call 574-6349 today to schedule your tour.

College Catalog
The College of San Mateo Catalog contains detailed course descriptions, suggested programs of study, a list of transferable courses, (check with the specific institution you wish to attend for the most up-to-date transfer information) degree and certificate requirements, and general college information. The catalog can be purchased in the Bookstore or by filling out and mailing in the coupon on page 8 with a personal check, or viewed on the Web at colleageofsanmateo.edu/catalog.

Bookstore
Books and supplies may be purchased at the College of San Mateo Bookstore (Bldg. 5). Hours are Monday through Thursday from 7:45 a.m. to 7:15 p.m. and Friday from 7:45 a.m. to 3 p.m. (574-6366). Books can also be purchased online at bookstore.collegeofsanmateo.edu.
Matriculation/Enrollment Steps
(New and Former Students)

Students are required to complete the Matriculation/Enrollment Steps and are considered non-exempt if they check A, B, C, D, E, F, G, K, or M on the admissions application under question 7 and

- plan to complete a certificate program or an Associate degree,
- plan to transfer to a university to complete a Bachelor's degree, or
- are undecided but interested in one of the aforementioned goals.

Non-exempt students who complete matriculation requirements receive priority registration as continuing students.

Students are not required to complete the Matriculation/Enrollment Steps and are exempt if they check H, I, J or L on the admissions application under question 7 and

- are taking courses for personal enrichment or to enhance current job skills
- are primarily a student at another educational institution and taking courses at CSM to meet the requirements of that institution
- have completed an Associate degree or higher

Exempt students, after applications are processed, retrieve registration appointments on WebSMART to enroll in classes. Exempt students do not receive priority registration as continuing students.

Step 1 - Admissions Application
Applications are available electronically on the CSM Website or paper copies are available in the Schedule of Classes. When your application is processed you receive a Matriculation Ticket in the mail, or you can download a Matriculation Ticket from the CSM Website or pick one up at the Counseling & Transfer Center.

Step 2 - Placement Tests
See Placement Test Schedule on this page for more information.

Step 3 - College Orientation
See Orientation section on this page for more information.

Step 4 - Counseling/Advising
See Counseling section on this page for more information.

Step 5 - Register for Classes and Pay Enrollment Fees
Turn in the completed Matriculation Ticket to the Counseling Center reception desk to receive a registration appointment.

Placement Test Schedule

- Prior to testing, submit a CSM application for admission.
- Testing is BY APPOINTMENT for students who plan to attend CSM.
- Photo ID is required.
- Use CSM ID number (“G” number) or social security number for test identification.
- For math, calculators are NOT allowed.
- No fee charged for testing.
- Sample test questions are available at collegeofsanmateo.edu/testing.
- Test results are valid for only 2 years.
- Wheelchair access is available for all tests—students requiring extended time for testing should contact the Assessment Center for a testing appointment.
- Testing repeat policy information is available at collegeofsanmateo.edu/testing.
- You may be exempt from placement tests. Exemptions at collegeofsanmateo.edu/testing.

Placement Testing Options:

Option 1: Computerized Testing for English and math
- For appointment, call 574-6175
- Offered day and evening and selected Saturdays
- Location: Assessment Center (Bldg. 1, Room 130)

Option 2: Manual Testing for English, math & ESL
- For appointment, call 574-6175
- Offered day and evening and selected Saturdays
- Location: Assessment Center (Bldg. 1, Room 130)

To Retrieve Placement Test Results

Students who utilize the computerized testing service receive results immediately upon completion of the test(s). For manual testing, results are usually available after 3 pm on the following business day and must be retrieved via WebSMART.

Orientation Information

College Orientation is required and provides essential information about registration procedures, college policies, academic expectations, and how to accomplish educational goals.

Orientation Program Options:

Option 1: Online Orientation
collegeofsanmateo.edu/orientation
At the conclusion of the online orientation, print and complete the "Prepare For Your Counseling Session" form and the Matriculation Ticket. You are now ready to go to Step 4 (Counseling/Advising).

Option 2: In-person Orientation
Take a CRER class for a comprehensive orientation. Save time by learning how to achieve your educational goals. Take one or more of the following classes!

*CRER 104 – How to Transfer to a University
*CRER 105 – College Planning
*CRER 106 – Newcomer Orientation for ESL Students
*CRER 107 – How to Choose a College Major
*CRER 108 – How to Complete an Associate Degree or Certificate
CRER 120 – College Planning
CRER 121 – Student Success
CRER 122 – Student Success
CRER 123 – Career Exploration

*C 8 hour short courses

Counseling

Counseling & Transfer Center
Counseling is available by appointment through May 25; after May 25 services are available on a drop-in basis only. Call 574-6400 for hours or check with the Counseling & Transfer Center for further information.

Bring to the counseling session: placement test results, Matriculation Ticket, former college/university transcripts, AP test results, the completed "Prepare For Your Counseling Session" form, and high school transcripts if you are a recent high school graduate.

Matriculation Waivers/Exemptions
If you wish to request a waiver for any matriculation component, petitions are available at the Admissions and Records Office or the Office of Counseling, Advising and Matriculation.

Students with Disabilities
If you need assistance with the matriculation process, contact Disabled Students Programs & Services at 574-6438.

Si Necesita Ayuda en Espanol
Parra facilitarle el proceso de matriculacion, presentese en la oficina de admission en el edificio #1 y pregue por alguien que hable espanol.
How to Register for Classes at CSM

Priority Registration for Continuing Students (April 23–May 13)
You are a continuing student if you were enrolled at CSM, Cañada or Skyline College during Fall 2006, Spring 2007, or Summer 2007.

WebSMART online registration begins April 23.
In mid April, students will be sent a WebSMART registration appointment mailer which will contain their individual appointment date. Students may register on or after their appointment date.
Complete the Class Registration Worksheet in the center of this Schedule of Classes.

WebSMART Registration Hours:
Monday - Sunday: 4 a.m. to 2 a.m.
Continuing students with larger numbers of earned and in-progress units will be permitted to register earlier than those with smaller numbers.
Priority registration is given to continuing students who have declared an educational goal to earn a certificate or associate degree or to transfer and who have created a SEP (Student Educational Plan) with a CSM counselor. We encourage you to take full advantage of your registration priority as a continuing student. Remember to see a counselor/advisor soon if you would like assistance in selecting courses or in developing an educational plan to meet your individual goals.

Admission and Registration for New and Former Students (May 14–August 21)
See page 7, Matriculation/Enrollment Steps
Submit your application for admission (see center insert); or apply online at collegeofsanmateo.edu.
After your application is processed, you will receive an e-mail with specific instructions for completing the registration process. In line with CSM’s matriculation plan, many students are required to complete placement testing, attend an orientation session, and meet with a counselor/advisor as part of the registration process. See page 7 for further information on matriculation.
Many courses have prerequisites requiring placement testing in English and mathematics skills. Students are encouraged to take the CSM placement tests as soon as possible. See the section on placement tests on page 7.
To assist students in selecting courses and setting academic goals, counseling services are available in the Counseling Center (Building 5, Room 128). Please refer to the Counseling section on page 10. Students are advised to bring copies of their high school transcript (if available) and previous college transcripts when they meet with a counselor. For transfer credit evaluation, students must request that official copies of their previous college transcripts be mailed directly to the CSM Office of Admissions and Records.
If you have completed coursework at another college or university other than College of San Mateo, it is strongly suggested that you have your transcripts evaluated within your first semester in attendance at CSM. Download Transcript Evaluation and Course Substitution form at collegeofsanmateo.edu/forms.
Applicants for the Cosmetology and Nursing programs must submit an additional application. Students must complete specific prerequisites before applying for admission to the Nursing program. Please call for details and special timelines:

<table>
<thead>
<tr>
<th>Program</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cosmetology</td>
<td>574-6361</td>
</tr>
<tr>
<td>Nursing</td>
<td>574-6218</td>
</tr>
</tbody>
</table>

Late Registration for All Students (August 22–September 5)
If you are unable to submit your application and register before the semester begins, you may register after classes begin on August 22.

1. Submit your Application for Admission by logging on to collegeofsanmateo.edu and clicking WebSMART or bring your completed Application for Admission to the Office of Admissions and Records (Bldg. 1, Second Floor) to begin the registration process.
2. You will be given information and a PIN code enabling you to register using the WebSMART registration system after you have obtained the instructor’s approval to enroll in the class.
3. Attend the first class meeting. If space is available, the instructor will give you a 4-digit authorization code.
4. Use WebSMART no later than Wednesday, September 5 to complete the registration process using the authorization code given to you by the instructor.

WebSMART Hours:
Monday - Sunday: 4 a.m. to 2 a.m.
Office of Admissions and Records:
Monday - Thursday: 7:30 a.m. to 6:45 p.m.
Friday: 7:30 a.m. to 4:30 p.m.

See page 12 for important information regarding deadlines for eligibility for credit or refund of fees.

If you decide not to attend classes, whether or not your fees have been paid, it is your responsibility to withdraw officially within published deadlines to avoid penalty grades and fee obligations.
Program Changes – Adding/Dropping Classes (Through September 9)

Students who have completed Fall 2007 registration may add and/or drop classes by using WebSMART during published service hours through September 9 (see Class Registration Worksheet in center insert).

Adding Classes

August 22–September 5

• To add a class, attend the first class meeting to obtain the instructor’s approval.

• If space is available, the instructor will give you a four-digit authorization code to enter when you register. You must complete the registration process through WebSMART no later than 3 p.m. Sunday, September 9.

To enroll in a semester-long class, students must be in attendance by the second week of instruction. For evening classes that meet twice weekly, students must be in attendance by the third class meeting. For short courses, students must be in attendance by the third class meeting.

To enroll in a semester-long class, students must be in attendance by the first 12% of the class meetings.

For evening classes that meet twice weekly, students must be in attendance by the second week of instruction.

To enroll in a semester-long class, students must be in attendance by the second week of instruction. For evening classes that meet twice weekly, students must be in attendance by the third class meeting.

To enroll in a semester-long class, students must be in attendance by the first 12% of the class meetings.

See page 12 for important information regarding deadlines for eligibility for credit or refund of fees.

Classes that begin after September 5

Students may register on WebSMART or in person at the Office of Admissions and Records in classes that begin after September 5. If a class becomes filled to capacity, students will be required to attend the first class meeting, obtain the instructor’s approval, and return to the Office of Admissions and Records to complete the registration process.

Dropping Classes

Classes may be dropped without the instructor’s approval. Withdrawal from a class or classes must be initiated by the student by the appropriate deadline date.

August 22 – September 5

To drop a semester-long class with eligibility for fee credit or partial refund, use WebSMART through 8:30 p.m. on Wednesday, September 5. For shorter than semester-long courses see the Credit and Refund Policy (page 12).

After September 5

Throughout the remainder of the semester (within published deadlines) use WebSMART, mail, or in person at the Office of Admissions and Records.

Withdrawal requests must be postmarked by the appropriate deadline date or they will not be processed. Your name, student I.D. or social security number, and your signature must be included. See Fall 2007 Important Dates on the inside front cover.

See page 12 for important information regarding deadlines for eligibility for credit or refund of fees.

A student who stops attending a class is not automatically dropped from the roll and may receive a penalty grade of F or NC. Instructors may drop students for non-attendance but are not obligated to do so. It is the student’s responsibility to withdraw officially, following prescribed timelines and procedures.

Under certain circumstances students may be permitted to withdraw from a class after the last date to officially withdraw, but before the end of the term. Further information can be obtained from the Office of Admissions and Records (Bldg. 1, Second Floor).

Checklist for Registration

Continuing Students:

Priority WebSMART Registration:
April 23 – May 13

Students enrolled at CSM, Cañada College or Skyline College during Fall 2006, Spring 2007 and/or Summer 2007 terms will be sent a WebSMART registration appointment mailer in mid April. After April 15 you can log on to WebSMART and check your registration status.

New and Former Students:

WebSMART Registration:
May 14 – August 21

Students who have never enrolled at CSM, Cañada College or Skyline College or whose last enrollment was prior to Fall 2006 must submit an application for admission and complete the matriculation steps outlined on page 7, if applicable, to receive a SMART registration appointment.

All Students:

• Fees are due and payable at the time of registration. Students who need assistance in paying fees are encouraged to contact the Financial Aid Office (Bldg. 1, Room 217, 574-6146).

• Do not enroll for more college work than you can handle. A student who wishes to enroll in more than nineteen (19) units must have the written permission of a counselor. If you are working full-time, you should not enroll in more than two three-unit classes.

• If you decide not to attend classes, whether or not your fees have been paid, it is your responsibility to officially withdraw within published deadlines to avoid penalty grades and fee obligations.

Learn about SCHOLARSHIPS and how to apply

CSM offers scholarships to students who have completed 12 graded CSM units with a GPA of 2.75 or above. Students returning to and transferring from CSM in fall 2008 are eligible to apply. We also offer scholarships to area high school students entering CSM in fall 2008.

Visit the Scholarship Office to learn about the several different types of scholarships offered by clubs and community organizations, charitable foundations, businesses, schools and universities.

Scholarship Office • (650) 574-6434 • Building 1, Room 271
collegeofsanmateo.edu/scholarships
Prerequisites and Corequisites
A prerequisite is a condition of enrollment that a student is required to meet. A corequisite is a course that a student is required to take simultaneously in order to enroll in another course. Recommended preparation is a condition of enrollment that a student is advised, but not required, to meet.

Although all prerequisites are enforced, computerized checking is in place for the following courses: ENGL 838, 848, 100, 101, 110, 165, ESL 400, READ 400, MATH 110, 111, 112, 115, 120, 122, 123, 125, 140, 145, 150, 200, 201, 219, 222, 231, 241, 242, 251, 252, 253, 268, PSYC 121, and ECON 123. Students who have not met the prerequisite(s) for the above courses are blocked from enrollment.

Students who have completed coursework at other colleges that may be equivalent to the College of San Mateo prerequisite course(s) can complete a Prerequisite Equivalency Form to determine if the prerequisite has been met. For semester length courses, prerequisite equivalency must be determined prior to the published last day of late registration. The Prerequisite Equivalency Form is on the College of San Mateo website under 'Quick Links' select 'Forms.'

To file a prerequisite challenge, the completed Prerequisite Challenge Form, with supporting documentation, must be submitted as per directions on the form, no later than five (5) working days prior to the last day to add/drop classes (see Important Dates). For further information and forms: collegeofsanmateo.edu/forms

Variable Unit Courses
No enrollment fee or nonresident tuition refund or credit will be available to students enrolled in variable unit courses who earn fewer units of credit than the number for which they originally registered. Students earning additional units will be charged accordingly. The total number of units to be earned in variable unit courses must be determined no later than the end of the term in which they are completed.

Academic Advising and Counseling
The role of counselors and faculty advisors is to assist students to identify and establish educational and career goals, and develop a sound educational plan. All registered CSM students and students who have completed an admissions application and are matriculating have access to counseling and advising appointments.

For counseling appointments call 574-6400
Counseling Services
Counseling Center
(Building 5, Room 128)
Phone: 574-6400
Day hours are:
8 a.m. - 7 p.m., Monday - Thursday
8 a.m. - 2 p.m.*, Friday
*Students should arrive at least 45 minutes before closing to obtain counseling services.

Transcript Evaluation and Course Substitution Service
If you have completed coursework at another college or university other than College of San Mateo, it is strongly suggested that you have your transcripts evaluated within your first semester in attendance at CSM. A transcript evaluation provides important information to the student and the counselor about how coursework completed at other colleges and universities will be applied to the following CSM educational goals: CSM associate degree general education requirements, CSM majors and certificates, California State University General Education certification, and Intersegmental General Education Transfer Curriculum. The transcript evaluation service is available to actively enrolled CSM students only. Go to the CSM website QUICK LINKS. Select the FORMS page to download information about the Transcript Evaluation and Course Substitution Petition.

Special Enrollment Opportunity at CSM for High School Juniors and Seniors!

High School juniors and seniors can take advantage of an exciting enrollment opportunity at CSM called Concurrent Enrollment. This special program enables eligible high school students to enroll in day or evening courses at College of San Mateo, and all enrollment fees are waived.

This program allows high school students the opportunity to get an early start on higher education by earning college credit and fulfilling college and university requirements without the expense of most university programs. Most courses are transferable to four-year colleges and universities.

For information on admission procedures and to obtain a copy of CSM’s Concurrent Enrollment Program forms, contact your local high school counseling center or go online at collegeofsanmateo.edu/ce.
### Fees

**NOTE:** Student enrollment fees are set by California’s legislature and governor and are subject to change at any time. All Student records are automatically held until all outstanding debts to the District colleges have been cleared. Unpaid bills may be sent to collections.

<table>
<thead>
<tr>
<th>FEE TYPE</th>
<th>AMOUNT</th>
<th>PAYABLE BY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment Fee</td>
<td>$20 per unit</td>
<td>All students except high school students enrolling for less than 12 units through the Concurrent Enrollment Program or Middle College High School Program</td>
</tr>
<tr>
<td>Health Services Fee*</td>
<td>$12 Summer</td>
<td>All students except those enrolled ONLY in off-campus classes, Saturday classes, distance learning courses, or the Concurrent Enrollment Program</td>
</tr>
<tr>
<td></td>
<td>$15 Fall</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$15 Spring</td>
<td></td>
</tr>
<tr>
<td>Student Representation Fee**</td>
<td>$1</td>
<td>All students</td>
</tr>
<tr>
<td>Nonresident Tuition Fee</td>
<td>$184 per unit (plus $20 per unit Enrollment Fee)</td>
<td>This fee applies to nonresidents of California who are residents of other states.</td>
</tr>
<tr>
<td></td>
<td><strong>$192 per unit (plus $20 per unit Enrollment fee)</strong></td>
<td>This fee applies to foreign students</td>
</tr>
<tr>
<td>International Student (F-1 Visa)</td>
<td>$120 Summer</td>
<td>All F-1 Visa international students who do not present proof that they have the required level of private health insurance</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>$310 Fall</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$310 Spring</td>
<td></td>
</tr>
<tr>
<td>Student Body Fee****</td>
<td>$8 Fall</td>
<td>Students who purchase a photo ID student body card receive discounts throughout the year and also support many student-sponsored activities and programs (The student body fee is automatically assessed as part of your total fees; if you choose not to pay this fee, contact the Student Activities Office for reimbursement - See Credit and Refund Policy)</td>
</tr>
<tr>
<td></td>
<td>$8 Spring</td>
<td></td>
</tr>
<tr>
<td>Parking Fee****</td>
<td>$20 Summer</td>
<td>Persons who park motor vehicles on campus (Daily permits may be purchased for $1 from ticket dispensers in designated areas)</td>
</tr>
<tr>
<td></td>
<td>$30 Fall</td>
<td>The parking fee is optional and not transferable to other students; disabled parking permits are issued only by the Disabilities Resource Center - See Parking Regulations</td>
</tr>
<tr>
<td></td>
<td>$30 Spring</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$1 per day</td>
<td></td>
</tr>
<tr>
<td>Audit Fee</td>
<td>$15 per unit (students enrolling in a variable unit course must pay for maximum units)</td>
<td>Students approved to audit a course which is on the list of designated courses</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Students enrolled in 10 or more units for credit can audit up to three additional units free of charge - See Auditing policy</td>
</tr>
<tr>
<td>Returned Check Fee</td>
<td>$20</td>
<td>Students whose personal checks are returned by the bank (Only cash, credit card or cashier’s check will be honored to clear a returned check - Bookstore fee may differ)</td>
</tr>
<tr>
<td>Transcript Fee</td>
<td>$5 official</td>
<td>Students requesting a transcript of their academic record at College of San Mateo, Cañada College and/or Skyline College (The first two transcripts ever requested are free)</td>
</tr>
<tr>
<td></td>
<td>$10 additional for rush service</td>
<td></td>
</tr>
</tbody>
</table>

* Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization may be exempted from paying the health services fee. Contact the Health Center for details.

** A student has the right to refuse to pay the $1 student representation fee for religious, political, moral or financial reasons. This refusal must be submitted in writing to the Business Office.

*** Foreign students are required to pay an additional $8 Capital Outlay fee

**** This fee is optional. Please refer to “Payable By” column for further information.

Parking permits for low income students are $20 per semester; low income students are those who demonstrate financial need under federal or state standards.
**Fees (continued)**

Students who are classified as California residents as defined in the California Education Code will be charged an enrollment fee, a health services fee and a student representation fee. An optional student body fee also will be assessed. In accordance with California law, the enrollment and health services fees may be waived for California residents who demonstrate financial need and qualify for a Board of Governors Enrollment Fee Waiver (BOGW). Contact the College Financial Aid Office for additional information.

Students who are classified as nonresidents will be charged a tuition fee in addition to the enrollment fee, health services fee and student representation fee. International Students (F-1 Visa) are subject to a health insurance requirement. Contact the International Student Office for details.

The student representation fee was established by student election to support student advocacy before local, state and federal offices and agencies.

In addition, students will be required to purchase textbooks and miscellaneous supplies, as well as tools and technical supplies for certain programs. In some courses students will also be required to pay a non-refundable instructional materials charge.

Fees are subject to change at any time by action of the Board of Trustees.

The student representation fee was established by student election to support student advocacy before local, state and federal offices and agencies.

In addition, students will be required to purchase textbooks and miscellaneous supplies, as well as tools and technical supplies for certain programs. In some courses students will also be required to pay a non-refundable instructional materials charge.

Fees are due and payable at the time of registration. Students who need assistance in paying fees are encouraged to contact the Financial Aid Office (Bldg. 1, Room 217, 574-6146).

*All student records are automatically held until all outstanding debts to the District colleges have been cleared.*

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**Credit and Refund Policy**

**Enrollment Fee**

**Nonresident Tuition Fee**

**Health Services Fee**

**Parking Fee**

**Student Representation Fee**

Students who officially withdraw from semester-long classes on or before September 5, 2007, or who officially withdraw from short courses within the first 10% of the class meetings, will receive credit toward future fees for the full amount of all fees paid for those classes. View course refund deadlines on WebSMART.

*Example:* If a short course has eight meetings, 10% of 8 = 0.8, and this is rounded up to 1.0. Therefore, the student must officially withdraw no later than the end of the day of the first class meeting to be eligible for a credit or refund.

A $10 processing fee (plus an additional $50 processing fee for nonresident tuition) will be retained by the College if a refund is issued to a student withdrawing from all classes.

For semester-long classes dropped after the deadline, (or short courses dropped after the first 10% of the class meetings), these fees are not refundable unless an action of the College (e.g., class cancellation) prevents a student from attending class.

**Student Body Fee**

This fee is refundable through Friday, August 31, 2007. Students enrolling for the first time in the semester after this date may request a credit or refund within one week of their initial enrollment. To request a credit or refund of this fee, contact the Student Activities Office at 574-6141. For information on the Student Body Card see page 16.

**Variable Unit Courses**

No enrollment fee or nonresident tuition refund or credit will be available to students enrolled in variable unit courses who earn fewer units of credit than the number for which they originally registered. Students earning additional units will be charged accordingly.

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**Important:**

1. If a parking permit has been issued, it must be returned to the Business Office or the Security Office by September 5 before a credit or refund of the parking fee will be processed.

2. Credit balances remain on student accounts for a maximum of five (5) years.

3. A student may either choose to maintain a credit balance on account or contact the Business Office (Bldg. 1, Room 147, 574-6412) to arrange for a refund.

4. Refunds are NOT issued automatically and are subject to a $10 processing fee if the student withdraws from all classes. Refunds of nonresident tuition are subject to an additional $50 processing fee.

5. Fees paid by personal check require 30 days for bank clearance before refunds can be processed.

6. To be eligible for a credit or refund, a student must officially withdraw from a course within the stated deadline. A withdrawal initiated by an instructor may NOT result in a credit or refund.

7. Fees will be credited or refunded if an action of the College (e.g., class cancellation) prevents a student from attending.

8. Student records, including transcripts, are automatically held until all debts to the District colleges have been cleared.

**Board of Governors Enrollment Fee Waiver (BOGW)**

The Board of Governors of the California Community Colleges has established a program that waives the enrollment fees for all qualified applicants.

To apply for the Board of Governors Enrollment Fee waiver, complete the application (see center insert) and submit it to the Financial Aid Office (Bldg. 1, Room 217) or apply online. Log in to WebSMART and select Board of Governors Fee Waiver Application.

For most students, the application process is simple and can be completed within ten minutes. Students who qualify for a Board of Governors Enrollment Fee Waiver will have their enrollment fees waived for the entire academic year. Students who had a waiver for the ‘06/’07 academic year will need to reapply.

When submitting the Board of Governors Enrollment Fee Waiver application, please inquire about the many federal and state financial aid programs that are available to College of San Mateo students.

A Spanish version of the BOGW application is available in CSM’s Financial Aid Office and in the Office of Admissions & Records.

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Contact the Business Office regarding refund questions: 574-6412.
Admissions and Records

Located in the Administration Building (Bldg. 1, Second Floor, 574-6165), this office is open 7:30 a.m. to 6:45 p.m., Monday through Thursday, and 7:30 a.m. to 4:30 p.m. on Friday.

Attendance
You are STRONGLY ADVISED to attend the first class meeting of each class in which you register. If you cannot attend, notify your instructor in advance. Without prior notification, you may be dropped by the instructor and a waiting student may be admitted in your place.

Students are responsible for attending classes regularly. An instructor may drop a student from a class for excessive absences. Attendance regulations appear in the CSM Catalog.

Excessive absence may result in dismissal from class and/or a grade of “F.”

Withdrawal from College
Students who find it necessary to withdraw from their entire program of classes at any time after registration must follow the official procedure for dropping classes as outlined on page 9.

Failure to comply with the prescribed withdrawal procedure and timelines may result in penalty “F” grades.

Credit/No Credit Grading Option
Most CSM courses are graded on the basis of the standard letter grades (A, B, C, D, F). Some courses are graded on a Credit (CR) or No Credit (NC) basis, and are so designated in the schedule of classes. Still other courses offer the student the choice between letter and Credit/No Credit grading; students electing the Credit/No Credit option in such courses must submit the appropriate form to the Office of Admissions and Records within the first 30% of the duration of the course. Changes are not permitted thereafter.

See Fall 2007 Important Dates on the inside front cover of the catalog for the established deadline for semester-long courses.

Students should be aware that many colleges and universities, including College of San Mateo, place specific restrictions on the number, if any, of units graded on a Credit/No Credit basis that are acceptable toward degrees and certificates.

Because the decision to request Credit/No Credit grading is irrevocable after 30% of the duration of the course, students should be cautious in making such a request.

Course Repetition
Courses in which a student earns a final grade of A, B, C or CR cannot be repeated. College District Rules and Regulations, Section 6.12 permits a student to repeat certain courses for credit a maximum of three times (total of four class enrollments). These courses require increasing levels of student performance or provide significantly different course content in each subsequent semester. Such courses are specifically designated as “may be repeated for credit” in the college catalog. Courses that are not so designated may not be repeated. Further information about this policy is available from your college counselor/advisor.

Notwithstanding the restrictions cited in the paragraph above, a student who has received a grade of D, F or NC may repeat a course one time for the purpose of grade alleviation. Following completion of the course, the grade of the repeated course is used in the computation of the grade point average. Refer to the CSM Catalog for details.

Open Entry/Open Exit Courses
A number of courses in this schedule are designated as open entry courses. You may enroll in these courses at any point in the semester provided that enough instructional hours remain to allow you to earn the minimum number of units for the course.

When registering for an open entry/open exit/variable units course, you must designate the number of units for which you want to enroll. The available range of units is indicated in the course listing. No enrollment fee credit/refund is available if you earn fewer units than the number for which you enrolled. You may stop attending class when the instructor informs you that you have earned the number of units for which you enrolled. However, it is possible to increase the number of units during the semester by application through the Office of Admissions and Records and payment of the additional enrollment fee.

Auditing
Students are allowed to register as auditors in a limited number of classes where the course repetition policy applies if they have previously enrolled for credit for the maximum number of times allowed for the particular course.

Classes marked with an “at” sign (@) to the right of the course number and section (e.g., ART 206 AA @) in the class schedule will be open for auditing. Students should register for these classes in the normal manner; they will be advised if they have reached the course repetition limit. After the first two weeks of instruction, if space is available, the student must pick up a petition from the Office of Admissions and Records, obtain the instructor’s signature and return the completed petition to Admissions and Records for processing.

An auditing fee of $15 per unit is payable at the time of enrollment. For variable unit courses you are required to enroll in the maximum number of units. Auditors are not charged the regular enrollment fee, but must pay the Health Services Fee and the Student Representation Fee. The nonresident tuition fee does not apply to auditors.

No student auditing a course is permitted to change enrollment status in that course to receive credit.

Incomplete Grades
A final grading symbol of I (Incomplete) may be assigned in case of incomplete academic work due to unforeseeable, emergency and justifiable reasons. Conditions for removal are set forth by the instructor in a written record which also indicates the grade to be assigned if the student fails to meet the stated conditions. The student receives a copy of this record, and a copy is filed in the Office of Admissions and Records. A final grade is assigned by the instructor when the stipulated work has been completed and evaluated. If the work is not completed within the prescribed time period, the grade previously determined by the instructor is entered in the permanent record.

An I (Incomplete) must be made up no later than one year following the end of the term in which it was assigned. The student does not re-enroll in the course in order to do the make-up work.

December Graduates
Applications for A.A./A.S. Degrees or Career Program Certificates to be conferred in December 2007 must be filed in the Office of Admissions and Records by Friday, October 5, 2007.

In order to evaluate your record for graduation, transcripts from all other colleges and universities which you have attended must be on file in the Office of Admissions and Records by October 5, 2007. It is the student’s responsibility to request these transcripts in a timely manner.

Final Grades
Final grades are not mailed to students; they are available at all times on WebSMART during published service hours. Fall 2007 final grades will be available beginning January 5, 2008; access WebSMART at collegeofsanmateo.edu (click on WebSMART).

Transcripts
Official transcripts of a student’s academic record will be sent to colleges and universities, employers, and other institutions upon written request signed by the student. Transcript request forms are available from the Office of Admissions and Records and can also be found at collegeofsanmateo.edu. Only courses taken at College of San Mateo, Cañada College and Skyline College will appear on the transcript. Transcripts from high schools and other colleges will not be forwarded. The first two official transcripts requested by a student are free; a fee of $5 per transcript is charged if the student has previously requested two or more transcripts. A rush transcript may be obtained for an additional $10.

If “in progress” transcripts are sent to colleges and universities, the student must also submit a request for required final transcripts to be sent to those institutions after grades have been posted at the end of the semester.

Students may obtain an unofficial copy of their CSM academic record on WebSMART. Courses taken prior to Summer 1981 will not appear on this copy.
Support Services for Students

Adults Returning to College
Students who are returning to school after an extended period of time or who have postponed their college education may enroll in career and life planning classes, CRER 120, 123 and/or 126. In these classes the student explores options by analyzing alternative directions, developing college-level skills, and participating in counseling for meeting individual goals.

CalWORKs Program
There are additional services available to students who are currently receiving TANF (Temporary Aid to Needy Families). CalWORKs (California Work Opportunity and Responsibility to Kids) is a state funded Welfare to Work program designed to assist individuals to get the job they need in order to become self-reliant. Support services include: child care, books, transportation, work-study, academic counseling, career planning, and assistance meeting county requirements. For more information, contact Danita Scott-Taylor in the CalWORKs office (Bldg. 20, Room 106, 574-6154).

CARE Program
The CARE program (Cooperative Agencies Resources for Education) provides services to single parents receiving CalWORKs (formerly known as AFDC) to increase their educational skills, become more confident and self-sufficient, and move from welfare to independence. Support and services include: child care, transportation, tutoring, peer advising, parenting workshops, books and supplies.

To be considered for the CARE program, a student must: 1) be 18 years of age or older; 2) be a single parent and head of household; 3) be receiving CalWORKs; 4) have one child under 14 years of age; and, 5) qualify for the EOPS program. For more information, contact Ruth Turner in the EOPS Office (Bldg. 20, Room 107, 574-6154).

Career Services
Career Services offers a variety of short courses and individual and group career exploration activities such as career assessment, developing job search skills, how to choose a major, interviewing techniques, and résumé writing. Professional assistance is available for career planning and job search. Students can sign up for CRER 123, 126 and/or 127.

Career Services (housed in Temporary Building 1—see campus map) is open from 8 a.m. to 4 p.m. Monday through Thursday and 8 a.m. to 1 p.m. Fridays. For evening hours or for more information, call 574-6571.

Child Development Center
The Mary Meta Lazarus Child Development Center provides a child care program for children two and one-half through five years old who have a parent attending CSM or another District college. Children are selected on a non-discriminatory basis.

Families may be eligible for financial assistance. Subsidized fees are based on family size and gross income and are subject to change. There is a $50 registration fee per semester. In addition, fees for children three to five years old are as follows: part-time (less than 5 hours) $38 per day; full time (5 hours or more) $43 per day. Fees for children two and one-half to three years old are as follows: part-time $45 per day; full-time $55 per day.

The Child Development Center, located in Bldg. 33, is open from 7:30 a.m. to 5 p.m. Monday through Friday. For more information, call Louise Piper at 574-6279.

Coastside Office
In order to better provide for the coastal community, the San Mateo County Community College District has established an office in Half Moon Bay that functions as a one-stop service center for all three schools in the district. SMCCCD Coastside (‘Coastside Office’) assists prospective and continuing students with the application and registration processes, financial aid applications and information, placement and skills assessment, and general counseling.

The Coastside Office offers some courses at coastal locations and provides support for those students taking online courses. Coastside students can take advantage of curriculum at all three district colleges and earn Certificates of Completion, Associate in Arts and Associate in Science degrees. College readiness curriculum is also available for those students requiring additional work in English, math, reading and computer proficiency.

For more information, visit collegeofsanmateo.edu/coastside, or call (650) 726-6444.

Counseling & Transfer Center

Academic Counseling and Transfer Services
The Counseling & Transfer Center offers services in the areas of academic, transfer, and career counseling to CSM students. Academic counseling services are designed to: 1) help students make decisions and set educational goals; 2) provide academic planning assistance to complete certificate, associate degree, and/or university transfer goals; 3) help students evaluate academic readiness and plan coursework to build skills; 4) teach students important skills to enhance classroom and academic success; and 5) work with students to resolve personal concerns that may interfere with the ability to succeed.

Counselors work with students to develop personalized Student Educational Plans (SEPs) that map out semester by semester, the courses necessary to complete specific educational goals. Once an SEP is developed, students are expected to meet with a counselor at least once a semester to review the SEP, evaluate ongoing educational progress, and make modifications as needed to stay on the path and successfully complete educational goals.

Students can schedule appointments to meet with Counselors and Faculty Advisors by going to the Counseling Center (Building 5, Room 128) or calling (650) 574-6400 to schedule an appointment.

CSM Connects
CSM Connects is the volunteer community service program that provides students, faculty, and staff with opportunities to get involved in one of the following ways:

• Take Leadership CRER 152 to receive lower division, variable-unit academic credit.

• Service Learning gives students the opportunity to connect volunteer work and hands-on learning with the academic courses they are taking.

• Student Leaders in the Community grants are awarded to CSM students for carrying out projects that serve community needs.

• Service Events - get involved in CSM events such as the Service & Leadership Conference and the Career & Volunteer Fair.

The CSM Connects Office (housed in Temporary Building 1, see campus map) is open Monday through Friday 8 a.m. to 4:30 p.m. For more information, call 574-6583.

For a thorough list of volunteer opportunities please visit our website at collegeofsanmateo.edu/csmsconnect.
Extended Opportunity Programs and Services (EOPS)
EOPS is a support service available for full-time students who need additional services to successfully pursue their educational and vocational goals. Support services include: priority registration, counseling, book service, transportation, tutoring, application fee waivers and peer advising.

To be considered for the EOPS program, a student must meet the following criteria: 1) be enrolled full-time (12 units); 2) qualify to receive the Board of Governors Enrollment Fee Waiver (BOGW); 3) meet the EOPS guidelines definition of an educationally underprepared student; and 4) have completed less than 70 degree applicable units. For more information visit the EOPS Office (Bldg. 20, Room 107, 574-6154).

Financial Aid
Students who would be unable to attend college without financial aid can receive help in paying for educational expenses—enrollment fees, books, transportation, room and board, and other related costs.

In order to qualify for financial aid, students and/or their families must demonstrate financial need. Interested students must complete the application process through the Financial Aid Office, and should begin this process at the earliest possible date. Determination of eligibility takes approximately eight to 12 weeks.

Office hours are Monday through Thursday 8 a.m. to 6:45 p.m. and Friday 8 a.m. to noon. For information, visit the Financial Aid Office (Bldg. 1, Room 217, 574-6146).

Health Services
In the CSM Health Center, the college nurse provides: emergency care and first aid; consultation on health problems; referrals to psychologists, physicians, and health or social agencies; drug and alcohol counseling and referral; arrangements for emergency transportation; health screenings for blood pressure, hearing, vision, TB, pregnancy, and strep; anonymous HIV counseling and testing; nutrition and stress counseling; and Hepatitis B and Measles-Mumps-Rubella immunizations. Additional physician services available by appointment include: physicals, lab work and prescription medications. Emergency accident insurance coverage is in effect when students are on campus or attending college-sponsored events. Low-cost medical and dental insurance is available for purchase.

Office hours are 8:30 a.m. to 7 p.m., Monday through Thursday and 8:30 a.m. to 12 noon on Friday. For more information, visit the Health Center (Bldg. 1, Room 226, 574-6396).

Labs & Centers
There are a variety of labs and centers on campus that offer use of computers and tutoring/academic support services. Please see the “Labs & Centers” list in the directory on page 5.

Library Services
For information on access to Library Computers, see “Labs & Centers” list in the directory on page 5.
Library services will be available Monday 7:45 a.m. to 9 p.m. and Tuesday through Thursday from 7:45 a.m. to 7 p.m.; Friday from 7:45 a.m. to 2 p.m., and Saturday from 9 a.m. to 1 p.m. Telephone: 574-6100.

Middle College High School
San Mateo Middle College High School is an alternative education collaboration between the San Mateo Union High School District and College of San Mateo. The program’s primary goal is to provide a supportive and challenging environment, along with the opportunity for academic success and career exploration, to students whose needs are not met in a traditional high school environment.

As part of the Middle College program, these students take three SMUHSD-approved classes taught by SMUHSD instructors on the CSM campus; they round out their schedules with CSM courses. In many cases, students can earn both high school credits and college units. The Middle College program also includes comprehensive academic and career advising and access to all of CSM’s support services. For information, call 574-6101 or contact middlecollege@smuhsd.k12.ca.us or www.smccd.edu/middlecollege.

Middle College may be available to students in the Cabrillo Unified School District. Interested students must get approval from high school administration and should contact their guidance counselors for more information.

Multicultural Center
The Multicultural Center is designed to meet the needs of multicultural students through academic/ personal counseling as well as general financial aid information in a supportive, culturally-enriching environment. The staff is made up of full-time, bicultural and bilingual certificated counselors and support personnel. The Multicultural Center is located in Bldg. 20, Rooms 112 and 113. For more information, call 574-6154.

Psychological Services
Psychological Services offers confidential individual consultation regarding personal concerns. Also available are: group counseling, seminars, classes in developing coping skills, and referral to other on- and off-campus resources. These services are available to all day and evening students. Appointments may be made through the Health Center (Bldg. 1, Room 226, 574-6396).

Scholarships
College of San Mateo offers many scholarships with awards ranging from $100 to approximately $2,000. CSM students who have completed at least 12 graded CSM units and who have a GPA of 2.75 or above may apply. Both students returning to and transferring from CSM the following fall are eligible. Scholarships are awarded on the basis of academic achievement and are for the most part not need-based.

In addition, a number of local and national organizations offer scholarships to CSM students. Eligibility requirements vary widely, and separate applications for these scholarships are posted and available in the Scholarship Office.

CSM Scholarship applications are available online at collegeofsanmateo.edu/forms or in the Scholarship Office. Completed packets will be accepted beginning October 1, 2007 with a deadline of 12 noon on December 19, 2007.

For additional information, contact the Scholarship Office (Bldg. 1, Room 271, 574-6434). Office hours are Monday - Thursday, 8 a.m. to 2:30 p.m. and Friday 8 a.m. to 1 p.m.
Support Services for Students (continued)

Student Body Card
All students who have completed registration and paid the $8 student body fee are entitled to a photo I.D. student body card. After classes have begun, you may obtain your Student Body Card at the Student Activities Office. This photo identification card entitles you to special discounts from 10% to 40% off at local businesses, movie theaters, shops and restaurants. On-campus discounts are available at the Café International coffee house, the cosmetology salon, CSM Bookstore (non-book items), and all athletic events, and the card permits free admission to the CSM swimming pool at noon. The funds collected from the student body fee help support numerous programs and services on campus including: scholarships, emergency student loans, child care, athletics, guest speakers and concerts. If you would like more information about the student body card benefits, or would like the student body fee reimbursed, please contact the Student Activities Office before February 2.

Student Employment Services
Looking for a job or internship? The Student Employment Office assists CSM students, alumni and community members with job search preparation, career information and job listings. Staff provides job search classes and individual counseling appointments to assist students with resume preparation, interviewing skills, uncovering job leads and securing work. Listings for part-time, full-time, professional, and semi-professional work and internships are available for viewing on CSM JobLinks, our web-based job posting program. In addition, students can access additional job leads through CALJOBS (www.caljobs.ca.gov) or MonsterTrak at www.monstertrak.com (enter password: CSMJOBS).

The Student Employment Office is located in Temporary Building 1 (see campus map) and is open from 8:30 am - 4:00 pm, Monday - Thursday and 8:30 a.m. - 12 noon Friday. For more information about these services or to schedule an appointment or register for a job search class call 574-6151 or visit our website at collegeofsanmateo.edu/studentjobs.

Transfer Services
Located within the Counseling Center (Building 5, Room 128), Transfer Services provide information and workshops on such topics as transfer planning, writing the application essay, choosing a college and completing transfer admission applications. Transfer Services also schedule representatives from other universities and colleges, including UC, CSU and private universities, to meet with students on a regular basis. CSM has Transfer Admission Agreements with a number of four-year UC and private institutions which can guarantee transfer admission. For more information, call 358-6839, or visit our website at collegeofsanmateo.edu/transfer.

Hours for the Fall semester are Monday 8 a.m. - 7 p.m.; Tuesday - Thursday 8 a.m. - 4 p.m.; and Friday 8 a.m. - 12 noon.

Featured Programs

Study in London or Paris
If you have completed at least 12 degree applicable units at any college with at least a 2.5 GPA, you are eligible to participate in CSM's Fall 2007 Semester in London or Spring 2008 Semester in Paris. You can earn up to 15 units toward your AA/AS degree, which are transferable for bachelor's degree credit. These programs are open to students of all ages.

Proposed course offerings in London this Fall include communication, English, history, humanities, and psychology. All students will enroll in a British Life and Culture class with field trips. Financial aid can assist with costs for students who apply early.

Proposed course offerings in Paris include art, English, French, history and math. All students will enroll in a French Life and Culture class with field trips.

The same enrollment fee as charged for on-campus classes covers the cost of instruction for California residents. Living accommodations and many activities are included in the program fee.

For more information and a detailed brochure on the London or Paris study programs, call the Study Abroad Program Office at 574-6595, or visit our website at www.smccd.net/accounts/studyabroad.

Honors Program
The CSM Honors Program was established to seek out students of exceptional ability and purpose, and to provide these students with the education they merit. The program is open to all students meeting certain academic requirements. Students interested in applying should contact the Honors Program Coordinator (Bldg. 15, Room 121) or call 574-6638.

Apprenticeship Programs
College of San Mateo offers related and supplemental instruction for several of the many apprenticeship programs based in San Mateo County. Through these programs, participants (1) work full-time, earning an ever-increasing percentage of journeymen pay, and (2) attend CSM related and supplemental classes part-time.

Applicants must be indentured by the California Division of Apprenticeship Standards (D.A.S.) before attending classes or working in a program.

For more information, call the CSM Apprenticeship Office at 574-6116 or the D.A.S. Office at (408) 277-1273.

Community Education Classes
Busy people who want to expand their knowledge but do not want to take a semester-long course or receive a grade are encouraged to consider the many non-credit short classes, one-day seminars and special events offered by the Office of Community Education at College of San Mateo.

Topics covered in these programs include art, business, hands-on computer classes, health and wellness, travel, music, parenting, financial planning and writing.

Fees are charged for these classes so that the program can be entirely self-supporting; the College does not receive State or local taxes for these programs. For specific information on programs or to suggest an idea for a new program, call Community Education at 574-6149.

Cooperative Work Experience Education
This program allows students to earn college credit for learning on the job. Co-op is offered to students who work full- or part-time and attend classes as a full- or part-time day or evening student. Work may be paid or volunteer.

Cooperative Work Experience Education also offers the Honors Internship Program and specific academic internships. Check with the Co-op Office for more information about these special opportunities.

You may register by WebSMART or by mail during regular registration periods for Cooperative Work Experience Education courses. In addition, you must go to the Cooperative Work Experience Education Office (housed in Temporary Building—see campus map) for your specific instructor assignment. If your work assignment is outside of San Mateo or San Francisco counties, check with the Cooperative Work Experience Education Office prior to enrollment.

The office is open Monday through Thursday from 8:30 a.m. to 4 p.m. and Friday from 8:30 a.m. to 12 noon. Call 574-6171 for evening hours.

Emeritus Institute
Emeritus Institute offers college-level classes in a format and setting designed to meet the needs and interests of mature adults. This program appeals to those who want to know about the colorful history of the community and state in which they live, understand the affairs of the nation and world, and fully appreciate art, music and ideas. For further information, call 574-6149.
College Policies

Crime Awareness and Campus Security Policy
In order to make College of San Mateo a safe and pleasant environment for students and employees, the College has established procedures in compliance with Federal Public Law 101-542 (Crime Awareness and Campus Security Act of 1990). CSM is an extremely safe campus; a fact confirmed by the most recent FBI-reported data. (For more information, please contact CSM’s Office of Institutional Research at 574-6196 or email: csmresearch@smccd.net.) Persons seeking information concerning CSM campus law enforcement procedures, crime prevention efforts and crime statistics should contact the Supervisor of College Security at 574-6415.

Disciplinary Actions
Decisions regarding the following types of disciplinary action are the responsibility of the Vice President, Student Services. Unless the immediate application of disciplinary action is essential, such action will not be taken until the student has had an opportunity to utilize the established appeal procedures found in Rules and Regulations, Section 7.73. General disciplinary actions include warning, temporary exclusion, censure, cancellation of registration, disciplinary probation and restitution. Disciplinary action shall not of itself jeopardize a student’s grades, nor will the record of such actions be maintained in the student’s academic files. A student subject to disciplinary action has a right to appeal the decision in accordance with Rules and Regulations, Section 7.73.

Other specific disciplinary actions which may be taken are suspension and expulsion. Suspension is the termination of student status for a definite period of time. A suspended student may not be present on campus and is denied College privileges including class attendance and all other student body or College-granted privileges. The chief executive officer of the College or his/her designee may suspend a student, as deemed appropriate, for specified time periods. Expulsion of a student is the indefinite termination of student status and all attending rights and privileges. Expulsion of a student is accomplished by action of the Board of Trustees on recommendation of the College President and the Chancellor-Superintendent. An expelled student shall not be allowed to register in any subsequent semester without the approval of the College President. Detailed information is provided in the College catalog, which is available for review in College offices and for purchase in the CSM Bookstore. For further information concerning any aspect of student disciplinary actions, students should contact the Office of the Vice President, Student Services at 574-6118.

Drug-Free Campus Policy
College of San Mateo prohibits the use, possession, sale or distribution of alcohol, narcotics, dangerous or illegal drugs or other controlled substances on College property or at any function sponsored by the College. For further information on the Drug-Free Campus Policy, contact the Health Services Center (Bldg. 1, Room 226, 574-6396).

Guidelines Addressing Cheating and Plagiarism
As the Student Handbook in the College of San Mateo Catalog states, “The principle of personal honor is the basis for student conduct. The honor system rests on the sincere belief that College of San Mateo students are mature and self-respecting, and can be relied upon to act as responsible and ethical members of society.”

Although instructors may hope that students will act responsibly and ethically at all times, situations will arise in which it is clear, beyond a reasonable doubt, that a student cheated or plagiarized. The College of San Mateo Academic Senate has developed guidelines for such situations by providing specific definitions of cheating and plagiarizing, and addressing the related instructor responsibilities, student responsibilities and sanctions. The entire document can be found in the College of San Mateo Catalog.

Students seeking further information concerning these guidelines should contact the Office of the Vice President, Student Services (Bldg. 1, Room 273, 574-6118).

Off-Campus Transportation Guidelines

Field Trips/Excursions
Throughout the semester/year, the District may sponsor voluntary off-campus extracurricular field trips/excursions. If you choose to participate, be advised that pursuant to California Code of Regulations, Subchapter 5, Section 55450, you have agreed to hold the district, its officers, agents and employees harmless from any and all liability or claims which may arise out of or in connection with your participation in the activity.

Although the district may assist in coordinating the transportation and/or recommend travel times, route or caravanning, be advised that the district assumes no liability or responsibility for the transportation and any person driving a personal vehicle is not an agent of the district.

Off-Campus Classes
Some classes may be conducted off campus. Unless you are specifically advised otherwise, you are responsible for arranging for your own transportation to and from the class site.

Sexual Harassment Policy
It is the policy of San Mateo County Community College District and College of San Mateo to prohibit, in any and all forms, the sexual harassment of its students and staff. Sexual harassment of students by other students or staff, and/or the harassment of staff by students or other staff is considered intolerable behavior that will be investigated and acted upon immediately.

Students or staff seeking further information concerning this policy or claiming grievance because of alleged violations of this policy should contact the Vice-Chancellor of Human Resources and Employee Relations, 358-6767.

Smoking Policy
In order to provide a safe learning and working environment for students and employees, smoking is prohibited in all indoor locations and within a distance of twenty (20) feet from any doorway, entrance to an interior area, or air intake vent. Violation of this policy could lead to disciplinary action under usual disciplinary procedures. For a complete copy of the Smoking Policy and Guidelines, see CSM’s current catalog.

Statement on Academic Freedom
The San Mateo County Community College District is dedicated to maintaining a climate of academic freedom encouraging the sharing and cultivation of a wide variety of viewpoints.

More information on this statement is available by contacting the office of the Vice President, Instruction at 574-6404 or the office of the Academic Senate President at 574-6235.

Student Conduct

Students enrolled in the Colleges of the District are expected to conduct themselves as responsible citizens and in a manner compatible with the District and College function as an educational institution. Students are also subject to civil authority and to the specific regulations established by each College in the District. Violators shall be subject to disciplinary action, including possible cancellation of registration, and may be denied future admission to the Colleges of the San Mateo County Community College District. A list of actions which are prohibited and may lead to appropriate disciplinary action is contained in the College Catalog, which is available for review in College offices and for purchase in the College of San Mateo Bookstore. For further information concerning any aspect of student conduct, students should contact the Office of the Vice President, Student Services (Bldg. 1, Room 273, 574-6118).

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Student Grievances and Appeals

Students are encouraged to pursue their academic studies and become involved in other sponsored activities that promote their intellectual growth and personal development. The College is committed to the concept that, in the pursuit of these ends, the student should be free of unfair and improper actions on the part of any member of the academic community. If, at any time, a student feels that he/she has been subject to unjust actions, or denied his/her rights, redress can be sought through the filing of an appeal or grievance. Detailed information is provided in the College Catalog, which is available for review in College offices and for purchase in the CSM Bookstore. For further information concerning any aspect of student grievances or rights of appeal, students should contact the Office of the Vice President, Student Services (Bldg. 1, Room 273, 574-6118).

Student Rights and Nondiscrimination Policy

College of San Mateo is committed to equal opportunity regardless of age, gender, marital status, disability, race, color, sexual orientation, religion, national origin or other similar factors, for admission to the College, enrollment in classes, student services, financial aid and employment in accordance with the provisions of Title VI of the 1964 Civil Rights Act, Title IX of the Educational Amendments of 1972 (45CRF 86), Section 504, Rehabilitation Act of 1973 (P.L. 93-112), and the Americans With Disabilities Act of 1990.

It is important that students, staff and all others associated with the College understand the importance of reporting concerns about possible violations of this policy. The College’s commitment to equal opportunity demands full investigation of possible violations and an opportunity for a fair and impartial hearing on any matter relating to these laws and policies.

Any person seeking information concerning these laws and policies or claiming grievance because of alleged violations of Title VI of the 1964 Civil Rights Act and Sec. 504 of the Rehabilitation Act of 1973 and the Americans With Disabilities Act of 1990 should contact the Vice Chancellor, Human Resources/Employee Relations, 358-6767.

All grievances will be reviewed in terms of Title VI and Title IX law, and persons involved will be advised of the provisions of the law and their legal rights. If normal channels are not available or fail to meet legal requirements, the necessary action will be initiated. The office will maintain a record of all Title VI and Title IX grievances and will report to the Affirmative Action Committee the general nature of such grievances and progress toward their resolution.

Politica Antidiscriminatoria

El Colegio de San Mateo se compromete a proporcionarle a todos la misma oportunidad de ingresar en el colegio, de matricularse en las clases y de recibir servicios, ayuda financiera y empleo estudiantil, sin que se tenga en cuenta la edad, el sexo, el estado civil, la incapacidad física o mental, la raza, el color, la orientación sexual, la religión, el nacionalidad u otro factor similar. El texto completo de nuestra política antidiscriminatoria se encuentra en la página 6 de la edición actual del Catálogo del Colegio de San Mateo.

Walong Diskriminasyong Patakaran

Ang Colehiyo ng San Mateo ay nagbibigay ng pantay na pagtanggap sa lahat anuman ang edad, kasarian, katayuang marital, kapansanan, lahi, kulay, orientasyong seksuwal, relihiyon, bansang pinagmulan, o iba pang barayang, para sa pagranggap sa Colehiyo, pagpapatala sa klase, serbisyo sa estudiante, tulong na pinansiyal, ar trabaho.

Ang kumpleong patakaran ay matatagpuan sa pahina 6 ng katalogo para sa 2007-2008 ng College of San Mateo.

WebSMART enables you to:

- View the Catalog
- View the Schedule of Classes, and search for classes by category and time
- Apply for admission
- Check your registration status
- Add/Drop classes (anytime within published deadlines)
- Print your schedule of classes
- Pay your fees by credit card
- Apply for Financial Aid information/review application status
- Obtain your grades
- Obtain your Placement Test scores
- Print an unofficial transcript
- Update personal information

Log on to collegeofsanmateo.edu and click on WebSMART.
ACCOUNTING

START A NEW CAREER IN ACCOUNTING OR TAX
The Accounting Assistant and Tax Preparer certificates give you the skills to get your first job.

PREPARE FOR THE CPA EXAM OR THE ENROLLED AGENTS EXAM
CSM offers the classes you need to get ready for the CPA or EA exam.

EARN CONTINUING EDUCATION CREDIT
Many accounting courses qualify for continuing education credit for your CPA, EA or CTEC license.

VISIT OUR WEB SITE
To learn more about the Accounting and Tax programs go to collegeofsanmateo.edu/accounting.

GET THE NEWS
Subscribe to CSM Accounting News and get email updates about new courses and special events. Send a message to csmaccounting-subscribe@googlegroups.com.

ACTG 100 ACCOUNTING PROCEDURES
Study of the accounting cycle for service and merchandising businesses. Preparation of journals, ledgers, and financial statements using manual work papers and Peachtree accounting software. ACTG 100 provides an important foundation for ACTG 121. A $2.00 materials fee is payable upon registration. Recommended Preparation: BUS. 115; BUSW 105 or equivalent; eligibility for ENGL 848. (CSU)

84843 ACTG 100 AA MWF  9:10  10:00  14-220  Maule, B.  3.0
By Arr  2.0 Hrs/Wk
81626 ACTG 100 BB TTh  9:45  11:00  14-220  Neuebaumer, W.  3.0
By Arr  2.0 Hrs/Wk
85847 ACTG 100 CC MWF  10:10  11:00  14-220  Maule, B.  3.0
By Arr  2.0 Hrs/Wk

EVENING CLASSES
84844 ACTG 100 KA Th  6:30  9:35  14-220  Neuebaumer, W.  3.0
By Arr  2.0 Hrs/Wk

ACTG 103 TEN-KEY SKILLS
Development of speed and accuracy using a ten-key calculator and the ten-key pad on a computer keyboard. Students must complete twenty-four hours of self-paced work. For complete information about this course, including how to get started, visit our website at smccd.edu/accounts/maule. A $2.00 materials fee is payable upon registration. Open entry/ open exit. Credit/No Credit grading. May be taken twice for a maximum of 1 unit. (CSU)

86381 ACTG 103 AO By Arr  1.5 Hrs/Wk  15-160  Maule, B.  .5

ACTG 121 FINANCIAL ACCOUNTING
Preparation and interpretation of accounting information. Includes application of accounting principles to value assets, liabilities, and equity; accounting systems; use of software applications to prepare and analyze accounting information; use of accounting information by decision makers. Students taking their first course in accounting are encouraged to complete ACTG 100 before enrolling in ACTG 121. A $2.00 materials fee is payable upon registration. Prerequisite: BUSW 105 or equivalent. Recommended Preparation: ACTG 100; BUSW 415 or equivalent; ENGL 100. (CSU/UC) (CAN BUS. 2)

81628 ACTG 121 AA Daily  9:10  10:00  14-216  Ambrose, R.  5.0
By Arr  2.0 Hrs/Wk
81631 ACTG 121 BB MWF  11:10  12:35  14-220  Maule, B.  5.0
By Arr  2.0 Hrs/Wk
88102 ACTG 121 DD TTh  11:10  12:50  14-216  Ambrose, R.  4.0
By Arr  2.0 Hrs/Wk

EVENING CLASSES
81633 ACTG 121 JA W  6:00  9:50  14-216  Ambrose, R.  4.0
By Arr  2.0 Hrs/Wk

ON-CAMPUS/ONLINE CLASSES
81629 ACTG 121 BB See pages 92-95 Online-CRS  Nurre, R.  5.0
81634 ACTG 121 AA Daily  9:10  10:00  14-216  Ambrose, R.  5.0
By Arr  2.0 Hrs/Wk

ACTG 131 MANAGERIAL ACCOUNTING
Use of accounting information by management for analysis, planning, decision making and control; use of software applications to prepare and analyze accounting information. Includes product cost accumulation, cost-volume-profit analysis, responsibility accounting, budgeting, and capital budgeting. A $2.00 materials fee is payable upon registration. Prerequisite: ACTG 121; BUSW 105 or equivalent. Recommended Preparation: BUSW 415 or equivalent. (CSU/UC) (CAN BUS 4)

81634 ACTG 131 AA Daily  10:10  11:00  14-216  Ambrose, R.  5.0
By Arr  2.0 Hrs/Wk
81635 ACTG 131 BB MWF  11:10  12:35  14-218  Nurre, R.  5.0
By Arr  2.0 Hrs/Wk

ON-CAMPUS/ONLINE CLASSES
89563 ACTG 131 JA See pages 92-95 Online-CRS  Nurre, R.  4.0

ACTG 144 QUICKBOOKS: SET-UP AND SERVICE BUSINESS
Practical hands-on introduction to QuickBooks accounting software. Covers set-up and service business transactions, including sales, receivables, cash collections, purchases, payables, cash payments, and end-of-period procedures. ACTG 144 and ACTG 145 are independent courses and may be taken in either order or concurrently. A $2.00 materials fee is payable upon registration. May be taken twice for a maximum of 3 units. (CSU)

87100 ACTG 144 A1 TTh  11:10  12:25  14-221  Raeper, S.  1.5
By Arr  2.0 Hrs/Wk
Start and end dates for section 87100: 8/23 10/16

EVENING CLASSES
87101 ACTG 144 K1 T  6:30  9:35  14-221  Raeper, S.  1.5
By Arr  2.3 Hrs/Wk
Start and end dates for section 87101: 8/28 10/16

ONLINE CLASSES
90823 ACTG 144 W1 See pages 92-95 Online-CRS  Raeper, S.  1.5
Start and end dates for section 90823: 8/22 10/22

Three Special Events for Accounting & Tax Students

CPA & Enrolled Agent Information Night
Learn how to begin a new career as a CPA or an Enrolled Agent.
Thursday, April 26, 2007 • 6:30–8:30 pm

Accounting & Tax Networking Night
A reunion to see friends and meet CSM alumni who have careers in accounting or tax.
Thursday, September 20, 2007 • 5–7 pm

Accounting & Tax Job Fair
Meet employers who want to hire CSM students.
Tuesday, November 13, 2007 • 5–7 pm
All events are free and open the public.
Events are held in Building 206.
Get the Details: visit collegeofsanmateo.edu/accounting
Get the News: email csmaccounting-subscribe@googlegroups.com

(CSU) Transferable to California State Universities
(UC) Transferable to University of California

Accounting courses continued on next page
### ACTG 145 QUICKBOOKS: PAYROLL AND MERCHANDISING BUSINESS

Practical, hands-on introduction to QuickBooks accounting software. Covers payroll and merchandising business transactions, including sales, receivables, cash collections, purchases, payables, cash payments, and end-of-period procedures. ACTG 144 and ACTG 145 are independent courses and may be taken in either order or concurrently. **A $2.00 materials fee is payable upon registration.** May be taken twice for a maximum of 3 units. (CSU)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACTG 145 A2</td>
<td>TTh</td>
<td>11:10-12:25</td>
<td>14-221</td>
<td>Raaber, S.</td>
<td>1.5</td>
<td></td>
</tr>
<tr>
<td>ACTG 145 J2</td>
<td>T</td>
<td>6:30-9:20</td>
<td>14-221</td>
<td>Raaber, S.</td>
<td>1.5</td>
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### EVENING CLASSES

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<thead>
<tr>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>90933</td>
<td>ACTG 165 JA</td>
<td>Th</td>
<td>6:00-9:50</td>
<td>Maule, B.</td>
<td>4.0</td>
</tr>
<tr>
<td>90165</td>
<td>ACTG 161 JA</td>
<td>Th</td>
<td>6:00-9:50</td>
<td>Maule, B.</td>
<td>4.0</td>
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<tr>
<td>89935</td>
<td>ACTG 171 AA</td>
<td>TTh</td>
<td>11:10-12:50</td>
<td>Miller, J.</td>
<td>3.0</td>
</tr>
<tr>
<td>81638</td>
<td>ACTG 171 JA</td>
<td>M</td>
<td>6:00-9:50</td>
<td>Walker, M.</td>
<td>3.0</td>
</tr>
<tr>
<td>89838</td>
<td>ACTG 172 JA</td>
<td>Th</td>
<td>6:30-9:35</td>
<td>Stevens, S.</td>
<td>3.0</td>
</tr>
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</table>

### ACTG 171 INDIVIDUAL INCOME TAXES

Preparation of Federal and California income tax returns for individuals; basic income tax law, theory, and practice. Students who successfully complete this course may apply to CTEC, the California Tax Education Council, to become a Registered Tax Preparer in California. **A $2.00 materials fee is payable upon registration.** (CSU)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
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<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<td>Staff</td>
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<td></td>
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</table>

### ACTG 682 ENROLLED AGENT EXAM PREPARATION II

Preparation for the IRS Enrolled Agent Exam. Taxation of inheritance, gifts, estates, foreign corporations, and retirement plans. Other topics include fiduciary tax returns, determination of tax exempt status, practice before the IRS and tax preparer rules. Students should be familiar with Federal income tax regulations and basic accounting concepts. The topics for the exam are divided into two courses: an eight-week summer semester course and a four-week fall semester course. To prepare for the exam, students must complete both ACTG 681 (Exam Prep I) in the summer and ACTG 682 (Exam Prep II) in the fall. ACTG 682 will meet August 28 and September 4, 11 and 18. ACTG 682 qualifies for 16 Federal continuing education hours for CTEC. For more information visit collegeofsanmateo.edu/accounting. **A $2.00 materials fee is payable upon registration.** Recommended Preparation: ACTG 121. (CSU)

<table>
<thead>
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<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
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### ACTG 690 SPECIAL PROJECTS

Independent study in specific field or topic. Requires approval of Division Dean, Bldg. 15, Room 157. Register after the first week of classes. **Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

<table>
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</table>
## ADMINISTRATION OF JUSTICE

### ADMJ 100 INTRODUCTION TO THE CRIMINAL JUSTICE SYSTEM

History and philosophy of the Criminal Justice System in America; history of the system and identification of the subsystems, the role expectations of each and their interrelationships; theories of crime and punishment; and professional expectations regarding education and training. **Recommended Preparation:** eligibility for ENGL 848. Includes POST Basic Learning Domains. (CSU/UC) (CAN AJ2)

<table>
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<th>Course Ref. No.</th>
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<td>81654</td>
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### ADMJ 102 PRINCIPLES AND PROCEDURES OF THE JUSTICE SYSTEM

Role and responsibilities of each segment of the criminal justice system: law enforcement, judiciary, and corrections. **Recommended Preparation:** eligibility for ENGL 838 or 848 or equivalent. Includes POST Basic Learning Domains. (CSU/UC)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
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### ADMJ 104 INTRODUCTION TO CRIMINAL LAW

Historical development; philosophy of law and constitutional provisions; definitions; classifications of crime and their application to the system of administration of justice; legal research. **Recommended Preparation:** eligibility for ENGL 848. Includes POST Basic Learning Domains. (CSU/UC)

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<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
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### ADMJ 106 LEGAL ASPECTS OF EVIDENCE

Origin, development, philosophy, and constitutional basis of evidence; constitutional and procedural considerations affecting arrest, search, and seizure. **Recommended Preparation:** eligibility for ENGL 838 or 848 or equivalent. Includes POST Basic Learning Domains. (CSU)

<table>
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### ADMJ 108 COMMUNITY RELATIONS AND MULTICULTURAL POLICY ISSUES

A study of cultural relationships relative to the criminal justice system, policing agencies, and the public. Analysis of problems involved with the justice system and policing in today's multicultural environment and the development of positive culture group working relationships involving law enforcement personnel as community problem solvers. **Recommended Preparation:** eligibility for ENGL 848. Includes POST Basic Learning Domains. (CSU/UC)

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### ADMJ 153 SPECIAL LAW ENFORCEMENT ISSUES

Methods, techniques, and responsibilities of various patrol procedures. Includes special issues regarding leadership, ethics, information systems, persons with disabilities, crisis intervention, crimes against children, juvenile procedures, and domestic violence. **Recommended Preparation:** eligibility for ENGL 838 or 848 or equivalent. Includes POST Basic Learning Domains. (CSU)

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### ADMJ 185 INTRODUCTION TO FORENSIC SCIENCE

An introductory survey in the field of criminal forensic investigation through techniques of crime scene investigation, fingerprint identification and comparison, blood spatter evidence, serology and DNA analysis, firearms and bullet identification and trace evidence. Course is for students seeking a law enforcement career, but is useful to all students interested in the field of forensic science. Extra supplies may be required. **Recommended Preparation:** successful completion of REAd 825 and concurrent enrollment in MATH 110 or 111, OR appropriate skill levels as indicated by the Math and Reading placement tests. (CSU)

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### ADMJ 690 SPECIAL PROJECTS

Independent study in specific field or topic. Requires approval of Division Dean, Bldg. 19, Room 113. Register after first week of classes. **Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

<table>
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### ADMJ 710 POLICE REPORT WRITING

Crime incident note taking, observation, interviewing, and report writing techniques, utilizing (state-mandated) scenario exercises to prepare data and provide courtroom information for prosecution purposes. **Prerequisite:** ENGL 838 or 848 or equivalent. **Recommended Preparation:** ADMJ 102 and ADMJ 104 and ADMJ 106. Includes POST Basic Learning Domains.

### EVENING CLASSES

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### ADMJ 778 REGULAR BASIC COURSE LEVEL III

First level of training in the Modular Format of the Regular Basic Course as prescribed by the California Commission on Peace Officer Standards and Training (POST). Includes PC832 certification. **Prerequisite:** Per Penal Code 13511.5, written clearance from the California Department of Justice granting approval for firearms training. Possession of a current, valid driver license. Credit/No Credit grading.

### EVENING AND SATURDAY CLASSES

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### AERONAUTICS

#### AERO 100 PRIVATE PILOT GROUND SCHOOL

Principles of flight. Federal Aviation Regulations, flight environment, aircraft performance, and aviation weather. Prepares students to take FAA Private Pilot written exam. **Recommended Preparation:** eligibility for ENGL 848. Includes POST Basic Learning Domains. (CSU/UC) (CAN AJ2)

<table>
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<tr>
<th>Course Ref. No.</th>
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### ALCOHOL AND OTHER DRUG STUDIES

See Social Science
AMERICAN SIGN LANGUAGE

For a general explanation of course numbers and levels, please see FOREIGN LANGUAGES, page 51.

ASL 111 ELEMENTARY AMERICAN SIGN LANGUAGE I
Basic course in American Sign Language taught as a second language using dialogue drills, commands, and creative ideas. Plus one lab hour by arrangement per week. Prerequisite: ASL 111 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

ENGLISH CLASSES
89317 ASL 111 AA  TTh   1:10   2:25  18-304  Cheung, M.        3.0

ASL 112 ELEMENTARY AMERICAN SIGN LANGUAGE II
Encoding, decoding, interaction, and acquisition techniques for skilled hearing signers and deaf people. Plus one lab hour by arrangement per week. Prerequisite: ASL 111 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

ENGLISH CLASSES
90118 ASL 112 AA  MW   1:10   2:35  18-203  Cheung, M.        3.0

ASL 121 ADVANCED ELEMENTARY AMERICAN SIGN LANGUAGE I
Covers the fundamental principles of Level II American Sign Language and introduces more advanced information about the Deaf community and Deaf culture. Plus one lab hour by arrangement per week. Prerequisite: ASL 112 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

ENGLISH CLASSES
87111 ASL 121 JA  M   7:00  10:05  18-305  Johnson, M.      3.0

ANTHROPOLOGY

ANTH 110 CULTURAL ANTHROPOLOGY
Study of culture as the man-made environment of particular societies. A cross-cultural comparison of cultural practices. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

ENGLISH CLASSES
81711 ANTH 110 AA  TTh   9:45   11:00  16-155  Lucchesi, J.     3.0

ANTH 180 MAGIC, SCIENCE AND RELIGION
Cross-cultural study of preliterate societies' beliefs about the nature of reality, and their religious, scientific, and magical practices as a consequence of these beliefs. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

ENGLISH CLASSES
83258 ANTH 180 AA  TTh   11:10  12:25  16-267  Titus, M.        3.0

ARCHITECTURE

ARCH 100 SURVEY OF CONTEMPORARY ARCHITECTURE
Basic values in contemporary architecture; its relationship to the environment, the individual and society, the home and neighborhood. A $4.00 materials fee is payable upon registration. Plus one hour by arrangement per week. (CSU/UC)

ENGLISH CLASSES
81738 ARCH 100 AA  TTh   9:45   11:00  11-031  Lucchesi, J.     3.0

ARCH 120 ARCHITECTURE AND DESIGN DRAWING I: DRAWING AND VISUAL THINKING
Introduction to graphic thinking. Representational freehand drawings. Black and white media including photographic. Plus two hours by arrangement per week. Graphic supplies required. A $4.00 materials fee is payable upon registration. May be taken twice for a maximum of 4 units. (CSU/UC)

ENGLISH CLASSES
81712 ARCH 120 AA  Th   2:10   3:00  10-074  Staff            2.0

ARCH 210 DESIGN I: INTRODUCTION TO ARCHITECTURE: ENVIRONMENT DESIGN AND THE DESIGN PROCESS
Introduction to graphic thinking, critical thinking, and three-dimensional awareness. Graphic supplies required. Plus three hours by arrangement per week. A $4.00 materials fee is payable upon registration. Corequisites: concurrent enrollment in ARCH 120 and 666. (CSU)

ENGLISH CLASSES
81999 ARCH 210 AA  T   2:10   3:00  19-114  Staff            2.0

ARCH 666 INTRODUCTION TO ARCHITECTURE
An intensive exploration of the academic and professional opportunities and requirements within architecture, architectural education, and environmental design. Plus one hour by arrangement. A $2.00 materials fee is payable upon registration. Credit/No Credit grading. (CSU)

ENGLISH CLASSES
90365 ARCH 666 AA  TTh   1:10  2:00  19-114  Staff            1.0

Start and end dates for section 90365: 8/23 10/16

@ Courses open for audit.
An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.
ARCH 690 SPECIAL PROJECTS
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 36, Room 311. Register after the first week of classes.
Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

90366 ARCH 690 AA  By Arr. 3.0 Hrs/Wk  36-311C Frontiera, C.  2.0
90367 ARCH 690 BB  By Arr. 1.0 Hr/Wk  36-311C Frontiera, C.  1.0

ART

ART 100 ART OF THE WESTERN WORLD
"Art of the Western World" traces the Western tradition in the visual arts from ancient Greece to the present day. Chronologically introducing the societies, values, and ideals that gave birth to Western Art, it explores the connection between great works and the environment that stimulated their creation. Not applicable to Art major. Recommended Preparation: ENGL 848. Credit/No Credit or letter grade option. (CSU/UC)

90404 ART 101 JX  T        6:30   9:35   4-152     Pennington, S.   3.0

EVENING CLASSES

81748 ART 101 AX  MW      11:10  12:25   4-152     Black, J.        3.0

ART 101 ART AND ARCHITECTURE FROM THE ANCIENT WORLD TO MEDIEVAL TIMES, C. 1400
Ancient, Classical, Early Christian, Byzantine and Medieval art and architecture. A survey of artistic expression from Prehistoric to late Medieval times with emphasis on sculpture and architecture, and their relationship to their cultural and historical context. Recommended Preparation: eligibility for ENGL 848. Credit/No Credit or letter grade option. (CSU/UC) (CAN ART 2) (Completion of ART 101, 102, and 103=CAN ART SEQ A) Also offered as ART 801.

81748 ART 101 AX  MW      11:10  12:25   4-152     Black, J.        3.0

EVENING CLASSES

90404 ART 101 JX  T        6:30   9:35   4-152     Pennington, S. 3.0

ART 102 ART AND ARCHITECTURE OF RENAISSANCE AND BAROQUE EUROPE, C. 1300-1700
Survey of Proto-Renaissance, Renaissance, High Renaissance, and Baroque art. Emphasis is on the development of painting and sculpture and their relationship to their historical and cultural context. Recommended Preparation: eligibility for ENGL 848. Credit/No Credit or letter grade option. (CSU/UC) (Completion of ART 101, 102, and 103=CAN ART SEQ A) Also offered as ART 802.

81749 ART 102 AX  TTh     9:45  11:00   4-152     Black, J.            3.0

ART 103 ART AND ARCHITECTURE OF RENAISSANCE AND BAROQUE EUROPE, C. 1300-1700
Recommended Preparation: eligibility for ENGL 848. Credit/No Credit or letter grade option. (CSU/UC) (Completion of ART 101, 102, and 103=CAN ART SEQ A) Also offered as ART 803.

89161 ART 104 JX  M        6:30   9:35   4-152     Hiramoto, J.     3.0

ART 104 ART OF THE 20TH CENTURY
Survey of principal styles in western art from 1888 to 1999, from Post-Impressionism to Modernism and Post-Modernism, from Paris to New York and the West Coast. Recommended Preparation: eligibility for ENGL 848. Credit/No Credit or letter grade option. (CSU/UC) Also offered as ART 804.

EVENING CLASSES

89161 ART 104 JX  M       6:30   9:35   4-152     Hiramoto, J.  3.0

ART 124 OLD MASTERS’ AESTHE TICS AND TECHNIQUES
Combines art history and art studio classes. Analysis of the aesthetics, materials, and techniques of the Renaissance (Proto-Renaissance through Baroque periods, 1300-1700). Provides a framework for students to learn how to paint in fresco, egg tempera, and traditional oils. A $40.00 materials fee is payable upon registration. Recommended Preparation: eligibility for ENGL 848. Credit/No Credit or letter grade option. (CSU/UC)

90187 ART 124 AX  M 1:10  4:15  4-152     Black, J.        3.0
90187 ART 124 W 1:10  4:15  4-160     Alex, R.        3.0

ART 201 DRAWING AND COMPOSITION I
Study of two- and three-dimensional forms and space relationships. Drawing in various dry media. Drawing proficiency is not required. Extra supplies may be required. Plus two lab hours by arrangement per week. (CSU/UC) (CAN ART B)

81754 ART 201 AA  MW 9:00  12:05  4-160  Rumer, D.  3.0
81755 ART 201 BB  TTh 9:00  12:05  4-160  Rumer, D.  3.0

EVENING CLASSES

81757 ART 201 AX  MW 6:30  9:35  4-250  Smyth, J.  3.0

ART 202 DRAWING AND COMPOSITION II
Advanced composition; further study of three-dimensional form. Plus two lab hours by arrangement per week. Prerequisite: ART 201. (CSU/UC)

EVENING CLASSES

81758 ART 202 AX  MW 6:30  9:35  4-250  Smyth, J.  3.0

ART 205 LIFE DRAWING
Drawing the human figure in the modern approach, using charcoal, ink, mixed media. Emphasizes gesture, line, mark-making and expression. A $10.00 materials fee is payable upon registration. Plus two lab hours per week. Recommended Preparation: ART 201. Credit/No Credit or letter grade option. May be taken four times for a maximum of 12 units. (CSU/UC)

81759 ART 206 AA  TTh 1:10  4:15  4-160  Pittman, J.  3.0

ART 207 LIFE DRAWING
Drawing the human figure in the traditional manner. Study of artistic anatomy. Plus two lab hours by arrangement per week. Prerequisite: ART 201. Credit/No Credit or letter grade option. May be taken four times for a maximum of 12 units. (CSU/UC)

EVENING CLASSES

81760 ART 207@ JA  TTh 6:30  9:35  4-160 Buchanan, N.  3.0

ART 214 COLOR
Study of the physical and psychological properties of color. Stresses knowledge and skills needed to use color aesthetically. Drawing proficiency is not required. Plus two lab hours by arrangement per week. (CSU/UC)

85338 ART 214 AA  TTh 9:00  12:05  4-151  Pearce, P.  3.0

For more information, call (650) 574-6284 or 574-6494.

Art courses continued on next page
<table>
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<th>No.</th>
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<th>Hours</th>
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### Evenings Classes

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<td>4-150</td>
<td>Pittman, J.</td>
<td>3.0</td>
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<tr>
<td>ART 350 VISUAL PERCEPTION</td>
<td>81775</td>
<td>ART 350 JA</td>
<td>W</td>
<td>6:30</td>
<td>4-152</td>
<td>Bhattacharji, S.</td>
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<tr>
<td>ART 351 BEGINNING BLACK AND WHITE PHOTOGRAPHY</td>
<td>81779</td>
<td>ART 351 JA</td>
<td>MW</td>
<td>6:30</td>
<td>4-263</td>
<td>Lohmann, R.</td>
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### Evening Classes

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<tr>
<th>Course</th>
<th>No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>ART 353 and ART 360. May be taken four times for a maximum of 12 units. (CSU)</td>
<td>84448</td>
<td>ART 360 AX</td>
<td>TTh</td>
<td>9:00</td>
<td>4-263</td>
<td>Gomes, L.</td>
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<tr>
<td>ART 365 INTERMEDIATE DIGITAL PHOTOGRAPHY</td>
<td>85714</td>
<td>ART 365 JA</td>
<td>MW</td>
<td>4:10</td>
<td>27-102</td>
<td>Lohmann, R.</td>
<td>4.0</td>
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</tbody>
</table>

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.
ART 381 BEGINNING DIGITAL PHOTOGRAPHY
Advanced visual perception and principles of photographic theme using the computer to organize, present and display digital photographs. Teaches the Macintosh operating system and organizing, managing and backing up digital photographs. Instruction in the advanced use of digital cameras, lenses, and the creation of a digital slide show. Extra supplies may be required. Recommended Preparation: ART 350. (CSU)
91066  ART 381 BB W 12:15 3:20 27-102 Gomes, L. 3.0

ART 405 SCULPTURE I
Beginning modeling of abstract and human forms. May be cast, carved, or welded. Extra supplies may be required. A $30.00 materials fee is payable upon registration. Plus two lab hours by arrangement per week. Credit/No Credit or letter grade option. (CSU/UC)
81781  ART 405 AX TTh 10:00 1:05 4A-10 Nakata, R. 3.0

ART 406 SCULPTURE II
Continuation of ART 405, with an emphasis on self expression. Choice of media is open. Extra supplies may be required. A $30.00 materials fee is payable upon registration. Plus two lab hours by arrangement per week. Prerequisite: ART 405 or equivalent. Credit/No Credit or letter grade option. May be taken three times for a maximum of 9 units. (CSU/UC)
81784  ART 406 AX TTh 10:00 1:05 4A-10 Nakata, R. 3.0

ART 411 CERAMICS I
Elementary clay construction; methods of ornamentation, glazing, firing; introduction to potter's wheel. Extra supplies may be required. A $30.00 materials fee is payable upon registration. Plus two lab hours by arrangement per week. Credit/No Credit or letter grade option. (CAN ART 6)
81785  ART 411 AX MW 1:10 4:15 4A-10 Nakata, R. 3.0

ART 412 CERAMICS II
Continuation and advanced study of topics introduced in ART 411. Extra supplies may be required. A $30.00 materials fee is payable upon registration. Plus two lab hours by arrangement per week. Prerequisite: ART 411. Credit/No Credit or letter grade option. May be taken three times for a maximum of 9 units. (CSU/UC)
81787  ART 412 AX MW 1:10 4:15 4A-10 Nakata, R. 3.0

ART 465 ADVANCED CERAMICS TOPICS IN WATERCOLOR
Designed for students who have completed ART 232 or equivalent. Focus on application of advanced watercolor techniques to enhance personal style. Credit/No Credit or letter grade option. (CSU)
91001  ART 465 BB MW 1:10 4:15 4A-10 Camire, K. 3.0

ART 465 ADVANCED CERAMICS WORKSHOP
Continuation and advanced techniques of the potter's wheel and glaze formulation experimentation. Extra supplies may be required. A $30.00 materials fee is payable upon registration. Prerequisite: ART 412 or equivalent. Recommended Preparation: successful completion of a beginning art studio course. Advanced or specialized study in studio arts. Credit/No Credit or letter grade option. (CSU)
90514  ART 465 AA T 1:10 4:15 4A-10 Nakata, R. 1.0

ART 665 DARKROOM WORKSHOP
Development of intermediate and advanced darkroom skills, film processing, printing and print finishing. A $15 materials fee is payable upon registration. Prerequisite: ART 351.

SATURDAY CLASSES
90510  ART 665 SA S 9:00 2:05 4-263 Bhattacharji, S. 1.5

NEW!

ART 680 MOSAIC MURAL I
Mosaic design essentials for a public art mural: tessellation, color, shaping and pattern. Materials, tools, techniques including some digital. Design and make a personal mosaic panel and design a public mural. Students are required to attend BOTH the morning and afternoon sessions. A $10.00 materials fee is payable upon registration. Prerequisite: ART 301 or 214 or 223.
90966  ART 680 AA F 9:00 12:05 4-150 Pittman, J. 3.0
F 1:10 4:15 4-150

ART 690 SPECIAL PROJECTS
Independent study in specific field or topic. Requires approval of Division Dean; Bldg. 15, Room 157. Register after the first week of classes. Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)
81790  ART 690 AA By Arr 2.0 Hrs/Wk 15-157 Staff 2.0
84444  ART 690 BB By Arr 1.0 Hr/Wk 15-157 Staff 1.0

ART 801 ART AND ARCHITECTURE FROM THE ANCIENT WORLD TO MEDIEVAL TIMES, c. 1400
Ancient, Classical, Early Christian and Medieval art and architecture. A survey of artistic expression from Prehistoric to late Medieval times with emphasis on sculpture and architecture, and their relationship to their cultural and historical context. No recommended prerequisite. Credit/No Credit grading. Not transferable. Applies to AA degree only.
89567  ART 801 AX MW 11:10 12:25 4-152 Black, J. 3.0

SATURDAY CLASSES
90406  ART 801 JX T 6:30 9:35 4-152 Pennington, S. 3.0

Art courses continued on next page
ART 802 ART AND ARCHITECTURE OF RENAISSANCE AND BAROQUE EUROPE, C. 1300-1700
Survey of Proto-Renaissance, Renaissance, High Renaissance and Baroque art. Emphasis is on the development of painting and sculpture and their relationship to their cultural and historical context. No recommended prerequisite. Credit/No Credit grading. Not transferable. Applies to AA degree only.
89569 ART 802 AX TTh 9:45 11:00 4-152 Black, J. 3.0

ART 804 ART OF THE 20TH CENTURY

EVENING CLASSES
89571 ART 804 JX M 6:30 9:35 4-152 Hiramoto, J. 3.0

ART 824 OLD MASTERS’ AESTHETICS AND TECHNIQUES
Combines art history and art studio classes. Analysis of the aesthetics, materials and techniques of the Renaissance (Proto-Renaissance through Baroque periods, 1300-1700) will provide a framework for students to learn how to paint in fresco, egg tempera and traditional oils. Credit/no credit grading. No prerequisite. Not transferable. Applies to AA degree only.
90530 ART 824 AX M 1:10 4:15 4-152 Black, J. 3.0
W 1:10 4:15 4-160 Alex, R. 3.0

ASTRONOMY

ASTR 100 INTRODUCTION TO ASTRONOMY
Descriptive study of the solar system, stars, galaxies, and life in the universe. Plus one hour by arrangement per week. (CSU/UC)
81798 ASTR 100 AX TTh 12:10 1:00 36-100 Stanford, D. 3.0
T 10:10 11:00 36-100
83339 ASTR 100 BX TTh 12:10 1:00 36-100 Stanford, D. 3.0
T 11:10 12:00 36-100
83440 ASTR 100 CX TTh 12:10 1:00 36-100 Stanford, D. 3.0
Th 10:10 11:00 36-100
91286 ASTR 100 DX TTh 12:10 1:00 36-100 Stanford, D. 3.0
Th 11:10 12:00 36-100
91287 ASTR 100 EX MW 10:10 11:00 36-100 Staff 3.0
M 9:10 10:00 36-100
91288 ASTR 100 FX MW 10:10 11:00 36-100 Staff 3.0
W 9:10 10:00 36-100

EVENING CLASSES
90620 ASTR 100 JA Th 6:30 9:35 36-100 Stanford, D. 3.0

TV CLASSES
81799 ASTR 100 TV See pages 95-99 TV-CRS Vanajakshi, C. 3.0
Start and end dates for section 81799: 9/07 12/14

ASTR 101 ASTRONOMY LABORATORY
Constellation identification, coordinate systems and basic astronomical measurements of planets, stars and spectra. Extra supplies may be required. Prerequisite: MATH 110 or equivalent with a grade of C or higher and completion of (with a grade of C or higher) or concurrent enrollment in ASTR 100. (CSU/UC)
81800 ASTR 101 AA M 2:10 5:15 36-100 Stanford, D. 1.0
89342 ASTR 101 AB Th 2:10 5:15 36-100 Stanford, D. 1.0
90368 ASTR 101 AC T 2:10 5:15 36-100 Staff 1.0

ASTR 103 OBSERVATIONAL ASTRONOMY LAB
Introduction to observational astronomy for students interested in observing and imaging planets, stars, and galaxies. Students record data using the department’s telescopes, CCD camera, and spectrograph. Focus is on observational techniques. Extra supplies may be required. Recommended Preparation: completion of or concurrent enrollment in ASTR 100 or equivalent. May be taken twice for a maximum of 2 units. (CSU)

EVENING CLASSES
89003 ASTR 103 JA T 7:00 10:05 36-100 Stanford, D. 1.0

ASTR 115 THE SOLAR SYSTEM
Study of the sun, planets, their moons, asteroids, and comets. Covers reasons for the Earth’s seasons and the phases of the moon. Includes study of the contributions of various cultures to astronomy. Plus one hour by arrangement per week. (CSU)
89781 ASTR 115 AA MWF 12:10 1:00 36-100 Stanford, D. 3.0

ASTR 690 SPECIAL PROJECTS
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 36, Room 311. Register after the first week of classes. Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)
83761 ASTR 690 AA By Arr 2.0 Hrs/Wk 36-311C Frontiera, C. 2.0
83762 ASTR 690 BB By Arr 1.0 Hr/Wk 36-311C Frontiera, C. 1.0

ATHLETICS
See Physical Education

BIOLOGY

BIOI 100 INTRODUCTION TO THE LIFE SCIENCES
For non-science majors. Fundamental principles of life. Covers plant and animal inter-dependencies. Examines the human role in the world of living things in relation to contemporary problems. Plus one hour by arrangement per week. Possible field trips. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill levels as indicated by the reading placement tests or other measures. (CSU/UC)
81816 BIOI 100 AA MWF 8:10 9:00 36-215 Whyte, W. 3.0
81817 BIOI 100 AB MWF 11:10 12:00 36-215 Beliz, T. 3.0
81818 BIOI 100 AC MWF 10:10 11:00 36-207 Whyte, W. 3.0
81820 BIOI 100 AD TTh 11:10 12:25 36-215 Zahedi, S. 3.0
87356 BIOI 100 AE MWF 12:10 1:00 36-215 Whyte, W. 3.0

EVENING CLASSES
81822 BIOI 100 JA W 6:30 9:35 36-215 Fark, R. 3.0

TV CLASSES
85715 BIOI 100 WW See pages 95-99 TV-CRS Beliz, T. 3.0
Start and end dates for section 85715: 8/25 12/15

BIOI 110 GENERAL PRINCIPLES OF BIOLOGY
Lecture/lab study of major principles of biology; one or more field trips may be required. Extra supplies may be required. Plus one hour by arrangement per week. Recommended Preparation: eligibility for ENGL 848. (CSU/UC) (CAN BIOI 2)
83853 BIOI 110 AA T 1:40 4:30 36-217 Tonini, C. 4.0
81829 BIOI 110 AB T 11:10 2:00 36-204 Drazkiewicz, A. 4.0
83342 BIOI 110 AX TTh 9:30 10:45 36-207 Diamond, K. 4.0
81824 BIOI 110 BX TTh 9:30 10:45 36-207 Diamond, K. 4.0
T 11:10 2:00 36-223
SATURDAY CLASSES
91021 BIOL 145 WW See pages 92-95       Online-CRS    Beliz, T.        3.0

ONLINE CLASSES
81834 BIOL 145 AA   MWF   9:10  10:00   36-215  Staff        3.0

BIOL 145 PLANTS, PEOPLE, AND ENVIRONMENT
This section of BIOl 140 includes an additional hour by arrangement.
81833 BIOL 140 AA   TTh      9:45  11:00   36-215    Tran, H.        3.0

91020 BIOL 110 WW See pages 92-95        Online-CRS    Martin, T.       3.0

ONLINE CLASSES
90374 BIOL 110 JA   T        6:10   9:15   36-215    Granieri, K.     3.0

EVENING CLASSES
81830 BIOL 110 JA M  6:00   9:05   36-223 Malik, A.       4.0
81830 BIOL 110 JA W  6:00   9:05   36-223

*Students enrolled in this section will participate in What the Fork! Learning Community. See page 62 for Learning Community description.

BIOL 123 BIOTECHNOLOGY WORKSHOP: TECHNIQUES AND APPLICATIONS OF THE POLYMERASE REACTION
Workshop in principles, applications, and hands-on techniques in PCR (polymerase chain reaction). A $2.00 materials fee is payable upon registration. Recommended Preparation: BIOL 110 or equivalent. (CSU)

SATURDAY CLASSES
90030 BIOL 123 SA S  9:00  12:15   36-200 Diamond, K.   1.0
Start and end dates for section 90030: 10/06 11/03

BIOL 130 HUMAN BIOLOGY
Introduction to human anatomy and physiology, including the functional relationship of cells to each body system. Plus one hour by arrangement per week. Recommended Preparation: eligibility for ENGL 848. Recommended especially for students in the Medical Assisting program. (CSU/UC)
81832 BIOL 130 AA MWF 12:10   1:00   36-207 Lucero, F.    3.0

EVENING CLASSES
90374 BIOL 130 JA T  6:10   9:15   36-215 Granieri, K.  3.0

ONLINE CLASSES
91020 BIOL 130 WW See pages 92-95 Online-CRS Martin, T. 3.0

BIOL 140 ANIMALS, PEOPLE, AND ENVIRONMENT
Animals and their relationship to man. Animals as predators, prey, servants, companions, and bearers of disease. One or more field trips may be required. General education course for non-science majors. Plus one hour by arrangement per week. Recommended Preparation: eligibility for ENGL 848. (CSU/UC)
81833 BIOL 140 AA TTh 9:45   11:00   36-215 Tran, H.  3.0
This section of BIOL 140 includes an additional hour by arrangement.

BIOL 145 PLANTS, PEOPLE, AND ENVIRONMENT
Introduction to plants and their functions as they apply to people. Principles of living organisms, their structure-functions, evolution, and ecology. Emphasizes the role of plants in the development of human civilization and considers their impact as a primary food source for human population. One or more field trips may be required. Plus one hour by arrangement per week. Recommended Preparation: eligibility for ENGL 848. (CSU/UC)
81834 BIOL 145 AA MWF 9:10  10:00   36-200 Beliz, T.  3.0

ONLINE CLASSES
91021 BIOL 145 WW See pages 92-95 Online-CRS Beliz, T. 3.0

(CSU) Transferable to California State Universities
(UC) Transferable to University of California

BIOL 195 BIOLOGY FIELD LABORATORY
Emphasis on field trips to selected sites with laboratory preparation. Covers a wide range of topics including animals, both domestic and wild; natural and human-made ecosystems; forests; habitat disruption; and museums and parks. Designed for non-science majors to fulfill laboratory science G.E. requirement. Plus one hour by arrangement per week. Recommended Preparation: completion of or concurrent enrollment in BIOL 100, 102, 145, 180, or 184. (CSU/UC)
86377 BIOL 195 AA T  2:10   5:15   36-204 Tran, H.  1.0
86378 BIOL 195 BA Th  2:10   5:15   36-204 Tran, H.  1.0

BIOL 210 GENERAL ZOOLOGY
Introduction to principles of animal biology. Includes the molecular basis of life, structure, function and behavior. One or more field trips may be required. Extra supplies may be required. Plus one hour by arrangement per week. Recommended Preparation: eligibility for ENGL 848; successful completion of a college course in biology with lab and a college course in chemistry with lab. (CSU/UC) (CAN BIOL 4)
81838 BIOL 210 AA Th  9:30  10:45   36-223 Bucher, M.   5.0
81838 BIOL 210 AA Th  2:10   5:15   36-223

BIOL 220 GENERAL BOTANY
Biology principles illustrated by plants, emphasizing structure, physiology, and reproduction in green plants. Extra supplies may be required. A $4.00 materials fee is payable upon registration. Plus one hour by arrangement per week. Recommended Preparation: MATH 120 or 123 or the equivalent. Recommended Preparation: eligibility for ENGL 838 or 848; BIOL 210 or 220; concurrent enrollment in MATH 120 or 123. (CSU/UC)
87141 BIOL 220 AA TTh 12:10  1:30   36-200 Wilson, M.   5.0
87141 BIOL 220 AA Th  2:00   5:00   36-200

BIOL 230 INTRODUCTORY CELL BIOLOGY
Examines cell structures and metabolism as they relate to cell function and reproduction. Extra supplies may be required. A $4.00 materials fee is payable upon registration. Plus one hour by arrangement per week. Recommended Preparation: eligibility for ENGL 838 or 848; BIOL 210 or 220; concurrent enrollment in CHEM 231. (CSU/UC)
81839 BIOL 230 AA MWF 10:10  11:00   36-200 Diamond, K. 4.0
81839 BIOL 230 AA W  2:10   5:00   36-200

For more information, contact Tania Beliz: beliz@smccd.edu or (650) 574-6248.

BIOL 145 Plants, People & the Environment
If you’re interested in learning about plants, then Biology 145 is one class you don’t want to miss!

Discover the role of plants in human history, ecology, pharmaceuticals, biotechnology and more. (CSU/UC transferable)
@ Courses open for audit.
An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

**BIOLOGY - BROADCAST**

**Course Ref. No. Class ID Days Hours Bldg/Room Instructor Units**

**BIOL 240 GENERAL MICROBIOLOGY**
Introduction to morphology and physiology of microorganisms, with emphasis on control by chemical and physical means; their role in the human body and the environment. One or more field trips may be required.

Extra supplies may be required. **Prerequisite:** one semester of college chemistry and college-level biology with lab course with grade of C or higher. **Recommended Preparation:** eligibility for ENGL 848. (CAN BIOL 14)

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<tr>
<td>81840 BIOL 240 AX</td>
<td>MW</td>
<td>2:10 3:30</td>
<td>36-215</td>
<td>Smith, C. 4.0</td>
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<td>MW</td>
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**EVENING CLASSES**

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<tr>
<td>90401 BIOL 240 JA</td>
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<td>6:10 9:15</td>
<td>36-204</td>
<td>Granieri, K. 4.0</td>
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<td>W</td>
<td>6:10 9:15</td>
<td>36-204</td>
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**BIOL 250 ANATOMY**
Human body structure. Lab study and dissection of human male and female. Extra supplies may be required. Plus one hour by arrangement per week. **Prerequisite:** successful completion of college level biology course with a grade of C or higher. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC) (CAN BIOL 10) (BIOL 250 and 260 = CAN BIOL SEQ B)

<table>
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<tbody>
<tr>
<td>91050 BIOL 250 AA</td>
<td>M</td>
<td>8:10 11:00</td>
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<td>91050 BIOL 250 BX</td>
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<td>81841 BIOL 250 AX</td>
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**EVENING CLASSES**

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<tr>
<td>90375 BIOL 250 JX</td>
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<td>36-207</td>
<td>Tonini, C. 4.0</td>
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<tr>
<td>90980 BIOL 250 AX</td>
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<td>5:30 8:35</td>
<td>36-207</td>
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**BIOL 260 INTRODUCTORY PHYSIOLOGY**
Functions of organs and systems of the human body. Intended for students of nursing, physiotherapy, P.E., psychology and related fields. Extra supplies may be required. **Prerequisite:** successful completion of college level biology course with a grade of C or higher. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC) (CAN BIOL 12) (BIOL 250 and 260 = CAN BIOL SEQ B)

<table>
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<tbody>
<tr>
<td>90141 BIOL 260 AA</td>
<td>TTh</td>
<td>9:10 10:25</td>
<td>36-217</td>
<td>Martin, T. 5.0</td>
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<td>90141 BIOL 260 BX</td>
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<td>10:45 1:35</td>
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<tr>
<td>90155 BIOL 260 JA</td>
<td>TTh</td>
<td>5:30 6:45</td>
<td>36-217</td>
<td>Railback, D. 5.0</td>
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<tr>
<td>90155 BIOL 260 JA</td>
<td>TTh</td>
<td>7:00 10:00</td>
<td>36-217</td>
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**BIOL 690 SPECIAL PROJECTS**
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 36, Room 311. Register after the first week of classes. **Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

<table>
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<td>By Arr 2.0 Hrs/Wk</td>
<td>36-311C Frontiera, C. 2.0</td>
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<tr>
<td>83764 BIOL 690 BB</td>
<td>By Arr 1.0 Hrs/Wk</td>
<td>36-311C Frontiera, C. 1.0</td>
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**BROADCAST AND ELECTRONIC MEDIA**

**BCST 110 MEDIA IN SOCIETY**
Introduces the effects and influences of broadcasting, cable and new emerging technologies on society. Survey of technologies such as the Internet, web, direct broadcast satellite, interactive TV, digital radio and TV, Video On-Demand and podcasting. Other topics include: electronic media organization, history, programming, government regulations, newsmaking and advertising. **Recommended Preparation:** ENGL 838 or ENGL 848 or equivalent. Credit/No Credit or letter grade option. (CSU)

<table>
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<tbody>
<tr>
<td>81802 BCST 110 AA</td>
<td>TTh</td>
<td>11:10 12:25</td>
<td>19-103</td>
<td>Zanardi, R. 3.0</td>
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<tr>
<td>90352 BCST 110 AB</td>
<td>MWF</td>
<td>12:10 1:00</td>
<td>19-103</td>
<td>Brown, M. 3.0</td>
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**EVENING CLASSES**

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<tr>
<td>91041 BCST 110 T</td>
<td>6:30 9:35</td>
<td>11-132</td>
<td>Zanardi, R. 3.0</td>
<td></td>
</tr>
</tbody>
</table>

**BCST 210 TELEVISION STUDIO TECHNIQUES**
Hands-on experience with equipment used in a television studio, with emphasis on lighting, camera operations, audio mixing, video switching, and production work. Plus two hours by arrangement per week. **Recommended Preparation:** ENGL 838 or ENGL 848 or equivalent; BCST 110 or equivalent; MULT 181 or equivalent; MULT 191 or equivalent. Credit/No Credit or letter grade option. May be taken two times for a maximum of 6 units. (CSU)

**EVENING CLASSES**

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<thead>
<tr>
<th>Course ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>90400 BCST 210 JA</td>
<td>MW</td>
<td>6:30 8:45</td>
<td>18-201</td>
<td>Brown, M. 3.0</td>
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<tr>
<td>90400 BCST 210 JA</td>
<td>MW</td>
<td>1:10 5:50</td>
<td>11-132</td>
<td>Brown, M. 3.0</td>
</tr>
</tbody>
</table>

**BCST 220 BROADCAST WRITING**
Introduces the students to real-life writing situations that prepare them for a writing career in media. Writing on deadlines, timing and editing scripts, researching subjects, legal issues, interviewing techniques, and writing to pictures are part of the hands-on environment the student experiences in class. **Recommended Preparation:** ENGL 838 or ENGL 848 or equivalent. Credit/No Credit or letter grade option. May be taken two times for a maximum of 6 units. (CSU)

**EVENING CLASSES**

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<tr>
<th>Course ID</th>
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<tr>
<td>90401 BCST 220 JA</td>
<td>Th</td>
<td>6:30 9:35</td>
<td>11-132</td>
<td>Isaacs, M. 3.0</td>
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**BCST 230 ON-AIR TALENT**
Introduction to basic announcing and communicating techniques for television and radio talent. Emphasizes format, delivery and on-camera performance. Includes practice in marking copy, ad-lib, and microphone techniques. Plus two hours by arrangement per week. **Recommended Preparation:** ENGL 838 or ENGL 848 or equivalent. Credit/No Credit or letter grade option. May be taken two times for a maximum of 6 units. (CSU)

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<th>Course ID</th>
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<tr>
<td>90980 BCST 230 AA</td>
<td>T</td>
<td>1:10 5:50</td>
<td>11-132</td>
<td>Brown, M. 3.0</td>
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**BCST 316 PRODUCING FOR MEDIA**
Provides hands-on experience producing for television from a producers’ perspective. Covers an overview of the producing process from program concept and budgeting, to production and distribution. A critical part of this course is to produce compelling programs that are on schedule and on budget. Suitable program material may air on PBS affiliate KCSM-TV. **Prerequisite:** BCST 210 or equivalent and BCST 220 or equivalent. **Recommended Preparation:** ENGL 838 or ENGL 848 or equivalent. Credit/No Credit or letter grade option. May be taken two times for a maximum of 6 units. (CSU)

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<th>Course ID</th>
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<tr>
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<td>11:10 1:25</td>
<td>TBA</td>
<td>Staff 3.0</td>
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</tbody>
</table>
### BROADCASTING

**BCST 320 DIGITAL TELEVISION FIELD PRODUCTION**

Hands-on training in digital video techniques and technologies for video production in a field setting. A comprehensive survey of digital television field production. Allows students to sharpen their skills in all field production positions including camcorder operation, audio, lighting, and grip, with an introduction to digital video editing. Covers field production from planning through final editing. **Prerequisite:** BCST 220 or equivalent. **Recommended Preparation:** ENGL 838 or ENGL 848 or equivalent. Credit/No Credit or letter grade option. May be taken two times for a maximum of 6 units. (CSU)

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<th>Ref. No.</th>
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<td>3:25</td>
<td>18-201</td>
<td>Brown, M.</td>
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</table>

**BCST 410 ADVANCED PRODUCTION TECHNIQUES**

This is a continuation of BCST 210. The student is immersed in advanced television production activities, including all crew positions and hands on operations of all equipment in the television studio (cameras, microphones, audio mixer, video switcher, graphics equipment and lighting); also includes set and graphic design, post production, producing, directing, field production and big remotes. **Prerequisite:** BCST 210 or equivalent. Credit/No Credit or letter grade option. May be taken two times for a maximum of 6 units. (CSU)

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<th>Ref. No.</th>
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<td>11-132</td>
<td>Brown, M.</td>
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### BUILDING INSPECTION TECHNOLOGY

**BLDG 700 INTRODUCTION TO THE BUILDING CODE**

Survey of the four required courses covering building inspections, code terminology, techniques of inspection, and construction practices. Since this course may cover an updated version of the code, it may be taken four times for a maximum of 12 units.

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**BLDG 720 ELECTRICAL INSPECTION I**

Provides an overview of the National Electrical Code, recent code changes, appropriate research techniques, and code interpretation considerations. **Prerequisite:** BLDG 700 or equivalent with a grade of C or higher. **Recommended Preparation:** ELEC 110. Since this course may cover an updated version of the code, it may be taken four times for a maximum of 12 units.

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**BLDG 730 PLUMBING INSPECTION**

Building regulations pertaining to drainage systems, vents and venting, plumbing, water systems, building sewers and gas piping. **Prerequisite:** BLDG 700 or equivalent with a grade of C or higher. Since this course may cover an updated version of the code, it may be taken four times for a maximum of 12 units.

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**BLDG 740 MECHANICAL CODE**

Mechanical codes of construction, heating equipment, floor furnaces, unit heaters, venting, ducts, ventilation and refrigeration systems and equipment. **Prerequisite:** BLDG 700 or equivalent with a grade of C or higher. Since this course may cover an updated version of the code, it may be taken four times for a maximum of 12 units.

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**BLDG 750 STRUCTURAL PROVISIONS OF THE UNIFORM BUILDING CODE**

Study of engineering fundamentals and the structural provisions of the Uniform Building Code. **Prerequisite:** BLDG 700 or equivalent with a grade of C or higher. Since this course may cover an updated version of the code, it may be taken four times for a maximum of 12 units.

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**BLDG 760 ENERGY REGULATIONS**

Methods of compliance with energy regulations applicable to dwellings, apartments, condominiums, and hotels. **Prerequisite:** BLDG 700 or equivalent with a grade of C or higher. Since this course may cover an updated version of the code, it may be taken four times for a maximum of 12 units.

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**BLDG 790 BLUEPRINT READING FOR CONSTRUCTION**

Reviews and explains the basic components of a set of contemporary working plans used for the construction of residential and commercial projects; site or plot, floor, elevations—interior and exterior, foundations, electrical, plumbing, mechanical structural and specifications. Since this course may cover an updated version of the code, it may be taken four times for a maximum of 12 units.

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**BLDG 880 ACCESSIBILITY REQUIREMENTS OF OUR BUILT ENVIRONMENT**

Educates professionals and the general public on the essential concepts, reference materials, the history of civil rights action, federal legislation, litigation, use of guidelines, codes and standards in the design and construction of our built environments under the American Disabilities and American Barriers Acts.

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</table>
BUS. 100 CONTEMPORARY AMERICAN BUSINESS
Explores various aspects of the business world: management, marketing, accounting, finances, production, management information systems, small business, business law and world trade. Helps students identify career opportunities. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC)

81857 BUS. 100 BB MWF 9:10 10:00 14-201 Kennedy, V. 3.0
81855 BUS. 100 BC TTh 9:45 11:00 14-201 Kennedy, V. 3.0
81856 BUS. 100 CC MWF 10:10 11:00 14-206 Blake, C. 3.0
87514 BUS. 100 DD MWF 11:10 12:00 14-206 Blake, C. 3.0

**EVENING CLASSES**
81858 BUS. 100 JA T 6:30 9:35 14-201 Blake, C. 3.0

**TV CLASSES**
81859 BUS. 100 TV See pages 95-99 TV-CRS McGlasson, P. 3.0
Start and end dates for section 81859: 9/07 12/21

BUS. 101 HUMAN RELATIONS I
Designed to increase competency in personal and interpersonal skills necessary in business. **Recommended Preparation:** eligibility for ENGL 848. (CSU)

81862 BUS. 101 AA MWF 10:10 11:00 14-201 Kennedy, V. 3.0
81861 BUS. 101 AB TTh 11:10 12:25 14-201 Kennedy, V. 3.0

BUS. 115 BUSINESS MATHEMATICS
Calculating interest, discount, financial statements, ratios. **Prerequisite:** appropriate skill level as measured by a satisfactory score on the CSM Math Placement Test One and other measures. **Recommended Preparation:** BUS. 810. (CSU)

81866 BUS. 115 AA MWF 10:10 11:00 14-200 McGlasson, P. 3.0

BUS. 131 MONEY MANAGEMENT
TELECOURSE: “Dollars and Sense” develops understanding and skill in dealing with consumer financial planning, saving and borrowing money, real estate and introduction to security investments, estate planning, and income tax preparation. (CSU)

89808 BUS. 131 TV See pages 95-99 TV-CRS McGlasson, P. 3.0

BUS. 150 SMALL BUSINESS MANAGEMENT
TELECOURSE: Examination of opportunities and hazards of small business operations; for business students who plan to establish a small business. **Prerequisite:** BUS. 100 or equivalent. **Recommended Preparation:** eligibility for ENGL 848. (CSU)

TV CLASSES
81873 BUS. 150 TV See pages 95-99 TV-CRS Von Bleichert, P. 3.0
Start and end dates for section 81873: 8/25 12/8

BUS. 180 MARKETING
Introduces and examines the various elements of contemporary marketing: product/service development, distribution, promoting and pricing. Emphasizes the creation of long-range customer relationships. **Recommended Preparation:** eligibility for ENGL 848. (CSU)

81877 BUS. 180 AA TTh 11:10 12:25 14-206 Blinn, T. 3.0

BUS. 201 BUSINESS LAW I
Introduction to the law applicable to business sources, agencies, and procedures for enforcement. Emphasizes contract law. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC) (CAN BUS 8)

81882 BUS. 201 BB TTh 8:10 9:25 14-206 Isler Sr, S. 3.0

TV CLASSES
81884 BUS. 201 TV See pages 95-99 TV-CRS Trimble, J. 3.0

BUS. 295 COMPUTER SYSTEMS IN BUSINESS
Develop and design a business computer system; write and run programs in BASIC; use of microcomputer software applications for word processing, spreadsheets, and database management. A $2.00 materials fee is payable upon registration. **Prerequisite:** BUSW 415 or equivalent; BUS. 115 or MATH 110 or equivalent; and concurrent enrollment in or completion of ACTG 100 or 121. **Recommended Preparation:** eligibility for ENGL 848. (CSU) (CAN BUS 6)

81885 BUS. 295 AA TTh 11:10 12:25 14-218 Dorsett, D. 4.0
By Arr 1.0 Hr/Wk 14-218

BUS. 315 KEYBOARDING I
Beginning course to develop skills in computer keyboarding by touch including speed and accuracy building, basic word processing techniques, basic formatting, and printing. Two 3½-inch High Density diskettes required at first class meeting. A $2.00 materials fee is payable upon registration. (CSU)

84288 BUS. 315 AX MWF 9:10 10:00 14-121 Brannock, P. 3.0
By Arr 2.0 Hrs/Wk 14-121
84290 BUS. 315 BB MWF 10:10 11:00 14-121 Brannock, P. 3.0
By Arr 2.0 Hrs/Wk 14-121
84291 BUS. 315 CX MWF 11:10 12:00 14-121 McGlasson, P. 3.0
By Arr 2.0 Hrs/Wk 14-121

**EVENING AND SATURDAY CLASSES**
84108 BUS. 315 JX M 6:30 9:35 14-121 McGlasson, P. 3.0
By Arr 2.0 Hrs/Wk 14-121
90407 BUS. 315 SX S 9:00 12:15 14-121 Weiner, G. 3.0
By Arr 2.0 Hrs/Wk 14-121

BUS. 316 KEYBOARDING II
An advanced course to develop skills for information processing, including speed and accuracy of document processing, word processing, techniques, and advanced formatting. Two 3½-inch High Density diskettes required at first class meeting. A $2.00 materials fee is payable upon registration. **Prerequisite:** BUS. 315. May be taken twice for a maximum of 6 units. (CSU)

86922 BUS. 316 AX MWF 11:10 12:25 14-206 McGlasson, P. 3.0
By Arr 2.0 Hrs/Wk 14-206
86923 BUS. 316 BX TTh 9:45 11:00 14-206 McGlasson, P. 3.0
By Arr 2.0 Hrs/Wk 14-206

**EVENING CLASSES**
86685 BUS. 316 CX MWF 11:10 12:00 14-121 McGlasson, P. 3.0
By Arr 2.0 Hrs/Wk 14-121

BUS. 317 MICRO/KEYBOARDING: SKILLBUILDING
Increase keyboard speed and accuracy through the use of an interactive microcomputer skillbuilding program. A 3½-inch High Density diskette required at first class meeting. A $2.00 materials fee is payable upon registration.

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.
BUS 355 COMMERCIAL INSURANCE

Fundamentals of commercial insurance. This course covers information concerning commercial property insurance, business income insurance, commercial crime insurance, equipment breakdown insurance, inland and ocean marine insurance, commercial general liability insurance, commercial automobile insurance, business owners policies and farm insurance, worker’s compensation and employer’s liability insurance, and other miscellaneous coverage. Recommended Preparation: eligibility for ENGL 838/848 and BUS 352 or equivalent. Credit/No Credit or letter grade option. (CSU)

EVENING CLASSES
90841 BUS. 355 JA W 6:30 9:35 14-220 Staff 3.0

BUS 401 BUSINESS COMMUNICATIONS

Development of communications skills and techniques in business applications. Identifies, explains, and develops the communication skills and tools that contribute to effective verbal and written communications. Recommended Preparation: eligibility for ENGL 848 and ability to type. (CSU)

ONLINE CLASSES
83490 BUS. 401 WW See pages 92-95 Online-CRS Willis, J. 3.0

BUS 690 SPECIAL PROJECTS

Independent study in specific field or topic. Requires approval of Division Dean, Bldg. 15, Room 157. Register after the first week of classes. Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

83491 BUS. 690 AA By Arr. 2.0 Hrs/Wk 15-157 Staff 2.0
82000 BUS. 690 BB By Arr. 1.0 Hr/Wk 15-157 Staff 1.0

BUSINESS APPLICATIONS - WINDOWS PLATFORM

A $2.00 materials fee is payable upon registration for Windows Platform classes.

TRAIN FOR A NEW JOB IN JUST EIGHT WEEKS!

In our Accelerated Program you can train to be an Office Assistant in just eight weeks. The Accelerated Program includes Windows (BUSW 114), Word (BUSW 214), Excel (BUSW 415), Internet (BUSW 530), Micro-Skillbuilding (BUS. 317), and Career Choices (CRER 127). For more information visit our website collegeofsanmateo.edu/accounting or call 574-6519.

BUS 105 INTRODUCTION TO MICROCOMPUTERS

Introduction to microcomputers. Covers equipment, operating systems, and Windows software applications including Microsoft Word, Excel, and Power Point. A 3 1/2-inch High Density diskette required at first class meeting. A $2.00 materials fee is payable upon registration. Prerequisite: BUS. 315 or equivalent. Recommended Preparation: eligibility for ENGL 848. Credit/No Credit grading. May be taken twice for a maximum of 3 units. (CSU)

86098 BUSW 105 A1 TTh 9:45 11:00 14-215 Dorsett, D. 1.5
By Arr. 1.0 Hr/Wk 14-215
Start and end dates for section 86098: 8/23 10/16
86100 BUSW 105 A2 TTh 9:45 11:00 14-215 Dorsett, D. 1.5
By Arr. 4.6 Hrs/Wk 14-215
Start and end dates for section 86100: 10/18 12/13

EVENING CLASSES
91317 BUSW 105 J2 W 6:30 9:35 14-119 Dorsett, D. 1.5
By Arr. 2.0 Hrs/Wk 14-119
Start and end dates for section 91317: 10/24 12/19

*Students will use Office 2007 and VISTA for these sections.

Are you looking for a program of study that leads to immediate employment with multiple career opportunities?

CSM’s new Business Insurance Program is for you! The program includes a paid internship.

Fall classes in insurance:

BUS 352 Introduction to Insurance, 1 unit Mondays, 6-6:50 p.m. or Online
BUS 353 Property and Liability Insurance Principles, 3 units Mondays, 7-10:05 p.m.
BUS 355 Commercial Insurance, 3 units Wednesdays, 8:30-9:35 p.m.

For more information: Contact the Business Division Office at (650) 574-6494.
<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/ Room</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
</table>
| **BUSW 114 WINDOWS FUNDAMENTALS I**  
Introduction to Microsoft Windows. Topics includes hardware needs, relationship between versions of (VISTA) Windows, customizing Windows, networking capabilities, desktop concepts and organization, OLE, accessory applications, file search and management, updating, maintenance and security. A 3½-inch High Density diskette required at first class meeting. A $2.00 materials fee is payable upon registration. Prerequisite: BUSW 105 or equivalent. Recommended Preparation: ENGL 834/848. May be taken twice for a maximum of 3 units. (CSU) |
| *85406 BUSW 114 K1 Th | 6:30 - 9:20 | 14-119 | Brown, T. | 1.5  
By Arr | 2.0 Hrs/Wk | 14-119 | 85406  
Start and end dates for section 85406: 8/23 10/22 | 91320 BUSW 114 K2 Th | 6:30 - 9:35 | 14-119 | Brown, T. | 1.5  
Start and end dates for section 91320: 10/25 12/20 | *Students will use Office VISTA for these sections. |
| **BUSW 214 WORD PROCESSING I USING WORD FOR WINDOWS**  
Introduction to Word for Windows software. Includes overview of document formats; preparation (creating, editing, formatting, saving, and printing) of both single- and multi-page documents; outlines; tables of content; tables; multiple windows; and file management. A 3½-inch High Density diskette required at first class meeting. A $2.00 materials fee is payable upon registration. Prerequisite: BUSW 315 or equivalent. Recommended Preparation: eligibility for ENGL 848. May be taken twice for a maximum of 3 units. (CSU) |
| *85414 BUSW 214 A2 MW | 12:10 - 1:35 | 14-119 | McGlasson, P. | 1.5  
By Arr | 2.3 Hrs/Wk | 14-119 | 85414  
Start and end dates for section 85414: 10/22 12/12 | **BUSW 384 BUSINESS PRESENTATIONS II USING POWER POINT FOR WINDOWS**  
Examines advanced features of Power Point such as customizing templates, animation and slide show effects, charts, importing templates and clips from MS web site, self running presentations, making presentations available to others like workgroups and new features of Office 2003—smart tags, packaging presentation for CDs. A 3½-inch High Density diskette required at first class meeting. A $2.00 materials fee is payable upon registration. Prerequisite: BUSW 383 or equivalent. May be taken twice for a maximum of 3 units. (CSU) |
| **BUSW 215 WORD PROCESSING II USING WORD FOR WINDOWS**  
Continuation of BUSW 214. Covers graphics, tables, templates, macros, styles, OLE, and conversions. A 3½-inch High Density diskette required at first class meeting. A $2.00 materials fee is payable upon registration. Prerequisite: BUSW 214 or equivalent. May be taken twice for a maximum of 3 units. (CSU) |
| *85420 BUSW 215 J2 W | 7:10 - 10:00 | 14-121 | Staff | 1.5  
By Arr | 2.3 Hrs/Wk | 14-121 | 85420  
Start and end dates for section 85420: 10/24 12/19 | **BUSW 415 SPREADSHEET I USING EXCEL FOR WINDOWS**  
Creation and use of spreadsheets. Includes spreadsheet design, use of menu systems, basic formulas and functions, relative and absolute addressing, formatting, printing, and graphing. A 3½-inch High Density diskette required at first class meeting. A $2.00 materials fee is payable upon registration. Prerequisite: BUSW 105 or equivalent. Recommended Preparation: eligibility for ENGL 848. May be taken twice for a maximum of 3 units. (CSU) |
| **BUSW 383 BUSINESS PRESENTATIONS USING POWER POINT FOR WINDOWS**  
Using Power Point, examines the components of effective business presentations and capabilities and features of business presentation software for the purpose of planning and creating a complete presentation of integrated text and graphics in a slide format. A 3½-inch High Density diskette required at first class meeting. A $2.00 materials fee is payable upon registration. Prerequisite: BUSW 214 or equivalent. Recommended Preparation: eligibility for ENGL 848. May be taken twice for a maximum of 3 units. (CSU) |
| **EVENING CLASSES** |
| 85798 BUSW 383 J1 T | 7:00 - 9:50 | 14-119 | Morgan, M. | 1.5  
By Arr | 2.3 Hrs/Wk | 14-119 | 85798  
Start and end dates for section 85798: 8/28 10/16 | **ONLINE CLASSES** |
| 86388 BUSW 383 W2 See pages 92-95 | 86388 | 14-119 | Morgan, M. | 1.5  
Start and end dates for section 86388: 8/28 10/16 | **ONLINE CLASSES** |
| 90905 BUSW 384 J2 T | 7:00 - 10:05 | 14-119 | Morgan, M. | 1.5  
By Arr | 2.0 Hrs/Wk | 14-119 | 90905  
Start and end dates for section 90905: 10/23 12/18 | **ONLINE CLASSES** |
| 90915 BUSW 384 W2 See pages 92-95 | 90915 | 14-119 | Morgan, M. | 1.5  
Start and end dates for section 90915: 10/23 12/18 | **ONLINE CLASSES** |
| 85427 BUSW 415 B2 TTh | 9:45 - 11:00 | 14-119 | Kistler, T. | 1.5  
By Arr | 2.3 Hrs/Wk | 14-119 | 85427  
Start and end dates for section 85427: 10/18 12/13 | **ONLINE CLASSES** |
| 85482 BUSW 415 A1 MWF | 10:10 - 11:00 | 14-221 | Dorsett, D. | 1.5  
By Arr | 2.3 Hrs/Wk | 14-221 | 85482  
Start and end dates for section 85482: 8/22 10/17 | **ONLINE CLASSES** |
| 85479 BUSW 415 B2 TTh | 9:45 - 11:00 | 14-221 | Kistler, T. | 1.5  
By Arr | 2.3 Hrs/Wk | 14-221 | 85479  
Start and end dates for section 85479: 10/18 12/13 | **ONLINE CLASSES** |
| 85798 BUSW 415 J1 T | 7:00 - 9:50 | 14-119 | Morgan, M. | 1.5  
By Arr | 2.3 Hrs/Wk | 14-119 | 85798  
Start and end dates for section 85798: 8/28 10/16 | **ONLINE CLASSES** |
| 86388 BUSW 415 W2 See pages 92-95 | 86388 | 14-119 | Morgan, M. | 1.5  
Start and end dates for section 86388: 8/28 10/16 | **ONLINE CLASSES** |
| 85492 BUSW 415 W2 See pages 92-95 | 85492 | 14-119 | Morgan, M. | 1.5  
Start and end dates for section 85492: 10/23 12/21 | **ONLINE CLASSES** |

@ Courses open for audit.  
An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).  
Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.

*Students will use Office VISTA for these sections.*
BUSW 416 SPREADSHEET II USING EXCEL FOR WINDOWS
Advanced spreadsheet functions. Includes design and optimization of large and complex spreadsheets, advanced formulas and functions, database features, macros, and linking of spreadsheets with other software programs. A 3 1/2-inch High Density diskette required at first class meeting. A $2.00 materials fee is payable upon registration. Prerequisite: BUSW 415 or equivalent. (CSU)

EVENING CLASSES
85430 BUSW 416 J2 Th 6:30–9:35 14-121 Dorsett, D. 1.5
By Arr. 2.3 Hrs/Wk 14-121
Start and end dates for section 85430: 10/25 12/20

SATURDAY CLASSES
85431 BUSW 416 S2 S 9:00–12:15 14-121 Weiner, G. 1.5
By Arr. 2.3 Hrs/Wk 14-121
Start and end dates for section 85431: 10/20 12/15

BUSW 450 MICROSOFT PROJECT FUNDAMENTALS I
Introduction to project management software for tracking tasks, costs and resources. Covers creating and analyzing project plans, schedules, and reports. Textbook includes 120-day trial version of Microsoft Project. A $2.00 materials fee is payable upon registration. Prerequisite: BUSW 105 or equivalent. Credit/No Credit or letter grade option. May be taken twice for a maximum of 3 units. (CSU)

EVENING CLASSES
90168 BUSW 450 J1 W 6:30–9:20 14-221 McGlasson, P. 1.5
By Arr. 2.0 Hrs/Wk 14-221
Start and end dates for section 90168: 8/22 10/22

BUSW 451 MICROSOFT PROJECT FUNDAMENTALS II
Continuation of Microsoft Project Fundamentals I. Covers baselines, updating and tracking, detailed customized reports, integrating with other applications, multiple projects and collaboration. Textbook includes trial version of Microsoft Project. Plus two hours by arrangement per week for 8 weeks. A $2.00 materials fee is payable upon registration. Prerequisite: BUSW 450 Microsoft Project Fundamentals I or equivalent. Credit/No Credit or letter grade option. May be taken twice for a maximum of 3 units. (CSU)

EVENING CLASSES
Start and end dates for section 90169: 10/24 12/19

BUSW 534 HTML I (HYPERTEXT MARKUP LANGUAGE)
HyperText Markup Language. Explores creating and maintaining Web pages for Internet and Intranet; using HTML source code; creating file structures; using FTP to upload files. Examines page features such as tables, color codes, applets, fonts, extensions, hyperlinks, image maps, and graphics. A 3 1/2-inch High Density diskette required at first class meeting. A $2.00 materials fee is payable upon registration. Prerequisite: BUSW 530 or equivalent. May be taken twice for a maximum of 3 units. (CSU)

EVENING CLASSES
86656 BUSW 534 J1 Th 7:00–9:50 14-221 Kistler, T. 1.5
By Arr. 2.0 Hrs/Wk 14-221
Start and end dates for section 86656: 8/23 10/18

BUSW 535 HTML II
Advanced HTML class for examining forms, JAVA script, JAVA script objects and events, multimedia Web pages, JAVA applets, cascading style sheets, and database use. A 3 1/2-inch High Density diskette required at first class meeting. A $2.00 materials fee is payable upon registration. Prerequisite: BUSW 534 or equivalent. May be taken twice for a maximum of 3 units. (CSU)

EVENING CLASSES
86787 BUSW 535 J2 Th 7:00–10:05 14-221 Kistler, T. 1.5
By Arr. 2.3 Hrs/Wk 14-221
Start and end dates for section 87187: 10/25 12/20

BUSW 530 or equivalent. May be taken twice for a maximum of 1 unit. (CSU/UC)

90440 CRER 104 A1 TTh 12:30–2:30 14-101 Brown, K. 0.5
Start and end dates for section 90440: 9/11 9/20

SATURDAY CLASSES
90444 CRER 104 S1 S 8:30–4:30 14-103 Staff .5
Start and end dates for section 90444: 9/22
90446 CRER 104 S2 S 8:30–12:30 14-103 Staff .5
Start and end dates for section 90446: 10/06 10/13

CRER 105 COLLEGE PLANNING
A comprehensive college orientation providing information about educational options and goals, California systems of higher education, academic planning, the college academic and social culture, college policies and procedures that affect student success, matriculation requirements, student learning styles, obstacles to success, time management, overcoming past standards of academic performance, success strategies and how to use them, and a review of college services and programs that enhance success and retention. Credit/No Credit grading. A $5.00 materials fee is payable upon registration. May be taken twice for a total of 1 unit. (CSU)

90450 CRER 105 A1 TTh 12:30–2:30 14-101 Brown, K. .5
Start and end dates for section 90450: 9/25 10/4

SATURDAY CLASSES
90454 CRER 105 S1 S 8:30–12:30 14-104 Staff .5
Start and end dates for section 90454: 9/29 10/6
90455 CRER 105 S2 S 8:30–4:30 14-104 Staff .5
Meeting date for section 90455: 11/3

CRER 107 INTRODUCTION TO CHOOSING A COLLEGE MAJOR
This short course to assist students to research and identify a college major and to understand major requirements and course planning. It is highly recommended for students who are undecided about a major for an Associate degree or for university transfer. University transfer students need to complete lower division major courses to assure successful transfer. This course offers discussion and exercises to support decision making and facilitates guided research. Credit/No Credit grading. A $5.00 materials fee is payable upon registration. May be taken twice for a total of 1 unit. (CSU)

90467 CRER 107 A1 TTh 12:30–2:30 14-101 Brown, K. .5
Start and end dates for section 90467: 8/28 9/6
### CRER 108 ACHIEVING AN ASSOCIATE DEGREE AND/OR VOCATIONAL CERTIFICATE

Recommended for students who plan to complete a CSM Associate degree or Certificate program or are undecided about educational goals. Learn how to research programs, course requirements, and to use college resources to successfully identify and complete an Associate degree and/or Certificate. Also recommended for students who plan to transfer to a university since it is presently available to concurrently complete an associate degree and transfer requirements. Credit/No Credit grading. **A $5.00 materials fee is payable upon registration.** May be taken twice for a total of 1 unit. (CSU)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<td>90470 CRER 108 A2</td>
<td>89170</td>
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<td>12:30-2:30</td>
<td>14-101</td>
<td>Brown, K.</td>
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</table>

### CRER 120 COLLEGE AND CAREER SUCCESS

A comprehensive approach to life and career planning. Emphasizes self-assessment, decision-making, educational planning, college success strategies and techniques for addressing changes associated with college and career. Explores college life, responsibilities, and career options. Plus one hour by arrangement per week. **A $6.00 materials fee is payable upon registration, plus additional testing fees.** Credit/No Credit or letter grade option. (CSU/UC)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tr>
<td>90606 CRER 120 AB</td>
<td>89174</td>
<td>MWF</td>
<td>11:10-12:00</td>
<td>18-207</td>
<td>Burns, E.</td>
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<tr>
<td>88374 CRER 120 AC</td>
<td>89175</td>
<td>TTh</td>
<td>11:10-12:25</td>
<td>11-31</td>
<td>Caviel, A.</td>
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</tbody>
</table>

### CRER 122 STUDY SKILLS

Provides students with information about what is expected of a college student. Students practice a variety of techniques to increase confidence and to develop college-level study skills. Emphasizing individual learning styles, effective study habits and reducing test-taking anxiety, each student will create a study plan reflecting his/her specific learning needs. **A $5.00 materials fee is payable upon registration.** (CSU)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<td>87215 CRER 122 B2</td>
<td>89122</td>
<td>TTh</td>
<td>9:45-11:00</td>
<td>14-100</td>
<td>Caviel, A.</td>
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<tr>
<td>89123 CRER 122 C1</td>
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<td>TTh</td>
<td>11:10-12:00</td>
<td>11-133</td>
<td>Basques, A.</td>
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</table>

### CRER 126 CAREER CHOICES I: CAREER ASSESSMENT

Provides students with the tools necessary to maximize academic success by enhancing their familiarity with college expectations, resources, facilities, and requirements. A preliminary educational plan is researched and developed. Plus one hour by arrangement per week. **A $5.00 materials fee is payable upon registration.** Credit/No Credit or letter grade option. (CSU)

### CRER 126 CAREER CHOICE FOR SUCCESS

Assists students in understanding their personality, values, interests, and abilities. Students explore career and work options in relation to college majors and integrate their personal preferences in career and college major decision-making. Plus one hour by arrangement per week. Credit/No Credit or letter grade option. (CSU)

### EVENING CLASSES

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tr>
<td>88244 CRER 120 JA</td>
<td>T</td>
<td>6:00-8:50</td>
<td>14-103</td>
<td>O’Brien, E.</td>
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</tr>
</tbody>
</table>

For more information, call (650) 378-7329.

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.
CRER 127 CAREER CHOICES II: JOB SEARCH
A practical skill building course focused on the latest methods to prepare you to identify employers, gather job information, build a current resume, anticipate interview questions, make a favorable impression and complete follow-up activities. Students will practice all phases of the job search and receive coaching and feedback. It is recommended that students report to Career Services in Building T1 to confirm class dates, times and locations. A $5.00 materials fee is payable upon registration. Credit/No Credit grade. Open entry/open exit. May be taken two times for a maximum of 1 unit. (CSU)

CRER 138 SKILL DEVELOPMENT FOR CAREER GROWTH
A practical, contemporary, and diversified approach to maintaining a healthy, purposeful, well-balanced life. Emphasizes the importance of developing effective personal skills for career growth. Offered primarily for students with psychological disabilities. Credit/No Credit or letter grade option. (CSU)

CRER 140 PEER COUNSELING
An orientation and training course to develop peer counseling skills, emphasizing the experiential process of interpersonal communication as well as the theoretical explanation of the counseling process and behavior. Offered primarily for students who have a psychological disability. (CSU)

CRER 150 LEADERSHIP FOR SERVICE
Survey of principles and practices of leadership for those interested in or actively engaged in leadership roles in student government, student clubs and organizations, college governance, civic groups and community service organizations. Credit/No Credit or letter grade option. May be taken three times for a maximum of 3 units. (CSU)

CRER 152 SERVICE LEARNING AND LEADERSHIP PRACTICUM – CSM CONNECTS
This course offers students an opportunity to engage in learning through meaningful service. Students volunteer time and talents at pre-approved college, community, or civic organizations or agencies. Through a service learning experience students focus on critical thinking, problem solving, values clarification, career exploration, social and personal development, and civic and community responsibility. Meet with the CSM Connects Coordinator for additional course information. Credit/No Credit grading. May be taken four times for a total of 8 units. (CSU)

CRER 127 B2 W 12:30-2:30 14-124 Ramezane, M. .5
Start and end dates for section 90642: 10/8 10/17
90643 CRER 127 C2 W 12:10-2:00 14-124 Ramezane, M. .5
Start and end dates for section 90643: 10/24 11/14
90644 CRER 127 D2 Th 3:30-5:10 14-120 Ramezane, M. .5
Start and end dates for section 90644: 11/9 12/6
90226 CRER 127 AO By Arr 2.0 Hrs/Wk T1-101 O’Brien, E. .5

CRER 152 AA TTh 1:10-2:25 14-118 Ueda, M. 3.0
CRER 140 BX MWF 11:10-12:00 36-119 Lawrence, Y. 5.0
TTh 11:10 12:00 36-319
T 11:10 12:00 36-319

CHEMISTRY
CHEM 192 ELEMENTARY CHEMISTRY
Basics in measurement, symbols, reactions, equations, gases, solutions and periodic table. Plus one hour by arrangement per week. Extra supplies may be required. A $4.00 materials fee is payable upon registration. Prerequisite: MATH 110. It is recommended that students enroll concurrently in MATH 115 or MATH 120 or 122. (CSU/UC)

82012 CHEM 192 AA TTh 11:10 12:30 36-329 Staff 4.0
TTh 12:40 2:00 36-329
82011 CHEM 192 AX MWF 10:10 11:00 36-319 Tou, K. 4.0
M 11:10 2:15 36-306
83348 CHEM 192 BX MWF 10:10 11:00 36-319 Tou, K. 4.0
W 11:10 2:00 36-306

CHEM 210 GENERAL CHEMISTRY I
College chemistry: structure, bonding, reactions, gases, solutions, organic chemistry, thermodynamics, and periodic table with related calculations. Plus one hour by arrangement per week. Extra supplies may be required. A $4.00 materials fee is payable upon registration. Prerequisite: CHEM 192; MATH 120. Recommended Preparation: high school physics and eligibility for ENGL 848. (CSU/UC) (CAN CHEM 2) (CHEM 210 and 220 = CAN CHEM SEQ A)

82014 CHEM 210 AX MWF 11:10 12:00 36-319 Deline, K. 5.0
TTh 8:10 11:00 36-306
83349 CHEM 210 BX MWF 11:10 12:00 36-319 Deline, K. 5.0
TTh 11:10 2:00 36-306
82015 CHEM 210 CX MWF 1:10 2:00 36-319 Rezaie, N. 5.0
TTh 8:10 11:00 36-321
83354 CHEM 210 DX MWF 1:10 2:00 36-319 Rezaie, N. 5.0
TTh 8:10 11:00 36-319
90381 CHEM 210 EX MWF 9:10 10:00 36-319 Clay, M. 5.0
TTh 8:10 11:00 36-321
90382 CHEM 210 FX MWF 9:10 10:00 36-319 Clay, M. 5.0
TTh 11:10 2:00 36-321

CHEM 220 GENERAL CHEMISTRY II
College chemistry: equilibrium, chemical spontaneity, kinetics, acid-base, redox, complex ions, nuclear chemistry, with related calculations. Plus one hour by arrangement per week. Extra supplies may be required. A $4.00 materials fee is payable upon registration. Prerequisite: CHEM 210 or 224 with a grade of C or higher. (CSU/UC) (CAN CHEM 4) (CHEM 210 and 220 = CAN CHEM SEQ A)

82017 CHEM 220 AA MW 12:40 2:00 36-329 Clay, M. 5.0
MW 2:10 5:15 36-329
90655 CHEM 220 AB MW 12:40 2:00 36-321 Staff 5.0
MW 9:40 12:30 36-321

CHEM 231 ORGANIC CHEMISTRY I
Structure and reactivity of organic compounds; reactions of major functional groups; reaction mechanisms and synthesis. Plus one hour by arrangement per week. Extra supplies may be required. Prerequisite: CHEM 220 or 225 with a grade of C or higher. (CSU/UC)

82019 CHEM 231 AX MWF 11:10 12:00 36-109 Lawrence, Y. 5.0
M 12:30 5:35 36-300
T 11:10 12:00 36-319
83357 CHEM 231 BX MWF 11:10 12:00 36-109 Lawrence, Y. 5.0
T 12:30 5:30 36-300
T 11:10 12:00 36-319
86182 CHEM 231 CX MW 11:10 12:00 36-109 Lawrence, Y. 5.0
Th 12:30 5:30 36-300
T 11:10 12:00 36-319

(CSU) Transferable to California State Universities
(UC) Transferable to University of California

Chemistry courses continued on next page
<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg./Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>91062</td>
<td>CHEM 232 AA</td>
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<td>11:00</td>
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<td>91284</td>
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<td>CHEM 410 AX</td>
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<td>Kowarski, R.</td>
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<tr>
<td>89520</td>
<td>CHEM 410 BX</td>
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<td>12:10</td>
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<tr>
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<td>CHEM 410 JX</td>
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<td>90131</td>
<td>CHEM 410 KX</td>
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<td>7:30</td>
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<td>Staff</td>
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<tr>
<td>83765</td>
<td>CHEM 690 AA</td>
<td>By Arr</td>
<td>2.0 Hr/Wk</td>
<td>36-311C</td>
<td>Frontiera, C.</td>
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<tr>
<td>83766</td>
<td>CHEM 690 BB</td>
<td>By Arr</td>
<td>1.0 Hr/Wk</td>
<td>36-311C</td>
<td>Frontiera, C.</td>
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</tbody>
</table>

**CHIN 112 ELEMENTARY CHINESE II**
Continuation of CHIN 111 with further development of the skills of understanding, speaking, reading, and writing. Plus one lab hour by arrangement per week. **Prerequisite:** CHIN 111 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

<table>
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<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg./Room</th>
<th>Instructor</th>
<th>Units</th>
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<tr>
<td>82024</td>
<td>CHIN 112 AA</td>
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<td>9:10</td>
<td>10:00</td>
<td>18-205</td>
<td>Wu, J.</td>
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</table>

**CHEM 250 QUANTITATIVE ANALYSIS**
Theory and calculations of common analytical procedures. Study and practice of modern instrumental techniques. **Prerequisite:** CHEM 220 with a grade of C or higher. Extra supplies may be required. (CSU/UC)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg./Room</th>
<th>Instructor</th>
<th>Units</th>
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<td>See pages 92-95</td>
<td>Online-CRS</td>
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<tr>
<td>82023</td>
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<td>9:35</td>
<td>18-307</td>
<td>Wu, J.</td>
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<td>90326</td>
<td>CHIN 111 WW</td>
<td>See pages 92-95</td>
<td>Online-CRS</td>
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</table>

**CHIN 121 ADVANCED ELEMENTARY CHINESE I**
The third course in elementary Mandarin, with increased emphasis on grammar and the spoken language. Plus one lab hour by arrangement per week. **Prerequisite:** CHIN 112 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

<table>
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<tr>
<th>Course Ref. No.</th>
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<th>Days</th>
<th>Hours</th>
<th>Bldg./Room</th>
<th>Instructor</th>
<th>Units</th>
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<td>86405</td>
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<td>6:30</td>
<td>9:35</td>
<td>18-305</td>
<td>Gao, L.</td>
</tr>
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</table>

**CHEM 410 HEALTH SCIENCE CHEMISTRY I**
Introduction to chemistry: metric system, symbols, periodic table, bonding, reactions, gases, solutions, stoichiometry. Plus one hour by arrangement per week. Extra supplies may be required. **Prerequisite:** CHEM 110. **Recommended Preparation:** eligibility for ENGL 848. Students who complete CHEM 210-220 and CHEM 410-420 will receive credit for CHEM 210-220 only. (CSU) (CAN CHEM 6)

<table>
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<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg./Room</th>
<th>Instructor</th>
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<td>6:30</td>
<td>9:35</td>
<td>18-305</td>
<td>Gao, L.</td>
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</tbody>
</table>

**CHIN 131 INTERMEDIATE CHINESE I**
Covers approximately the first half of the semester's work in intermediate Mandarin Chinese as taught at four-year institutions. Plus one lab hour by arrangement per week. **Prerequisite:** CHIN 121 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

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<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg./Room</th>
<th>Instructor</th>
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<td>85824</td>
<td>CHIN 131 JA</td>
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<td>6:30</td>
<td>9:35</td>
<td>16-251</td>
<td>Yu, T.</td>
</tr>
</tbody>
</table>

**CHIN 211 COLLOQUIAL MANDARIN CHINESE I, ELEMENTARY**
A beginning conversational Mandarin Chinese course. Extensive oral training in Mandarin. Emphasizes practical vocabulary, pronunciation, and idiomatic usage, with sufficient grammar to give flexibility to the spoken language. The phonetic system Pinyin is used to represent sounds of Mandarin. The course is designed for students who wish to acquire basic skills of spoken Mandarin Chinese. Plus one lab hour by arrangement per week. Credit/No Credit or letter grade option. (CSU)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg./Room</th>
<th>Instructor</th>
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<tr>
<td>90327</td>
<td>CHIN 211 JA</td>
<td>W</td>
<td>6:30</td>
<td>9:35</td>
<td>18-307</td>
<td>Wu, J.</td>
</tr>
</tbody>
</table>

**CHIN 680 BUSINESS CHINESE**
Designed for students who are interested in doing international business with the Chinese-speaking communities (including China, Taiwan, Hong Kong, and Singapore) and who want to develop their Chinese language competency in actual business situations. Emphasis on commonly used business communication terms, phrases, idioms, sentence patterns, and cultural aspects. Plus one hour by arrangement per week. Credit/No Credit or letter grade option.

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<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg./Room</th>
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<td>6:30</td>
<td>9:35</td>
<td>18-307</td>
<td>Wu, J.</td>
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</tbody>
</table>

NOTE: CHIN 680 JA is linked with SPCH 150 JA (85896) as part of the Learning Community: The Not So Far East. Students must enroll in both sections as linked. See page 62 for the Learning Community description.
### COMPUTER AND INFORMATION SCIENCE

Also see Business Applications, Graphics, and Multimedia

#### CIS 110 INTRODUCTION TO COMPUTER AND INFORMATION SCIENCE

Introduction to computers and information science. Includes computer terminology, computer hardware and software, networks, common operating systems, data representation, telecommunications, Internet access and security issues, computer ethics, and beginning programming in Visual Basic and/or HTML. Covers topics motivated by current issues and events. Examines such issues as privacy, intellectual property, and copyright infringements. A $2.00 materials fee is payable upon registration. Plus one lab hour by arrangement per week. **Recommended Preparation:** eligibility for ENGL 848. Credit/No Credit or letter grade option. (CSU/UC)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>84236</td>
<td>CIS 110 AA</td>
<td>MWF</td>
<td>9:10-10:00</td>
<td>19-121</td>
<td>Brown, R.</td>
<td>3.0</td>
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<tr>
<td>80934</td>
<td>CIS 110 AB</td>
<td>TTh</td>
<td>9:45-11:00</td>
<td>19-121</td>
<td>Martens, B.</td>
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<tr>
<td>82028</td>
<td>CIS 110 AC</td>
<td>MWF</td>
<td>10:10-11:00</td>
<td>19-121</td>
<td>Brown, R.</td>
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</table>

**ONLINE CLASSES**

86225 CIS 110 WW See pages 92-95 Online-CRS Martens, B. 3.0

#### CIS 111 INTRODUCTION TO INTERNET PROGRAMMING

Introduction to the World Wide Web and internet programming. Basic XHTML and CSS will be introduced, as well as client-side scripting in JavaScript using variables, functions, and objects. DHTML (dynamic HTML) programming with XHTML, CSS, JavaScript, and the DOM (Document Object Model). Server-side scripting with ASP, JSP, Perl and PHP will be demonstrated. Web 2.0 topics, such as Ajax, blogs, mashups, podcasts, RSS feeds, Web services, and wikis will be covered. Credit/No Credit or letter grade option. Three lecture hours and one lab hour, plus one hour by arrangement per week. **Recommended preparation:** eligibility for ENGL 838 or 848. (CSU)

**EVENING CLASSES**

90954 CIS 111 JA MW 6:00-7:50 18-203 Timlin, R. 3.0

#### CIS 151 NETWORKS AND DIGITAL COMMUNICATION

Introduction to networking. Focuses on Local Area Networks. Topics include TCP/IP protocol suite and its relationship to the OSI reference model, common protocols and their operation, network services, network hardware and topologies, IP network addressing, current industry trends including IPv6, and an introduction to network administration. Includes lectures and hands-on and on-line investigations. This class prepares students for more advanced courses in networking, computer forensics, information security, internet programming, and broadcasting. Plus one hour by arrangement per week. **Prerequisite:** completion of or concurrent enrollment in CIS 110 or equivalent. **Recommended Preparation:** eligibility for ENGL 838/848. Credit/No Credit or letter grade option. (CSU)

**EVENING CLASSES**

90956 CIS 151 JA M 6:10-10:00 29-100 Brown, R. 3.0

#### CIS 254 INTRODUCTION TO OBJECT-ORIENTED PROGRAM DESIGN

Introduction to object-oriented computer programming for computer science majors and computer professionals. Includes simple data types, control structures; an introduction to array and string data structures and algorithms; debugging techniques; history of computer science, computer systems and environments; and the social implications of computing. Emphasizes object-oriented design, good software engineering principles and developing fundamental programming skills in Java. This course conforms to the ACM CS0 standards. A $2.00 materials fee is payable upon registration. Plus one hour by arrangement per week. **Prerequisite:** MATH 110 or equivalent. **Recommended Preparation:** eligibility for ENGL 848. Credit/No Credit or letter grade option. (CSU)

88611 CIS 254 AA MW 11:10-12:25 19-109 Green, M. 4.0
<table>
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<th>Course</th>
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<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
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<td>89204</td>
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**Chineese - Computer Science C 37**

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(CSU) Transferable to California State Universities

UC Transferable to University of California
CIS 279 (CS2) DATA STRUCTURES: C++
Data Structures and programming techniques for computer science majors and computer professionals. Object-oriented approach to a variety of data structures including: vectors, stacks, queues, linked lists, trees, dictionaries, maps, sets and graphs. Also includes advanced sorting and searching topics, hash tables, and algorithmic analysis using Big O-notation. This course conforms to the ACM CS2 standards. A $2.00 materials fee is payable upon registration. Plus one hour by arrangement per week. Prerequisite: CIS 278 or equivalent with a grade of C or higher. Recommended Preparation: eligibility for ENGL 848. Credit/No Credit or letter grade option. (CSU/UC) (CAN CSCI 24)

ONLINE CLASSES
90918 CIS 279 JX MW 6:00 8:50 19-105 Grasso, S. 4.0
85746 CIS 279 WX See pages 92-95 Online-CRS Grasso, S. 4.0

CIS 312 UNIX OPERATING SYSTEMS I
Introduction to the UNIX operating system. Includes a brief introduction to operating systems and UNIX history. Covers UNIX file systems; common shell features including I/O redirection, piping, command substitution, and simple job control; shell-specific facilities including use of environmental and local variables; common UNIX utilities and the UNIX GUI. A $1.00 materials fee is payable upon registration. Prerequisite: CIS 110 or equivalent with a grade of C or higher. Recommended Preparation: eligibility for ENGL 848. (Credit/No Credit or letter grade option) (CSU)

SATURDAY CLASSES
88705 CIS 312 S1 S 12:00 3:50 19-105 Isaacs, S. 1.0

CIS 377 INTERNET PROGRAMMING: JAVASCRIPT/HTML
Study of the object-oriented JavaScript programming language. Includes a quick overview of HTML (HyperText Markup Language), client-side programming, variables, functions, event handlers, objects, form validation, image and form objects, frames, windows, and cookies. Prerequisite: CIS 254 or equivalent coursework. Recommended Preparation: eligibility for ENGL 848 and familiarity with the Internet. Credit/No Credit or letter grade option. (CSU)

ONLINE CLASSES
90066 CIS 377 W1 See pages 92-95 Online-CRS Green, M. 2.0
Start and end dates for section 90066: 8/28 10/16

CIS 380 INTERNET PROGRAMMING PHP
Comprehensive course in PHP (hypertext preprocessor scripting language). Includes writing server-side PHP scripts for the Web, procedural and object-oriented programming, forms and browser I/O, and introduction to SQL statements and the MySQL database. Also covers advanced topics, such as creating dynamic Web content with PHP and MySQL, sessions, and authentication with PHP. Prerequisite: CIS 254 or equivalent. Recommended Preparation: eligibility for ENGL 838 or 848. Familiarity with the Internet and access to a computer with Internet capability are strongly recommended. Credit/No Credit or letter grade option. (CSU)

ONLINE CLASSES
89830 CIS 380 WW See pages 92-95 Online-CRS Green, M. 3.0

CIS 387 ADVANCED JAVA TOPICS: JAVA FOR WIRELESS DEVICES (J2ME)
This course provides an introduction to applications for wireless devices using the Java 2 Micro Edition (J2ME) toolkit. Topics include: CLDC, MIDP and MIDlets, basic MIDP GUI programming, MIDP events. Students will gain hands-on experience in developing applications using wireless emulators. A $2.00 materials fee is payable upon registration. Plus one hour by arrangement per week. Prerequisite: CIS 255 or CIS 382 or equivalent with a grade of C or higher. Recommended Preparation: eligibility for ENGL 838/848. Credit/No Credit or letter grade option. (CSU)

EVENING CLASSES
91005 CIS 387 JX TTh 6:45 9:35 19-103 Bignoli, C. 2.0
Start and end dates for section 91005: 8/23 10/16

ONLINE CLASSES
91006 CIS 387 WX See pages 92-95 Online-CRS Bignoli, C. 2.0
Start and end dates for section 91006: 8/23 10/16

CIS 388 ADVANCED JAVA TOPICS: SPRING AND HIBERNATE – OPEN SOURCE FRAMEWORKS
This course provides an introduction to Spring and Hibernate frameworks. Topics will include Hibernate associations, HQL and criteria queries, transactions and concurrency. Also included, Spring Bean Factory, autowiring and Spring Data Access using Hibernate. DAO design pattern as it relates to Spring Bean Factory, autowiring and Spring Data Access using Hibernate. DAO design pattern as it relates to Spring and Hibernate is discussed. A $2.00 materials fee is payable upon registration. Plus one hour by arrangement per week. Prerequisite: CIS 255 or CIS 382 or equivalent with a grade of C or higher. Recommended Preparation: eligibility for ENGL 838/848. Credit/No Credit or letter grade option. (CSU)

EVENING CLASSES
91007 CIS 388 JX TTh 6:45 9:35 19-103 Nilson, K. 2.0
Start and end dates for section 91007: 10/18 12/13

ONLINE CLASSES
91008 CIS 388 WX See pages 92-95 Online-CRS Nilson, K. 2.0
Start and end dates for section 91008: 10/18 12/13

CIS 390 INTERNET PROGRAMMING: PERL
Covers the basic components of the Perl language, including arrays, lists, hashes, regular expressions, and subroutines. Addresses other supporting topics, such as installation, file handlers, debugging, and standard Perl modules. Prerequisite: CIS 254 or equivalent coursework. Recommended Preparation: eligibility for ENGL 848 and familiarity with the Internet. Access to a computer with Internet capability is strongly recommended. Credit/No Credit or letter grade option. (CSU)

EVENING CLASSES
90068 CIS 390 JX TTh 7:00 9:50 19-121 Isaacs, S. 2.0
Start and end dates for section 90068: 10/25 12/20

ONLINE CLASSES
90070 CIS 390 WX See pages 92-95 Online-CRS Isaacs, S. 2.0
Start and end dates for section 90070: 10/25 12/20

@ Courses open for audit.
An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX). Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.
### EVENING CLASSES

<table>
<thead>
<tr>
<th>Ref. No.</th>
<th>Class ID</th>
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<td>90029</td>
<td>CIS 491</td>
<td>JA</td>
<td>6:00</td>
<td>10:05</td>
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### CIS 479 NETWORK SECURITY FUNDAMENTALS

Analysis, risk assessment and strategy for designing network security for the Windows network environment. Includes analysis of company and management models; enterprise risk assessment; evaluation and design of security solutions; authentication strategies; DNS/SNMP, remote services, and communication channel security. Prepares students for Microsoft MCSE certification exam. Plus one lab hour by arrangement per week. **Prerequisite:** CIS 151 or equivalent with a grade of C or higher. **Recommended Preparation:** eligibility for ENGL 838/848. Credit/No Credit or letter grade option. May be taken twice for a maximum of 6 units.

### CIS 489 COMPUTER FORENSICS

Covers forensics tools, evidence collection, expert witness skills, protecting evidence, and computer crime investigation techniques. Prepares student for industry standard tests for certification, including Comptia and Microsoft. **Prerequisite:** CIS 151 or equivalent. **Recommended Preparation:** eligibility for ENGL 838/848. Credit/No Credit or letter grade option. May be taken twice for a maximum of 6 units. (CSU)

### CIS 491 COMPUTER FORENSICS: SEARCH AND SEIZURE

Comprehensive course that includes an overview of computer crime, federal and state guidelines for computer search and seizure, the chain of custody, computer forensics in law enforcement and corporate environments, exercises in digital evidence discovery using forensic hardware and software, special media forensics, documentation, warrants and investigation reports, presentation in court, case studies, and advanced topics such as cryptography, steganography, hostile code, and Internet forensics. **Prerequisite:** CIS 489 or equivalent. **Recommended Preparation:** eligibility for ENGL 838 or 848. Credit/No Credit or letter grade option. May be taken twice for a maximum of 6 units.

### CIS 492 COMPUTER FORENSICS: WHITE-COLLAR CRIME

An in-depth look at white-collar crime, with emphasis on those crimes involving computers. Types of white-collar crime include mail, wire, and bank fraud, corporate fraud, securities and fiduciary fraud; tax crimes, currency-reporting crimes, bankruptcy crimes, as well as corporate, government, environmental, and computer crimes. Relevant state and federal statues will be introduced. Forensic software and hardware suited to the collection and preservation of digital evidence will be discussed and employed in group projects. Documentation and reporting requirements for white-collar crime will be covered. Credit/No Credit or letter grade option. **Prerequisite:** CIS 489 or equivalent. **Recommended Preparation:** eligibility for ENGL 838 or 848. Access to a computer with Internet capability is strongly recommended. May be taken twice for a maximum of six units.

### CIS 682 USING THE ECLIPSE IDE

A hands-on course covering the installation, configuration and use of the open-source development environment. Eclipse for the development of programs and web applications. Covers Java development and source navigation, library and plugin management, CVS and subversion repositories. Additional topics may include testing with JUnit, running Ant, XML formatting, DTD and Scherma validation. **Recommended Preparation:** CIS 254 or equivalent. No prior experience with the Eclipse IDE is required. Credit/No Credit grading.

### SATURDAY CLASSES

<table>
<thead>
<tr>
<th>Ref. No.</th>
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<th>Days</th>
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<td>1:00</td>
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Start and end dates for section 90950: 9/8 9/15

### CIS 690 SPECIAL PROJECTS

Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 11, Room 136. Register after first week of classes. **Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

<table>
<thead>
<tr>
<th>Ref. No.</th>
<th>Class ID</th>
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<td>AA</td>
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<td>By Arr</td>
<td>1.0 Hr/Wk</td>
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### CONSUMER ARTS AND SCIENCE

#### C&S 310 NUTRITION

Principles of good nutrition. Includes discussion of nutrients, food sources, and functions in the body as related to optimal health. Students conduct a personalized nutritional assessment. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC) (CAN H EC 2)

### TV CLASSES

<table>
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<tr>
<th>Ref. No.</th>
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<td>85731</td>
<td>C&amp;S 310</td>
<td>TV</td>
<td>See pages 95-99</td>
<td>TV-CRS</td>
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</table>

Start and end dates for section 85731: 8/17 12/7

### Community Education

Dynamic short courses, workshops and activities for people like you!

If you’re interested in lifelong learning, you’ll find it here....

- Arts & Crafts, Digital Photography, Driver’s Ed.
- Food Handling, Food & Wine, Home & Garden, Music, Notary Public, Personal Finance, Recreation & Health, Walking Tours and much more. Online classes also available.

**New classes start every week. No credit, no grades.**

Visit [http://communityed.smccd.edu](http://communityed.smccd.edu) or call (650) 574-6149.
COOPERATIVE WORK EXPERIENCE EDUCATION

When you enroll in COOP 640, 641, or 645, a MANDATORY ORIENTATION must be completed. Attend ONE of the orientation dates below for instructor assignment and required program information. If your work assignment is located outside of the SAN MATEO or SAN FRANCISCO counties, you must check with the COOP Office prior to registering for COOP. FOR ORIENTATION SESSIONS SEE BELOW.

| Wednesday | August 22 | 12:10 to 1:00 p.m. | 4:10 to 5:00 p.m. |
| Thursday  | August 23 | 11:10 to 12:00 p.m. | 6:10 to 7:00 p.m. |
| Monday    | August 27 | 12:10 to 1:00 p.m. | 5:10 to 6:00 p.m. |

FOR ALL COOP SECTIONS:
75 hours of paid work = 1 unit
60 hours of unpaid work = 1 unit

DAY AND EVENING STUDENTS may register for all sections below.
GRADE OPTION – Credit/No Credit or letter grade option.

COOP 640 COOPERATIVE WORK EXPERIENCE/GENERAL WORK EXPERIENCE

Students earn 2 or 3 units of credit for working in a job where learning can be identified. The job does not need to be related to the student's major or career goal. Work may be paid or unpaid. Students must be enrolled in a minimum of 7 units (3 of which can be COOP 640) and attend a MANDATORY ORIENTATION session listed above. To calculate enrollment units see above. Credit/No Credit or letter grade option. May be taken for a maximum of 6 units. (CSU)

87238 COOP 640 AA By Arr 10-15Hrs/Wk T1-101 Cooney, S. 2.0-3.0

COOP 641 COOPERATIVE WORK EXPERIENCE/EDUCATION/VOCATIONAL WORK EXPERIENCE

Students earn 2 to 4 units of credit for work experience in a field related to a career goal or major. Work may be paid or unpaid. Students must be enrolled in a minimum of 7 units (4 of which can be COOP 641) and attend a MANDATORY ORIENTATION session listed above. To calculate enrollment units see above. Credit/No Credit or letter grade option. May be taken for a maximum of 16 units. Of the 16 units only 12 are transferable. (CSU)

82068 COOP 641 AA By Arr 10-20 Hrs/Wk T1-101 Willis, J. 2.0-4.0
86850 COOP 641 AB By Arr 10-20 Hrs/Wk T1-101 Rock, J. 2.0-4.0

COOP 645 COOPERATIVE EDUCATION/ALTERNATE SEMESTER

Students can earn to 8 units of credit for work experience in a field related to a career goal or a major or up to 6 units for general work experience. Work can be paid or unpaid, full or part-time. COOP 645 students must attend a MANDATORY ORIENTATION session listed above. To calculate enrollment units see above. While enrolled in COOP 645 students may take a maximum of only one additional class. COOP 645 must be taken on alternate rather than consecutive semesters. Credit/No Credit or letter grade option. May be taken for a maximum of 16 units if related to career or major. Of the 16 units only 12 are transferable. (CSU)

82072 COOP 645 AA By Arr 10-40 Hrs/Wk T1-101 Cooney, S. 2.0-8.0

COSMETOLOGY

For COSM AX sections, a $25.00 materials fee is payable upon registration.

For COSM A1 and A2 sections, a $12.50 materials fee is payable upon registration.

COSM 712 FUNDAMENTALS OF COSMETOLOGY I

Beginning cosmetology in preparation for licensure by California State Board of Cosmetology. For COSM AX sections, a $25.00 materials fee is payable upon registration. For COSM A1 and A2 sections, a $12.50 materials fee is payable upon registration. Prerequisite: admission to and registration in the CSM cosmetology program. See CSM Catalog for details. Recommended Preparation: eligibility for READ 400. Extra supplies required. May be taken for a maximum of 18 units.

82073 COSM 712 AX Daily 8:00 12:05 21-127 Staff 9.0
86140 COSM 712 A1 Daily 8:00 12:05 21-127 Staff 4.5
Start and end dates for section 86140: 8/22 10/17
85959 COSM 712 A2 Daily 8:00 12:05 21-127 Staff 4.5
Start and end dates for section 85959: 10/18 12/14

COSM 722 FUNDAMENTALS OF COSMETOLOGY II

Beginning cosmetology in preparation for licensure by California State Board of Cosmetology. For COSM AX sections, a $25.00 materials fee is payable upon registration. For COSM A1 and A2 sections, a $12.50 materials fee is payable upon registration. Prerequisite: admission to and registration in the CSM cosmetology program. See CSM Catalog for details. Recommended Preparation: eligibility for READ 400. Extra supplies required. May be taken for a total of 18 units.

82074 COSM 722 AX Daily 12:40 4:45 21-127 Ratto, R. 9.0
86142 COSM 722 A1 Daily 12:40 4:45 21-127 Ratto, R. 4.5
Start and end dates for section 86142: 8/22 10/17
86133 COSM 722 A2 Daily 12:40 4:45 21-127 Ratto, R. 4.5
Start and end dates for section 86133: 10/18 12/14

COSM 732 ADVANCED COSMETOLOGY I

Continuation of COSM 712-722. For COSMAX sections, a $25.00 materials fee is payable upon registration. For COSM A1 and A2 sections, a $12.50 materials fee is payable upon registration. Prerequisite: minimum of 9.0 units of COSM 712 and 722 with a grade of C or higher. Extra supplies required. May be taken for a maximum of 27 units.

82075 COSM 732 AX Daily 12:40 4:45 21-127 Russell, S. 9.0
Start and end dates for section 86143: 8/22 10/17
86138 COSM 732 A2 Daily 12:40 4:45 21-127 Russell, S. 4.5
Start and end dates for section 86138: 10/18 12/14

COSM 742 ADVANCED COSMETOLOGY II

Continuation of COSM 712-722. For COSMAX sections, a $25.00 materials fee is payable upon registration. For COSM A1 and A2 sections, a $12.50 materials fee is payable upon registration. Prerequisite: minimum of 5.5 units of COSM 712 and 722 with a grade of C or higher. Extra supplies required. May be taken for a maximum of 27 units.

82076 COSM 742 AX Daily 8:00 12:05 21-127 Haynes, A. 9.0
86144 COSM 742 A1 Daily 8:00 12:05 21-127 Haynes, A. 4.5
Start and end dates for section 86144: 8/22 10/17
86139 COSM 742 A2 Daily 8:00 12:05 21-127 Haynes, A. 4.5
Start and end dates for section 86139: 10/18 12/14

COSM 750 BRUSH-UP

For supplemental training requirements or out-of-state requirements. Course requirements must be satisfactorily completed prior to state examination. Prerequisite: Cosmetology license or COSM 732 and 742 with a grade of C or higher. May be taken for a maximum of 18 units.

82077 COSM 750 AA By Arr 5.0 Hrs/Wk 21-101 Russell, S. 5.9.0

@ Courses open for audit.
An X in the Course ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.
COSM 880 ADVANCED HAIR COLORING AS A SPECIALTY
Advanced course with instruction and practice in current hair coloring techniques and products available in today's industry. A $12.50 materials fee is payable upon registration. Prerequisites: current cosmetician license or a student with a minimum of 600 hours training toward a cosmetology license with a grade of C or higher.

EVENING CLASSES
90204 COSM 880 J2 M 5:30 9:35 21-127 DeMarco, M. 1.0
Start and end dates for section 90204: 10/29 12/17

DANCE
See Physical Education: Dance

DENTAL ASSISTING

DENT 716 DENTAL OFFICE PROCEDURES
Office management, telephone and written communications, recall system, office billing, dental jurisprudence and malpractice. Introduction to computers in the dental office. A $5.00 materials fee is payable upon registration.

84960 DENT 716 AA Th 1:10 3:15 22-144 Herold, R. 2.5
Th 3:25 5:30 14-121

DENT 721 DENTAL MATERIALS I
Safety procedures and lab equipment. Study and manipulation of dental materials used in the dental treatment rooms and laboratory. Extra supplies required.

82112 DENT 721 AX ThTh 12:15 1:05 22-144 Behrens, A. 3.0
T 9:00 12:05 22-144

82113 DENT 721 BX TTh 12:15 1:05 22-144 Behrens, A. 3.0
Th 9:00 12:05 22-144

DENT 731 DENTAL SCIENCE I
Introduction to oral anatomy, tooth morphology, oral embryology, oral histology, pathology, pharmacology, prevention and nutrition.

82114 DENT 731 AA T 1:10 4:15 22-140 Kirby-Banas, C. 3.0

DENT 735 COMMUNICATION IN ALLIED HEALTH PROFESSIONS
Prepares allied health students to work and communicate effectively with patients, auxiliaries and practitioners.

82115 DENT 735 AA M 8:10 9:00 22-140 Davis, I. 1.0

DENT 740 CHAIRSIDE ASSISTING I
Beginning the clinical application of chairside assisting techniques. Preparation of patient and operatory instruments.

83688 DENT 740 AX TTh 8:10 9:00 22-144 Kirby-Banas, C. 3.0
Th 9:10 12:15 22-140

83689 DENT 740 BX TTh 8:10 9:00 22-144 Kirby-Banas, C. 3.0
Th 9:10 12:15 22-140

DENT 749 PRECLINICAL DENTAL SCIENCE LAB
Preparation for clinical procedures performed at the local dental schools. Prerequisites: concurrent enrollment in or successful completion of DENT 716, 721, 731, 735, 740, 751, 763; ENGL 830; SPCH 850.

83669 DENT 749 A1 W 9:10 12:15 22-140 Behrens, A. .5
W 1:10 5:15 22-140
Start and end dates for section 83669: 8/22 9/26

83680 DENT 749 B1 W 9:10 12:15 22-140 Behrens, A. .5
W 1:10 5:15 22-140
Start and end dates for section 83680: 8/22 9/26

Receive a certificate in Dental Assisting after just two semesters!

Students may also enroll part-time, and program hours vary. Upon completion of the program, students are eligible to sit for the National Certification Examination and the California Registered Dental Assisting Program. Students will also receive a Coronal Polishing Certificate and a California Radiation Safety License.

Dental assistants are in great demand and have an abundance of employment opportunities.

Don’t delay—contact us at (650) 574-6212 for more info.

DENT 751 DENTAL CLINIC
Application of chairside theory to practical experience at dental schools. Prerequisite: completion of or concurrent enrollment in DENT 749.

82118 DENT 751 A2 W 8:10 12:15 22-144 Herold, R. 1.5
W 1:10 5:15 22-144
Start and end dates for section 82118: 10/3 12/19

82119 DENT 751 B2 W 8:10 12:15 22-144 Behrens, A. 1.5
W 1:10 5:15 22-144
Start and end dates for section 82119: 10/03 12/19

DENT 763 DENTAL RADIOLOGY
Designed to meet the standards established by the Board of Dental Examiners for the operation of dental radiographic equipment in California. Includes both didactic and clinic application, utilizing both DXTTR manikin and patients. Study of radiation, legislation, effects and protection, exposing techniques for the adult, pedodontic, mixed dentition, and edentulous patients, utilizing the various types of dental films, identification and correction of faulty films, developing and processing procedures, record maintenance, mounting and evaluating of films. Emphasizes the student's individual development. Extra supplies required. A $16.00 materials fee is payable upon registration.

82120 DENT 763 AX M 12:10 1:00 22-140 Herold, R. 2.0
M 9:00 12:05 22-140

82121 DENT 763 BX M 12:10 1:00 22-140 Herold, R. 2.0
M 1:10 4:15 22-140

DEVELOPMENTAL SKILLS

DSKL 811 SPECIFIC LEARNING SKILLS ASSESSMENT
Use of an assessment battery to determine specific learning capacity as well as academic skill levels in reading, spelling, and mathematics. Following assessment, the student will, with the assistance of instructors, design and implement an individual learning program. A $10.00 materials fee is payable upon registration. Credit/No Credit grading. Open entry/open exit. (Units do not apply toward AA/AS degree.)

82133 DSKL 811 AO By Arr 8.0 Hrs/Wk 16-150 Ryan, M. .5
Start and end dates for section 82133: 8/27 10/12
Must attend information meeting on Monday, August 27, Bldg. 16, Room 150 from 1:00 to 3:00 p.m.

85837 DSKL 811 BO By Arr 8.0 Hrs/Wk 16-150 Ryan, M. .5
Start and end dates for section 85837: 10/15 12/10
Must attend information meeting on Monday, October 15, Bldg. 16, room 150 from 1:00 to 3:00 p.m.

Developmental Skills courses continued on next page
DRAFTING TECHNOLOGY

DRAF 120 PRINCIPLES OF TECHNICAL DRAWING

Basic mechanical drawing: descriptive geometry, orthographic projections, pictorials, sections, auxiliary views, etc. Student must provide drafting tools and extra supplies. Plus one lab hour by arrangement per week. Recommended Preparation: BUSW 105 or 114; eligibility for ENGL 848. (CSU)

EVENING CLASSES
82124 DRAF 120 JA TTh 6:00 - 9:10 19-110 Krueger, K. 3.0

DRAF 121 COMPUTER-AIDED DRAFTING I

A beginning AutoCAD course for students who have completed one semester of college drafting. Covers basic tools, design commands, display controls, layering, text, dimensioning and isometric drawing. Plus one lab hour by arrangement per week. Prerequisite: one semester of college drafting or equivalent. Recommended Preparation: BUSW 105 or 114. (CSU/UC)

EVENING CLASSES
82126 DRAF 121 JA MW 6:00 - 9:05 19-104 Zalec, K. 3.0

DRAF 122 COMPUTER-AIDED DRAFTING II

Intermediate computer-aided drafting for students who have completed a basic course in AutoCAD. Includes plotting, wireframe modeling, AutoCAD 3D modeling, rendering, slide shows, blocks and attributes. Plus one lab hour by arrangement per week. Prerequisite: DRAF 100 or 121 or equivalent with a grade of C or higher. (CSU)

EVENING CLASSES
82127 DRAF 122 JA MW 6:00 - 9:05 19-110 Payne, G. 3.0

DRAF 123 COMPUTER-AIDED DRAFTING III

Advanced AutoCAD course. Covers advanced applications of AutoCAD including customizing menus and tablets and the use of Autolisp routines. Plus one lab hour by arrangement per week. Prerequisite: DRAF 122 or equivalent with a grade of C or higher. (CSU)

EVENING CLASSES
85781 DRAF 123 JA TTh 6:10 - 9:05 19-110 Zalec, K. 3.0

DRAF 680 SOLIDWORKS I

SolidWorks software is used to generate 3-dimensional solid models, assemblies, and detailed drawings of mechanical objects used in industrial design and engineering. Sketching, dimensioning, part creation, assemblies, drawing creation and printing will be covered. Plus two lab by arrangement per week. Credit/No Credit or letter grade option. (CSU)

EVENING CLASSES
90403 DRAF 680 JA TTh 6:00 - 8:50 19-104 Vorobey, L. 3.0

DRAF 690 SPECIAL PROJECTS

Independent study in specific field or topic. Requires approval of Division Dean: Bldg. 19, Room 113. Register after first week of classes. Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

83496 DRAF 690 AA By Arr 2.0 Hrs/Wk 19-113 Tilmann, M. 2.0
82132 DRAF 690 BB By Arr 1.0 Hr/Wk 19-113 Tilmann, M. 1.0

@ Courses open for audit.
An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).
### Electronics Technology

#### ELEC 110 Introduction to Fundamentals of Electronics

Basic electronic components and circuits (basic applied mathematical approach). Lab experience provided. Students must provide personal tools and extra supplies. A $20.00 materials fee is payable upon registration. Plus one lab hour by arrangement per week. For non-electronics technology majors. (CSU)

<table>
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<th>Hours</th>
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#### EVENING CLASSES

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#### ELEC 201 D.C. Electronics

Study of direct current and its effects on resistors, inductors, and capacitors. The nature of electricity, resistance, basic circuit laws, Ohm's Law, magnetism, inductance, capacitance, and the use of power supplies, multimeters, and oscilloscopes. Plus one lab hour by arrangement per week. Prerequisite: concurrent enrollment in or completion of ELEC 231 with a grade of C or higher. (CSU)

<table>
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#### ELEC 231 Basic Applied Electronic Mathematics

Basic principles: algebra, trigonometry, logarithms, graphing, and scientific calculator use as applied to DC/AC circuits. This course will transfer to CSU upon successful completion of ELEC 232. Prerequisite: one year of high school mathematics with the past three years with a grade of C or higher. (CSU)

<table>
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#### ELEC 290 Introduction to Communications Systems

A study of the reception and transmission of electromagnetic waves containing information. Includes AM and FM signal processing, television broadcasting, fiber optics, digital and satellite communications technologies, and PCS (cellular/pager) related technologies. Plus one lab hour by arrangement per week. Prerequisite: completion of ELEC 220 or equivalent with a grade of C or higher. Recommended Preparation: completion of or concurrent enrollment in ELEC 275 or equivalent with a grade of C or higher. (CSU)

<table>
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#### EVENING CLASSES

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#### ELEC 681 Introduction to Alternative Energy Systems for Home and Business Applications

This overview course covers the basics of electricity, load analysis, system sizing and the components involved in off-grid and utility intertie photovoltaic, wind generation and hydroelectric alternative energy systems. Information will be provided on the California rebate process and installer certification requirements for home-based alternative energy systems. Students will have the opportunity to design their own site-specific system.

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
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#### ELEC 684 Data Acquisition and Control

A hands-on course designed to teach the use of sensor for real world data collection and conversion, a-to-d modules to translate analog signals to digital, analysis and display software to interpret data and make corrective decisions, and d-to-a modules to translate corrective decisions into real world actions. Recommended Preparation: ELEC 110 or ELEC 275 and 262 or equivalent. (CSU)

<table>
<thead>
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<th>Course Ref. No.</th>
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<th>Days</th>
<th>Hours</th>
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</table>
**ENGR 100 INTRODUCTION TO ENGINEERING**

Introduction to the engineering profession, courses of study and resources for engineering students, engineering design and analysis, software tools, ethics in engineering, Individual and group work; oral and written presentations. Plus one hour by arrangement per week. A $4.00 materials fee is payable upon registration. Prerequisite: MATH 130 or equivalent; eligibility for ENGL 838/848. (CSU/UC)*

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<thead>
<tr>
<th>Course No</th>
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<th>Days</th>
<th>Hours</th>
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**ENGR 210 ENGINEERING GRAPHICS**

Introduction to graphical communication and design for engineers. Engineering design, visualization, sketching, orthogonal projection, formal engineering drawings, descriptive geometry, manufacturing processes, dimensioning, tolerancing. Use of Computer-Aided Design (CAD) software to support engineering design. Students complete weekly homework assignments and a group design project. Prerequisite: MATH 130. Recommended Preparation: DRAF 120 or equivalent. Fall only. (CSU/UC) (CAN ENGR 2)

<table>
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<th>Course No</th>
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<th>Instructor</th>
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**ENGR 230 ENGINEERING STATICS**

The study of systems in equilibrium. Plane and space force-moment systems, equivalent systems, free body diagrams; equilibrium problems involving structures, machines, distributed force systems, friction; shear and moment diagrams, moment of inertia, energy methods. Plus one hour by arrangement per week. Prerequisite: PHYS 250; MATH 252. Corequisite: enrollment in or completion of MATH 253. (CSU/UC) (CAN ENGR 8)

<table>
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**ENGR 690 SPECIAL PROJECTS**

Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 36, Room 311. Register after first week of classes. Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

<table>
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**ENGL 100 COMPOSITION AND READING**

Intensive reading and writing based on the study of primarily nonfiction materials. Students write a minimum of 8,000 words; writing emphasizes expository forms. Plus one hour by arrangement per week. Prerequisite: ENGL 838 or 848 or 400 with a grade of C or higher; OR ESL 400 with a grade of C or higher; OR appropriate skill level indicated by the English placement tests and other measures; OR equivalent. Recommended Preparation: Reading courses at the 400 level are designed for students enrolled in ENGL 100 or higher level courses. (CSU/UC) (CAN ENGL 2) (ENGL 100 and ENGL 110 or ENGL 100 and ENGL 165 = CAN ENGL SEQ A)

<table>
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**ENGL 100/101 COMPOSITION AND READING/ENGLISH PRACTICUM**

Intensive reading and writing based on the study of primarily nonfiction materials. Students write a minimum of 8,000 words; writing emphasizes expository forms. Plus one hour by arrangement per week. Prerequisite: ENGL 838 or 848 or 400 with a grade of C or higher; OR ESL 400 with a grade of C or higher; OR appropriate skill level indicated by the English placement tests and other measures; OR equivalent. Recommended Preparation: Reading courses at the 400 level are designed for students enrolled in ENGL 100 or higher level courses. (CSU/UC) (CAN ENGL 2) (ENGL 100 and ENGL 110 or ENGL 100 and ENGL 165 = CAN ENGL SEQ A)

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**ENGLISH AND LITERATURE**

Note for all English 838, 848, 100, 100+101, 110, and 165 Sections

The San Mateo County Community College District has established a computerized prerequisite-checking system for enforcing the prerequisites for English 838, 848, 100, 100+101, 110, and 165. If you have not met the prerequisites for these courses, you will be blocked from enrollment. If you believe you have met the prerequisites or wish to challenge the course prerequisites, please review the information on the college web site (collegeofsanmateo.edu) and click on the quick link “Prerequisite Information.” You may also contact the Counseling Department, the Admissions and Records Office, or the Language Arts Division Office for information.

@ Courses open for audit.

An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).
enrolled in ENGL 100 or higher level courses. The following English 100 sections are paired with their corequisite English 101 sections that provide extended practice in critical reading strategies, sentence structure, and grammar as well as a review of paragraph organization and development. Students who successfully complete the course will receive three units of credit for English 100 (letter grade) and one unit for English 101, English Practicum (Credit/No Credit grading). Students must enroll in both ENGL 100 and ENGL 101 sections as paired. (CSU/UC) (CAN ENGL 2) (ENGL 100 and ENGL 110 or ENGL 100 and ENGL 165 = CAN ENGL SEQ A).

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<th>Hours</th>
<th>Bldg/Rm</th>
<th>Instructor</th>
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**EVENING CLASSES**

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**ENGL 110 COMPOSITION, LITERATURE, AND CRITICAL THINKING**

Introduction to the major imaginative genres of poetry, drama, and fiction. Students will write eight to ten thousand words in expository essays and other kinds of assignments employing methods of literary analysis and demonstrating skill in critical thinking. Plus one hour by arrangement per week. Prerequisite: ENGL 100 with a grade of C or higher. (CSU/UC) (CAN ENGL 4) (ENGL 100 and ENGL 110 or ENGL 100 and ENGL 165 = CAN ENGL SEQ A).

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**ENGLISH 165 ADVANCED COMPOSITION**

Advanced techniques of essay and report writing, with particular emphasis on critical thinking, persuasive and other rhetorical strategies, and research methods. Includes formal instruction in principles of thinking, including inductive and deductive reasoning, logical fallacies, and methods of analysis and evaluation. Plus one hour by arrangement per week. Prerequisite: ENGL 100 with a grade of C or higher. (CSU/UC) (CAN ENGL 4) (ENGL 100 and 165 = CAN ENGL SEQ A).

<table>
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**ENGL 163 CREATIVE WRITING III**

Further instruction in the writing of fiction and/or poetry for advanced students with an emphasis on longer works. Prerequisite: ENGL 162 with a grade of C or higher. May be taken twice for a maximum of 6 units. Credit/No Credit or letter grade option. (CSU/UC)

<table>
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**EVENING CLASSES**

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**ENGL 162 CREATIVE WRITING II**

Further instruction in the writing of fiction and/or poetry. Students plan and complete an extensive creative writing project through agreement with the instructor. Prerequisite: ENGL 161 with a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

<table>
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<th>Course Ref. No.</th>
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**ENGLISH 828 BASIC COMPOSITION AND READING**

Practice in composition and reading based on the study of essays and other reading material. Composition of short essays, with focused work on reading, paragraph development, sentence structure. Plus one hour by arrangement per week. Recommended Preparation: appropriate skill level indicated by the English placement tests and other measures or READ 816 or 825 with a grade of C or higher. (Units do not apply toward AA/AS degree.)

<table>
<thead>
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<td>90310</td>
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*Students enrolled in this section will participate in What the Fork! Learning Community. See page 62 for the Learning Community description.

**EVENING CLASSES**

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<td>18-302</td>
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**ENGLISH LITERATURE 1**

Study of American literature from the beginning through the period of Mark Twain. Lectures, readings, analysis, and discussion of selected works and writing of critical papers. **Prerequisite:** ENGL 100 or equivalent with a grade of C or higher. (Recommended for English majors.) (CSU/UC) (CAN ENGL 14) (LIT. 201 and 202 = CAN ENGL SEQ C)

<table>
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**MYTHOLOGY AND FOLKLORE**

Survey of major deities and heroes, recurring mythological themes, and relationships between people and deities, primarily in Greek and Roman cultures. **Prerequisite:** ENGL 100 with a grade of C or higher or equivalent. (CSU/UC)

<table>
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<th>Course Ref. No.</th>
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<th>Hours</th>
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<th>Instructor</th>
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<td>18-302</td>
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**AMERICAN LITERATURE 1**

American literature from its beginning through Mark Twain. Readings, discussions, and optional writing projects. No Prerequisite. Credit/No Credit grading. (Not transferable.)

<table>
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<th>Course Ref. No.</th>
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**MYTHOLOGY AND FOLKLORE**

Survey of major deities and heroes, recurring mythological themes, and relationships between people and deities, primarily in Greek and Roman cultures. **Prerequisite:** ENGL 100 with a grade of C or higher or equivalent. (Recommended for English majors.) (CSU/UC) (CAN ENGL 8) (LIT. 231 and 232 = CAN ENGL SEQ B)

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**AMERICAN LITERATURE 1**

American literature from its beginning through Mark Twain. Readings, discussions, and optional writing projects. No Prerequisite. Credit/No Credit grading. (Not transferable.)

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**SURVEY OF ENGLISH LITERATURE 1**

Study of typical works of major English writers from Chaucer to the end of the 18th Century. Lectures, discussions, recorded readings, and writing of critical papers. Plus one hour by arrangement per week. **Prerequisite:** ENGL 100 with a grade of C or higher or equivalent. (Recommended for English majors.) (CSU/UC) (CAN ENGL 8) (LIT. 231 and 232 = CAN ENGL SEQ B)

<table>
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**AMERICAN LITERATURE 1**

American literature from its beginning through Mark Twain. Readings, discussions, and optional writing projects. No Prerequisite. Credit/No Credit grading. (Not transferable.)

<table>
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<th>Course Ref. No.</th>
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**SURVEY OF ENGLISH LITERATURE 1**

Study of typical works of major English writers from Chaucer to the end of the 18th Century. Lectures, discussions, recorded readings, and optional writing projects. Plus one hour by arrangement per week. No Prerequisite. Credit/No Credit grading. (Not transferable.)

<table>
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</table>
ENGLISH AS A SECOND LANGUAGE

See also READ 807 and 825 and SPCH 855.

**NOTE FOR ESL 400**

College of San Mateo has established a computerized prerequisite-checking system for enforcing the prerequisites for ESL 400. If you have not met the prerequisites for this course, you will be blocked from enrolling. If you believe you have met the prerequisites or wish to challenge the course prerequisites, please review the information on the college website (collegesanmateo.edu) and click on the quick link “Prerequisite Information.” You may also contact the Counseling Department, the Admissions and Records Office, or the Language Arts Division Office for information.

**ESL 400 COMPOSITION FOR NON-NATIVE SPEAKERS**

Practice in writing expository essays based on the analysis of complex pieces of writing, both fiction and nonfiction. Plus one hour by arrangement per week. **Recommended Preparation:** ESL 828 with a grade of C or higher (or appropriate skill level indicated by placement tests and other measures). **ESL 400 AF**

<table>
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<td>16-272</td>
<td>Musgrave, D.</td>
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</table>

**ESL 825 WRITING FOR NON-NATIVE SPEAKERS I**

Students practice beginning-level grammar structures in exercises and written assignments. **Recommended Preparation:** appropriate skill level indicated by placement tests and other measures. Students are strongly advised to enroll concurrently in ESL 855 or higher course, ESL 845 or higher course, and READ 807. Credit/No Credit grading. (Units do not apply toward AA/AS degree.)

<table>
<thead>
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<th>Course #</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
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**ESL 826 WRITING FOR NON-NATIVE SPEAKERS II**

Introduces beginning rhetoric and continues the work of ESL 825 in structural elements of English grammar. **Recommended Preparation:** ESL 825 with Credit (or appropriate skill level indicated by placement tests and other measures). It is recommended that students enroll concurrently in ESL 855 or higher course, ESL 845 or higher course, and READ 807. Credit/No Credit grading. (Units do not apply toward AA/AS degree.)

<table>
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<th>Course #</th>
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**ESL 827 WRITING FOR NON-NATIVE SPEAKERS III**

Focuses on writing organized and well-developed academic paragraphs and covers intermediate-level grammar structures. **Recommended Preparation:** ESL 826 with Credit (or appropriate skill level indicated by placement tests and other measures). Students are strongly advised to enroll concurrently in ESL 857 or READ 825 or READ 830 and in ESL 847 or higher course. Credit/No Credit or letter grade option. (Units do not apply toward AA/AS degree.)

<table>
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English as a Second Language courses continued on next page
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**ESL 848 CONVERSATION FOR NON-NATIVE SPEAKERS IV**

Advanced practice in conversation, listening, and the use of idiomatic expressions on a range of academic and informal topics. Plus one lab hour by arrangement per week. **Recommended Preparation:** ESL 847 with Credit or a grade of C or higher (or appropriate skill level indicated by placement tests and other measures). Students are strongly advised to enroll concurrently in ESL 828 or higher course and READ 825 or higher course. Credit/No Credit or letter grade option. (Units do not apply toward AA/AS degree.).

**ESL 849 CONVERSATION WORKSHOP**

Assistance in conversation skills is given to native speakers of languages other than English. Individual appointments and conversation circles with faculty and trained instructional aides. Credit/No Credit grading. Open entry/open exit. To increase competency, may be taken four times for a maximum of 2 units. (Units do not apply toward AA/AS degree.).

**ESL 850 WRITING WORKSHOP**

Assistance in writing tasks is given to native speakers of languages other than English. Individual appointments with faculty. Credit/No Credit or letter grade option. Open entry/open exit. To increase competency, may be taken four times for a maximum of 12 units. (Units do not apply toward AA/AS degree.).

**ESL 855 READING FOR NON-NATIVE SPEAKERS I**

Designed to build basic vocabulary skills, improve the understanding of written instructions, and introduce main ideas and details. Plus one lab hour by arrangement per week. It is recommended that students enroll concurrently in ESL 825 or higher course, ESL 845 or higher course, and READ 807. Credit/No Credit grading. May be taken twice for a maximum of 6 units. (Units do not apply toward AA/AS degree.).

**ESL 856 READING FOR NON-NATIVE SPEAKERS II**

Designed to improve vocabulary, build general background knowledge, and strengthen literal and inferential reading skills. Plus one lab hour by arrangement per week. It is recommended that students enroll concurrently in ESL 825 or higher course, ESL 845 or higher course, and READ 807. Credit/No Credit grading. May be taken twice for a maximum of 6 units. (Units do not apply toward AA/AS degree.).

**ESL 857 READING FOR NON-NATIVE SPEAKERS III**

Designed to emphasize higher-level vocabulary, focus on critical reading, increase basic reading speed, and introduce fiction. Plus one lab hour by arrangement per week. **Recommended Preparation:** Credit in ESL 856 (or appropriate skill level as indicated by the Reading placement tests and other measures). It is recommended that students enroll concurrently in ESL 825 or higher course and ESL 845 or higher course. Credit/No Credit or letter grade option. May be taken twice for a maximum of 6 units. (Units do not apply toward AA/AS degree.).

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.
ETHNIC STUDIES

ETHN 101 INTRODUCTION TO ETHNIC STUDIES I
Study of the historical and cultural presence of Native Americans and La Raza in the U.S.; emphasis on contributions to California institutions. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

82374 ETHN 101 AA MWF 9:10 10:00 3-175 Moya, J. 3.0
87476 ETHN 101 AB MWF 11:10 12:00 3-175 Moya, J. 3.0

EVENING CLASSES
90044 ETHN 101 JA W 6:00 9:05 16-255 Staff 3.0

ETHN 101 INTRODUCTION TO ETHNIC STUDIES II
Study of the historical and cultural presence of African-Americans and Asians in the U.S.; emphasis on their contributions to California institutions. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

90216 ETHN 102 AA TTh 8:10 9:25 16-270 Staff 3.0
87089 ETHN 102 AB MWF 10:10 11:00 14-207 Fong, J. 3.0
87090 ETHN 102 AC TTh 9:45 11:00 14-103 Staff 3.0
82376 ETHN 102 AD MWF 11:10 12:00 14-207 Fong, J. 3.0

ETHN 150 SOCIAL DYNAMICS OF PEOPLE OF COLOR
Social structure and dynamics of Third World institutions, with emphasis upon development and effectiveness of these institutions among Third World communities in the United States. Concentrates on the family, education, religion, and business. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

90063 ETHN 150 AA MWF 9:10 10:00 16-270 Staff 3.0

ETHN 150 SOCIAL DYNAMICS OF PEOPLE OF COLOR
Social structure and dynamics of Third World institutions, with emphasis upon development and effectiveness of these institutions among Third World communities in the United States. Concentrates on the family, education, religion, and business. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

82377 ETHN 151 AA TTh 11:10 12:25 14-120 Ramirez, R. 3.0
91285 ETHN 151 BB TTh 11:10 12:25 14-120 Ramirez, R. 3.0

Note: ETHN 151 BB is linked with ENGL 838 CE (096498) and ETHN 151 AA is linked with ENGL 100 BT (099380) as part of the Learning Community: All Good in da ‘Hood! Students must enroll in the two sections as linked. See page 60 for Learning Community description.

ETHN 151 PATTERNS OF PREJUDICE AND RACISM I
Patterns of prejudice and racism analyzed from a social-psychological perspective, including examination of discriminatory behavior. Recommended preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

88055 ETHN 152 AA TTh 9:45 11:00 14-122 Staff 3.0

ETHN 265 EVOLUTION OF HIP HOP CULTURE: A SOCIO-ECONOMIC AND POLITICAL PERSPECTIVE
Historical analysis of Hip Hop as an African American cultural, economic, and socio-political movement. Traces the origins of Hip Hop and examines its major elements. Uses lectures, demonstrations, discussions, and audio/visuals to cover the topic. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

9322 ETHN 265 AA TTh 9:45 11:00 16-270 Staff 3.0

ETHN 288 AFRICAN-AMERICAN CINEMA
Critical analysis of Black contributions in films; roles in ownership acting, production. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures.

82380 ETHN 288 AA TTh 11:10 12:25 14-103 Staff 3.0

ETHN 300 INTRODUCTION TO LA RAZA STUDIES
Introduction to the philosophy, methodology, and structure of La Raza studies. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

85304 ETHN 300 AA MWF 10:10 11:00 3-175 Moya, J. 3.0

ETHN 350 NATIVE AMERICAN WAY OF LIFE
A study of Native American philosophy, customs and spiritual practices based on the works of Dr. Carlos Castaneda. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

82381 ETHN 350 AA TTh 12:45 2:00 14-207 Esteva, W. 3.0

ETHN 351 THE PRIMAL MIND AND CULTURAL DIVERSITY
Evolution of the human primal mind. Focuses particularly on comparative development of feelings, thinking, and social interaction; birth of the ego and cultural technological repercussions. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

82383 ETHN 351 AA TTh 11:10 12:25 16-270 Esteva, W. 3.0

ETHN 360 THE PEOPLE AND CULTURES OF POLYNESIA: AN INTRODUCTION
Introduction to the history and cultures of the Polynesian islands. Focuses on the history, geography, social institutions, languages, traditions, and recent issues affecting the people, both on the islands and the United States mainland. Compares and contrasts selected islands of the Pacific. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

87184 ETHN 360 AA MWF 12:10 1:00 16-273 Naufahu, K. 3.0

ETHN 585 THIRD WORLD CINEMA
A survey course that uses cinema to explore how stereotypes are used and how it continues to portray persons of color in the U.S. Recommended Preparation: eligibility for ENGL 838 or 848; completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

90064 ETHN 585 AA TTh 11:10 12:25 16-255 Kawahara, L. 3.0

Ethnic Studies courses continued on next page
### ETHN 680 CONCENTRATION CAMPS IN USA
Survey to help students understand the historical and contemporary significance of the Japanese-American camp experience during World War II. **Recommended Preparation:** eligibility for ENGL 838 or 848, completion of READ 400 or 405 or 415 or concurrent enrollment in READ 400 or 405 or 415 or appropriate skill level as indicated by the reading placement tests or other measures. 

Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

**TV CLASSES**
82402 FILM 690 BB By Arr 1.0 Hr/Wk 17-169 Staff 1.0

**EVENING CLASSES**
85333 FILM 200 JX W 6:00 10:15 2-141 Laderman, D. 3.0

### FILM

**FILM 100 INTRODUCTION TO FILM**
Introductory survey of fundamental film techniques and styles of expression. Emphasizes film appreciation, the language of film, and analysis for full film enjoyment. Lectures, screenings, discussions, quizzes, and writing of critical papers. **Recommended Preparation:** ENGL 838 or 848. Credit/No Credit or letter grade option. (CSU/UCC)

**ONLINE CLASSES**
85330 FILM 100 AA M 12:10 4:25 2-141 Scott, M. 3.0

### EVENING CLASSES
89431 FILM 800 BX W 6:00 10:15 2-141 Laderman, D. 3.0

### FIRE TECHNOLOGY

**FIRE 690 SPECIAL PROJECTS**
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 19, Room 113. Register after the first week of classes. **Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

**EVENING CLASSES**
83591 FIRE 690 AA By Arr 2.0 Hrs/Wk 19-113 Tilmann, M. 2.0
83592 FIRE 690 BB By Arr 1.0 Hr/Wk 19-113 Tilmann, M. 1.0

### FIRE 715 (FT1) FIRE PREVENTION ORGANIZATION
History and philosophy of fire protection; organization of public and private fire protection services; laws and regulations affecting the fire service; basic chemistry and physics; and basic fire systems, fire strategy, and tactics. (CSU)

**EVENING CLASSES**
85777 FIRE 720 AA T 10:10 1:15 23-160 Constantino, P. 3.0

### FIRE 720 FIRE PREVENTION TECHNOLOGY
Provides fundamental information regarding the history and philosophy of fire protection; organization and operation of a fire prevention bureau; use of fire codes; identification and correction of fire hazards; and the relationship of fire prevention to fire safety education and detection and suppression systems. (CSU)

**EVENING CLASSES**
89008 FIRE 720 JA T 7:10 10:15 23-160 Constantino, P. 3.0

### FIRE 730 (FT5) FIRE BEHAVIOR AND COMBUSTION
Theory and fundamentals of how fires start, spread, and are controlled; an in-depth study of fire chemistry and physics, fire characteristics of materials, extinguishing agents, and fire control technologies. (CSU)

**EVENING CLASSES**
87092 FIRE 730 JA Th 7:10 10:15 23-160 Kammerifl, J. 3.0

### FIRE 740 (FT4) BUILDING CONSTRUCTION FOR FIRE PROTECTION
Components of building construction that relate to fire safety. Covers the development and evolution of building codes in relationship to past fires in residential, commercial, and industrial occupancies. (CSU)

**EVENING CLASSES**
86374 FIRE 740 AA Th 10:10 1:15 23-160 Ciucci, D. 3.0
FOREIGN LANGUAGES

For information about a Certificate of Completion in a foreign language, see the Catalog or contact the Language Arts Division Office (Bldg. 17, Room 169, 574-6314).

For offerings in specific languages, see the following headings in this schedule: American Sign Language, Chinese, French, German, Italian, Japanese, and Spanish.

NOTE: To be transferable to UC, foreign language courses must be taken for letter grade.

NUMBERS AND LEVELS

The beginning courses in the classroom transfer sequences are numbered 110 (often offered also as 111 and 112), 120 (often offered also as 121 and 122), 130 (often offered also as 131 and 132), and 140. Some languages offer higher-level classes with numbers in the 100 and 200 range.

Telecourses are numbered 115, 116, 117, and 118, and correspond generally to 111, 112, 121, and 122 in the classroom sequences, though texts and methodology are different.

If you have completed one semester of a language in high school, consider starting with a 112 or 116 class. If you have completed one year, consider 117, 120, or 121. If you have completed two years, consider 130 or 131.

Non-transfer courses focusing on spoken language are numbered 801, 802, 803, etc. The first class is for those with little or no knowledge of the language. These courses may be taken separately or concurrently with 100-series classes.

At the first class meeting, your instructor can help you decide whether you have chosen the right level. If you have not, you can transfer to a higher or lower class.

FIRE TECHNOLOGY – FRENCH

For a general explanation of course numbers and levels, please see FOREIGN LANGUAGE, page 51.

FREN 110 ELEMENTARY FRENCH

Fundamentals of speaking, listening, reading, and writing French; introduction to Francophone cultures. Study of practical vocabulary, basic sentence structures, and clear pronunciation. Focus is on developing proficiency and ease in using spoken and written French. Recommended Preparation: eligibility for ENGL 848 or higher English course. Plus 2.0 lab hours by arrangement per week. Credit/No Credit or letter grade option. (CSU/UC)

FREN 111 ELEMENTARY FRENCH I

The beginning fundamentals of speaking, listening, reading, and writing French; introduction to Francophone cultures. Study of practical vocabulary, basic sentence structure, and clear pronunciation. Focus is on developing proficiency and ease in using spoken and written French. (Covers approximately the first half of the semester’s work in FREN 110.) Plus one lab hour by arrangement per week. No Prerequisite. Recommended Preparation: eligibility for ENGL 848 or higher English course. Credit/No Credit or letter grade option. (CSU/UC)

FREN 112 ELEMENTARY FRENCH II

A continuation of FREN 111. More study of the fundamentals of speaking, listening, reading, and writing French; more exposure to Francophone cultures. Study of practical vocabulary, basic sentence structure, and clear pronunciation. Focus is on developing proficiency and ease in using spoken and written French. (Covers approximately the second half of the semester’s work in FREN 110.) Plus one lab hour by arrangement per week. Prerequisite: FREN 111 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

FREN 115 BEGINNING FRENCH I

TELE COURSE: Introduces basic French and Francophone cultures, vocabulary, and language structures through a broadcast video program supported by audio cassettes, a textbook, workbook, and other print materials. Equivalent to French 111 but without the speaking component. Credit/No Credit or letter grade option. (CSU)

FREN 116 BEGINNING FRENCH II

TELE COURSE: The second semester of an entry-level course that introduces basic French and Francophone cultures, vocabulary, and language structures through a broadcast video program supported by audio cassettes, a textbook, workbook, and other print materials. Equivalent to French 112 but without the speaking component. Prerequisite: FREN 115 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU)
**FREN 117 ADVANCED BEGINNING FRENCH I**  
TELECORESE: Continuation of FREN 116. Further study of French and Francophone cultures, vocabulary, and language structures through a broadcast video program supported by audio cassettes, a textbook, workbook, and other print materials. Equivalent to French 121 but without the speaking component. **Prerequisite:** FREN 116 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU)

**TV CLASSES**  
83788 FREN 117 TV See pages 95-99 TV-CRS Gamache, E. 3.0  
Start and end dates for section 83788: 8/25 12/8

**FREN 118 ADVANCED BEGINNING FRENCH II**  
TELECORESE: Equivalent to FREN 122 but without the speaking component. French and Francophone cultures, vocabulary, and language structures studied through a broadcast video program supported by audio cassettes, a textbook, workbook, and other print materials. **Prerequisite:** FREN 117 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU)

**TV CLASSES**  
88804 FREN 118 TV See pages 95-99 TV-CRS Gamache, E. 3.0  
Start and end dates for section 88804: 8/25 12/8

**FREN 121 ADVANCED ELEMENTARY FRENCH I**  
A continuation of FREN 110 or 112. Beginning advanced study of the fundamentals of speaking, listening, reading, and writing French; continued exposure to Francophone cultures. Practice with practical vocabulary, basic sentence structure, and clear pronunciation. Focus is on developing proficiency and ease in using spoken and written French. (Covers approximately the first half of the semester's work in French 120.) Plus one lab hour by arrangement per week. **Prerequisite:** FREN 110 or 112 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

**EVENING CLASSES**  
83421 FREN 121 JX W 6:30 9:35 16-256 Carter, M. 3.0

**FREN 122 ADVANCED ELEMENTARY FRENCH II**  
A continuation of FREN 121. Additional advanced study of the fundamentals of speaking, listening, reading, and writing French; continued exposure to Francophone cultures. Practice with practical vocabulary, basic sentence structure, and clear pronunciation. Focus is on developing proficiency and ease in using spoken and written French. (Covers approximately the second half of the semester's work in French 120.) Plus one lab hour by arrangement per week. **Prerequisite:** FREN 121 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

**EVENING CLASSES**  
89609 FREN 122 JX W 6:30 9:35 16-256 Carter, M. 3.0

**FREN 131 INTERMEDIATE FRENCH I**  
The course following FREN 120 or 122. Study of authentic French and Francophone culture through materials such as fiction, plays, film, and periodicals. Work on listening and pronunciation with a view toward improving oral communication. Further study of grammar and vocabulary. Conducted largely in French. Plus one-half lab hour per week. **Prerequisite:** FREN 120 or 122 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

**EVENING CLASSES**  
82457 FREN 131 JX Th 6:30 9:35 16-256 Carter, M. 3.0

**FREN 132 INTERMEDIATE FRENCH II**  
Covers approximately the second half of the semester's work in FREN 130. Reading of fiction and drama; conversation; composition; dictation; review of grammar. Plus one-half lab hour per week. **Prerequisite:** FREN 131 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

@ Courses open for audit.  
An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

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**GEOP 100 PHYSICAL GEOGRAPHY**  
Basic characteristics of physical features and their interrelationships; environmental systems and their interactions with people. Plus field trips. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC) (CAN GEOG 2)

**GEOG 690 SPECIAL PROJECTS**  
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 17, Room 169. Register after the first week of classes. **Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

82460 FREN 690 AA By Arr 2.0 Hrs/Wk 17-169 Estes, S. 2.0  
82461 FREN 690 BB By Arr 1.0 Hr/Wk 17-169 Estes, S. 1.0

**GEOG 150 WORLD REGIONAL GEOGRAPHY**  
Survey of geographic regions of the world and their physical, cultural, climatic, historical and political features. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC) (CAN GEOG 2)

88229 GEOG 150 AA MWF 9:10 10:00 16-255 Skinner, A. 3.0

**GEOG 690 SPECIAL PROJECTS**  
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 17, Room 169. Register after the first week of classes. **Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

82466 GEOG 690 AA By Arr 2.0 Hrs/Wk 15-169 Staff 2.0  
82467 GEOG 690 BB By Arr 1.0 Hr/Wk 15-169 Staff 1.0

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**GEOLOGY**  
Earthquakes, volcanoes, drifting continents and plate tectonics; earth materials and processes that shape the land. One or more field trips may be required. Plus one lab hour by arrangement per week. Not open to students who have taken or are taking GEOG 210. (CSU/UC)

82468 GEOG 100 AX MWF 10:10 11:00 36-109 Hand, L. 3.0

**TV CLASSES**  
83790 GEOG 100 TV See pages 95-99 TV-CRS Galloway, J. 3.0  
Start and end dates for section 83790: 9/8 10/18

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Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.
GEOL 210 GENERAL GEOLOGY
The work of wind, water, gravity, and glaciers; earthquakes, volcanoes, the earth's interior, drifting continents and plate tectonics; rocks and minerals and their identification; interpretation of maps, seismograms and geologic structures. Plus one hour by arrangement per week. One or more field trips may be required. (CSU/UC) (CAN GEO 2)

GEOL 690 SPECIAL PROJECTS
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 36, Room 311. Register after first week of classes. Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

GERMAN
For a general explanation of course numbers and levels, please see FOREIGN LANGUAGES, page 51.

GERM 111 ELEMENTARY GERMAN I
Covers approximately the first half of the semester's work in GERM 110. Basic forms and patterns, vocabulary, pronunciation, simple readings. Plus one lab hour by arrangement per week. Credit/No Credit or letter grade option. (CSU/UC)

GERM 112 ELEMENTARY GERMAN II
More study of the fundamentals of speaking, listening, reading, and writing German and of the culture of German-speaking countries. Study of practical vocabulary, basic sentence structure, and clear pronunciation. Focus is on developing proficiency and ease in using spoken and written German. (Covers approximately the second half of the semester's work in GERM 110.) Plus one lab hour by arrangement per week. Prerequisite: GERM 111 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

GERM 121 ADVANCED ELEMENTARY GERMAN I
A continuation of GERM 110 or 112. Beginning advanced study of the fundamentals of listening, reading, and writing German; continued exposure to the culture of German-speaking countries. Practice with practical vocabulary, common sentence structures, and clear pronunciation. Focus is on developing proficiency and ease in using spoken and written German. Covers approximately the first half of the semester's work in German 120. Plus one hour by arrangement per week. Prerequisite: GERM 110 or 112 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

GERM 131 INTERMEDIATE GERMAN I
Study of the German language and culture of German-speaking peoples through materials such as fiction, film, music, and newspaper articles. Work on listening and pronunciation to improve oral communication. Further study of grammar and expansion of vocabulary. Conducted mainly in German. Plus one hour by arrangement per week. Prerequisite: GERM 120 or 122 with a grade of Credit or C or higher. Credit/No Credit or letter grade option. (CSU/UC)

CSM's Global Studies offers a Transfer Program and Certificate of Completion!

CSM’s Global Studies Program this fall focuses again on the Middle East.

Learn about this crucial and vital area of the world by completing the Transfer Program or earning a Certificate of Completion in Global Studies.

This fall's Global Studies classes include:

- ECON 100 Macroeconomics
- ECON 102 Microeconomics
- GEOS 150 World Regional Geography
- PLSC 120 Area Studies/Middle East
- PLSC 130 International Relations
- SPCH 150 Intercultural Communication

FOREIGN LANGUAGES - See French course listings in this CSM Schedule (or Arabic in Skyline College's Schedule).

Call (650) 574-6494 or 574-6496 for more information.
**GRAPHICS - HEALTH SCIENCE**

**GRA 115 DESIGNING WITH TYPE I: ESSENTIALS OF TYPOGRAPHIC EXPRESSION**
The essential knowledge and skills necessary to create professional looking typography. Emphasis on designing with display (large) type. Covers, in a practical and useful manner, type anatomy, terminology, choosing fonts, mixing fonts, developing contrasts, interpreting a message, optical refinements in display type treatments. Classroom theory is applied to practical typographic problems. A $20.00 materials fee is payable upon registration. Plus two hours by arrangement per week. Prerequisite: Any ONE of the following: GRA 100, 150, 107, 170 or equivalent. Credit/No Credit or letter grade option. (CSU)

91071 GRA 115 AA  TTh  9:00 11:05 27-101  Seubert, E.  3.0

**GRA 116 DESIGNING WITH TYPE II: DELIVERING THE MESSAGE EFFECTIVELY**
The essential knowledge and skills necessary to create professional looking typography. Emphasis on an intelligent approach to the use of text type. Includes how we read, intelligent choice of typeface, size, leading, line length, and other factors affecting readability. Extracting and creating a typographic hierarchy; visual punctuation; selecting, creating and using grids. Theory applied to practical typographic problems. A $20.00 materials fee is payable upon registration. Plus two hours by arrangement per week. Prerequisite: Any ONE of the following: GRA 105, 107, 170, or equivalent. Credit/No Credit or letter grade option. (CSU)

91085 GRA 116 AA  TTh  11:10 1:15 27-101  Seubert, E.  3.0

**GRA 150 ADOBE ILLUSTRATOR FOR PRINT AND WEB DESIGN I**
Creating digital illustrations destined for print or web applications. Pen tool, color models, path editing, layers, custom fills and strokes, filters, transforming. A $20.00 materials fee is payable upon registration. Plus two hours by arrangement per week. Prerequisite: MULT 113 or equivalent Macintosh and/or Windows operating system experience. Credit/No Credit or letter grade option. May be taken twice for a maximum of 6 units. (CSU)

91088 GRA 150 AA  MW  9:00 11:05 27-101  Seubert, E.  3.0

**GRA 160 ADOBE PHOTOSHOP FOR PRINT AND WEB DESIGN I**
Creating and manipulating digital illustrations and photographs for web or print, including color correction. Class designed for the graphic arts/web design generalist. A $20.00 materials fee is payable upon registration. Plus two hours by arrangement per week. Prerequisite: MULT 113 or equivalent Macintosh and/or Windows operating system experience. Credit/No Credit or letter grade option. May be taken twice for a maximum of 6 units. (CSU)

91070 GRA 160 AA  MW  11:10 1:15 27-101  Appel, P.  3.0
91069 GRA 160 BB  TTh  3:15 5:20 HMB  Appel, P.  3.0

**EVENING CLASSES**
91068 GRA 160 JA  W  6:00 10:05 27-101  Appel, P.  3.0

**GRA 235 GRAPHIC DESIGN: THEORY AND APPLICATION**
Students visually express content and meaning while exploring and applying design principles to a variety of practical design projects. Covers a strategic approach to the design problem solving process, including the role of the designer and working with various types of clients. A $20.00 materials fee is payable upon registration. Plus two hours by arrangement per week. Prerequisite: GRA 135 or equivalent. Credit/No Credit or letter grade option. (CSU)

91067 GRA 235 AA  WF  1:10 4:15 27-118  Steenberg, C.  4.0

@ Courses open for audit.
An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

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**GRA 242 IMAGE ON PAPER: THE POSSIBILITIES OF PRINT**
Examination of the print production cycle from concept through finishing. Enables designers and production artists to work more effectively with printers and provides a solid understanding of the creative capabilities of printers and other printing industry vendors. Credit/No Credit or letter grade option. (CSU)

91090 GRA 242 AA  M  11:10 2:15 27-118  Seubert, E.  3.0

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**GRA 690 SPECIAL PROJECTS**
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 15, Room 157. Register after the first week of classes. Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

88665 GRA 690 AA  By Arr 2.0 Hrs/Wk  15-157  Staff  2.0
88666 GRA 690 BB  By Arr 1.0 Hr/Wk  15-157  Staff  1.0

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**HEALTH SCIENCE**

**HSCI 100 GENERAL HEALTH SCIENCE**
Survey of most prevalent threats to one's physical and emotional health; emphasis is on prevention and early treatment. (CSU/UC*)

82523 HSCI 100 AA  MW  9:10 10:00 36-207  Lucero, F.  2.0
82526 HSCI 100 AD  TTh  9:10 10:00 36-319  Zahedi, S.  2.0
82527 HSCI 100 AE  TTh  10:10 11:00 36-319  Zahedi, S.  2.0
82528 HSCI 100 AF  MW  11:10 12:00 36-207  Lucero, F.  2.0
82530 HSCI 100 AG  MW  1:10 2:00 36-207  Lucero, F.  2.0
82531 HSCI 100 AH  TTh  1:10 2:00 36-215  Lucero, F.  2.0

**EVENING CLASSES**
82533 HSCI 100 JA  Th  6:00 8:00 36-207  Beliz, T.  2.0

**TV CLASSES**
82535 HSCI 100 TV  See pages 95-99  TV-CRS  Malik, A.  2.0
91023 HSCI 100 WW  See pages 95-99  TV-CRS  Beliz, T.  2.0

**HSCI 113 SELECTED TOPICS IN NUTRITION**
Practical study of the principles of nutrition, concepts of nutritional wellness with an emphasis on the role of essential micro and macro nutrients, food guide pyramids, fad diets, nutritional label facts, food labels, caloric metabolism and understanding body composition. (CSU)

**EVENING CLASSES**
82546 HSCI 113 J1  T  5:30 7:20 36-204  Beliz, T.  1.0
Start and end dates for section 82546: 8/28 10/16

**HSCI 114 FITNESS**
Practical study of the principles of fitness as a contributing factor to total wellness. Provides tools for the student to develop a self-directed and self-monitored fitness program. Includes cardiovascular fitness, muscle strength, muscle endurance, flexibility, body composition, ergogenic aids, and guidelines for exercise testing and prescription. (CSU)

**EVENING CLASSES**
82547 HSCI 114 J2  T  5:30 7:20 36-204  Beliz, T.  1.0
Start and end dates for section 82547: 8/23 10/16

**HSCI 125 PRINCIPLES OF EXERCISE PHYSIOLOGY**
Introduction to the fundamentals of exercise science. Provides a foundation in exercise training, fitness assessment, and human physiology as it pertains to fitness and training. (May not be taken for credit following PE. 125.) (CSU)

89217 HSCI 125 AA  TTh  11:30 12:45 36-207  Tonini, C.  3.0

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Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.
HIST 690 SPECIAL PROJECTS
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 11, Room 136. Register after the first week of classes. 
Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

83773 HSCI 690 AA By Arr 2.0 Hrs/Wk 36-311C Frontiera, C. 2.0
83774 HSCI 690 BB By Arr 1.0 Hr/Wk 36-311C Frontiera, C. 1.0

HISTORY

HIST 100 HISTORY OF WESTERN CIVILIZATION I
The ancient world; medieval society; Renaissance and Reformation; early modern times. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC) (CAN HIST 2) (HIST 100 and 101 = CAN HIST SEQ A)

83471 HIST 100 AA MWF 9:10 10:00 14-124 Constantin, J. 3.0
84442 HIST 100 AB TTh 11:10 12:25 14-122 Robertson, J. 3.0

EVENING CLASSES
82481 HIST 100 JA W 6:30 9:35 16-154 Robertson, J. 3.0

HIST 101 HISTORY OF WESTERN CIVILIZATION II
Early modern Europe; the Enlightenment; the age of revolutions; nationalism and imperialism; world wars; rise of totalitarianism; today's challenges. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC) (CAN HIST 4) (HIST 100 and 101 = CAN HIST SEQ A)

82482 HIST 101 AA MWF 11:10 12:00 14-124 Staff 3.0

HIST 102 HISTORY OF AMERICAN CIVILIZATION
A survey of American history from discovery to the present, emphasizing political, cultural, constitutional and economic trends. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)*

82484 HIST 102 JA MWF 15:00 16:00 15-169 Robertson, J. 1.0

HIST 104 WORLD CIVILIZATIONS I ORIGINS
Origins, development and interactions of world civilizations to the early modern era. Includes topics on Asia/Pacific Islands, Africa, the Americas, Europe, and the Middle East. Recommended Preparation: Eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC) (CAN HIST 14)

90097 HIST 104 AA TTh 9:45 11:00 14-124 Robertson, J. 3.0

HIST 200 UNITED STATES HISTORY I
History of the U.S. from 1865 to the present. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC*) (CAN HIST 10) (HIST 201 and 202 = CAN HIST SEQ B)

82492 HIST 200 AA TTh 8:10 9:25 16-154 Svanevik, M. 3.0
82493 HIST 200 AB MWF 10:10 11:00 14-100 Constantijn, J. 3.0

EVENING CLASSES
82495 HIST 200 JA Th 6:30 9:35 16-154 Vasquez, G. 3.0

TV CLASSES
90040 HIST 202 TV See pages 95-99 TV-CRS Still, M. 3.0

HIST 260 WOMEN IN AMERICAN HISTORY
American women from colonial times to the present; analysis of their political, economic, social developments; constitutional and legal gains. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

82497 HIST 310 AA TTh 8:10 9:25 14-124 Still, M. 3.0
82498 HIST 310 AB MWF 10:10 11:00 14-124 Staff 3.0
82501 HIST 310 BA MWF 11:10 12:00 16-154 Still, M. 3.0

EVENING CLASSES
83789 HIST 310 JA M 6:30 9:35 14-124 Postel, M. 3.0

HIST 310 CALIFORNIA HISTORY
Survey of major trends in the constitutional, political and economic growth of the State of California. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

82497 HIST 310 AA TTh 8:10 9:25 16-154 Still, M. 3.0
82498 HIST 310 AB MWF 10:10 11:00 14-124 Staff 3.0
82501 HIST 310 BA MWF 11:10 12:00 16-154 Still, M. 3.0

EVENING CLASSES
83789 HIST 310 JA M 6:30 9:35 14-124 Postel, M. 3.0

HIST 690 SPECIAL PROJECTS
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 15, Room 169. Register after the first week of classes. 
Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)
Honors Courses

Honors classes are for students who have applied for and been accepted to CSU’s Honors Program. Classes in addition to those listed below may be contracted for honors credit (must be transfer level and meet program coordinator & instructor approval). For more info, visit collegeofsanmateo.edu/honors or contact Honors Program Coordinator, Dr. Jeremy Ball, at ballj@smccd.edu or (650) 574-6638.

Spring 2007:

Course
ENGL 100 HA 82251
HUM. 675 H1 82557
PLSC 210 HA 90313
PSYC 675 HA 82863
SOCI 105 XK 89990

CRN 82251 82557 90313 82863 89990
Day(s) MWF Th Th F Tth
Time 9:10-10:00 am 1:10-2:00 pm 11:10 am–12:25 pm 12:10–1:00 pm 12:45–2:00 pm
See page: 44 57 79 80 83

@ Courses open for audit.

An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

Horticulture courses continued on page 57
HORT 711 LANDSCAPE TREES

Tree classification, description, nomenclature, and morphology. Emphasizes plant identification. Plus two hours by arrangement per week. Credit/No Credit or letter grade option. (CSU)

** EVENING CLASSES **

90963  HORT. 711 JA  Th  6:30  9:35  20-101  Leddy, M.  3.0

HUMANITIES

** HUM. 101 INTRODUCTION TO HUMANITIES: GREECE THROUGH REFORMATION **

Major cultural and intellectual movements of western civilization through the reformation. Literature and the arts; religion; science. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

** EVENING CLASSES **

82548  HUM. 101 JA  T  7:00  10:05  14-100  Gruen, S.  3.0

** HUM. 102 INTRODUCTION TO HUMANITIES: REFORMATION TO PRESENT **

Survey of major esthetic and intellectual movements in Western Civilization since the Reformation; ideas on man, nature and God. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

86442  HUM. 102 AA  MWF  11:10  12:00  14-100  Clare, D.  3.0

** HUM. 111 RELIGION, LITERATURE AND PHILOSOPHY IN ANCIENT GREECE **

Greek views on the gods, man, freedom, fate, justice as seen in Greek epics, tragedies, religious practices and philosophy. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

** EVENING CLASSES **

82549  HUM. 111 JA  Th  7:00  10:05  14-100  Gruen, S.  3.0

** HUM. 125 TECHNOLOGY/CONTEMPORARY SOCIETY/HUMAN VALUES **

Critical humanistic analysis of development and impact of modern technology in diverse areas (e.g. warfare, work, genetics, information, politics, environment). Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

* 82551 HUM. 125 AA  MWF  12:10  1:00  14-205  Danielson, D.  3.0

*This section of HUM. 125 includes one hour by arrangement.

82550  HUM. 125 AB  Th  12:45  2:00  14-100  Gruen, S.  3.0

** HUM. 131 CULTURAL ACHIEVEMENTS OF AFRICAN-AMERICANS **

Introduction to Black aesthetics; emphasis on religious, philosophical, literary, musical and art forms of Africa and African-Americans. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

82555  HUM. 131 AA  MWF  9:10  10:05  20-101  Williams, J.  3.0

** HUM. 133 CULTURAL ACHIEVEMENTS OF ASIAN-AMERICANS **

Study of Asian-American cultural heritage with emphasis on religion, family, literature, music, arts, crafts and foods. Recommended Preparation: previous Ethnic Studies courses and eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

82555  HUM. 133 AA  MWF  9:10  10:05  14-207  Fong, J.  3.0

** HUM. 140 CULTURAL HERITAGE OF SAN FRANCISCO AND ITS ENVIRONS **

History, art, architecture, music, literature and geography of San Francisco and its environs. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

82556  HUM. 140 AA  MWF  11:10  12:00  18-303  Swanevik, M.  3.0

** HUM. 675 HONORS COLLOQUIUM IN WESTERN CIVILIZATION I **

Selected advanced topics in Western Civilization. Readings, discussions, and lectures. Prerequisite: limited to students in the Honors Program who have completed or are concurrently enrolled in an associated non-honors course in Western Civilization or the equivalent. (CSU/UC*)

82557  HUM. 675 H1  Th  1:10  2:00  14-124  Danielson, D.  1.0

Start and end dates for section 82557: 8/23 12/13

(CSU) Transferable to California State Universities

(UC) Transferable to University of California

Humanities courses continued on next page
### HUMAN SERVICES

#### HUMS 100 INTRODUCTION TO HUMAN SERVICES
Overview of the types and functions of Human Services agencies and careers in Human Services. Emphasizes the knowledge, skills, abilities, and understanding of human needs necessary to prepare for a career in Human Services. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU)

<table>
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<tr>
<th>EVENING CLASSES</th>
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<tbody>
<tr>
<td>86380 HUMS 100 JA M 6:30 9:35 14-118 Morrissey, P. 3.0</td>
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</table>

#### HUMS 110 INTRODUCTION TO COUNSELING AND INTERVIEWING
An introduction to the skills and techniques of counseling and interviewing. Focuses on effective listening, responding, questioning, assessment, referral, values and ethics. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU)

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<th>EVENING CLASSES</th>
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<tr>
<td>86716 HUMS 110 JA T 6:30 9:35 14-120 Rogers, S. 3.0</td>
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</table>

#### HMSV 115 INTRODUCTION TO CASE MANAGEMENT
An introduction to the basic concepts and skills of case management that can be applied in a variety of Human Services settings. Includes: ethics, assessment, record keeping, plan development, referral, monitoring, and benefits. **Recommended Preparation:** completion of HMSV 100 and 110 or HMSV 262 and 264; eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU)

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<tr>
<td>90809 HMSV 115 AA W 12:10 3:00 TBA Brasher, D. 3.0</td>
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</table>

#### HMSV 130 EMPLOYMENT SUPPORT STRATEGIES
Covers the values and principles of employment support services, assessment for work readiness, strength identification, motivation, removing barriers to employment, community training and employment resources, job search and match, job coaching, and support planning. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. May be taken up to four times for no more than 6 units. (CSU)

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<tr>
<td>86717 HMSV 115 JA W 6:30 9:35 14-120 Brasher, D. 3.0</td>
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</table>

### ITALIAN
For a general explanation of course numbers and levels, please see FOREIGN LANGUAGES, page 51.

#### ITAL 111 ELEMENTARY ITALIAN I
Conversation in Italian, dictation, reading, fundamentals of grammar and writing of simple Italian exercises. Plus one lab hour by arrangement per week. **Recommended Preparation:** eligibility for ENGL 838 or a higher English course. Credit/No Credit or letter grade option. (CSU/UC*)

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<th>EVENING CLASSES</th>
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<tr>
<td>89863 ITAL 111 AA MWF 10:10 11:00 16-252 Baraiff, B. 3.0</td>
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</table>

#### ITAL 112 ELEMENTARY ITALIAN II
Continuation of ITAL 111 with further development of the skills of understanding speaking, reading, and writing. Plus one lab hour by arrangement per week. **Recommended Preparation:** ITAL 111 or equivalent with Credit or a grade of C or higher. Credit/ No Credit or letter grade option. (CSU/UC*)

<table>
<thead>
<tr>
<th>EVENING CLASSES</th>
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<tbody>
<tr>
<td>89425 ITAL 112 JA T 6:30 9:35 16-256 Balestra, T. 3.0</td>
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</tbody>
</table>
### ITAL 115 BEGINNING ITALIAN I
TELE COURSE: Basic Italian vocabulary and language structure studied through text, audio cassettes, and broadcast videotapes. Equivalent to ITAL 111 but without the oral component. Credit/No Credit or letter grade option. (CSU)

**TV CLASSES**

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>86465 ITAL 115 TV</td>
<td>See pages 95-99</td>
<td>TV-CRS</td>
<td>Mussio, L.</td>
<td>9/8 12/15</td>
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</table>

Start and end dates for section 86465: 9/8 12/15

### ITAL 116 BEGINNING ITALIAN II
TELE COURSE: Continuation of Italian 115. Basic Italian vocabulary and language structure studied through text, audio cassettes, and broadcast videotapes. Parallels Italian 112 but without the oral component. **Prerequisite:** ITAL 115 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU)

**TV CLASSES**

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<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
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<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tr>
<td>86466 ITAL 116 TV</td>
<td>See pages 95-99</td>
<td>TV-CRS</td>
<td>Mussio, L.</td>
<td>9/8 12/15</td>
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</table>

Start and end dates for section 86466: 9/8 12/15

### ITAL 117 ADVANCED BEGINNING ITALIAN I
TELE COURSE: Continuation of Italian 116. Introduces basic Italian vocabulary and language structure and enhances appreciation of Italian culture. Workbook and audio tape exercises focus on reading, writing, and listening comprehension. Parallels Italian 121 but without the oral component. **Prerequisite:** ITAL 116 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU)

**TV CLASSES**

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<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tr>
<td>87435 ITAL 117 TV</td>
<td>See pages 95-99</td>
<td>TV-CRS</td>
<td>Mussio, L.</td>
<td>9/8 12/15</td>
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Start and end dates for section 87435: 9/8 12/15

### ITAL 118 ADVANCED BEGINNING ITALIAN II
TELE COURSE: Continuation of Italian 117. Introduces Italian vocabulary and language structures and enhances appreciation of Italian culture. Workbook and audio tape exercises focus on reading, writing, and listening comprehension. Parallels Italian 122 but without the oral component. **Prerequisite:** ITAL 117 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU)

**TV CLASSES**

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<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>87436 ITAL 118 TV</td>
<td>See pages 95-99</td>
<td>TV-CRS</td>
<td>Mussio, L.</td>
<td>8/22 12/21</td>
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Start and end dates for section 87436: 8/22 12/21

### ITAL 120 ADVANCED ELEMENTARY ITALIAN
Continuation of work begun in ITAL 110. Emphasizes reading, writing, speaking, and introduction to Italian culture. **Prerequisite:** ITAL 110 or 112 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC*)

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<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>90964 ITAL 120 AA</td>
<td>Daily</td>
<td>11:10 12:00</td>
<td>16-252 Baraff, B.</td>
<td>5.0</td>
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### ITAL 121 ADVANCED ELEMENTARY ITALIAN I
Further study of grammar and sentence structure, oral and written exercises, conversation in Italian, and dictation. Further study of Italian culture. Plus one lab hour by arrangement per week. **Prerequisite:** ITAL 112 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC*)

**EVENING CLASSES**

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<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tr>
<td>89084 ITAL 121 JX</td>
<td>W</td>
<td>6:30 9:35</td>
<td>18-301 Marra, G.</td>
<td>3.0</td>
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</table>

### ITAL 122 ADVANCED ELEMENTARY ITALIAN II
Further study of grammar and sentence structure, oral and written exercises, conversation in Italian, and dictation. Further study of Italian culture. Plus one lab hour by arrangement per week. **Prerequisite:** ITAL 121 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC*)

**EVENING CLASSES**

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<tr>
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### JAPANESE

#### JAPAN 111 ELEMENTARY JAPANESE I
Covers approximately the first half of the semester’s work in JAPN 110. Emphasizes oral expression, reading, and written forms. Plus one hour by arrangement per week. Credit/No Credit or letter grade option. (CSU/UC*)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>83372 JAPN 111 AA</td>
<td>TTh</td>
<td>8:10 9:25</td>
<td>16-252 Wright, E.</td>
<td>3.0</td>
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</table>

#### JAPAN 112 ELEMENTARY JAPANESE II
Covers approximately the second half of the semester’s work in JAPN 110. Further study of basic patterns of Japanese. (JAPN 111 and 112 are equivalent to JAPN 110.) Plus one lab hour by arrangement per week. **Prerequisite:** JAPN 111 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
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<td>83387 JAPN 112 AA</td>
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#### JAPAN 121 ADVANCED ELEMENTARY JAPANESE I
Covers approximately the first half of the semester’s work in JAPN 120. Plus one lab hour by arrangement per week. **Prerequisite:** JAPN 110 or 112 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC*)

**EVENING CLASSES**

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
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<th>Hours</th>
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<th>Instructor</th>
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<td>18-302 Conway, M.</td>
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#### JAPAN 122 ADVANCED ELEMENTARY JAPANESE II
Covers approximately the second half of the semester’s work in JAPN 120. (JAPN 121 and 122 are equivalent to JAPN 120.) Plus one lab hour by arrangement per week. **Prerequisite:** JAPN 121 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC*)

**EVENING CLASSES**

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<th>Course Ref. No.</th>
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### JAPAN 690 SPECIAL PROJECTS
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 17, Room 169. Register after the first week of classes. **Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

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<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
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<td>91274 JAPN 690 AA</td>
<td>By Arr. 2.0 Hrs/Wk</td>
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<tr>
<td>ITAL 690 BB</td>
<td>By Arr. 1.0 Hr/Wk</td>
<td>17-169 Estes, S.</td>
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</table>
JOURNALISM

JOUR 110 MASS MEDIA IN SOCIETY
Survey of the mass media in their print and electronic forms, their influence on society, and their historical origins. Students will analyze journalism, entertainment, and advertising as distinct offerings and develop media literacy in assessing media offerings. **Prerequisite:** eligibility for ENGL 100. (CSU/UC) (CAN JOUR 4)

82581 JOUR 110 AA MWF 10:10 11:00 19-107 Remitz, E. 3.0

JOUR 120 NEWSWRITING
Techniques of news gathering, judging news values, and writing the news story. Students write for The San Matean, the College paper. **Prerequisite:** eligibility for ENGL 848 or higher English course. (CSU) (CAN JOUR 2)

82582 JOUR 120 AA MWF 11:10 12:00 19-123 Remitz, E. 4.0

By Arr 3.0 Hrs/Wk 19-123

JOUR 300 NEWSPAPER PRODUCTION
Production of the student newspaper, The San Matean. Discussion and criticism of newspaper content and layout. May be taken four times for a maximum of 12 units. (CSU)

82583 JOUR 300 AA MWF 12:10 1:00 19-123 Remitz, E. 3.0

By Arr 6.0 Hrs/Wk 19-123

JOUR 690 SPECIAL PROJECTS
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 17, Room 169. Register after the first week of classes. **Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

82584 JOUR 690 AA By Arr 2.0 Hrs/Wk 17-169 Estes, S. 2.0

82585 JOUR 690 BB By Arr 1.0 Hr/Wk 17-169 Estes, S. 1.0

JOUR 850 SPECIAL STUDIES IN JOURNALISM
Designed for students who are interested in participating in student publication without the scheduling difficulties of a full-time commitment to the journalism program. Students may work in newswriting, editing, opinion writing, page design and layout, photography, and advertising. A unique learning resource for students from a variety of other disciplines or those interested in exploring their curiosity about journalism. May be taken four times for a maximum of four units.

87464 JOUR 850 AX F 12:10 1:00 19-123 Remitz, E. 1.0

LEARNING COMMUNITIES

ALL GOOD IN DA ‘HOOD!
This learning community celebrates cultural identity and the unifying power of trust. We will explore contemporary cultural issues, primarily focusing on race, music, gender, and communication. **Prerequisite** for ENGL 100 BT: ENGL 838 or 848 or 400 with a grade of C or higher; OR ESL 400 with a grade of C or higher; OR appropriate skill level indicated by the English placement tests and other measures; OR equivalent. **Recommended Preparation:** Reading courses at the 400 level are designed for students enrolled in ENGL 100 or higher level courses. **Prerequisite** for ENGL 838 CE: appropriate skill level indicated by the English placement tests and other measures; OR ENGL 828 or 400 with a grade of C or higher; OR ESL 400 with a grade of C or higher; OR equivalent. **Recommended Preparation** for ETHN 151 AA and BB: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher; OR concurrent enrollment in READ 400, 405, or 415; OR appropriate skill level as indicated by the reading placement tests or other measures. (ENGL 838 CE (98680) is linked with ETHN 151 AA (91285), and ENGL 100 BT (90938) is linked with ETHN 151 AA (82377). **Students must enroll in each of the two sections as linked.**

90938 ENGL 100 BB MWF 11:10 12:00 18-304 Ganley, M. 3.0

82377 ETHN 151 AA TTh 11:10 12:25 14-120 Ramirez, R. 3.0

89680 ENGL 838 CE MWF 1:10 2:35 16-153 Carranza, J. 5.0

91285 ETHN 151 BB TTh 11:10 12:25 14-120 Ramirez, R. 3.0

For more information, please contact:
James Carranza at (650) 574-6568 or carranza@smccd.edu
Mitra Ganley at (650) 574-6539 or ganleym@smccd.edu
Rudy Ramirez at (650) 574-6372 or ramirezr@smccd.edu

Lcolm Asset (Algebra Success Strategies Educational Team) Development
In the ASSET DEVELOPMENT learning community you will take MATH 111 (Elementary Algebra first half) and CRER 122 (Study Skills). You will learn Elementary Algebra while developing strategies for success in mathematics courses as well as other college courses. You will assess your learning styles, develop effective study habits, reduce test-taking anxiety, develop problem-solving skills, and create a system of study. You will become part of a community of students who support you in your goal of success in college and mathematics. The community includes the students, a mathematics instructor, a counselor, and mathematics tutors. **Prerequisite:** three units of credit in MATH 811 or appropriate score on the College Placement Test and other measures as appropriate. **Recommended Preparation:** concurrent enrollment in READ 810. Math 111: Not Transferable. Crer 122: (CSU) **Students must enroll in both MATH 111 AB and CRER 122 AA sections as paired.**

82612 MATH 111 AB MWF 9:10 10:00 16-169 Gregory, C. 3.0

87216 CRER 122 AA TTh 9:10 10:00 18-201 Burns, E. 1.0

For more information, please contact:
Elaine Burns at (650) 574-6172 or burnse@smccd.edu
Cheryl Gregory at (650) 574-6307 or gregory@smccd.edu

Rising Scholars Program

If you placed in ENGL 828, build a foundation for student success with the Rising Scholars Program!

- strengthen reading, writing, critical thinking and study skills
- receive academic and personal support
- participate in Rising Scholars Program events and activities

Ask your counselor how to become a “Rising Scholars” or call Danita Scott-Taylor (574-6155) or Henry Villarreal (574-6590) for more information!
PHILOSOPHY AND PSYCHOLOGY IN CONTEMPORARY FILMS

Earn extra credit for watching cool movies!

You are invited to participate in College of San Mateo’s Learning Community: Philosophy and Psychology in Contemporary Films. Dr. Clifford, Dr. Danielson, and Dr. Ball will be hosting a series of films and subsequent discussions examining various issues addressed in recent popular films. Our goal is to consider aspects of these films relative to theories talked about in our classes from an interdisciplinary prospective. We would like to facilitate students’ learning to connect and apply what they learn in their courses to their daily lives.

These movies will be shown in the CSM Theater (Building 3, Room 175) on four Friday evenings from 6:30-10:30 p.m. throughout the Fall 2007 semester. See the Learning Communities website for specific dates and movie titles.

It is not necessary to enroll separately for the Philosophy and Psychology in Contemporary Films Learning Community series. Students who enroll in one of the PHIL 100 or PSYC 100 sections listed below will receive extra credit for attending these showings and participating in the subsequent discussions.

84443 PHIL 100 AA MWF 8:10 9:00 18-202 Danielson, D 3.0
82785 PHIL 100 AB MWF 9:10 10:00 18-202 Danielson, D 3.0
84895 PHIL 100 AC MW 10:10 11:00 18-204 Ball, J 3.0
85310 PHIL 100 AD TR 11:00 12:25 18-204 Ball, J 3.0
90336 PHIL 100 AE MW 12:10 1:25 18-204 Ball, J 3.0
82837 PSYC 100 AA MWF 9:10 10:00 18-308 Clifford, J 3.0
82838 PSYC 100 AC MWF 9:45 11:00 18-308 Clifford, J 3.0
82847 PSYC 100 AE MW 10:10 11:00 18-308 Clifford, J 3.0

For more information see Learning Communities Website: www.smccd.net/accounts/LCOM

Contacts:
Dr. Jeremy Ball at (650) 574-6638 or ballj@smccd.edu
Dr. James Clifford at (650) 574-6380 or clifford@smccd.edu
Dr. David Danielson at (650) 574-6376 danielson@smccd.edu

RISING SCHOLARS PROGRAM

The Rising Scholars Program is a supportive learning community with a multicultural emphasis designed to enhance student success. Community members will develop their writing, reading, and critical thinking skills in ENGL 8238 and READ 830 under the guidance of course faculty with the support of counseling and student services staff. Members will receive academic instruction, individualized counseling, and support in accessing campus services. They will also have an opportunity to participate in activities that promote academic excellence and personal development. Members are encouraged to enroll in a Math course as determined by placement test scores or skills demonstration, and one course related to the major course. Recommended Preparation: completion of READ 825 with a grade of C or higher OR appropriate skills level as indicated by the English and Reading placement tests.

90310 ENGL 828 BC MWF 9:10 10:35 18-302 Jones, F 5.0
91080 READ 830 AG MWF 11:10 12:00 18-305 Wills, C 3.0
90961 CRER 120 AD MWF 12:10 1:00 18-301 Staff 3.0

For counseling support, contact the Multicultural Center at (650) 574-6154.
Daryn Chan, Counselor
Sylvia Aguirre-Alberto, Counselor (Bilingual-Spanish)
Aisha Upshaw, Counselor

SOCIAL JUSTICE? UNDERSTANDING PROBLEMS AND SOLUTIONS IN THE NEW MILLENNIUM

This learning community explores the fascinating worlds of individual and group behavior. By combining the in-depth reading and writing of ENGL 100 with the study of group and individual identity of SOCI 100, you will gain a deeper awareness of both the challenges and possibilities of the brave new millennium while working in a supportive environment.

Prerequisites: ENGL 838 or 848 or 400 with a grade of C or higher; OR ESL 400 with a grade of C or higher; OR appropriate skill level indicated by the English placement tests and other measures; OR equivalent. Recommended Preparation: Reading courses at the 400 level are designed for students enrolled in ENGL 100 or higher level courses. ENGL 100: (CSU/UC) (CAN ENGL 2) (ENGL 100 and 110 or ENGL 100 and 165=CAN ENGL SEQ A). SOCI 100: (CSU/UC) (CAN SOC 2) Students must enroll in both ENGL 100 A) and SOCI 100 AE sections as paired.

82227 ENGL 100 A1 MWF 9:10 10:00 16-167 Keller, D. 3.0
82940 SOCI 100 AE MW 10:10 11:00 16-155 Mathur, M. 3.0

For more information, please contact:
Daniel Keller at (650) 574-6580 or kellerd@smccd.edu
Dr. Minu Mathur at (650) 574-6638 or mathur@smccd.edu

THE BIG SPIN: LANGUAGE, LIES, AND THE PERCEPTION OF TRUTH

In “Politics and the English Language,” George Orwell writes: “Political language . . . is designed to make lies sound truthful and murder respectable, and to give an appearance of solidity to pure wind.” Join other students in discovering the messages which lie beneath spoken and written language, and create a truth of your own through a collaborative learning community bridging Public Speaking, Advanced Composition/Critical Thinking, and Research. In this transfer-level community, you will watch films of famous messages from noted rhetoricians and discover ways to break down the false “solidity” of words. The online Information Research Skills class will give you additional tools to understand the value of communication and to delve deeper below the surface of the texts (oral and written) to discover how language is created, corrupted, used, and abused in modern society.

This will translate to the use of logic, appeals, reasoning, and delivery in speeches, essays, and research projects of your own.

Every few weeks, the classes will join together to listen to faculty and guest lecturers, review speeches, engage in critical analysis of texts, and practice the art of honest persuasion with peer groups.

You will also have many opportunities for extra credit by attending and critiquing campus events such as the Psychology and Philosophy Film Nights and the President’s Lecture Series.

You can participate in this learning community when you enroll in Speech 100 AP or English 165 BE or BF. When you enroll in one of these courses, the course will be linked to a required section of Library 101, a self-paced, online Information Research Skills class. This gives you CSU transfer credit in information resources for the work you already do!

Prerequisite: For students enrolled in ENGL 165, completion of ENGL 100 with a grade of C or higher. Recommended Preparation: For students enrolled in Speech 100, eligibility for ENGL 100. (CSU/UC)

91078 ENGL 165 BE TTh 11:10 12:25 18-308 Jones, F 3.0

ONLINE COURSE
90614 LIBR 101 WW Contact Instructor* Online-CRS Gibbs, D. 1.0
91079 ENGL 165 BF TTh 11:10 12:25 18-301 Miller, A. 3.0

ONLINE COURSE
90038 LIBR 101 WA Contact Instructor* Online-CRS Gibbs, D. 1.0
91077 SPCH 100 AP TTh 11:10 12:25 18-202 Kramm, G. 3.0

ONLINE COURSE
91275 LIBR 101 WB Contact Instructor* Online-CRS Morris, T. 1.0

For more information, please contact:
Allison Miller at (650) 378-7301 X19433 or millerallison@smccd.edu (English)
Frank Jones at jonesf@smccd.edu (English)
*David Gibbs at (650) 574-6174 or gibbsd@smccd.edu (Library)
George Kramm at (650) 574-6679 or kramm@smccd.edu (Speech Communication)

(CSU) Transferable to California State Universities
(UC) Transferable to University of California

Learning Communities courses continued on next page
THE NOT SO FAR EAST

This Chinese language course is designed for students who are interested in travel and doing international business with Chinese-speaking societies, including China, Taiwan, Hong Kong, and Singapore. Students will develop language competency in Chinese communities and actual business situations and learn commonly used travel and commercial terms, phrases, sentence patterns, signs, idioms, and oral communication skills.

The intercultural communication course Speech 150 focuses on the relationship between communication and cultural components of life between the United States and Chinese-speaking societies, including cultural and work-related values, verbal and non-verbal differences, conflict resolution, and negotiation practices. The course emphasizes sensitivity, empathy, and skills required for intercultural competence.

Recommended Preparation: eligibility for ENGL 100. Students must enroll in both CHIN 680 JA and SPCH 150 JA sections as paired.

EVENING CLASSES

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<tr>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Room</th>
<th>Instructor</th>
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<tr>
<td>91273</td>
<td>T</td>
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<td>9:35</td>
<td>Wu, J.</td>
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<td>85896</td>
<td>M</td>
<td>6:30</td>
<td>9:35</td>
<td>Li, Y.</td>
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</table>

For more information, please contact:
Yaping Li at (650) 574-6338 or liy@smccd.edu
Jing Wu at (650) 574-6341 or wu@smccd.edu

WHAT THE FORK?

During regular class hours, students will participate in special activities connected with What the Fork?, a learning community that brings together students and instructors from many disciplines to share a feast of ideas about historical, social, political, cultural, and biological aspects of food in our lives. It is not necessary to enroll separately for the What the Fork? Learning Community. Students who enroll in one of the sections below will automatically be enrolled in the What the Fork? Learning Community.

- BCST 110 AB MWF 12:10 1:00 18-306 Brown, M. 3.0
- BIOL 260 AA TTh 9:10 10:25 36-217 Martin, T. 5.0
- BIOL 110 EX MWF 9:10 10:00 36-215 Tran, H. 4.0
- ENGL 100 JW MWF 12:10 1:00 16-210 Miller, A. 3.0
- ENGL 828 DA Daily 12:10 1:00 18-207 Heyman, J. 5.0
- ENGL 838 BB Daily 12:10 1:00 18-303 Keller, D. 5.0
- ENGL 838 CC Daily 12:10 1:00 18-205 Mach, J. 5.0
- ENGL 848 BA MTThF 12:10 1:00 16-207 Stafford, A. 4.0
- ESL 400 AF MWF 12:10 1:35 16-272 Musgrave, D. 5.0
- P.E. 684 AB MWF 12:10 1:00 18-306 Brown, M. 3.0

LEARNING COMMUNITIES

Discover connections and work collaboratively

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<tr>
<th>Course Ref. No.</th>
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<td>90352</td>
<td>BCST 110 AB</td>
<td>MWF 12:10 1:00 18-306 Brown, M.</td>
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<td>81842</td>
<td>BIOL 260 AA</td>
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<td>81827</td>
<td>BIOL 110 EX</td>
<td>MWF 9:10 10:00 36-215 Tran, H.</td>
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<td>82225</td>
<td>ENGL 100 JW</td>
<td>MWF 12:10 1:00 16-210 Miller, A.</td>
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<td>90439</td>
<td>ENGL 828 DA</td>
<td>Daily 12:10 1:00 18-207 Heyman, J.</td>
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<td>88636</td>
<td>ENGL 838 BB</td>
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<td>88639</td>
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<td>Daily 12:10 1:00 18-205 Mach, J.</td>
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<td>82316</td>
<td>ENGL 848 BA</td>
<td>MTThF 12:10 1:00 16-207 Stafford, A.</td>
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<td>85367</td>
<td>ESL 400 AF</td>
<td>MWF 12:10 1:35 16-272 Musgrave, D.</td>
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<td>82808</td>
<td>P.E. 684 AB</td>
<td>MWF 12:10 1:00 18-306 Brown, M.</td>
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FOR MORE INFORMATION, PLEASE CONTACT:
Yaping Li at (650) 574-6338 or liy@smccd.edu
Jing Wu at (650) 574-6341 or wu@smccd.edu

For more information, please contact:
Jean Mach at (650) 574-6353 or mach@smccd.edu

WRITING IN THE END ZONE

This collaborative learning community links Introduction to College and Collegiate Athletics with Basic Composition and Reading, While exploring the demands and rewards of being a student-athlete, students will learn essential organizational, study, and time management strategies along with reading, writing, and critical thinking skills needed to succeed in college.

Recommended Preparation: appropriate skill level indicated by the English placement tests and other measures OR READ 816 or 825 with a grade of C or higher. (Units do not apply toward AA/AS degree.) Students must enroll in both ENGL 828 BA and P.E. 684 AB sections as paired.

- ENGL 828 BA Daily 10:10 11:00 18-207 James, K. 5.0
- P.E. 684 AB Daily 10:10 11:00 18-207 Polack, B. 2.0

For more information, please contact:
Katherine James (650) 574-6390 or james@smccd.net
Bret Polack (650) 574-6467 or polack@smccd.edu

WRITING IN THE END ZONE III

This learning community links English 100/101 Composition and Reading and P.E./Varsity Football 130. Students will continue intensive critical reading and writing practice, focusing on expository texts. Students will reflect on and refine their reading and writing processes, learn to incorporate a variety of advanced and sophisticated sentence structures into their writing, and write logically organized and developed academic, text-based essays on a variety of socially and culturally significant topics, some of which may relate to athletics. Prerequisite: ENGL 838 or 848 or 400 with a grade of C or higher; OR ESL 400 with a grade of C or higher; OR appropriate skill level indicated by the English placement tests and other measures; OR equivalent. Recommended Preparation: Reading courses at the 400 level are designed for students enrolled in ENGL 100 or higher level courses. VARS 130: Recommended Preparation: interscholastic participation or the equivalent. Students must enroll in ENGL 100 FA, ENGL 101 PA, and VARS 130 AO sections as paired.

- ENGL 100 FA MWF 11:10 12:00 16-250 Carranza, J. 3.0
- ENGL 101 PA MWF 12:05 13:05 16-250 Carranza, J. 1.0
- VARS 130 AO Hrs by Arr FTBL Owens/Pollack/ Heck 5.2.0

For more information, please contact:
James Carranza at (650) 574-6568 or carranza@smccd.edu
Bret Polack at (650) 574-6467 or polack@smccd.edu

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.
LIBRARY STUDIES

LIBR 101 INFORMATION RESEARCH SKILLS
Use of information resources and information technologies emphasizing the principles of information competency. Covers how to use information resources available in libraries and on the Internet to carry out research projects; teaches students how to successfully identify, choose, analyze, and synthesize data to meet various information needs. Credit/No Credit or letter grade option. (CSU)

ONLINE CLASSES
90614 LIBR 101 WW See page 61 Online-CRS Gibbs, D. 1.0
90038 LIBR 101 WA See page 61 Online-CRS Gibbs, D. 1.0
91275 LIBR 101 WB See page 61 Online-CRS Morris, T. 1.0

LIBR 105 ONLINE RESEARCH SKILLS
Introduction to online research skills with an emphasis on effective techniques for accessing and searching online databases and other research tools to identify and evaluate quality information. Credit/No Credit or letter grade option. (CSU)

ONLINE CLASSES
89919 LIBR 105 WW See page 92-95 Online-CRS Fink, M. 3.0

LIBR 107 ONLINE RESEARCH BASICS
Basic skills in using the Internet as a medium for information, research, and communication. Hands-on training will be emphasized. Introduction to larger issues such as governance, ethics, freedom of expression, copyright and plagiarism. Credit/No Credit grading. (CSU)

EVENING CLASSES
90617 LIBR 107 JA T 6:00 6:50 2-207 Morris, T. 1.0
LIBR 107 JA offers support for What the Fork Learning Community. See page 62 for Learning Community description.

LIBR 110 INFORMATION RESOURCES AND LIBRARIES: FOCUS ON HEALTH AND MEDICINE
Provides students the opportunity to develop information competency skills for academic workplace, or personal purposes while emphasizing a specific area of study. Credit/No Credit or letter grade option. May be taken twice for a maximum of 6 units. (CSU/UC)

EVENING CLASSES
90618 LIBR 110 JA M 6:00 8:50 2-207 Bodeker, G. 1.0

MACHINE TOOL TECHNOLOGY

MTT. 200 INTRODUCTION TO MACHINE TOOL TECHNOLOGY
Survey course for students who require a generalized experience in machine tools. Theory and practice in all basic processes. Lab supplies required. A $20 materials fee is payable upon registration. (CSU)

EVENING CLASSES
82721 MTT. 200 JA T 6:00 9:50 25-170 Staff 2.0

MTT. 690 SPECIAL PROJECTS
Independent study in specific field or topic. Requires approval of Division Dean, Bldg. 11, Room 136. Register after first week of classes. Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

82722 MTT. 690 AA By Arr 2.0 Hrs/Wk 19-113 Tilmann, M. 2.0
82723 MTT. 690 BB By Arr 1.0 Hr/Wk 19-113 Tilmann, M. 1.0

MANAGEMENT

Also see Business

MGMT 100 INTRODUCTION TO BUSINESS MANAGEMENT
Examines managerial functions and roles as well as the evolution of management theories. Gives considerable attention to the identification and development of critical managerial skills. Recommended Preparation: eligibility for ENGL 848. (CSU)

EVENING CLASSES
82710 MGMT 100 JA M 6:30 9:35 14-206 Blake, C. 3.0
TV CLASSES
82711 MGMT 100 TV See pages 92-95 TV-CRS Blake, C. 3.0
Start and end dates for section 82711: 8/25 12/8

MGMT 235 TECHNIQUES OF SUPERVISION
Role of the supervisor: leadership, communications, problem-solving, decision-making, reducing costs, planning, and managing time. Recommended Preparation: eligibility for ENGL 848. (CSU)

EVENING CLASSES
82713 MGMT 235 JA Th 6:30 9:35 14-206 Isler Sr, S. 3.0

MGMT 265 PROJECT MANAGEMENT
Principal functions of contemporary project management, including defining, organizing, tracking, and communicating information in order to meet project goals. Focuses on the science of project management as well as the art of managing projects. Recommended Preparation: eligibility for ENGL 848. (CSU)

EVENING CLASSES
89854 MGMT 265 JA Th 6:30 9:35 14-206 Blake, C. 3.0

Management courses continued on next page
MANUFACTURING AND INDUSTRIAL TECHNOLOGY

MANU 130 BEGINNING BLACKSMITHING AND INDUSTRIAL FORGING

Fundamentals of blacksmithing, metal properties, surface treatments, tool design, and manufacturing processes. Shop skills and techniques are demonstrated. Covers basic techniques in manipulating mild and tool steels and fabrication of simple tools. A $30 materials fee is payable upon registration. Extra supplies required. Credit/No Credit or letter grade option. May be taken twice for a maximum of 4 units. (CSU)

90023 MANU 130 AA Th 12:45 4:35 25-170 Vorobey, V. 2.0

MANU 690 SPECIAL PROJECTS

Independent study in specific field or topic. Requires approval of Division Dean; Bldg. 19, Room 113. Register after the first week of classes. Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

MATH 111 ELEMENTARY ALGEBRA I

First half of elementary algebra (MATH 110), including introduction to: signed number operations, order of operations, linear equations and inequalities in one and two variables, systems of linear equations, exponents. Plus one hour by arrangement per week. Extra supplies may be required. Prerequisite: three units of credit in MATH 811 OR appropriate score on the College Placement Test and other measures as appropriate. Recommended Preparation: concurrent enrollment in READ 830.

82611 MATH 111 AA MWF 8:10 9:00 16-271 Callahan, P. 3.0
82612 MATH 111 AB MWF 9:10 10:00 16-169 Gregory, C. 3.0

NOTE: MATH 111 AB is linked with CRER 122 AA (87216) as part of the Learning Community: Asset Development. Students must enroll in both sections as linked. See page 60 for the Learning Community description.

MATH 112 ELEMENTARY ALGEBRA II

Second half of elementary algebra (MATH 110) including introduction to exponents, polynomial operations, factoring, rational expressions and equations, roots, radicals and radical equations and quadratic equations. Plus one hour by arrangement per week. Extra supplies may be required. Prerequisite: MATH 111. Recommended Preparation: concurrent enrollment in READ 830.

82620 MATH 112 AA MWF 9:10 10:00 16-274 Moughadam, S. 3.0
84533 MATH 112 AB MWF 11:10 12:00 19-107 Kalantar, M. 3.0

EVENING CLASSES

82622 MATH 112 JA T 7:00 8:05 11-131 Hirsch, G. 3.0

MATH 115 GEOMETRY

Study of properties of plane and solid figures, and using formal logic and real number system. Plus one hour by arrangement per week. Extra supplies may be required. Prerequisite: MATH 110 or 112 OR appropriate score on the College Placement Test and other measures as appropriate.

82623 MATH 115 AA Daily 8:10 9:00 11-030 Ionel, E. 5.0

@ Courses open for audit.
An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX). Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.
New in CSM Math for Fall!

Boot Camp II

- Trigonometry and PreCalculus in one semester.
  - 11:10 am–1:00 pm, M–Th
  - 91098 MATH 130 A1 (August 22–October 3)
  - 91100 MATH 222 A2 (October 4–December 13)
- Courses may be taken separately or in sequence.

For more information: gregory@smccd.edu

Preparation for Algebra

A bridging course between MATH 811 (Arithmetic Review) & MATH 111 (Elementary Algebra).
- 91279 MATH 802 AA: 9:10–10:00 am, MW

For more information: feinmannl@smccd.edu

MATH 120 INTERMEDIATE ALGEBRA

A comprehensive review of elementary algebra with certain topics studied in greater depth. Extension of fundamental algebraic concepts and operations, problem solving and applications, linear, quadratic, rational, and radical equations, equations in two variables, graphs, systems of equations, complex numbers, exponential and logarithmic functions, sequences and series. Plus one hour by arrangement per week. Extra supplies may be required. Prerequisite: satisfactory completion of MATH 110 or 112 OR appropriate score on the College Placement Test and other measures as appropriate. Recommended Preparation: MATH 115 and READ 830.

82631 MATH 120 A2 Daily 9:10 11:00 16-172 Lehmann, J. 5.0
82624 MATH 120 AA Daily 8:10 9:00 16-169 Tarsi, J. 5.0
82626 MATH 120 AC Daily 12:10 1:00 16-172 Robinson, D. 5.0
82627 MATH 120 AD Daily 9:10 10:00 11-033 Hom, M. 5.0
*82628 MATH 120 AF Daily 12:10 1:00 16-169 Davis, W. 5.0

*This section of MATH 120 includes an additional hour by arrangement.

82630 MATH 120 AH Daily 10:10 11:00 18-205 Phipps, L. 5.0
82632 MATH 120 AK Daily 11:10 12:00 16-169 Komas, R. 5.0
82633 MATH 120 AL Daily 11:10 12:00 11-130 Church, G. 5.0
82636 MATH 120 BC Daily 1:10 2:00 11-130 Davis, W. 5.0

Evening Classes

82637 MATH 120 JA MWF 7:00 10:05 16-172 Staff 3.0
82649 MATH 120 JA T 7:00 10:05 16-274 Staff 3.0

Online Classes

87228 MATH 120 WW See pages 92-95 OnlineCRS Church, G. 5.0

MATH 122 INTERMEDIATE ALGEBRA II

A review of elementary algebra with certain topics studied in greater depth. Extension of fundamental algebraic concepts and operations, problem solving and applications, linear and rational equations, equations in two variables, graphs, systems of equations. Plus one hour by arrangement per week. Extra supplies may be required. Prerequisite: satisfactory completion of MATH 110 or 112 OR appropriate score on the College Placement Test and other measures as appropriate. Recommended Preparation: MATH 115 and READ 830.

82639 MATH 122 AA MWF 8:10 9:00 16-172 Hofeld, J. 3.0
82641 MATH 122 AB TTh 9:45 11:00 12-173 Shender, E. 3.0
82640 MATH 122 AC MWF 10:10 11:00 19-105 Hu, T. 3.0

Evening and Weekend Classes

82643 MATH 122 JA T 7:00 10:05 16-171 Shayer, S. 3.0
91094 MATH 122 SA S 9:00 12:15 16-171 Chan, M. 3.0

MATH 123 INTERMEDIATE ALGEBRA II

Second half of a comprehensive review of elementary algebra with certain topics studied in greater depth. Quadratic and rational equations, complex numbers, exponential and logarithmic functions, sequences and series. Plus one hour by arrangement per week. Extra supplies may be required. Prerequisite: MATH 122 or other measures as appropriate. Recommended Preparation: MATH 115 and READ 830.

82644 MATH 123 AA MWF 11:10 12:00 11-133 Hu, T. 3.0
90691 MATH 123 AB MWF 9:10 10:00 11-030 Umran, R. 3.0

MATH 125 ELEMENTARY FINITE MATHEMATICS

Systems of linear equations and inequalities, matrices, set theory, logic, elementary probability, linear programming, and mathematics of finance. Plus one hour by arrangement per week. Extra supplies may be required. Prerequisite: MATH 120 or 123 OR appropriate score on the College Placement Test and other measures as appropriate. Recommended Preparation: completion of READ 400 or 405. (CSU/UC) (CAN MATH 12)

82646 MATH 125 AA TTh 11:10 12:25 12-173 Staff 3.0
82647 MATH 125 AC MWF 12:10 1:00 11-130 Kalantar, R. 3.0
82648 MATH 125 BA MWF 9:10 10:00 11-130 Kalantar, R. 3.0

Evening Classes

82649 MATH 125 JA T 7:00 10:05 16-274 Staff 3.0

MATH 125 LIBERAL ARTS MATHEMATICS

Examination of important concepts of mathematics and mathematics as a tool for decision making. Topics and applications may include aspects of history of mathematics, problem solving, counting methods, elementary number theory, sets, Euclidean and non-Euclidean geometry, Platonic Solids, topology, probability, problem solving and logic. Extra supplies may be required. Plus one hour by arrangement per week. Extra supplies may be required. Prerequisite: satisfactory completion of MATH 120 or 123 OR appropriate score on the College Placement Test and other measures as appropriate. Recommended Preparation: completion of READ 400 or 405. (CSU/UC) (CAN MATH 8)

91098 MATH 130 A1 MTWTh 11:10 12:50 16-172 Gregory, C. 3.0

Evening Classes

82650 MATH 130 AA MWF 8:10 9:00 11-131 Singh, B. 3.0
82651 MATH 130 AB MWF 9:10 10:00 12-173 Callahan, P. 3.0
82653 MATH 130 AE TTh 11:10 12:25 19-105 Hasson, R. 3.0

MATH 130 ANALYTIC TRIGONOMETRY

Trigonometric functions of real numbers and angles, their graphs and periodicity; reduction formulas; functions of multiple angles; identities and equations, radian measure; inverse functions; and solution of triangles. Plus one hour by arrangement per week. Extra supplies may be required. Prerequisite: MATH 115 and MATH 120 or 123 OR appropriate score on the College Placement Test and other measures as appropriate. Recommended Preparation: completion of READ 400 or 405. (CSU/UC) (CAN MATH 8)

91098 MATH 130 A2 Daily MTWTh 11:10 12:50 16-171 Gregory, C. 3.0

Evening Classes

82649 MATH 130 JA T 7:00 10:05 16-271 Tsuchiyose, K. 3.0

MATH 130 ANALYTIC TRIGONOMETRY

A comprehensive review of elementary algebra with certain topics studied in greater depth. Extension of fundamental algebraic concepts and operations, problem solving and applications, linear, quadratic, rational, and radical equations, equations in two variables, graphs, systems of equations, complex numbers, exponential and logarithmic functions, sequences and series. Plus one hour by arrangement per week. Extra supplies may be required. Prerequisite: satisfactory completion of MATH 110 or 112 OR appropriate score on the College Placement Test and other measures as appropriate. Recommended Preparation: MATH 115 and READ 830.

91098 MATH 130 A1 MTWTh 11:10 12:50 16-171 Gregory, C. 3.0

Evening Classes

82650 MATH 130 AA MWF 8:10 9:00 11-131 Singh, B. 3.0
82651 MATH 130 AB MWF 9:10 10:00 12-173 Callahan, P. 3.0
82653 MATH 130 AE TTh 11:10 12:25 19-105 Hasson, R. 3.0

MATH 145 LIBERAL ARTS MATHEMATICS

A review of elementary algebra with certain topics studied in greater depth. Extension of fundamental algebraic concepts and operations, problem solving and applications, linear and rational equations, equations in two variables, graphs, systems of equations. Plus one hour by arrangement per week. Extra supplies may be required. Prerequisite: satisfactory completion of MATH 110 or 112 OR appropriate score on the College Placement Test and other measures as appropriate. Recommended Preparation: MATH 115 and READ 830.

91098 MATH 145 AA MWF 8:10 9:00 16-171 Brown, K. 3.0
90397 MATH 145 AB MWF 9:10 10:00 16-171 Brown, K. 3.0

*These sections of MATH 145 include an additional hour by arrangement.

(UC) Transferable to University of California
(CSU) Transferable to California State Universities
MATHEMATICS
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@ Courses open for audit.
An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

INSTRUCTORS ARE NOT OBLIGATED TO HOLD SEATS FOR STUDENTS WHO ARE ENROLLED BUT DO NOT ATTEND THE FIRST CLASS MEETING.
MATH 690 SPECIAL PROJECTS
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 36, Room 311. Register after the first week of classes.
**Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

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MATH 802 PREPARATION TO ALGEBRA
Pre-algebra facts and operations with integers; introduction to variables, evaluation of variable expressions and solving first degree equations; introduction to exponents and polynomials; graphs of linear equations and applications. Plus one hour by arrangement per week. **Prerequisite:** satisfactory completion of MATH 811 or other measures as appropriate.

**Recommended Preparation:** READ 825. Credit/No Credit or letter grade option. (Units do not apply toward AA/AS degree.)

<table>
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<th>Course Ref. No.</th>
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MATH 811 ARITHMETIC REVIEW
Basic arithmetic involving whole numbers, signed numbers, fractions, decimals, and percents; estimation, number sense, calculator skills, area and volume, and applications. Plus one hour by arrangement per week. **Recommended Preparation:** concurrent enrollment in READ 825.

**Prerequisite:** Credit/No Credit grading. Open entry/open exit. Variable units. (Units do not apply toward AA/AS degree.)

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<td>1.0</td>
<td>16-172</td>
<td>Callahan, P.</td>
<td>1.0-3.0</td>
</tr>
<tr>
<td>82686</td>
<td>MATH 811 DO</td>
<td>MWF</td>
<td>1.0</td>
<td>12-173</td>
<td>Staff</td>
<td>1.0-3.0</td>
</tr>
</tbody>
</table>

MATH 812 ELEMENTARY ALGEBRA REVIEW
Review of elementary algebra. **Prerequisite:** MATH 110 or 111/112 with a grade of C or higher. Credit/No Credit grading. Open entry/open exit. (Units do not apply toward AA/AS degree.)

**Recommended Preparation:** Credit/No Credit grading. Open entry/open exit. Variable units. (Units do not apply toward AA/AS degree.)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>83374</td>
<td>MATH 812 JO</td>
<td>T</td>
<td>1.0</td>
<td>16-169</td>
<td>Behm, D.</td>
<td>1.0-3.0</td>
</tr>
</tbody>
</table>

MATH 690 SPECIAL PROJECTS
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 36, Room 311. Register after the first week of classes.

**Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>83804</td>
<td>MATH 690 AA</td>
<td>By Arr</td>
<td>2.0 Hrs/Wk</td>
<td>36-311C Frontiera, C.</td>
<td>2.0</td>
</tr>
<tr>
<td>83805</td>
<td>MATH 690 BB</td>
<td>By Arr</td>
<td>1.0 Hr/Wk</td>
<td>36-311C Frontiera, C.</td>
<td>1.0</td>
</tr>
</tbody>
</table>

METEOROLOGY

**METE 100 ELEMENTARY METEOROLOGY**
Study of the atmosphere’s structure, the earth’s heat budget, cloud forms, wind and precipitation. (CSU/UC)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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</thead>
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<tr>
<td>82709</td>
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<td>16-169</td>
<td>Robinson, D.</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**METE 690 SPECIAL PROJECTS**
Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 36, Room 311. Register after the first week of classes.

**Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
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<tbody>
<tr>
<td>83804</td>
<td>METE 690 AA</td>
<td>By Arr</td>
<td>2.0 Hrs/Wk</td>
<td>36-311C Frontiera, C.</td>
<td>2.0</td>
</tr>
<tr>
<td>83805</td>
<td>METE 690 BB</td>
<td>By Arr</td>
<td>1.0 Hr/Wk</td>
<td>36-311C Frontiera, C.</td>
<td>1.0</td>
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</tbody>
</table>

MULTIMEDIA

**MULT 101 WEB READY**
WebReady is a self-paced class based on competency and focused on preparing any college student wishing to successfully take courses which partially or completely use the Web. Students will demonstrate ability to use essential web skills and learn new skills in: web browsing, internet research, email communication, file attachments, file compression, PDF documents, discussion board collaboration, as well as gauge whether the online learning environment is suitable for their learning styles. Credit/No Credit grading. Open entry/Open exit. (CSU)

**ONLINE CLASSES**

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>90022</td>
<td>MULT 101 WO</td>
<td>See pages 92-95</td>
<td>Online-CRS</td>
<td>Bruni, P.</td>
<td>1.0</td>
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</tr>
</tbody>
</table>

**MULT 102 INTRO TO MULTIMEDIA**
Introduces students to the technologies that make up multimedia productions and will cover web, digital audio, digital video. Hardware, software and basic workflow that is used by professionals to create various productions will be introduced. Plus one hour by arrangement per week. **Prerequisite:** ENGL 848 or equivalent. Credit/No Credit or letter grade option.

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>91034</td>
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<td>M</td>
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<td>26-144</td>
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**EVENING CLASSES**

<table>
<thead>
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<th>Course Ref. No.</th>
<th>Class ID</th>
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<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tr>
<td>91035</td>
<td>MULT 102 JA</td>
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<td>1.0</td>
<td>26-172</td>
<td>Sanchez, S.</td>
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</tbody>
</table>

**MULT 113 FUNDAMENTALS OF MAC OS AND FILE MANAGEMENT**
Topics include basic Mac OS functionality, launching and quitting applications, managing files and folders, and system configuration. Students will learn about file management, using various storage devices (external hard drives, USB Flash drives), burning CDs and DVDs, file conversions, and back-up strategies, computer upgrades, and application operability. Plus one hour by arrangement per week. **Recommended Preparation:** eligibility for ENGL 848 or equivalent. Credit/No Credit or letter grade option.

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
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<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>91036</td>
<td>MULT 113 AA</td>
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<td>1.0</td>
<td>27-102</td>
<td>Sanchez, S.</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**MULT 172 DREAMWEAVER**
Covers the web features of Dreamweaver, a popular professional web editing tool. Students will learn to define a web site; layout pages with cascading style sheets; use tables; create rollovers; work with templates, editing tool. Students will learn to define a web site; layout pages with cascading style sheets; use tables; create rollovers; work with templates, editing tool. Students will learn to define a web site; layout pages with cascading style sheets; use tables; create rollovers; work with templates, editing tool. Students will learn to define a web site; layout pages with cascading style sheets; use tables; create rollovers; work with templates, editing tool. Students will learn to define a web site; layout pages with cascading style sheets; use tables; create rollovers; work with templates, editing tool. Students will learn to define a web site; layout pages with cascading style sheets; use tables; create rollovers; work with templates, editing tool.

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<th>Course Ref. No.</th>
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<tr>
<td>91039</td>
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<td>27-102</td>
<td>Bennett, D.</td>
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</tr>
</tbody>
</table>

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**Get online now with WebReady**

an introduction to everything you need to succeed in taking web-based classes.

adapt your learning style to the online environment

customize your browser using its timesaving functions

troubleshoot common problems with email and exchanging documents online

use advanced research techniques on the Internet

Don't just get ready... Get WebReady!
The online course you've always wanted

For more info: (650) 574-6598 or sevastopoulos@smccd.edu
(See course details on this page.)

Multimedia courses continued on next page
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Room</th>
<th>Instructor</th>
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<tr>
<td>MULT 177</td>
<td>91040</td>
<td>T</td>
<td>9:00-11:50</td>
<td>27-102</td>
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<td>MULT 184</td>
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<td>27-102</td>
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<tr>
<td>MULT 178</td>
<td>91037</td>
<td>Th</td>
<td>3:00-5:50</td>
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<td>MULT 192</td>
<td>91041</td>
<td>Th</td>
<td>6:30-9:20</td>
<td>27-102</td>
<td>Sanchez, S.</td>
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</tr>
</tbody>
</table>

**MULT 177 MULTIMEDIA GRAPHICS**
Introduction to professional graphics applications Photoshop and Image Ready. Covers the basics of various graphic file formats as applied to media production for web, digital video and broadcasting. Covers media and web design features as well as workflow between the two applications. Students will complete a functional interface design. Plus one hour by arrangement per week. **Prerequisite:** GRA 120 or equivalent, MULT 102 or equivalent and eligibility for ENGL 848 or equivalent. Credit/No Credit or letter grade option.

**MULT 184 DIGITAL VIDEO**
Covers video fundamentals including video signal analysis, HDTV, and evolution of the technology. Students will learn digital camcorder operation, basic shooting and lighting techniques, and basic editing and exporting. Students will continue their study of digital videos by planning, shooting, editing, and exporting several digital video projects. Students will learn about editing by working with audio, transitions, titling, and motion graphics in their productions. Plus one hour by arrangement per week. **Prerequisite:** MULT 102 or equivalent; eligibility for ENGL 848 or equivalent. **Recommended Preparation:** MULT 113 or equivalent. Credit/No Credit or letter grade option.

**MULT 178 FINAL CUT PRO**
Apple Final Cut Pro is a professional digital video editing application used in television, movies, and via cabling. Students will learn basic capturing, editing, and software functionality. Topics include media management, storyboard editing techniques, advanced video editing principles, audio editing, and timecode modification. Plus one hour by arrangement per week. **Prerequisite:** MULT 184 or equivalent; eligibility for ENGL 848 or equivalent. **Recommended Preparation:** MULT 113 or equivalent. Credit/No Credit or letter grade option.

**MULT 192 DIGITAL AUDIO**
Course covers basic digital audio; analog audio, sound fundamentals, recording equipment, and basic digital audio principles; editing audio and trans-code files and basic mixing, signal flow, and use of effects; basic music production and recording using GarageBand and Peak. Plus one hour by arrangement per week. **Prerequisite:** eligibility for ENGL 848 or equivalent; MULT 102 or equivalent. Credit/No Credit or letter grade option. (CSU)

**MULT 253 MULTIMEDIA DESIGN**
Covers user interface design for website, interactive digital video and interactive Flash production. Explores the various design elements that create a compelling intuitive user interface. Covers visual communication elements to create an entertaining and informative user interface. Students design interactive productions for critique in class. Plus one hour by arrangement per week. **Prerequisite:** MULT 177 or equivalent and eligibility for ENGL 848 or equivalent. Credit/No Credit or letter grade option. (CSU)

**MULT 274 FLASH**
Introduces Flash, which is used to create vector animations with dynamic web content. This course will cover basic animation principles, interactivity, intro to action-script. Flash fundamentals, and basic software functionality. Plus one hour by arrangement per week. **Prerequisite:** MULT 172 or equivalent; eligibility for ENGL 848 or equivalent. **Recommended Preparation:** MULT 113 or equivalent. Credit/No Credit or letter grade option. (CSU)

**MULT 279 FLASH ACTIONSCRIPT**
Focuses on dynamic content design and development with emphasis on actionscript, clip events and smart clips. Students will learn dynamic interface creation for web, Quicktime, Real Player files and devices such as handheld computer devices. Plus one hour by arrangement per week. **Prerequisite:** MULT 274 or equivalent and eligibility for ENGL 848 or equivalent. **Recommended Preparation:** MULT 113 or equivalent. Credit/No Credit or letter grade option.

**MULT 282 AFTER EFFECTS**
Adobe After Effects is a professional motion graphics application used to create animations incorporating digital audio, still images, and other media. Adobe After Effects is used in television and film titling, video game productions, and TV commercials. Topics include software functionality and feature identification, media acquisition, basic animation principles, and basic exporting. Topics include 2D and 3D tools, vector paint tools, keying tools, motion tracking, type animation, and exporting. Plus one hour by arrangement per week. **Prerequisite:** MULT 184 or equivalent and eligibility for ENGL 848 or equivalent. Credit/No Credit or letter grade option. (CSU)

**MULT 292 DVD STUDIO PRO**
Covers the basic DVD principles. Students will be working with Apple’s DVD Studio Pro to learn DVD production, authoring, menus, subtitling, slideshows, and compression. Students will create a final DVD as part of the class. Plus one hour by arrangement per week. **Prerequisite:** MULT 177 or equivalent, MULT 187 or equivalent and eligibility for ENGL 848 or equivalent. **Recommended Preparation:** MULT 113 or equivalent. Credit/No Credit or letter grade option. (CSU)

**MULT 297 PRO TOOLS LE**
Pro Tools LE is a hardware/software solution for digital audio and music production. Students will learn about system capabilities, file management, hardware connectivity, interface basics, and basic editing. Topics include basic recording, including monitoring and overdubs, advanced editing techniques, mixing including signal flow and effects, and basic MIDI integration. Plus one hour by arrangement per week. **Prerequisite:** MULT 192 or equivalent and eligibility for ENGL 848 or equivalent.

**Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.**
Recommended Preparation: MUS 134 or equivalent. Credit/No Credit or letter grade option. (CSU/UC)

MUS 134 HARMONY IV
Continuation of MUS. 133. Prerequisite: MUS 134. Corequisite: concurrent enrollment in MUS. 134. (CSU/UC)

MUS. 202 MUSIC LISTENING AND ENJOYMENT
Survey of the music of Western Civilization. Enhances enjoyment and appreciation of the world’s great music. No musical experience required. Recommended Preparation: eligibility for ENGL 848. (CSU/UC)

MUS. 250 WORLD MUSIC
A course in comparative music styles of various cultures of the world. Explores one or more of the musical styles (popular, folk or classical) of Western Hemisphere, European, Asian and African cultures. Recommended Preparation: eligibility for ENGL 848. (CSU/UC)

TV CLASSES
90475 MUS. 250 TV See pages 95-99 Online-CRS Galindo, G. 3.0

Music courses continued on next page
<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td><strong>MUS. 275 HISTORY OF JAZZ</strong></td>
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<tr>
<td>Jazz since 1900. Emphasizes styles and trends. Attendance required at four jazz performances. <strong>Recommended Preparation:</strong> eligibility for ENGL 848. (CSU/UC)</td>
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<tr>
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<tr>
<td><strong>MUS. 301 PIANO I</strong></td>
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<tr>
<td>Elementary piano instruction. Individual attention, assignments, and performance in a class situation. Designed for those with no previous piano playing experience. Plus two individual practice hours per week. <strong>Prerequisite:</strong> MUS. 301 or equivalent. (CSU/UC)</td>
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<tr>
<td>82746 MUS. 301 AA MWF</td>
<td>9:10 10:00 2-100</td>
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<td>82748 MUS. 301 BB Th</td>
<td>9:45 11:00 2-100</td>
<td>Hoffmann, S.</td>
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<td>10:10 11:00 2-100</td>
<td>Ferguson, C.</td>
<td>1.0</td>
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<tr>
<td><strong>MUS. 302 PIANO II</strong></td>
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<tr>
<td>Continuation of MUS. 301 with performance in a class situation. Plus two individual practice hours per week. <strong>Prerequisite:</strong> MUS. 301 or equivalent. (CSU/UC)</td>
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<tr>
<td>82749 MUS. 302 AA Th</td>
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<td>Hoffmann, S.</td>
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<tr>
<td><strong>MUS. 303 PIANO III</strong></td>
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<tr>
<td>Continuation of MUS. 302. Plus two individual practice hours per week. <strong>Prerequisite:</strong> MUS. 302 or equivalent. (CSU/UC)</td>
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<td>Jackson, J.</td>
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<tr>
<td><strong>MUS. 304 PIANO IV</strong></td>
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<tr>
<td>Continuation of MUS. 303. Plus two individual practice hours per week. <strong>Prerequisite:</strong> MUS. 303 or equivalent. May be taken four times for a maximum of 4 units. (CSU/UC)</td>
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<td><strong>MUS. 371 GUITAR I</strong></td>
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<tr>
<td>Techniques of guitar performance and reading music. Plus two individual practice hours per week. Students must supply their own instruments. (CSU/UC)</td>
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<tr>
<td><strong>EVENING CLASSES</strong></td>
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<tr>
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<tr>
<td><strong>MUS. 372 GUITAR II</strong></td>
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<tr>
<td>Continuation of MUS. 371 with emphasis on solo performance. Plus two individual practice hours per week. Students must supply their own instruments. <strong>Prerequisite:</strong> MUS. 371. (CSU/UC)</td>
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<td><strong>EVENING CLASSES</strong></td>
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<tr>
<td><strong>MUS. 373 GUITAR III</strong></td>
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<tr>
<td>Continuation of MUS. 372 with emphasis on solo performances. Plus two individual practice hours per week. Students must supply their own instruments. <strong>Prerequisite:</strong> MUS. 372. (CSU/UC)</td>
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<td><strong>EVENING CLASSES</strong></td>
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<tr>
<td><strong>MUS. 374 GUITAR IV</strong></td>
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<tr>
<td>Continuation of MUS. 373 with emphasis on solo performances. Plus two individual practice hours per week. Students must supply their own instruments. <strong>Prerequisite:</strong> MUS. 373. May be taken four times for a maximum of 4 units. (CSU/UC)</td>
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</table>
| @ Courses open for audit. 
An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX). | | | | | | |

**MUS. 401 VOICE I**

Elementary vocal instruction through exercises and singing in class. Plus two practice room hours per week. (CSU/UC*)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>83786 MUS. 401 AX Th</td>
<td>11:10 12:25 2-141</td>
<td>Baker, R.</td>
<td>1.0</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**MUS. 402 VOICE II**

Intermediate vocal instruction through exercises and singing in class. Plus two practice room hours per week. **Prerequisite:** MUS. 401 or equivalent. (CSU/UC*)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>83204 MUS. 402 AX Th</td>
<td>11:10 12:25 2-141</td>
<td>Baker, R.</td>
<td>1.0</td>
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</tr>
</tbody>
</table>

**MUS. 403 VOICE III**

Advanced songs and recital performance as ability merits. Plus two practice room hours per week. **Prerequisite:** MUS. 402 or equivalent. (CSU/UC*)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>83208 MUS. 403 AX Th</td>
<td>11:10 12:25 2-141</td>
<td>Baker, R.</td>
<td>1.0</td>
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</tbody>
</table>

**MUS. 404 VOICE IV**

Advanced songs and recital performance as ability merits. Plus two practice room hours per week. **Prerequisite:** MUS. 403 or equivalent. May be taken four times for a maximum of 4 units. (CSU/UC*)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>84167 MUS. 404 AX Th</td>
<td>11:10 12:25 2-141</td>
<td>Baker, R.</td>
<td>1.0</td>
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</table>

**MUS. 430 SYMPHONIC BAND**

Study and performance of music for concert band. Correct playing techniques as well as group performance will be emphasized. Performance is required. **Prerequisite:** demonstration of proficiency. May be taken four times for a maximum of 4 units. (CSU/UC*)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>90418 MUS. 430 AA Th</td>
<td>12:45 2:00 2-100</td>
<td>Galisatus, M.</td>
<td>1.0</td>
<td></td>
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</table>

**MUS. 451 JAZZ WORKSHOP**

Workshop in jazz interpretation and style. Ensemble experience from “blues” to present-day jazz. Credit/No Credit or letter grade option. May be taken four times for a maximum of 4 units. (CSU/UC*)

**EVENING CLASSES**

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>83730 MUS. 451 JA MT</td>
<td>5:30 6:55 2-100</td>
<td>Galisatus, M.</td>
<td>1.0</td>
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</tbody>
</table>

**MUS. 452 REPERTORY JAZZ BAND**

Evening jazz ensemble for the experienced musician. Emphasizes advanced improvisational techniques. **Prerequisite:** demonstration of proficiency in advanced reading and interpretation of jazz styles. Contact Mike Galisatus at 574-6163 about audition requirements. Performance required. May be taken four times for a maximum of 4 units. (CSU/UC*)

**EVENING CLASSES**

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>83732 MUS. 452 JX M</td>
<td>7:00 10:05 2-100</td>
<td>Galisatus, M.</td>
<td>1.0</td>
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</table>

**MUS. 665 AFRO-LATIN PERCUSSION ENSEMBLE**

Course focuses on the myriad techniques (basic through advanced) and rhythms associated with the genre of Afro-Latin music, and is intended to address how percussion and percussive instruments, much like their African prototypes, have been utilized as indispensable tools of artistic and social expression from colonial times to the present. Focus will be centered on but not limited to Afro-Caribbean instruments and forms, their parallel relationships, and the telling socio-political circumstances in which they developed. No previous musical training required. Credit/No Credit grading. (CSU)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
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<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>90413 MUS. 665 AA Th</td>
<td>3:25 6:30 2-100</td>
<td>Santos, J.</td>
<td>1.0</td>
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</tbody>
</table>

**MUS. 665 ADVANCED PIANO STUDIES**

Designed for students who have completed MUS. 304 or equivalent. Focus on advanced piano techniques and repertoire. Credit/No Credit grading. (CSU)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
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<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>91002 MUS. 665 AX W</td>
<td>4:00 6:50 2-100</td>
<td>Jackson, J.</td>
<td>1.0</td>
<td></td>
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</tr>
</tbody>
</table>

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.
MUS. 665 SONGS FOR PEACE: CHORAL MASTERWORKS OF THE 20TH CENTURY
Performance and rehearsal of advanced choral music that focuses on a message of peace. Works include Vaughan Williams’ great Dona Nobis Pacem, a setting poetry by Walt Whitman, and Steven Sametz’s Peace on Earth. The term ends with a sing-along of Handel’s Messiah. **Prerequisite:** demonstration of proficiency. Audition required; see www.masterworks.org for details. Credit/No Credit grading. (CSU)

**EVENING CLASSES**
- 87129 MUS. 665 JA M 7:00 10:05 2-141 Baker, R. 1.0
  By Arr. 2.0 Hrs/Wk 2-141

MUS. 665 ADVANCED JAZZ MUSIC PERFORMANCE
Designed for the experienced jazz musician. Emphasizes advanced reading and interpretation techniques. Contact Mike Galisatus at 574-6163 about audition requirements. Performance required. Credit/No Credit grading. (CSU)

**EVENING CLASSES**
- 90741 MUS. 665 JK M 7:00 10:05 2-100 Galisatus, M. 1.0
  By Arr 1.0 Hrs/Wk

MUS. 665 PENINSULA SYMPHONY: BEETHOVEN
The study, rehearsal, and performance of music for large symphonic orchestra. This course will focus on works by Beethoven. **Prerequisite:** demonstration of advanced proficiency. Credit/No Credit grading. (CSU)

**EVENING CLASSES**
- 90415 MUS. 665 KA T 7:00 10:05 3-175 Klein, M. 1.0
  By Arr 2.0 Hrs/Wk 3-175

MUS. 665 ADVANCED STEEL DRUM BAND
The study, rehearsal, and performance of music for steel drums. Students perfect advanced techniques for performances. **Prerequisite:** demonstration of proficiency on steel drums. Credit/No Credit grading. (CSU)

**EVENING CLASSES**
- 90417 MUS. 665 LA W 7:00 10:05 3-175 Munzenrider, J. 1.0
  By Arr 2.0 Hrs/Wk 3-175

MUS. 690 SPECIAL PROJECTS
Independent study in specific field or topic. Requires approval of Division Dean; Bldg.15, Room 157. Register after the first week of classes. **Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

- 82762 MUS. 690 AA By Arr 2.0 Hrs/Wk 15-157 Staff 2.0
- 82763 MUS. 690 BB By Arr 1.0 Hr/Wk 15-157 Staff 1.0

MUS. 800 COMPUTER-ASSISTED INSTRUCTION IN MUSIC
Designed primarily for students enrolled in MUS. 100, 101, 102, 103, 104, 131, 132, 133, or 134, to improve their skills in music theory and musicianship through Computer-Assisted Instruction in Music. No previous computer experience required. To increase competency, may be taken four times for a maximum of 2 units.

- 84955 MUS. 800 AA By Arr 1.5 Hrs/Wk 2-208 Bobrowski, C. .5

**ELECTRONIC MUSIC**

MUS. 290 ELECTRONIC MUSIC I
Introductory course in the use and implementation of MIDI (Musical Instrument Digital Interface) musical instruments, including interfacing with computers and MIDI software. Ability to read music is desirable but not essential. (CSU)

- 84111 MUS. 290 AA T 11:10 1:15 2-202 Bobrowski, C. 3.0
  Th 11:10 2:15 2-109

MUS. 292 SOUND CREATION: SAMPLING AND SYNTHESIS
Creating original sounds for composition, live performance, and sound effects. Practical musical instruction on fully utilizing the technical and artistic potential of samplers and synthesizers. **Prerequisite:** MUS. 290 or equivalent. Credit/No Credit or letter grade option. (CSU)

- 86158 MUS. 292 AA M 11:10 1:15 2-203 Bobrowski, C. 3.0
  W 11:10 2:15 2-109

**NURSING**

NURS 211 INTRODUCTION TO NURSING
Principles, facts, concepts and skills basic to nursing care. Experience in health care facilities correlated with classroom instruction. Plus two hours per week. **Prerequisite:** Admission to the A.S. Degree Nursing Program. Corequisite: concurrent enrollment in NURS 215. (CSU)

- 82765 NURS 211 AX MTh 2:10 4:00 19-121 Smith, E. 4.5
  TW 7:00 12:50 HS
- M 10:30 1:20 23-174
  Start and end dates for section 82765: 8/23 10/19
- 83293 NURS 211 BX MTh 2:10 4:00 19-121 Smith, E. 4.5
  TW 7:00 12:50 HS
  Th 7:40 10:30 23-174
  Start and end dates for section 83293: 8/23 10/19
- 83297 NURS 211 CX MTh 2:10 4:00 19-121 Smith, E. 4.5
  TW 7:00 12:50 HS
  Th 10:40 1:30 23-174
  Start and end dates for section 83297: 8/23 10/19
- 88587 NURS 211 DX MTh 2:10 4:00 19-121 Smith, E. 4.5
  ThF 7:00 12:50 HS
  M 5:30 8:30 23-174
  Start and end dates for section 88587: 8/23 10/19
- 89657 NURS 211 EX MTh 2:10 4:00 19-121 Smith, E. 4.5
  ThF 7:00 12:50 HS
  T 9:10 12:00 23-174
  Start and end dates for section 89657: 8/23 10/19

NURS 212 CONCEPTS OF HOMEOSTASIS IN NURSING
Principles, facts, concepts and skills basic to nursing care using the nursing process to promote homeostasis. Includes experiences in health care facilities. Plus two hours per week. **Prerequisite:** NURS 211 with a grade of C or higher. Corequisite: concurrent enrollment in NURS 215. (CSU)

- 82766 NURS 212 AX MTh 2:10 4:00 19-121 Isaeff, T. 4.5
  TW 7:00 12:50 HS
  M 10:30 1:20 23-174
  Start and end dates for section 82766: 10/22 12/17
- 83310 NURS 212 BX MTh 2:10 4:00 19-121 Isaeff, T. 4.5
  TW 7:00 12:50 HS
  Th 7:40 10:30 23-174
  Start and end dates for section 83310: 10/22 12/17
- 83311 NURS 212 CX MTh 2:10 4:00 19-121 Isaeff, T. 4.5
  TW 7:00 12:50 HS
  Th 10:40 1:30 23-174
  Start and end dates for section 83311: 10/22 12/17
- 88590 NURS 212 DX MTh 2:10 4:00 19-121 Isaeff, T. 4.5
  ThF 6:50 12:40 HS
  M 5:30 8:30 23-174
  Start and end dates for section 88590: 10/19 12/17
- 89658 NURS 212 EX MTh 2:10 4:00 19-121 Isaeff, T. 4.5
  ThF 7:30 12:30 HS
  T 9:10 12:00 23-174
  Start and end dates for section 89658: 10/20 12/17
  Sun 7:30 7:30 HS

Start and end dates for section 89658: 10/20 12/17

Nursing courses continued on next page
### NURS 215 NURSING SKILLS LAB I

Provides for nursing skill development and competency testing for skills identified for concurrent nursing courses. Extra supplies may be required. **Prerequisite:** Admission to the A.S. Degree Nursing Program. Corequisite: concurrent enrollment in NURS 211 and 212. Credit/No Credit grading.

<table>
<thead>
<tr>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>84950 NURS 215 AA</td>
<td>M</td>
<td>12:00</td>
<td>1:20</td>
<td>23-173</td>
<td>Isaeif, T.</td>
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<tr>
<td>84951 NURS 215 AB</td>
<td>M</td>
<td>4:01</td>
<td>5:15</td>
<td>23-173</td>
<td>Isaeif, T.</td>
</tr>
<tr>
<td>88594 NURS 215 AC</td>
<td>T</td>
<td>2:45</td>
<td>4:00</td>
<td>23-173</td>
<td>Isaeif, T.</td>
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<tr>
<td>89659 NURS 215 AD</td>
<td>F</td>
<td>7:30</td>
<td>9:00</td>
<td>23-174</td>
<td>Wieser, P.</td>
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</tbody>
</table>

### NURS 231 PSYCHIATRIC NURSING

Theory and clinical experience in the care of adults with emotional illnesses. Plus two hours per week. **Prerequisite:** NURS 222 with a grade of C or higher. Corequisite: concurrent enrollment in NURS 235. (CSU)

82767 NURS 231 AX | MTh | 2:10 | 4:30 | 18-306 | Ryan, J. | 5.0 |
82768 NURS 231 AX | MTh | 7:00 | 2:15 | HS | Ryan, J. | 5.0 |
Start and end dates for section 82767: 8/27 10/18
Start and end dates for section 82768: 8/27 10/18

83321 NURS 231 BX | MTh | 2:10 | 4:30 | 18-306 | Ryan, J. | 5.0 |
83322 NURS 231 CX | MTh | 2:10 | 4:30 | 18-306 | Ryan, J. | 5.0 |
83324 NURS 231 EX | MTh | 2:10 | 4:30 | 18-306 | Ryan, J. | 5.0 |
89813 NURS 231 DX | MTh | 2:10 | 4:30 | 18-306 | Ryan, J. | 5.0 |
90118 NURS 231 EX | MTh | 3:00 | 10:15 | HS | Ryan, J. | 5.0 |
Start and end dates for section 89813: 8/27 10/18
Start and end dates for section 90118: 8/27 10/18

### NURS 232 MEDICAL/SURGICAL NURSING

Theory and clinical experience in the care of patients with complex health needs. Plus two hours per week. **Prerequisite:** NURS 231 with a grade of C or higher. Corequisite: concurrent enrollment in NURS 235. (CSU)

82768 NURS 232 AX | MTh | 2:10 | 4:25 | 18-306 | Staff | 5.0 |
82769 NURS 232 AX | MTh | 7:00 | 2:15 | HS | Staff | 5.0 |
Start and end dates for section 82768: 10/22 12/17
Start and end dates for section 82769: 10/22 12/17

83331 NURS 232 BX | MTh | 2:10 | 4:25 | 18-306 | Staff | 5.0 |
83332 NURS 232 CX | MTh | 2:10 | 4:25 | 18-306 | Staff | 5.0 |
83333 NURS 232 DX | MTh | 2:10 | 4:25 | 18-306 | Staff | 5.0 |
89822 NURS 232 DX | MTh | 7:00 | 2:15 | HS | Staff | 5.0 |
Start and end dates for section 83331: 10/22 12/17
Start and end dates for section 83332: 10/22 12/17
Start and end dates for section 83333: 10/22 12/17
Start and end dates for section 89822: 10/22 12/17

### NURS 235 NURSING SKILLS LAB III

Provides for nursing skill development and competency testing for skills identified for concurrent nursing courses. **Prerequisite:** NURS 222 or equivalent with a grade of C of higher. Corequisite: concurrent enrollment in NURS 231 and 232. Credit/No Credit grading. Extra supplies may be required.

84952 NURS 235 AA | M | 10:30 | 11:50 | 23-173 | Isaeif, T. | .5 |
84953 NURS 235 AB | Th | 10:30 | 11:45 | 23-173 | Ryan/Lindsey | .5 |
88594 NURS 235 AC | W | 3:00 | 4:15 | 23-173 | Isaeif, T. | .5 |
89823 NURS 235 AD | Th | 12:10 | 1:25 | 23-173 | Ryan/Lindsey | .5 |

### NURS 666 CAREERS IN NURSING

This course provides an overview of nursing roles, educational requirements, responsibilities, job opportunities and settings for nursing practice. The course is designed for potential nursing majors and non-nursing majors. Students are required to attend both Saturday and Sunday classes. Credit/No Credit grading. (CSU)

**SUNDAY CLASSES**

8954 NURS 666 S1 | Sun | 9:00 | 5:00 | 23-173 | Isaeif, T. | 1.0 |
Start and end dates for section 8954: 9/9 9/9

89019 NURS 666 U1 | Sun | 9:00 | 5:00 | 22-140 | Isaeif, T. | 1.0 |
Start and end dates for section 89019: 9/22 9/23

### NURS 690 SPECIAL PROJECTS

Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 36, Room 311. Register after the first week of classes. **Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

83806 NURS 690 AA | By Arr | 2.0 Hrs/Wk | 36-311C | Frontiera, C. | 2.0 |
83807 NURS 690 BB | By Arr | 1.0 Hrs/Wk | 36-311C | Frontiera, C. | 1.0 |

### NURS 881 OPEN SKILLS LABORATORY

91065 NURS 881 AO | By Arr | 14.0 Hrs/Wk | 23-174 | Isaeif, T. | 0.0 |

### OCEANOGRAPHY

#### OCEN 100 OCEANOGRAPHY

Introduction to marine geology, chemistry, and biology. Includes the hydrologic cycle and properties of sea water and marine organisms; currents, waves, tides, coastal processes, and ecology of the ocean; continental drift and seafloor spreading. One or more field trips may be required. Plus one hour by arrangement per week. (CSU/UC)

82772 OCEN 100 AA | TTh | 9:45 | 11:00 | 36-109 | Marymont, R. | 3.0 |
83835 OCEN 100 AB | TTh | 11:10 | 12:25 | 36-109 | Marymont, R. | 3.0 |

#### EVENING CLASSES

85309 OCEN 100 JA | T | 6:30 | 9:35 | 36-109 | Galloway, J. | 3.0 |

#### OCEN 101 OCEANOGRAPHY LABORATORY/FIELD STUDY

Lab exercises in ocean currents, sedimentation, marine life forms, materials of the oceanic crust and sea floor and physical and chemical properties of sea water and plate tectonics. Field trips required. Plus one hour by arrangement per week. **Prerequisite:** concurrent enrollment in or completion of OCEN 100 with a grade of C or higher. (CSU/UC)

82774 OCEN 101 AA | TTh | 6:30 | 9:35 | 36-109 | Marymont, R. | 3.0 |
82777 OCEN 101 AB | TTh | 9:45 | 11:00 | 36-109 | Marymont, R. | 3.0 |

#### EVENING CLASSES

85485 OCEN 101 JA | Th | 6:30 | 9:35 | 36-119 | Galloway, J. | 3.0 |
85679 OCEN 101 JB | Th | 10:15 | 12:30 | 36-119 | Galloway, J. | 3.0 |

#### OCEN 690 SPECIAL PROJECTS

Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 36, Room 311. Register after the first week of classes. **Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

83777 OCEN 690 AA | By Arr | 2.0 Hrs/Wk | 36-311C | Frontiera, C. | 2.0 |
83778 OCEN 690 BB | By Arr | 1.0 Hrs/Wk | 36-311C | Frontiera, C. | 1.0 |

### PALEONTOLOGY

#### PALN 110 GENERAL PALEONTOLOGY

Evolution of life through the past 3.8 billion years of earth history. Includes the study of fossils as evidence of the history of life; animals and plants related to modern and ancient environments; methods of interpreting the fossil record; and the impact of drifting continents on speciation and adaptation. (CSU/UC)
PHILOSOPHY

**PHIL 100 INTRODUCTION TO PHILOSOPHY**

An introductory survey of philosophical questions and points of view from classical and contemporary perspectives. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC) (CAN PHIL 2)

<table>
<thead>
<tr>
<th>Course No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>88566</td>
<td>PHIL 103 AB</td>
<td>TTh</td>
<td>9:10 12:25</td>
<td>18-204</td>
<td>Ball, J.</td>
<td>3.0</td>
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<tr>
<td>88566</td>
<td>PHIL 103 CRITICAL THINKING</td>
<td>TTh</td>
<td>9:10 12:25</td>
<td>18-204</td>
<td>Ball, J.</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**PHIL 244 CONTEMPORARY SOCIAL AND MORAL ISSUES**

Analysis of contemporary moral issues including abortion, euthanasia, business ethics, punishment, drug use, war and terrorism. **Recommended Preparation:** ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

<table>
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<tr>
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<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>88566</td>
<td>PHIL 244 AA</td>
<td>TTh</td>
<td>9:10 12:25</td>
<td>18-204</td>
<td>Danielson, D.</td>
<td>3.0</td>
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<tr>
<td>88566</td>
<td>PHIL 244 BA</td>
<td>MWF</td>
<td>11:10 12:00</td>
<td>18-204</td>
<td>Schwartz, R.</td>
<td>3.0</td>
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</table>

**PHIL 300 INTRODUCTION TO WORLD RELIGIONS**

Survey of major contemporary Eastern and Western religions. Includes theories, practices, history, and leaders of each religion studied. Emphasizes the similarities behind the differences between various religions. **Recommended Preparation:** eligibility for ENGL 100 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

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<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tr>
<td>88567</td>
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<td>11:10 12:25</td>
<td>14-207</td>
<td>Johnson, R.</td>
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**PHIL 690 SPECIAL PROJECTS**

Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 15, Room 169. Register after the first week of classes. **Prerequisite:** 3.0 GPA in subject field and completion of at least two college-level courses in subject field. (SU)

<table>
<thead>
<tr>
<th>Course No.</th>
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<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>88723</td>
<td>PHIL 690 AA</td>
<td>By Arr</td>
<td>2.0 Hrs/Wk</td>
<td>15-169</td>
<td>Staff</td>
<td>2.0</td>
</tr>
<tr>
<td>88734</td>
<td>PHIL 690 BB</td>
<td>By Arr</td>
<td>1.0 Hr/Wk</td>
<td>15-169</td>
<td>Staff</td>
<td>1.0</td>
</tr>
</tbody>
</table>

**PHYSICAL EDUCATION**

**ADAPTED**

See Gym Bulletin Board for location of first class meeting.

**ADAP 100 ADAPTED AQUATICS**

Offered primarily for students with physical limitations. Increase range-of-motion through water exercise. Plus one lab hour by arrangement per week. Credit/No Credit grading. May be repeated according to results of individual testing. (CSU/UC*)

<table>
<thead>
<tr>
<th>Course No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>89635</td>
<td>PHIL 100 TV</td>
<td>See pages 95-99</td>
<td>POOL</td>
<td>Schmidt, M.</td>
<td>3.0</td>
<td></td>
</tr>
</tbody>
</table>

**ADAP 110 ADAPTED GENERAL CONDITIONING**

Offered primarily for students with physical limitations. Therapeutic exercise to develop muscular endurance. Plus one lab hour by arrangement per week. Credit/No Credit grading. May be repeated according to results of individual testing. (CSU/UC*)

<table>
<thead>
<tr>
<th>Course No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
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</tr>
</thead>
<tbody>
<tr>
<td>88723</td>
<td>PHIL 690 AA</td>
<td>By Arr</td>
<td>2.0 Hrs/Wk</td>
<td>15-169</td>
<td>Staff</td>
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</tr>
<tr>
<td>88734</td>
<td>PHIL 690 BB</td>
<td>By Arr</td>
<td>1.0 Hr/Wk</td>
<td>15-169</td>
<td>Staff</td>
<td>1.0</td>
</tr>
</tbody>
</table>

**ADAP 140 ADAPTED CIRCUIT WEIGHT TRAINING**

Offered primarily for students with physical limitations. Use of fitness equipment to develop muscular endurance. Plus one lab hour by arrangement per week. Credit/No Credit grading. May be repeated according to results of individual testing. (CSU/UC*)

<table>
<thead>
<tr>
<th>Course No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>88723</td>
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<td>By Arr</td>
<td>2.0 Hrs/Wk</td>
<td>15-169</td>
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<td>88734</td>
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<td>By Arr</td>
<td>1.0 Hr/Wk</td>
<td>15-169</td>
<td>Staff</td>
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</tbody>
</table>

**ADAP 155 ADAPTED BACK CARE**

Designed for students who would like to improve their back health, this course includes structure of the healthy spine, common deviations and back injuries, and proper body mechanics. Students participate in flexibility training and a progressive exercise program to build muscle strength and correct posture and learn how to perform daily living activities while maintaining back health. Plus one lab hour by arrangement per week. Credit/No Credit grading. May be repeated according to results of individual testing. (CSU/UC*)

<table>
<thead>
<tr>
<th>Course No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>88723</td>
<td>PHIL 690 AA</td>
<td>By Arr</td>
<td>2.0 Hrs/Wk</td>
<td>15-169</td>
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<tr>
<td>88734</td>
<td>PHIL 690 BB</td>
<td>By Arr</td>
<td>1.0 Hr/Wk</td>
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<td>Staff</td>
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</tbody>
</table>

**ADAP 175 ADAPTED EVALUATION**

Designed to assess physical ability and prescribe exercise programs for students enrolled in adapted P.E. classes. Credit/No Credit grading. (CSU)

<table>
<thead>
<tr>
<th>Course No.</th>
<th>Class ID</th>
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<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<td>By Arr</td>
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<td>15-169</td>
<td>Staff</td>
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</tr>
<tr>
<td>88734</td>
<td>PHIL 690 BB</td>
<td>By Arr</td>
<td>1.0 Hr/Wk</td>
<td>15-169</td>
<td>Staff</td>
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</tbody>
</table>

**ADAP 182 ADAPTED SPORTS**

Sports for students with and without physical disabilities. Sport modifications will be used to help integrate students with different physical abilities. Previous knowledge of adapted sports is not required. Plus one hour by arrangement per week. Credit/No Credit grading. (CSU)

<table>
<thead>
<tr>
<th>Course No.</th>
<th>Class ID</th>
<th>Days</th>
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<th>Bldg/Room</th>
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<th>Units</th>
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<tbody>
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<td>By Arr</td>
<td>1.0 Hr/Wk</td>
<td>15-169</td>
<td>Staff</td>
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</tr>
</tbody>
</table>

(CSU) Transferable to California State Universities  
(UC) Transferable to University of California
<table>
<thead>
<tr>
<th>Course Ref. No.</th>
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<th>Bldg/Rm</th>
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</thead>
<tbody>
<tr>
<td>AQUA 109</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>INTERMEDIATE SWIMMING AND BEGINNING WATER POLO</td>
<td>Instruction in the basic swimming strokes, water polo fundamentals, and intra-class competition. Introduction to basic strategies and water polo rules. Plus one lab hour by arrangement per week. <strong>Prerequisite:</strong> ability to swim comfortably in deep water. To increase competency, may be taken four times. <em>(CSU/UC)</em></td>
<td>81729 AQUA 109 DX TTh 9:35 10:50 POOL Wright, R.</td>
<td>1.0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DANC 131 JAZZ DANCE I</td>
<td>Beginning techniques in jazz-stage, jazz movements, fast jazz, jazz rock, and blues; plus various other jazz combinations. Plus one lab hour by arrangement per week. <em>(CSU/UC)</em></td>
<td>83148 DANC 131 AX MWF 9:10 10:00 8-203 Barnes, K.</td>
<td>1.0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DANC 141 BEGINNING BALLET I</td>
<td>Beginning study of ballet techniques and style, including barre, center floor and dance variations. Explores modern ballet works. Plus one lab hour by arrangement per week. <strong>Prerequisite:</strong> DANC 141. To increase competency, may be taken three times. <em>(CSU/UC)</em></td>
<td>89827 DANC 141 AX TTh 9:35 10:50 8-203 Eggert, H.</td>
<td>1.0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DANC 143 INTERMEDIATE BALLET II</td>
<td>Continuation of DANC 141, concentrating on barre, center floor, and dance variations. Explores classic ballet works. Plus one lab hour by arrangement per week. <strong>Prerequisite:</strong> DANC 141. To increase competency, may be taken three times. <em>(CSU/UC)</em></td>
<td>89828 DANC 143 AX TTh 9:35 10:50 8-203 Eggert, H.</td>
<td>1.0</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>DANC 680 SWING DANCE</td>
<td>A class for all levels of ability. Beginners especially encouraged to register. No partners required. Plus one lab hour by arrangement per week. Credit/No Credit or letter grade option. <em>(CSU)</em></td>
<td>91308 DANC 680 MA M 6:00 7:15 8-203 Walton, J.</td>
<td>.5</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>DANC 682 HIP HOP</td>
<td>Beginning and intermediate hip-hop dance techniques, patterns, routines, choreography and improvisational group projects and presentations. Credit/No Credit or letter grade option. <em>(CSU)</em></td>
<td>89666 DANC 683 AA MWF 9:10 10:00 8-202 Eggert, H.</td>
<td>1.0</td>
<td></td>
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</tr>
</tbody>
</table>

@ Courses open for audit.  
An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).
### DANC 684 TAP DANCE
Beginning and intermediate tap dance techniques, patterns, routines, choreography and improvisational group projects/presentations. Plus one lab hour by arrangement per week. Credit/No Credit or letter grade option. (CSU/UC)

**EVENING CLASSES**

<table>
<thead>
<tr>
<th>Ref. No.</th>
<th>Course ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/ Room</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>91342</td>
<td>FITN 195 AO</td>
<td>As Arr</td>
<td>2-10 Hrs/Wk</td>
<td>TRAK</td>
<td>Sewart, A.</td>
<td>.5-1.5</td>
</tr>
</tbody>
</table>

### DANC 685 DANCE PRODUCTION
Preparation of repertory or new dance works culminating in a performance. Includes individual rehearsal and choreographic studio work as well as group discussions critiquing existing works. Recommended Preparation: one semester of dance, or equivalent. Credit/No Credit grading. Open entry/open exit.

<table>
<thead>
<tr>
<th>Ref. No.</th>
<th>Course ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/ Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>91312</td>
<td>DANC 685 MA</td>
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<td>1:30</td>
<td>3:20</td>
<td>Eggert, H.</td>
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</tbody>
</table>

### DANC 688 INTERMEDIATE SOCIAL DANCE
An overview course in Social Dance that goes beyond the basics. Learn variations in Latin, Swing, Waltz and other dance styles with partners who have graduated from the basic levels. No partner required. Plus one lab hour by arrangement per week. Credit/No Credit or letter grade option. Prerequisite: Social Dance. To increase competency, may be taken four times.

**EVENING CLASSES**

<table>
<thead>
<tr>
<th>Ref. No.</th>
<th>Course ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/ Room</th>
<th>Instructor</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>90628</td>
<td>FITN 681 BA</td>
<td>W</td>
<td>4:00</td>
<td>5:30</td>
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<td>.5</td>
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</tbody>
</table>

### FITN 116 BODY CONDITIONING
Individual flexibility, agility, strength and aerobic fitness. Plus one lab hour by arrangement per week. To increase competency, may be taken four times. (CSU/UC)

<table>
<thead>
<tr>
<th>Ref. No.</th>
<th>Course ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/ Room</th>
<th>Instructor</th>
<th>Units</th>
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<tr>
<td>90992</td>
<td>FITN 116 AA</td>
<td>MWF</td>
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<td>10:00</td>
<td>Owens, L.</td>
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<tr>
<td>91018</td>
<td>FITN 116 BA</td>
<td>TTh</td>
<td>9:35</td>
<td>10:50</td>
<td>Warner, M.</td>
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</tr>
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</table>

### FITN 136 LOW IMPACT AEROBICS
TELECOURSE: "Sit and be Fit" is a series of programs designed for students desiring an exercise program at an easier pace. Concentrates on developing and strengthening muscle groups as well as overall stretching. Credit/No Credit or letter grade option. To increase or maintain conditioning this class may be taken three times. (CSU)

TV CLASSES

<table>
<thead>
<tr>
<th>Ref. No.</th>
<th>Course ID</th>
<th>Days</th>
<th>Hours</th>
<th>Credit/No Credit grading.</th>
<th>Open entry/open exit.</th>
</tr>
</thead>
<tbody>
<tr>
<td>90474</td>
<td>FITN 680 TV</td>
<td>See pages 95-99</td>
<td>TV-CRS</td>
<td>Walker, L.</td>
<td>.0</td>
</tr>
</tbody>
</table>

### FITN 205 WEIGHT CONDITIONING
Individualized weight conditioning for all levels of ability using specialized machines and free weights. Instruction on safety, form, technique, and muscle development. Increase muscle strength, tone, and endurance. Plus one lab hour by arrangement per week. Recommended Preparation: recent physical examination. To increase competency, may be taken four times. (CSU)

<table>
<thead>
<tr>
<th>Ref. No.</th>
<th>Course ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/ Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>86011</td>
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<td>MWF</td>
<td>10:10</td>
<td>11:00</td>
<td>NAUT</td>
<td>Borg, N.</td>
</tr>
<tr>
<td>86013</td>
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<td>MWF</td>
<td>12:10</td>
<td>1:00</td>
<td>NAUT</td>
<td>Mangan, J.</td>
</tr>
</tbody>
</table>

### FITN 235 CROSS TRAINING BOOT CAMP
Cross training for students who wish to develop an overall body workout to achieve personal fitness goals. Cross utilizes various exercise stations to produce aerobic, anaerobic and flexibility fitness.

<table>
<thead>
<tr>
<th>Ref. No.</th>
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<th>Hours</th>
<th>Bldg/ Room</th>
<th>Instructor</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
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<td>FITN 235 AA</td>
<td>MWF</td>
<td>9:10</td>
<td>10:00</td>
<td>Schmidt, M.</td>
<td>1.0</td>
</tr>
</tbody>
</table>

### FITN 680 CLASSICAL STRETCH: THE ESMONDE TECHNIQUE
This course is designed to improve fitness and overall knowledge of the process of physical conditioning. The progressive aerobic and physical conditioning program is designed to improve musculature while teaching proper posture and flexibility for daily living activities. Plus one hour by arrangement per week. Recommended Preparation: eligibility for ENGL 484 or equivalent. To increase or maintain conditioning, may be repeated three times. (CSU)

TV CLASSES

<table>
<thead>
<tr>
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<th>Course ID</th>
<th>Days</th>
<th>Hours</th>
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</tr>
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<tbody>
<tr>
<td>90474</td>
<td>FITN 680 TV</td>
<td>See pages 95-99</td>
<td>TV-CRS</td>
<td>Walker, L.</td>
<td>.0</td>
</tr>
</tbody>
</table>

### FITN 681 TRACK AEROBICS
Designed to increase the student's personal fitness through a comprehensive stretching, jogging and/or walking program. Instruction includes: proper stretching techniques, proper training, principles, correct walking/jogging techniques and heart rate monitoring to assist student in developing a realistic cardiovascular program. Upon completion of the course the student will be able to successfully design and implement a stretching and cardiovascular training program. (CSU)

<table>
<thead>
<tr>
<th>Ref. No.</th>
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<th>Hours</th>
<th>Bldg/ Room</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>90635</td>
<td>FITN 681 BA</td>
<td>W</td>
<td>4:00</td>
<td>5:30</td>
<td>Sewart, A.</td>
<td>.5</td>
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</table>

### FITN 334 YOGA
A fitness class using yoga postures to increase flexibility and strength, to improve balance and posture, and to learn breathing techniques to relax the mind and body. This class is appropriate for all ages and abilities. Plus one lab hour by arrangement per week. Credit/No Credit or letter grade option. (CSU)

<table>
<thead>
<tr>
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<th>Bldg/ Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
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<td>91335</td>
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<td>MWF</td>
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<td>Eggert, H.</td>
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<td>91336</td>
<td>FITN 334 BA</td>
<td>TTh</td>
<td>8:10</td>
<td>9:25</td>
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<tr>
<td>91337</td>
<td>FITN 334 CA</td>
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<td>91338</td>
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<td>MW</td>
<td>12:10</td>
<td>1:25</td>
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<td>91339</td>
<td>FITN 334 DB</td>
<td>TTh</td>
<td>1:10</td>
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<td>Staff</td>
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</table>

### FITN 687 PILATES
An anaerobic method of conditioning the body designed to stretch, strengthen and balance, while improving posture and toning throughout.

<table>
<thead>
<tr>
<th>Ref. No.</th>
<th>Course ID</th>
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<th>Bldg/ Room</th>
<th>Instructor</th>
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<tr>
<td>90965</td>
<td>FITN 687 AA</td>
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<td>10:10</td>
<td>11:00</td>
<td>Barnes, K.</td>
<td>1.0</td>
</tr>
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</table>

### FITN 195 FITNESS LAB
Weight training, flexibility, and aerobic conditioning for students who wish to develop their own program to achieve fitness goals. Designed to allow the student flexibility in selecting a training schedule by offering open lab time. Plus one lab hour by arrangement per week. Students will be required to keep a daily exercise log for the semester. Credit/No Credit or letter grade option. Open entry/open exit and variable units. (CSU)

Fitness Lab (91342) is open Monday through Friday, 7:30-9:30 a.m. Fitness Lab (91343) is open Monday through Thursday, 5:30-7:35 p.m.

<table>
<thead>
<tr>
<th>Ref. No.</th>
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<th>Units</th>
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<tbody>
<tr>
<td>91342</td>
<td>FITN 195 AO</td>
<td>By Arr</td>
<td>2-10 Hrs/Wk</td>
<td>8-117</td>
<td>Borg, N.</td>
<td>.5-1.5</td>
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### TV CLASSES

<table>
<thead>
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<th>Ref. No.</th>
<th>Course ID</th>
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<th>Hours</th>
<th>Bldg/ Room</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
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<td>91343</td>
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<td>By Arr</td>
<td>2-10 Hrs/Wk</td>
<td>8-117</td>
<td>Barrilleaux, A.</td>
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</tbody>
</table>

(CSU) Transferable to California State Universities
(UC) Transferable to University of California
### PHYSICAL EDUCATION

#### Course Ref. No. Class ID Days Hours Bldg/Room Instructor Units

<table>
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<tr>
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<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<td>91344</td>
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<td>8:10-9:25</td>
<td>8-B1</td>
<td>Williams, D.</td>
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<td>MWF</td>
<td>9:10-10:00</td>
<td>8-B1</td>
<td>Borg, N.</td>
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<tr>
<td>91346</td>
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<td>MWF</td>
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<td>8-B1</td>
<td>Schmidt, M.</td>
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<tr>
<td>91347</td>
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<td>MWF</td>
<td>12:10-1:00</td>
<td>8-B1</td>
<td>Schmidt, M.</td>
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</table>

**FITN 301 SPINNING®**

Spinning includes ongoing technique, proper bike set-up, body positioning, terminology, gearing, cadence, race strategies, breathing, mind training, injury prevention/management, flexibility, hydration and nutrition. Designed for both the beginner spinner as well as advanced spinners which allows all who participate to spin at their own maximum capacity. Credit/No Credit or letter grade option. (CSU)

91342 FITN 301 LA | TTh  | 6:00-7:15 | 8-B1 | Staff | 1.0 |

**INDIVIDUAL SPORTS**

See Gym Bulletin Board for location of first class meeting.

**INDV 120 BADMINTON**

Emphasis on skill techniques, proper footwork, rules of play, strategies, doubles and singles play for various skill levels. Tournaments in singles and doubles. Plus one lab hour by arrangement per week. To increase competency, may be taken four times. (CSU/UC*)

84239 INDV 120@ BA | MWF  | 11:10-12:00 | 8-201 | Warner, M. | 1.0 |

**INDV 160 GOLF**

Techniques, rules, etiquette, and philosophy for beginning golfers. Plus one lab hour by arrangement per week. To increase competency, may be taken four times. (CSU/UC*)

83743 INDV 160@ AA | MWF  | 10:10-11:00 | TURF | Williams, D. | 1.0 |

**INDV 252 BEGINNING/INTERMEDIATE TENNIS**

Instruction in skills of service, forehand and backhand strokes. Rules of play, net play, and doubles tournaments. Plus one lab hour by arrangement per week. (CSU/UC*)

90629 INDV 252 BX | TTh  | 11:10-12:25 | TENN | Warner, M. | 1.0 |

@ Courses open for audit.

An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

### P.E. 102 THEORY OF DEFENSIVE FOOTBALL

Defensive formations and strategies, scouting and game preparation, study of each defensive position. (CSU/UC*)

91350 P.E. 102 AA | MWF  | 2:10-3:00 | FTBL | Pollack, B. | 3.0 |

### P.E. 120 FIRST AID/CPR (ADULT, CHILD AND INFANT)

Recognizing and caring for breathing and cardiac emergencies for adults, children and infants; identifying and caring for life-threatening bleeding, sudden illness and injuries, heart disease prevention. This course is taught in compliance with the American Red Cross. Credit/No Credit or letter grade option. (CSU)

91290 P.E. 120 A1 | TTh  | 10:10-11:00 | 8-B2 | Schmidt, M. | 1.0 |

### P.E. 135 INTRODUCTION TO COLLEGE AND INTERCOLLEGIATE ATHLETICS

This course is designed to educate students on how to get organized, how to take effective notes, and how to prepare for tests and quizzes. Provides organization skills for a lifetime. Teaches attitude development while building self-esteem. The course also addresses athletic eligibility and transfer requirements.

91351 P.E. 135 AA | MW  | 1:10-2:00 | Pollack, B. | 2.0 |

91352 P.E. 135 AB | TTh  | 1:10-2:00 | Pollack, B. | 2.0 |

NOTE: P.E. 135 AA is linked with ENGL 828 BA (82326) as part of the Learning Community: Writing in the End Zone I. Students must enroll in both sections as linked. See page 62 for the Learning Community description.

### P.E. 810 ADAPTED P.E. ASSISTANT LAB

Students work as teaching assistants in Adapted P.E. classes. Open entry/open exit. Variable units.

82784 P.E. 810 AO | By Arr 3-9 Hrs/Wk | 8-113 | Staff | 1.0-3.0 |

### TEAM SPORTS

See Gym Bulletin Board for location of first class meeting.

### TEAM 105 ADVANCED BASEBALL

Training class for prospective varsity baseball participants. Plus one lab hour per week. Recommended Preparation: interscholastic baseball or equivalent. Open entry/open exit. Variable units. To increase competency, may be taken four times. (CSU/UC*)

Advanced Baseball is open Mondays, Wednesdays and Fridays, 1:10-4:00 p.m. and Tuesdays and Thursdays, 12:30-3:00 p.m.

83042 TEAM 105 AO | By Arr 2-14 Hrs/Wk | DIAM | Vogel/Williams | .5-4.0 |

### TEAM 110 BASKETBALL

Basketball for students with previous experience. Techniques in offensive and defensive play. Round-robin team play, concluding with tournament play. Plus one lab hour by arrangement per week. Recommended Preparation: high school team play or equivalent. To increase competency, may be taken four times. (CSU/UC*)

83749 TEAM 110 AA | MWF  | 12:10-1:00 | 8-201 | Warner, M. | 1.0 |
TEAM 118 ADVANCED BASKETBALL: WOMEN
Designed as a training class for women interested in participating on the women's varsity basketball team. Plus one lab hour per week. Recommended Preparation: interscholastic basketball or the equivalent. To increase competency, may be taken four times. (CSU/UC*)

83059 TEAM 300 AO By Arr 15.0 Hrs/Wk 8-201 Warner, M.  .5-1.0
Start and end dates for section 83059: 10/15 12/21

TEAM 120 VARSITY CROSS COUNTRY: MEN
Competition at four miles. Plus one lab hour per week. Recommended Preparation: interscholastic participation in varsity cross country or the equivalent. Open entry/open exit. Variable units. (CSU/UC*)

VARSITY Men's Cross Country is open Monday through Friday, 1:10-4:00 p.m.

83057 VARS 120 AO By Arr 15.0 Hrs/Wk TRAK Mangan/Lewis .5-2.0

VARS 130 VARSITY FOOTBALL
Competition in Coast Conference. Practice begins in August. Athlete must be enrolled in twelve units. Recommended Preparation: interscholastic participation or the equivalent. Open entry/open exit. Variable units. (CSU/UC*)

Varsity Football is open Monday through Friday, 3:10-6:00 p.m.

83058 VARS 130 AO By Arr 15.0 Hrs/Wk FTBL Owens/Pollack .5-2.0

NOTE: VARS 130 AO is linked with ENGL 100 FA (82220) and ENGL 101 FA (83839) as part of the Learning community: Writing in the End Zone III. Students must enroll in all sections as linked. See page 78 for the Learning Community description.

PHYSICS

PHYS 100 DESCRIPTIVE INTRODUCTION TO PHYSICS
Description with experimental demonstrations of the more important phenomena of physics. Plus one hour by arrangement per week. Recommended Preparation: equivalent of at least one semester of high school-level algebra. Open to all students except those who have completed or are taking PHYS 210 or 250. (CSU/UC*)

82795 PHYS 100 AA MWF 12:10 1:00 36-109 Janatpour, M.  3.0

PHYS 101 CONCEPTUAL PHYSICS LAB
Introductory lab experiments in mechanics, thermodynamics, electromagnetism, and optics. Prerequisite: MATH 110 or equivalent. Corequisite: concurrent enrollment or passing grade in PHYS 100 or equivalent.

91106 PHYS 101 AA M 1:10 4:15 36-112 Janatpour, M.  1.0

Physics courses continued on next page
<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
<th>Units</th>
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<tr>
<td>PHYS 150 PREPARATION FOR PHYSICS</td>
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<tr>
<td>Preparation for Physics 210 or 250. Math review, problem solving, study skills, description of motion and Newton's Law. Plus one hour by arrangement per week. Prerequisite: concurrent enrollment in or completion of MATH 130 or equivalent with a grade of C or higher. Credit/No Credit grading.</td>
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<td>86456 PHYS 150 AA</td>
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<td>10:00</td>
<td>36-114</td>
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<tr>
<td>PHYS 210 GENERAL PHYSICS I</td>
<td>Mechanics, heat and sound. Plus one hour by arrangement per week. Prerequisite: MATH 130: PHYS 150 or equivalent with a grade of C or higher. (CSU/UC*) (PHYS 210 and 220 = CAN PHYS SEQ A)</td>
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<tr>
<td>PHYS 211 GENERAL PHYSICS I-CALCULUS SUPPLEMENT</td>
<td>Application of calculus to selected topics in PHYS 210. Prerequisite: concurrent enrollment in or completion of MATH 242 or 252; concurrent enrollment in or completion of PHYS 210, both with a grade of C or higher. (CSU/UC)</td>
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<td>PHYS 220 GENERAL PHYSICS II</td>
<td>Magnetism, electricity, light, modern physics. Plus one hour by arrangement per week. Prerequisite: PHYS 210 with a grade of C or higher. (CSU/UC*) (PHYS 210 and 220 = CAN PHYS SEQ A)</td>
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<tr>
<td>PHYS 221 GENERAL PHYSICS II-CALCULUS SUPPLEMENT</td>
<td>Application of calculus to topics in PHYS 220. Prerequisite: MATH 242 or 252; PHYS 211; concurrent enrollment in or completion of PHYS 220, all with a grade of C or higher. (CSU/UC)</td>
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<td>PHYS 250 PHYSICS WITH CALCULUS I</td>
<td>Mechanics, wave motion and special relativity. Plus two hours by arrangement per week. Extra supplies may be required. Prerequisite: PHYS 150 or equivalent with a grade of C or higher; completion of or concurrent enrollment in MATH 252. (CSU/UC*) (PHYS 250, 260 and 270 = CAN PHYS SEQ B)</td>
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<tr>
<td>PHYS 260 PHYSICS WITH CALCULUS II</td>
<td>Electricity and magnetism. Plus two hours by arrangement per week. Extra supplies may be required. Prerequisite: PHYS 250 with a grade of C or higher; MATH 242 with a grade of C or higher or completion of or concurrent enrollment in MATH 253. (CSU/UC*) (PHYS 250, 260 and 270 = CAN PHYS SEQ B)</td>
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</table>

An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).
PLSC 210 AMERICAN POLITICS
Survey of the organization and functions of the federal government; examination of the dynamics of the American political process. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures (CSU/UC*) (CAN GOVT 2)

82805 PLSC 210 AA TTh 8:10 9:25 16-255 Damon, F. 3.0
82807 PLSC 210 AB MWF 9:10 10:00 16-154 O’Connell, K. 3.0
82806 PLSC 210 AC TTh 9:45 11:00 14-120 Adkins, W. 3.0
82809 PLSC 210 AE TTh 10:10 11:00 16-154 O’Connell, K. 3.0
88104 PLSC 210 AF TTh 11:10 12:25 16-154 O’Connell, K. 3.0
**89772 PLSC 210 AG MWF 11:10 12:00 14-120 Scholnick, E. 3.0
**82808 PLSC 210 AI MWF 12:10 1:00 14-122 Scholnick, E. 3.0

EVENING AND SATURDAY CLASSES
82814 PLSC 210 JB T 6:30 9:35 14-122 Armitage, L. 3.0
86794 PLSC 210 SA S 9:00 12:15 14-124 Keenan, K. 3.0

ONLINE CLASSES
88867 PLSC 210 WW See pages 92-95 Online-CRS O’Connell, K. 3.0

*This section of PLSC 210 include one hour by arrangement.
**Students enrolled in this section will participate in What the Fork? Learning Community. See page 62 for Learning Community description.

PLSC 210 HONORS AMERICAN POLITICS
Survey of the organization and functions of the federal government; examination of the dynamics of the American political process. Open only to Honors Program students. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures (CSU/UC*) (CAN GOVT 2)

90313 PLSC 210 HA TTh 11:10 12:25 14-118 Keenan, K. 3.0

PLSC 212 INTRODUCTION TO AMERICAN POLITICS AND SOCIETY
Recommended for international students and recent immigrant but designed to meet the needs of all students. Introduction to the institutions, constitutional framework, and dynamic processes American democracy and to the unique aspects of American society, culture, and historical development which are relevant to American politics and to the formation of national values and character. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

82815 PLSC 212 AA TTh 12:45 2:00 14-122 Davis Jr, G. 3.0

PLSC 215 CONTEMPORARY ISSUES IN AMERICAN POLITICS
Explores within the constitutional framework, current issues of importance to well-informed citizens in a democracy, including goals and tactics of American foreign policy, presidential elections and campaigns, corporate power, criminal justice and individual rights, interpretations of the Founders’ political philosophy, Congress. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

82816 PLSC 215 AA MWF 10:10 11:00 14-122 Noori, A. 3.0

PLSC 310 CALIFORNIA STATE AND LOCAL GOVERNMENT
Study of the institutions and problems of state and local government in California; California in the federal system. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

82856 PLSC 310 AA TTh 9:45 11:00 16-273 Toomer, D. 3.0
89786 PLSC 310 AB MWF 11:10 12:00 16-155 3.0
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<th>No.</th>
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<td>82858</td>
<td>PSYC 121 AA</td>
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<td>14-103</td>
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<td>86477</td>
<td>PSYC 200 JA</td>
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<td>90120</td>
<td>PSYC 200 JB</td>
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<td>10:05</td>
<td>16-267</td>
<td>Matsuda, D.</td>
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<td>84215</td>
<td>PSYC 200 AA</td>
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<td>3-175</td>
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<td>82859</td>
<td>PSYC 201 AA</td>
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<tr>
<td>90056</td>
<td>PSYC 201 TV</td>
<td>See pages 95-99</td>
<td>TV-CRS</td>
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<td>87117</td>
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<td>87119</td>
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<td>2:00</td>
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**PSYC 121 BASIC STATISTICAL CONCEPTS**

Introduction to basic descriptive techniques and statistical inferences used in the behavioral sciences. **Prerequisite:** MATH 120 or 123 or an equivalent course at a postsecondary institution OR equivalent skill level as measured by a satisfactory score on a math placement test. **Recommended Preparation:** eligibility for ENGL 838 or 848; completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC*) (CAN PSY 6)

**PSYC 200 DEVELOPMENTAL PSYCHOLOGY**

Psychological development across the life-span. Focuses particularly on the development of thinking, social interaction, and the sense of self from birth through old age. **Prerequisite:** PSYC 100 with a grade of C or higher. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (UC credit limited to either PSYC 200 or 201.) (CSU/UC*)

**PSYC 201 CHILD DEVELOPMENT**

A research-based treatment of the biological and experiential forces that shape and influence human development during the childhood years. **Prerequisite:** PSYC 100. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (UC credit limited to either PSYC 200 or 201.) (CSU/UC*)

**PSYC 220 INTRODUCTION TO PSYCHOBIOLOGY**

Survey of nervous system processes related to human and animal behavior. Emphasizes evolutionary, genetic, and gender differences underlying behavior and consciousness and mechanisms and processes associated with learning, language, emotion, sexuality, motivation, perception, and sleep. **Prerequisite:** PSYC 100. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU)

**PSYC 225 THEORIES OF PERSONALITY**

Covers the major theories of personality, from Freud to modern day, and introduces personality assessment and research. Examines cultural and gender differences as they relate to the development of personality. **Recommended Preparation:** PSYC 100; eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

**PSYC 300 SOCIAL PSYCHOLOGY**

Study of human interaction with emphasis on social patterning and process of perception, identity, roles, and attitudes. **Prerequisite:** PSYC 100. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC*)

**PSYC 410 ABNORMAL PSYCHOLOGY**

Types and patterns of abnormal behavior; major theories regarding its causes; clinical assessment and modes of treatment. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (Credit/No Credit or letter grade option. (CSU/UC*).

**PSYC 675 HONORS COLLOQUIUM IN PSYCHOLOGY**

Selected advanced topics in General Psychology. Readings, discussions, and lectures. Course content determined by Humanities Department and the Honors Program. Limited to students in the Honors Program (ENGL 100 eligibility; GPA=3.3) who have past or concurrent enrollment in an associated non-honors course in Psychology. (CSU/UC*)

**PSYC 690 SPECIAL PROJECTS**

Independent study in a specific field or topic. Requires approval of Division Dean; Bldg. 15, Room 169. Register after first week of classes. **Prerequisite:** 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

**READING**

NOTE FOR ALL READ 400

College of San Mateo has established a computerized prerequisite-checking system for enforcing the prerequisites for READ 400. If you have not met the prerequisites for this course, you will be blocked from enrolling. If you believe you have met the prerequisites or wish to challenge the course prerequisites, please review the information on the college website (collegeofsanmateo.edu) and click on the quick link “Prerequisite Information.” You may also contact the Counseling Department, the Admissions and Records Office, or the Language Arts Division Office for information.

**READ 400 ACADEMIC TEXTBOOK READING**

Experience the reading of full-length textbook chapters and accompanying tests in a variety of college academic disciplines. Emphasis on (1) application of advanced study reading strategies to actual college chapters/tests, (2) evaluation of textbook materials as critical and analytical readers, (3) reading a book related to an academic area, and (4) intensive work with college-level vocabulary. Plus one hour by arrangement per week. **Prerequisite:** READ 830 with a grade of C or higher or appropriate skill level indicated by the Reading placement tests and other measures. Credit/No Credit or letter grade option. This course partially satisfies the English competency requirement for the AA/AS degree. (CSU)

**READ 412 COLLEGE-LEVEL INDIVIDUALIZED READING IMPROVEMENT**

Practice methods of increasing comprehension, vocabulary, critical reading, study—reading strategies, and/or speed using college-level reading materials. May include internet, computer-assisted, and/or DVD assignments. Uses self-paced programs based on individual diagnostic test results to meet specific student needs. Credit/No Credit grading. Open entry/open exit. Variable units. Students may enroll at any time through the twelfth week of the semester. May be taken four times for a maximum of 12 units. (CSU)

**90105 | READ 412 AO | By Arr 1.5-9.0 Hrs/Wk | 18-101 | Wills, C. | 5.3.0**
READ 415 READING ACROSS THE DISCIPLINES: INDIVIDUALIZED PREPARATION

Individualized instruction designed to acquire or improve reading strategies/skills in the various content area classes. Designed/coordinate with ongoing academic courses in content areas such as, but not limited to, sociology, psychology, history, political science, biology, philosophy, and nursing. Weekly scheduled reading appointment required. May include textbook comprehension, principles of learning and retention, note-taking, summarization, discipline-based vocabulary, paraphrasing, reading graphics, test-taking, and research techniques. Corequisite: concurrent enrollment in a specific transfer-level content area course in collaboration with this course. Recommended Preparation: eligibility for ENGL 838 or 848 and completion of READ 400 or 405 with a grade of C or higher or concurrent enrollment in READ 400 or 405 or appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit grading. Open entry/open exit. Registration is open through the 12th week of the semester. May be taken for a maximum of six units.

89749 READ 415 AA By Arr 1.5-5.0 Hrs/Wk 18-101 Wills, C. .5-1.5

READ 454 COLLEGE-LEVEL VOCABULARY IMPROVEMENT – LEVEL 1

A self-paced, individualized course designed to improve college-level vocabulary skills through a words-in-context approach. Students will use textbooks and computer programs to study up to 300 words. Credit/No Credit grading. Open entry/open exit. Variable units. May be taken three times for a maximum of 1.5 units. (CSU)

91016 READ 454 AO By Arr 1.5-5.0 Hrs/Wk 18-101 Wills, C. .5-1.5

READ 455 COLLEGE-LEVEL VOCABULARY IMPROVEMENT – LEVEL 2

A self-paced, individualized course designed to improve college-level vocabulary skills through a words-in-context approach. Students will use textbooks and computer programs to study up to 300 words. Credit/No Credit grading. Open entry/open exit. Variable units. May be taken three times for a maximum of 1.5 units. (CSU)

91017 READ 455 AO By Arr 1.5-5.0 Hrs/Wk 18-101 Wills, C. .5-1.5

READ 807 BASIC PHONIC SKILLS FOR NON-NATIVE SPEAKERS

Study of basic speech sounds and practice in techniques for pronouncing unknown words. Plus one lab hour by arrangement per week. It is recommended that students enroll concurrently in ESL 825 or higher course, ESL 845 or higher course, and ESL 855 or higher course. Credit/No Credit or letter grade option. May be taken twice for a maximum of 6 units. (Units do not apply toward AA/AS degree.)

82906 READ 807 AX MWF 10:10 11:00 18-305 Wills, C. 3.0

READ 808 BASIC PHONIC SKILLS

Introduction to basic speech sounds and practice in techniques for pronouncing unknown words. Review of dictionary symbols, diacritical marks, syllabication, and fundamental phonics generalizations. Plus one lab hour by arrangement per week. Credit/No Credit or letter grade option. May be taken twice for a maximum of 6 units. (Units do not apply toward AA/AS degree.)

82907 READ 808 AX MWF 10:10 11:00 18-305 Wills, C. 3.0

READ 812 INDIVIDUALIZED READING IMPROVEMENT

Practice methods of increasing comprehension, vocabulary, critical reading, study-reading strategies, and/or speed using a variety of reading materials. May include Internet, computer-assisted, and/or DVD assignments. Uses self-paced programs based on individual diagnostic test results to meet specific student needs. Credit/No Credit grading. Open entry/open exit. Variable units. Students may enroll any time through the 12th week of the semester. May be taken four times for a maximum of 12 units. (Units do not apply toward AA/AS degree.)

82910 READ 812 AO By Arr 1.5-9.0 Hrs/Wk 18-101 Wills, C. .5-3.0

READ 814 BASIC SPELLING MASTERY

A self-paced, individualized course to facilitate basic spelling mastery. Includes basic plural rules, final e rules, ie/er rules, silent letters, basic homonyms, and commonly misspelled words. Credit/No Credit grading. Open entry/open exit. Variable units. May be taken two times for a maximum of 1 unit. (Unit does not apply toward AA/AS degree.)

87538 READ 814 AO By Arr 1.5-3.0 Hrs/Wk 18-101 Wills, C. .5-1.0

READ 815 ADVANCED SPELLING MASTERY

A self-paced, individualized course to facilitate advanced spelling mastery. Includes advanced plural rules, rules for doubling the final consonant, rules for words ending in able/ible, ance/ence, ceed, sede, and cede, advanced homonyms, and higher-level misspelled words. Credit/No Credit grading. Open entry/open exit. Variable units. May be taken two times for a maximum of 1 unit. (Unit does not apply toward AA/AS degree.)

87539 READ 815 AO By Arr 1.5-3.0 Hrs/Wk 18-101 Wills, C. .5-1.0

READ 825 INTRODUCTION TO COLLEGE READING

Instruction in techniques for improving skills basic to college reading. Focus on comprehension, vocabulary building, and college study reading skills using a variety of nonfiction and fiction materials. Includes reading books for enjoyment, written responses to text, and use of computers. Qualifies as preparation for READ 830. Plus one hour by arrangement per week. Recommended Preparation: ESL 857 (or appropriate skill level indicated by the Reading placement tests and other measures).

82887 READ 825 AF MWF 9:10 10:00 11-031 Staff 3.0
82886 READ 825 AG TTh 9:25 11:00 18-305 Wills, C. 3.0

READ 830 COLLEGE AND CAREER READING

Analysis of expository writing, including extended textbook passages, work documents, and fictional writing, essential to proficient reading in college courses and job-related reading. Emphasis on applying reading strategies to comprehend and retain textbook information and perform better on academic and career-related tests. Additional focus on recognition of an author's thesis, supporting details, point of view, purpose, tone, bias, and conclusions through in-depth analysis of essays, textbook excerpts, and book-length works. Intensive work with vocabulary and word origins. Qualifies as preparation for READ 400 and READ 405. Plus one hour by arrangement per week. Recommended Preparation: READ 825 with a grade of C or higher or appropriate skill level indicated by the Reading placement tests and other measures. Credit/No Credit or letter grade option. May be taken twice for a maximum of 6 units. (Units do not apply toward AA/AS degree.)

82892 READ 830 AC MWF 10:10 11:00 11-031 Staff 3.0
82891 READ 830 AF TTh 11:10 12:25 18-305 Wills, C. 3.0

91080 READ 830 AG MWF 11:10 12:00 18-305 Wills, C. 3.0

NOTE: READ 830 AG is linked with ENGL 828 BC (90310) and CRER 120 AD (90961) as part of the Learning Community: Rising Scholars Program. Students must enroll in all sections as linked. See page 63 for the Learning Community description.

EVENING CLASSES

91322 READ 830 JB Th 6:30 9:35 TBA Marron, J. 3.0

READ 852 VOCABULARY IMPROVEMENT – LEVEL 1

A self-paced, individualized course designed to improve vocabulary skills through a words-in-context approach. Students will use textbooks and computer programs to study up to 300 words. Credit/No Credit grading. Open entry/open exit. Variable units. May be taken three times for a maximum of 1.5 units. (Unit does not apply toward AA/AS degree.)

87542 READ 852 AO By Arr 1.5-5.0 Hrs/Wk 18-101 Wills, C. .5-1.5

READ 853 VOCABULARY IMPROVEMENT – LEVEL 2

A self-paced, individualized course designed to improve vocabulary skills through a words-in-context approach. Students will use textbooks and computer programs to study up to 300 words. Credit/No Credit grading. Open entry/open exit. Variable units. May be taken three times for a maximum of 1.5 units. (Unit does not apply toward AA/AS degree.)

87543 READ 853 AO By Arr 1.5-5.0 Hrs/Wk 18-101 Wills, C. .5-1.5

Reading courses continued on next page.
## REAL ESTATE

### R.E. 100 REAL ESTATE PRINCIPLES

Property, contracts, agency, financing, liens and encumbrances, taxes, escrows, land descriptions. Meets State requirements for admission to the salesperson’s license exam. (CSU)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
<th>Room</th>
<th>Instructor</th>
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<td>82867</td>
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</table>

### R.E. 110 REAL ESTATE PRACTICE

Real estate brokerage skills. Emphasis on daily activities of salesmen and brokers. Meets State requirements as one of two additional courses to move from the initial or temporary salesperson's license to a regular renewable salesperson's license. Accepted for credit for the broker's license. May be taken twice for a maximum of 6 units. (CSU)

### EVENING CLASSES

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<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
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<td>Keavney, B.</td>
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</table>

### R.E. 121 LEGAL ASPECTS OF REAL ESTATE I

Legal aspects of real estate brokerage, sales, property management, ownership, California real estate law. Meets State requirements as one of two additional courses to move from the initial or temporary salesperson's license to a regular renewable salesperson's license. Accepted for credit for the broker's license. May be taken twice for a maximum of 6 units. (CSU)

### EVENING CLASSES

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<th>Class ID</th>
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<td>18-306</td>
<td>Justman, H.</td>
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### R.E. 131 REAL ESTATE FINANCE I

Practices, customs, and laws relating to mortgage lending/financing of real estate. Emphasis on private houses. Meets State requirements as one of two additional courses to move from the initial or temporary salesperson's license to a regular renewable salesperson's license. Accepted for credit for the broker's license. May be taken twice for a maximum of 6 units. (CSU)

### EVENING CLASSES

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<tr>
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</table>

### R.E. 141 REAL ESTATE APPRAISAL: BASIC

Basic appraisal: analysis of residential and commercial properties. Determine loan, market, and insurance values. Meets State requirements as one of two additional courses to move from the initial or temporary salesperson's license to a regular renewable salesperson's license. Accepted for credit for the broker's license. May be taken twice for a maximum of 6 units. (CSU)

### EVENING CLASSES

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<th>Course Ref. No.</th>
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### R.E. 200 REAL ESTATE ECONOMICS

Economic aspects of real estate: dynamic economic conditions and related factors of the real estate business. Meets State requirements for the salesperson's and the broker's licenses. May be taken twice for a maximum of 6 units. (CSU)

### EVENING CLASSES

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<tr>
<th>Course Ref. No.</th>
<th>Class ID</th>
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### R.E. 690 SPECIAL PROJECTS

Independent study in specific field or topic. Requires approval of Division Dean; Bldg. 15, Room 157. Register after the first week of classes. Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

<table>
<thead>
<tr>
<th>Course Ref. No.</th>
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@ Courses open for audit.

An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

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## SOCIAL SCIENCE

### SOSC 301 INTRODUCTION TO ALCOHOL AND OTHER DRUG STUDIES

Introductory course covering the historical, cultural, educational/prevention/intervention theories of alcohol and other drugs. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU)

### EVENING CLASSES

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<td>6:30</td>
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<td>16-167</td>
<td>Perezyaney, I.</td>
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</table>

### SOSC 302 PHARMACOLOGY AND PHYSIOLOGICAL EFFECTS OF ALCOHOL AND OTHER DRUG ABUSE

Physical and physiological effects of alcohol and other drugs on the body. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU)

### EVENING CLASSES

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<td>16-167</td>
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### SOSC 308 GROUP AOD (ALCOHOL AND OTHER DRUG) COUNSELING PROCESS

Explores individual AOD (alcohol and other drug) counseling techniques, intervention skills, and relapse prevention strategies. Theories of group counseling process and group interactions will be practiced. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU)

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<td>6:30</td>
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<td>Schulze, W.</td>
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</table>

### SOSC 315 FIELD STUDIES AND SEMINAR I

Supervised practicum/internship. The first semester of a two-semester sequence placing students in alcohol/drug abuse agencies/organizations; emphasizes and applies the values, concepts, and skills gained from previous courses to the process of aiding chemically dependent persons. Participants must already be knowledgeable about chemical dependency. Plus 100 hours of documented work in an agency or organization in the alcohol/drug abuse field. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU)

### EVENING CLASSES

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### SOSC 319 MULTIPLE/DUAL DIAGNOSIS IN AOD (ALCOHOL AND OTHER DRUG) ISSUES

Covers the relationship between alcohol and other drug dependency/addiction and psychological/mental disorders. Focuses on identification and assessment of individuals diagnosed with multiple/dual disorders, current treatment approaches, medication, referral procedures, and interface with the professional mental health community. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU)

### EVENING CLASSES

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<th>Course Ref. No.</th>
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Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.
### SOCI 100 INTRODUCTION TO SOCIOLOGY

Analysis of processes of group behavior and interaction between the individual and society. **Recommended Preparation:** eligibility for ENGL 838 or 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC) (CAN SOC 2)

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<th>Ref. No.</th>
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<th>Instructor</th>
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**EVENING CLASSES**

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<td>12:10</td>
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</table>

**SOCIOLOGY**

### SOCI 105 SOCIAL PROBLEMS

Theoretical and descriptive studies of selected social problems that affect the quality of life in contemporary America. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC) (CAN SOC 4)

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**SOCI 105 HONORS SOCIAL PROBLEMS**

Theoretical and descriptive studies of selected social problems that affect the quality of life in contemporary America. Open only to Honors Program students. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC) (CAN SOC 4)

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**SPANISH**

For a general explanation of course numbers and levels, please see FOREIGN LANGUAGES, page 51.

### SPAN 110 ELEMENTARY SPANISH

Study of elementary Spanish structures and active vocabulary based on oral and written pattern drills. Conversation based on short readings containing only the structures already practiced. Plus two lab hours by arrangement per week. **Recommended Preparation:** eligibility for ENGL 838 or a higher English course. Credit/No Credit or letter grade option. (CSU/UC)

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<th>Ref. No.</th>
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<td>9:00</td>
<td>18-304</td>
<td>Castillo, R.</td>
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**SPAN 111 ELEMENTARY SPANISH I**
Study of elementary Spanish structures and active vocabulary based on oral and written pattern drills. Conversation based on short readings containing only the structures already practiced. This course covers approximately the first half of the semester covered in SPAN 110. Plus one lab hour by arrangement per week. **Prerequisite:** SPAN 111 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC*

82969 SPAN 111 AA TTh 9:45 11:00 18-302 Lisses, J. 3.0

**EVENING CLASSES**
82973 SPAN 111 JD Th 6:30 9:35 16-252 Dinelli, A. 3.0

**SPAN 112 ELEMENTARY SPANISH II**
Continued study of elementary Spanish structures and active vocabulary based on oral and written pattern drills. Conversation based on short readings containing only the structures already practiced. SPAN 112 is the second half of SPAN 111. **Prerequisite:** SPAN 111 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

82974 SPAN 112 AA MWF 12:10 1:00 18-203 Castillo, R. 3.0
86956 SPAN 112 AX Daily 8:10 9:00 18-304 Castillo, R. 3.0

**EVENING CLASSES**
82975 SPAN 112 JA T 6:30 9:35 18-202 Dinelli, A. 3.0

**SPAN 115 BEGINNING SPANISH I**
TELECOURSE: Basic Spanish vocabulary and language structures studied through text, audio cassettes, and broadcast videotapes. Equivalent to SPAN 111 but without the oral component. Credit/No Credit or letter grade option. (CSU)

TV CLASSES
85729 SPAN 115 TV See pages 95-99 TV-CRS Castillo, R. 3.0
Start and end dates for section 85729: 8/25 12/8

**SPAN 116 BEGINNING SPANISH II**
TELECOURSE: Basic Spanish vocabulary and language structures studied through text, audio cassettes, and broadcast videotapes. Equivalent to SPAN 111 but without the oral component. **Prerequisite:** SPAN 115 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU)

TV CLASSES
85730 SPAN 116 TV See pages 95-99 TV-CRS Castillo, R. 3.0
Start and end dates for section 85730: 8/25 12/8

**SPAN 117 ADVANCED BEGINNING SPANISH I**
TELECOURSE: Continued elementary Spanish vocabulary and language structures studied through text, audio cassettes, and broadcast videotapes. Equivalent to SPAN 121 but without the oral component. **Prerequisite:** SPAN 116 or equivalent. Credit/No Credit or letter grade option. (CSU)

TV CLASSES
85735 SPAN 117 TV See pages 95-99 TV-CRS Castillo, R. 3.0
Start and end dates for section 85735: 8/25 12/8

**SPAN 118 ADVANCED BEGINNING SPANISH II**
TELECOURSE: Continued elementary Spanish vocabulary and language structures studied through text, audio cassettes, and broadcast videotapes. Equivalent to SPAN 122 but without the oral component. **Prerequisite:** SPAN 117 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU)

TV CLASSES
85736 SPAN 118 TV See pages 95-99 TV-CRS Castillo, R. 3.0
Start and end dates for section 85736: 8/25 12/8

@ Courses open for audit.

**SPAN 120 ADVANCED ELEMENTARY SPANISH**
Continuation of SPAN 110. Includes short readings that serve as a basis for classroom conversation. Plus two lab hours by arrangement per week. **Prerequisite:** SPAN 110 or 112 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

82976 SPAN 120 AA Daily 9:10 10:00 18-304 Castillo, R. 5.0

**SPAN 121 ADVANCED ELEMENTARY SPANISH I**
Covers approximately the first half of the semester's work in Spanish 120. Plus one lab hour by arrangement per week. **Prerequisite:** SPAN 110 or 112 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

**EVENING CLASSES**
83422 SPAN 121 JA W 6:30 9:35 18-207 Tavernakis, J. 3.0

**SPAN 130 INTERMEDIATE SPANISH**
Practice of conversation and composition; review of grammar, in-class and collateral reading of Spanish and Spanish-American literature. Plus one lab hour by arrangement per week. **Prerequisite:** SPAN 120 or 122 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

90965 SPAN 130 AA MWF 1:10 2:35 18-305 Lisses, J. 5.0

**SPAN 132 INTERMEDIATE SPANISH II**
Covers approximately the second half of the semester's work in SPAN 130. Conversation, composition, grammar review, and selected readings. Plus one lab hour by arrangement per week. **Prerequisite:** SPAN 131 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

82978 SPAN 132 AX MWF 12:10 1:00 18-305 Lisses, J. 3.0

**SPAN 140 ADVANCED INTERMEDIATE SPANISH**
Further practice in conversation and composition based on reading modern Spanish and Latin American authors; grammar review. **Prerequisite:** SPAN 130 or 132 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

82979 SPAN 140 AX MWF 12:10 1:00 18-305 Lisses, J. 3.0

**SPAN 251 HISPANOAMERICA CONTEMPORANEA**
An overview and study of contemporary Spanish American issues, concerns, problems and culture through the collateral study of Spanish American literature, e.g., essay, short story, poetry, drama, novel and periodicals. Conducted in Spanish. **Prerequisite:** SPAN 140 with Credit or a grade of C or higher or equivalent. Note: For transfer, course must be taken for a letter grade. Credit/No Credit or letter grade option. (CSU/UC)

85890 SPAN 251 AA TTh 11:10 12:35 18-302 Lisses, J. 3.0
Start and end dates for section 85890: 9/6 12/13

**SPAN 801 CONVERSATIONAL SPANISH I, ELEMENTARY**
A practical course in the Spanish language approached by way of conversation. Intensive drill in the patterns and idioms of daily speech, supported by sufficient grammar to give flexibility in the spoken language. Credit/No Credit grading. (This course will not fulfill the language requirement at California State Universities or the University of California.)

**EVENING CLASSES**
84258 SPAN 801 JA T 6:30 9:35 16-250 Collis, H. 2.0

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.
<table>
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<th>Hours</th>
<th>Bldg/Room</th>
<th>Instructor</th>
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### SPCH 100 PUBLIC SPEAKING
Practice in delivering speeches; study of effective communication; organizing and outlining; critical listening; analysis and evaluation. Plus one lab hour by arrangement per week. **Recommended Preparation:** eligibility for ENGL 100. (CSU/UC) (CAN SPCH 4)

<table>
<thead>
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<th>Ref. No.</th>
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<th>Bldg/Room</th>
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**NOTE:** SPCH 100 AP is linked with LIRR 101 WB (91275) as part of the Learning Community: The Big Spin. See page 61 for the Learning Community description.

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**NOTE:** SPCH 100 AA may be taken as part of the Global Studies Program.

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### SPCH 111 ORAL INTERPRETATION I
Oral reading of poetry, short stories, drama; analysis of meaning, voice quality; enunciation, pronunciation, and expressiveness; recordings and performances for audiences. Plus one lab hour by arrangement per week. **Recommended Preparation:** eligibility for ENGL 100. (CSU/UC)

<table>
<thead>
<tr>
<th>Ref. No.</th>
<th>Class ID</th>
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### SPCH 112 ORAL INTERPRETATION II
Continuation of oral reading of poetry, short stories, drama; analysis of meaning, voice quality; enunciation, pronunciation, and expressiveness; recordings and performances for audiences. Plus one lab hour by arrangement per week. **Prerequisite:** SPCH 111 with a grade of C or higher. (CSU/UC)

<table>
<thead>
<tr>
<th>Ref. No.</th>
<th>Class ID</th>
<th>Days</th>
<th>Hours</th>
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(CSU) Transferable to California State Universities

(UC) Transferable to University of California
### Courses open for audit.

An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.

<table>
<thead>
<tr>
<th>Course Ref.</th>
<th>Class ID</th>
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<th>Hours</th>
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<th>Units</th>
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<tr>
<td>SPCH 861 COMMUNICATION FOR HEALTHCARE PROFESSIONALS</td>
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<td>8:20</td>
<td>18-307</td>
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Start and end dates for section 90019: 9/13 11/1

### EVENING CLASSES

<table>
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<tr>
<th>Course</th>
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<th>Hours</th>
<th>Bldg/Room</th>
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<td>6:30</td>
<td>8:20</td>
<td>18-307</td>
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</table>

### SPORTS

See Physical Education

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### WELDING

#### WELD 110 ELEMENTARY WELDING THEORY I

Theory of gas welding, flamecutting, non-destructive testing, introduction to metallurgy, and blueprint reading. A $20.00 materials fee is payable upon registration. Corequisite: concurrent enrollment in WELD 111. Recommended Preparation: keyboarding or word processing. (CSU)

83061 WELD 110 AA MWF 9:10 10:20 26-140 Staff 4.0

#### WELD 111 ELEMENTARY WELDING PRACTICE I

Gas and conventional arc welding of ferrous and non-ferrous metals, brazing and soldering. Plus one lab hour per week. Corequisite: concurrent enrollment in WELD 110. (CSU)

83062 WELD 111 AA MWF 10:30 1:20 27-110 Newman, D. 3.0

#### WELD 210 ADVANCED WELDING THEORY I

TIG, MIG welding-emphasis on carbon steel, alloy steel, stainless steel. Advanced problems in all phases of welding and metallurgy. A $20.00 materials fee is payable upon registration. Corequisite: concurrent enrollment in WELD 211. Recommended Preparation: DRAF 120; MTT. 200; MANU 100 or PHYS 100. (CSU)

83063 WELD 210 AA THh 9:10 11:00 26-140 Combs, D. 4.0

#### WELD 211 ADVANCED WELDING PRACTICE I

Practical experience in TIG, MIG, and low hydrogen arc welding with emphasis on steel, stainless steel, and aluminum. Plus one lab hour per week. Corequisite: concurrent enrollment in WELD 210. (CSU)

83064 WELD 211 AA MWF 6:10 9:00 27-110 Combs, D. 5.0

#### WELD 300 WELDING FOR TECHNOLOGY

Theory of oxyacetylene, bronze, conventional shielded metal arc, low hydrogen shielded metal arc, resistance welding, and silver brazing. Plus one lab hour by arrangement per week. Extra supplies required. A $20.00 materials fee is payable upon registration. (CSU)

83065 WELD 300 JA Th 6:00 9:50 27-110 Bayer, A. 2.0

#### WELD 350 BEGINNING WELDING AND METAL FABRICATION

Designed to inform the student about metal joining processes, materials and equipment. Demonstrations and hands-on lab will cover sheetmetal fabrication; arc welding processes (Stick, Mig and TIG) and oxy-acetylene welding, brazing and cutting. Students are encouraged to design and fabricate a final project that encompasses skills learned during the semester. Extra supplies required. A $20.00 materials fee is payable upon registration. May be taken twice for a maximum of 6 units. (CSU)

90027 WELD 350 AA MW 2:00 4:50 26-140 Vorobey, L. 3.0

#### WELD 690 SPECIAL PROJECTS

Independent study in specific field or topic. Requires approval of Division Dean; Bldg. 19, Room 113. Register after the first week of classes. Prerequisite: 3.0 GPA in subject field and successful completion of at least two college-level courses in subject field. (CSU)

83690 WELD 690 AA By Arr 2.0 Hrs/Wk 19-113 Tilmann, M. 2.0

83691 WELD 690 BB By Arr 1.0 Hr/Wk 19-113 Tilmann, M. 1.0

#### WELD 700 TIG WELDING TECHNOLOGY

Welding of aluminum, steel, stainless steel. Types of weldments made are corner, fillet, and butt. Study of materials used. Plus one lab hour by arrangement per week. Extra supplies required. A $20.00 materials fee is payable upon registration.

83066 WELD 700 JA By Arr 1.0 Hr/Wk 26-140 Shoup, W. 4.0
Volunteer Community Service Program

A richer community service experience –

Looking for credit? Take the Leadership CRER 152 class and enhance your service experience!

Get connected with CSM Connects!

CSM Connects will help you gain career and educational skills while you volunteer. One-time internships or long-term volunteer opportunities available.

This fall, the following courses offer service learning components:

<table>
<thead>
<tr>
<th>Course</th>
<th>CRN</th>
<th>Instructor</th>
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<td>83935</td>
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For more information:
(650) 574-6538
collegeofsanmateo.edu/csmconnects

OFF-CAMPUS LOCATIONS

COAST  The Senior Coastsiders - Adcock Community Center
  535 Kelly Avenue
  Half Moon Bay
  (650) 726-9056

CPFR  Coyote Point Firearms Range
  1601 Coyote Point Drive
  San Mateo
  (650) 573-2340

HMB  Half Moon Bay High School
  Lewis Foster Drive
  Half Moon Bay
  (650) 726-6444

KING  Martin Luther King Center
  725 Monte Diablo Avenue
  San Mateo
  (650) 522-7470

IF YOU CAN'T FIND IT AT CSM

San Mateo County Community College District also operates Cañada College in Redwood City and Skyline College in San Bruno which offer a number of special programs not available at College of San Mateo:

Cañada College
4200 Farm Hill Blvd.
Redwood City, CA 94061
(650) 306-3100 or
(650) 364-1212

Programs
Computer Information Technology
Computer Business Office Technology
Drama/Theater Arts
Early Childhood Education
Early Childhood Education
English Institute
Fashion Design
Interior Design
Medical Assisting
Paralegal
Radiologic Technology
Small Business Development
Small Business Development

Athletics
Men's Basketball
Men's Golf
Men's Soccer
Women's Golf
Women's Soccer
Women's Volleyball

Skyline College
3300 College Drive
San Bruno, CA 94066
(650) 355-7000 (day)
(650) 738-4251 (evening)

Programs
Arabic
Automotive Technology
Cosmetician/Esthetician

Early Childhood Education
Family & Consumer Sciences
Fashion Merchandising
Health Care Occupations
Telecommunications
Filipino/Tagalog
International Studies
International Trade
Image Consulting
Japanese Automotive Technology
Paralegal
Radiologic Technology
Small Business Development

Athletics
Men's Basketball
Men's Golf
Men's Soccer
Women's Golf
Women's Soccer
Women's Volleyball

Network
Toyota Technical Education

Japanese Automotive Technology
Paralegal
Radiologic Technology
Small Business Development
Telecommunications and Network

Information Technology
Toyota Technical Education

Network

Athletics
Men's Basketball
Men's Golf
Men's Soccer
Women's Badminton
Women's Soccer
Women's Volleyball
Final Exams are held in the classroom in which the class has met during the semester.

Students are requested not to contact instructors or the Office of Admissions and Records for individual grades. Final grades will be available beginning January 5, 2008, on WebSMART (go to collegeofsanmateo.edu and click on WebSMART).

Notes:
When a course consists of lecture and laboratory, the final examination is scheduled according to the time of the lecture. If your class meets at a time other than those listed, please check with your instructor for further information regarding your final examination. If there is an unavoidable conflict in your final examination schedule, see your instructor in one of the classes and request to take the examination with another class. Examinations start promptly at hours indicated and are held in the same room in which the class regularly meets.

Evening/Weekend Classes
Final examinations for all evening, Saturday and Sunday classes will be given during the last class meeting for short courses and as follows for full-term courses:

Monday classes . . . . . . . Monday, December 17
Tuesday classes . . . . . . . Tuesday, December 18
Wednesday classes . . . . Wednesday, December 19
Thursday classes . . . . . . . Thursday, December 20
Friday classes . . . . . . . Friday, December 21
Saturday classes . . . . . . . Saturday, December 15
Sunday classes . . . . . . . Sunday, December 16
Why CSM?

Academic Excellence

Great teachers—dedicated staff. That’s why we rank in the top 5% of all California Community Colleges in student academic success.

Beautiful Campus

Picturesque views, perfect weather, a safe campus, easy access, many new state-of-the-art classrooms, award-winning architecture—it all adds up.
Student Life

Not just another commuter school: 30 student clubs, honor societies, stimulating lectures, learning communities, concerts, cultural events, performances, championship athletic teams. Come to CSM if you want more out of college than a transcript.

We have what you need: guaranteed transfer admission agreements with major four-year universities, hands-on programs to prepare you for today’s hottest careers, online classes, courses to polish your skills and advance your career. With over 1,000 classes a semester, we have what you need when you need it.
Your future = Our mission

At College of San Mateo we’re serious about our commitment to excellence and want to ensure that your experience is the best it can be. Following are some quick answers to Frequently Asked Questions:

Q: Where do I find my classroom?
A: See map on back side of this page (or go online to collegeofsanmateo.edu/map).

Q: Can a counselor help me select classes?
A: Yes—counselors and advisors are available at CSM’s Counseling Center in Bldg. 5, Rm. 128. More information is available at collegeofsanmateo.edu/eadvising.

Q: I need this class, but found it was full when I tried to add. Is there another section available?
A: Check the daily updated open class list online at collegeofsanmateo.edu/openclasses.

Q: How do I add a class? Do I need an add slip?
A: Attend the first class meeting and obtain a four-digit authorization code from the instructor. You will then use this code to add your class online at collegeofsanmateo.edu/register. Add/Drop forms are no longer necessary.

Q: I missed the first class meeting or I want to add a class that has already met. How do I get in touch with the instructor?
A: See directories online at collegeofsanmateo.edu/directory.

Q: Where do I pay my fees?
A: You can pay fees either online at collegeofsanmateo.edu/payfees, or in-person at CSM’s Business Office (Cashier) in Bldg. 1, Rm. 147.

Q: Do I need a parking permit? Where do I get my parking permit?
A: Yes—all students driving motor vehicles onto campus must purchase parking permits in order to park in student lots. For parking spaces in student lots, a grace period (for the purchase of student parking permits only) will be in effect for the first two weeks of the semester. Parking permits can be obtained in-person at CSM’s Security Office in Bldg. 1, Rm. 269 or at CSM’s Business Office (Cashier) in Bldg. 1, Rm. 147.

Q: Where do I get my student ID card?
A: In-person at CSM’s Student Activities Office in Bldg. 5, Rm. 125.

For your convenience, this perforated page is easily removable.
Parking by Permit Only During Class Hours

ONE-DAY PERMITS: $1 per day – Permit machine locations indicated by X (Lots 1, 2, 10 and 14)
VISITOR PARKING: Lot 3 Permit machine location indicated by V
STUDENT PARKING: Lots 1, 2, 3B, 9, 10, 14, 15, 15A, 16, 18, 21, 22
STAFF PARKING: Lots 2A, 2A Extension, 3A, 3C*, 4*, 5, 6, 7*, 8*, 11, 12A*, 13, 17, 19, 20*, 20A, 20M
(*Indicates lots available for student parking, after 5 pm only.)
DISABLED PARKING: By special permit only (contact Disability Resource Center, Bldg. 16, Room 150, 574-6438)
MOTORCYCLE PARKING: Lots 3, 11

GO ONLINE FOR MOST CURRENT VERSION OF MAP: collegeofsanmateo.edu/map.
Refer to CSM’s Construction Web site for updates (collegeofsanmateo.edu/construction).
Please comply with signs posted near construction sites for short-term closures.

For your convenience, this perforated page is easily removable for navigating CSM's campus.
Short Courses

Late-Start Short & Open-Entry Courses - Fall 2007

Accounting .. see page 19
Ten-Key Skills
QuickBooks: Payroll & Merchandising Business

Business .. see page 30
Micro/Keyboarding: Skillbuilding
Electronic Filing and Records Management

Business Applications – Windows Platform .. see page 31
Introduction to Microcomputers
Windows Fundamentals I
Word Processing I & II Using Word for Windows
Business Presentations II Using Power Point for Windows
Spreadsheet I & II Using Excel for Windows
Microsoft Project Fundamentals II
HTML II

Career & Life Planning .. see page 33
Achieving an Associate Degree and/or Certificate
Planning for Student Success
Strategies for Educational Success
Career Exploration for Success
Career Choices I & II
Transition to College
Service Learning & Leadership Practicum

Computer & Information Science .. see page 37
Internet Programming: PERL

Developmental Skills .. see page 41
Specific Learning Skills Assessment
Assistive Computer Access

English as a Second Language .. see page 46
Individualized Reading Improvement for Non-native Speakers
Essential Vocabulary for Non-native Speakers
Vocabulary for Non-native Speakers
Conversation Workshop

Health Science .. see page 54
Fitness

Human Services .. see page 58
Supporting Family Success

Mathematics .. see page 61
Intermediate Algebra
Precalculus
Arithmetic Review
Elementary Algebra Review

P.E. .. see page 73
Fitness Lab

Reading .. see page 80
College-Level Individualized Reading Improvement
College-Level Vocabulary Improvement I & II
Individualized Reading Improvement
Basic Spelling Mastery
Advanced Spelling Mastery
Vocabulary Improvement I & II

For updated short and open course lists, visit collegeofsanmateo.edu/openclasses.
**Associate Degrees, Certificate Programs and Transfer Programs**

Listed below are major fields of study that typically lead to **Associate Degrees**, **Certificates** or **Transfer**.

Students are encouraged to select a major field and meet with a counselor/advisor for assistance in selecting courses leading toward their educational goal. Publications of special importance like the CSM *Schedule of Classes* and the CSM *Catalog* are available online at [collegeofsanmateo.edu](http://collegeofsanmateo.edu).

**Associate of Arts (A.A.) or Associate of Science (A.S.) degrees** are based upon completion of a minimum of 60 units of coursework that includes both major and general education requirements.

**Certificate programs** usually entail one year of full-time study or less. Coursework requirements vary by program. Certificates of Achievement are 18 or more units; Certificates of Completion are less than 18 units.

**Transfer programs** provide the opportunity for students to complete lower-division preparation (i.e., the first two years of the baccalaureate degree) in specific subject areas and majors offered at both public and private universities including all campuses of the University of California (UC) and the California State University (CSU).

---

**Please use these Major Codes in completing the Application for Admission. Select and enter the code which most closely corresponds to your proposed major field of study:**

<table>
<thead>
<tr>
<th>Major Code</th>
<th>Major Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0502</td>
<td>Accounting</td>
</tr>
<tr>
<td>2105</td>
<td>Administration of Justice</td>
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<tr>
<td>2140</td>
<td>Alcohol &amp; Other Drug Studies</td>
</tr>
<tr>
<td>1260</td>
<td>Allied Health</td>
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<td>2202</td>
<td>Anthropology</td>
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<tr>
<td>1002</td>
<td>Art (Commercial/Fine)</td>
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<tr>
<td>1911</td>
<td>Astronomy</td>
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<tr>
<td>0603</td>
<td>Broadcast &amp; Electronic Media</td>
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<td>0501</td>
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<td>0703</td>
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<tr>
<td>0506</td>
<td>Business Management</td>
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<tr>
<td>0514</td>
<td>Business Microcomputer Applications</td>
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<td>1905</td>
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<td>1107</td>
<td>Chinese</td>
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<tr>
<td>0701</td>
<td>Computer &amp; Information Science</td>
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<td>0703</td>
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<td>1230</td>
<td>Dental Assisting</td>
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<td>0953</td>
<td>Drafting Technology</td>
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<td>2204</td>
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<td>1013</td>
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<td>2133</td>
<td>Fire Technology</td>
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<td>1100</td>
<td>Foreign Languages</td>
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<td>1102</td>
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<tr>
<td>2206</td>
<td>Geography</td>
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<tr>
<td>1914</td>
<td>Geological Sciences</td>
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<tr>
<td>1103</td>
<td>German</td>
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<td>1030</td>
<td>Graphics</td>
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<td>2205</td>
<td>History</td>
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<td>1301</td>
<td>Home Economics</td>
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<tr>
<td>0109</td>
<td>Horticulture: Environmental</td>
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<tr>
<td>1308</td>
<td>Horticulture: Floristry</td>
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<tr>
<td>2104</td>
<td>Human Services</td>
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<td>4903</td>
<td>Humanities</td>
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<tr>
<td>0799</td>
<td>Information Technology Specialist</td>
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<td>0549</td>
<td>International Trade</td>
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<td>1104</td>
<td>Italian</td>
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<tr>
<td>1108</td>
<td>Japanese</td>
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<tr>
<td>0602</td>
<td>Journalism</td>
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<tr>
<td>1401</td>
<td>Law (Pre-legal)</td>
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<tr>
<td>4901</td>
<td>Liberal Studies</td>
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<tr>
<td>0400</td>
<td>Life Sciences - Biological</td>
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<tr>
<td>0430</td>
<td>Life Sciences - Biotechnology</td>
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<td>0401</td>
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<td>0409</td>
<td>Life Sciences - Medical</td>
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<td>1260</td>
<td>Life Sciences - Pre-Nursing</td>
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<tr>
<td>0506</td>
<td>Management, Business</td>
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<tr>
<td>0956</td>
<td>Manufacturing Technology</td>
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<tr>
<td>0509</td>
<td>Marketing</td>
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<tr>
<td>1701</td>
<td>Mathematics</td>
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<tr>
<td>0509</td>
<td>Merchandising/Marketing/Sales</td>
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<tr>
<td>1913</td>
<td>Meteorology</td>
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<tr>
<td>0701</td>
<td>Microcomputer Sciences</td>
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<tr>
<td>0799</td>
<td>Multimedia/Web Design</td>
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<tr>
<td>1004</td>
<td>Music and Electronic Music</td>
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<tr>
<td>0115</td>
<td>Natural Resources Management</td>
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<tr>
<td>4902</td>
<td>Natural Sciences</td>
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<tr>
<td>1203</td>
<td>Nursing (A.S. Degree)</td>
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<td>1238</td>
<td>Nursing (Transfer)</td>
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<td>1306</td>
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<tr>
<td>1919</td>
<td>Oceanography</td>
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<tr>
<td>0514</td>
<td>Office Administration/Technologies</td>
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<tr>
<td>1509</td>
<td>Philosophy</td>
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<tr>
<td>1011</td>
<td>Photography</td>
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<tr>
<td>0835</td>
<td>Physical Education</td>
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<td>2207</td>
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<tr>
<td>2001</td>
<td>Psychology</td>
</tr>
<tr>
<td>0511</td>
<td>Real Estate/Escrow</td>
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<tr>
<td>2107</td>
<td>Recreation Education</td>
</tr>
<tr>
<td>0509</td>
<td>Retail Management</td>
</tr>
<tr>
<td>0514</td>
<td>Secretarial Science/ Administrative Assistant</td>
</tr>
<tr>
<td>2201</td>
<td>Social Science</td>
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<tr>
<td>2208</td>
<td>Sociology</td>
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<tr>
<td>1105</td>
<td>Spanish</td>
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<tr>
<td>1506</td>
<td>Speech Communication</td>
</tr>
<tr>
<td>1030</td>
<td>Technical/Graphic Arts</td>
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<tr>
<td>0799</td>
<td>Web Design</td>
</tr>
<tr>
<td>0972</td>
<td>Welding Technology</td>
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<tr>
<td>6000</td>
<td>Undecided/Other</td>
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<tr>
<td>6030</td>
<td>Self Enrichment</td>
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<tr>
<td>6010</td>
<td>Concurrent Enrollment</td>
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<tr>
<td>3007</td>
<td>Apprenticeship Programs</td>
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<tr>
<td>0934</td>
<td>Electrical Technology</td>
</tr>
<tr>
<td>2129</td>
<td>Fire Sprinkler Technology</td>
</tr>
<tr>
<td>0970</td>
<td>Plumbing &amp; Pipe Fitting</td>
</tr>
<tr>
<td>0928</td>
<td>Refrigeration &amp; Air Conditioning</td>
</tr>
</tbody>
</table>

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3/07
APPLICATION FOR ADMISSION

Cañada College
4200 Farm Hill Boulevard
Redwood City, CA 94061
Phone: (650) 306-3226
Fax: (650) 306-3313
canadacollege.edu

College of San Mateo
1700 West Hillsdale Blvd.
San Mateo, CA 94402
Phone: (650) 574-6165
Fax: (650) 574-6506
collegeofsmc.edu

Skyline College
3300 College Drive
San Bruno, CA 94066
Phone: (650) 738-4251
Fax: (650) 738-4200
skylinecollege.edu

1. LEGAL NAME & CURRENT MAILING ADDRESS
Last Name: ____________________________ First Name: ____________________________ Middle Initial: ______

Previous name(s) on academic records:

Daytime Phone Number: (_____) _______ - _______ Ext.: _______ Evening Phone Number: (_____) _______ - _______ Ext.: _______

Current Mailing Address: ____________________________ Apt #: ____________________________
City: ____________________________ State/Province: ____________________________ Zip/Postal Code: _______ Country: ____________________________
E-mail Address: ____________________________

2. SOCIAL SECURITY #

___ ___ - ___ ___ - ___ ___

Check this box if you have no S S Number or decline to state

3. DATE LAST ATTENDED CANADA, CSM OR SKYLINE COLLEGES:

Month __ Year __________

4. DATE OF BIRTH

MO DAY YEAR

5. MARITAL STATUS

☐ Married
☐ Unmarried

☐ Decline to state

GENDER

☐ Male
☐ Female

☐ Decline to state

6. MAJOR (Major codes available in the class schedule or at the college website)

Program of study you intend to pursue at this college:

☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

7. EDUCATIONAL GOAL (Circle one)

☐ A Obtain an associate degree and transfer to a 4-year institution.
☐ B Transfer to a 4-year institution without an associate degree.
☐ C Obtain a 2-year associate degree without transfer.
☐ D Obtain a 2-year vocational degree without transfer.
☐ E Earn a vocational certificate without transfer.
☐ F Discover/construct career interests, plans, goals.
☐ G Prepare for a new career (acquire job skills).
☐ H Advance in current job/career (update job skills).
☐ I Maintain certificate or license.
☐ J Educational Development (intellectual, cultural, physical).
☐ K Improve basic skills in English, reading or math.
☐ L Complete credits for high school diploma or GED.
☐ M Undecided on goal.

8. ETHNIC BACKGROUND (Optional)

AC = Chinese
AJ = Japanese

AH = African American, Non-Hispanic
AK = Korean

AM = Cambodian

AR = Asian Indian
PS = Samoan

AS = American Indian, Alaskan Native
PH = Hawaiian

AX = Other Asian

AY = Associate Degree

AZ = Asian Indian

BB = Bahamian

BC = Black, Non-Hispanic

BD = Bila

BH = Black, Hispanic

BJ = Black Jamaican

BM = Black Mexican

BO = Black Oceanic

BP = Black Pacific Islander

BS = Black Samoan

BT = Black Tongan

BU = Black Universal

BY = Black Yubi

BZ = Black Zimbabwean

CA = Cambodian

CM = Central American

CD = Chinese

CE = Chinese American

CG = Chinese Canadian

CH = Chinese Hawaiian

CK = Chinese Korean

CL = Chinese Latino

CM = Chinese Mexican

CN = Chinese Native

CO = Chinese Oceanic

CP = Chinese Pacific Islander

CR = Chinese Samoan

CS = Chinese American

CU = Chinese Hawaiian

CV = Chinese Hawaiian Indian

CW = Chinese Hawaiian Japanese

CX = Chinese Hawaiian Korean

CY = Chinese Hawaiian Latino

CZ = Chinese Hawaiian Mexican

D = Degree

D = Degree

E = Educational Development (intellectual, cultural, physical)

F = Family

G = German

H = Hispanic

I = Indian

J = Japanese

K = Korean

L = Laotian

M = Mexican

N = Native Hawaiian

O = Other Hispanic

P = Pacific Islander

Q = Philippine

R = Russian

S = Samoan

T = Tagalog

U = Thai

V = Vietnamese

W = White, Non-Hispanic

X = Other Asian

Y = Other Non-White

Z = Other Pacific Islander

9. PERMANENT ADDRESS & EMERGENCY CONTACT

☐ Check here if your permanent address is the same as your current address.

Permanent Address: ____________________________________________ Apt #: ____________________________
City: ____________________________________________ State: _____________ Zip/Postal Code: ________________ Country: ____________________________
Emergency Contact Name: ____________________________________________ Phone Number: (_____) _______ - _______ Ext.: _______

10. ENTRY LEVEL

☐ 1 = First-time Student (Never attended college)
☐ 2 = First-time Transfer Student (Attended another college other than SMCCD)
☐ 3 = Returning Transfer Student (Returning to SMCCD after another college)
☐ 4 = Returning Student (Returning to SMCCD after absent for a main term)
☐ Y = Special Admit Student (Will attend both K-12 and SMCCD college)

11. HIGHEST EDUCATIONAL LEVEL (Please Circle)

1 = Not a high school graduate and no longer enrolled in high school.
2 = Special Admit Student (Will be attending both K-12 & SMCCD college).
3 = Currently enrolled in adult school (not college/university).
4 = Received High School Diploma. YEAR: __________
5 = Received an Associate Degree. YEAR: __________
6 = Passed the GED, or received a High School Certificate of Equivalency/Completion. YEAR: __________
7 = Received a Certificate of California High School Proficiency or equivalent. YEAR: __________
8 = Received a Foreign Secondary School Diploma/Certificate of Graduation. YEAR: __________
9 = Received an Associate Degree. YEAR: __________
10 = Received a Bachelor Degree or higher. YEAR: __________

12. CALIFORNIA HIGH SCHOOL ATTENDANCE

☐ Yes ☐ No I have graduated from a CA high school or equivalent.
☐ Yes ☐ No I have attended high school in CA for three or more years.

13. LAST HIGH SCHOOL ATTENDED

High School: ____________________________________________
City: ____________________________________________ State: _______ Country: _______

14. Are you primarily a student at another college and taking courses here to meet their requirements? _____ YES _____ NO

Are you employed and taking only job related classes? _____ YES _____ NO

15. LAST COLLEGE/UNIVERSITY ATTENDED (if applicable)

College/University: ____________________________________________
City: ____________________________________________ State: _____________
Dates attended: Month: _____ Year: _____ to Month: _____ Year: _____

RESIDENCY MATRICULATION RE’D’ BY DATE CODED BY ADM’ BY DATE REG’D DATE OFFICE USE

7/14/05 DB
15. **CITIZENSHIP**

1. United States Citizen
2. Permanent Resident Alien *
3. Temporary Resident *
4. Refugee/Asylee *
5. Student Visa (F1, M1)
6. Other Visa type: _____(B-2, H-1, etc)
7. Other Status (non-res)  

* Provide your Alien Registration Number for 2, 3, or 4: __________________________ (Optional)

---

16. **U.S. Military Status - All applicants must complete**

Please circle one answer below:
1. Currently active military
2. Dependent of currently active military
3. Member discharged within the last year
4. Member discharged over a year ago (veteran)

---

17. **STATEMENT OF LEGAL RESIDENCE**

**NOTICE:** If additional information is needed to determine your status as a California resident, you will be required to complete a supplemental residency questionnaire and/or present evidence in accordance with Education Code Section 68040. The burden of proof to clearly demonstrate both physical presence in California and intent to establish California residence lies with the student. Failure to present such proof will result in a classification of non-resident.

**ALL APPLICANTS MUST COMPLETE**
- Read the following statements and check the boxes that apply to you.

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self or Guardian</td>
<td>Yes/No</td>
</tr>
<tr>
<td>I am at least 19 years of age OR married and will answer the following</td>
<td></td>
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<tr>
<td>questions for myself.  (Continue to Sec. A &amp; B)</td>
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</tr>
<tr>
<td>I am under 19 years old AND unmarried and will answer the following</td>
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</tr>
<tr>
<td>questions for my parent or guardian. (Answer the following &amp; Sec. A &amp;</td>
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</tr>
<tr>
<td>B)</td>
<td></td>
</tr>
<tr>
<td>Sec. A—Answer the following questions:</td>
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<tr>
<td>Have you (or parent/guardian) lived in California for at least the last</td>
<td>Yes/No</td>
</tr>
<tr>
<td>two years? If No, when did your current stay in California begin?</td>
<td></td>
</tr>
<tr>
<td>Month: ______ Day: ______ Year: ______   ☐ Check if not yet arrived in</td>
<td></td>
</tr>
<tr>
<td>California  ☐ If for guardian, have you lived continuously with this</td>
<td></td>
</tr>
<tr>
<td>person for the last two years?</td>
<td></td>
</tr>
<tr>
<td>Do you (or parent/guardian) intend to maintain California as your state</td>
<td>Yes/No</td>
</tr>
<tr>
<td>of legal residence?</td>
<td></td>
</tr>
<tr>
<td>Are you (or parent/guardian) a full-time employee, or spouse or</td>
<td>Yes/No</td>
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<tr>
<td>dependent of a full-time employee of any of the following</td>
<td></td>
</tr>
<tr>
<td>colleges/universities?</td>
<td>California Community Colleges  ☐ California State University or College ☐ University of California ☐ Maritime Academy</td>
</tr>
<tr>
<td>Is the applicant a full-time credentialled employee of a California</td>
<td>Yes/No</td>
</tr>
<tr>
<td>public school enrolling in college for purposes of fulfilling</td>
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<tr>
<td>credential related requirements?</td>
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<tr>
<td>Have you (or parent/guardian) been employed as a seasonal agricultural</td>
<td>Yes/No</td>
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<tr>
<td>worker for at least a total of two months of each of the past two years?</td>
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</table>

- Sec. B—Answer the following questions: During the last 2 years, have you (or parent/guardian):

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer Options</th>
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<tbody>
<tr>
<td>Declared residency in another state for state income tax purposes?</td>
<td>Yes/No</td>
</tr>
<tr>
<td>Registered to vote in another state?</td>
<td>Yes/No</td>
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<tr>
<td>Declared residency at an out-of-state college or university?</td>
<td>Yes/No</td>
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<tr>
<td>Petitioned for a lawsuit or a divorce as a resident in another state?</td>
<td>Yes/No</td>
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18. **MAIN LANGUAGE**

- Are you comfortable reading and writing English?
  - Yes
  - No

19. **NEEDS AND INTERESTS**

- Financial Assistance (optional): ☐ Money for College ☐ Receive TANF, SSI, or General Assistance

1. Academic Counseling/Advising  8. DSPS—Disabled Student Programs/Services  15. Rentry Program (after 5 years out)

---

20. **APPLICANT MUST READ AND SIGN** (California State Law)

I CERTIFY UNDER PENALTY OF PERJURY THAT THE INFORMATION ON THIS APPLICATION IS TRUE AND CORRECT. I UNDERSTAND THAT FALSEIFICATION OF MY INFORMATION MAY RESULT IN DISCIPLINARY ACTION BY THE COLLEGE.

Any SMCCCD College may release directory information in compliance with FERPA, the Family Education Rights and Privacy Act. See your college catalogue for more information. Notify the Admissions and Records Office if you do not want information released.

Applicant's Signature: __________________________ Date: __________  

---

[Signature]
Before registering, have you:

☐ Met with a counselor/advisor for any assistance you need in selecting courses?

☐ Cleared any fee balances or holds on your record?

☐ Checked the prerequisites, corequisites and recommended preparation for the classes you have chosen?

☐ Obtained authorization from the Office of Counseling Services if you plan to enroll in more than 19 units? (9 units for summer)

☐ Applied for financial aid if you would like to receive assistance for payment of fees?

Check out the college websites:

http://canadacollege.edu
http://collegeofsanmateo.edu
http://skylinecollege.edu

When to register:

You may register on or after your assigned appointment date. Appointment dates are mailed or e-mailed to your home or you can check your appointment date online:

http://websmart.smccd.edu

Select the “Check Your Registration Status” link on the WebSMART Registration menu.

Late registration:

See the front section of this Schedule of Classes or review registration information at any of the college websites listed above for further details about registration.

On or after the first day of classes you must obtain an “authorization code” from your instructor to register.

How to register:

Register Online
On the web at WebSMART: http://websmart.smccd.edu
Login with your:

User ID: social security number or student ID (example: G09876543)

and

PIN (Personal Indentification Number): six-digit birthdate (example: 062170)

WebSMART enables you to:

- Apply for admission
- Complete online orientation
- Check your registration status
- Review placement test results
- Search for classes by college, category and time
- Add/Drop classes (within published deadlines)
- Print your class schedule
- Pay your fees by credit card
- Apply for financial aid/review application status
- Obtain your grades
- Print an unofficial transcript
- Update personal information

Fees:

Fees are due and payable at the time of registration. Required fees which are not paid will result in a hold being placed on your records, blocking transcript requests and future registration.

You may use WebSMART to check or revise your schedule at any time. If you decide not to attend these classes, whether or not your fees have been paid, it is your responsibility to withdraw officially within published deadlines to avoid penalty grades and fee obligations.

You can apply for financial aid (Board of Governors Fee Waiver) online and receive instant verification if you are eligible.

Don’t own a computer? Don’t worry!

Register online at computers in the following locations:

College Admissions & Records Office
College Library
College Computer Labs
College Counseling Center
Your local public library
The chart below is to help you plan your schedule. It is for your own personal use and cannot be submitted for registration.

### PREFERRED CLASSES

<table>
<thead>
<tr>
<th>CRN</th>
<th>COURSE</th>
<th>DAY(S)</th>
<th>TIME</th>
<th>UNITS</th>
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### ALTERNATE CLASSES

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<th>DAY(S)</th>
<th>TIME</th>
<th>UNITS</th>
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This is an application to have your ENROLLMENT FEES WAIVED. This FEE WAIVER is for California residents only. If you need money to help with books, supplies, food, rent, transportation and other costs, please complete a FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA) immediately. Contact the Financial Aid Office for more information. The FAFSA is available at www.fafsa.ed.gov or at the Financial Aid Office.

**Note:** Students who are exempt from paying nonresident tuition under Education Code Section 68130.5 (AB 540) are NOT California residents. If you are NOT a California resident, you are not eligible for this fee waiver. Do not complete this application. You may apply for financial aid by completing the FAFSA.

Name: ________________________  Student ID # ________________________

Email (if available): ________________________  Telephone Number: (______) ________________________

Home Address: ________________________  Date of Birth: _______/_____/_______

Street  City  Zip Code

Has the Admissions or Registrar’s Office determined that you are a California resident?  □ Yes  □ No

**IMPLEMENTATION OF THE CALIFORNIA DOMESTIC PARTNER RIGHTS AND RESPONSIBILITIES ACT**

The California Domestic Partner Rights and Responsibilities Act extends new rights, benefits, responsibilities and obligations to individuals in domestic partnerships registered with the California Secretary of State under Section 297 of the Family Code. If you are in a Registered Domestic Partnership (RDP), you will be treated as an independent married student to determine eligibility for this Enrollment Fee Waiver and will need to provide income and household information for your domestic partner. If you are a dependent student and your parent is in a Registered Domestic Partnership, you will be treated the same as a student with married parents and income and household information will be required for the parent’s domestic partner.

**Note:** These provisions apply to state student financial aid ONLY, and not to federal student financial aid.

Are you or your parent in a Registered Domestic Partnership with the California Secretary of State under Section 297 of the Family Code?  (Answer “Yes” if you or your parent are separated from a Registered Domestic Partner but have NOT FILED a Notice of Termination of Domestic Partnership with the California Secretary of State’s Office.)  □ Yes  □ No

If you answered “Yes” to the question above treat the Registered Domestic Partner as a spouse. You are required to include your domestic partner’s income and household information or your parent’s domestic partner’s income and household information in Questions 3, 6, 7, 8, 9, 10, 11, 12.

Student Marital Status:  □ Single  □ Married  □ Divorced  □ Separated  □ Widowed  □ Registered Domestic Partnership

**DEPENDENCY STATUS**

1. Were you born before January 1, 1984?  □ Yes  □ No

2. As of today, are you married or in a Registered Domestic Partnership (RDP)? (Answer “Yes” if you are separated but not divorced or have not filed a termination notice to dissolve partnership.)  □ Yes  □ No

3. Do you have children who receive more than half of their support from you, or other dependents who live with you (other than your children and spouse/RDP) who receive more than half of their support from you, now and through June 30, 2008?  □ Yes  □ No

4. Are (a) both your parents deceased, or (b) you are (or were you until age 18) a ward/dependent of the court?  □ Yes  □ No

5. Are you a veteran of the U.S. Armed Forces currently serving on active duty for purposes other than training?  □ Yes  □ No

If you answered “Yes” to any of the questions 1 - 5, you are considered an INDEPENDENT student for enrollment fee waiver purposes and must provide income and household information about yourself (and your spouse or RDP if applicable). Skip to Question #8.

If you answered “No” to all questions 1 - 5, complete the following questions:

6. If your parent(s) or his/her RDP filed or will file a 2006 U.S. Income Tax Return, were you, or will you be claimed on their tax return as an exemption by either or both of your parents?  □ Will Not File  □ Yes  □ No

7. Do you live with one or both of your parent(s) and/or his/her RDP?  □ Yes  □ No

If you answered “No” to questions 1 - 5 and “Yes” to either question 6 or 7, you must provide income and household information about your PARENT(S)/RDP. Please answer questions for a DEPENDENT student in the sections that follow.

If you answered “No” or “Parent(s) will not file” to question 6, and “No” to question 7, you are a dependent student for all student aid except this enrollment fee waiver. You may answer questions as an INDEPENDENT student on the rest of this application, but please try to get your PARENT information and file a FAFSA so you may be considered for other student aid. You cannot get other student aid without your parent(s) information.

**METHOD A ENROLLMENT FEE WAIVER**

8. Are you (the student ONLY) currently receiving monthly cash assistance for yourself or any dependents from:

   - TANF/CalWORKs?  □ Yes  □ No
   - SSI/SSP (Supplemental Security Income/State Supplemental Program)?  □ Yes  □ No
   - General Assistance?  □ Yes  □ No

9. If you are a dependent student, are your parent(s)/RDP receiving monthly cash assistance from TANF/CalWORKs or SSI/SSP as a primary source of income?  □ Yes  □ No

If you answered “Yes” to question 8 or 9 you are eligible for an ENROLLMENT FEE WAIVER. Sign the Certification at the end of this form. You are required to show current proof of benefits. Complete a FAFSA to be eligible for other financial aid opportunities.
Inquiries regarding these policies may be directed to the financial aid office of the college to which you are applying.

discriminate on the basis of race, religion, color, national origin, gender, age, disability, medical condition, sexual orientation, domestic partnership or any other legally protected basis.

should ask the financial aid officer at your college for further information. The Chancellor's Office and the California community colleges, in compliance with federal and state laws, do not

may be used to verify your identity under record keeping systems established prior to January 1, 1975. If your college requires you to provide an SSN and you have questions, you

The officials responsible for maintaining the information contained on this form are the financial aid administrators at the institutions to which you are applying for financial aid. The SSN

government if required by law. Individuals have the right of access to records established from information furnished on this form as it pertains to them.

applicants who are asked to supply information about themselves. The principal purpose for requesting information on this form is to determine your eligibility for financial aid. The Chancellor’s Office policy and the policy of the community college to which you are applying for aid authorize maintenance of this information. Failure

I hereby swear or affirm, under penalty of perjury, that all information on this form is true and complete to the best of my knowledge. If asked by an authorized official, I agree to provide proof of this information, which may include a copy of my and my spouse/registered domestic partner and/or my parent(s)/registered domestic partner’s 2006 U.S. Income Tax Return(s). I also realize that any false statement or failure to give proof when asked may be cause for the denial, reduction, withdrawal, and/or repayment of my waiver. I authorize release of information regarding this application between the college, the college district, and the Chancellor’s Office of the California Community Colleges.

The Financial Aid Office will review your income and let you know if you qualify for an ENROLLMENT FEE WAIVER under Method B. If you do not qualify using this simple method, you should file a FAFSA.

• If you answered "Yes" to any of the questions from 13-17, you are eligible for an ENROLLMENT FEE WAIVER and perhaps other fee waivers or adjustments. Sign the Certification below. Contact the Financial Aid Office if you have questions.

The California Information Privacy Act

State and federal laws protect an individual's right to privacy regarding information pertaining to oneself. The California Information Practices Act of 1977 requires the following information be provided to financial aid applicants who are asked to supply information about themselves. The principal purpose for requesting information on this form is to determine your eligibility for financial aid. The Chancellor’s Office policy and the policy of the community college to which you are applying for aid authorize maintenance of this information. Failure to provide such information will delay and may even prevent your receipt of financial assistance. This form's information may be transmitted to other state agencies and the federal government if required by law. Individuals have the right of access to records established from information furnished on this form as it pertains to them.

The officials responsible for maintaining the information contained on this form are the financial aid administrators at the institutions to which you are applying for financial aid. The SSN may be used to verify your identity under record keeping systems established prior to January 1, 1975. If your college requires you to provide an SSN and you have questions, you should ask the financial aid officer at your college for further information. The Chancellor’s Office and the California community colleges, in compliance with federal and state laws, do not discriminate on the basis of race, religion, color, national origin, gender, age, disability, medical condition, sexual orientation, domestic partnership or any other legally protected basis. Inquiries regarding these policies may be directed to the financial aid office of the college to which you are applying.

CERTIFICATION FOR ALL APPLICANTS: READ THIS STATEMENT AND SIGN BELOW

FOR OFFICE USE ONLY

Comments: ____________________________ Date: ____________________________

Certified by: ____________________________ Date: ____________________________
What You Should Know About CSM Distance Learning Courses

Distance Learning courses at College of San Mateo consist of telecourses and online courses. Telecourses are pre-produced television courses broadcast on KCSM-TV and available on tape in the Library. The online courses require students to have access to a computer with an individual email account and/or Web access. Students complete most of their course work outside the classroom, on their own time, usually at home, or in the Library.

• Distance learning courses are recommended for students who work well independently and have solid study skills and self-discipline.
• Three or more on-campus meetings are held for each course during the semester. (** indicates MANDATORY introductory meeting.)
• Distance learning courses parallel courses taught in the classroom and are transferable to most four-year colleges and universities.
• Telecourses are not “class lectures transferred to tape.”
• Distance learning courses are as effective as regular college courses in terms of student learning.

KCSM-TV

CSM telecourses are transmitted over KCSM-TV Channel 43, a Public Broadcasting Services station, licensed to the San Mateo County Community College District. Studios are located on the CSM campus, and the transmitter is on Mount Sutro. If you do not receive a digital signal, you may need to subscribe to cable services. Most Bay Area cable companies carry KCSM as part of their service on cable channel 17. Consult your local cable company’s channel directory to make sure you know the correct channel number for KCSM-TV.

Distance Learning Support Services

The Distance Learning Office is located in the lower level of Building 9 in Room 181 (524-6933). Staff is available to answer your questions about courses, the registration process, study materials and instructor access. Or you can email: fleming@smccd.edu. Hours are Monday - Friday, 8:30 a.m. - 4:30 p.m.

Distance Learning Website: collegeofsanmateo.edu/DL

KCSM maintains a distance learning website that includes a full listing of online courses and telecourses offered by CSM.

Study Buddy Sign-Up

At each introductory session, instructors will circulate a Study Buddy Sign-Up Sheet that will be mailed by the Distance Learning Office to every participant. Partners study by phone, online or in person and may wish to share off-air recording responsibilities.

Textbooks by Telephone

The CSM Bookstore (574-6366) accepts textbook orders by phone for Distance Learning students. Allow 10 days for delivery. Credit card orders only. Books can also be purchased online at www.smccd.edu/csmbookstore.

In addition to regular hours, the Bookstore will be open on Saturdays, August 25 and September 8, from 9 a.m. to 2 p.m.

Video Library

The library provides a video checkout service and computer workstations with Internet access. Video tapes of broadcast courses are available for overnight checkout on a first-come, first-served basis.

A current Peninsula Library System (PLS) card is required to check out tapes and use the computers. Residents of San Mateo County may obtain a library card at any local public library or the College of San Mateo Library. Non-residents may obtain a card at the College of San Mateo Library (Bldg. 9). Photo identification and proof of enrollment are required. Students will be charged $1 per hour for each hour a tape is returned late and $.15 per page printer use.

The Library closes for holidays, staff development days and semester break.

Semester Rental of Telecourse Tapes

The CSM Distance Learning Office has limited sets of video tapes of telecourses available for rent. Rental Fee is $50 per set, plus a $20 (cash) security deposit. Deposit is refunded to student when the tapes are returned. Contact the Distance Learning Office, Bldg. 9, Room 181, or (650) 524-6933 for information.

ACT/CT Media Productions, Inc. rents the complete telecourse for the entire semester. Fees are non-refundable. Mastercard, Visa and money orders accepted. Call 1-800-745-5480 or order online at http://www.actmedia.org.

Use Your Video Cassette Recorder

Students can video tape telecourse programs off the air and view them at a more convenient time. Simply set your VCR to the appropriate channel to record KCSM-TV. Be sure to program your television to recognize the KCSM-TV channel.

Important Components of Distance Learning Courses

1. On-Campus Meetings

Some distance learning courses require students to come to the CSM campus at designated times to meet with the instructor and other students. Introductory meetings, reviews, and exams are held on-campus unless otherwise stipulated by the instructor. Most courses have from three to five scheduled on-campus meetings during the semester. Students may also telephone, use email or meet with instructors during office hours.
The introductory meeting and other scheduled on-campus meetings are required unless otherwise indicated. If you don’t attend the introductory meeting, you may be dropped from the class roster.

2. Internet Access/Television Viewing
Students enrolled in online courses are expected to visit the Website weekly and to participate in email and online discussions.

Facilities are available in the CSM Library for accessing the course Website.
Telecourse students usually view weekly programs at home. Some students videotape programs if they cannot watch them at broadcast time.

3. Reading Assignments
Students are required to read the textbook, study guide, handouts or Web information as assigned by the instructor. It is recommended that telecourse students read each lesson before viewing the corresponding program, unless specified otherwise by the instructor. See Textbooks by Telephone information on page 89.

4. Written Assignments
Students complete written work or special projects as assigned by the instructor. By prior arrangement with the instructor, assignments may be submitted in person, by mail, by email or by fax (574-6345).

Attention: Distance Learning Office.

Distance Learning Registration

- Register online or in person.
- Cost is only $20 per unit for California residents. (See note under Fees, page 11.)
- A student enrolled in distance learning courses who officially drops by the stated deadline may be eligible for a partial refund or credit of the enrollment fee/nonresident fee. Please see “Credit and Refund Policy” on page 12.
- Distance Learning students have the same status as regularly enrolled students.

It’s easy to enroll in CSM distance learning courses. Once you have selected the course(s) you want to take, enroll as follows:

Continuing Students

If you were enrolled at CSM, Cañada College or Skyline College during Fall 2006, Spring 2007, and Summer 2007, follow the How to Register instructions for continuing students on page 8 to take advantage of your registration priority and register using WebSMART.

New and Former Students

Students who have never enrolled at CSM, Cañada College or Skyline College, or whose last enrollment was prior to Fall 2006, may submit their application for admission on the Web at collegeofsanmateo.edu or in person at the Office of Admissions and Records (Bldg. 1, Second Floor).

We will send you specific instructions and provide a registration appointment date and PIN code to enable you to register and pay fees using WebSMART registration. You will be able to register or change your program on or after your appointment date.

Late Registration

The registration deadline for Fall 2007 telecourses and online courses is the mandatory introductory meeting shown for each class in the Distance Learning course listings (pgs. 92-99). Assistance with registration will be available on campus in Building 9, Lower Level on Fridays, August 24 and September 7, 6:30 to 9:00 pm and Saturdays, August 25 and September 8, 8:30 am to 3:00 pm.

After the introductory meeting has been held, course authorization codes are required to register on WebSMART or in-person at the introductory meeting. Contact the class instructor, to request course authorization codes. Authorization codes for semester-long classes are valid until Sunday, September 9, 2007.

Fees

You may charge your fees to your VISA, MasterCard, Discover or American Express card, or you may pay by check if you prefer to do so. If you register only for distance learning courses, you need not pay health services or parking fees.

However, if your on-campus meetings are at any time other than a Friday evening or Saturday, you will have to purchase a parking permit from the Security Office (Bldg. 1, Room 270) or Cashier’s Office (Bldg. 1, Room 147) or from the machines in Lots 1, 2, 10 or 14.

Distance learning students pay the State-mandated enrollment fee ($20 per unit) and the student fee ($1). (See Fees, page 11) In addition, if they have not been residents of California (as defined in the Education Code) continuously since August 21, 2006, they must pay an additional nonresident tuition fee of $184 per unit. Foreign students also need to pay an additional $8 per unit nonresident capital outlay fee for a total of $192 per unit.

Getting Started in Your Course:

Attend the Introductory Meeting

The first class meeting will provide you with an opportunity to have questions answered, to obtain specific information, to find out how to proceed through the course, and to meet your instructors and your fellow classmates. Telecourse students will receive a syllabus and broadcast schedule. Instructors for online courses will distribute course material in person and online. You do not have to be preregistered to attend. You may register on the day of the introductory meeting if there is space in the class. (See Late Registration for details.)

Students Unable to Attend the Introductory Meeting

Many courses have mandatory introductory meetings; students not in attendance may be dropped unless they have made prior arrangements with the instructor. However, this is not an automatic withdrawal—the student is responsible for officially withdrawing from the class by using fax, WebSMART or written notification to Admissions and Records by appropriate deadline date(s). Check the detailed course listings to learn whether attendance at the introductory meeting is mandatory for your course(s). If you have completed registration and are unable to attend the scheduled introductory meeting, contact the Distance Learning Office before the meeting to obtain necessary information. If you have not registered before the introductory meeting and are unable to attend, call the Distance Learning Office (524-6933) to learn whether it is still possible to enroll in the course you have chosen and to take the necessary steps for late registration.

Dismissed Students

Students dismissed at College of San Mateo, Cañada College or Skyline College must petition for reinstatement. Obtain the petition form from the Counseling Center (Building 5, Room 128).

Students who were dismissed and who have NOT been in attendance at College of San Mateo, Cañada College or Skyline College since Fall 2006 must complete an application for admission in addition to the petition for reinstatement.
Credit/No Credit Grading Option

Most CSM courses are graded on the basis of the standard letter grades (A, B, C, D, F). Some courses are graded on a Credit (CR) or No Credit (NC) basis, and are so designated in the schedule of classes. Still other courses offer the student the choice between letter and Credit/No Credit grading; students electing the Credit/No Credit option in such courses must submit the appropriate form to the Office of Admissions and Records within the first 30% of the duration of the course. Changes are not permitted thereafter. See Fall 2007 Important Dates on the inside front cover for the established deadline for semester-long courses.

Students should be aware that many colleges and universities, including College of San Mateo, place specific restrictions on the number, if any, of units graded on a Credit/No Credit basis that are acceptable toward degrees and certificates. Because the decision to request Credit/No Credit grading is irrevocable after 30% of the duration of the course, students should be cautious in making such a request.

Transferable Courses

All CSM distance learning courses are applicable for A.A./A.S. degree credit and are transferable to most four-year universities for bachelor's degree credit.

Drop/Withdrawal

If you officially drop a Fall 2007 telecourse by the stated ‘last day to drop with refund’ deadline, you may be eligible for a partial refund of enrollment fee/nonresident fee. See “Credit and Refund Policy” on page 12. The final deadline for withdrawal from each telecourse is listed with the description of each telecourse. Withdrawal from a class(es) must be initiated by the student by the appropriate deadline date by WebSMART, mail, or in person at the Office of Admissions and Records. Withdrawal requests must be postmarked by the appropriate deadline date (see Important Dates on inside front cover) and must include the student’s identification number and the student’s signature. (See Distance Learning course listings on pages 92-99 for deadlines).

Final Grades Reported on WebSMART and SMART

Final grades will be available on WebSMART beginning January 5, 2008.

"Is Distance Learning For Me?"

This Handy Questionnaire Will Help You Decide

Instructional technologists Bob Lose, Joan Trabandit, Barbara Hatheway and Teresa Donnell of Northern Virginia Community College’s Extended Learning Institute would like to share the following simple, quick questionnaire they developed to help potential distance learning students assess their chances for success.

Is Distance Learning for You?

How well will distance learning fit your circumstances and lifestyle? Circle one answer for each question and score as directed.

1. My need to take this course now is:
   a. High - I need it immediately for degree, job or other important reason.
   b. Moderate - I could take it on campus later or substitute another course.
   c. Low - It’s a personal interest that could be postponed.

2. Feeling that I am part of a class is:
   a. Not particularly necessary to me.
   b. Somewhat important to me.
   c. Very important to me.

3. I would classify myself as someone who:
   a. Often gets things done ahead of time.
   b. Needs reminding to get things done on time.
   c. Puts things off until the last minute.

4. Classroom discussion is:
   a. Rarely helpful to me.
   b. Sometimes helpful to me.
   c. Almost always helpful to me.

5. When an instructor hands out directions for an assignment, I prefer:
   a. Figuring out the instructions myself.
   b. Trying to follow the directions on my own, then asking for help as needed.
   c. Having the instructions explained to me.

6. I need faculty comments on my assignments:
   a. Within a few days, or I forget what I did.
   b. Within a few days, or I forget what I did.
   c. Right away, or I get very frustrated.

7. Considering my professional and personal schedule, the amount of time I have to work on a distance learning course is:
   a. More than enough for a campus class or a distance learning course.
   b. The same as for a class on campus.
   c. Less than for a class on campus.

8. When I am asked to use VCRs, computers, voice mail, e-mail, or other technologies new to me:
   a. I look forward to learning new skills.
   b. I feel apprehensive, but try anyway.
   c. I put it off or try to avoid it.

9. As a reader, I would classify myself as:
   a. Good - I usually understand the text without help.
   b. Average - I sometimes need help to understand the text.
   c. Slower than average.

10. If I have to go to campus to take exams or complete work:
    a. I can go to campus anytime.
    b. I might miss some lab assignments or exam deadlines if campus labs are not open even on weekends.
    c. I will have difficulty getting to the campus, even in the evenings and on weekends.

Scoring

Add 3 points for each “A” that you circled, 2 for each “B” and 1 for each “C”.

If you scored 20 or over, distance learning is a real possibility for you.

If you scored 11 to 19, you may need to make a few adjustments in your schedule and study habits to succeed.

If you scored 10 or less, distance learning may not currently be the best alternative for you; talk to your counselor.

Explanation

The 10 questions in the questionnaire reflect some of the facts about taking distance learning courses:

1. Distance learning students sometimes can end up neglecting courses because of personal or professional circumstances, unless they have compelling reasons for taking the course.
2. Some students prefer the independence of distance learning; others find it uncomfortable.
3. Distance learning courses give students greater freedom of scheduling, but they can require more self-discipline than on-campus classes.
4. Some people learn best by interacting with other students and instructors, but Distance learning courses often do not provide much opportunity for this type of interaction.
5. Distance learning courses require you to work from written directions without face to face instruction.
6. It may take as long as two weeks to get comments back by mail from your instructor.
7. Distance learning courses require at least as much time as on-campus courses.
8. Distance learning courses frequently use technology for teaching and telecommunication.
9. Printed materials are the primary source of directions and information in Distance learning courses.
10. All distance learning courses require some on-campus work: introductory, review sessions, exams, and labs. Student schedule flexibility is important.
Distance Learning Guide

ONLINE COURSES

Distance Learning Website: collegeofsanmateo.edu/DL

Deadline Dates
Most of the online classes listed below are semester-long.
- Last Day to Drop with Refund: Sept. 5
- Last Day to Drop Without Refund: Sept. 14
- Last Day to Drop with Assurance of a “W”: Nov. 20

Deadline dates for courses less than a semester long are listed under the individual course.

General requirements for all online courses:
- Complete the required registration procedure.
- Attend the introductory meeting and other on-campus meetings (**indicates MANDATORY).
- Read the required textbooks.
- Visit the Website weekly to keep apprised of schedule changes, new texts, etc.
- Participate actively in e-mail and online discussions.
- Complete class assignments, exams and specific course requirements.

NOTE: These courses are offered online. Students MUST have e-mail and Web access. For complete course descriptions, prerequisites, and recommended preparations, see listings under the respective departments. For further information about a specific class, its schedule, recommended software, or other questions, visit the course website or contact the instructor.

QuickBooks: Set-up and Service Business
ACTG 144 W1 (90823) (1.5 Units)
Introductory Meeting: None. Please contact instructor at email address below before start date.
Start/End date: 8/22-10/22
Website: www.smccd.edu/accounts/raeber
Instructor: Sandra Raeber
Phone: 574-6665
Registration Deadline: Aug. 22
Last Day to Drop with Refund: Aug. 27
Last Day to Withdraw: Oct. 6

QuickBooks: Payroll and Merchandising Business
ACTG 145 W2 (90825) (1.5 Units)
Introductory Meeting: None. Please contact instructor at email address below before start date.
Start/End date: 10/23-12/21
Website: www.smccd.edu/accounts/raeber
Instructor: Sandra Raeber
Phone: 574-6665
Registration Deadline: Oct. 23
Last Day to Drop with Refund: Oct. 29
Last Day to Withdraw: Dec. 6

Cost Accounting
ACTG 165 JA (90933) (3 Units)
This class will be held primarily online. The class will meet on campus for the first class (8/22/07), midterm (9/26/07), midterm 2 (10/24/07) and final (12/12/07). Students must have email and web access. Please see page 20 and the instructor’s website (www.smccd.edu/accounts/nurre) for additional information.

Biology

Introduction to Life Sciences
BIOL 100 WW (85715) (3.0 Units)
Introductory Meeting: Sat., Aug. 25**
9 am - 12 pm
Bldg. 36, Room 207
Start/End date: 8/25 - 12/15
Website: www.smccd.edu/webaccess
Instructor: Pamela McGlasson
Phone: (650) 574-6402
Registration Deadline: Aug. 22
Last Day to Drop with Refund: Aug. 27
Last Day To Withdraw: Oct. 6

Business Communication
BUS 401 WW (83490) (3.0 Units)
Introductory Meeting: None. Please contact instructor at email address below before start date.
Start/End date: 8/22 - 12/14
Website: www.smccd.edu/accounts/willis
Instructor: Janice Willis
Phone: 574-6477

Word Processing I Using Word for Windows
BUSBW 214 W1 (90408) (1.5 Units)
Introductory Meeting: None. Please contact instructor at email address below before start date.
Start/End date: 8/22 - 10/17
Website: www.smccd.edu/accounts/brownk
Instructor: Staff
Phone: (650) 574-6402
Registration Deadline: Aug. 22
Last Day to Drop with Refund: Aug. 27
Last Day To Withdraw: Oct. 6

BUSBW 214 W2 (85418) (1.5 Units)
Introductory Meeting: None. Please contact instructor at email address below before start date.
Start/End date: 10/22 - 12/12
Website: www.smccd.edu/accounts/mcglasson
Instructor: Pamela McGlasson
Phone: mcglasson@smccd.edu

** Attendance at meeting is mandatory. Students who are not at the mandatory introductory meeting may be dropped from the class. However, this is not an automatic withdrawal—the student is responsible for officially withdrawing from the class through the Office of Admissions and Records.
**Spreadsheet I Using Excel for Windows**  
BUSW 415 W2 (85492) (1.5 Units)  
Introductory Meeting: None. Please contact instructor at email address below before start date.  
Start/End date: 10/18 - 12/13  
Website: www.smccd.edu/accounts/willis  
Instructor: Janice Willis  
e-mail: willis@smccd.edu  
Phone: 574-6477  
Registration Deadline: Oct. 18  
Last Day to Drop with Refund: Oct. 26  
Last Day to Withdraw: Nov. 28

**Spreadsheet II Using Excel for Windows**  
BUSW 416 W1 (85454) (1.5 Units)  
Introductory Meeting: None. Please contact instructor at email address below before start date.  
Start/End date: 8/22 - 10/22  
Website: www.smccd.edu/accounts/willis  
Instructor: Janice Willis  
e-mail: willis@smccd.edu  
Phone: 574-6477  
Registration Deadline: Aug. 22  
Last Day to Drop with Refund: Aug. 27  
Last Day to Withdraw: Oct. 6

**HTML I (Hypertext Markup Language)**  
BUSW 534 W1 (86659) (1.5 Units)  
Introductory Meeting: Thurs., Aug. 23**  
7-10 pm  
Bldg. 14, Room 221  
Start/End date: 8/23 - 10/18  
Website: To be announced in class  
Instructor: Terryl Kistler  
e-mail: tkl321@email.com  
Phone: 378-7301 ext. 19011  
Registration Deadline: Aug. 23  
Last Day to Drop with Refund: Aug. 27  
Last Day to Withdraw: Oct. 6

**HTML II (Advanced Hypertext Markup Language)**  
BUSW 535 W2 (86798) (1.5 Units)  
Introductory Meeting: Thurs., Oct. 25**  
7-10 pm  
Bldg. 14, Room 221  
Start/End date: 10/25 - 12/20  
Website: To be announced in class  
Instructor: Terryl Kistler  
e-mail: tkl321@email.com  
Phone: 378-7301 ext. 19011  
Registration Deadline: Oct. 25  
Last Day to Drop with Refund: Oct. 29  
Last Day to Withdraw: Dec. 6

**Chinese**

**Elementary Chinese I**  
CHIN 111 WW (90326) (3.0 Units)  
Introductory Meeting: Thurs., Aug. 23**  
6:30 - 7:30 pm  
Bldg. 18, Room 204  
Start/End date: 8/23 - 12/20  
Website: www.smccd.edu/accounts/wu  
Instructor: Jing Wu  
e-mail: wu@smccd.edu  
Phone: 574-6341

**Elementary Chinese II**  
CHIN 112 WW (91147) (3 Units)  
Introductory Meeting: Thurs., Aug. 23**  
6:30-7:30pm  
Bldg. 18, Room 204  
Start/End date: 8/23-12/20  
Website: www.smccd.edu/accounts/wu  
Instructor: Jing Wu  
e-mail: wu@smccd.edu  
Phone: 574-6341

**Computer and Information Science**

**Introduction to Computer and Information Science**  
CIS 110 WW (86225) (3.0 Units)  
Introductory Meeting: Sat., Aug. 25**  
9-11 am  
Bldg. 19, Room 121  
Start/End date: 8/25 - 12/15  
Website: www.smccd.edu/accounts/martens/cis110ww  
Instructor: Bryce Martens  
e-mail: martens@smccd.edu  
Phone: use e-mail

**(CS1) Programming Methods: Java**  
CIS 255 WX (88678) (4.0 Units)  
Introductory Meeting: Thurs., Aug. 23**  
5-6:30 pm  
Bldg. 19, Room 105  
Start/End date: 8/23 - 12/20  
Website: www.smccd.edu/accounts/greenm  
Instructor: Melissa Green  
e-mail: greenm@smccd.edu  
Phone: 574-6374

(CSU) Transferable to California State Universities  
(UC) Transferable to University of California
**Attendance at meeting is mandatory. Students who are not at the mandatory introductory meeting may be dropped from the class. However, this is not an automatic withdrawal—the student is responsible for officially withdrawing from the class through the Office of Admissions and Records.**
Health Science

**General Health Sciences**

HSCI 100 WW (91023) (2 Units)
Introductory Meeting: Wed., Aug. 22**
6-8pm
Bldg. 36, Room 207
Start/End date: 8/22-12/12
Website: [www.smccd.edu/webaccess](http://www.smccd.edu/webaccess)
Instructor: Tania Beliz
E-mail: beliz@smccd.edu
Phone: 574-6248

Music

**MUS. 100 WW** (90463) (3.0 Units)
Introductory Meeting: Thurs., Aug. 23**
7-10 pm
Bldg. 2, Room 141
Start/End date: 8/23-12/14
Website: [www.smccd.edu/accounts/bobrowski](http://www.smccd.edu/accounts/bobrowski)
Instructor: Chris Bobrowski
E-mail: bobrowski@smccd.edu
Phone: 574-6204

**Fundamentals of Music**

Mus. 100 WY (90957) (3 Units)
Introductory Meeting: Thurs., Aug. 23**
7-10 pm
Bldg. 2, Room 141
Start/End date: 8/23-12/14
Website: [www.smccd.edu/accounts/bobrowski](http://www.smccd.edu/accounts/bobrowski)
Instructor: Chris Bobrowski
E-mail: bobrowski@smccd.edu
Phone: 574-6204

Library

**Online Research Skills**

LIBR 105 WW (89919) (3.0 Units)
Introductory Meeting: Please contact instructor at email address below before start date.
Start/End date: 8/22 (open entry) - 12/14
Website: [www.smccd.edu/accounts/finkm](http://www.smccd.edu/accounts/finkm)
Instructor: Mark Fink
E-mail: finkm@smccd.edu
Phone: (925) 366-6660

Mathematics

**Intermediate Algebra**

MATH 120 WW (87228) (5.0 Units)
Introductory Meeting: Sat., Aug. 25**
10 am-12 pm
Bldg. 19, Room 124
Start/End date: 8/25 - 12/15
Website: [www.smccd.edu/accounts/churchg/m120ww/index.html](http://www.smccd.edu/accounts/churchg/m120ww/index.html)
Instructor: Gary Church
E-mail: churchg@smccd.edu
Phone: 574-6621

Music

**MUS. 100 WW** (90463) (3.0 Units)
Introductory Meeting: Thurs., Aug. 23**
7-10 pm
Bldg. 2, Room 141
Start/End date: 8/23-12/14
Website: [www.smccd.edu/accounts/bobrowski](http://www.smccd.edu/accounts/bobrowski)
Instructor: Chris Bobrowski
E-mail: bobrowski@smccd.edu
Phone: 574-6204

**Fundamentals of Music**

Mus. 100 WY (90957) (3 Units)
Introductory Meeting: Thurs., Aug. 23**
7-10 pm
Bldg. 2, Room 141
Start/End date: 8/23-12/14
Website: [www.smccd.edu/accounts/bobrowski](http://www.smccd.edu/accounts/bobrowski)
Instructor: Chris Bobrowski
E-mail: bobrowski@smccd.edu
Phone: 574-6204

**Music Listening and Enjoyment**

Mus. 202 WW (85848) (3 Units)
Introductory Meeting: Thurs., Aug 23**
1-4pm
Bldg. 2, Room 141
Start/End date: 8/23-12/13
Website: To be announced
Instructor: Milton Williams
E-mail: williamsm@smccd.edu
Phone: use email

Political Science

**American Politics**

PLSC 210 WW (88867) (3.0 Units)
Introductory Meeting: Sat., Aug. 25**
11 am - 1 pm
Bldg. 11, Room 133
Start/End date: 8/25 - 12/15
Website: [www.smccd.edu/accounts/churchg](http://www.smccd.edu/accounts/churchg)
Instructor: Kathryn O’Connell
E-mail: oconnell@smccd.edu
Phone: 574-6381

**California State and Local Government**

PLSC 310 WW (86791) (2.0 Units)
Introductory Meeting: Sat., Aug. 25**
9-11 am
Bldg. 11, Room 133
Start/End date: 8/23 - 12/6
Website: To be announced in class
Instructor: Kathryn O’Connell
E-mail: oconnell@smccd.edu
Phone: 574-6381

**TELECOURSES**

General requirements for all telecourses:
- Complete the required registration procedure.
- Attend the introductory meeting (**indicates MANDATORY) and other on-campus meetings.
- Read the required textbooks.
- View the telelessons.
- Complete additional specific course requirements.

Anthropology

**Introduction to Archaeology**

ANTH 350 TV (CRN 87430) (3 Units)
“Out of the Past” is a survey of four million years of human biological evolution and the archaeological study of sociocultural adaptation. **Recommended Preparation:** ANTH 110 and eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 or appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU)

Specific course requirement:
- Complete a notebook of study questions and self-assessments for each lesson.

TV: Thur., 6–7 am, Sept. 13 – Nov. 1

Campus Meetings: Sat., 1–4 pm

Introduction: Aug. 25**
Midterm #1: Sept. 15
Midterm #2: Oct. 6
Midterm #3: Oct. 27
Final Exam: Dec. 8
Instructor: Andres Gonzalez
Registration Deadline: Aug. 25
Last Day to Drop with Refund: Aug. 30
Last Day to Withdraw: Nov. 8
Art

Art of the Western World

**Art of the Western World** traces the Western tradition in the visual arts from their origins in Ancient Greece to the present day. **Recommended Preparation:** ENGL 848. Credit/No Credit or letter grade option. “Not applicable to Art majors.” (CSU)

Specific course requirement:
- Complete a Museum Paper.
- TV: Thurs., 4–5 pm, Sept. 13 – Nov. 8
- Campus Meetings: Fri., 6:30-9:30 pm
- Bldg. 4, Room 152

Introduction: Aug. 24
Midterm Review: Oct. 5
Midterm: Oct. 12
Final Review: Nov. 2
Final Exam: Nov. 16
Instructor: Simon Pennington
Registration Deadline: Aug. 24
Last Day to Drop with Refund: Aug. 30
Last Day to Withdraw: Nov. 1

Astronomy

Introduction to Astronomy

**ASTR 100 TV** (CRN 81799) (3 Units)

“Universe: The Infinite Frontier” is a survey of astronomy with descriptive material on the solar system, stars, galaxies, and life in the universe. (CSU/UC)

Specific course requirement:
- Complete a term paper.
- TV: Mon., 7–8 am, Sept. 10 – Dec. 3
- Campus Meetings: Fri., 7–9 pm
- Bldg. 36, Room 109

Introduction: Sept. 7**
Midterm Review: Oct. 19
Midterm: Oct. 26
Final Review: Dec. 7
Final Exam: Dec. 14
Instructor: C.T. Vanajakshi
Registration Deadline: Sept. 7**
Last Day to Drop with Refund: Sept. 15
Last Day to Withdraw: Nov. 27

Business

Contemporary American Business

**BUS. 100 TV** (CRN 81859) (3 Units)

“It’s Strictly Business” is an introductory survey of the nature, organization, and structure of the American free enterprise system. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC)

TV: Wed., 8–9 am, Sept. 12 – Dec. 5
Campus Meetings: Fri., 6–8 pm
- Bldg. 14, Room 200

Introduction: Sept. 7**
Midterm: Oct. 26
Final Exam: Dec. 14
Instructor: Pamela McGlasson
Registration Deadline: Sept. 7
Last Day to Drop with Refund: Sept. 15
Last Day to Withdraw: Nov. 27

Money Management

**BUS 131 TV** (CRN 89808) (3 Units)

“Dollars and Sense” develops understanding and skill in consumer financial planning, saving and borrowing money, real estate and introduction to security investments, estate planning and income tax preparation. **Recommended preparation:** eligibility for ENGL 848. (CSU) Note: It is strongly suggested that students have email and web access.

TV: Wed., 6 – 7 am, Sept. 12 – Dec. 5
Campus Meetings: Fri., 6–9 pm
- Bldg. 14 Room 200

Introduction: Aug. 24**
Midterm: Oct. 19
Final Exam: Dec. 7
Instructor: Pamela McGlasson
Registration Deadline: Aug. 24
Last Day to Drop with Refund: Aug. 30
Last Day to Withdraw: Nov. 8

Small Business Management

**BUS. 150 TV** (CRN 81873) (3 Units)

“Something Ventured” provides aspiring entrepreneurs and those already involved in a small business venture with the tools needed to enhance their potential for success. **Prerequisite:** BUS. 100 or equivalent. **Recommended Preparation:** eligibility for ENGL 848. (CSU)

Specific course requirements:
- Complete assignments and final paper.
- TV: Wed., 7–8 am, Sept. 12 – Dec. 5
- Campus Meetings: Sat., 9–11 am
- Bldg. 14, Room 100

Introduction: Aug. 25
Midterm Review: Oct. 13
Midterm: Oct. 20
Final Review: Dec. 1
Final Exam: Dec. 8
Instructor: Peter von Bleichert
Registration Deadline: Aug. 25
Last Day to Drop with Refund: Aug. 30
Last Day to Withdraw: Nov. 8

Consumer Arts and Science

Nutrition

**CA&S 310 TV** (CRN 85731) (3 Units)

“Nutrition Pathways,” an introductory course on human nutrition designed to satisfy basic nutrition course requirements for students entering allied health programs and to provide practical and interesting nutrition information for non-majors, covers topics such as “good” and “bad” foods, dietary supplements, metabolism, exercise, and the best program for weight loss. Video lessons feature experts and professionals associated with nutrition to show how nutrition and lifestyle choices impact our lives in positive and negative ways. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC) (CAN H EC 2)

TV: Mon., 8–9 am, Sept. 10 – Dec. 3
Campus Meetings: Fri., 5–7 pm
- Bldg. 2, Room 141

Introduction: Aug. 24**
Midterm Review: Oct. 12
Midterm: Oct. 19
Final Review: Nov. 30
Final Exam: Dec. 7
Instructor: Antoinette Ferrang Bloom
Registration Deadline: Aug. 24
Last Day to Drop with Refund: Aug. 30
Last Day to Withdraw: Nov. 8

Film

American Cinema

**FILM 110 TV** (CRN 85469) (3 Units)

Familiarizes students with the history of American Cinema, focusing on the studio system, the star system, genres, and directors. Emphasizes film vocabulary and critical viewing skills. **Recommended Preparation:** ENGL 848. (CSU)

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**Attendance at meeting is mandatory. Students who are not at the mandatory introductory meeting may be dropped from the class. However, this is not an automatic withdrawal—the student is responsible for officially withdrawing from the class through the Office of Admissions and Records.**
Specific course requirement: Complete term paper.
TV: Wed., 3–4 pm, Sept. 12 – Nov. 14
Campus Meetings: Sat., 1–4 pm
Bldg. 2, Room 141
Introduction: Sept. 8 **
Midterm Review: Oct. 20
Midterm: Oct. 27
Final Review: Dec. 8
Final: Dec. 15
Instructor: Tony Kashani
Registration Deadline: Sept. 8
Last Day to Drop with Refund: Sept. 15
Last Day to Withdraw: Nov. 27

French

Beginning French I
FREN 115 TV (CRN 82454) (3 Units)
“French in Action” is equivalent to FREN 111 but without the speaking component. Basic French and Francophone cultures, vocabulary, and language structures studied through a broadcast video program supported by audiocassettes, a textbook, workbook, and other print materials. Credit/No Credit or letter grade option. (CSU)
Specific course requirements: See below.
TV: Mon., 1–2 pm, Sept. 10 – Dec. 3
Campus Meetings: See below.

Beginning French II
FREN 116 TV (CRN 82455) (3 Units)
The continuation of “French in Action” is equivalent to FREN 112 but without the speaking component. Basic French and Francophone cultures, vocabulary, and language structures studied through a broadcast video program supported by audiocassettes, a textbook, workbook, and other print materials. Prerequisite: French 115 with Credit or a grade of C or higher or equivalent skills. Credit/No Credit or letter grade option. (CSU)
Specific course requirements: See below.
TV: Mon., 1–2 pm, Sept. 10 – Dec. 3
Campus Meetings: See below.

Advanced Beginning French I
FREN 117 TV (CRN 83788) (3 Units)
The continuation of “French in Action” is equivalent to FREN 121 but without the speaking component. French and Francophone cultures, vocabulary, and language structures studied through a broadcast video program supported by audiocassettes, a textbook, workbook, and other print materials. Prerequisite: French 116 with Credit or a grade of C or higher or equivalent skills. Credit/No Credit or letter grade option. (CSU)
TV: Wed., 1–2 pm, Sept. 12 – Dec. 5
Campus Meetings: See below.

Advanced Beginning French II
FREN 118 TV (CRN 88804) (3 Units)
The continuation of “French in Action” is equivalent to FREN 122 but without the speaking component. French and Francophone cultures, vocabulary, and language structures studied through a broadcast video program supported by audiocassettes, a textbook, workbook, and other print materials. Prerequisite: French 117 with Credit or a grade of C or higher or equivalent skills. Credit/No Credit or letter grade option. (CSU)
TV: Mon., 1–2 pm, Sept. 13 – Dec. 6
Specific course requirements for French 115, 116 and 118:
• Listen to and work with the audio cassettes.
• Complete written assignments for each lesson in both the workbook and the study guide.
• Record on a blank cassette the audio portion from the summary quiz in each even-numbered lesson.
Campus Meetings: Sat., 9–11 am
Bldg. 18, Room 203
Introduction: Aug. 25**
Midterm Review: Oct. 13
Midterm: Oct. 20
Final Review: Dec. 1
Final Exam: Dec. 8
Instructor: Edwige Gamache
Registration Deadline: Aug. 25
Last Day to Drop with Refund: Aug. 30
Last Day to Withdraw: Nov. 8

Geology

Survey of Geology
GEOL 100 TV (CRN 83790) (3 Units)
“Earth Revealed” is a comprehensive study of the Earth’s physical processes and properties, with emphasis on understanding the scientific theories behind the geological principles. (Not open to students who have taken or are taking Geology 210.) (CSU/UC*)
Midterm Review: Oct. 7
Midterm: Oct. 20
Final Review: Dec. 1
Final Exam: Dec. 8
Instructor: John Galloway
Registration Deadline: Sept. 8
Last Day to Drop with Refund: Sept. 15
Last Day to Withdraw: Nov. 27

Health Science

General Health Science
HSCI 100 TV (CRN 82535) (2 Units)
“Journey to Health” examines critical health questions facing today’s society. Research findings and emerging theories are explored. (CSU/UC*)
Specific course requirement:
• Complete a notebook of study questions and self-assessments for each lesson.
TV: Mon., 9–10 am, Sept. 10 – Dec. 3
Campus Meetings: Fri., 7–9 pm
Bldg. 19, Room 121
Introduction: Sept. 7
Midterm Review: Oct. 19
Midterm: Oct. 26
Final Review: Dec. 7
Final Exam: Dec. 14
Instructor: Ashok Malik
Registration Deadline: Sept. 7
Last Day to Drop with Refund: Sept. 15
Last Day to Withdraw: Nov. 27

History

United States History II
HIST 202 TV (CRN 90040) (3 Units)
Continues the work of HIST 201: “The Unfinished Nation II” covers United States history from 1865 - Post Civil War Reconstruction to the Information Age. Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC*)
TV: Thurs., 8–9 am, Sept. 13 – Dec. 6
Campus Meetings: Sat., 11 am–1 pm
Bldg. 18, Room 306
Introduction: Aug. 25**
Midterm Review: Oct. 13
Midterm: Oct. 20
Final Review: Dec. 1
Final Exam: Dec. 8
Instructor: Mark Still
Registration Deadline: Aug. 25
Last Day to Drop with Refund: Aug. 30
Last Day to Withdraw: Nov. 8

Italian

Beginning Italian I
ITAL 115 TV (CRN 86465) (3 Units)
“In Italiano” covers basic Italian vocabulary and language structures through text, audio cassettes, and broadcast videotapes. Equivalent to Italian 111 but without the oral component. Credit/No Credit or letter grade option. (CSU)
Requirements: See below.
TV: Mon., 12–1 pm, Sept. 10 – Dec. 3
Campus Meetings: See below.
Beginning Italian II
ITAL 116 TV (CRN 86466) (3 Units)
Continuation of “In Italiano.” Introduces basic Italian vocabulary and language structures and enhances appreciation of Italian culture. Workbook and audio tape exercises focus on reading, writing, and listening comprehension. Parallels Italian 112 but without the oral component. **Prerequisite:** ITAL 115 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU)

Requirements: See below.
TV: Tues., 12–1 pm, Sept. 11 – Dec. 4
Campus Meetings: See below.

Advanced Beginning Italian I
ITAL 117 TV (CRN 87435) (3 Units)
Continuation of “In Italiano.” Introduces basic Italian vocabulary and language structures and enhances appreciation of Italian culture. Workbook and audio tape exercises focus on reading, writing, and listening comprehension. Parallels Italian 121 but without the oral component. **Prerequisite:** ITAL 116 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU)

Specific course requirement: See below.
Campus Meetings: See below.

Advanced Beginning Italian II
ITAL 118 TV (CRN 87436) (3 Units)
Continuation of “In Italiano.” Introduces basic Italian vocabulary and language structures and enhances appreciation of Italian culture. Workbook and audio tape exercises focus on reading, writing, and listening comprehension. Parallels Italian 122 but without the oral component. **Prerequisite:** ITAL 117 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU)

Specific course requirement for Italian 115, 116, 117 and 118:
- Complete the assignments.
TV: Thurs., 12–1 pm, Sept. 13 – Dec. 6
Campus Meetings: Sat., 1–3 pm
Bldg. 18, Room 203
Introduction: Sept. 8**
Midterm Review: Oct. 20
Midterm: Oct. 27
Final Review: Dec. 8
Final Exam: Dec. 15
Instructor: Leda Mussio
Registration Deadline: Sept. 8
Last Day to Drop with Refund: Sept. 15
Last Day to Withdraw: Nov. 27

Management
Introduction to Business Management
MGMT 100 TV (CRN 82771) (3 Units)
“Taking the Lead” covers essential skills in planning and organizing, directing decision making, and applying managerial skills to business, industry, and public sector organizations. **Recommended Preparation:** eligibility for ENGL 848. (CSU)

Specific course requirement:
- Complete the assignments in the Telecourse Study Guide.
Campus Meetings: Sat., 11 am–1 pm
Bldg. 14, Room 120
Introduction: Aug. 25**
Midterm Review: Oct. 13
Midterm: Oct. 20
Final Review: Dec. 1
Final Exam: Dec. 8
Instructor: Craig Blake
Registration Deadline: Jan. 25
Last Day to Drop with Refund: Aug. 30
Last Day to Withdraw: Nov. 8

MUSIC
World Music
MUS. 250 TV (CRN 90475) (3 units)
A course in comparative music styles of various cultures of the world. Exploring the World of Music shows how elements such as melody, rhythm, and texture create an infinite variety of sounds and serve as expressions of culture. The featured artists perform music from around the world, including American jazz, gospel, and rock, and traditional music from Bosnia, the Caribbean, India, Ireland, Japan, and West Africa. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC)

TV: Fri., 2–3 pm, Sept. 14 – Dec. 7
Campus Meetings: Fri., 7–9 pm
Bldg. 2, Room 202
Introduction: Sept. 6
Midterm Review: Oct. 18
Midterm: Oct. 25
Final Review: Dec. 6
Final Exam: Dec. 13
Instructor: Guillermo Galindao
Registration Deadline: Sept. 6
Last Day to Drop with Refund: Sept. 14
Last Day to Withdraw: Nov. 27

Philosophy
Introduction to Philosophy
PHIL 100 TV (CRN 89635) (3 Units)
“The Examined Life” is an introductory survey of philosophical questions and points of view from classical and contemporary perspectives.

Recommended Preparation: eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 or appropriate skill level as indicated by the reading placement tests or other measures. (CSU)

Note: This telecourse has an online component.
Students MUST have e-mail and Web access.
TV: Tues., 8–9 am, Sept. 11 – Dec. 4
Campus Meetings: Thurs., 6–8 pm
Bldg. 14, Room 218
Introduction: Aug. 23**
Midterm Review: Oct. 11
Midterm: Oct. 18
Final Review: Nov. 29
Final Exam: Dec. 6
Instructor: Staff
Registration Deadline: Aug. 23
Last Day to Drop with Refund: Aug. 29
Last Day to Withdraw: Nov. 7

Physical Education
Fitness
Low Impact Aerobics
FITN 136 TV (CRN 90166) (1 Unit)
“Sit & Be Fit” is a series of programs designed for students desiring an exercise program at an easier pace. Concentrates on developing and strengthening muscle groups as well as overall stretching. Credit/No Credit or letter grade option. To increase or maintain conditioning this class may taken three times. (CSU)
TV: MWF, 11–11:30 am, Sept. 10 – Dec. 7
Campus Meetings: Sat., 10 am–12:30 pm
Bldg. 8, Room 203
Introduction: Aug. 25**
Midterm: Oct. 20
Final Exam: Dec. 8
Instructor: Larry Walker
Registration Deadline: Aug. 25
Last Day to Drop with Refund: Aug. 30
Last Day to Withdraw: Nov. 8

Stretch Conditioning
FITN 680 TV (CRN 90474) (1 Unit)
“Classical Stretch: The Esmonde Technique” is designed to improve fitness and overall knowledge of the process of physical conditioning. The progressive aerobic and physical conditioning program is designed to improve musculature while teaching proper posture and flexibility for daily living activities. To increase or maintain conditioning, this course may be repeated up to three times for a maximum of 4 units. (CSU)
TV: MWF, 10:30–11 am, Sept. 10 – Dec. 7
Campus Meetings: Sat., 1–3:30 pm
Bldg. 8, Room 203
Introduction: Aug. 25**
Midterm: Oct. 20
Final Exam: Dec. 8
Instructor: Larry Walker
Registration Deadline: Aug. 25
Last Day to Drop with Refund: Aug. 30
Last Day to Withdraw: Nov. 8

** Attendance at meeting is mandatory. Students who are not at the mandatory introductory meeting may be dropped from the class. However, this is not an automatic withdrawal—the student is responsible for officially withdrawing from the class through the Office of Admissions and Records.
Psychology

**General Psychology**

**PSYC 100 TV** (CRN 82852) (3 Units)
“Discovering Psychology” is a survey course that encourages an understanding and appreciation of the scientific approach to the study of human behavior. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 or appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC (CAN PSY 2))

**Specific course requirement:**
• Complete the written assignments.

**Campus Meetings:**
- Tues., 9–10 am, Sept. 11 – Dec. 4
- Bldg. 19, Room 121

**Introduction:**
- Sept. 8

**Midterm Review:**
- Oct. 20

**Midterm:**
- Oct. 27

**Final Review:**
- Dec. 8

**Final Exam:**
- Dec. 15

**Instructor:**
- James Clifford

**Registration Deadline:**
- Sept. 7

**Last Day to Drop with Refund:**
- Sept. 15

**Last Day to Withdraw:**
- Nov. 27

Child Development

**PSYC 201 TV** (CRN 90056) (3 Units)
“Stepping Stones” explores child development through theory, discussions and examples of physical, perceptual, cognitive, linguistic, social and emotional developmental, from prenatal development and birth through adolescence. **Prerequisite:** PSYC 100. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 or appropriate skill level as indicated by the reading placement tests or other measures. (CSU)

**TV:**
- Thurs., 9–10 am, Sept. 13 – Dec. 6

**Campus Meetings:**
- Sat., 3–5 pm
- Bldg. 14, Room 103

**Introduction:**
- Sept. 8

**Midterm Review:**
- Oct. 20

**Midterm:**
- Oct. 27

**Final Review:**
- Dec. 8

**Final Exam:**
- Dec. 15

**Instructor:**
- James Clifford

**Registration Deadline:**
- Sept. 8

**Last Day to Drop with Refund:**
- Sept. 15

**Last Day to Withdraw:**
- Nov. 27

Sociology

**Introduction to Sociology**

**SOCI 100 TV** (CRN 82944) (3 Units)
“Why We Live” is an introduction to Sociology program which includes the origins and history of sociology, sociological theory and perspective—how society shapes our thoughts, feelings and actions, and how societies connect with one another. **Recommended Preparation:** eligibility for ENGL 838 or 848; and completion of READ 400, 405, or 415 with a grade of C or higher (or appropriate skill level indicated by the reading placement test and other measures.). Credit/No Credit or letter grade option. (CSU/UC (CAN SOC 2))

**Specific course requirement:**
• Complete written assignments.

**Campus Meetings:**
- Tues., 7–8 am, Sept. 11 – Dec. 4
- Bldg. 19, Room 121

**Introduction:**
- Sept. 8

**Midterm Review:**
- Oct. 20

**Midterm:**
- Oct. 27

**Final Review:**
- Dec. 8

**Final Exam:**
- Dec. 15

**Instructor:**
- Minu Mathur

**Registration Deadline:**
- Sept. 8

**Last Day to Drop with Refund:**
- Sept. 15

**Last Day to Withdraw:**
- Nov. 27

Spanish

**Beginning Spanish I**

**SPAN 115 TV** (CRN 85729) (3 Units)
“Destinos” covers basic Spanish vocabulary and language structures studied through text, audio cassettes and broadcast video tapes. Equivalent to Spanish 111 but without the oral component. Credit/No Credit or letter grade option. (CSU)

**Specific course requirement:** See below.

**TV:**
- Mon., 2–3 pm, Sept. 10 – Dec. 3

**Campus Meetings:**
- See below.

**Beginning Spanish II**

**SPAN 116 TV** (CRN 85730) (3 Units)
Continuation of “Destinos.” Equivalent to Spanish 112 but without the oral component. **Prerequisite:** SPAN 115 with Credit or a grade of C of higher. Credit/No Credit or letter grade option. (CSU)

**Specific course requirement:** See below.

**TV:**
- Tues., 2–3 pm, Sept. 11 – Dec. 4

**Campus Meetings:**
- See below.

**Advanced Beginning Spanish I**

**SPAN 117 TV** (CRN 85735) (3 Units)
Continuation of “Destinos.” Equivalent to Spanish 121 but without the oral component. **Prerequisite:** SPAN 116 with Credit or a grade of C of higher. Credit/No Credit or letter grade option. (CSU)

**Specific course requirement:** See below.

**TV:**
- Wed., 2–3 pm, Sept. 12 – Dec. 5

**Campus Meetings:**
- See below.

**Advanced Beginning Spanish II**

**SPAN 118 TV** (CRN 85735) (3 Units)
Continuation of “Destinos.” Equivalent to Spanish 122 but without the oral component. **Prerequisite:** SPAN 117 with Credit or a grade of C of higher. Credit/No Credit or letter grade option. (CSU)

**Specific course requirement:** See below.

**TV:**
- Thurs., 2–3 pm, Sept. 13 – Dec. 6

**Specific course requirement for Spanish 115, 116, 117 and 118:**
• Write exercises in Study Guide.

**Spanish 115, 116, 117 and 118:**

**Campus Meetings:**
- Sat., 11 am–1 pm
- Bldg. 18, Room 204

**Introduction:**
- Aug. 25

**Midterm:**
- Oct. 20

**Final Exam:**
- Dec. 8

**Instructor:**
- Richard Castillo

**Registration Deadline:**
- Aug. 25

**Last Day to Drop with Refund:**
- Aug. 30

**Last Day to Withdraw:**
- Nov. 8

(CSU) Transferable to California State Universities
(UC) Transferable to University of California
College of San Mateo offers a wide range of Associate Degree and Certificate programs. An Associate of Arts (A.A.) or an Associate of Science (A.S.) degree is based upon completion of 60 units of coursework. Certificate programs entail one year of full-time study or less. Coursework requirements vary by program. Certificates of Achievement are 18 or more units; Certificates of Completion are less than 18 units. Please consult with a counselor or see the CSM Catalog for detailed A.A./A.S and Certificate requirements and contact information.

**A.A. Degrees**
- Accounting
- Alcohol & Other Drug Studies
- Art: Commercial
- Art: Fine Arts
- Art: Painting
- Art: Photography
- Broadcast & Electronic Media
- Business Information Processing
- Microcomputer/Database & Spreadsheet
- Microcomputer/Office Assistant
- Business: Insurance (Property and Casualty)
- Business: Merchandising (Management)
- Business Administration
- Cosmetology
- English
- Ethnic Studies
- Film
- Foreign Languages
- French
- German
- Spanish
- Graphics
- Horticulture
- Floristry
- Humanities
- Human Services
- Journalism
- Liberal Studies
- Life Sciences: General
- Management
- Business Management
- Marketing Management
- Retail Management
- Multimedia
- Digital Audio
- Digital Video
- Web Design
- Music
- Electronic Music
- Real Estate
- Social Science
- Speech Communication

**A.S. Degrees**
- Administration of Justice
- Architecture
- Building Inspection Technology
- Chemistry
- Computer & Information Science
- Computer & Network Forensics
- Computer Science Applications
- Computer Support Specialist
- Network Support
- PC Hardware & System Support
- Dental Assisting
- CAD/Drafting

**Electronics Technology**
- General Electronics
- Industrial Electronics
- Microcomputer Systems
- Wireless Communication Systems
- Engineering Technology
- Electronics
- General
- Fire Technology
- Geological Sciences
- Horticulture: Environmental
- Landscape Construction/Design
- Landscape Management
- Nursery Management
- Life Sciences
- Biological
- Biotechnology
- Medical
- Pre-Nursing
- Mathematics
- Nursing
- Physical Science
- Physics
- Welding Technology

**Certificate Programs**
- Certificates of Achievement (indicated by "+") and Certificates of Completion (no notation)
  + Accounting
    - Accounting Assistant
    - CPA Exam Preparation: Finance Accounting and Auditing
    - CPA Exam Preparation: Business Environment and Regulation
    - Enrolled Agent Exam Preparation
    - Tax Preparer I
    - Tax Preparer II
  + Administration of Justice
    - Basic Police Academy
    - POST Certification
  + Alcohol & Other Drug Studies
  + Biotechnology
  + Broadcast & Electronic Media
    - Broadcast Audio
    - Television Producing
    - Television Production
  + Business
    - Insurance - Property and Casualty
    - Merchandising (General)
    - Merchandising (Management)
  + Computer & Information Science
    - C++ Programming
    - Computer Forensics
    - Internet Programming
    - Java Programming
    - Network + Basics
    - Network Security Specialist
    - Visual Basic Programming
    - Visual Studio.NET
  + Cosmetology
  + Dental Assisting
  + CAD/Drafting
  + Electronics Technology
    - Electronics Assembly
    - General Electronics
    - Industrial Electronics
    - Microcomputer Systems
    - Network Cabling Specialist
  + Fire Technology
  + Foreign Languages
    - American Sign Language
    - Chinese (Mandarin)
    - French
    - German
    - Italian
    - Japanese
    - Spanish
    - Global Studies
  + Graphics
  + Horticulture
    - Floristry
  + Landscape Construction/Design
  + Landscape Management
  + Nursery Management
  + Human Services
    - College Peer Advisor
    - Community Health Worker
    - Family Development
    - Peer Support Services
    - Psychosocial Rehabilitation (PSRC)
  + Management
    - Business Management
    - Human Resources Management
    - Marketing Management
    - Project Management
    - Retail Management
  + Multimedia
    - Digital Audio
    - Digital Video
  + Music: Electronic Music
  + Nursing
    - Perioperative Nursing
  + Real Estate
  + Speech Communication
  + Welding Technology
    - General Welder
    - Welding Technician

# Certificates of Achievement & Completion
CSM Transfer Opportunities: Subject Areas and Majors

College of San Mateo enables students to complete lower-division preparation (i.e., the first two years of the baccalaureate degree) in the following subject areas and majors offered at California’s public and private universities, including all campuses of the University of California (UC) and the California State University (CSU). Upon completion of lower division requirements, CSM students are eligible for transfer admission to colleges and universities that offer these programs and majors.

The following is only a partial list. For more information about transfer majors, please visit collegeofsanmateo.edu/transfer or cpec.ca.gov/CollegeGuide/CollegeGuide.asp.

**Biological & Life Sciences**
- Aquatic Biology
- Biotechnology
- Cell Biology
- Developmental Biology
- Ecology
- Ecosystems
- Entomology
- Genetics & Plant Biology
- Horticulture
- Integrative Biology
- Kinesiology
- Marine Biology
- Microbiology
- Molecular & Cell Biology
- Neurobiology & Physiology
- Neuroscience
- Plant Sciences
- Zoology

**Business & Public Administration**
- Accountancy
- Agricultural Business
- Business Administration
- Business Economics
- Healthcare Management
- Hotel & Restaurant Management
- Information Systems
- Managerial Economics
- Public Administration
- Recreation Administration
- Taxation

**Communication**
- Communication Studies
- Film
- Interpersonal Communication
- Literary Journalism
- Mass Communication
- Public Relations
- Radio-Television
- Technical & Professional Writing
- TV, Film & Media Production

**Computer Science, Engineering & Technology**
- Aeronautical Science & Engineering
- Aerospace Engineering
- Artificial Intelligence
- Biomedical Engineering
- Chemical Engineering
- Civil Engineering
- Computer Science
- Computer Engineering
- Construction Management
- Electrical Engineering
- Fire Protection Administration
- Industrial Design
- Manufacturing Technology
- Marine Transportation
- Materials Science & Engineering
- Mechanical Engineering
- Software Systems

**Environmental Studies & Agriculture**
- Animal Science
- Botany & Plant Sciences
- Earth & Environmental Sciences
- Environmental Sciences
- Fisheries
- Forestry
- Resource Management
- Soil & Water Science
- Wildlife & Conservation Biology

**Ethnic & Area Studies**
- African American Studies
- American Studies
- Asian American Studies
- Asian Studies
- Celtic Studies
- Chicano Studies
- Chinese Studies
- Global Cultures
- Japanese Studies
- Jewish Studies
- Latin American Studies
- Middle Eastern Studies
- Native American Studies
- Russian Studies
- World Cultures

**Health Professions, Education & Counseling**
- Alcohol & Drug Studies
- Child Development
- Counseling
- Dental Hygiene
- Education
- Gerontology
- Nursing
- Nutritional Sciences
- Rehabilitation Counseling
- Special Education
- Speech Pathology
- Teaching ESL

**Humanities, Art & Foreign Languages**
- Art History
- Arts Management
- Classical Civilizations
- Comparative Literature
- Dance
- Design/Media Arts
- Dramatic Art
- English
- Ethnomusicology
- Film & Digital Media
- Humanities
- Linguistics
- Medieval Studies
- Music & Culture
- Music History
- Philosophy
- Religious Studies
- Renaissance Studies
- Rhetoric
- Sculpture
- Studio Art
- Chinese
- French
- German
- Italian
- Japanese
- Spanish

**Mathematics & Physical Sciences**
- Astrophysics
- Chemistry
- Earth & Planetary Science
- Earth Systems Science
- Fiber & Polymer Science
- Financial Mathematics & Statistics
- Geology
- Geophysics
- Mathematics
- Paleobiology
- Pharmacological Chemistry
- Physics
- Statistics

**Pre-Professional**
- Pre-Chiropractic
- Pre-Dentistry
- Pre-Law
- Pre-Medicine
- Pre-Optometry
- Pre-Pharmacy
- Pre-Physical Therapy
- Pre-Veterinary

**Social Sciences**
- Anthropology
- Archeology
- Cognitive Science
- Criminology
- Economics
- Geography
- History
- Human Development
- Law & Society
- Liberal Studies
- Multicultural Studies
- Peace & Conflict Studies
- Political Science
- Psychology
- Public Policy
- Social Welfare
- Sociology
- Women’s Studies
Philosophy of General Education
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.

Student Catalog Rights
A student remaining in continuous attendance at Cañada College, College of San Mateo and/or Skyline College may, for purposes of graduation, elect to meet the requirements in effect at the college from which the student will graduate either at the time the student began such attendance or any subsequent year of continuous enrollment. For the purpose of this policy, “continuous enrollment” means attendance through at least the fourth week of instruction in either a fall or spring semester in each calendar year. Absence to attend another accredited college or university shall not be considered an interruption in attendance if the absence does not exceed one year. Catalog rights cannot supersede any State or Federal regulation or requirement in effect at the time of graduation.

Additional Associate Degrees and Certificates
A student may earn multiple Associate Degrees and Certificates from College of San Mateo. Each additional degree and certificate will be posted to the student’s academic record and the student will receive diplomas for each degree and certificate earned. For additional degrees and certificates any course used to meet the prescribed graduation requirements may count toward more than one degree and certificate. Courses used for one major may be used to meet requirements for additional majors. Courses used to meet the competency requirements and general education requirements for the first degree may be used to fulfill these requirements for additional degrees, provided the student has maintained “continuous enrollment” (see Graduation Requirements and Student Catalog Rights). If a break in enrollment occurs, a student must comply with the competency, general education, and major requirements in effect at the time the student resumes attendance or those in effect in subsequent years of the student’s enrollment.

A.A./A.S. Degree Requirements continue on next page
Occupational Programs

Specialized occupational programs are offered in more than fifty occupational fields (see tabular listing on page 100) for students planning to prepare for gainful employment. All occupational programs are carefully developed by advisory committees composed of college staff and selected representatives from the business and industrial community.

These programs are designed to develop personal and technical competencies necessary for successful employment and job advancement.

Two-Year Occupational Programs – AA or AS Degree

Most two-year programs lead to an Associate in Arts or Associate in Science degree. Many of the units earned in occupational programs are accepted by four-year colleges as meeting certain requirements.

Certificate Programs

Certificates are awarded upon successful completion of selected occupational programs and upon application to the Office of Admissions and Records. Some certificates require less than two years of full-time study. To be eligible for a certificate, a student must pass all required certificate courses with a grade of C or higher, unless specified otherwise (see specific program) a maximum of 6 units from courses in which the student has elected a Credit/No Credit option may be applied toward a certificate. At least 50% of the units required for a certificate must be taken at College of San Mateo.

Certificates requirements for an individual student are those listed in the College of San Mateo Catalog of the year in which the student begins studies at CSM. Those requirements may be followed throughout the student’s course of study. However, if a break in attendance occurs before the certificate is earned, the certificate requirements shall become those listed in the College Catalog which is current at the time studies are resumed.

Certificates may be earned through day or evening part-time or full-time enrollment.

Certificates of Achievement

The higher of the two levels of certificates, Certificates of Achievement are awarded upon successful completion of 18 units or more in designated courses.

Certificates of Completion

Certificates of Completion are awarded upon successful completion of designated courses (usually between 8-13 units) in a specific occupational field. Some Certificates of Completion can be earned in eight- or sixteen-week accelerated programs that prepare students for entry-level positions.

Program Planning and Enrollment Management

Students enrolling at College of San Mateo should plan a program of study that will meet their educational and career goals. All enrolled students have access to counseling and advising services and should consult with a counselor early in the educational process for guidance and academic planning assistance. Students often have multiple goals and plan to complete a college certificate, an Associate degree, and/or transfer to a university to complete a Baccalaureate degree.

If in the course of enrollment at College of San Mateo, students find it advisable to change their program of study or educational goal, they may do so. These changes should be discussed with a counselor and students should be aware that any changes may result in extending the time necessary to fulfill the certificate or degree or transfer requirements. Ultimately, students maintain full responsibility for planning their educational programs and for their enrollment management.

Students are responsible to maintain current and accurate information in their WebSMART accounts and update personal contact information, email information, educational goal information, manage registration and enrollment, retrieve grades and placement test results, and monitor academic standing.

WebSMART

- View the Catalog
- View the Schedule of Classes, and search for classes by category and time
- Apply for admission
- Check your registration status
- Add/Drop classes (anytime within published deadlines)
- Print your schedule of classes
- Pay your fees by credit card
- Apply for Financial Aid information/review application status
- Obtain your grades
- Obtain your Placement Test scores
- Print an unofficial transcript
- Update personal information

Log on to collegeofsanmateo.edu and click WebSMART.
**Associate in Arts/Science Degree Requirements**

### A—RESIDENCE
Either 48 units of the 60 units required or the last 12 units must be completed at College of San Mateo.

### B—SCHOLARSHIP
A minimum grade point average of 2.0 in the last 60 units, and a minimum grade point average of 2.0 in courses taken at College of San Mateo and submitted as part of the 60 units.

### C—COMPETENCY REQUIREMENTS

1. **Math/Quantitative Reasoning**
   This competency requirement may be satisfied with any of the following:
   a. Appropriate scores on ACT Math, SAT Math, or CSM Math Placement Test as follows:
      - **ACT** — standard score of 15 or above on math test
      - **SAT I** — quantitative score of 400 or above (test taken prior to May 1995); score of 440 or above (test taken during or after May 1995)
      - **CSM Math Test 2** — 21 or above
      - **CSM Math Test 3** — 21 or above
      - **CSM Math Test 4** — 20 or above
   b. Completion with a grade of C or higher of an elementary algebra (**MATH** 110 or both **MATH** 111 and 112) or higher math course at CSM or other college or university
   c. Completion of any one of the following courses with a grade of C or higher:
      - Any course with **MATH** 110 or higher math prerequisite or
      - **ACTG 121; BUS 115; CIS 255, 278, 279, 290, 381/382, 383, 384, 385, 386, 387, 388, 391, 392; CHEM 192; ECON 123; ELEC 231 & 232; PLUM 702, 742; PSYC 121; R.E. 131

2. **English**
   This competency requirement may be satisfied with the following:
   a. Completion of **ENGL** 100 with a grade of C or higher, or by satisfying both b and c below:
   b. Completion of one of the following courses with a grade of C or higher:
      - **ENGL** 838, or 848 (ESL 400 in the case of non-native speakers), and
      - Placement in **READ** 405 based upon the Reading Placement Test or completion of **READ** 400 or 405 with a grade of C or higher

### D—MAJOR
A minimum of 18 units, 12 of which must be taken at College of San Mateo, from a list of courses specified for the major by the division involved. Some majors require more than 18 units. A grade point average of 2.0 in the major coursework is required. A student may earn multiple degrees at College of San Mateo. Courses used to meet one major may be used to meet requirements for additional majors.

### E—GENERAL EDUCATION

1. **American History and Institutions, CA State and Local Government**
   This requirement may be satisfied in three different ways:
   a. by completing **PLSC** 200 (5) or
   b. by completing one of the options in each of the groups listed below:
   GROUP 1: **American History and Institutions**
   - **PLSC** 210, 212, 215, 220, 250, 255, or 260 or
   - **HIST** 100 and 102; or **HIST** 101 and 102; or **HIST** 201 and 202; or
   - either **HIST** 201 or 202 plus any one of the following
     - **HIST** 242, 260, 270 or 350
   c. by completing the American History and Institutions (U.S. Constitution, U.S. History, California State and Local Government) requirement at a California Community College or CSU.
   **NOTE:** Courses used to satisfy the American and CA History and Government requirements (GROUP 1 and GROUP 2) may not be used to satisfy the ES5b Social Science G.E. requirements.

2. **Language and Rationality**
   a. **English, Literature, Speech Communication**
      Two courses (3 units each) are required. One of these must be a composition course selected from **ENGL** 100, 836, 838, or 848; **ENGL** 400 or **ESL** 400; the other must be selected from the following list. (Courses marked below with an asterisk [*] also satisfy Communication and Analytical Thinking (2b)

*A.A./A.S. Degree Requirements continued on next page*
E—GENERAL EDUCATION (CONTINUED)

b. Communication and Analytical Thinking

This requirement may be satisfied by either completing one of the English, Literature, or Speech Communication courses indicated by * in the above listing or by completing one of the following courses: BUS 295, 401; CIS 110, 125, 254, 255, 278, 292; ECON 123; LIT 220; MATH 125, 130, 200, 222, 241, 251; PHIIL 103, 200; SOSC 111

3: Health Science

Two units of Health Science are required (HSCI 100 [2 units]; or two units from HSCI 119 or 125; or two classes selected from HSCI 101–125). One unit of C&AS 310 may be used in lieu of HSCI 113. The requirements may be waived for veterans of the U.S. Armed Forces with one or more years of active service and for nursing students who complete NURS 211, 212, 221, and 222, or equivalent, with a grade of C or higher.

4: Physical Education

Students must complete two activity courses in Physical Education or Dance, unless excused, to complete the requirements for the Associate in Arts or Associate in Science degree. Lecture courses in Physical Education will not satisfy this requirement. In accordance with policy adopted by the Board of Trustees, this requirement may be waived for students in any of the following categories:

a. Graduates of accredited community colleges or other accredited colleges and universities;
b. Veterans of the U.S. Armed Forces with one or more years of active service; c. Persons excused for medical reasons. Approved medical waiver must be filed in the Office of Admissions & Records.

Students wishing to request a waiver of this requirement for any reason not specifically provided for above, may petition for consideration through regularly established college procedures. Inquiries should be directed to the Office of Admissions and Records.

5: Additional General Education Requirements

Of the following four areas, a, b, c, d, 12 units are required. The major may satisfy one area. If so, the 12 units would be selected from the remaining three areas with at least 3 units from each. (Students majoring in Liberal Studies may elect to have area a, or b, or c satisfied by completed course they meet at least 6 units in the area fulfilling their major.)

a. Natural Science (at least 3 units)

ASTR 100, 101, 103, 115, 125; BOL 100, 102, 110, 111, 125, 130, 140, 145, 160, 180, 184, 195, 200, 210, 220, 230, 240, 250, 260, 666, 675; C&AS 310, CHEM 100, 101, 192, 210, 220, 231, 232, 410, 420; ELEC 110; GEOG 100; GEOL 118, 125, 210; HORT 311, 312, 350; HUM 127–128 (When both HUM 127 and 128 are taken, 3 units will fulfill the Natural Science requirement and 3 units are allowed toward the Humanities requirement.); MANU 100; METE 100, 101; OCEN 100, 101; PALN 110; PHYS 100, 101, 210, 220, 250, 260, 270; PSCI 100, 675, 676.

Majors fulfilling Area A: Chemistry, Dental Assisting, Geological Sciences, Horticulture, Life Sciences, Physical Science, Physics

b. Social Science (at least 3 units)

ANTH 110, 180, 350, 370; BCST 110; BUS 100, 101, 102, 125; ECON 100, 102; ETHN 101, 102, 150, 151, 152, 160, 161, 261, 262, 265, 290, 300, 360, 425, 430, 440; GEOG 110, 150; HIST 100, 101, 102, 104, 106, 110, 201, 202, 242, 260, 270, 310, 315, 350; HUMS 100, 115, 120, 130, 150, 151; PLSC 100, 110, 120, 130, 150, 200, 210, 212, 215, 220, 250, 255, 260, 310; PSYC 100, 105, 108, 110, 200, 201, 220, 225, 300, 330, 410, 675; SOSC 220, 221, 310, 313; SOCI 100, 105, 110, 141, 200, 300, 340, 391.

Majors fulfilling Area B: Ethnic Studies, Social Science

c. Humanities (at least 3 units)


Majors fulfilling Area C: Art, English, Film History, French, German, Humanities, Music, Spanish, Speech Communication

d. Career Exploration and Self-Development (at least 3 units)

ADAP 150; ADMJ 100; ARCH 666; BOL 100; BCST 110; BLDG 700; BUS 201, 315, 316, 317; any BUSD or BUSW series; CRER 104, 105, 106, 107, 108, 112, 120, 121, 122, 123, 124, 125, 126, 127, 138, 140, 141, 142, 152, 402, 404, 406; CIS 110; COOP 640, 641, 645; DRAF 120; ELEC 701; ENGR 100; ESYS 150; FILM 150; FIRE 715; GRA 150, 160; HORT 400; HUMS 100; JOUR 110; LIBR 101, 107, 110; MANU 130; MGMT 100; MTT 750; MULT 102; NURS 666; PLUM 701 or 741; R.E. 100; SOSC 301; SPFI 701; SPCH 100, 120, 140, 150; WELD 300, 350.


e. Electives — All courses not included in the major requirements or specified above in the G.E. requirements are considered electives, with the exception of those courses listed in the CSM Catalog with the notation “units do not apply toward AA/AS degree.”
Transfer Planning

College of San Mateo can help students plan an educational program at CSM which will prepare them to transfer to the University of California, California State University or a private college or university to earn a bachelor's degree. Students are encouraged to meet regularly with a CSM counselor/advisor and use the resources of CSM's Transfer Services Office to develop an educational plan which will assure a smooth transition to the transfer institution of their choice. After completing transfer requirements, students may want to continue to earn units toward an Associate in Arts or Associate in Science degree at CSM. With careful planning, both objectives can be reached by taking essentially the same set of transferable courses.

**CSM Transfer Services**
[collegeofsanmateo.edu/transfer](http://collegeofsanmateo.edu/transfer)

CSM's Transfer Services Office provides information and offers workshops on choosing a college, transfer admission requirements, completing transfer admission application forms and writing the application essay. Transfer Services staff can provide details about special Transfer Admission Agreements that CSM has developed with a number of four-year UC and private institutions which can guarantee students transfer admission.

Students with a clear transfer objective stand the best chance of meeting requirements in a timely manner. They can make the best use of their time and course work by deciding on a transfer institution and major as soon as possible. Students unable to make these decisions when they enter College of San Mateo may follow a general transfer pattern of courses while taking advantage of Transfer Services resources in making transfer plans.

Once students choose a major and the university to which they plan to transfer, they should consult the Major Preparation Agreements section of the CSM Catalog to determine whether specific CSM courses are listed for their intended major and university. Students should also check the transfer Website ASSIST (www.assist.org). Transfer Services staff and CSM counselors/advisors can assist students in planning for transfer, and four-year university representatives often visit CSM to meet with students interested in transferring to their institutions. It is wise for students to consult the catalog of the university to which they plan to transfer to become familiar with specific transfer admission requirements. Many college and university catalogs are available for reference both in the Transfer Services Office and online. Students may also write directly to the admissions office of the institution to obtain an information bulletin which outlines requirements for admission as a transfer student.

Transfer Services is located in Building 5, Room 128. The office is open Monday from 8 a.m. to 7 p.m., Tuesday through Thursday from 8 a.m. to 4:00 p.m., and on Friday from 8 a.m. to 12 noon (358-6839).

**Requirements for Transfer Students**

A student can transfer from College of San Mateo to a four-year college or university as a junior without loss of time or credits by completing the following:

1. **Lower Division Preparation for the Major**
   These courses provide the necessary background to prepare the transfer student to enter the major as a junior.

2. **General Education Requirements**
   (Sometimes called "Breadth Requirements")
   These are the courses required to obtain a bachelor's degree regardless of major. Courses in writing, critical thinking, sciences, humanities and social sciences are included in general education.

3. **Electives**
   Upon completion of major and general education requirements, elective courses can be taken to bring the total number of transferable units to the required 60 units for transfer to UC and 56 units for transfer to CSU.

**Certification of General Education**

College of San Mateo will verify the completion of lower division general education requirements for transfer to the University of California or the California State University system. Certification of partial completion of general education requirements is available for students transferring to a CSU campus who are unable to complete all requirements before transferring.

Students who transfer without certification will be required to meet the general education requirements of the specific UC or CSU campus to which they transfer. Meeting these local requirements usually necessitates taking additional courses following transfer. The Intersegmental General Education Transfer Curriculum (IGETC) meets the requirements of both the UC and CSU systems.

**Transfer Admission Procedures**

Students should take the following steps in applying for admission as a transfer student to a four-year college or university:

1. Request an application from the Admissions Office of the transfer institution approximately one year in advance of planned transfer. Applications for the University of California, the California State University and selected California Independent/Private Colleges are available at CSM in the Counseling Center and Transfer Services Office and online at the following websites:
   - [UC information](http://www.ucop.edu/pathways)
   - [CSU information](http://www.csumentor.org)
   - [California Independent/Private Colleges Information](http://www.aiicommunity.org)

2. Submit completed application during the specified filing period. Students are discouraged from sending them early as they will not be accepted before the initial filing date.

3. If an entrance exam (SAT, ACT) is required for transfer admission, register for the exam as soon as possible, and at least six months in advance of transfer. Registration forms are available in the CSM Assessment Center (Bldg. 1, Room 130).

4. Submit a request to the CSM Office of Admissions and Records to have a transcript of your academic record sent to the transfer institution at the time(s) specified by that institution. Transcripts must be requested well in advance of the date required. Four-year colleges and universities will also require transcripts of work completed at all other educational institutions.

**Transcript Evaluation and Course Substitution Service**

Students are strongly advised to use the transcript evaluation and course substitution service to determine how course work from other colleges/universities can be incorporated into their transfer planning.

If students have completed coursework at colleges or universities other than College of San Mateo, it is strongly suggested that the transcripts be evaluated within the first semester of their attendance at CSM. A transcript evaluation provides important information to the student and counselor about how course work completed at other colleges and universities will be applied to the following CSM educational goals:

1. California State University General Education Certification – CSU GE
2. Intersegmental General Education Transfer Curriculum – IGETC Certification
3. College of San Mateo Associate Degree General Education requirements
4. College of San Mateo Major or Certificate requirements

Detailed instructions for students on how to use this service can be found on the CSM Forms website at [collegeofsanmateo.edu/forms](http://collegeofsanmateo.edu/forms).
California State University General Education Transfer Requirements

The CSU General Education (GE-Breadth) Program allows California Community College transfer students to fulfill lower-division general education requirements prior to transfer. It is important to note that completion of CSU GE-Breadth requirements does not guarantee admission to the CSU campus or major of choice. A course may not be used in more than one CSU GE-Breadth Area.

Transfer requirements vary by individual CSU campuses and majors. However, all students must meet the following transfer requirements:

1. Minimum of 60 CSU transferable units -- including a minimum of 30 CSU GE-Breadth units
2. Completion of Areas A1, A2, A3 and Area B4 with a grade “C” or higher
3. 2.0 GPA for all transferable course work completed

Because of the periodic revision of the transfer requirements, students should consult with a counselor for updates or visit the Counseling/Advising folder on the CSM Forms webpage at collegeofsanmateo.edu/forms. For complete CSU transfer information, please visit: www.csumentor.edu.

AREA A: COMMUNICATIONS IN THE ENGLISH LANGUAGE AND CRITICAL THINKING
9 units required. Select at least one course from each area.

A1: Oral Communication
SPCH 100 (3), 120 (3), 140 (3), 150 (3)

A2: Written Communication
ENGL 100 (3)

A3: Critical Thinking
ENGL 110 (3)*, 135 (3), 165 (3)*
PHIL 103 (3), 200 (3)
SOSC 111 (3)

*Note: The following CSU campuses have a second semester of English graduation requirement that may be met prior to transfer: Dominguez Hills, East Bay (Hayward), Los Angeles, Maritime Academy, Monterey Bay, Sacramento, San Diego, San Francisco, San Jose and San Luis Obispo. With the exception of CSU Monterey Bay, students can take either: ENGL 110 or 165 to satisfy this graduation requirement. Other CSU campuses may require completion of a second semester of English for specific majors. See individual online CSU campus catalogs for specific requirements or visit www.csumentor.edu.

SFSU Transfers will need to complete the Junior English Proficiency Essay Test (JEPET) upon transfer.

AREA B: PHYSICAL UNIVERSE AND ITS LIFE FORMS
9 units required. Select at least one course from group B1, B2, B4 and one lab course (B3) marked with * below.

B1—Physical Science

ASTR 100 (3), 101 (1)*, 103 (1)***, 115 (3), 125 (3)
CHEM 100 (3), 101 (1)*, 210 (5)*, 231 (5)*, 232 (5)*, 410 (4)*
GEOG 100 (3)
GEOL 100 (3), 101 (1)*, 118 (3), 125 (4)*, 210 (4)*
HUM 127 & 128 (3)†
METE 100 (3), 101 (1)*
OCEN 100 (3), 101 (1)*
PALN 110 (3)
PSCI 100 (3), 675 (1)
PHYS 100 (3), 101 (1)*, 210 (4)*, 250 (4)*

B2—Life Science

OCEN 100 (3), 101 (1)*
PARN 110 (3)
PSYC 105 (3), 220 (3)

B4—Math Concepts, Quantitative Reasoning and Application

CIS 278 (4)
ECON 123 (4)
PSYC 121 (3)

† If both HUM 127 and 128 are completed, credit is limited to 3 units in Area B1. The additional 3 units will be counted in Area C.

***Credit only with completion of ASTR 100.
**AREA C: ARTS, LITERATURE, PHILOSOPHY AND FOREIGN LANGUAGE**

9 units required with at least one course in the Arts and one course in the Humanities.

<table>
<thead>
<tr>
<th>ARTS</th>
<th>HUMANITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 100 (3)</td>
<td>ANTH 180 (3)</td>
</tr>
<tr>
<td>ETHN 288 (3), 585 (3)</td>
<td>CHIN 111 (3), 112 (3), 121 (3), 122 (3), 131 (3), 132 (3)</td>
</tr>
<tr>
<td>HUM 112 (3), 114 (3), 127 (3), 128 (3)</td>
<td>ETHN 265 (3), 350 (3), 351 (3), 440 (3)</td>
</tr>
<tr>
<td>MUS 100 (3), 202 (3), 240 (3), 250 (3), 275 (3)</td>
<td>FILM 153 (3)</td>
</tr>
</tbody>
</table>

**ADDITIONAL CSU GRADUATION REQUIREMENT - U.S. HISTORY AND AMERICAN IDEALS, U.S. CONSTITUTION, CALIFORNIA STATE AND LOCAL GOVERNMENT**

In addition to the G.E. requirements listed above, the California State University system requires all graduates to satisfy a requirement in U.S. History and American Ideals, U.S. Constitution, and California State and Local Government. These courses may also be used to satisfy Area D requirements at all CSU campuses except Chico. CSU Chico does not normally allow double counting of these courses:

Choose one course per area:

- **U.S. History & American Ideals**
  - HIST 102 (3), 201 (3), 202 (3), 242 (3), 260 (3)

- **U.S. Constitution**
  - PLSC 200 (5)*, 210 (3), 212 (3), 215 (3), 250 (3), 255 (3)

- **California State and Local Government**
  - ETHN 101 (3), 102 (3)
  - HIST 310 (3)
  - PLSC 200 (5), 310 (2)
  - SOCI 200 (3)*

*Note: PLSC 200 (5) satisfies both the US Constitution and CA State & Local Government requirement.
Intersegmental General Education Transfer Curriculum (IGETC)

The Intersegmental General Education Transfer Curriculum (IGETC) is a series of courses transfer students attending California Community Colleges may complete to satisfy the lower division breadth/general education requirements at both the University of California and the California State University. Completing IGETC requirements may improve a transfer applicant’s chances for admission to a competitive campus and/or program. However, it does not guarantee admission to the campus or program of choice. A course cannot be used in more than one IGETC Area.

IGETC Exceptions: Students with a substantial amount of coursework from 4-year colleges/universities or from institutions outside the U.S. should consult with a counselor. The IGETC is not appropriate for transfers to some majors at individual UC campuses. Please consult with a counselor about these exceptions. For complete information on IGETC Exceptions, please visit: www.ucop.edu/pathways.

Certification: Certification of IGETC completion is the responsibility of the last California Community College a student attends prior to transfer. Only California Community Colleges may certify completion of IGETC. Each course must be completed with a grade of “C” or better.

Use of AP Exams: Only one course per AP qualifying score may be used for IGETC credit. AP scores cannot be used for IGETC Area 1B, Critical Thinking.

AREA 1 - ENGLISH COMMUNICATION
CSU - 3 courses required, one from each of the three groups below.
UC - 2 courses required, one each from Group A and Group B.

<table>
<thead>
<tr>
<th>Group</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>A:</td>
<td>ENGL 100 (3)</td>
</tr>
<tr>
<td>B:</td>
<td>ENGL 110 (3), 135 (3), 165 (3)</td>
</tr>
<tr>
<td>C:</td>
<td>SPCH 100 (3), 140 (3), 150 (3)</td>
</tr>
</tbody>
</table>

*NOTE: Also satisfies UC’s requirement for a second composition course.

AREA 2 - MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING
CSU and UC—One of the following courses: ECON 123 (4); MATH 125 (3), 145 (3), 200 (4), 222 (5), 241 (5), 242 (3), 251 (5), 252 (5), 253 (5), 268 (4), 270 (3), 275 (3); PSYC 121 (3)

AREA 3 - ARTS AND HUMANITIES
CSU and UC—At least 3 courses which total 9 or more semester units, with at least one course from the Arts and one from the Humanities.

<table>
<thead>
<tr>
<th>Arts</th>
<th>Humanities</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETHN 288 (3), 585 (3)</td>
<td>FREN 130 (3), 141 (3)/132 (3)*, 140 (3), 161 (3), 162 (3), 203 (3)</td>
</tr>
<tr>
<td>FILM 100 (3), 120 (3), 121 (3), 160 (3), 200 (3), 277 (3)</td>
<td>SPAN 130 (3), 131 (3), 132 (3), 140 (3), 161 (3), 162 (3), 251 (3)</td>
</tr>
<tr>
<td>LIT 277 (3)</td>
<td>CHIN 131 (3), 132 (3)</td>
</tr>
<tr>
<td>MUS 100 (3), 202 (3), 240 (3), 250 (3), 275 (3)</td>
<td>GERM 130 (5), 131 (3)/132 (3)*, 140 (3)</td>
</tr>
<tr>
<td>LIT 277 (3)</td>
<td>HIST 100 (3), 101 (3), 102 (3), 104 (3), 106 (3)</td>
</tr>
<tr>
<td>MUS 100 (3), 202 (3), 240 (3), 250 (3), 275 (3)</td>
<td>PHIL 100 (3), 160 (3), 175 (3), 244 (3), 300 (3), 320 (3)</td>
</tr>
</tbody>
</table>

NOTES:
(1) Credit for course pairings marked with * above totals a maximum of 5 units.
(2) Foreign language courses taken to meet this requirement must not overlap in content.
(3) Students who take HIST 201 or 202 may not use HIST 102 to meet this requirement for UC.

AREA 4 - SOCIAL AND BEHAVIORAL SCIENCES
CSU and UC—At least 3 courses which total 9 or more semester units, with courses from at least two disciplines.

<table>
<thead>
<tr>
<th>Arts</th>
<th>Humanities</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 105 (3), 110 (3), 180 (3), 370 (3)</td>
<td>360 (3), 425 (3), 430 (3), 440 (3)</td>
</tr>
<tr>
<td>ECON 100 (3), 102 (3)</td>
<td>GEOG 110 (3), 150 (3)</td>
</tr>
<tr>
<td>JOUR 110 (3)</td>
<td>PLSC 100 (3), 110 (3), 130 (3), 150 (3), 170 (3), 200 (5)<strong>, 210 (3)</strong>, 212 (3), 215 (3), 220 (3), 250 (3), 255 (3), 260 (3), 520 (3)</td>
</tr>
<tr>
<td>PSYC 100 (3), 105 (3), 110 (3), 200 (3), 201 (3), 220 (3), 225 (3), 300 (3), 410 (3)</td>
<td>SOCI 100 (3), 105 (3), 110 (3), 141 (3)*, 200 (3), 300 (3), 340 (3)</td>
</tr>
</tbody>
</table>

NOTES:
(1) Students who take both ETHN 151 and SOCI 141 (marked with * above) will receive credit at UC for only one of the two courses.
(2) Students who take both PLSC 200 and 210 (marked with ** above) will receive credit at UC for only one of those courses.

4/11/07
AREA 5 - PHYSICAL AND BIOLOGICAL SCIENCES
CSU and UC—At least 2 courses required, with a total of at least 7 semester units, including at least one Physical Science course and at least one Biological Science course. At least one course must include a laboratory component.

<table>
<thead>
<tr>
<th>Physical Science</th>
<th>Biological Science</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASTR 100 (3), 101 (1)<em>, 103 (1)</em>, 115 (3)</td>
<td>GEOL 100 (3), 101 (1)<em>, 118 (3), 125 (4)</em>, 210 (4)*</td>
<td>(1) The units associated with each course are shown in parentheses and courses with a lab component are listed with an asterisk (*).</td>
</tr>
<tr>
<td>BIOL 111 (4)*</td>
<td>METE 100 (3), 101 (1)*</td>
<td>(2) UC will not give credit for PSCI 100 if it is taken after a college course in Astronomy, Chemistry or Physics.</td>
</tr>
<tr>
<td>CHEM 100 (3), 101 (1)<em>, 210 (5)</em>, 220 (5)<em>, 231 (5)</em>, 232 (5)*</td>
<td>OCEN 100 (3), 101 (1)*</td>
<td></td>
</tr>
<tr>
<td>GEOG 100 (3)</td>
<td>PALN 110 (3)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>PHYS 100 (3), 210 (4)<em>, 220 (4)</em>, 250 (4)<em>, 260 (4)</em>, 270 (4)*</td>
<td></td>
</tr>
<tr>
<td></td>
<td>PALN 110 (3)</td>
<td></td>
</tr>
</tbody>
</table>

NOTES:
(1) The units associated with each course are shown in parentheses and courses with a lab component are listed with an asterisk (*).
(2) UC will not give credit for PSCI 100 if it is taken after a college course in Astronomy, Chemistry or Physics.

LANGUAGE OTHER THAN ENGLISH
UC requirement only—not required of students transferring to CSU.
This requirement may be fulfilled through the following:
1. Completion of two years of a foreign language in high school with a grade of C or higher
2. Satisfactory completion of college coursework in a foreign language equivalent to two years of high school instruction
3. Satisfactory score in SAT II—Foreign Language Subject Test
4. Satisfactory score in the AP examinations in Foreign Language
5. Satisfactory score in the International Baccalaureate Higher Level examinations
6. Satisfactory completion of two years of formal schooling at 6th grade level or higher where language of instruction is not English, or
7. Completion of any of the following CSM courses:
   - ASL 112 (3), 121 (3), 122 (3)
   - CHIN 122 (3), 131 (3), 132 (3), 140 (3)
   - FREN 120 (5), 122 (3), 130 (5), 131 (3), 132 (3), 140 (3), 203 (3)
   - GERM 120 (5), 122 (3), 130 (5), 131 (3), 132 (3), 140 (3)
   - ITAL 120 (5), 122 (3)
   - JAPN 120 (5), 122 (3)
   - SPAN 120 (5), 122 (3), 130 (5), 131 (3), 132 (3), 140 (3), 161 (3), 162 (3), 251 (3)

NOTE: With the exception of ASL 112 and CHIN 140, a CSM course taken to fulfill this requirement may also be used to satisfy the AREA 3B (Humanities) requirement.

B.A./B.S. GRADUATION REQUIREMENTS - CSU AND UC
U.S. HISTORY AND AMERICAN IDEALS, U.S. CONSTITUTION, CALIFORNIA STATE AND LOCAL GOVERNMENT
In addition to the GE/Breadth requirements listed above, both the CSU and UC** systems require all graduates to satisfy a requirement in U.S. History and American Ideals, U.S. Constitution, and California State and Local Government. These courses may also be used to satisfy Area D requirements at all CSU campuses except Chico. CSU Chico does not normally allow double counting of these courses:
Choose one course per area*:

<table>
<thead>
<tr>
<th>U.S. History &amp; American Ideals</th>
<th>U.S. Constitution</th>
<th>CA State &amp; Local Government</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 102 (3), 201 (3), 202 (3), 242 (3), 260 (3)</td>
<td>PLSC 200 (5)*, 210 (3), 212 (3), 215 (3), 250 (3), 255 (3)</td>
<td>ETHN 101 (3), 102 (3)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PLSC 200 (5)*, 310 (2)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SOCI 200 (3)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>HIST 310 (3)</td>
</tr>
</tbody>
</table>

NOTES:
* PLSC 200 (5) satisfies both the U.S. Constitution and CA State & Local Government requirement (marked with * above).
** UC transfers can satisfy this requirement by satisfactory completion of a one-year course in U.S. history, or a half-year course in U.S. history and a half-year course in American government in high school. (At UCLA, students must have also earned a B average in these courses.) UCSB requires students to complete a college-level course.

4/6/07
Use of College Board Advanced Placement Tests at College of San Mateo for Associate Degree General Education, CSU General Education, and IGETC

The following table shows how College Board Advanced Placement Test (AP) tests are applied to: 1) the College of San Mateo Associate degree general education requirements, 2) the California State University General Education/Breadth Pattern (CSU GE) and 3) the Intersegmental General Education Transfer Curriculum (IGETC).

This table deals only with general education credit. The application of AP test scores to major requirements varies by transfer school and major. It is essential that students majoring in Science, Math, Engineering, or Foreign Language meet with a counselor or advisor before enrollment to determine how the use of AP credit will affect their placement in a course sequence and affect transfer plans. To receive credit for AP examinations, the student must score a 3, 4, or 5. The student is responsible for sending official College Board Advanced Placement results to the College of San Mateo Admissions and Records Office.

<table>
<thead>
<tr>
<th>Advanced Placement Test*</th>
<th>CSM Associate Degree General Education</th>
<th>CSU** General Ed Certification 9/25/97</th>
<th>IGETC+ IGETC Application</th>
<th>General UC Policy for AP</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Art</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Art History</td>
<td>3 semester units in the Humanities area/Arts none</td>
<td>3 semester units C1 none none</td>
<td>One course in Area 3A none none</td>
<td>*UC 8 quarter units *UC 8 quarter units *UC 8 quarter units</td>
</tr>
<tr>
<td>Studio Art: Drawing</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Studio Art: General</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Biology</td>
<td>3 semester units in the Natural Sci Area/Life</td>
<td>3 semester units B2 none none</td>
<td>One course in Area 5B none none</td>
<td>*UC 8 quarter units</td>
</tr>
<tr>
<td>Chemistry</td>
<td>6 semester units. GE credit under Natural Science Area w/lab</td>
<td>6 semester units B1&amp;B3 none none</td>
<td>One course in Area 5B with lab none none</td>
<td>*UC 8 quarter units</td>
</tr>
<tr>
<td>Computer Science A</td>
<td>none none none none</td>
<td>none none none none</td>
<td>*UC 2 quarter units *UC 4 quarter units (4 qt. unit max for both tests)</td>
<td></td>
</tr>
<tr>
<td>Computer Science AB</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Economics</td>
<td>Each test generates 3 semester units in Social &amp; Behavioral Science Area/Social Institutions</td>
<td>3 semester units D none none</td>
<td>One course in Area 4 one course in Area 4</td>
<td>*UC 4 quarter units *UC 4 quarter units</td>
</tr>
<tr>
<td>Macroeconomics</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Microeconomics</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>English</td>
<td>Meets Eng &amp; Rd comp. 3 semester units in Language &amp; Rationality</td>
<td>3 semester units A2 none none</td>
<td>One course in Area 1A none none</td>
<td>*UC 8 quarter units</td>
</tr>
<tr>
<td>Language &amp; Comp</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Literature &amp; Comp</td>
<td>Communication 6 sem units for Language and rationality &amp; Humanities area</td>
<td>6 semester units in A2 and C2 none none</td>
<td>One course in Area 1A or 3B none none</td>
<td>*UC 8 quarter units</td>
</tr>
<tr>
<td>Environmental Science</td>
<td>none none none none</td>
<td>none none none none</td>
<td>*UC 4 quarter units</td>
<td></td>
</tr>
<tr>
<td>History</td>
<td>Each test generates 3 semester units in the area of Social &amp; Behavioral Science</td>
<td>3 semester units in D none none</td>
<td>One course in Area 3B or 4 one course in Area 3B or 4</td>
<td>*UC 8 quarter units *UC 8 quarter units</td>
</tr>
<tr>
<td>European</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>United States</td>
<td>US test meets US History requirement. 3 semester units in D none none</td>
<td>One course in Area 3B or 4 *new test in review *new test in review</td>
<td>*UC new test in review</td>
<td></td>
</tr>
<tr>
<td>World</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>French Language</td>
<td>Each test generates 6 semester units in the area of Humanities 6 semester units in C2 none none</td>
<td>One course in 3B one course in 3B</td>
<td>*UC 8 quarter units</td>
<td></td>
</tr>
<tr>
<td>French Literature</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>German Language</td>
<td>6 semester units in the Humanities area 6 semester units in C2 none none</td>
<td>One course in 3B and meets foreign language proficiency none none</td>
<td>*UC 8 quarter units</td>
<td></td>
</tr>
<tr>
<td>Advanced Placement Test*</td>
<td>CSM Associate Degree General Education</td>
<td>CSU** General Ed Certification 9/25/97</td>
<td>IGETC+ IGETC Application</td>
<td>General UC Policy for AP</td>
</tr>
<tr>
<td>--------------------------</td>
<td>----------------------------------------</td>
<td>----------------------------------------</td>
<td>--------------------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>Government &amp; Politics</td>
<td>Each test generates 3 semester units in the Social Science area US test meets US Constitution requirement</td>
<td>3 semester units D</td>
<td>One course in Area 4</td>
<td>*UC 4 quarter units</td>
</tr>
<tr>
<td>Comparative US</td>
<td></td>
<td>3 semester units D</td>
<td>One course in Area 4</td>
<td>*UC 4 quarter units</td>
</tr>
<tr>
<td>Latin Literature</td>
<td>Each test generates 3 semester units in the Humanities Area/Humanities</td>
<td>3 semester units C2</td>
<td>One course in Area 3B</td>
<td>*UC 4 quarter units</td>
</tr>
<tr>
<td>Latin Vergil</td>
<td></td>
<td>3 semester units C2</td>
<td>One course in Area 3B</td>
<td>*UC 4 quarter units</td>
</tr>
<tr>
<td>Mathematics</td>
<td>Each test generates 3 semester units in the Analytical Thinking area and meets math competency requirement</td>
<td>3 semester units B4</td>
<td>One course in Area 2</td>
<td>*UC 4 quarter units</td>
</tr>
<tr>
<td>Calculus AB</td>
<td></td>
<td>3 semester units B4</td>
<td>One course in Area 2</td>
<td>*UC 8 quarter units (8 qt. max for Math)</td>
</tr>
<tr>
<td>Calculus BC</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Music Theory</td>
<td>3 semester units in the Humanities area/Arts</td>
<td>3 semester units C1</td>
<td>One course in Area 3A</td>
<td>*UC 8 quarter units</td>
</tr>
<tr>
<td>Physics</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Physics B</td>
<td>6 semester units in Natural Sci/Phys w/lab</td>
<td>6 semester units B1&amp;B3</td>
<td>One course in Area 5A with lab</td>
<td>*UC 8 quarter units</td>
</tr>
<tr>
<td>Physics C: Electricity</td>
<td>3 units Nat. Sci/Physical</td>
<td>3 semester units B1&amp;B3</td>
<td>One course in Area 5A</td>
<td>*UC 4 quarter units</td>
</tr>
<tr>
<td>Physics C: Mechanics</td>
<td>3 units Nat. Sci/Physical</td>
<td>3 semester units B1&amp;B3</td>
<td>One course in Area 5A</td>
<td>*UC 4 quarter units</td>
</tr>
<tr>
<td>Psychology</td>
<td>3 semester units in the Social &amp; Behavioral area/Social Institutions</td>
<td>3 semester units D</td>
<td>One course in Area 4</td>
<td>*UC 4 quarter units</td>
</tr>
<tr>
<td>Spanish</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Language Literature</td>
<td>Each test generates 6 semester units in the Humanities area</td>
<td>6 semester units C2</td>
<td>One course 3B</td>
<td>*UC 8 quarter units</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6 semester units C2</td>
<td>One course 3B</td>
<td>*UC 8 quarter units</td>
</tr>
<tr>
<td>Statistics</td>
<td>Meets math competency 3 semester units in Analytical Thinking</td>
<td>3 semester units B4</td>
<td>One course in Area 2</td>
<td>*UC 4 quarter units</td>
</tr>
</tbody>
</table>

*ADVANCED PLACEMENT TESTS (AP) – College of San Mateo views, as do many colleges and universities, the Advanced Placement Test as a transcript from an independent college. College of San Mateo applies AP credit toward the Associate degree general education requirements in the same manner as the California State University system applies AP credit to CSU General Education/Breadth requirements. The chart above outlines general education application for Advanced Placement credit. Applying Advanced Placement credit to meet specific majors is more complicated. Each instructional division at College of San Mateo determines how AP credit can be applied to majors for Associate degree or certificates. How AP credit is applied to university majors and degree requirements is determined by evaluators at each college or university. Students should be aware that college courses taken after the AP test may duplicate the content of the AP test and, in these cases, College of San Mateo and the university (transfer destination) may not award credit for both the course and the AP test. Space does not permit discussion of how AP credit is granted for every university and program so students are advised to thoroughly investigate this area.

+IGETC – Advanced Placement tests can be used to satisfy all areas of IGETC except for Areas 1B and 1C. This work may be applied toward completion of IGETC but applicability of such coursework toward a major or degree requirements rests with each CSU and UC campus.

**CSU - A student may earn up to 6 semester units of baccalaureate credit for each Advanced Placement test of the College Entrance Examination Board on which the student receives a score of 3, 4, or 5. The list above indicates how AP credit it applied to CSU GE/Breadth requirements.

*UC – The University of California system grants credit for all College Board Advanced Placement Tests on which a student scores 3 or higher. The credit may be subject credit, graduation credit, or credit toward general education or breadth requirements as determined by evaluators at each campus.
**PARKING by Permit Only During Class Hours**

ONE-DAY PERMITS: $1 per day – Permit machine locations indicated by X (Lots 1, 2, 10 and 14)

VISITOR PARKING: Lot 3 Permit machine location indicated by V

STUDENT PARKING: Lots 1, 2, 3B, 9, 10, 14, 15, 15A, 16, 18, 21, 22


(*Indicates lots available for student parking, after 5 pm only.)

DISABLED PARKING: By special permit only

(please also contact Disability Resource Center, Bldg. 16, Room 150, 754-6438)

MOTORCYCLE PARKING: Lots 3, 11

**PLEASE NOTE SPECIAL RESTRICTIONS ON PARKING LOT SIGNS. PLEASE ALSO NOTE PARKING LOTS THAT ARE OUT OF SERVICE DUE TO CONSTRUCTION.**

Building:
1. Administration
2. Music
3. Theatre, Broadcasting Arts
4. Art
5. Student Center
6. Swinerton
7. Maintenance
8. Gymnasium
9. Library, KCSM-TV/FM
10. Life Science
11. Science Classrooms/Middle College
12. Physical Science
13. To Be Determined
14. South Hall
15. Faculty Offices
16. Central Hall, DSPS
17. Faculty Offices
18. North Hall
19. Technology
  - Architecture
  - Building Inspection
  - CIS Lab
  - Drafting
  - Electronics
  - Engineering
20. EOPS, Multicultural Center, Horticulture
20A. Horticulture Greenhouses
21. Cosmetology
22. Dental Assisting
23. Nursing Lab
24. Locker Rooms
26. Technology Classrooms
27. Graphics, Multimedia, Welding
28. Test Cell
29. NPA Lab, CIS Lab
30. Team House
31. Ticket Booth
33. Lazarus Child Development Center
34. ITS/Media Services
35. Moore Regional Public Safety Center
36. Science Building/Planetarium
  A. District Administrative Offices - 3401 CSM Drive
  B. College Vista - District Faculty/Staff Housing
54. Engineering
  - Drafting
  - CIS Lab

Elevators

Elevator access is available in the following buildings: 1, 2, 4, 8, 9, 12, 14, 18 and 36.

**PARKING Regulations (summary)**

Students are responsible for knowing and following campus parking regulations. Complete parking regulations are available online at collegeofsanmateo.edu/parking, or a copy may be obtained at CSM’s Security Office (Bldg. 1, Room 269) or CSM’s Business Office (Bldg. 1, Room 147).

All persons driving motor vehicles (except motorcycles) onto campus and utilizing the parking facilities during regular class hours (Monday-Friday; 7 a.m.–10 p.m.), including final examinations, are required to obtain a parking permit. A parking permit is not required for students riding motorcycles and parking must be in designated Motorcycle Parking in Lots 3 and 11. Student parking permits are available for $30 each for the fall and spring semesters and $20 for the summer session; parking permits for students with California Board of Governors (BOG) waivers are $20 per semester. An additional fee of $20 will be charged to replace a permit that has been lost or stolen.

Students who pay the parking fee for Fall 2007 must complete a parking permit application and obtain their permit from the Security Office (Bldg. 1, Second Floor) or the Business Office (Bldg. 1, Room 147). Permit applications are available on campus and at part of the printed registration confirmation sent by mail. Students must obtain permits in person.

Daily parking permits ($1) are available from machines in Lots 1, 2, 10 and 14. Parking permits for disabled students who have paid the parking fee are issued only by the Disability Resource Center (Bldg. 16, Room 150, 754-6438).

A grace period allowing for the purchase of permits will be in effect during the first two weeks of the Fall semester. The grace period pertains only to permits, with all other parking regulations enforced at all times in all parking lots. Beginning Thursday, September 6, 2007, permit requirements will be strictly enforced in all lots.

Parking spaces are available on a first-come, first-served basis. Therefore, a permit is not a guarantee of a parking space. The College and San Mateo County Community College District accept no liability for vandalism, theft or accidents. Use of parking facilities is at the user’s risk.

**Visitor Parking**

Visitors to campus may park in metered Visitor Parking Lot 3 using the pay-by-space meter. After parking the car, the visitor notes the number of the parking space, enters the number into the meter and deposits coin or currency. The receipt does NOT need to be displayed in the vehicle. Visitors may also park in a student lot after purchasing a daily permit.

**Public Transit**

SamTrans bus service has two direct routes to the campus (#250 and #260) and connecting bus routes from the Hillsdale Shopping Center and the Caltrain Station serving the CSM campus throughout the day. All buses have wheelchair lifts and also serve students attending evening classes. Routing information is available by calling 1-800-660-4BUS or via the Web at samtrans.com and caltrain.com. Printed schedules and maps are also available at the College of San Mateo Student Activities Office (Bldg. 5, Room 125).
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- Guaranteed transfer admission agreements
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- Beautiful campus

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