

GLENDALE COMMUNITY COLLEGE

The background of the cover is black, featuring a complex abstract design of gold lines. A thick vertical gold bar is on the left. Several thick, curved gold lines sweep across the page, intersecting with multiple parallel gold lines that create a sense of depth and movement. The overall style is reminiscent of mid-century modern graphic design.

1979-80 CATALOG ADDENDUM/
LAST SECTION

1978-79

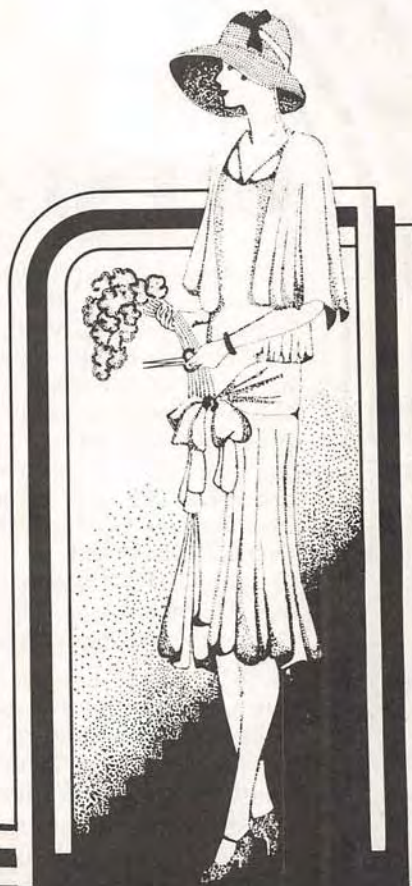
CATALOG

1978-79

Glendale Community College

Founded 1927

A Public Community College offering
instruction in the areas of General Education,
Pre-Professional Training, Occupational,
and Technical Education





GLENDALE COMMUNITY

Glendale Community College was founded in 1927 to serve the needs of the people in the Glendale Union High School District which included La Crescenta, Glendale City, and Tujunga School Districts. The school was founded as Glendale Junior College and from 1927 to 1929 conducted classes in the buildings of Glendale Union High School at Broadway and Verdugo in the City of Glendale. In 1929 the junior college moved to the Harvard School plant of the Glendale Union High School District where it remained until 1937. In this year a new plant, part of the present one, was completed and occupied. The year before, in 1936, the Glendale Junior College District was dissolved as such and became a part of the new Glendale Unified School District. The name of the school was changed to Glendale College in 1944. On July 1, 1970 Glendale College became a part of the Glendale Junior College District. On April 20, 1971 the Board of Education adopted a resolution changing the District name to Glendale Community College District.

In 1936 twenty-five acres were acquired for the present site of the College. The Campus now consists of 119 acres and thirteen permanent buildings. It is beautifully located on the slopes of the San Rafael Mountains overlooking the valleys in the Glendale area. An enlarged Women's Physical Education Building and a new Library were completed in the fall of 1967.

Glendale Community College has a day enrollment of about 4500 and an extended day enrollment of over 4000. In addition the College administers an adult education program which contacts about 7000 students each year.



COLLEGE

Board of Education

Sheldon S. Baker Carl Raggio
Blanch M. Greenwood June F. Sweetnam
William B. Murphy

Superintendent

Burtis E. Taylor

Administration

John A. Grande: *President-Assistant Superintendent*
Ivan L. Jones: *Administrative Dean-Instruction*
John A. Davitt: *Administrative Dean-Student Personnel*
David C. Leek: *Administrative Dean-Continuing Education*
Harold B. Cochrane: *Dean-Guidance and Counseling*
Dwain O. Reinbolt: *Dean-Admissions and Records*
J. Walter Smith: *Dean-Student Activities*
Charles C. Wheelock: *Dean-Community Services and Summer Session*
Griffin R. McKay: *Dean-Career Education*
Patricia A. Lienhard: *Dean-Student Support Services*
Harry L. Beck: *Director-Adult Education*
William J. Strange: *Director of Library Services*
Benice Z. Lindo: *Director-Learning Center/Tutorial Center Coordinator*
Edward F. Tennen: *Director-Instructional Support Services*
Mrs. Barbara N. McGuire: *Coordinator-Parent Education and Home Arts*

1979-80 CATALOG ADDENDUM/LAST SECTION

4 TABLE OF CONTENTS

Administration	3
College Calendar	5
General Information	8
Educational Philosophy	8
Accreditation, Advisory Committees	11
Summer Term	15
Transfer to Four-year Colleges and Universities	19
Veteran Education	19
Student Services	21
Employment	21
Scholarships	22
Student Government and Activities	31
Orientation of New Students	32
Admission, Counseling and Registration	34
Admission Requirements	34
Residence Requirements	36
Guidance and Counseling	38
Eligibility for Courses	39
Registration	39
Scholastic Information and Regulations	41
Unit Limitations, Scholarship Standards	41
Grades, Grade Points, and Grade Point Average	42
Attendance and Punctuality	49
Withdrawal from Class or College	49
Final Examinations	50
Graduation Requirements	51
Curriculums	53
Certificate Programs	54
Transfer Programs	71
Course Descriptions	111
General Education Requirements	247
Faculty	283
Index	311

	1978	
	May 13	PRE-REGISTRATION EXAMINATION, 8:30 a.m. — 11:30 a.m.*
	June 13-15	Summer Session Registration
	June 16	End of Semester II
		PRE-REGISTRATION EXAMINATION, 8:30 a.m. — 11:30 a.m.*
	June 19	Summer Session Begins
	June 29	PRE-REGISTRATION EXAMINATION, 8:30 a.m. — 11:30 a.m.*
	July 4	Legal Holiday (Independence Day)
	July 21	PRE-REGISTRATION EXAMINATION, 8:30 a.m. — 11:30 a.m.*
	August 21	PRE-REGISTRATION EXAMINATIONS, 8:30 a.m. — 11:30 a.m.
	August 21—September 8	Registration — Semester I
	September 4	Legal Holiday (Labor Day)
	September 5	PRE-REGISTRATION EXAMINATION, 8:30 a.m. — 11:30 a.m.*
	September 8	Summer Session Ends
	September 10	Residence Determination Date — Semester I
	September 11	Class Instruction begins for Semester I
	September 11-14	Late Registration — Semester I
	September 14	Last day to add classes without special permission
	September 15	No applications for semester-length classes accepted after this date
	October 1	Last day for International Students to complete admission requirements for Semester II
	October 13	Last day to drop 1st 8-week class without possible penalty
	October 20	Last day to drop 1st 9-week class without possible penalty
	October 27	Last day to drop 1st 8-week class
	October 30—November 2	Registration for 2nd 8- & 9-week classes
	November 3	Last day to drop 1st 9-week class
		1st 8-week classes end
	November 6	2nd 8-week classes begin
	November 10	1st 9-week classes end
	November 10-11	Legal Holiday (Veterans' Day)
	November 13	2nd 9-week classes begin
		Mid-semester grade deficiencies due

1979-80 CATALOG ADDENDUM/LAST SECTION

- November 22** Last day to drop a semester class without possible penalty (See Catalog statement on Withdrawal from Class or College)
Last day to apply to take a course on Credit-No Credit basis.
- November 23-24** Thanksgiving Holidays
- December 8** Last day to drop 2nd 8-week classes without possible penalty
- December 18—January 1** Christmas Vacation
- December 25-26** All College offices closed
- December 27** PRE-REGISTRATION EXAMINATION, 8:30 a.m. — 11:30 a.m.*
- 1979**
- January 1** Legal Holiday — All College offices closed
- January 5** Last day to drop 2nd 8-week class
Last day to drop 2nd 9-week class without possible penalty
PRE-REGISTRATION EXAMINATION, 12:30 p.m. — 3:30 p.m.*
- January 12** 2nd 8-week classes end
- January 15—February 2** Registration for Semester II
PRE-REGISTRATION EXAMINATIONS, 12:00 p.m. — 3:00 p.m.*
- January 17-30** Final Examinations for Semester I
- January 19** Last day to drop 2nd 9-week class
- January 22** PRE-REGISTRATION EXAMINATION, 8:30 a.m. — 11:30 a.m.*
- January 26** 2nd 9-week classes end
- January 30** End of Semester I
- February 4** Residence Determination Date — Semester II
- February 5** Class Instruction begins for Semester II
- February 5-8** Late Registration — Semester II
- February 8** Last day to add classes without special permission
- February 9** No applications for semester-length classes accepted after this date
- February 12** Legal Holiday (Lincoln's Birthday)
- February 19** Legal Holiday (Washington's Birthday)
- March 1** Last day for International Students to complete admission requirements for Semester I
- March 9** Last day to drop 1st 8-week class without possible penalty
- March 16** Last day to drop 1st 9-week class without possible penalty

- March 23** Last day to drop 1st 8-week class
March 26-29 Registration for 2nd 8- & 9-week classes
March 30 Last day to drop 1st 9-week class
1st 8-week classes end
April 2 2nd 8-week classes begin
April 6 1st 9-week classes end
April 9-13 Spring Vacation
April 16 2nd 9-week classes begin
Mid-semester grade deficiencies due
April 27 Last day to drop a semester class without possible penalty (See
Catalog statement on Withdrawal from Class or College)
May 1 Petitions for Graduation and/or Certificate due in Office of Admissions
and Records
May 11 Last day to drop 2nd 8-week class without possible penalty
May 12 PRE-REGISTRATION EXAMINATION, 8:30 a.m. — 11:30 a.m.
May 25 Last day to drop 2nd 8-week class
Last day to drop 2nd 9-week class without possible penalty
May 28 Legal Holiday (Memorial Day)
June 1 2nd 8-week classes end
June 6-15 Final Examinations for Semester II
June 8 Last day to drop 2nd 9-week class
June 10 Baccalaureate and Commencement Exercises
June 15 End of Semester II
2nd 9-week classes end
June 15 PRE-REGISTRATION EXAMINATION, 8:30 a.m. — 11:30 a.m.*
June 28 PRE-REGISTRATION EXAMINATION, 8:30 a.m. — 11:30 a.m.*
July 20 PRE-REGISTRATION EXAMINATION, 8:30 a.m. — 11:30 a.m.*

*All Pre-Registration Examinations will be held in the
Auditorium Building unless otherwise noted.

1979-80 CATALOG ADDENDUM/LAST SECTION

8 GENERAL INFORMATION

Educational Philosophy As a public institution founded to serve the community in a variety of ways, Glendale Community College is dedicated to the education of its students as productive individuals and responsible citizens in a changing world. It extends a range of educational opportunities to all who can profit from its offerings. Its students, teachers, and administrators join in the task of developing and improving curricula which will best meet the personal, academic, and vocational needs of each individual. It furnishes both general and specialized education designed to help each student reach the maximum development of his or her full potential. The College subscribes to the principle that each person has worth, integrity, and dignity and that each can grow in the attainment of intellectual curiosity, creativity, appreciations, and moral and spiritual values. Students have the opportunity to explore the humanities, the pure sciences and technology, and various career interests. This philosophy is intrinsic to the development of the purposes and programs of Glendale Community College.

Statements of the philosophy of Glendale Community College are disseminated through many channels of publicity, including the following:

- a. The College Catalog and Semester Schedule of Classes
- b. The Faculty Manual
- c. Counselors who visit area high schools
- d. Advisory committees that meet to assist in planning for vocational offerings
- e. Presentation of purposes at meetings of the Board of Education, civic groups, professional organizations, service clubs, chambers of commerce, and other appropriate groups
- f. Activities of the Placement Officer include orientation of business and industrial personnel to the functions of the college
- g. Discussion with students in group guidance classes and in individual counseling sessions about the functions and purposes of community college education
- h. Talks to the Glendale Community College Patrons Club
- i. Special programs for community groups
- j. Personnel involved in the direction of the New Horizons program engage in an extensive orientation program for student groups and for groups within the community

Objective and Functions Pursuant to its stated philosophy, Glendale Community College has one objective: education. Four primary functions support this objective:

- a. *Education for meeting the lower division requirements of a university or a four-year college.* The college offers many courses which are equivalent to those available in the freshman and sophomore years at the University of California, the California State Universities and Colleges, and other

colleges and universities in the United States. A student with a satisfactory high school and community college record will receive full credit for all college and university level work done at Glendale Community College provided that the work meets the specific requirements of the college or university to which the student transfers.

- b. *Education beyond the high school level for vocational competence.* Training programs are offered for many occupations in business and industry. Courses offered in these programs serve three groups of students: those training for entry-level positions; those preparing for advancement on the job; and those seeking to improve skills to meet new job requirements. Thus, students are offered a balance of technical and general education.
- c. *Education beyond the secondary level for personal improvement.* Recognizing the needs of post-secondary students for education which may lead neither to education in a higher institution nor to vocational preparation, Glendale Community College offers a diversity of courses in the performing arts, fine arts, applied arts, social sciences, humanities, and mathematics and the sciences, which satisfy intellectual curiosity and provide knowledge about and appreciation for the cultural heritage.
- d. *Education below the lower division level.* A comprehensive program is offered in the College's Adult Education Division, which includes basic education, courses leading to the high school diploma, citizenship, English as a second language, career and vocational classes, and courses that satisfy the many special interest needs of the community.

Programs and Services A variety of programs and services implements and supports the objectives and functions stated above.

- a. *Guidance and counseling.* Guidance and counseling services assist students in becoming personally integrated and self-reliant. To this end, counselors encourage students to explore their own needs and the satisfactions of those needs which may accrue from their educational experiences and their choices of life style. They provide a climate in which students make thoughtful, independent, decisions for educational and vocational goals. Working through individual interviews with students, small and large groups, and college orientation classes, they help students to become aware of their capabilities and to plan appropriately. They are involved, also, in such other support services as administration of the Extended Opportunity Programs and Services, financial aids, job placement, a broad testing program, tutoring, and correction of learning deficiencies. Glendale Community College offers seminars for the mature and older adults on their role in society.
- b. *Health Services.* First Aid emergency care, health appraisal and counseling, referral services, and assistance with accident and medical insurance claims are provided by the Health Center.
- c. *Basic education.* Students with specific learning problems or with grade or

1979-80 CATALOG ADDENDUM/LAST SECTION

10 GENERAL INFORMATION

- subject deficiencies in their high school record may make up such deficiencies and enter into a program leading to an A.A. degree and, if desired, to upper division standing at a four-year institution.
- d. *Refresher education.* Any member of the community has the opportunity to refresh, as well as, to update his or her knowledge in classes offered at Glendale Community College.
 - e. *Continuing Education.* Persons wishing late afternoon, evening, or Saturday classes may enroll in the Extended Day program. Extended Day courses parallel and expand the daytime offerings. In addition, non-credit classes, short-term classes, and lecture series designed to meet the interests and needs of adults in the community, are offered both during the day and in the evening under the Adult Education program.
 - f. *General education for all members of the community.* The College offers wide and varied curriculum designed to promote the following objectives:
 1. Development of communication and computational skills which form a base for training in critical thinking as exemplified in drawing sound conclusions from premises, making relevant judgments, and discriminating among values.
 2. Knowledge of the cultural heritage as the accumulated record of the development of mankind.
 3. Appreciation for aesthetic expression, excellence, and creativity as major values.
 4. Foundation in knowledge, attitudes, and skills necessary for occupational employment.
 5. Cultivation of habits which are essential to physical and emotional growth, citizenship, and societal responsibilities.
 6. Development of an awareness of the influence of such environmental problems as population growth, land-use, and pollution on the quality of life through field observation and other experiences.
 - g. *Community services.*
 - h. *Education for creative use of leisure time.* The college encourages students to develop skills and an appreciation for creative use of leisure time.
 - i. *Preparation for the future.* The college urges students to become more sensitive to world crisis created by a burgeoning population and by the increasing demands of people and nations upon resources. Students learn to approach these crises through the scientific method of the natural sciences and through the combined methods of the humanities and social sciences and co-curricular programs. It is important for students to realize that the structure of human society is changing and that new and different technologies will affect the transition.

- j. *Services to meet the unique needs of ethnic-minority students.* The college is committed to cultural diversity within its student body achieved by recruitment of resident Americans of various national origins and by the acceptance of a significant number of foreign-visa students. Meeting the needs of these students realistically is an important function of the college.

Accreditation Glendale Community College is fully accredited by the Western Association of Schools and Colleges, and approved under the regulations of the California State Department of Education and the California Community Colleges.

Advisory Committees The Advisory Committee procedure is widely used as a method of bringing members of the College and community into a cooperative working situation so that the offerings of the College will meet the needs of the community as seen by people charged with specific community responsibilities.

Army ROTC **California State University, Long Beach**
University of California, Los Angeles

The Army Reserve Officers Training Corps (ROTC) program is available to qualified Glendale Community College students through the UCLA program. Classes are conducted at UCLA and CSULB.

Four-, three-, and two-year programs leading to a commission as a Second Lieutenant in the U.S. Army Reserve or Regular Army are offered. Participants must be physically qualified full-time students at the undergraduate or graduate level. Courses consist of two academic hours once a week, plus a leadership laboratory one Saturday per month. Academic credits earned in the program may normally be counted as electives within degree requirements. All students enrolled in the final two years of the program receive an allowance of \$100 per month during the school year.

The FOUR-YEAR PROGRAM consists of the Basic and Advanced Courses. The Basic Course (MS I and MS II) is normally taken in the freshman and sophomore years, with no military obligation. The Advanced Course (MS III and MS IV) covers the final two years, and includes a summer Advanced Camp with pay.

The THREE-YEAR PROGRAM enables a student with three academic years remaining in college to complete the program by taking two Military Science courses (half courses) per term the first year plus a 1-hour weekly laboratory.

The TWO-YEAR PROGRAM (Advanced Course only) is available to students who have two years remaining toward a baccalaureate or a graduate degree.

The student attends a six-week Basic Camp (with pay) the summer before enrolling in the Advanced Course, with application by March of that year. Camp attendees are under no obligation. They may compete for two-year scholarships during Basic Camp.

1979-80 CATALOG ADDENDUM/LAST SECTION

12 GENERAL INFORMATION

VETERANS may qualify to enter the Advanced Course without Basic Camp. They are eligible to receive the \$100 per month allowance as well as GI Bill benefits to which they are entitled.

The ADVANCED CAMP is prerequisite to commissioning; conducted at Fort Lewis, Washington, normally between the first and second years of the Advanced Course. The Camp is a six-week summer practicum with emphasis on leadership development. The cadet is paid approximately \$500, plus transportation costs.

SCHOLARSHIPS are available competitively, in addition to the monthly allowance for all Advanced Course students. Scholarship recipients receive full tuition, required fees and books, plus the \$100 monthly allowance for the term of the scholarship. High School seniors apply by December 1 of the year preceding college entrance for 4-year scholarships; winners must attend an institution offering the four-year Army ROTC program. Three-, two-, and one-year scholarships are available to students enrolled in Army Senior ROTC; students cross enrolled while attending Glendale Community College are eligible.

MS I (First year): The U.S. Defense Establishment; Theory of Warfare. Evolution of Defense Department and the Military Services with emphasis on U.S. Army; military institutions, other elements of national policy/strategy. Theory, nature, causes and elements of warfare; evolution of weapons/tactics.

MS II (Second year): U.S. Military History. In-depth study of U.S. Military History from 1755 to present. Emphasis on leaders, actions, opposing strategies, and related considerations.

MS III (Third year): Psychology of Leadership; Psychology of Learning Applied to Teaching. Concepts in behavioral sciences for leadership/management; problems in directing and controlling. Learning theories, application of learning theories to teaching, lesson planning, testing, evaluation, student teaching.

MS IV (Fourth year): Decision-making; Military Legal Systems; Military-societal Relations. Decision-making process, optimizing decisions, information/systems management, operations research. Military law and legal systems. U.S. Army as professional organization, relationship to society, professional ethics, social problems.

For further information, contact the Counseling Office, or the Department of Military Science, UCLA, Los Angeles, CA 90024; phone (213) 825-7384 or 831-7463.

Air Force ROTC University of Southern California

Through arrangements with the University of Southern California, two-, three-, and four-year Air Force Reserve Officers Training Corps (AFROTC) programs are available to all qualified full-time students. Academic units earned in this program are counted as elective units toward fulfillment of graduation requirements. Successful completion of the AFROTC program leads to a commission as a Second

Lieutenant in the Air Force Reserve. Two- and three-year scholarships are available to qualified students on a competitive basis. Four-year scholarships for incoming students must be applied for before December 15 in the year prior to entering college. All scholarship recipients receive full tuition, required fees and books, and \$100 a month. All qualified cadets are provided 25 hours of flying training during their final year in the program. For additional information contact the Department of Aerospace Studies (AFROTC) at the University of Southern California, Los Angeles, California 90007, (213) 741-2670.

Continuing Education

The Continuing Education services of Glendale Community College include two programs primarily designed for adults in the community: Extended Day and Adult Education. Late afternoon, evening and Saturday Extended Day college credit classes are provided by the Extended Day Division of Glendale Community College. Many of these courses parallel day courses in prerequisites, content, time devoted to preparation of assignments, and examinations. In addition, there are programs in such areas as administration of justice, management, and real estate. The regular facilities of the College, including the library, bookstore, auditorium, laboratories, counseling center, career center, and shops, are available to Extended Day students. Attendance, registration and withdrawal rules, probation and dismissal regulations, scholarship standards, and requirements for graduation with the Associate in Arts Degree and the Associate in Science Degree are the same as for the day college.

The teaching staff is made up of persons highly qualified to instruct these classes. Many of the Extended Day faculty also teach on the regular day staff of Glendale Community College as well as other colleges. Business, professional, and industrial persons of the community who have obtained proper teaching credentials also give the benefit of their knowledge and skills to the students.

Specialized guidance and counseling, in addition to advisement through instructional contacts in classes, are available through the Guidance and Counseling Office evenings. Counseling appointments may be arranged by telephone, 240-1000, extension 304.

Any adult who complies with established registration procedures may enroll in Extended Day classes. Placement Examinations are required for enrollment in certain courses such as English, social sciences, and speech. Pre-registration Examinations are given by the College in May, June, July, August, September, December and January. Prior to the opening of each semester these will be given in the evening on dates to be announced. An adult who is not a high school graduate may petition for transfer of college credits to fulfill high school graduation requirements.

No tuition is charged at Glendale Community College for any student whose legal residence is in California; however, students pay for books and personal supplies. A non-resident tuition fee is charged students whose legal residence is outside California. A tuition fee is paid by adults taking non-credit courses not exempted by State regulations.

1979-80 CATALOG ADDENDUM/LAST SECTION

14 GENERAL INFORMATION

A Separate Program of Non-Credit Adult Education Courses

A Separate Program of Non-credit Adult Education Courses also provides educational opportunities for those seeking personal and occupational improvements. Adult non-credit courses include business and distributive education, clothing, pre-school parent education, English, naturalization, basic education, history, government, Spanish, German, biology, mathematics, music, parent education, and physical science. Other courses may be developed to meet the special needs of those desiring general interest studies. Classes are scheduled at various locations throughout the school district.

Included in its program is the opportunity to earn a high school diploma. The minimum requirements for a high school diploma from the Glendale Unified School District (grades 9-12) are as follows:

English (9, 10, 11)	(30 sem. hrs.)	3 cr.
Mathematics (9 or higher)	(10 sem. hrs.)	1 cr.
Science (10 or higher)	(10 sem. hrs.)	1 cr.
American History (11)	(10 sem hrs.)	1 cr.
American Government (12)	(5 sem hrs.)	½ cr.
Elective (including First Aid and Driver Education	(95 sem. hrs.)	9½ cr.
TOTAL	(160 sem. hrs.)	16 cr.

A minimum of 1½ credits (15 sem. hrs.) must be completed in residence, at least ½ credit (5 sem. hrs.) of which shall be completed during the semester in which the diploma is issued. Courses completed in the high schools of Glendale Unified School District and courses completed at Glendale Community College may be counted as courses completed in residence.

Further Sources of High School Credits

(1) High School credits, applicable toward a diploma of high school graduation, may be earned by completing courses offered in the Glendale Adult Education program. High school elective credits may be earned by completing courses offered by the Adult Education Department of the Glendale Community College District; however, students who desire such credit should consult with an evening adult counselor to be sure that such credits will satisfy graduation requirements and must make this fact known to the instructor at the time of enrollment. Where there is no designation of credit allowance, credit may be earned at the rate of ½ credit (5 sem. hrs.) for a class that meets once a week, or 1 credit (10 sem. hrs.) for a class that meets twice per week.

(2) Credits toward a diploma of high school graduation may be earned in other accredited secondary schools and transferred to the Glendale Adult Education Division. No credit will be allowed for correspondence or extension courses where the examinations have not been monitored or proctored by acceptable school officials or teachers.

(3) Credits may be granted for work achievement having educational value provided the individual has been employed for a year or longer by the same employer in an activity which could be considered equivalent to, or parallel to, some high school subject; and original letters from the employer are submitted verifying the dates and length of employment, detailing the nature of the work performed, and rating the quality of the work completed.

Not more than four credits (40 sem. hrs.) of work achievement credit may be counted toward high school graduation.

(4) Credits may be granted for regular training courses completed at a military base during a term of military service, based on the recommendations of the American Council on Education, and for approved courses completed with the United States Armed Forces Institute.

(5) Credits earned at Glendale Community College or at any other accredited college may be converted into high school credits by petition at the rate of three college units for one high school credit (10 sem. hrs.).

(6) Credits may be granted according to the results of the General Educational Development Tests (G.E.D.) taken by those who qualify. See special statement below. Neither college nor high school courses that have a content the same as, or are of a lower level than, courses already taken and passed in the same subject area may be taken for high school credit. If there is any question regarding the acceptability of a course, the student is to confer with a counselor or the Dean of Adult Education.

High School credits may not be earned through repetition of a subject for which credit has been granted previously.

G.E.D. Testing

Adults, 18 years of age or older, may register for the General Educational Development Test in the Adult Education Office at Glendale High School. The G.E.D. Test is designed to measure the equivalence of educational achievement in a person and favorable results reduce considerably the number of courses required for a high school diploma. The Test is given by appointment after registration has been completed at the Adult Education Office, Room B-117, Glendale High School, from 9 a.m. to 9 p.m. Monday through Thursday. Further information may be obtained by calling 243-3184 or 240-1000, ext. 261.

Summer Term

The summer term will be held beginning June 19, 1978 and end September 8, 1978. Courses will be offered in all fields in which there is sufficient demand. Summer term circulars may be requested by telephone (240-1000).

Handicapped Students

Students who have a disability, handicap, or some health impairment which may interfere with their scholastic attainment are eligible for assistance or special services through the coordinator for students with special needs, a faculty coordinator-counselor. Such eligible students include those who, because of being hard of hearing, deaf, speech impaired, blind, visually handicapped, seriously emotionally disturbed, crippled, or otherwise health impaired, or mentally retarded, cannot succeed in college courses without some assistance or special services.

The kind of assistance or services that may be provided an eligible student is indicated by each such student's individual need. Provision may be made for tutors, attendants, readers, interpreters, notetakers, etc.; also for books in Braille, large print, or converted to audio tape; and for financial aids. The aim is to provide the assistance and special services necessary to enable every health impaired student to succeed in each course attempted.

Many classes are made accessible to wheelchair-bound and others by ramps.

Other adaptations have been provided for the convenience of disabled persons.

Numerous items of equipment and educational materials are available to students with special needs, including: Braille dictionary, large-print dictionary, Pelco electronic TV magnifier, vernier magnifier, IBM electric Braille typewriter, standard IBM electric typewriter, Braille, variable-speed tape recorder, talking-book machine, high-intensity lamp, slate and stylus, a highpowered battery-operated commuter (wheelchair), etc.

The coordinator for students with special needs also serves as liaison with the State of California Department of Rehabilitation. The Department offers various assistance and services to prepare handicapped persons to become employable. Included are vocational counseling, assistance with payment for books, supplies, tuition, fees, etc.; and aid in obtaining employment. In some circumstances, students may also receive assistance with medical needs, transportation, and incidental expenses.

An initial appointment at the Department can be made for a student by the faculty coordinator, or the student may communicate directly to the Department of Rehabilitation, 3452 East Foothill Boulevard, Pasadena, California 91106, telephone 793-0651, or to the branch office, Department of Rehabilitation, 500 Olive Avenue, Room 340, Burbank, California 91501, telephone 843-4810.

Every student who has a disability or health impairment of any kind which may interfere with scholastic attainment should communicate with the "coordinator" immediately at the time of first making application for admission to the College. Arrangements for needed special services often must be initiated well in advance of registration for classes. Telephone the College at 240-1000 for referral to the coordinator.

Información En Español

El Colegio de la Comunidad de Glendale es una institución pública de enseñanza post-secundaria que ofrece varios tipos de cursos a los ciudadanos de la comunidad: los dos primeros años de universidad; certificados ocupacionales en ciertas materias; cursos para obtener un diploma de A.A., y cursos para completar los requerimientos para un diploma de high school. También ofrece cursos a través del Departamento de Educación Adulta en varios lugares de la comunidad, tales como Educación para los Padres, Inglés Como Segunda Lengua y muchos otros cursos de interés general.

Para ser admitidos los estudiantes deben de vivir dentro del área del Colegio y desear continuar su educación. La aplicación necesaria se puede hacer en las oficinas administrativas del Colegio de 8 a.m. a las 9 p.m. No hay que pagar cuota alguna con la excepción de libros y seguro de accidente, este último de solo \$3 semestrales. Con la excepción de las clases de Español, todas las clases son en Inglés; consecuentemente si el Inglés del estudiante no esta a cierto nivel, clases para aprender Inglés deben de ser elegidas al principio de los estudios.

El Colegio también ofrece ayuda en varias áreas tales como: educación a estudiantes que necesiten esa ayuda para continuar sus estudios. En todo caso, aplicaciones para esos programas se deben de hacer una vez que se haya registrado en el Colegio. Becas, préstamos, trabajo-estudios otras formas de ayuda serán combinadas para ayudar a aquellos que demuestren necesidad económica y capacidad para estudios escolares.

El Colegio también ofrece ayuda en varias áreas tales como: educación autoprogramada; cursos cortos para refrescar conocimientos de secretaría; ayuda individual a través de tutores, consejo educacional y personal en Español, consejo en grupo en Español, Centro para Mujeres con personal de habla Española. También El Colegio también ofrece cursos en el arte e historia de América Latina, así como cursos en Historia del México-Americano Estudios Chicanos Historia de California y seis cursos de Español. Un team de soccer representa al Colegio en la liga estatal.

Le invitamos a que nos visite o escriba al Glendale Community College, 1500 North Verdugo Road, Glendale, California 91208. O lláme al teléfono 240-1000. Para información más específica sobre los ofrecimientos del Colegio sírvase leer el resto del catálogo.

International Students

Glendale Community College welcomes students from countries all over the world who desire to study in the United States. At any one time there are approximately 350 International Students in attendance at Glendale Community College representing approximately 50 foreign countries. International Students who desire to enter Glendale Community College may receive application materials from the Office of Admissions and Records. In order to be admitted to Glendale Community College, International Students must submit copies of all records of previous schools translated officially into English, submit results of the TOEFL test, obtain a United States citizen living in the Los Angeles area who will act as the student's sponsor, and complete certain health requirements. In addition, all International Students seeking admission must have on deposit one semester's tuition. They should check carefully the deadline dates as published in the College Catalog. It should be noted that all requirements must be completed before a decision is made as to acceptance. Those students not accepted will receive a refund of their tuition deposit. Selection of International Students is based upon previous school records, TOEFL test scores, and the desire to have as many nationalities represented in the student body as possible. Special academic programs for International Students are available. All International Students are assigned to a Foreign Student Advisor who offers a wide range of assistance services.

Library

The Glendale Community College Library is housed in a modern, air-conditioned building near the center of the Campus. It is planned to meet the curricular needs of students and to provide attractive and functional facilities.

Its collection includes more than 55,000 volumes as well as journals on microfilm and over 400 current periodical titles.

1979-80 CATALOG ADDENDUM/LAST SECTION

18 GENERAL INFORMATION

Students have direct access to the book collection located on both floors in three major reading rooms with many individual study stations. An outdoor reading patio provides an informal study area with a scenic view of the mountains and valley in the distance.

On the main floor, in addition to part of the general circulating collection, are the card catalogs, conference rooms, a map collection, a typing room with typewriters, a photo-duplicator, microfilm, and microfiche readers. Preparation areas for learning materials are in the back of the building.

On the second floor is another part of the general circulating collection: the reference collection, oversized book collection, reserve collection, periodicals collection, pamphlet collection, and over 30 listening booths equipped with stereophonic earphones.

The Library Multi-Media Department consists of a central audio system with individual student carrels where students may listen to audio recordings on tape and phono-records. Also available is a wireless audio cassette system facility. A motion picture viewing system enables students to view 16 mm films while listening through headsets without disturbing nearby readers in the library. The system also allows the instructor to speak to the students through the headsets. Educational television programs can also be viewed in the Multi-Media Center. Audio cassette recordings are shelved with the books in book-like containers and can be circulated in the same manner as books.

Through the use of this Library Multi-Media Center the student has access to the ideas of the world's greatest teachers, authorities, experts and entertainers and to some of the best music ever recorded.

Students are invited to visit the Library and to acquaint themselves with its many resources and services. Professional librarians are on duty for consultation regarding location and use of learning materials and for help in many other ways. A library handbook is available free to students, faculty, and other library users. It describes library services, facilities, and staff and includes a detailed floorplan of the library building.

Library hours are from 7:30 a.m. to 10:00 p.m. Mondays through Thursdays, from 7:30 a.m. to 5:00 p.m. on Fridays, from 12:30 p.m. to 4:30 p.m. on Saturdays, and from 1:00 p.m. to 5:00 p.m. on Sundays.

New Horizons Program

The New Horizons Program for women and men has a major goal of providing the opportunity to expand their views and increase their personal, academic and vocational self-fulfillment in an educational environment which is both flexible and accessible. The development of the New Horizons Program has been extended to include special college credit seminars as offered by the counselors. The seminars consist of vocational and educational exploration and decision making, personal development, study skills, and individual and group counseling concerning the problems of family responsibility, time scheduling and academic pressures of mature students who have recently returned to college.

- New Horizons Resource Center** The New Horizons Resource Center is located in the Campus Center, Room 108, and is open to all students at Glendale Community College as well as all interested persons in the community. It is staffed by specially-trained peer counselors. It is an informal spot for students to get together for information and friendship.
- Non-Discrimination Policy** Glendale Community College is in compliance with Title IX of the Educational Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973, and is an Affirmative Action and Equal Opportunity Employer.
- Transfers to Four-Year Colleges and Universities** Students may take programs at Glendale Community College which will qualify them for junior standing in most of the four-year colleges and universities of the United States. The requirements of colleges vary so greatly that it is not possible to prescribe a program of work which will apply to all of them. Two procedures are recommended:
1. Students should consult the catalog of the college or university to which they intend to transfer. They should choose their courses at Glendale Community College in accordance with the lower division (Freshman and Sophomore) requirements of the college or university of their choice as outlined in its catalog. See General Education Requirements for graduation from colleges and universities in this Catalog page 280.
 2. In addition, it is advisable for students to submit their high school transcript plus their proposed lower division program to the registrar of the chosen college or university for tentative approval.
- Catalogs of schools, colleges and universities are on file in the Guidance and Counseling Offices, the Office of Admissions and Records, the Career Development Center, and the Library for reference purposes. Students are urged to obtain catalogs directly from the college or university by writing the registrar of the institution in which the individual is interested.
- Veteran Education** Veterans are invited to avail themselves of the guidance services and the educational training offered by Glendale Community College. Returned servicemen are helped and encouraged to secure the training necessary to realize their vocational aims. In order that this may be achieved, Glendale Community College cooperates with the Veterans Administration and with the California Department of Veterans Affairs.
- The Federal educational assistance allowance payable to Veterans is as follows:
- Full time—12 units or more
 - ¾ time—9-11½ units
 - ½ time—6-8½ units
- Continuing and returning students who were previously enrolled for Veterans benefits must submit to the Admissions Office each semester a Request to be Entered Under Training form if they wish to continue to receive benefits.
- New students desiring entitlements must file an Application for Program of Education or Training (VA Form 22-1990). These applications may be obtained

1979-80 CATALOG ADDENDUM/LAST SECTION

20 GENERAL INFORMATION

from the Veterans Office at Glendale Community College.

The Veterans Administration indicates the length of veteran entitlement to be 36 months with a possibility of an extension of nine months. It is suggested that veterans complete 15 units a semester if they are to complete their objective in the 36 month maximum.

It is the veterans' responsibility to notify the College Veterans Clerk in the Admissions Office, and the Veteran's Administration of any change of program which would affect their subsistence. Such changes must be reported promptly.

Cooperative Education

Glendale Community College, under a State-approved plan, cooperates with local students, businesses and industries in the Cooperative Education-Work Experience program. Each community college in California has the responsibility within the limits of their resources to maximize and utilize all possible educational experiences which are advantageous to the students. One method is through Cooperative Education-Work Experience program. Through the cooperation of business, industry, and government, students earn credit for supervised off-campus employment. Occupational Cooperative Education-Work Experience must be directly related to the student's two year career college program. Coordinated classroom instruction is included to help the student understand and appreciate the problems of business and industry. The student must maintain an enrollment of no less than eight units including Cooperative Education.

- Campus Center** These facilities provide offices and conference rooms for the Associated Students as well as a place where student clubs and other organizations may meet for social and business functions. Arrangements for the Campus Center are to be made with the Dean of Community Services in Administration Building, Room 124.
- Employment** The College maintains an employment service to assist current students and former students in securing part-time and full-time employment. Applications should be made in person at the Placement Office in the Student Services Trailer.
- Referrals for placement are made on the basis of the student's ability to fulfill the requirements of the positions, experience, training, and where desirable, approval of faculty members.
- Employment opportunities exist on the College campus. Glendale Community College participates in the Federal College Work Study Program, as well as having a program totally funded by the College. Positions such as clerical aide, library aide, and lab technician are available. Information concerning student employment on the College campus is available in the Student Services Trailer.
- Since it is not always possible to secure employment immediately, the student who plans to be self-supporting should not begin his/her college course without sufficient funds to cover the major expenses of at least the first semester.
- Basic Educational Opportunity Grant Program** Glendale Community College participates in the Basic Educational Opportunity Grant Program which provides grants of up to \$1,400 per year, depending upon the financial ability of the family or individual to contribute, to the cost of higher education. To receive the grant, students must enroll in a minimum of six units. Applications are available in the Financial Aid Office.
- Supplemental Educational Opportunity Grant** Glendale Community College participates in the Supplemental Educational Opportunity Grant Program funded by the Federal Government under the Higher Education Act. Grants are available up to \$1,000 per year for students who qualify under the provisions of the act. Students who receive such grants are required to earn an equal amount under the College Work Study Program. Interested students may file applications in the Financial Aid Office.
- Health Center** Through payment of the Health Services Fee, a College Health Center is operated from 7:00 a.m. to 9:45 p.m. Monday through Thursday, 7:00 a.m. to 4:00 p.m. Friday, 9:00 a.m. to 12 noon Saturday. The Health Center is located in the Health Services Trailer.
- This Center is staffed by a certificated registered nurse and two health clerks. The Center provides first aid, health counseling and referral, health appraisal including hearing, vision and blood pressure tests, and assistance with accident and medical insurance.

1979-80 CATALOG ADDENDUM/LAST SECTION

22 STUDENT SERVICES

Housing Glendale Community College has no housing facilities for its students, most of whom reside with members of their immediate family or relatives. A limited number of housing accommodations are available in private homes. It is possible for some students to work for room and/or board.

Any student interested in obtaining a place to live should review the listing in the Office of the Dean of Student Personnel Services, Administration Building, Room 107.

Learning Center The Learning Center is a well-equipped professionally-staffed facility located in rooms 215 and 216 of the administration building. Two types of materials are available for students:

1. Materials which have been placed there by faculty members for class projects and assignments.
2. Materials for student skill development in reading, English, mathematics, science, vocational studies, music, slide rule fundamentals, aviation program, foreign languages, shorthand, accounting and more.

The Learning Center provides:

1. Individualized Diagnostic Testing — Any instructor or counselor may request diagnostic testing for any student in mathematics; reading level, rate or comprehension; English; spelling; vocabulary; or a special diagnostic screen for learning disabilities.
2. Classes in the Center — The Learning Center offers individualized and group instruction through English and guidance classes that meet in the Center. These credit classes use programmed materials and multi-media to enable students to strengthen their skills in: English, writing, reading comprehension, word analysis, vocabulary development, listening skills and speed reading. Guidance 194 teaches survival skills for college, study skills, taking exams, taking notes, and how to concentrate.
3. Individualized Module Package Programs — Any student may use the tremendous variety of individualized programs either because (1) a module was assigned by an instructor or (2) the student requested help at the Center in certain skills and the Center staff made a prescription for the student after diagnostic screening. Packages are self-paced, complete programs with cassette-taped instruction, filmstrips and workbooks for English, reading, vocabulary development, speed reading, reading comprehension, vocational and business courses, spelling, basic mathematics, metrics, writing, phonics and literature. New programs are added all the time as this is a popular service.

Loans A loan fund for worthy and needy students is administered by the Dean of Student Personnel Services. Students in need of an emergency loan may apply for such loans in this office. These loans usually do not exceed \$25.

Scholarships Any student who has completed 12 units of college work may file an application for a scholarship in the Office of the Dean of Student Personnel Services, Administration Building, Room 107. Selection is made by the Glendale Community College Scholarship Committee or the donors on the

- basis of academic achievement, financial need, integrity of character, chances of success, and fulfillment of the particular criteria stipulated by the donors.
- Aleta Rutter Memorial Scholarship** One \$200 scholarship for a student majoring in either Art or Art History. The winner is nominated by the faculty of these departments. Funds for this scholarship have been donated in memory of Aleta Rutter, a former student at Glendale Community College.
- Alpha Gamma Sigma Scholarship** The Glendale Community College Chapter of Alpha Gamma Sigma State Scholarship Society awards scholarships of \$50 each semester to one or more of its current members. The candidate must have a minimum grade point average of 3.4 and must have displayed an active interest in club activities.
- Altrusa Club of Glendale International Scholarships** Two \$100 scholarships are donated by the Altrusa Club of Glendale to be awarded to outstanding international women students.
- American Association of Retired Persons, Foothill Chapter No. 497** An award presented to a senior citizen, who has returned to College, and nominated by the New Horizons Advisory Committee.
- American Association of University Women Scholarship** A scholarship of \$300 is awarded by the Glendale Branch to an outstanding sophomore who plans to enter a four-year college or university. Academic achievement is given first consideration but leadership, participation in school activities, a well-adjusted personality, and financial need are also considered.
- American Business Women's Association, Verdugo-Glen Chapter** A number of scholarships are awarded each year to help women students defray their expenses while attending Glendale Community College.
- Assistance League of Glendale Scholarship** The Assistance League of Glendale awards \$100 each to three continuing students for expenses while attending College.
- Associated Student Body Scholarships** Twenty \$150 awards to students continuing at Glendale Community College and selected by the Associated Student Body.
- Associated Women Students Scholarship** Each year the Associated Women Students make awards to two women students who have been members of the board for a minimum of two semesters, have good scholastic records, and who plan to continue their education at Glendale Community College or at an institution of higher learning.
- August Boyles Memorial Scholarship** In memory of August Boyles, former instructor in the Aircraft Power Plant and Maintenance Program, a scholarship is awarded to an outstanding second year student in the Aircraft Power Plant and Maintenance Program.
- Bank of America** The Bank of America awards four scholarships to outstanding students in the fields of Business, Technical-Vocational, Social Science-Humanities, and Science-Engineering. Glendale Community College winners are eligible to compete for statewide awards.
- Bonnie Koploy Memorial Scholarship** An annual scholarship awarded to an outstanding Biology student in memory of Biology Professor, Bonnie Koploy, and donated by the faculty of the college and other friends of Ms. Koploy.

1979-80 CATALOG ADDENDUM/LAST SECTION

24 STUDENT SERVICES

- Building Contractors' Association of Glendale** A \$250 scholarship is awarded to a student continuing his education at Glendale Community College majoring in the field of Architecture.
- Chevy Chase Estates Garden Club** A \$300 scholarship is awarded to a student continuing his/her education at Glendale Community College and planning to major in Botany, Ornamental Horticulture, or Landscape Architecture.
- Cindy Lee Hudspeth Memorial Scholarship** A scholarship established by the friends and family of Cindy Lee Hudspeth to be awarded yearly to a student majoring in Psychology and who has completed 30 units of college work with at least a 3.0 grade point average.
- Delta Kappa Gamma, Epsilon Epsilon Chapter** One \$100 scholarship awarded biennially for a woman transferring to a four-year college or university, with teaching as her goal.
- Delta Kappa Gamma, Xi Chapter** One \$200 scholarship for a woman transferring to a four-year college or university and planning for a career in the field of education.
- Derrill Place Memorial Scholarship** One \$50 scholarship is awarded to the outstanding graduating student majoring in journalism. The award is to be utilized at a four-year college or university. Funds for this scholarship have been donated in memory of Mr. Derrill Place, former instructor in journalism at Glendale Community College.
- Donald Spagnoli Scholarship** In memory of Donald Spagnoli, former instructor at Glendale Community College, a scholarship is awarded to an outstanding student in the field of history.
- Edvard Greig Norwegian Scholarship** Six \$50 scholarships are awarded each year to help defray Glendale Community College expenses.
- Eleanor Kentner Kohler Memorial Scholarship** An award of \$250 is made annually to a student having a special talent in art or poetry to help defray expenses while a student at Glendale Community College. Selection is made by the Scholarship Committee from recommendations submitted by the fine arts and language divisions.
- Elizabeth Rowley Memorial Scholarship** An award of \$250 is presented each year to a woman student planning to transfer to a four-year college or university with a Glendale Community College grade point average of at least a 3.0. This award is made from funds contributed by the Glendale Community College faculty to a memorial fund in honor of Elizabeth Rowley, a former Dean of Women at Glendale Community College. Selection is made by the Scholarship Committee.
- Ella Woodrow Scholarship** A scholarship is awarded annually in memory of Mrs. Ella Woodrow, former fashion design instructor at Glendale Community College. The scholarship is to help defray expenses for a student continuing his/her education at Glendale Community College in the field of Fashion Design.
- Elsie Bishop Scholarship** The Glendale Community College Patrons Club awards a \$100 scholarship to a woman graduate selected as the outstanding graduating woman by the graduating class. This scholarship is in honor of Mrs. Elsie Bishop, former Dean of Students at Glendale Community College.

- Ernest Jaramillo Memorial Scholarship** An award of \$300 to a graduate of Holy Family or Bellarmine-Jefferson High Schools enrolled at Glendale Community College and recommended by the high school faculties. This scholarship is a memorial to a former Glendale Community College football player, who was a graduate of Bellarmine-Jefferson High School.
- Gateway Kiwanis Scholarship** The Gateway Kiwanis Club of Glendale each year awards two \$150 scholarships to outstanding sophomore students who are planning to transfer to a four-year institution.
- Glendale Academy of Dentists Scholarship** The Glendale Academy of Dentists makes a scholarship award of \$200 to a student who has been accepted for admission to the Dental College of the University of Southern California.
- Glendale Art Association** One \$200 scholarship for an outstanding art student chosen by the Glendale Art Association from three candidates recommended by the Art Department of Glendale Community College.
- Glendale Bar Association Scholarships** Two \$100 scholarships are awarded to students majoring in the legal secretarial program. One scholarship is to be awarded to the outstanding first-year student continuing at Glendale Community College. The second scholarship is to the outstanding graduating student in the program. Awardees are selected by the Business Division faculty.
- Glendale Board of Realtors Scholarship** An annual scholarship donated by the Glendale Board of Realtors in the amount of \$250 to be awarded to an outstanding student preparing for the Real Estate profession and continuing his or her education at Glendale Community College.
- Glendale Braille Transcriber's Guild Scholarship** One scholarship awarded to visually handicapped students either continuing at Glendale Community College or transferring to a four-year college or university.
- Glendale Business and Professional Women's Club Award** One \$100 scholarship will be awarded to a woman student in the New Horizons Program who is recommended by the New Horizons Steering Committee.
- Glendale College of Law Scholarship** A \$1500 award to be utilized for first year tuition at the Glendale College of Law with the awardee being selected by that institution's Scholarship Committee.
- Glendale Community College Cafeteria Employees' Scholarship** Two \$50 scholarships donated by the cafeteria employees of Glendale Community College to be awarded to students majoring in Food Services.
- Glendale Community College Classified Personnel Association** A scholarship awarded to a student employed on campus in need of financial assistance and to be utilized for college expenses.
- Glendale Community College Dental Alumni Fund** This \$200 scholarship is awarded by alumni of the College who are practicing dentists. A necessary criterion is acceptance into a college of dentistry.

1979-80 CATALOG ADDENDUM/LAST SECTION

26 STUDENT SERVICES

- Glendale Community College Faculty Award for Academic Excellence** The faculty of Glendale Community College annually awards a plaque and a monetary award to the student with the highest grade point average. A minimum grade point average of 3.5, at least 60 units, 45 of which must have been taken at Glendale Community College, and a well-rounded program are the main requirements.
- Glendale Community College Patrons Club Scholarships** Scholarships of \$75 each are available to both men and women for use at Glendale Community College. These are awarded primarily on the basis of financial need. An amount of approximately \$3000 is donated yearly by this club.
- Glendale Community College Patrons Club Highest Man and Woman Awards** The patrons Club makes a \$100 cash award each year to the man and the woman in the graduating class who have achieved the highest grade point average.
- Glendale Community College Patrons Club Music Scholarships** Sixteen Season Tickets to the Glendale Symphony are awarded each year to outstanding music students recommended by the Music Department at Glendale Community College. These tickets are purchased by the Glendale Community College Patrons Club.
- Glendale Community Foundation** Awards of up to \$1,000 are made to students transferring from Glendale Community College and enrolling in an upper division institution. Students must display academic excellence as well as possessing financial need.
- Glendale School Employees' Federal Credit Union** Annually, the Glendale School Employees' Federal Credit Union will donate \$100 to either a man or a woman student continuing at Glendale Community College or transferring to a four-year college or university.
- Glendale Women's Classified Service Clubs** One \$200 scholarship is awarded to a woman student transferring to an upper division institution. Funds for this scholarship are donated by the Altrusa, Pilot, Soroptimist, and Zonta Clubs of Glendale.
- Handicapped Students Scholarship** An annual award of \$3,000 to fund one or more scholarships for physically handicapped students with the awardees being selected by the Board of Trustees of the Tim Richards Foundation.
- Hughes Journalism Scholarship** One \$250 scholarship donated by Mr. Tom Hughes to an outstanding first-year journalism student who is continuing at Glendale Community College for a second year.
- Institute of Internal Auditors** The Los Angeles Chapter, Institute of Internal Auditors awards an annual scholarship in the amount of \$400 and two honorable mention awards of \$50 each to students majoring in accounting and transferring to an upper division institution.
- International Club Scholarships** Two \$100 scholarships are awarded each semester to assist International Students in meeting their expenses at Glendale Community College. Funds are raised by the Glendale Community College International Club.
- J. Lee Gregg Scholarship** The Fiel Foundation has established a scholarship in memory of Mr. J. Lee Gregg, prominent Glendale citizen. For two years \$150 per month for the nine schools months will be paid to an outstanding male student upon his transfer to a four-year college or university. Nominations are made by the

- Scholarship Committee of Glendale Community College, and final selection of the recipient is made by the Gregg family. In addition, alternate awards are made.
- Janet and John Delmonte Scholarship** Two \$100 scholarships are awarded through the generosity of the Delmonte family. Preference is given to international students to assist them in continuing their education at Glendale Community College.
- John A. DeAngelis Memorial Flight Training Scholarship** One \$125 scholarship will be donated by Mr. and Mrs. John DeAngelis to a student each semester to help defray flight training expenses.
- John E. Kienle Scholarship in Sociology** Three \$400 scholarships are awarded for superior achievement in sociology and/or anthropology to a major in these areas. This scholarship is given in memory of a former teacher of sociology at Glendale Community College.
- John Kreider Scholarship** The Glendale Community College Patrons Club awards a \$100 scholarship to the outstanding graduating man selected by the graduating class. This scholarship is in honor of Mr. John Kreider, former Dean of Instruction at Glendale Community College.
- Judy Rossal Scholarship** A \$500 scholarship awarded annually to a student who has demonstrated outstanding performance in the area of student government. The scholarship is named in honor of the Secretary to the Dean of Student Activities.
- Kathryn G. Hanson Memorial Scholarship** A scholarship fund has been established by the family of Mrs. Kathryn G. Hanson in order to assist continuing older women students who have returned to Glendale Community College to resume their educational careers.
- La Crescenta Women's Club Scholarship** Two \$150 scholarships are awarded each year to a man and a woman resident of La Crescenta who are either continuing their education at Glendale Community College or transferring to a four-year college or university. Nominations are made by the Glendale Community College Scholarship Committee and final selection of the awardees is made by the Club.
- Las Donantes Scholarship** One \$50 scholarship awarded to a man or a woman continuing at Glendale Community College.
- Little Theater of the Verdugos Award** The Little Theater of the Verdugos each year awards \$200 to an outstanding student in theater arts. Consideration by the Scholarship Committee for this award is made each spring upon the recommendation of the faculty of the theater arts classes.
- Los Angeles Advertising Club Scholarship** One \$200 scholarship for a student majoring in commercial art and to be used to defray Glendale Community College expenses. The winner is selected by the advertising faculty.
- LVN Scholarships** Two \$50 scholarships are donated by the California Licensed Vocational Nurses' Association, Chapter #20 of Glendale. Funds are to be used to help defray expenses for second semester students in the LVN program.

1979-80 CATALOG ADDENDUM/LAST SECTION

28 STUDENT SERVICES

- National Charity Leagues, Inc.** A \$200 scholarship donated by the Glendale Branch of the National Charity Leagues, Inc. to be awarded to a woman transferring to an upper division institution.
- National Secretaries Association** The San Fernando Valley Chapter of the National Secretaries Association will award a \$100 scholarship to an outstanding student who plans to become a secretary.
- New Horizons Scholarship** One \$50 scholarship will be awarded to a continuing woman student recommended by the New Horizons Steering Committee and donated by an anonymous student who participated in the New Horizons Program.
- New Horizons Conference Scholarship** A \$100 scholarship donated by the President's Advisory Council and awarded to an outstanding returning woman student with the presentation of the award to be made at the New Horizons Annual Conference.
- New Horizons Re-Entry Scholarship** A \$100 scholarship donated by a person who wishes to remain anonymous and to be awarded to a returning student as recommended by the New Horizons Advisory Committee.
- New Horizons Resource Center Scholarships** A number of scholarships donated by the Soroptimist Club of Glendale are awarded to assist mature women students in continuing their education at Glendale Community College. The awardees are selected by the staff of the Glendale Community College Women's Center
- Oakmont League of Glendale Scholarship** The Oakmont League awards a \$1,000 scholarship annually to a transferring student to assist him in completing his education at a four-year accredited college or university. The selection is based on financial need, academic achievement, integrity of character, and chances of success. The scholarship is not restricted to any one field, but the candidate must have determined his occupational goal. An award is also made to an alternate. Candidates are selected by the Glendale Community College Scholarship Committee, and final selection of the recipient and the alternate is made by the Scholarship Committee of Oakmont League.
- Owen Marsh Meredith** An award of \$75 is given annually to a student transferring to a four-year college or university in memory of a former Glendale Community College student, Owen Marsh Meredith, from funds contributed by his mother.
- Panhellenic Scholarship** Each year, the Glendale Area Panhellenic Association awards a \$100 scholarship to a graduating woman who plans to continue her education at a four-year college or university where there are national sororities.
- Patrons — Ernest Jaramillo Memorial Scholarship** A \$75 scholarship will be awarded to an outstanding Glendale Community College football player on the recommendation of the College coaching staff and named in honor of Ernest Jaramillo, a former football player at Glendale Community College. The funds for this scholarship are contributed by the family and the Patrons Club.
- Presidents' Advisory Council of Glendale Scholarship** A \$100 scholarship to be awarded each year at the New Horizons Conference to a woman who has returned to college and who has maintained an exemplary academic record.

- Professional Nurses Bureau Scholarship** A yearly scholarship of \$100 awarded to a second semester LVN student continuing the LVN Program at Glendale Community College. To be awarded at the June capping ceremony.
- Richard W. Tang, Jr. Memorial** Each year, \$50 is awarded to the outstanding male athlete of Glendale Community College.
- Ruth L. Memmler Scholarship** A \$2,000 scholarship donated by Dr. Ruth L. Memmler of Glendale is awarded every other year to an outstanding woman transferring to upper division and following a pre-medical or pre-dental curriculum.
- Soroptimist Club Retraining Award** An award is made each year by the Glendale Soroptimist Club to a returning woman student preparing herself to enter a new career. The awardee is selected by the Soroptimist Club from nominations submitted by the New Horizons Planning Committee.
- Southern California Edison Company Scholarship** A scholarship is offered to an outstanding community college graduate pursuing his education in a four-year college or university located in the Southern California Service Area. Students must be residents of the same service area. Candidates must concentrate their studies in either the Business Administration or Engineering curricula. The scholarship is valued at from \$500 to \$1,500 depending upon the four-year institution chosen for upper division study.
- Stuart Palmer Memorial Scholarship** One \$50 scholarship will be awarded to a student who shows talent in creative writing. Contributions for this scholarship will come from friends of Stuart Palmer, who are in a large degree, writers themselves.
- Thomas Wessly Scholarships** Three \$500 scholarships are awarded annually to students transferring to an upper division institution and planning a career in a medical or para-medical field. These scholarships have been donated by Dr. Thomas Wessly, Glendale Physician, in memory of Charlotte Wessly and Ernestine Rose. (Formerly Aesculapian Scholarship.)
- Tuesday Afternoon Club Scholarships** Each year, the Tuesday Afternoon Club makes an award of \$200 to an outstanding woman student transferring to an upper-division institution.
- Valley National Bank Scholarship** Four scholarships are donated by the Valley National Bank, Glendale's home-owned banking institution. Awardees must be business majors continuing their education at Glendale Community College.
One \$250 scholarship will be donated. The award is made to a business major transferring to upper-division.
- Wayne Striker Scholarship** An annual scholarship awarded to the outstanding second year Botany student as nominated by the Botany Department. The Scholarship fund was established in memory of Wayne Striker, former Botany student.
- Women's Athletic Club Study Grant** The Women's Athletic Club of Glendale makes two \$300 scholarship awards to two outstanding women in the graduating class who plan to make a career in physical education.

Women's Committee of the Glendale Symphony Association

This organization awards an annual scholarship to a student selected by the music department and the Scholarship Committee of the Association. Candidates must have completed 48 units of work at Glendale Community College, have a 3.0 grade point average in music, and be prepared to present a recital.

Tutorial Center

The Tutorial Center is a specialized service of the Learning Center. It is located in room AD 205 near the Learning Center in the Administration Building. A tutorial coordinator assigns tutors to any student who feels the need for tutoring in any college subject.

The Tutorial Center provides:

1. In-Center Tutoring — Through the assistance of various funding programs, tutors are provided and appointments are made for tutoring in the Tutorial Center. The atmosphere is congenial and the tutorial coordinator or an aide is always there to greet you and offer assistance.
2. In-Class Tutoring — Funds from vocational education make it possible to provide tutoring in classrooms for vocational courses. The instructors request tutors for their class and the tutors work closely with the instructors to meet the specific needs of the subject.
3. Tutorial Training — Tutors are trained in a specially designed paraprofessional course, Guidance 190 - Tutorial Experience, for a maximum of 3 units of credit. This provides the tutors with more understanding of the learning and teaching process.

The Associated Student Body of Glendale Community College is the official student organization. Numerous opportunities are provided students to participate in its activities. The Student Legislature is elected each semester and meets each Tuesday at 7:00 a.m. in the Conference Room of the Campus Center for the purpose of discussing and determining policies, procedures, and expenditures of student government. This meeting is open to all members of the Associated Student Body. Social and athletic programs and an accounting office for student funds are maintained. A well-stocked bookstore is operated under the supervision of a business manager and any net income is used to promote the program of the Associated Students. In addition, the Associated Women Students and the Associated Men Students have programs of activities.

A.S.B. Membership The Student Services card is required of all students who participate in any activity, program, or event which is financed in part or wholly by the Associated Students. In order that all students become acquainted with this regulation, those students not purchasing a Student Services card will be requested to sign a waiver form during the registration period, forfeiting the right to participate in A.S.B. sponsored activities.

Activity Period No classes are scheduled Tuesday and Thursday at 11:00 a.m. These hours are reserved for A.W.S. and A.M.S. Board meetings, club meetings, student committee meetings, student assemblies, College Orientation Seminars, and other all-college functions.

A Master Calendar is maintained in the Office of the Dean of Community Services, and all Campus groups are required to register their activities two weeks in advance of the event.

Athletic Program A complete program of men's and women's athletics is sponsored by Glendale Community College. The College is a member of the Western State Intercollegiate Athletic Conference and participates in most sports programs sponsored by the Conference.

Members of the Associated Student Body are offered the opportunity to join the intramural sports program. Most competition is between Campus organizations, but individuals are encouraged to participate.

Clubs Opportunity to render service to Glendale Community College or to pursue a special interest is provided through participation in the club program offered on the Campus. (For a list of clubs see Organization Roster.) All students are urged to affiliate with at least one organization. Club policies are coordinated by the Inter-Club Council.

Hazing According to the State Education Code, Article VIII, no club, group, organization, or individual may participate in any activity that involves hazing. Hazing includes any method of initiation or any pastime of amusement which causes, or is likely to cause, bodily danger or physical harm to any student or other person attending any educational institution in this State.

1979-80 CATALOG ADDENDUM/LAST SECTION

32 STUDENT GOVERNMENT AND ACTIVITIES

Further, hazing also includes any act that *tends* to injure, degrade, or disgrace any fellow student attending Glendale Community College.

Any Glendale Community College student who participates in hazing of any kind shall be suspended from College for further discipline by authorities, and if a member of an on-campus club, shall be suspended from the club of which he is a member. Also, the club shall be placed on probation or suspended.

Honors Superior scholarship and distinguished service to the College are recognized by various awards presented at the Honor Awards Banquet.

Honor Societies The following honor societies function at Glendale Community College: Alpha Gamma Sigma — State Scholarship Society; Beta Phi Gamma — National Inter-Collegiate Journalism Fraternity; Delta Psi Omega — Drama Club; Epsilon Omega — Women's Honorary Club; Sigma Xi Sigma — Honorary Physics and Chemistry Club.

Orientation of New Students Sponsored by the Associated Women Students, the "Welcome Hour" and "Dungaree Dinner" are two added features of the Orientation Program for students. They help the student to become better acquainted with other students and with the purposes and activities of the Associated Students and Service Clubs.

Campus Speakers and Distribution of Literature Glendale Community College endeavors to promote the widest dissemination of opinion in harmony with state and federal regulations and district policies. Students who desire to present speakers on campus or distribute literature on campus may follow the procedures outlined for such activities. These procedures are available in the office of the Dean of Student Personnel Services in the Administration Building, Room 107.

Organization Roster

Organization	Description	Membership	Meets 1 & 3 Tuesdays	Meets 2 & 4 Tuesdays	Meets 1 & 3 Thursdays	Meets 2 & 4 Thursdays	Open to All	Subject to Qualifications
A.S.B. Government	Governing Body	Both					X	X
A.S.B. Legislature	Governing Body	Both	X	X				X
A.S.B. Executive Board	Governing Body	Men						X
A.M.S. Board	Governing Body	Men						X
A.W.S. Board	Governing Body	Women	X				X	X
Inter-Club Council	Governing Body	Both						X
Interest Clubs								
Alpha Chi	Art	Both	X					X
American Society of Engineers and Architects	Architecture	Both	X					X
American Inst. Astronautics/Astronautics	Aerospace/Aviation	Both						X
Aqua Vaqs	Skindiving	Both	X					X
Armenian Club of GCC	Armenian Heritage/ Community Understanding	Both	X					
Association Estuanti!								
Cubano-Americana	Social/Cultural Activities	Both				X		
Baha'i Club of Glendale Community College	Baha'i Faith	Faith			X			X
Beta Kappa	Business	Both	X					X
Biology	Biology	Both	X					X
Chess Club	Chess	Both	X					X
Chinese Club of GCC	Chinese Speaking Students	Both	X	X				
Christian Science	Christian Science	Both	X	X			X	
Club Hispano	Encourage College Involvement	Both		X				
Common Cause	Citizens Political Lobby	Both	X	X				X
Computer Club of GCC	Interest in Computers	Both		X				X
Delta Tau	Engineering	Both	X					X
Disabled Student Coalition	Interest in educational and social factors of disabled	Both						X
Flying Club	Aviation	Both	X					X
Food Services Club	Scholarships, employment opportunities, friendship	Both						X
Glendale Community College Democrats	Political	Both	X					X
Glendale Community College Human Relations Council	Human Relations	Both	X					X
Glendale Community College Music Club	Music	Both						X
Glendale Community College Republicans	Political	Both	X					X
Hillel	Religious	Both	X					X
International Students	World Friendship	Both	X	X				X
Intervarsity Christian Fellowship	Bible Study	Both	X					X
Judo-jujitsu	Self Defense	Both		Arranged				
Latin American Club	Pro-scholarship	Both	X					X
Latter Day Saints Students Organization	LDS Church	Both	X					X
Les Francophiles	French language/culture	Both						X
Marine Biology	Interest in marine ecosystems	Both						X
Modern Dance	Development in dance	Both		X				X
Organization of Arab Students	Arab-U.S. Understanding	Both	X					X
Photography Club	Photography	Both	X					X
Pre-Dental Club	Dentistry	Both	X					X
Ski Club	Skiing	Both	X					X
Soccer	Soccer	Men		Arranged				X
Student Action Council	Supplement ASB Activities	Both	X					X
Tau Omega Phi	Teaching	Both	X					X
Thai Union Club	GCC Thai Students	Both						X
Young Americans for Freedom	Political	Both	X					X
Honorary Organizations								
Alpha Gamma Sigma	Scholarship	Both		X				X
Beta Phi Gamma	Journalism	Both		X				X
Delta Psi Omega	Dramatics	Both		X				X
Epsilon Omega	Honorary-Service	Women		X				X
Sigma Xi Sigma	Physics-Chemistry	Both		X				X
Service Organizations								
Circle K	Service	Both		X				X
Delta Chi Delta	Service	Women		X				X
Gamma Delta Phi	Service	Women		X				X
Phi Alpha Theta	Service	Women		X				X
Psi Delta Phi	Service	Women		X				X
Zeta Sigma Phi	Service	Women		X				X

Interest clubs may be joined by attending the meetings.

Application for membership in Women's Service Clubs may be made through the Office of the Dean of Student Support Services, Administration Building, Room 106.

1979-80 CATALOG ADDENDUM/LAST SECTION

34 ADMISSION, COUNSELING, AND REGISTRATION

Admission Requirements Applicants who are high school graduates or are over 18 years of age and give evidence that they will profit from the instruction given at Glendale Community College may be admitted. When considering applications for admission of persons having exhibited a questionable standard of citizenship, the basic test will be how other students will be affected by contact or association with these persons. Each case will be considered on an individual basis by the Petitions Committee after consultations between the applicant and the Dean of Student Activities.

International students applying for student visas must meet special requirements. For a statement of these, inquiries should be made of the Dean of Admissions and Records.

Application All applications for admission should be sent to the Office of Admissions and Records, Glendale Community College, 1500 N. Verdugo Road, Glendale, California 91208.

Matriculated Student All candidates for a degree or certificate from Glendale Community College, or planning to transfer to an upper-division institution, or desiring to enroll for courses that have test and/or course prerequisites, should be matriculated students.

To become a matriculated student it is necessary either to have all transcripts of previous high school and college schooling on file in the Admissions Office at Glendale Community College, or the applicant must have taken the Pre-registration Examination at Glendale Community College. Completion of an application, the submission of the transcripts, and/or taking the Examination will provide full matriculation for the application.

Non-matriculated Student A non-matriculated student is one who has filed an application for admission but has not filed transcripts of previous schooling nor taken the Pre-registration Examination. Such students must select courses from the list of classes having neither test prerequisites nor course prerequisites, except those satisfied by previous courses completed at Glendale Community College.

Student Records Annually Glendale Community College informs students of the Family Educational Rights and Privacy Act of 1974, as amended; of the provisions of Sections 76200-76240 of the Education Code of the State of California; and of the provisions of Sections 54600-54662 of Title 5 of the California Administrative Code. These references, with which the institution intends to comply fully, were designated to protect the privacy of education records, to establish the right of students to inspect and review their education records, to provide the process by which students may challenge the accuracy of those records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with the Family Education Rights and Privacy Act Office (FERPA) concerning alleged failures by the institution to comply with the Act.

An institutional guide explains in detail the procedures to be used by the institution for compliance with the provisions of the Act. Copies of the guide may be found in the campus Library as well as in the Office of Admissions and Records.

Questions concerning the Family Educational Rights and Privacy Act may be referred to the Office of Admissions and Records.

Transcripts

Glendale Community College reserves the right to evaluate work completed in other colleges or universities if transcripts are submitted by an applicant. Transfers with acceptable grades will be granted advanced standing insofar as the work completely corresponds with that of Glendale Community College. Transfers accepted with previous college academic records below a "C" average will be placed on academic probation upon admission.

Failure to file transcripts may delay admission unless the applicant has taken the Pre-registration Examination.

Transcripts should be sent directly from the high school or college to Glendale Community College. All transcripts become the property of Glendale Community College and will not be returned.

Pre-registration Examinations

Each applicant as a matriculated student must take Pre-registration Examinations which are given in May, June, July, August, September, December, and January (see College Calendar for dates and hours). Failure to take these Examinations will delay or prevent registration; applicants are advised to take them at the earliest date possible. Students applying for matriculated status must take the Pre-registration Examination. The form for admission to the Examination must be requested when applying, completed and presented for admittance on the day of the Examination. No student will be admitted to the testing area without the completed Examination admission form.

The results of these Examinations are not used to disqualify any person seeking admission, but are used to help the student and his counselor in arranging a satisfactory program of studies.

The Test of English as a Foreign Language (TOEFL) Examination is required of all applicants seeking admission as International Students. Information concerning these examinations is available at the Admissions Office, Glendale Community College or from the Educational Testing Service, Box 899, Princeton, New Jersey 08540, and from local office in Eagle Rock, California (213) 254-5236.

The Comparative Guidance and Placement Program is a group of tests, questionnaires, and related services designed to meet the unique guidance and placement needs of two-year colleges. The program is sponsored by the College Entrance Examination Board and was developed by the Board in cooperation with Educational Testing Service. The basic instruments of the CGP are two questionnaires and six tests. One questionnaire provides an

inventory of student's interests in 11 academic and vocational areas; the other is a biographical questionnaire concerned with background, attitudes, plans, and needs. Three of the tests measure the student's verbal and mathematical skills; three are non-traditional measure of special abilities.

Interest and Background Measures, designed to collect and summarize information about a student's educational plans, aspirations, previous work, high school background, financial needs, and academic and vocational interests. Questionnaires are named Biographical Inventory and Comparative Interest Index.

Placement Tests, designed with particular emphasis on identifying deficiencies in reading, English usage, and fundamental mathematics, all of which are basic skills necessary for success in almost any educational endeavor. Tests included are Reading, Sentences, and Mathematics. The results of this Examination will also be used to determine for the student his eligibility for enrollment in courses offered by the Social Science Division as well as the Language Arts Division. The Pre-registration Examination yields a score on the mathematics section evidencing the student's proficiency in mathematics required for graduation.

Special Abilities Tests, designed to provide the student with information about his special abilities so that he can see his own abilities in relation to the kinds of abilities necessary for success and satisfaction in various curriculums. Tests include Year 2000, which measures ability to follow directions; Letter Groups, which requires the student to form and try out hypotheses; and Mosaic Comparison, which tests perceptual speed and accuracy.

Experimental Tests, designed for the development of new tests, particularly non-verbal tests, which will enable the student who does not fit the traditional collegiate pattern to demonstrate his competencies. (Students and colleges do not receive scores on these tests).

Residence Requirements

The following statement of the rules regarding residency is intended for general information only.

At the time of registration each student is required to verify residence information. Even though a student may be admissible to Glendale Community College, the student may be denied registration privileges in accordance with the residence requirements.

A "resident student" means any person who has been a bonafide resident of the state of California for one year or more on the day preceding the first day of instruction of a semester or session during which the person proposes to attend.

A "nonresident student" means any person who has had legal residence in California for less than one year on the day preceding the first day of instruction of a semester or session during which the person proposes to attend.

The residence requirements are applied as follows:

1. A "resident student" whose residence is in the Glendale Community College District which is composed of Glendale, Montrose, La Crescenta, Verdugo City and a small portion in the western part of La Canada may attend Glendale Community College.
2. A "resident student" whose residence is in California but outside the Glendale Community College District and not in another community college district in California may attend Glendale Community College.

Residents of the Pasadena area, to include all but a very small portion of western La Canada, will be required to have a permit from the Pasadena Community College District if enrolled for 10 class hours or more per week.

Most residents of the Los Angeles Community College District are required to have an interdistrict permit to attend Glendale Community College for more than 8 units per semester. The exception to this is the Eagle Rock-Highland Park area where some residents may attend for unlimited hours without a permit. Eagle Rock-Highland Park residents should contact the Residence Clerk in the Office of Admissions and Records for specific instructions regarding permit requirements.

All other applicants who reside in districts other than Glendale should contact the Residence Clerk in the Office of Admissions for information regarding interdistrict regulations for their particular area.

3. A "resident student" whose residence is in California and in a community college district other than the Glendale Community College District may attend Glendale Community College if the student presents a transfer permit from the district of residence.
4. A "nonresident student" may be admitted to Glendale Community College, but will be required to pay either an Out-of-State or an International Student tuition charge as appropriate to their circumstances. The tuition rates are established on a yearly basis. For information concerning the current rates please contact the Office of Admissions and Records.

The principal rules for residence determination are:

1. There can be only one residence.
2. A residence is the place where one remains when not called elsewhere for labor or other special or temporary purpose, and to which one returns in seasons of repose.
3. A residence cannot be lost until another is gained.
4. The residence can be changed only by the union of act and intent.
5. A man or woman may establish his or her residence. A woman's residence shall not be derivative from that of her husband.
6. The residence of the parent with whom an unmarried minor child maintains his place of abode is the residence of the unmarried minor child. When the minor lives with neither parent his residence is that of the par-

1979-80 CATALOG ADDENDUM/LAST SECTION

38 ADMISSION, COUNSELING, AND REGISTRATION

ent with whom he maintained his last place of abode, provided the minor may establish his residence when both parents are deceased and a legal guardian has not been appointed.

7. The residence of an unmarried minor who has a parent living cannot be changed by the minor's own act, by the appointment of a legal guardian, or by relinquishment of a parent's right of control.

Guidance and Counseling

Glendale Community College includes within the structure of its administrative organization a guidance program with a counseling service providing skilled assistance for:

Helping the students to understand themselves and to plan the best use of their abilities and opportunities.

Advising with and assisting the students to implement decisions which they make in working out solutions to their personal problems.

Aiding the individual for college life adjustment by providing group guidance, as well as group and individual counseling.

Assisting the individual to achieve success in and beyond college by making available guidance and counseling services such as course planning, financial aid, placement, health, and follow-up.

Prior to registration and according to a vocational interest, every student is assigned a counselor who will assist with the preparation of the Study List to be used in formal registration. It is the responsibility of all students to plan their own course and make their own decisions; the counselor will help with suggestions based upon the information derived from the student's high school record, the ability and placement tests given at the Pre-registration Examination, and other special interest and personality tests administered as the need arises. After the initial interview, the counselor will be available at scheduled hours for conferences to give personal assistance to individuals about careers, education, student activities, employment, and personal and social problems that may arise with the adjustment to college life.

Counseling Services

Counseling Services are available in the Administration Building which houses the Counseling Center and may be arranged for through the Office of the Dean, Guidance and Counseling, Room 112, or with the appointment secretary who will set a time for an interview with the assigned counselor, Room 113.

Group Counseling

Students may arrange with their assigned counselor to participate in a group, scheduled primarily to help students cope with the problems incidental to academic achievement.

Guidance Testing

In addition to the tests included in the Pre-registration Examinations, the counseling staff has available a variety of standardized test materials for the assistance of students. Among these are other tests of ability, vocational interest, and achievement, as well as tests for various aptitudes, special skills and personality.

- The Testing Office is located in Room 112 of the Administration Building. The tests are administered in the Career Development Center.
- Learning Resource Center** A laboratory provides students with the opportunity to increase their efficiency in the classroom. Auto-instructional machines, programmed texts, and devices for improving study skills, writing skills, listening skills, and reading skills are available to students in the Developmental Studies Program, English 190, 191, 192, and Guidance 190, 191, 192, 194, 196. Aides receive training as student aides, tutors, and para-professionals. This training involves learning, testing and prescription techniques, taking Super 8 movies for use in the classroom, as well as methods of producing film loops, and minicourse learning packages. Students taking this course are given first consideration as aides and tutors in the Learning Resource Center.
- Eligibility for Courses** Students are eligible to enroll in any course offered at Glendale Community College provided they have fulfilled the stated prerequisites for the course. A student may occasionally have had outstanding experience in a given area which they may feel will substantially satisfy the stated prerequisite for a course. Where it is desired to offer such experience for the regular prerequisite, the student must have a petition approved to make such substitution. Once such a petition has been approved students may not later receive credit for a course for which they substituted the outside experience. Students who are considering developing a petition should first read the section on Credit by Examination.
- Credit for lower level courses will not be granted if credits have been earned in higher level courses.** Many courses have no stated prerequisite. Here the student should realize that it may be assumed that they have previous successful experience with related subjects, they have the ability to read with speed and understanding, and they have the ability to express themselves in clear and concise English.
- These factors are considered by counselors when assisting students with their Study List from which they will select courses as they make out their programs during the registration period.
- A student with a poor scholastic record in any subject field should not expect to carry advanced work in that field.
- Registration** Each student must officially enroll in classes chosen from an approved Study List. These classes constitute the official program of the student. Changes to this program may be made by completion of a Program Change form.
- All Day students whether continuing, new, or returning, register at the day and hour they select. This selection is made in the Office of Admissions and Records after the student is cleared in the Counseling Center and obtains a Registration Appointment Permission Slip.
- All Evening-only students register according to the times published in the Schedule of Classes.

1979-80 CATALOG ADDENDUM/LAST SECTION

40 ADMISSION, COUNSELING, AND REGISTRATION

Continuing Evening-only students and some Continuing Day may register by mail. For information regarding registration by mail call the Admissions Office, 240-1000.

The student is held accountable for all classes in the official program as a result of original registration or addition through Program Change. The student may not receive credit for classes attended unless they are part of the official program. Registration for purposes of auditing is not permitted. (See section on Withdrawal from Class or College).

Costs No tuition is charged at Glendale Community College for students whose legal residence is in California. A non-resident tuition will be charged students whose legal residence is in a state other than California. The tuition is \$40 per semester unit.

Students are held responsible for any loss or breakage of College equipment.

At registration time, students will have the expenses of purchasing textbooks, supplies, and other incidentals. Students should bring about \$75 at the time of registration to cover these expenses. There will be need for additional supplies during the semester but the amount varies with the course taken. Flight training is contracted for at the Student's expense.

A Health Services fee is required of all students. This fee provides various health services on the College campus as well as an on-campus accident insurance policy. The fee is \$5 per semester for students enrolled in 8½ or more units, \$4 per semester for students enrolled in 8 units or less, and \$4 for all summer enrollment. This charge is *mandatory*. It is payable at the time of registration. No refund of this fee is made at any time.

All students are expected to pay the student fee which is \$5 per semester. This fee provides membership in the Associated Student Body and funds various College activities, such as: a scholarship program, the emergency loan fund, the College Bookstore, the Business Office, the newspaper, inter-collegiate athletics, and assemblies. In addition, students who pay this fee receive free admission to various College programs and are entitled to a discount in approximately 30 Glendale retail establishments.

Associated Student Body Membership

Membership fees for the Associated Student Body are set yearly by the Legislature of that Body. Inquiries concerning the fee should be directed to the Office of the Dean of Student Activities, Administration Building, Room 106. Current fees are also shown in the class schedule issued for each college semester. Students who withdraw from college the first two weeks of school may receive a refund of 50% of the purchase price. Application for refund must be made in the A.S.B. Business Office — Bookstore Building. No refunds will be made for students who withdraw after the second week of instruction.

Identification pictures will be taken of all students who register at Glendale Community College for the first time. In the event the picture must be replaced for any reason, the replacement cost is four dollars (\$4).

Unit of Work The credit value in semester units of each course is indicated after the title of the course under "Course Descriptions." Each unit represents one hour per week of lecture or discussion, or a longer time in laboratory or other exercises not requiring outside preparation. For each hour of lecture-discussion, two hours of preparation are assumed.

Unit Limitations The students' program of studies will vary according to their needs and objectives. The normal program for a student at Glendale Community College is 16 units. Students registered in 12 or more units are classified as full-time students; those registered for less than 12 units are classified as part-time students. The academic load carried should be in line with the best combined judgment of the student and the counselor. The College recommends that students who are working 20 hours per week should carry no more than 10 units; 30 hours per week, no more than 8 units; and 40 hours per week, no more than 6 units. Individuals having health problems should make proportionate adjustments in their college programs.

A first semester student, one who has not completed at any college one semester of resident study of 12 semester units of credit or a quarter of resident study of 8 semester units of credit, should not register for more than 16 units plus one unit of music performance and a physical education activity. Advanced students should not register in more than 18½ semester units. These unit limitations apply to the total of day and extended day courses.

Normal Academic Progress Full Time: Completion of at least 12 units each semester with a maximum of five semesters to complete the A.A. or A.S. Degree requirements.

Three Quarter Time: Completion of 9-11 units each semester with a maximum of seven semesters to complete the A.A. or A.S. Degree requirements.

Half Time: Completion of 6 to 8 units each semester with a maximum of ten semesters to complete the A.A. or A.S. Degree requirements.

Student receiving financial aid from Basic Grant, College Opportunity Grant, College Work Study, EOPS, Occupational Education and Training Act, Supplemental Educational Opportunity Grant, Bureau of Indian Affairs Grant and Guaranteed Student Loan Program must maintain the Scholarship Standards set by Glendale Community College. In addition, the Financial Aid Policy Committee has recommended that they strive to meet the standards set for Normal Academic Progress.

Scholarship Standards Glendale Community College interprets a "C" average as satisfactory scholarship standard — which means that the student should receive grade points equal to twice the number of units attempted (See section on Grades, Grade Points and Grade Point Average).

1979-80 CATALOG ADDENDUM/LAST SECTION

42. SCHOLASTIC INFORMATION AND REGULATIONS

Students who fail to maintain satisfactory scholarship may be placed on academic probation and may be dismissed.

1. Academic Probation. A student will be placed on probation if the student's cumulative grade point average for units attempted is less than 2.0 (C average based on grade points per unit calculated as follows: A-4 grade points, B-3 grade points, C-2 grade points, D-1 grade point, F, WF, WU, W, Cr, NC, Cr/Ex, Inc/W, Inc/F-0 grade points).
2. Dismissal. A student who, while on probation, earns less than 2.0 grade point average during each of two consecutive semesters shall be dismissed and not be re-instated until at least one semester has elapsed after the dismissal. Students dismissed from other colleges or universities must abide by the procedures for students dismissed from Glendale Community College with respect to seeking admission.

A student having been re-instated on probation after academic dismissal from College must maintain a 2.0 grade point average for units attempted during each semester subsequent to the dismissal or will again be dismissed for at least one semester.

Grades, Grade Points, and Grade Point Average

The standing of students in each course will be determined by class work and examinations. Grades will be reported and grade points allowed as follows:

A — Excellent	4 grade points per unit
B — Good	3 grade points per unit
C — Average	2 grade points per unit
D — Barely passing	1 grade point per unit
F — Failure	0 grade points
Inc/W — Incomplete Passing	0 grade points
Inc/F — Incomplete Failing	0 grade points
W — Withdrawn	0 grade points
WF — Withdrawn Failing	0 grade points
WU — Withdrawn Unofficial	0 grade points
Cr. — Credit	0 grade points
NC — No Credit	0 grade points
Cr/Ex — Credit by Exam	0 grade points

An incomplete grade ("Inc/W" or "Inc/F") or a "W" will be given when an emergency prevents a student from completing the work in a course. The incomplete grade must be removed by the end of the sixth school week after the beginning of the semester subsequent to the one in which the "Inc" was received, regardless of whether the student re-registers. If not removed, the incomplete grade automatically becomes a grade of "F" if the student was failing at the time the incomplete grade was recorded and a grade of "Inc/F" was reported; the student is automatically credited with a "W" if passing at the time the incomplete grade was recorded and a grade of "Inc/W" was reported.

In those instances where a student does not satisfactorily complete a course and does not report circumstances to the instructor of the course that would warrant assignment of the incomplete grade, as described previously, the instructor may assign the "NC" (No Credit) grade. The course for which an "NC" grade was assigned does not fulfill requirement for entry into any new course for which the course is a prerequisite, and the course must be repeated if the student desires credit. An "NC" grade cannot be removed by examination.

The grade of "F" in any course denotes failure, it does not fulfill requirement for entry into any new course for which the failed course is a prerequisite, and the course must be repeated if the student desires credit. An "F" cannot be removed by examination.

Although cumulative-credit courses; such as, Music 130 (Chorus) or Music 151 (Orchestra), are designed to be continued for additional credit, most Glendale Community College courses are not so designed. Enrollment in courses, other than cumulative credit courses as designated in the course description, in which a grade of "C" or better has been earned may not be repeated without specific permission. Students desiring to repeat classes for reasons such as grade improvement should request the required permission by submission of a Petition to the Executive Committee.

Students who repeat a course should file a Petition to Count Only the Highest Grade Earned. This should be filed in the Office of Admissions and Records. For computation of grade point average, the units *attempted* and grade points earned are counted only once and according to the higher or highest grade earned in the course. If the grade is the same in both or all cases, the units *attempted* and grade points will be counted only once. This applies to computation of grade point average, as well as toward the completion of a curriculum or the requirements for the Associate Degree.

The grade point average is computed by dividing the number of units *attempted* into the total number of grade points earned. The units *attempted* is the sum of the units earned in classes taken with passing grades and, when the recorded grade is an "F", "WU", or "WF" the units which would have been earned if a passing grade had been recorded. A "W" grade does not enter into such computation. Also, such computations do not include the unit value of courses for which only credit (CR) is allowed *either* on satisfactory completion of the course or on satisfactory completion of an examination taken under the regulations established for Credit by Examination. If a course is repeated for improvement of grade point average, the units *attempted* and grade points earned are counted only once and according to the higher or highest grade earned in the course. If the grade is the same in both or all cases, the units *attempted* and grade points will be counted only once. An "Inc" made up carries the grade points per unit appropriate to the grade given on makeup. An "Inc/F" not made up (see time limitation) automatically becomes a grade of "F" if the student was failing at the time the incomplete grade was recorded and a grade of "Inc/F" was reported. It is

computed as such in units *attempted* and grade point computation. An "Inc/W" not made up (see time limitation) automatically becomes a grade of "W" if the student was passing at the time the incomplete grade was recorded and a grade of "Inc/W" was reported. Units of "W's" are not counted in the units *attempted*.

Students are entitled to two (2) copies of their college record for their own use.

Academic Renewal Without Course Repetition

The following procedure provides an opportunity for students to obtain alleviation of previously recorded, substandard academic performance which is not reflective of subsequent demonstrated ability.

1. A student may request academic renewal (for not more than two consecutive semesters of work accomplished at Glendale Community College) through a petition to the Executive Committee.
2. If and when the petition is granted, the student's permanent record will be annotated so that it is readily evident to all users of the record that no units for work taken during the disregarded term(s) even if satisfactory, will apply toward units for graduation or other unit commitment. However, all work will remain legible on the permanent record to insure a true and complete academic history.
3. Although none of the units completed during such semesters could count toward a degree, passing work could satisfy a major or general education requirement.
4. The student seeking academic renewal is responsible for presenting evidence to the effect that the previously recorded work was substandard academic performance (semester GPA less than 2.0) and is not reflective of more recently demonstrated academic ability.
5. Evidence of recent academic ability may include, but is not limited to, one of the following:
 - a. 15 semester units with at least a 3.00 GPA
 - b. 30 semester units with at least a 2.50 GPA
 - c. 45 semester units with at least a 2.00 GPA
6. There must be at least 24 months between the end of the most recent academic renewal semester and the date of initiation of the request and such renewal.
7. A student may request academic renewal only once.
8. A student may repeat work taken during academic renewal semesters only if such repetition is necessary to allow normal progression toward an acceptable educational objective.
9. A student must include all work, including academic renewal semesters, in computation of the cumulative GPA toward honors at graduation.

For further information regarding Academic Renewal please contact the Office of Admissions and Records.

Credit for Advanced Placement Examinations

Glendale Community College recognizes the high level of achievement of the student who has successfully completed one or more Advanced Placement Examinations as authorized by the College Entrance Examination Board (CEEB) and shall award credit based upon the criteria established by the College.

Credit for Military Training

Glendale Community College will recognize and grant credit to veterans for educational training completed in the armed forces provided such credit is not a duplication of work taken previously. College work completed through the United States Armed Forces Institute will be accepted. In order to receive credit for military training, veterans must petition for such credit and present authentic military service and training records including a copy of discharge papers.

Applicants desiring credit for military training will be required to prove their capability by earning fifteen units with "C" average at Glendale Community College before credit for military service can be granted. Credit awarded for military training will include subject credit for Hygiene toward the Associate in Arts Degree.

Credit by Examination

Upon consent of the instructor and under special circumstances Students regularly enrolled and in good standing and who believe they are qualified by experience or previous training, may apply to take a special examination to establish credit in a course in which they are not formally registered. Credit for lower level courses will not be granted if credits have been earned in higher level courses.

Students wishing to challenge courses approved for credit by examination must obtain the form, "Petition for Credit by Examination," from their counselor and discuss eligibility according to criteria set up by the college. An interview must be requested with the instructor of the course at which time the students' qualifications for challenging the course will be determined and arrangements will be made for the examinations.

This procedure as outlined applies to all examinations approved to translate experiential learning into formal unit credit and administered by the division on campus or by a testing service sponsored by another collegiate institution.

(Continued next page, see list)

1979-80 CATALOG ADDENDUM/LAST SECTION

46 SCHOLASTIC INFORMATION AND REGULATIONS

Credit by Examination (continued) Courses open to Credit by Examination include the following:
Administration of Justice 101, 108, 112
Allied Health 250
Art 101, 102, 103, 106, 107, 108, 113, 116, 180
Aviation and Transportation 110, 111, 113, 115, 116, 120
Business 122, 128, 129
Chemistry 101, 102, 110, 141
Educational Media Technology 101, 102, 103, 104
Electronics 171, 172
English 101
French 101, 102, 103
Geology 101, 105, 110
German 101, 102
Graphics and Design 165
Health 101, 103
History 117-118
Machine Technology 101, 102
Music 101, 104, 105, 106, 107, 120, 125, 126
Political Science 101, 105
Spanish 101, 102, 115, 116
NOTE: No student may earn more than 12 units by examination only.

College Level Examination Program Policy The College Level Examination Program is designed to award academic credit to mature students who have gained the equivalency of college course work through means other than enrollment in a formal college program. Six (6) units of elective credit will be granted in each of five subject areas to students who achieve a percentile rank of fifty (50) or higher on each examination. The maximum credit is thirty (30) units. The five general areas are: English composition, humanities, mathematics, natural sciences, and social sciences - history. Further information concerning the CLEP is available in the Guidance and Counseling Office.

Credit-No Credit Courses There are two categories of Credit-No Credit courses. The first category consists of those courses which must be taken on a Credit-No Credit basis only. Courses which fall into this category include: English 193; French 110, 111; Italian 110, 111; Russian 110; and Spanish 110, 111. The second category of Credit-No Credit courses recognizes that many students fail to explore outside their specific fields of competence for fear of damaging their academic records. To offset this factor a system of Credit-No Credit has been devised which allows them to vary their programs without risk to their records. If students elect to take a given course on a Credit-No Credit basis, they participate in the class as a regular student. If they fail or earn a "D" grade in the course, no penalty is awarded and thus their grade point average is unaffected. If they pass the course with a grade of "C" or better, they do not receive a grade but are given *credit* for completing it. Courses completed on this basis count toward graduation and usually transfer just as courses com-

pleted on the normal letter grade system; but such courses are disregarded in determining a student's grade point average for all purposes for which a grade point average is required.

Students not on probation and enrolled for fifteen or more* units may designate one three unit course (selected from those listed below) for Credit-No Credit if they initiate a petition to do so during the first eleven (11) instructional weeks of a semester course. The course designated must be outside of courses required for the student's major. The petition is secured from the student's counselor. Courses which may be selected for Credit-No Credit evaluation include:

Administration of Justice (all)	Home Arts (all)
Anthropology 101, 102, 103	Independent Studies 149
Architecture (all)	Italian 110
Art (all)	Machine Technology (all)
Biology 140	Management (all)
Business (all courses except 101, 102, 245)	Materials and Processes 146
Chemistry 110, 141, 143	Mathematics 140, 141, 150
Drafting (all)	Metals 115
Economics 101, 102, 107	Mineralogy (all)
Educational Media Technology 101, 102, 103, 104	Multi-Media 190
Electronics 171, 172	Music (all except 163)
Engineering 101, 103, 104, 110, 142	Paleontology 101
English 103, 105, 106, 109, 110, 122, 123, 124, 125, 126, 128, 190, 192, 193, 199	Philosophy (all)
Family and Consumer Studies (all)	Photography (all)
Fire Science (all)	Physical Education 120-292
Food Service 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121	Physical Science 131
Food Service Management 211, 212, 213, 214	Physics 110
French 110, 111	Political Science 102, 104, 106, 110, 111, 151
Geology 101, 105, 110	Psychology (all)
German 106, 125, 126	Real Estate (all)
Graphics and Design (all)	Russian 110
Guidance (all)	Social Science 102, 103, 122, 160
Health 101, 103	Sociology (all)
History 101, 102, 106, 107, 108, 109, 111, 112, 113, 115, 119, 120, 121, 151	Spanish 106, 110, 111, 125, 126, 127, 128
	Speech 121
	Technical Education (all)
	Theatre Arts 101, 102, 103, 104, 109, 110, 121, 122, 123, 131, 134
	Welding (all)

*If registered for 16 units, a four unit course may be designated for Credit-No Credit. If registered for 17 units, a five unit course may be designated for Credit-No Credit.

General Conduct Students are expected to maintain the highest standards of citizenship. In conformity with California State Law, the governing board of Glendale Community College has drawn up a statement of conduct and disciplinary procedures for Glendale Community College students.

These *Standards of Student Conduct* are stated below.

A student enrolling in Glendale Community College may rightfully expect that the faculty, administrators, and the legislature of the Associated Students of Glendale Community College will maintain an environment in which there is freedom to learn. This requires that there be appropriate conditions and opportunities for learning in the classroom and on the campus. As members of the College community, students should be encouraged to develop the capacity for critical judgment, to engage in sustained and independent search for truth and to exercise their rights to free inquiry and free speech in a responsible, non-violent manner.

Students shall respect and obey civil and criminal law, and shall be subject to legal penalties for violations of the laws of the city, county, state, and nation.

Student conduct at Glendale Community College must conform to the Glendale Community College Policy *Standards of Student Conduct*. Violations of such policy for which students are subject to disciplinary action include, but are not limited to, the following:

1. Failure to comply with directions of college officials acting in the performance of their duties,
2. Dishonesty including, but not limited to, cheating, plagiarism, or knowingly furnishing false information to the college,
3. Forgery, alteration, or misuse of college documents, records, or identification,
4. Obstruction or disruption of teaching, research, administration, disciplinary procedures, or other college activities, including (but not limited to) its community service functions, or of other authorized activities on college premises,
5. Physical abuse of any person on college-owned or controlled property or at college-sponsored or supervised functions or conduct which threatens or endangers the health or safety of any such person,
6. Theft of or damage to property of the college or a member of the college community or campus visitor,
7. Unauthorized entry to facilities or use of college supplies or equipment,
8. Violations of college policies or of campus regulations including campus regulations concerning student organizations, the use of college facilities or the time, place and manner of public expression,
9. Violation of judicial and statutory standards of obscenity.
10. Use, possession, distribution, or presence on a campus while under the influence of alcoholic beverages, narcotics, or other dangerous drugs, such as marijuana and lysergic acid diethylamide (LSD), except as expressly permitted by law,
11. Possession while on the college campus, or at a college-sponsored

function, of any item ordinarily considered to be a weapon, which might inflict bodily harm, or be used to threaten the health and safety of members of the college community, is prohibited. This does not apply to members of law enforcement agencies; such as, police officers or other security personnel.

Violations of the *Standards of Student Conduct* may lead to probation, suspension, or dismissal from the College in accordance with the disciplinary action adopted by the governing board of Glendale Community College and administered through a system of due process.

Attendance and Punctuality

Students are expected to attend all classes regularly. There are no authorized cuts from classes, and irregular attendance may result in exclusion from classes or from college. Although absence may be unavoidable, such as subpoena requirements, illness of the student or serious illness or death of a member of the family, all work missed must be satisfactorily made up and responsibility for making up this work rests with the student.

Temporary Leave of Absence

Petition forms for a personal leave of absence may be obtained from the student's counselor. If a leave is for a school-sponsored activity, the faculty member in charge will issue the Petition.

Withdrawal from Class or College

Once students have registered for a class, they are not considered to have withdrawn from this class unless a Petition for Change of Program, a Request to Drop Class, or a Petition for Honorable Dismissal, which is the withdrawal from College, has been filed. These petitions are obtained from the student's counselor or the Office of Admissions and Records. Failure to attend classes does not constitute a regular withdrawal, and may result in an "F" or "WU" grade in the course. The date of withdrawal is when the completed Petition is received in the Office of Admissions and Records, not the last date of attendance in classes.

Students withdrawing from class or from college during the first 11 instructional weeks of a semester course are assigned a no-penalty "W" grade. Students withdrawing from class or from college during the 12th instructional week and until the end of the week preceding the final examination period will be assigned a "W" grade if passing, and a "WF" grade if not passing. Students who cease attending during the 12th instructional week and until the end of the week preceding the final examination period without officially withdrawing may be assigned an "NC" (No Credit) by grade by the instructor of the course.

For classes scheduled for less than one semester, the "NC" grade may be assigned for cessation of attendance after the no-penalty "W" period as described below.

For classes scheduled for less than one semester, the no-penalty "W" withdrawal periods are as follows:

- a 9-week course—6 weeks
- an 8-week course—5 weeks
- a 6-week course—4 weeks
- a 3-week course—2 weeks

1979-80 CATALOG ADDENDUM/LAST SECTION

50. SCHOLASTIC INFORMATION AND REGULATIONS

- Physical Education** Each first-time college student is required to enroll, to attend regularly, and to maintain a satisfactory record in physical education activity for his first two consecutive semesters of attendance at the Glendale Community College, except that persons may be exempt upon presentation of evidence that they (1) have attained the age of 21 years, or (2) are registered for 8 units or less, or (3) have a medical excuse on file, (4) are enrolled in special programs such as extended day only, licensed vocational nursing or block-unit occupational programs. It is recommended that a variety of activities be taken during a student's attendance at Glendale Community College. It may be possible to repeat the same class for more than one semester. Check the listing of Graduation Requirements elsewhere in this Catalog for physical education requirement for the Associate in Arts Degree.
- Final Examinations** At the end of each semester a special Final Examination Schedule is followed. Students must attend all classes in accordance with the special schedule for that period. This arrangement permits the giving of Final Examinations in those classes which require them and the completion of the instructional program in the other classes. No student shall be excused from taking a Final Examination where such is required as part of a course.
- Petitions Procedure** Students feeling in their case that there are circumstances warranting special consideration for adjustment or deviation from established procedures and policies of the College may file a petition with the Executive Committee.
- Clearance of Obligations** All obligations to the College must be met before a student's record may be considered clear.
- Forwarding of Transcripts** Upon the request of a student, a transcript of the student's record at Glendale Community College will be forwarded to a college or university, individual, firm, etc.

Associate in Arts Degree

The Associate in Arts Degree is granted to persons who file in the Office of Admissions and Records a Petition for Graduation and who satisfactorily complete a college curriculum of 60 semester units with a "C" average and a minimum of 12 units taken at Glendale Community College, including all of the following:

1. A major leading to a well-defined objective. This requirement may be met by completing a 20 semester unit major in Humanities, or Science, or Applied Arts, or by completing the Glendale Community College general education breadth requirements for admission to the California State University and Colleges. See Page 280.

HUMANITIES	SCIENCE	APPLIED ARTS
Fine Arts	Biology	Allied Health
Language Arts	Mathematics	Business
Social Sciences	Physical Science	Health
		Home Arts
		Technology

2. Two units in American Institutions are required. Courses which satisfy this requirement include History 117-118*; Political Science 101, 105, 151***; Social Science 131-132**.
3. One unit in State and Local Government is required. Courses which satisfy this requirement include Political Science, 106, 151***; Social Science 131-132**.
4. Two units in American History are required. Courses which satisfy this requirement include Economics 111; History 110, 117-118*, 151; Social Science 131-132**.
5. Six units in oral and/or written English are required. Courses which satisfy this requirement include English 101, 102, 120, 121, 122, 123, 125, 126, 128, 131, 132, 190, 191, 192, 198, 199 (English 199 used for four of the six required units); Business 145, 147; Journalism 102; Management 111, 112; and Speech 101, 121.
6. Satisfactory evidence of proficiency in mathematics must be given. This evidence may be a satisfactory score on the Mathematics Proficiency Examination, or a passing grade in any mathematics course taken at any accredited college.
7. Two semester units of community and personal hygiene must be completed. Courses which satisfy this requirement include Health 103 or 104 or equivalent.
8. Two units of physical education activity classes must be completed unless exempted by established policy.
9. First-aid instruction. Health 101 satisfies this requirement.
10. Fifteen semester units of general education including at least one course in each of the following areas:
 - a. Natural Science. At least one course from physical science or from

1979-80 CATALOG ADDENDUM/LAST SECTION

52 GRADUATION REQUIREMENTS

- biological science must be selected: Anthropology 101; Astronomy 101, 102; Aviation and Transportation 122; Biology 101, 102, 112, 120, 121, 122, 123, 124, 125, 130, 137, 140; Chemistry 101, 102, 103, 105, 106, 107, 110, 115, 120, 121, 141, 143; Geography 101; Geology 101, 102, 103, 104, 105, 110; Home Arts 125; Mathematics 101, 102, 103, 104, 105, 106, 130, 138; Mineralogy 141; Oceanography 115; Paleontology 101; Physics 101, 102, 103, 105, 106, 110, 111; Physical Science 131; Technical Education 145. cal Education 145.
- b. Social Science. Courses completed to satisfy requirements 2, 3, and 4 may not be used to fulfill the requirement in Social Science. At least one course from the Social Sciences must be selected: Anthropology 102, 103; Business 158; Economics 101, 102, 105, 111; Geography 102, 105; History 101, 102, 103, 104, 106, 107, 108, 109, 110, 111, 112, 113, 115, 117, 118, 119, 120, 121, 151; Political Science 101, 102, 103, 104, 105, 106, 108, 110, 111, 151; Psychology 101, 102, 103, 110, 111, 112, 131; Social Science 102, 103, 121, 122, 131-132, 160; Sociology 101, 102, 105.
- c. Humanities. Courses completed to satisfy the requirements in 5 may not be used to fulfill requirements in Humanities. At least one course from the Humanities must be selected: Art 101, 102, 103, 106, 107, 108, 110, 111, 180; English 105, 106, 109, 110, 115, 121, 122, 123, 125, 126, 127, 128, 130, 198; French 124, 125, 126; German 125, 126; International Field Study 148; Music 101, 104, 105, 106, 107, 108, 109, 114, 120, 125, 126, 138; National Field Study 148; Philosophy 101, 113, 114, 116, 119, 120; Spanish 124, 125, 126, 127, 128; Theatre Arts 101, 102, 103, 104, 105.
- d. Learning Skills. Courses completed to satisfy the requirements in 5 may not be used to fulfill requirements in Learning Skills. At least one course from Learning Skills must be selected: Art 160, 161, 162; Business 101, 102, 111, 112, 122, 128, 129, 137, 138, 144, 145, 146, 147, 161, 261; Economics 107; English 101, 102, 120, 131, 132, 180, 190, 191, 192, 199; Food Service 113-119; Food Service Management 211-214; Home Arts 105, 123; Journalism 101, 102; Management 111, 112; Mathematics 109, 140, 141, 150; Philosophy 117; Social Science 141; Spanish 111, 115, 116, 146; Speech 101, 121, 141; Technical Education 143, 144; All Foreign Languages (101 through 111 only).

**This course satisfies requirements 2 and 4.*

***This course satisfies requirements 2, 3, and 4, (Both Social Science 131 and 132, must be completed to satisfy requirements 2, 3, and 4.)*

****This course satisfies 2 and 3.*

Associate in Science Degree

The Associate in Science Degree is granted to persons who have completed satisfactorily a minimum of sixty (60) semester hours of work which shall satisfy all the requirements for an Associate in Arts Degree and shall include a major of twenty-four (24) units or more in the fields of engineering, physical and biological science, or occupational curriculums which has been approved by the appropriate Division.

The Certificate Programs which may serve as a major for the Associate in Science Degree are found on page 54.

Curriculums which may lead to the Associate in Arts Degree* are the Certificate Programs and the Transfer Programs.

Certificate Programs

Certificate Programs are primarily business and technical programs for students desiring education beyond high school. These programs provide opportunities for students to prepare themselves for a wide variety of careers and to enrich their cultural backgrounds. In most cases these programs are planned without regard to transfer schools; however, many courses are transferable to four-year colleges or universities if students change their educational goals.

Certificates of Completion are issued to those requesting them who complete the required Certificate courses with an average grade of "C" or better though they are strongly urged to meet the graduation requirements for the Associate in Arts Degree.*

1. Certificates of Completion shall be issued upon request by the Office of Admissions and Records to students who qualify for them by completing one of the *occupation-centered curriculums*. The student must have an average grade of "C" in the required occupational courses.
2. To be eligible for the Certificate a student must *complete a minimum of 24 units of college work including the required courses*.
3. At least twelve units of the required courses must be completed in residence at Glendale Community College.

Transfer Programs

Transfer Programs are for students planning to transfer to a university or a four-year college with full junior standing. Students planning to transfer with junior standing may, with thoughtful planning, complete the graduation requirements for the Associate in Arts Degree* by taking courses in the lower division which will also satisfy the Baccalaureate Degree requirements and in addition should fulfill the following conditions: (1) must remove any existing entrance deficiencies in grades or subject matter required by the senior college and they must maintain the grades or subject matter required by the senior college and they must maintain the grade point average specified by it; (2) they should complete the lower division requirements prescribed by the senior college for all students; (3) they should satisfy the lower division major field requirements prescribed by the senior college; (4) they must make a satisfactory score on a Scholastic Aptitude Test, if this is required by the transfer college. Those planning to make the transfer without being admitted to junior standing need to complete only the first requirement listed above and to have made satisfactory progress on the others.

For the most part, the suggested courses for transfer programs are based upon the requirements and recommendations of the University of California and the California State University and Colleges. A student planning to transfer to a different institution of higher learning should study carefully the lower division requirements of that school. The lower division requirements of colleges of most frequent transfer are printed under General Education Requirements For Graduation From Colleges and Universities in the section of this Catalog describing programs for transfer students.

*For Graduation Requirements, see page 51.

Certificate Programs which can be completed at Glendale Community College are:

Administration of Justice

This curriculum in Administration of Justice is designed for students interested in law enforcement, court procedures, and related fields as well as those students who wish to improve themselves in positions in the several fields of law enforcement. A total of at least 24 units is required for the Certificate of Completion. The basic core consists of the following courses: Administration of Justice 101, 103, 104, 107, 110, and 120.

A minimum of 20 units must be selected from the following courses: Administration of Justice 101, 103, 104, 106, 107, 108, 110, 112, 114, 116, 117, 118, 120, 122, 124, 126, 129, 130, 132, 134, 136.

Advertising Art

Training in art may lead to many types of employment. Positions available and opportunities for advancement will largely be determined by the background of training and the ability of the applicant. The curriculum listed below is designed to prepare the student for employment in the commercial field. Those majoring in the field of advertising art will find it advantageous to know how to type. Students transferring to professional art schools for advanced training may receive credit for courses taken at Glendale Community College.

These courses are required: Art 103, 113, 114, 115, 116, 117, 122, 123 and 3 units from either Art 101 or Art 102.

A minimum of four units must be selected from the following: Art 101 or 102, 118, 124, 125, 134, 138, 140, 142, 144.

Photography 107

Architectural Drafting and Design

For students transferring to the University in the Architectural Curriculum and a two-year curriculum to prepare a student to enter employment as an architectural draftsman in the building construction field. The program follows the employment requirements of Southern California firms in the building trades. Fundamentals of architectural design and current drafting practice are stressed.

These courses are required: Architecture 101, 102, 105, 110, 111, 112; Art 113, 116, 180

Elective units from the following list are recommended: Art 115, 117
Architecture 103

**Architectural Engineering Drafting
and Design (Commercial)**

Cooperative Education 102
 English 131 or 132
 Materials and Processes 146
 Mathematics 101-102
 Metals 115
 Technical Education 143-144, 145

The two-year curriculum prepares a student to enter employment as an architectural draftsman in the architects' offices or transfer to a university. The program follows the recommendations of the Architectural Drafting Advisory Committee, and meets the employment requirements of Southern California architectural firms. The course covers basic principles of architectural revision, coordination, detailing and design, architectural engineering systems, and specifications for reinforced concrete, concrete block, masonry and steel. Architectural strength of materials is integrated with a class project which includes the preparation of a set of working drawings from given specifications. This project stresses various presentation media, and current architectural professional practices.

These courses are required: Architecture 105, 191, 192, 193, 194
 Art 116

Mathematics 101-102 or Technical Education 143-144

Elective units from the following list are recommended: Architecture 103

Art 111, 113, 115, 117, 180

Cooperative Education 102

English 131 or 132

Materials and Processes 146

Metals 115

Technical Education 145

Art For the students who are interested in art as a career, this curriculum will prepare them for advanced work in an art school, or for further intensive work in the field of their choice. If students plan to transfer to a university they should consult the catalog of that university for requirements.

These courses are required: Art 103, 113, 114, 115, 116, 117

A minimum of 11 units must be selected from the following: Art 101 or Art 102 (3 units) and Art 118, additional units from any remaining art courses.

**Aviation and Transportation
Aviation Administration**

Aviation Administration is for those who wish to enter Civil Aviation work as Clerks, Agents, Station and Traffic Managers, or fixed base operators.

Note: This program will not qualify for the Associate in Science Degree.

These courses are required: Aviation and Transportation 120, 128, 130
 Business 105, 145, 147 or equivalent
 Psychology 110

A minimum of eight units must be selected from the following:
 Aviation and Transportation 110, 111, 112, 113, 121, 122, 123, 124, 126
 Business 175, 177, 241
 Cooperative Education 102

1979-80 CATALOG ADDENDUM/LAST SECTION

56 CERTIFICATE PROGRAMS

Aviation and Transportation Flight Attendant

Flight Attendant is for those who wish to become flight attendants. The airlines differ in specific requirements, but the following are typical: age 21-26 years; weight 100-125 pounds; height 62-66 inches; vision 20-40 or better; and two years of college. Applicants must be neat in appearance, interested in people and their travel problems, acceptable personally and physically.

Note: Students following the Flight Attendant Program should take Aviation and Transportation 129 prior to Aviation and Transportation 120. This program will not qualify for the Associate in Science Degree.

These courses are required: Aviation and Transportation 120, 129, 130
Home Arts 133
Psychology 110
Speech 101 or Speech 121

A minimum of nine units must be selected from the following:
Aviation and Transportation 110, 111, 122, 123, 126, 128
Business 241
Cooperative Education 102
Geography 105

Aviation and Transportation—Air- craft Powerplant Maintenance and Overhaul (FAA Powerplant License)

These courses are required: Aviation and Transportation 141, 142, 143, 144

Note: This program will not qualify for the Associate in Science Degree.

Aviation and Transportation— Aircraft and Powerplant Maintenance and Overhaul (FAA Powerplant and Air Frame License)

This program is designed for those students who wish to complete the work for the "A" and "P" certificates in the shortest possible time. Required courses to be taken in this order: Aviation and Transportation 141, 142, 143, 144, 145, 146.

Note: The Associate of Science Degree may be obtained in approximately three years along with the combined "A" and "P" course which requires four semesters by taking additional subjects required for graduation during the last two semesters.

Aviation and Transportation Pilot Training

Training offered in this field:

1. Instruction for those who wish to complete two years of college to become eligible to enter civil aviation as a professional pilot.
2. Basic Pilot Training: Prepares the student for the FAA Private Pilot Airplane written examination for the Private Pilots License. Required course is Aviation and Transportation 120. Aviation and Transportation 110 and 111 are also suggested.
3. Advanced Pilot Training: A program designed to give Private Pilots adequate aeronautical knowledge and experience necessary to enter the field as Commercial Pilots with an Instrument Rating as their career. To enter this program, it is required the student satisfactorily complete Aviation and Transportation 120, or possess a Private Pilots Certificate.

These courses are required: Aviation and Transportation 120, 121, 122, 123, 124, 125, 126, 127

A minimum of 3 units must be selected from the following: Aviation and Transportation 110, 111, 112, 113, 115, 116, 128, 130, 131

Technical Education 143 or equivalent

Recommended elective: Cooperative Education 102

Note: The Associate of Science Degree may be obtained in approximately two years including completion of the certificate and the additional subjects required for graduation.

Business—Accounting

The accounting curriculum provides comprehensive training for career employment as accountants, both in private business firms and in the public accounting field, as well as in civil service positions. Students who contemplate meeting the additional requirement for the CPA certificate should consult with their accounting instructor or contact the State Board of Accountancy for further information.

Students who have a definite interest in an accounting career, and are willing to make the intensive study necessary in a two-year preparation, can obtain the training to qualify for positions of responsibility in business enterprise, or governmental work. This curriculum also provides a broad general education in the field of business administration.

These courses are required: Business 101, 102, 122 and either Business 128 or 129, 141, 143, 151, 161

Business 145 or 146 or English 101 or English 120

Economics 101-102

Mathematics 101

Elective units from the following list are recommended: Business 111, 124, 127, 130, 135, 137, 138, 147, 149, 157, 162, 257

Cooperative Education 102

Economics 107

Business-Banking

Banking Credit Certificate

This certificate is designed for banking students who are pursuing a career in the lending segment of banking operations. The program is approved by the American Institute of Banking and A.I.B. courses taken elsewhere are accepted at Glendale Community College.

These courses are required: Business 101 and 102, 122, 161, 180; Economics 101 or 105; Business 117 or 111, Business 145 or 146 or 147 or English 101 or 120; Business 151, 181, 182.

Recommended elective: Cooperative Education 102

Banking and Finance Certificate

The Banking and Finance program is designed for students who are pursuing a career in a financial institution such as a bank, savings and loan, credit union, thrift company or a finance company. This program is approved by the American Institute of Banking and A.I.B. courses taken elsewhere are

1979-80 CATALOG ADDENDUM/LAST SECTION

58 CERTIFICATE PROGRAMS

accepted at Glendale Community College.

These courses are required: Business 101 and 102 or 105 and 106, 122, 161, 180; Economics 101 or 105; Business 117 or 111, Business 145 or 146 or English 101 or 120.

Recommended elective: Cooperative Education 102

Banking Management Certificate

This is a supervisory certificate designed for students who are interested in banking operations. The emphasis is placed on management techniques as they relate to banking and other financial institutions.

These courses are required: Business 101 and 102 or 105 and 106, 122, 161, 180; Economics 101 or 105; Business 117 or 111, Business 145 or 146 or English 101 or 120; Business 147 or Management 111 or 112; Management 101, 103 or 104 or 105.

Recommended elective: Cooperative Education 102

Business—Bookkeeping

The bookkeeping curriculum has been designed for students who wish to become bookkeepers in private industry or government service. It is so arranged that students forced to terminate their schooling after completing one, two, or three semesters will have acquired skills necessary for employment. Students who wish to become public accountants should take the accounting curriculum.

These courses are required: Business 101 or 105, 102 or 106, 122, 141, 143, 161

Business 145 or 146 or English 101 or English 120

Business 117 or Mathematics 101

Elective units from the following list are recommended:

Business 119, 124, 128, 129, 130, 144, 147, 151, 153, 155, 157, 158, 171, 241, 242, 257

Cooperative Education 102

Economics 105

Business—Data Processing

This curriculum is designed for those students interested in business data processing as an occupational area. Students planning to enter this field to become specialists or technicians should have a comprehensive background in general business, including accounting, with specific emphasis on computer principles and business data processing applications. With the continuing expansion of data processing in business and industry, students who successfully complete this curriculum will have many opportunities for careers in this area.

These courses are required: Business 101 or 105, 121 or 122, 124, 128, 130, 135, 137, 138, 147

Business 111 or Mathematics 101 or 141

Elective units from the following list are recommended:

Business 129, 102 or 106, 257 or 241, 143, 112, 141, 145 or 146, 161
 Cooperative Education 102
 Economics 107
 Philosophy 117

Business—Distributive Education

This curriculum is designed for those who plan careers in activities such as marketing, marketing research, public relations, selling, retail selling, retail store management, advertising, and a sole proprietorship. The suggested curriculum offers a general education in business administration as well as basic training in the specialty.

These courses are required: Business 101 or 105, 117, 122, 141, 161, 171, 173, 177, Speech 121

Elective units from the following list are recommended: Business 102 or 106, 119, 128, 145 or 146, 147, 175, 257

Cooperative Education 102

Mathematics 101

A certificate will also be granted by the Sales and Marketing Association of Los Angeles for the completion of the above.

Business—General

The general business curriculum is intended for students who prefer a broad, general education in the field of business administration, or for those who have not decided upon a particular specialization within the field of business. Since it constitutes an exploratory experience, many such students will develop an interest in one of the specialized business curriculums. If so, they are encouraged to make a change in program (with the counselor's help) during the first year to avoid loss of time or credit.

These courses are required: Business 105 or 101, 122, 141, 151 or 153, 155, 161, 173 or 175

Business 145 or 146 or English 101 or English 120

Business 117 or Mathematics 101

Elective units from the following list are recommended: Business 106 or 102, 119, 128, 143, 147, 157, 162 or 165, 171, 177, 257

Cooperative Education 102

Economics 105

Real Estate 101

Business—Insurance

The several types of organizations to be found in the insurance field offer many specialized opportunities for individual proprietorship.

In the following insurance curriculum attention is given to the license requirements in California. The State requires that solicitors, agents, and brokers pass examinations before they can operate in their respective fields. An examination is given for life insurance and another examination for all other types of insurance.

These courses are required: Business 101 or 105, 117, 122, 141, 143, 149, 153, 155, 161 or 165, 175

1979-80 CATALOG ADDENDUM/LAST SECTION

60 CERTIFICATE PROGRAMS

Business 145 or 146 or English 101 or English 120

Elective units from the following list are recommended: Business 102 or 106, 119, 128, 129, 130, 147, 157, 171, 177, 257

Cooperative Education 102

Real Estate 101, 105

Business—Management

A training program for foremen, supervisors, leadmen, and other group leaders in business and industry. A Certificate of Completion in Management will be granted those who satisfactorily complete a 24-unit program as outlined. Students may select electives in specialized fields such as, technical drafting, business, electronics and technical mathematics.

A minimum of 20 units must be selected from the following courses: Management 101, 103, 104, 105, 107, 108, 109, 110, 111, 112, 113, 115

Recommended elective: Cooperative Education 102

Business—Medical Assistant (Administrative)

This curriculum is designed for those students who are preparing to become administrative medical assistants in offices of physicians, medical clinics, hospitals, and allied facilities.

These courses are required:

Business 101 or 105, 143, 145 or 146, 147, 221, 222, 225, 237, 243

Psychology 131

Elective units from the following list are recommended:

Biology 112, 120 or 121

Business 117, 122, 144, 147, 155, 161 or 165, 244

Cooperative Education 102

Home Arts 133

Sociology 101, 102

Business—Medical Transcriptionist

This curriculum is designed for those students who are preparing for a position as a medical transcriptionist in offices of physicians, medical clinics, hospitals, and allied facilities.

These courses are required:

Business 101 or 105, 144, 145 or 146, 147, 158, 221, 222, 225, 237, 238, 243

Elective units from the following list are recommended:

Biology 112, 120 or 121

Business 117, 143, 155, 161 or 165, 202, 210 or 211, 244, 261

Cooperative Education 102

Home Arts 133

Sociology 101, 102

Business—Office Assistant

This curriculum is designed for students who wish to prepare for office work in commercial, industrial, and financial companies or in government service as typists, office machine operators, filing clerks, mailing clerks, or receptionists. The subject matter is designed to develop operational, communicational, and personal skills required in clerical positions.

These courses are required:

Business 101 or 105, 117, 143, 144, 145 or 146, 147, 158, 231, 233, 235, 243, 246, 261

Elective units from the following list are recommended:

Business 119, 141, 157 or 201, 161 or 165, 175, 244
Cooperative Education 102
Home Arts 133

Business—Real Estate

Many job opportunities exist in the larger real estate offices, in title insurance departments, in banks, and in various departments of governmental agencies. The real estate field also offers excellent opportunities for individual proprietorship. Such opportunities and advancement depend upon basic training, as well as upon individual initiative and experience in the field.

In the following real estate curriculum, special attention is given to the license requirements in California. The State requires that salesmen and brokers pass examinations before they may work in their respective fields. Before applicants may take the State examination for the broker's license, they must have completed college credit courses in Real Estate 105, 107, 109, and 111 in addition to (1) either Business 101, Business 105, or Real Estate 103 and (2) Real Estate 101, Business 161, or Real Estate 113. (Real Estate 101 may not be taken for college credit after the completion of any other Real Estate course.)

Glendale Community College will grant a Certificate in Real Estate to those who satisfactorily complete at least 18 units chosen from the list of required real estate courses and any additional recommended courses for a total of twenty-four units in all.

Required courses are to be chosen from the following:
Real Estate 101, 103, 105, 107, 109, 111, 113, and 115.

Recommended courses include the following: Business 102 or 106, 117, 141, 147, 149, 151, 153, 155, 161, 162, 173, 175, 241, 242
Business 145 or English 101 or English 102
Cooperative Education 102
Economics 101, 102
Real Estate 117

Business—Secretary, Executive

This curriculum is designed for those students who wish to prepare for positions as professional secretaries. Such opportunities exist in commercial, industrial, and financial companies, as well as in government service.

These courses are required: Business 117, 144, 145 or 146, 147, 202 (3 units), 203, 211*, 231, 233, 235, 243, 245, 261

*Minimum speed requirement of 100 wpm

Elective units from the following list are recommended: Business 101 or 105, 119, 122, 141, 143, 151, 153, 155, 158, 161, 162 or 165, 210 or 211, 244, 246

1979-80 CATALOG ADDENDUM/LAST SECTION

62 CERTIFICATE PROGRAMS

- Cooperative Education 102
Economics 105
Home Arts 133
- Business—Secretary, General** This curriculum is planned for students who wish to prepare for positions as secretaries. Upon completion of the curriculum, graduates are equipped to enter any of the major fields of business or government service.
- These courses are required: Business 117, 143, 144, 145 or 146, 147, 202 (3 units), 203, 207, 208, 211*, 231, 235, 243, 245, 261
- *Minimum speed requirement of 80 wpm
- Elective units from the following list are recommended: Business 101 or 105, 119, 122, 141, 155, 161 or 165, 203, 210 or 211, 244, 246
Cooperative Education 102
Home Arts 133
- Business—Secretary, Legal** This curriculum is designed for those students who are preparing for a secretarial position in a law firm, in a legal department in business, or in government organizations.
- These courses are required: Business 117, 144, 145 or 146 or 147, 165, 202 (3 units), 203, 207, 208, 211*, 231, 235, 243, 245, 261
- *Minimum speed requirement of 100 wpm
- Elective units from the following list are recommended: Business 101 or 105, 122, 141, 143, 147, 151, 155, 158, 161, 210 or 211, 233, 236, 244, 246
Cooperative Education 102
Economics 105
Home Arts 133
Real Estate 101
- Business—Secretary, Medical** This curriculum is designed for those students who are preparing for a position in offices of physicians, medical clinics, hospitals, and allied facilities.
- These courses are required: Business 105 or 101, 145 or 146, 147, 202 (3 units), 211*, 221, 222, 225, 235, 237, 243
- *Minimum speed requirement of 80 wpm
- Elective units from the following list are recommended:
Biology 112, 120 or 121; Business 117, 122, 143, 144, 155, 158, 161 or 165, 203, 210 or 211, 238, 245
Cooperative Education 102
Home Arts 133
Psychology 101
Sociology 101, 102
- Business—Word Processing Specialist** This curriculum is designed for those students who are preparing for a position to enter the new office occupational field of word

processing in the capacity of word processing operators or managers/supervisors of a Word Processing Center.

These courses are required:

Business 141 or 207, 144, 145, or 146, 147, 158, 231, 233, 235, 243, 246, 261, 265

Elective units from the following list are recommended:

Business 101 or 105, 117, 161 or 165, 208, 244

Cooperative Education 102

Home Arts 133

Cosmetology

Glendale Community College has contracted with two Glendale beauty colleges for the provision of cosmetology instruction to registered Glendale Community College men and women students. The college pays the student's full tuition expense at the beauty colleges. The completion of Cosmetology 111, 112, 113, and 114 provides 1,600 hours of theory and practice required by the State of California Cosmetology Act and by the Board of Cosmetology for licensing as a Cosmetologist. The 1,600 hours may be completed in four semesters; or a combination of three semesters and one ten-week summer session; or a combination of two semesters and two ten-week summer sessions.

These courses are required: Cosmetology 111, 112, 113, 114

Recommended elective: Cooperative Education 102

Draftsman (Junior Engineer)

This course of study provides basic and advanced training in Technical Drawing. It covers the fundamentals of all types of drafting. The work is so organized that the student learns the manipulative skills, layout procedures, and drafting techniques required of the professional draftsman or junior engineer. A basic course in mechanics, strength of materials and shop processes, physics, electronics, structural and machine design is integrated within the framework of the two years of preparation.

These courses are required: Drafting 131, 132, 133, 134; English 131, 132 or equivalent; Engineering 103

Materials and Processes 146

Technical Education 143, 144 or equivalent

Elective units from the following list are recommended:

Electronics 175

Machine Technology 107

Metals 115

Technical Education 145

Welding 117

Educational Media Technology

This curriculum teaches men and women how to design, produce and utilize mediated instructional materials such as slides, film, audio tapes and television. Students in the program become proficient in the operation and maintenance of the equipment commonly used in instructional settings. Emphasis is placed on learning to produce creative and effective

communication for use in instruction. Educational Media is a rapidly expanding industry. Industrial and school surveys indicate job opportunities are available in industry, government agencies, and in health and educational institutions. Students completing the program should be prepared for positions as Educational Media or Audiovisual Technicians.

These courses are required:

Educational Media Technology 101, 102, 103, 104

A minimum of thirteen units must be selected from the following:

Art 132

Business 145

Cooperative Education 102

Electronics 175

Graphics and Design 172

Photography 101, 103

Psychology 110

Electronics Technician

This curriculum is designed to familiarize students with essentials of electronics. The program consists of both classroom participation which familiarizes the student with electronic theory and a laboratory portion where the student learns how to assemble circuits and use electronic equipment. The curriculum is constantly being updated to reflect the rapid changes in industry. Upon completion the student should have developed techniques and skills suitable for entry into industry as a technician or to transfer to a four-year institution.

These courses are required: Business 128

Electronics 171, 172, 173, 174

Technical Education 143, 144 or equivalent

A minimum of fifteen units must be selected from the following:

Business 129

Drafting 129 or equivalent

Electronics 125

English 101, 102, 131, 132

Material and Processes 146

Mathematics 102, 103

Speech 101 or Speech 121

Technical Education 145

For employed students taking Extended Day work the following courses are recommended: Cooperative Education 102

Electronics 177, 178.

Engineer—Junior Engineer (see Draftsman)

Fashion Design

A curriculum designed to prepare persons for careers in the clothing industry includes training as pattern makers, and designers, layout workers, sample makers, inspectors, drapers, fitters, cutters and finishers. Stresses knowledge of textile merchandise and selling techniques of fashion goods.

Ample opportunity exists for students majoring in this field to obtain, through a wise selection of electives, a broad and liberal education.

These courses are required: Art 113

Business 145

Home Arts 105, 117, 118, 119, 120, 122, 123, 133

The following courses are recommended:

Cooperative Education 102

Home Arts 124

Theater Arts 123

Food Service The Food Service Certificate Program is a two year curriculum designed to prepare students for employment in various positions of the food industry. The courses will provide comprehensive knowledge of quantity cooking, operational and communicational skills essential for a food service career.

These courses are required: Food Service 111, 113, 114, 115, 116, 117.

Elective Units: Cooperative Education 102; Food Service 112, 118, 119, 120; Home Arts 133; and Psychology 101.

Food Service Management A Certificate of Food Management will be granted to those who satisfactorily complete a 24-unit program from the following:

These courses are required: Food Service 111, 113, 114, 116; Food Service Management 211, 212, 213.

Elective units from the following are recommended:

Cooperative Education 102; Food Service 112, 117, 119, 120; Food Service Management 214; Psychology 101; and Management 101

Human Services Aide This certificate program is designed to train students to work at a para-professional level in community agencies, including education, probation, social service, and others. Course work provides both theory and practice in the areas of interpersonal skills and relationship building with an emphasis on communication as a process, group dynamics, and knowledge of community agencies.

These courses are required: English 180, Guidance 196, Psychology 111-112, and Social Science 102-103.

Elective units from the following are recommended: Family and Consumer Studies 135-136; Psychology 101, 107, 110; Sociology 101, 102, 105.

Students seeking an Associate of Arts/Associate of Science degree or planning to transfer may use these courses to satisfy unit requirements: see pages 51, 52, 90 for requirements. See page 90, for Human Services degree program at the university level.

For Foster Parenting option, PLEASE CONSULT YOUR COUNSELOR FOR SPECIFIC COURSES.

Journalism The two-year journalism curriculum is designed to give students who are planning to enter the journalism field immediately after graduation from a two-year college program which offers a background in general education and the opportunity to learn the basic techniques required for newspaper work.

These courses are required: English 101, 102, 105, 106
Journalism 102, 103, 104

A minimum of three units must be selected from the following: Economics 101
History 107, 108, 109, 110
Political Science 101

Recommended elective: Cooperative Education 102

Library Assistant This program is for the student who wishes to prepare for work as a clerical assistant in a library of a college, high school, or public or private agency. Students seeking employment in industrial and research libraries should choose electives and required course options which concentrate on the specialty of the library. Students wishing to become professional librarians should follow the Librarianship transfer curriculum. If course prerequisites have been met, students undecided between professional and non-professional careers should choose electives and required options from the curriculum.

These courses are required: Art 101 or 102

Biology 122

Business 242

English 101

History 110 or 117-118 or Social Science 131-132

Psychology 101 or 110

Physical Science 131

*Business 117 or Mathematics 150

Practical experience as a student assistant in the Glendale Community College Library for two semesters.

*A satisfactory score on the Mathematics Proficiency Examination may be substituted.

Management (See Business)

**Machine Technology
(Machinist)**

The two-year curriculum is designed to prepare students for positions in industry. This training should prove particularly beneficial in such occupations as machinist, tool and die maker, tool designer, production planner, tool planner, draftsman, and other manufacturing engineering positions. Completion of the two years will satisfy pre-apprenticeship requirements.

These courses are required: Drafting 129; Machine Technology 101, 102, 103, 104; Material and Processes 146

Elective units from the following list are recommended:
Cooperative Education 102

- English 131, 132
 Machine Technology 109
 Mathematics 150; Technical Education 143 or equivalent
 Technical Education 145
 Welding 117, 118
- Manufacturing Technology** Students seeking careers in manufacturing engineering, tool engineering, or tool design at the professional level should investigate this training program.
- These courses are required: English 101 or 120 or 191
 Machine Technology 101, 102, 103
 Mathematics 103, 104
 Physics 105, 106
 Speech 101
- Elective units from the following list are recommended: Chemistry 101
 Cooperative Education 102
 Economics 101
 History 110
 Machine Technology 104, 109
 Political Science 101
 Psychology 101
- Nursery School** The Nursery School curriculum is designed to prepare men and women to teach in nursery schools, Head Start Child Development Centers, pre-school classes, and day-care centers.
- These courses are required: Family and Consumer Studies 135, 136, 138, 140, 141, 142, 152
- Electives (3 units) may be selected from any course listed in the current catalog.
- Recommended elective: Cooperative Education 102
- Nursing, Vocational** A twelve month program in vocational nursing. Satisfactory completion of the program leads to the Glendale Community College Vocational Nursing Pin and Certificate, and to the California State Board Examinations in Vocational Nursing.
- These courses are required: Allied Health 101, 103, 105, 107, 110, 112, 114, 116, 118, 120, 130, 132, 134; Chemistry 115.
- Office Work (See Business Certificate Programs)**
- Photography** Designed to prepare a student to enter the field as a photographer in advertising design, as a news photographer, or a free-lance photographer. Students planning to enter advertising or studio work would find it advantageous to elect courses in art; if planning to specialize in technical work, they should take courses in chemistry and physics; if wishing to become newspaper photographers, they would profit by courses in journalism; if interested in graphic art, courses in technical graphics are recommended.

1979-80 CATALOG ADDENDUM/LAST SECTION

68 CERTIFICATE PROGRAMS

These courses are required: Art 113
Photography 101, 102, 103, 105, 107, 108,

Elective units from the following list are recommended: Art 115, 116, 122
Chemistry 141 or 143
Cooperative Education 102
English 101, 102
Journalism 101
Social Science 131-132

Real Estate (See Business)

Recreation Leadership

This program is designed for the man or woman who plans to assist a graduate manager with the many and diverse projects of civic and/or church related recreation programs.

These courses are required: Health 101, 103; Physical Education 120; Recreation Leadership 109

Badminton, Gymnastics, Archery, Tennis, Volleyball, Basketball, Touch Football, Dance, Swimming

A minimum of 13 units must be selected from the following:

Administration of Justice 101 or 118

Art 101 or 102 or 103 or 106

Biology 121, 122

Music 120, 130 or 131

Psychology 101 or 110

Speech 101 or 121

Recommended elective: Cooperative Education 102

Teacher Aide

This program is designed for the person who wishes to be employed helping teachers with records, typing, duplicating, filing, and classroom management generally.

These courses are required: Business 233, 242

English 120 or 101

Family and Consumer Studies 135, 136

Social Science 121 or 131

Elective units from the following are recommended:

Social Science 101, 102

A minimum of seven units must be selected from any course listed in the current catalog.

Recommended elective: Cooperative Education 102

Technical Graphics

Technical graphics is a visual communication process of preparing art work for our existing age of science and technology. In today's society commercial art and graphics are undergoing massive changes and industry has an ever-growing demand for broader training to fill its varied needs, ranging from drafting to pure artistic illustration and design. This curriculum is designed to prepare students to make pictorial renderings, drawings, brochures,

publications, exhibits and models. The need for technical graphics personnel and visual communicators who can select the best approach to design graphic communications is great. Hence, this program places emphasis on current methods and techniques used by industrial artists, illustrators, and designers.

These courses are required: Graphics 165, 166, 167, 168

A minimum of 10 units must be selected from the following: Art 113, 116, 122
Engineering 103 or Architecture 105
English 131

Graphics and Design 169, 172

Photography 101

Printing 101

Technical Education 145

Recommended elective: Cooperative Education 102

Television Repair

A curriculum designed to train persons in the fundamental skills and technical knowledge needed by the television repair serviceman. A total of 24 units as indicated below must be earned to qualify for the Certificate. (In case experience is offered in lieu of any of the four required Television Repair courses, the course itself need not be taken, but the required number of units must be taken).

These courses are required: Television Repair 101,

A minimum of six units must be selected from the following:

Drafting 129, 136, 137, 138, 139

English 101, 102, 105, 106, 120, 131, 132

Materials and Processes 146

Mathematics 101, 102, 103, 104, 105, 106, 150

Metals 115

Technical Education 143, 144, 145

Welding 117, 118

Recommended elective: Cooperative Education 102; Electronics 177, 178

Theater Arts

A curriculum designed to train students for the professional theater, fields of radio, television, stage, and motion pictures. The following program is intended primarily for students who plan to enter the profession immediately upon completion of the two-year program at Glendale Community College.

These courses are required: English 120; Speech 121; Theater Arts 102, 103, 104, 105, 121, 131

Elective units from the following list are recommended:

English 101, 102, 125, 126

Graphics and Design 165

Physical Education 181, 182

Theater Arts 101, 109, 122, 134, 135

**Welding, Occupational
(Combination Welder)**

Occupational welding is a two-year program designed to prepare the student for entry into the welding field as a combination welder, skilled in metallic arc, tung-

1979-80 CATALOG ADDENDUM/LAST SECTION

70 CERTIFICATE PROGRAMS

sten inert gas, metal inert gas, and oxy-acetylene welding of common metals. The emphasis will be on obtaining a welding certification at the completion of the required courses.

These courses are required: Welding 121, 122, 123, 124

Elective units from the following list are recommended:

Drafting 129 or equivalent

English 131, 132

Machine Technology 101 or Machine Technology 105

Materials and Processes 146

Mathematics 150

Metals 115

Technical Education 145

Transfer Programs which can be completed at Glendale Community College and lead to junior standing at a University or a four-year College.

Accounting**University of California at Los Angeles**

Undergraduate: Students preparing for a career in public accounting (CPA) or management accounting remain in the College of Letters and Science for their bachelor's degree work, selecting a major in a department in that college, such as economics or political science, that recognizes certain management and accounting courses as part of the major. The baccalaureate program is followed by the Professional Master's Program in the Graduate School of Management which leads to the MBA degree. The Professional Master's Program provides a balance between broad background preparation in management and specialization in a professional field of concentration; such as accounting.

Students selecting this combination of programs should consult with an adviser in the Graduate School of Management when selecting management and accounting courses as part of his or her bachelor's program.

Administration of Justice**San Jose State University**

Administration of Justice courses which are acceptable for transfer credit at San Jose State University to meet major requirements for the Bachelor of Science Degree in Administration of Justice are Administration of Justice 101, 103, 116. Acceptable electives are Administration of Justice 107, 126. Administration of Justice majors who plan upon graduation to continue their work at San Jose State should limit their program to the courses listed above. In addition, they should complete the General Education pattern at Glendale Community College.

Aeronautics (Baccalaureate Majors)**Northrop University**

Students in the Federal Aviation Administration approved Airframe and Powerplant Maintenance Course offered at Glendale Community College can receive up to 87 quarter units of transferable credit to apply directly towards a Bachelor of Science degree in Engineering Technology or Management.

The Engineering Technology program is designed to give the student an engineering background which is more hardware oriented. Students build a practical educational foundation in mathematics and basic sciences without the rigor of the engineering curriculum. Additional exposure is given to the technical studies, design, drafting, communications, and the socio-humanistic courses.

The Management program with the Aviation option is designed to give students managerial skills to supplement their technical abilities and knowledge in aviation. This integration of educational disciplines allows students greater job flexibility with a solid background for employment in aviation administration, marketing, and in the non-aviation business community professions.

San Jose State University

The Curricula for the two Bachelor of Science Degree programs in aeronautics have been designed to prepare the graduate for entry into a wide range of positions in the aerospace industry. All students receive a thorough training in the fundamentals of aviation integrated with mathematics, science and general education courses especially chosen for their applicability to the aerospace field. The opportunity for specialization is presented in the form of the two degree curricula, aeronautical maintenance and aeronautical operations. Additional orientation towards such areas as space technology, commercial air transportation, or fixed base operations may be obtained by a proper selection of elective courses. The services of the adviser are available for this purpose.

A Federal Aviation Administration-approved school is operated as an integral part of the aeronautics curriculum and extensive laboratory facilities are available to all students. All aeronautical maintenance majors are required to obtain their airframe and powerplant rating as a part of the Bachelor of Science Degree requirements.

Required courses — Maintenance: Aviation and Transportation 120, 123, 126; Chemistry 101, 102; Economics 101; Engineering 103, 104; Mathematics 103, 104, 130; Physics 101, 102, 103; Psychology 101; Speech 101.

Required courses — Operations: Aviation and Transportation 120, 123, 126; Business 101, 102, 112, 128, 161; Chemistry 101, 102; Economics 101, 102; Engineering 104; Physics 105, 106; Psychology 101; Speech 101.

Agriculture**California Polytechnic State University, San Luis Obispo**

Agriculture students would find it advantageous to have completed the following courses in high school: Mathematics, including two years of algebra; chemistry, 1 unit; biology, 1 unit; vocational agriculture (if available), two years. Such high school preparation would serve to enhance the students' preparation for all agriculture majors. In the first two years of college, students should include in their course of study the following: Chemistry 101, 105; English 101, 102; History 110; Political Science 101; Mathematics 101, 102; Health 103. Recommended: Biology 137; Psychology 101; Speech 101; Welding 117.

**Agricultural Engineering
(See Engineering)****Anthropology/Geography****California State Polytechnic University, Pomona**

Students who intend to pursue an Anthropology/Geography major are advised to include the following courses in their course of study: Anthropology 101 and 102; English 101 and 102; Geography 101 and 102; History 118; Mathematics 101; two Natural Science courses; Philosophy 117; Physical Education (two semester units); Psychology 101; Sociology 101.

**Architecture
Architectural Engineering
Construction****California Polytechnic State University, San Luis Obispo**

Students planning to enter the School of Architecture and Design would be encouraged to include the following course work in their programs: English 101;

English 102 or Speech 101; Mathematics 103, 104; Physics 101; Psychology 101; Political Science 101, 106; History 110; Economics 105; Philosophy 101 or 117; Art 116; Architecture 101, 102, 103, 105.

Art California State Polytechnic University, Pomona

Students who intend to pursue an Art major are advised to include the following courses in their course of study: Art 101, 102, 103, 113, 115, 116, 117, 122, 134, 140, 142; English 101 and 102; History 118; Physical Education (two semester units); Political Science 105.

Behavioral Sciences California State Polytechnic University, Pomona

Students who intend to pursue a Behavioral Science major are advised to include the following courses in their course of study: Anthropology 102; English 101, 102; History 118; two Natural Science courses; Physical Education (two semester units); Political Science 105; Psychology 101 and 102; Sociology 101 and 102.

Bilingual/Bicultural Education Immaculate Heart College

Students planning to enter the field of Bilingual/Bicultural Education are encouraged to follow this program: Anthropology 102; Art 106, 107; Biology 122 or 123 or 124; English 101; Geography 101, 102; History 110, 113; Physical Science 131; Political Science 105, 106; Social Science 122; Sociology 101; Spanish 101, 102 or 115, 116; Spanish 103, 104, 105, 106; Speech 101.

Biology California State University, Northridge

Biology 101-102, Chemistry 101-102; Physics 105-106; Mathematics 103 (or take CSUN Mathematics 105 or placement test after transfer).

Business Administration University of California, Berkeley

A student transferring from a community college must have followed a program of study which includes the following: (These courses must be taken for Letter grades.)

Business 101-102, Mathematics 103-104, 122 and 128 or 122 and 129 or 130; Economics 101-102, 107; English 101-102.

California State University, Los Angeles

Students planning to enter the School of Business and Economics, California State University, Los Angeles, at the end of two years at Glendale Community College, must complete a minimum of 56 transferable units and may have a maximum of 70 units, with an over-all "C" average in all transferable work. Courses should be included which may be used to partially satisfy the general graduation requirements for the major. The following courses are required: Business 101-102, 111-112, 122, and either Business 128 or Business 129 (Business 125 taken prior to 1975), 161; Economics 101-102, 107. See page 280, for general education requirements for California State University, Los Angeles.

California State University, Fresno

Students planning to enter the School of Business, California State University, Fresno, at the end of two years at Glendale Community College must

complete a minimum of 56 transferable units and a maximum of 70 units, with an overall "C" average in all work. If possible, the general education requirements should be certified. The following Glendale Community College courses are highly recommended: Business 101, 102, 111, 122, 128, 161, 171; and Economics 101, 102, and 107.

California State University, Northridge

The lower division requirements for the various departments in the School of Business at California State University, Northridge are:

Business 101, 102, 161

Economics 101, 102

Mathematics 103, 104, or Business 111, 112

The lower division requirement, CSUN Business 223, should be taken after transfer. Students planning to specialize in Office Administration or to prepare for teaching Business subjects in high school should consult the California State University, Northridge catalog and a Glendale Community College counselor for selection of appropriate additional courses in typing, shorthand, and office machines. See page 280 for the General Education Requirements for California State University, Northridge.

University of Southern California

The University of Southern California offers a curriculum in Business Administration leading toward the Bachelor of Science degree. The following courses are required with minimum units shown.

Accounting (6 units) Business 101 and 102

Behavioral Science (6 units) Anthropology 102

Psychology 101, 102, 131; Sociology 101, 102.

Economics (6 units) Economics 101-102

English (6 units) English 101-102

*Humanities or Social Sciences (6 units)

Art, Music, Philosophy, Theater Arts (Drama)

History, Geography, Journalism, Speech*

Political Science, Theater Arts, Foreign Languages

*Literature (3 units)

Business (6 units) Business 111-112

*Natural Sciences (6 units excluding mathematics)

*See courses listed under these headings for The College of Letters, Arts, and Sciences on page 277.

Pepperdine University

The following are required or elective lower division course in degree programs: Business Administration; Accounting

Business 101, 102, 111-112, 141

Economics 101, 102, 107

English 192

Psychology 101

Sociology 101

The above are required or elective lower division courses in the following Pepperdine degree programs:
 Business Administration
 Accounting

Transfer students may also receive elective courses in certain Pepperdine programs for courses taken in the following fields: Aviation and Transportation; Business; Economics; Electronics; Police Science; Public Administration; Real Estate; Vocational Nursing.

Students graduating from Pepperdine must also complete General Education requirements described in the catalog. (A student entering Pepperdine with the A.A. degree meets all General Education requirements in the Public Management Program.)

Chemistry **California State University, Northridge**
 Chemistry 101-102, 103; Mathematics 103, 104, 105, 106; Physics 101, 102, 103. (A modified Mathematics and Physics sequence may be taken by those seeking the B.A. degree rather than the B.S. degree. Consult the CSUN catalog.)

College of Chemistry, University of California at Berkeley
 Admission to upper division chemistry for a total of 90 quarter units is contingent upon a grade point average of at least 2.5 in courses basic to the major. Recommended courses include: Chemistry 101-102, 103, 105-106; Physics 101, 102, 103; Mathematics 103, 104, 105, 106; English 101 or Speech 101; Economics 101; German 101-102; History 117-118. A student may pursue the study of chemistry on any campus of the University by enrolling in the College of Letters and Science, with a major in chemistry. For details on College of Letters and Science breadth requirements refer to page 280 of this catalog.

Chiropractic **Los Angeles College of Chiropractic**
 The pre-professional program of the student desiring to matriculate at the Los Angeles College of Chiropractic may be undertaken at Glendale Community College. Sixty transferable units must be completed. Electives should be chosen from speech, philosophy, literature, or from culturally or professionally related subjects. It is recommended that a foreign language be included in the electives.

These courses are required: Biology 101, 102;
 Chemistry 101, 102
 Complete a minimum of six units selected from the following:

Economics 101
 Political Science 101
 Psychology 101
 History 117, 118

At least six units should be chosen from this category.

English 101, 102

Music 120

Electives to total 60 units.

City and Regional Planning

California Polytechnic State University, San Luis Obispo

Students planning to enter the School of Architecture and Environmental Design would be encouraged to include the following course work in their programs: Architecture 103, 105; Art 116; Business 111; Economics 105; English 101; English 102 or Speech 101; Geology 101; History 110; Philosophy 101 or 117; Political Science 101, 106; Psychology 101; Sociology 101.

College of Letters and Science breadth requirements refer to page 280 of this catalog.

Computer Science

California State University, Northridge

Glendale College students can partially satisfy lower division requirements for the CSUN Computer Science major by completing the following courses:

Business 122, Mathematics 130 or Business 129, Mathematics 103-105,

Physics 101-102, Mathematics 106 or Physics 103.

Students may take CSUN Computer Science courses 220 and 230, and Philosophy 230 after transfer.

California State University, Sacramento

Students may complete a Bachelor of Science in Computer Science with one of three orientations: scientific applications, systems programming, and business applications. Students planning to complete the degree with an emphasis in scientific applications or systems should include in their programs. Mathematics 103, 104, 105, 106, 130; Economics 107 and at least two courses from chemistry and/or physics. For orientation in business applications students should include Mathematics 103, 104, 105; Business 129, 130; and Economics 107. In addition, one or more courses from Business 111, 122, 127, 128, 137, 138 are recommended to all students planning to major in Computer Science.

Northrop University

Students interested in obtaining a Baccalaureate of Science degree from Northrop University in Computer Science can receive maximum transfer credit by taking the following courses:

Business 130; Chemistry 101; Electronics 171; English 101, 102; History 117 and 118; Mathematics 103, 104, 105, 106, 130; Physics 101, 102; and four 3-unit courses chosen from the fields of Anthropology, Biology, Economics, History, Philosophy, Political Science, Psychology, Sociology.

Criminal Justice

California State University, Long Beach

Majors in Criminal Justice intending to transfer to California State University, Long Beach to continue work for a Bachelor of Science Degree in the law enforcement area are advised to familiarize themselves with the requirements of that University. California State University, Long Beach will accept for transfer credit to be applied toward the major a total of 24 units of lower division work in criminal justice.

California State University, Los Angeles

Criminal Justice majors intending to transfer to California State University, Los Angeles, to continue work for a Bachelor of Science Degree in the law enforcement area are advised to familiarize themselves with the requirements of that University. California State University, Los Angeles, will accept for transfer credit to be applied toward the major a total of 21 units of lower division work in Criminal Justice earned by the Criminal Justice major.

Criminal Justice courses which are acceptable for transfer credit at California State University, Los Angeles, to meet major requirements for the Bachelor of Science Degree are Administration of Justice 101, 103, 110, 120; Political Science 101, 106; Psychology 101; Sociology 101. Acceptable electives: Administration of Justice 108, 114, 116.

The Criminal Justice major who plans upon graduation to continue his work at California State University, Los Angeles, should limit his program to the Administration of Justice courses listed above. In addition, he should complete as many as possible of the lower division General Education courses required of all majors at California State University, Los Angeles.

Units in Criminal Justice may be applied as elective credits toward completion of total degree requirements.

See page 280.

Dental Hygiene

Dental Hygiene bears a relationship to dentistry similar to that which nursing bears to the medical profession. Students may complete the two-year Pre-dental Hygiene Curriculum at Glendale Community College and then transfer to a dental school for the remaining two years.

University of California, San Francisco

These courses are required: Chemistry 101, 102, 105, 106

English 101-102

Biology 101-102

Physics 105, 106

Psychology 101, 102 or 107 or 131

Fourteen semester units selected from the social sciences, humanities, and foreign languages. Courses from each area are not required. Completing the university requirement in American History and Institutions for the B.S. degree as part of this requirement is recommended.

Electives to total 60 semester units.

University of Southern California

Students may apply for admission to the School of Dentistry after completing a minimum of 60 units excluding courses offered in the dental hygiene curriculum and including the courses shown below. Application should be filed well in advance of February 1 of the year in which the student wishes to be admitted.

These courses are required: Chemistry 101-102, English 101

Biology 101-102

Speech 101
 Psychology 101
 Sociology 102
 Electives from: Biological Science
 Chemistry
 Foreign Languages
 English Composition
 English Literature
 Philosophy
 Social Science
 Music or Art Appreciation

Dentistry, Pre-dental Curriculum

University of California, Los Angeles

Those wishing to enter the School of Dentistry must have completed a minimum of three full academic years of college work, including the following courses: Chemistry 101-102, 105-106; Physics 105-106; Biology 101, 102; English 101-102; Psychology 101; and upper division embryology. Generally, the pre-dental student is advised to seek a sound liberal arts background in the humanities, social and behavioral sciences, in addition to the requirements listed above.

University of California, San Francisco

The completion of 90 transferable semester units (exclusive of repeated and nontransferable courses) of all college work is a minimum requirement for admission to the School of Dentistry. Those who wish to enter the San Francisco School of Dentistry must have completed 90 units (at least 20 units of which must be completed at a senior college) These units must include the subjects in the following list:

General University Requirements*

English 101-102

Chemistry 101-102, 105-106

Physics 105-106

Biology 101-102

Psychology 101-102 or 103 or 107

11 semester units — Social Sciences, Humanities

Foreign Languages, Psychology in addition to above.

Additional electives to bring the total number of units to at least 90 semester units. (Recommended: Embryology, comparative vertebrate anatomy, advanced mathematics).

*Students who plan to complete the requirements for the B.S. degree in dentistry must satisfy the English Composition and American History and American Institutions requirements.

University of Southern California

Students may apply for admission to the School of Dentistry after completing 60 units of college work including the following required courses: Chemistry 101-102, 105-106; Physics 105-106; Biology 101-102; English 101-102. The following courses are recommended: Art 151*-152, 101 or 102

or Music 120; English Literature; History 107-108, 107-109, 108-109; Foreign Languages; Philosophy; Political Science 105-106 or 101-106; Psychology 101. Applications should be filed well in advance of October 31 of the year preceding that in which the student wishes to be admitted.

*Art 151 is recommended in preparation for the Dental Aptitude test.

Loma Linda University

Although a two-year pre-dental curriculum in an accredited liberal arts college is prescribed, a Bachelor of Arts Degree or the equivalent, is advantageous. Students may apply for admission to the School of Dentistry after completing 64 units of college work including the following courses: Chemistry 101-102, 105-106; English 101-102; Physics 105-106; Biology 101-102. Recommended: Art 151-152; Business 105; Chemistry 103; Machine Technology 105; Mathematics 103, 104, 105.

Dietetics California State University, Los Angeles (See Food and Nutrition)

University of California, Berkeley

Students planning to complete the work for the Bachelor of Science Degree should include the following courses:

Biology 112, 121 and one additional course in anatomy, biology, botany, physiology or genetics (3-5 semester units).

Chemistry 101-102 and Chemistry 105. Chemistry 106 is recommended.

Economics 101 or Economics 102

English 101 or 102

History 117 or 118

Mathematics 103

Physics 105-106

Psychology 101

Sociology 107 or Economics 107 or Psychology 107

Sociology or Cultural Anthropology

Drama California State Polytechnic University, Pomona

Students who intend to pursue a Drama major are advised to include the following courses in their course of study: one Art course; English 101 and 102, 109 or 110; History 107 or 108 or 109; History 118; one Music course; two Natural Science courses; one Philosophy course; Physical Education (two semester units); Political Science 105; Theatre Arts 103 or 104, 105 or 121 or 122 (one course per semester), 109, 131.

Earth Science University of California, Berkeley

This is a new program including a broad spectrum of courses in natural science. It is designed for students who desire a general background in the field of earth science, and it is sufficiently flexible to serve a variety of special interests in the general field.

Required: Anthropology 101 or Astronomy 101; Biology 101; Chemistry 101-102; Geology 110; Mathematics 103, 104, 105, 106; Physics 101, 102, 103.

Economics Economics majors should follow the curriculum pattern outlined under General Education Requirements for Graduation from Colleges and Universities. See page 280.

California State Polytechnic University, Pomona

Students who intend to pursue an Economics major are advised to include the following courses in their course of study: Accounting 101 and 102; Economics 101 and 102; English 101 and 102; History 118; two Natural Science courses; Physical Education (two semester units); Political Science 105; Speech 101.

University of California, Berkeley

Required: Economics 101, 102, 107

University of California, Los Angeles

Required: Economics 101, 102; Mathematics 103 or Business 111-112
Recommended: Economics 111

University of Southern California

Required: Economics 101, 102; Business 111, 112

Engineering **California State University, Fresno**

Degrees are offered in civil, electrical, industrial, and mechanical engineering, and in surveying and photogrammetry. Students planning to complete the work for an Engineering degree should include the following courses: Chemistry 101, 102; Engineering 103, 110; Mathematics 103, 104, 105, 106, 130; Physics 101, 102, 103; History 117-118.

Students planning to complete the work for a degree in surveying and photogrammetry should include the following courses: Chemistry 110; Engineering 103; English 101; Geology 110; Mathematics 103, 104; Physics 105, 106; Speech 101; History 117-118.

California State University, Fullerton

The engineering curriculum requires completion of 132 semester units for graduation. The areas of concentration open to students are: Electrical engineering, mechanical engineering, civil engineering/engineering mechanics, and engineering science.

Non-Engineering General Education

The engineering student will take at least 24 units from Social Science and Humanities of the general education requirements for the bachelor's degree, six units of which may meet the U.S. History and government requirements. He will follow, as a minimum, the universitywide requirements, adding courses at his discretion to make 24 units. An additional four units, for a total of 28, must be specifically approved by his adviser and will be recommended to assure the best balance for the student's education. A student shall be limited to a maximum of six units of activity courses. All students take a common core curriculum for the first two and one-half years.

Mathematics 103, 104, 105, 106, 130; Chemistry 101, 102; Physics 101, 102, 103; Engineering 101, 108, 110. One course in data processing using FORTRAN is recommended.

California State University, Los Angeles

Students planning to complete the work for an engineering major (B.S. Degree) should include the following courses: Chemistry 101, 102; Engineering 103, 110; Mathematics 103, 104, 105, 130; Physics 101, 102, 103.

California Polytechnic State University, San Luis Obispo

Engineering students should have completed the following courses in high school: mathematics, 4 units, including two years of algebra and trigonometry; physics, 1 unit; chemistry, 1 unit; and mechanical drawing, 1 unit. Without this preparation it will be difficult to obtain an engineering degree in four years. In the first two years students should include in the course of study: Biology 122; Chemistry 101; English 101; Mathematics 103, 104, 105, 106; Physics 101, 102, 103; Engineering 103, 110; two semesters of Physical Education activity courses.

California State Polytechnic University, Pomona

Students who plan to transfer to the School of Engineering at Cal Poly, Pomona, should complete approximately 70 semester units if they hope to receive the Bachelor of Science Degree in a minimum of time. During April of the year the student becomes eligible to transfer they should contact the department of the Engineering discipline they wish to pursue.

All programs are accredited by the Engineers' Council for Professional Development (E.C.P.D.). Students should direct their technical studies toward a career of their choice.

The following are courses recommended for transfer. The first two years students should include them in their course of study.

Aerospace Engineering: Biology 122; Chemistry 101; Economics 101; Engineering 101, 103, 110; English 101; Mathematics 103, 104, 105, 106, 130; Physics 101, 102, 103.

Agricultural Engineering: Biology 101; Chemistry 101; Engineering 101, 110; Mathematics 103, 104, 105, 106, 130; Physics 101, 102, 103.

Chemical Engineering: Chemistry 101; Economics 101; engineering 101, 110; English 101; Mathematics 103, 104, 105, 106, 130; Physics 101, 102, 103.

Civil Engineering: (with Environmental Engineering Option) Biology 122; Chemistry 101; Economics 101; Engineering 101, 110; English 101; Mathematics 103, 104, 105, 106; Physics 101, 102, 103.

Electrical and Electronics Engineering: Chemistry 101; Engineering 110; English 101; Mathematics 103, 104, 105, 106, 130; Physics 101, 102, 103.

Engineering Technology: Biology 122 or 124; Chemistry 101; Economics 101, 107; Electronics 171, 172, 173, 174; Engineering 101, 103; English 101; Mathematics 101, 102, 103, 130; Physical Education Activity Courses; Physics 105, 106; Speech 101; Welding 117.

Note: Technical elective patterns of emphasis within the Engineering Technology degree are available in Engineering Technology; Aero-Mechanical, Construction, Electrical-Electronics, Manufacturing, and Plant Engineering areas.

Industrial Engineering: Biology 122; Chemistry 101; Economics 101; Engineering 101, 110; English 101; Mathematics 103, 104, 105, 106; Physics 101, 102, 103.

Mechanical Engineering: Chemistry 101; Economics 101; Engineering 101, 104, 110; English 101; Mathematics 103, 104, 105, 106, 130; Physics 101, 102, 103.

Ocean Engineering Minor: The opportunity is available for students majoring in aerospace, electrical and electronics, and mechanical engineering to receive a minor in Ocean Engineering.

Students who plan to pursue a minor in Ocean Engineering are encouraged to take the following courses: Biology 125; Chemistry 101, 102; Mathematics 103, 104; Oceanography 115; Physics 105, 106.

California State University, Northridge

The engineering program is arranged to provide the student with a sound program in the fundamentals of engineering, preparing for a career in professional engineering or for continuing academic work toward an advanced degree, and at the same time to provide the broad academic program that constitutes a liberal education. The curriculum consists of 132 semester units and leads to the Degree of Bachelor of Science in Engineering. The curriculum is accredited by the Engineering Council for Professional Development. It is necessary that today's engineers have a sound education that enables them to adapt to the rapidly changing requirements of a developing technology rather than a narrow and inflexible training. At this Institution, the program has been developed by emphasizing the fundamentals common to all branches of engineering, postponing the study of engineering specialties to the final year.

Since contemporary science is developing with unprecedented speed into ever increasing areas of knowledge, an essential part of the program consists of a rigorous background in the mathematical and physical sciences. This theoretical study comprises most of the curriculum for the first two years.

The program is designed to accept the transfer students from community colleges at the sophomore or junior level.

The following courses should be taken in the first two years: Engineering 103; Mathematics 130 or Business 129; Chemistry 101; Mathematics 103, 104, 105, 106; Physics 101, 102, 103.

For the General Education requirements see page 280.

Northrop University

The College of Engineering offers degrees in Aerospace, Mechanical, Electronics and Engineering Science disciplines. These programs are accredited

by the Engineer's Council for Professional Development. The programs are specifically designed to fulfill the actual needs of industry.

A candidate for the Bachelor's Degree in Engineering can take the following courses for maximum transfer credit:

Chemistry 101; Engineering 104, 110; English 101, 102; History 117 and 118; Mathematics 103, 104, 105, 106, 130; Physics 101, 102, 103; Speech 101; and four 3-unit courses chosen from the fields of Anthropology, Biology, Economics, History, Philosophy, Political Science, Psychology, Sociology.

Stanford

The new programs in the School of Engineering are divided into four majors.

Departmental Majors: Chemical Engineering, Civil Engineering, Electrical Engineering, Industrial Engineering, Materials Science, Mechanical Engineering.

Inter-disciplinary Majors: Aeronautics and Astronautics, Applied Science, Environmental Engineering, Product Design.

Innovative Majors: Any student, aided by his adviser, may propose a unique curriculum to attain his particular career goals. Such programs require approval of the Undergraduate Council.

Technology and Society: This program is designed as a foundation for a career requiring a combination of engineering, science, and societal subjects rather than study-in-depth of any one of these. Approval of such programs by the Undergraduate Council is required.

In the first two years students should include in the course of study the following:

Writing: English 101-102.

Humanities and Fine Arts: three courses

Social Science: three courses

Technology: Three courses including:

Mathematics 103, 104, 105, 106

Chemistry 101, 102

Physics 101, 102, 103

Free Electives (20 units)—these electives are entirely free and may be used by the student to build a program of greater depth and/or breadth (scientific or otherwise) according to his educational and professional objectives.

Mathematics [21 units]

Appropriate courses in Mathematics, Statistics, Computer Science, etc. may be selected.

Science [24 units]

Appropriate courses in Physics, Chemistry, Biology, Geology, etc. may be selected.

Engineering Breadth [30 units]

This area is composed of eight categories as follows:

1. Mechanics of Solids and Fluids

2. Electric Circuits and Devices
3. Thermodynamics
4. Materials Science and Properties
5. Logic and Computer Systems
6. Systems Analysis and Control
7. Masses and Energy Transfer
8. Decision Processes, Engineering Economy, and Design

Student's programs must contain courses selected from not less than five of these categories for a total of at least 30 units. Three (3) of these five categories should not be related to their Engineering major. No more than 10 units in any one category can count toward satisfaction of the breadth requirement.

Engineering Depth (36 units)

Consult COURSES & DEGREES for detailed information.

Free Electives (30 units)

Functional Balance

The adviser should be sure that all programs contain some courses with some aspects of: communication, analysis, synthesis, and experimentation.

University of California at Berkeley*, Davis, Irvine***,
Los Angeles†, San Diego††, Santa Barbara§**

Engineering students should have completed the following courses in high school: Mathematics, 4 units, including two years of algebra and trigonometry; physics, 1 unit or chemistry, 1 unit; and mechanical drawing, 1 unit.†† Without this preparation it will be difficult to obtain an engineering degree in four years. In the first two years, students should include in the course of study: Chemistry 101-102§, Mathematics 103, 104, 105, 106; Physics 101, 102, 103; Engineering 103, 104, 108, 110**. Nontechnical electives including courses in biology, English, fine arts, humanities and social sciences.

*Students planning to transfer to Berkeley should include Mathematics 130 which will satisfy the lower division required course on introduction to programming.

Lower division engineering courses in the University of California, Berkeley, curricula include: Civil Engineering: Engineering 103, 108, 110; Electrical Engineering and Computer Science: Engineering 108; Industrial Engineering and Operations Research: Engineering 108; Mechanical Engineering: Engineering 103, 108, 110; Materials Science and Engineering: Engineering 108, 110. Engineering Science students should include: English 101 or Speech 101, technical electives; Bioengineering students should include: Biology 101, 102, those in Engineering Geoscience: Geology 110; all others three (semester) units of Engineering 103, 108, 110. All double major programs between curricula are described in the Announcement of the College of Engineering.

**Students planning to transfer to Davis should take English 101 and

Speech 101, plus Mathematics 130. Students planning to major in chemical engineering should take Chemistry 103 and 105 instead of Engineering 103, 104 and 108.

***Students planning to transfer to the School of Engineering at Irvine are not required to take any engineering courses although credit toward graduation will be given for eight semester units (twelve quarter units) of engineering courses. For the engineering options offered, Civil, Electrical, Mechanical, General, and double option in Civil and Environmental or Mechanical and Environmental, a course in the use of the computer is suggested, Mathematics 130.

†Students intending to enter the School of Engineering and Applied Science at Los Angeles should take Mathematics 130, which will satisfy a lower division requirement in computing.

††Students bound for the Applied Mechanics and Engineering Science or Applied Science and Information Science majors at University of California at San Diego should decide which USCD college they wish to enter, and work toward completing appropriate general education requirements — although requirements for the major should take first priority. No lower division engineering courses are required.

§Students planning to enter the College of Engineering at Santa Barbara are advised to include the following in their lower division programs; Chemical Engineering majors should include Chemistry 103 and 105 instead of Engineering 103 and 104. It is recommended that Mechanical Engineering majors take Engineering 103, 104 and 110. All engineering students should take English 101 and either English 102 or Speech 101, and a course in Electronics, Field and Circuits. A course in FORTRAN computer programming is also required for all majors.

University of Southern California

The School of Engineering educates students for seven branches of the field. All departments are fully accredited by the Engineers' Council for Professional Development. A Bachelor's Degree in Computer Science is also available. The School works closely with Southern California industries to tailor the curricula to the actual needs of industry. Although the student must choose a program of studies in one of the major departments, the entering student may not be certain of his ultimate goals or of the offerings in the various departments. Therefore, the basic courses of the first two years are organized in such a way that the student may change from one department to another with a minimum loss of time. Bachelor of Science Degree offered in: Aerospace, Applied Mechanics, Biomedical, Chemical, Civil, Electrical, Industrial and Systems, Mechanical, Metallurgy, and Petroleum.

Admission Requirements: Students intending to transfer from a community college should plan their first two years of work to correspond as nearly as possible with the plan of study as outlined for their desired majors. Transfer students generally must present a grade point average of at least 2.50

(A—4.0) on all college work attempted. The program must include the following courses:

Business 129; Chemistry 101*; English 101, 102; Mathematics 103, 104, 105, 106; Physics 101, 102, 103; Engineering 101 (or 103); 110 for Aerospace, Civil, Industrial and Systems, Petroleum, and Mechanical Engineering; Geology 101, 105 for Petroleum Engineering; Biology 101, 102 for Biomedical Engineering. Humanities and Social Science, 24 units.

*It must also include Chemistry 102, 103 for majors in Petroleum, and Chemistry 102, 103, 105, 106 for Chemical and Biomedical Engineering.

California State University, Sacramento

Bachelor of Science degrees are offered in Civil, Electrical and Electronic, and Mechanical Engineering. All departments are fully accredited by the Engineer's Council for Professional Development. A very close working relationship exists between the School and local industry permitting students to gain engineering design experience while in school. The basic courses of the first two years are essentially common for the three departments making it possible for the student to change from one department to another with no loss of time. Students planning to complete the work for an Engineering Degree should include in their programs the following courses: Chemistry 101, 102; Engineering 103, 104, 110; Mathematics 103, 104, 105, 106, 130; Physics 101, 102, 103.

Engineering Technology

California State Polytechnic University, Pomona

Students who are planning a course of study in the Engineering Technology discipline should have completed the following courses prior to transfer: mathematics, including algebra and trigonometry; physics; chemistry; and mechanical drawing. Without this preparation it may be difficult to obtain a baccalaureate degree in Engineering Technology in two additional years. The following technical elective patterns are available in Engineering Technology: Aero-Mechanical, Construction, Electrical-Electronics, and Manufacturing. Students should direct their technical studies toward a career of their choice.

In the first two years students should include in their course of study: Biology 122 or 124; Chemistry 101; Economics 101, 107; Electronics 171, 172, 173, 174; English 101; Mathematics 101, 102, 103, 130; Physics 105, 106; Engineering 101, 103; Speech 101; Welding 117; Physical Education Activity courses.

California Polytechnic State University, San Luis Obispo

Students who are planning a course of study in the Engineering Technology discipline should have completed the following courses in high school: mathematics, 4 units, including algebra and trigonometry; physics, 1 unit; chemistry, 1 unit; and mechanical drawing, 1 unit. Without this preparation it will be difficult to obtain a degree in Engineering Technology in four years. The following E.C.P.D. accredited options are available in Engineering Technology: Electronic Technology, Mechanical Technology, Air Conditioning and Refrigeration Technology, Manufacturing Processes Technology, and Welding Technology. Students should direct their studies toward an option of their choice.

In the first two years students should include in their course of study: Biology 122; Chemistry 101; English 101, 102; Mathematics 101, 102, 103, 104; Physics 105, 106; Engineering 103, 104; Physical Education Activity courses, two semesters.

California State University, Sacramento

The Engineering Technology program at California State University, Sacramento is for students who have completed a two-year technology program for an A.S. degree at a community college or have the equivalent training. The program currently offers options in Construction Technology and in Mechanical Technology.

In conjunction with completing the requirements for the A.S. degree, students should take the following courses: Chemistry 110; English 101, 102; Mathematics 101, 102; Physics 105, 106; Engineering 103, 104.

English California State Polytechnic University, Pomona

Students who intend to pursue an English major are advised to include the following courses in their course of study: English 101 and 102, 105 and 106, 121; French 103 or 104 or German 103 or 104 or Spanish 103 or 104; History 107 or 108 or 109, 118; Music 120 or 125 or 126; two Natural Science courses; Political Science 105; Psychology 101; Speech 101.

**Food and Nutrition California State University, Los Angeles
(B.S. Degree Option)**

Students planning to complete the work for the Bachelor of Science Degree should include the following courses:

Chemistry 101-102, 105, 106
Biology 112, 120, 121
Sociology 101, or Anthropology 102
Psychology 101, 131
Home Arts 125
Family and Consumer Studies 135

Foreign Language College of Letters and Science, University of California, Berkeley

Students majoring in a foreign language should follow the program of studies outlined under lower division requirements. The courses that are required or recommended for each particular language are as follows:

French:

Required: French 101, 102, 103, 104. Unless student receives grade of "A" or "B" in French 104, it will be necessary to complete French 46 at the University of California prior to being admitted to upper division work.

Recommended: History 101-102; Philosophy 119, 120; English 101-102, 105-106; high school Latin.

German:

Required: German 101, 102, 103, 104.

Recommended: History 101-102 and English 105-106, 109-110.

Spanish:

Required: Spanish 101, 102, 103, 104. Admission to upper division work is

contingent on presentation of evidence that the student's preparation includes the equivalent of Spanish 25 at the University of California, Berkeley.

Students may not major in Spanish unless a "C" average is maintained in all lower division Spanish courses.

Forestry and Conservation

The Department of Forestry and Resource Management, University of California at Berkeley, offers the following degrees: B.S., M.S., M.F., and Ph.D. Specializations within the B.S. program include Forest Management, Wildlife Management, and Range Management. Junior college transfer students are admitted in junior standing with at least 56 semester units of courses as specified. Minimum requirement may be met by Biology 101-102; Chemistry 101; Economics 101, 102, 107; Geology 101; Mathematics 103; Physics 105-106; and English 101-102 or Speech 101, 102. It is recommended that the student include Chemistry 102 and Calculus 104 in the course program. Satisfactory completion of these courses fulfills all special requirements of the pre-forestry program except for a course in plane surveying.

Students completing the pre-forestry curriculum must enroll in the Summer Field Program during the summer preceding their junior year. This is a ten-week summer field course offered only by the Department of Forestry and Resource Management and given near Quincy, Plumas County. Application for the Summer Field Program should be made before March 1.

The School of Natural Resources of Humboldt State University, offers a Bachelor of Science and M.S. Degree in Forestry. Lower division courses for Forest Management and Forest Science options include Biology 101*, 102*; Chemistry 101*, Mathematics 103*; Physics 105*; and Business 129 or Mathematics 130, Forest Science majors should also include Chemistry 102, Mathematics 104, and Physics 106.

*Courses that must be completed prior to admission to Humboldt.

Geography

Students majoring in this field should follow the lower division requirements for the College of Letters and Science. In addition, the following required and recommended courses should be completed at the college or university of their choice.

California State University, Los Angeles

Required: Geography 101, 102.

California State University, Northridge

Geography 101, Geography 102 or 105.

California State Polytechnic University, Pomona

See Anthropology/Geology

University of California at Los Angeles

Required: Geography 101-102.

Recommended: Mathematics 103-104.

University of California at Berkeley

Required: Geography 101-102, 105.

See page 280.

Geology Students may specialize in geology in the petroleum engineering branch of the College of Engineering or in the College of Letters and Science. Those taking petroleum engineering should follow the curriculum for engineering. Those electing geophysics should consult the University of California Catalog. Those majoring in geology in the College of Letters and Science at a four-year college or university should fulfill the stated lower division requirements, taking into consideration the following requirements and recommendations:

University of California at Berkeley:

Required: Geology 110; Paleontology 101; 40 units of lower division courses in Physics 101, 102, 103; Chemistry 101-102, 103; Mathematics 103, 104, 105, 106; Economics 107.

University of California at Davis: (B.S. Degree)

Required: Biology 101; Chemistry 101-102; Mathematics 103, 104, 105; Physics 101, 102, 103 or 105-106; Mineralogy 101.

Recommended: Biology 102; Geology 101, 105; Paleontology 101, Physics 103.

University of California at Los Angeles:

Biology 101, 102; Chemistry 101, 102; Geology 105, 110; Mathematics 103, 104, 105, 106; Paleontology 101; Physics 105-106.

See page 280.

Geophysics **University of California at Berkeley**

This program includes some of the most rigorous basic courses in physical science and mathematics and is designed specifically for students who anticipate post-graduate study in geophysics. Required: Chemistry 101; Geology 105; Mathematics 103, 104, 105, 106; Physics 101, 102, 103.

History History majors should follow the curriculum pattern outlined under lower division requirements, taking into consideration the following requirements and recommendations:

California State Polytechnic University, Pomona

Students who intend to pursue a History major are advised to include the following courses in their course of study: Anthropology 101 and 102 or Sociology 101 and 102; Economics 101 and 102; English 101 and 102; History 107, 108, 109, 117 and 118; two Natural Science courses; Physical Education (two semester units); Political Science 105; Psychology 101 and 102; Speech 101.

University of California at Berkeley:

Required: History 101-102 or History 107-108 or History 108-109, and two courses chosen from the following: History 103, 104, 117-118, 119, 120.

University of California at Los Angeles:

Required: History 107, 108, 109 and six units (2 courses) from among the following: History 103, 104, 117, 118, 119, 120. Caution: It is recommended that if a Far East or Latin American course is taken, either the second course in

1979-80 CATALOG ADDENDUM/LAST SECTION

90 TRANSFER PROGRAMS

the sequence or a U.S. course accompany it. UCLA calls for 2 non-Western courses in the same area.

University of Southern California:

Required: Six units from History 101, 102, 107, 108, 109, 119, 120.

Hotel and Restaurant Management

California State Polytechnic University, Pomona

Students wishing to transfer to Cal Poly, Pomona and major in Hotel and Restaurant Management should complete the following: Business 101, 124; Economics 101, 102; English 101; Food Service 111, 112, 113, 114, 115, 116, 117, 118, 119; Food Service Management 211, 212, 213, 214; History 117, 118; Home Arts 125; two courses in Humanities (as defined in Cal Poly Catalog); two courses in Natural Science (as defined in Cal Poly Catalog); two courses in Social Science (as defined in Cal Poly Catalog); Speech 101.

Human Services

California State University, Dominguez Hills

California State University, Fullerton

The Bachelor of Arts Degree in Human Services requires a student to complete the General Education Breadth Requirements only. Students completing the Glendale Community College Human Services Aide Certificate should consult their counselor in reference to selecting only transferable courses.

Industrial Arts

Students majoring in industrial arts should be concerned with going into teaching or pursuing careers in industry at the technician and management levels. At present, degree programs in industrial arts leading to the credential or industrial technology are offered in the following state colleges and state universities: California State Polytechnic University, San Luis Obispo; Chico, Fresno, Humboldt, Los Angeles, Long Beach, San Diego, San Francisco, and San Jose.

California State University, Fresno

In addition to the completion of a certifiable General Education program as outlined on page 280 the following courses are recommended: Machine Technology 101; Metals 115; Welding 117; Engineering 101; Electronics 175 or 177; Photography 101 or 102; Printing 101.

California State University, Long Beach

The following courses are recommended in addition to the General Education requirements of the preceding schools; Metals 115; Drafting 129 or Engineering 101; Electronics 175 or 177; Photography 101 or 102; Printing 101; electives: Machine Technology 101 and Welding 117. To a maximum of 20 units of credit. See page

California State University, Los Angeles

In addition to the completion of the General Education requirements (see page 280), the following courses must be elected:

Drafting 131 or Engineering 101; Metals 115; Electronics 171 or Electronics 175; Photography 101-102; Management 113.

California State University, Chico

For the B.A. Degree:

In addition to the completion of the General Education Requirements (see page 280), the following courses must be elected:

Chemistry 101, 102; Drafting 131; Economics 107; Electronics 171; Graphics and Design 165, 166; Metals 115; Photography 101; Physics 105, 106; Printing 101-104.

Note: The chemistry and physics requirements can be double counted for both general studies and major requirements. Additional courses taken in any area would count toward the specialization or as a support in the major.

San Jose State University

Students majoring in industrial arts should be concerned with going into teaching or pursuing careers in industry at the technician and management levels. At present, degree programs in industrial arts leading to the credential or industrial technology are offered in the following state colleges and state universities: California State Polytechnic University, San Luis Obispo; Chico, Fresno, Humboldt, Los Angeles, Long Beach, San Diego, San Francisco, and San Jose.

Students planning to attend San Jose to seek a major in industrial arts should complete the following: Chemistry 101, 102; English 101-102; History 116-118; Speech 101; Graphics and Design 165. It is suggested that Political Science 101 be completed as part of the general education.

Industrial Technology

Prepares students for technical management positions in industry. Options in the Manufacturing and Construction industries with emphasis in a number of technical areas are available. At present programs are offered at the following California State Universities: Fresno, San Jose, Long Beach, San Luis Obispo, Chico, and San Diego. The catalogs of these particular Universities should be consulted for requirement details.

California State University, Chico

For the B.S. Degree:

In addition to the completion of the General Education Requirements (see page 280), the following courses must be elected:

Chemistry 101, 102; Drafting 131; Electronics 171; Metals 115; Physics 105, 106.

Note: The chemistry and physics requirements can be double counted for both general studies and major requirements.

California State University, Fresno

Construction Option:

Core: Architecture 101; Electronics 175; Business 101, 122; Chemistry 110; Mathematics 103; Materials and Processes 146.

Architectural Drafting Emphasis: Engineering 103;

Architecture 102*, 105*, 109*, 110*, 111*, 112*, 191*, 192*, 193*, 194*

Heavy Building Emphasis: Engineering 103

Light Building Emphasis: Business 161*, 162*, 165*

Real Estate Emphasis: Business 161*, 162*, 165*

Manufacturing Option:

Core: Engineering 101; Electronics 175; Materials and Processes 146;

Machine Technology 101 or Metals 115; Mathematics 103; Chemistry 110; Business 123.

Drafting/Design Emphasis: Engineering 103, 104; Welding 117; Drafting 131*, 132*, 134*.

Electricity/Electronics Emphasis: Electronics 171*, 172*, 173*, 174*.

Metals Emphasis: Machine Technology 101*, 102*, 103*, 104*, 105*, 106*, 109*.

Transportation Emphasis: Aviation and Transportation 120*, 126*, 137*, 141*, 142*, 143*, 145*, 146*, 148*, 149*.

Wood Products Emphasis: Chemistry 105

Graphics Communications Emphasis: Printing 101*, 102*, 103*, 104*, Graphics and Design 165, 167, 168, 169.

General Education is outlined on Page 280 including :

Economics 101, 102; Physics 105, 106.

*Will meet major requirements for equivalent emphasis courses to a maximum unit value represented by those courses whose content has been covered, and/or elective credit required. The Industrial Arts and Technology Department should be contacted as early as possible for additional information.

California State University, Long Beach

Construction Option: Carpentry 151 for 5 units, plus 7 units of Architecture, or 14 units of Architecture chosen from the following: Architecture 101, 103, 105, 109-112.

Note: Maximum of 24 technical units may be transferred.

Chemistry 110, Business 161; Economics 101, Economics 111 or History 110; English 101; Mathematics 103 or Business 111 and 112; Political Science 105, 106; Physics 105, 106. Any course in Art, Music, or Theater Arts (3 units).

Electronics Option: Machine Technology 105; Electronics 171, 172, 173.

Note: Maximum of 24 units may be transferred for courses in Technical Education.

Chemistry 110; Business 161; Economics 101; Economics 111 or History 110; English 101; Mathematics 103 or Business 111 and 112; Political Science 105, 106; Physics 105, 106. Any course in Art, Music, or Theater Arts (3 units).

Manufacturing Option: Machine Technology 101; Drafting 131; Technical Electives.

Note: Maximum of 24 units may be transferred for courses in Technical Education.

Chemistry 110; Business 161; Economics 101; Economics 111 or History 110; English 101; Mathematics 103 or Business 111 and 112; Political Science 105, 106; Physics 105, 106; any course in Art, Music, or Theater Arts (3 units).

Quality Assurance Option: Business 101, 161; Chemistry 110; Economics 101; English 101; Mathematics 103 or Business 111 and 112; Philosophy 117; Physics 105-106; Economics 111 or History 110; Political Science 105-106; any course in Art, Music, or Theater Arts (3 units).

Note: Maximum of 24 technical units may be transferred, to include at least two courses (6 units) in quality assurance, Machine Technology 101, Drafting 131, technical electronics.

Additional courses may be taken in the Options: Construction — Business 101, Philosophy 117

Electronics— Business 101, Philosophy 117

Manufacturing — Business 101, Philosophy 117

All options — Economics 107

California State University, Los Angeles

Printing Management Option: Business 101, 102, 161; Economics 101, 102

Fire Protection Administration: Transfer course agreement to be worked out with California State University, Los Angeles for those transferring to the program.

Landscape Architecture

California State Polytechnic University, Pomona

Students planning to enter the Department of Landscape Architecture in the School of Environmental Design would be encouraged to include the following course work in their programs: Architecture 103, 105; Art 113, 114, 115, 116; Biology 122, 124; Chemistry 101; English 101, 102; Mathematics 101, 102; Physics 105; Psychology 101.

California Polytechnic State University, San Luis Obispo

Students planning to enter the School of Architecture and Environmental Design would be encouraged to include the following course work in their programs: Architecture 103, 105; Art 116; Biology 124; Business 111, 161; Economics 105; English 101; English 102 or Speech 101; Geology 101; History 110; Philosophy 101 or 117; Physical Science 131; Political Science 101, 106; Psychology 101; Sociology 101.

Law Hastings College of the Law, University of California

The Dean and Committees on Admissions do not require that the prospective students present credits in any special area and an examination of the background of the members of the student body would substantiate this diversity. Generally, however, it is felt that the students should endeavor to provide themselves with as broad and general an undergraduate education as possible. This not only aids the College in producing educated and cultured members of the profession but also helps the students by exposing them to more of the complex problems of our society and in providing them with a greater acuity for logical perception and in-depth analysis. It is essential that the students possess habits of precision, fluency, and economy in speaking and writing.

Applicants for the degree of juris doctor must have received a Bachelor's degree or its equivalent from a college or university of approved standing prior to commencing their studies. All applicants are required to take the

Law School Admission Test administered by the Educational Testing Service.

Applicants should write to: Law School Admission Test, Educational Testing Service, Princeton, New Jersey 08540, to obtain application forms and information about the test and the location of testing centers.

In recognition of the necessity for providing legal education to persons from disadvantaged backgrounds, the College initiated its Legal Education Opportunity Program (LEOP) in 1969. An applicant from a disadvantaged background who wishes to have his or her file evaluated for admission under LEOP should so state when making application to the College. Such applicants should indicate whether they wish to be considered under the category of Asian, Black, Native American, La Raza, or Other. Letters of recommendation are required to supplement a LEOP applicant's proof of a bachelor's degree and LSAT score. For financial aid information, see the Student Financial Aid Program section of the Hastings College catalog.

University of California at Berkeley

Experience has shown that students from diverse educational backgrounds do equally well in law school and later in practice. As a result, there is no single "pre-law" major required or even recommended. However, for those students still in a position to structure their curriculum the following are suggested: (1) Develop writing skills. Take courses in which work is edited vigorously. (2) Develop analytical skills. (3) Obtain breadth in humanities and social sciences. A good lawyer must understand the social context within which legal problems arise. (4) Acquire a general understanding of several fields with emphasis on a particular field of interest. In selecting specific courses to fulfill these recommendations, consult your undergraduate adviser.

The ability to use a typewriter is also useful to a lawyer or law student.

Students should not be deterred from pursuing the study of law merely because their undergraduate education has not been focused on a particular area. The School of Law (Boalt Hall) selects its students from a wide variety of backgrounds and training. This diversity itself enhances and enriches the legal experience of all the students.

University of California at Davis

No specific college major is required for admission to the School of Law, and there is no prescribed pre-legal program. Degrees from the Colleges of Agricultural and Environmental Sciences, Engineering, and Letters and Science are all acceptable. The individual student's college record and Law School Admission Test score must, of course, demonstrate that he or she is highly qualified for law study.

Pre-legal students should plan a course of study that will give them a broad cultural background and include intensive work for a substantial period of time in a selected field of study. Pre-legal students should develop the ability to communicate easily, persuasively, and accurately; to understand people and institutions; to gather and weigh facts; and to solve problems and

think creatively. It is most important that pre-legal students obtain mastery of the English language. They should be able to read rapidly and with comprehension and to express themselves clearly, completely, and concisely, both orally and in writing.

For additional information, see the official *Pre-Law Handbook 1977-78* edition, published in October, 1977, and prepared by the Law School Admission Test Council and the Association of American Law Schools. This book includes material on the law and lawyers, pre-law preparation, applying to Law School, and the study of law, together with individualized information on most American law schools. It may be obtained at college book stores or ordered from Educational Testing Service, Princeton, New Jersey, 08540.

University of California at Los Angeles

The School does not prescribe any fixed pre-law course, but requires the Baccalaureate Degree of all candidates for admission.

Successful study of law is more often related to an acquired habit of disciplined work with difficult intellectual problems than to the possession of any special body of facts. Certain general objectives of a pre-legal education can, however, be given. The Association of American Law Schools has stated these objectives under three broad headings: education for comprehension and expression in words, education for critical understanding of human institutions and values, and education for creative power and thinking. The skills, understanding and cultural foundation encompassed in these statements can be gained from many fields of study. The law is peculiarly a discipline where every branch of knowledge will prove useful to the student and the practitioner. The best courses for pre-law study vary with the school at which the pre-law degree is taken, and students are urged to seek local advice.

University of Southern California

There are no required pre-law courses. The Faculty recommends college courses which are intellectually challenging, which require disciplined hard work, and which offer an opportunity for seminar discussions and for research and writing. The student may find that college courses in fields such as anthropology, economics, history, philosophy, political science, psychology, and sociology are more useful to his legal career than are vocationally oriented courses.

Glendale University College of Law

Entrance into the College of Law is based on alternative plans for meeting admission requirements. Your Career Counselor can arrange an on-or-off campus interview with a Glendale College of Law Counselor to more fully explain these alternatives.

Generally, it is known that the capacity to read and comprehend rapidly, as well as speak and write clearly, is essential in the preparation to study law. A program of study that develops these pre-law skills is suggested.

Applicants are evaluated for admission on the following criteria: maturity, (Law School Admissions Test) and completion of two years of approved college course work or an Associate of Arts Degree.

Your Career Counselor is familiar with those courses at Glendale Community College which have traditionally proved helpful in the study of law at Glendale University College of Law.

Liberal Studies California State University, Long Beach

The following courses are recommended for the student who intends to major in Liberal Studies at California State University, Long Beach: English 101, 102. Two courses from: English 105, 106, 122, 123, 125, 126. Mathematics 138 or Mathematics 103 and Mathematics 104. One or two courses from: Chemistry 101, 110; Physics 105, 110; Geology 110. History 110, Political Science 101 and Political Science 106 or History 117, 118 and Political Science 106. Three courses from: Anthropology 102; Economics 101, 102; Geography 101, 102; Political Science 102, 103; Psychology 101, 110; and Sociology 101, 102. One course from History 101, 102, 103, 104, 107, 108, 109. The student who takes both History 103 and 104 will satisfy both the required course in U.S. History and Area III, Group 2. Three courses from: Art 101, 102, 113, 115; Music 120 (at least one Music and one Art course). Two courses from: Art 108; History 119, 120; Philosophy 114. Optional courses: English 103; Speech 101.

California State University, Los Angeles

Liberal Studies offers students an interdisciplinary major program in the Liberal Arts, and aims to provide a Liberal Arts foundation for pre-professional training in law, medicine, librarianship, education, various fields of public service, business, industry. Completion of general breadth requirements satisfies lower-division requirements for this major.

Multiple Subjects Credential

The Liberal Studies major holds waiver status for the M.S. credential from the California campuses for teacher preparation and licensing. When completing general breadth requirements, the following Glendale Community College courses should be taken: English 101, 102; Speech 101; Psychology 101; Political Science 101 or Political Science 101 and 106; History 117 or 118; six (6) units in art, drama, music, foreign language, or philosophy only; satisfaction of California State University and Colleges. General Education Requirement in Natural Science.

California State University, Northridge

The major in Liberal Studies is designed primarily for students seeking the multiple subject (elementary) credential, but is open to all students. The major consists of 84 units, distributed equally among the following four components: (1) English, including Speech; (2) Science and Mathematics; (3) Social Science; (4) Humanities, Fine Arts, and Foreign Languages.

The completion of the Liberal Studies major automatically satisfies the General Education requirements of the University. The U.S. Constitution and History requirement of the State Education Code must be completed, however.

In order to complete the B.A. Degree and the partial credential within four

years, students must plan their programs carefully. For this reason, students in this major are advised to consult with advisers at California State University, Northridge, including the Credentials Office of the School of Education, as early as possible.

The following Glendale Community College courses are required:

One course from: English 101, Speech 101. One course from: Chemistry 110, 141, 143; Physics 110; Physical Science 131. One course from: Geography 101, Geology 101, 105. One course from: History 101, 102, 103, 104, 106, 107, 108, 109, 110, 112, 117, 118, 119, 120. One course from: Psychology 101, Sociology 101. Also required are: Anthropology 102, Biology 122, English 102, Mathematics 138.

Electives may be taken from Political Science 101; Geography 105; History 110, 117, 118; Music 101, 120, 125, 126; Art 101, 102, 103, 106, 107, 108, 110; Physical Education 174, 179, 181, 182; and courses from the foreign languages, literature, and philosophy.

California State Polytechnic University, Pomona

Students who intend to pursue a Liberal Studies major are advised to include the following courses in their course of study: Anthropology 102 or Sociology 101; Art 116, 126, or 134; Biology 101; English 101 and 102, 105, 106, 109, 110, 121, 122, 123, or 126; History 107, 108, 109; Mathematics 138; Music 101; Philosophy 101; Physical Science 131; Psychology 101; Social Science 131 and 132; Speech 101.

Librarianship

There are five graduate library schools in California: they are located at California State University, San Jose (see below); University of Southern California; University of California at Los Angeles, and at Berkeley. Berkeley now has an officially accredited program leading to Library Services Credential.

The program at Berkeley is a graduate program offering courses leading to the MLS certificate, Ph.D. and DLS degrees, though four courses are offered to undergraduates. The program at UCLA is also primarily a graduate program offering courses leading to the MLS certificate, though two courses are offered to undergraduates. UCLA is officially accredited by the State of California for their programs leading to a Library Services Credential (School Library Media Specialist). Librarians with a Master's Degree in Library Science also qualify for service in a community college under the provisions of the Community College credential. Librarians who work in public libraries, private institutions of higher education, or in industry need no credentials. Both UCLA and UCB offer courses that partially fulfill credential requirements. However, a different type of credential called a Librarianship credential is available to the holder of a Master's Degree in Library Science.

Students should study very carefully the announcements of all five institutions, for no two have exactly the same entrance requirements, or feature the same course offerings.

In general, the broadest preparation possible is best, and it should include at least two years of modern foreign languages. See page 247.

San Jose State University

The division offers a series of graduate programs that are designed to train personnel of all types of libraries.

Students planning to qualify as school librarians in California may begin work for the Special Services Credential in School Media Librarianship to accompany an elementary or secondary teaching credential during the senior year. The 100-level courses are open to those undergraduates who, during their senior year, have completed all requirements for an academic major and have time available for elective courses. Since the major part of the professional librarianship course work will be taken during the fifth year of the credential preparation program, the student has the opportunity to develop a strong academic background during the undergraduate years. It is highly desirable that students become acquainted with as many branches of knowledge as possible. Students are expected to have competency in at least one modern foreign language. To be eligible to complete the graduate year course work for the Special Services Credential in School Media Librarianship the student must meet the requirements established for all persons entering the Master of Arts degree programs in librarianship. (See degree requirements outlined in the Graduate Bulletin).

Lib 1 and Lib 100 are service courses open to all students who wish to strengthen their background in the use of library resources.

Management Northrop University

The four-year Management Curriculum is designed to serve the needs of business and government for qualified management personnel. Students planning on continuing their education into this management curriculum can take the following courses for maximum transfer credit:

Business 101, 102, 111, 112, 122, 130, 135, 137, 138, 147, 161, 171; Chemistry 101; Economics 101, 102; English 101, 102; History 117 or 118; Physics 101; Psychology 102.

Mathematics California State University, Northridge

Mathematics 103, 104, 105; Mathematics 130 or Business 129; Physics 101 and 102; students take CSUN Mathematics 280 after transfer.

Medicine Pre-medical Studies: Four Years

Students who intend to apply for admission to a medical school and who wish to complete the requirements for a Bachelor's Degree before such admission should select a major within the College. In addition to fulfilling the requirements for the chosen major, the students are advised to ascertain and satisfy the specific requirements for medical schools to which they expect to apply.

Pre-medical Curriculum: Three Years

It is assumed that as preparation for this curriculum the student will have completed in high school the following subjects: English, three units; United

States history, one unit; Mathematics, two units; chemistry, one unit; physics, one unit; foreign language (preferably French or German), two units. If possible, the student should also complete in high school intermediate algebra, $\frac{1}{2}$ unit, and trigonometry, $\frac{1}{2}$ unit, because these courses cannot be taken in the university. It is important for the students to bear in mind that the class entering the School of Medicine is limited; in the past, there have been a great many more applicants than could be admitted. *(Pre-medical students who, upon the conclusion of their third year find themselves thus excluded from the School of Medicine, may be unable to obtain the Bachelor's Degree in the College of Letters and Science at the end of the fourth year unless they plan their programs with this contingency in mind. They should, therefore, either enter a major, selecting one with the assistance of a pre-medical advisor, at the beginning of the third year, at the same time meeting all pre-medical requirements, or include in their pre-medical program a sufficient number of appropriate courses in some major department). Provision for the completion of such a major will not prejudice the student's eligibility for admission to the School of Medicine.

*At University of California, Irvine, this does not apply.

Stanford University

The Medical College Admission Test is required of all applicants.

While Stanford does accept an occasional student who presents only three years of undergraduate work at the time of matriculation in Medical School, preference in the selection process is given to those who will obtain the Baccalaureate Degree before entering Stanford.

Biological Sciences	10 units
Biology 101, 102	
Chemistry	16 units
Chemistry 101, 102, 103, 105, 106	
Physics	8 units
Physics 101, 102, 103	
Recommended:	
English	6 units
English 101, 102	
Mathematics	20 units
Mathematics 103, 104, 105, 106	

University of California, Irvine—California College of Medicine

Applicants must have completed with satisfactory scholarship not less than ninety semester units or the equivalent number of quarter units of pre-medical work in an accredited institution of higher learning. Junior college credit is granted only to the extent admissible upon transfer to a four-year institution. The following courses are required: Chemistry 101-102, 105-106; Physics 105-106; Biology* 101-102. Additional work should apply toward the elective and general education requirements along with courses in English, comparative anatomy, genetics, and mathematics.

*One and one-half years of Biology is required, one (1) year of which must include General Biology.

University of California, Davis

Biology 101-102*
Chemistry 101-102, 105-106
English 101-102
Mathematics 103*
Physics 105-106

*Course work through integral calculus and a course in biochemistry are recommended.

University of California, Los Angeles

The following courses are required:

English 101, 102
Physics 105-106

Chemistry:

Inorganic chemistry—Chemistry 101-102

Organic chemistry—Chemistry 105-106

Quantitative chemistry—Chemistry 103

Biology 101-102

Mathematics 103 (104 is recommended)

(Biology 138, Biology 134 or Mathematics 132, Mathematics 132 or Mathematics 134 offered at UCLA or equivalent must be completed for admission. Physical chemistry is recommended).

University of California, San Francisco

Ninety semester units of college work (60 units pre-medical in lower division school) is a minimum requirement for admission to the School of Medicine. These units must include the subjects in the following list:

Biology 101, 102

Chemistry 101-102, 105

Physics 101-102-103, or 105-106

Detailed description of course requirements is available in the announcement of the School of Medicine, San Francisco.

University of Southern California

The completion of the following studies is required: Chemistry 101-102, 105-106; English 101-102; Physics 105-106; and Biology 101-102. It is recommended that additional courses be selected from the requirements in the College of Letters, Arts, and Sciences shown on page 277.

Loma Linda University

The completion of the following studies is required: Biology 101-102; Chemistry 101-102, 105-106; English 101-102; Physics 105-106; Recommended: Chemistry 107; Mathematics 103, 104, 105.

Music California State Polytechnic University, Pomona

Students who intend to pursue a Music major are advised to include the following courses in their course of study: English 101 and 102; History 118; Music 104 and 105 and 106, 107 and 108 and 109, 120 or 125 or 126, 135 or 136, 150, 160 and 161, 162, 163; two Natural Science courses; Physical Edu-

Natural Resources, School of

cation (two semester units); Political Science 105; Speech 101.

Humboldt State University

At Humboldt State University, the student may obtain a Bachelor of Science Degree in Fisheries, Forestry, Wildlife Management, Oceanography, Resource Planning and Interpretation, and Range Management. An M.S. Degree in Natural Resources is available in Watershed Management as well as all of the fields listed above.

These programs lead to employment by state, federal, or private agencies concerned with water, land, and animal research, and management.

For these majors one should carefully check the 1977-78 Humboldt State University catalog pp. 33-35 or write to the office of Admissions and Records at Humboldt for lower division requirements in physical science, biological science, and mathematics.

Note: Effective Fall 1977, minimum "C" grade will be required for each course.

Nursing—(R.N.)

Students wishing to enter a professional school of nursing should consult the catalog of the school they wish to enter.

California State University, Los Angeles

Anthropology 102, Biology 112, 120, 121; Chemistry 101-102 or 110*, Sociology 101, Home Arts 125, Psychology 101.

Students will take the lower division Nursing Courses, and Chemistry 152 at California State University, Los Angeles.

University of California at Los Angeles

Students not already admitted to UCLA must submit separate applications for admission to the University and to the School of Nursing.

Application forms for admission to the University may be obtained from the Director of Admissions, 1147 Murphy Hall, University of California, Los Angeles, California 90024. Transcripts of all school work should be submitted in duplicate to the Office of Admissions with the application.

Applications for acceptance to the School of Nursing may be obtained from the School of Nursing, Center for the Health Sciences, University of California, Los Angeles, California 90024. An additional copy of all transcripts should be submitted to the School of Nursing with the application.

Deadline for applications for admission to the University and to the School of Nursing depends upon the number of applications received. Applications are accepted after November 1 of each year.

Preparation of the Major

Completion of 21 acceptable courses of college work or 84 quarter credits is the minimum requirement for acceptance to the School of Nursing. These courses include the following listed prerequisites which must be completed by the fall of anticipated entrance. Students applying to the baccalaureate program beginning fall 1976 must complete this revised list of prerequisites.

Note: All prerequisite courses are to be taken for a letter grade.

General University Requirements	Units
Subject A	
American History and Institutions	
School of Nursing Prerequisites	
One course in English composition (English 101)	3
Chemistry 101-102	10
Physics 105*	4
Biology 101-102, 112	13
Anthropology 102	3
Psychology 101	3
Sociology 101	3
Home Arts 125	2
Electives	26-40

*Physics 105 is waived for students who have completed a one-year high school laboratory course.

University of California, San Francisco

Completion of 56 semester units of college work acceptable for transfer is a minimum requirement for admission to the School of Nursing. These units must include the subjects in the following list: Chemistry 101; Biology 120, 121; English 101, 102; Psychology 101, Sociology 101; Humanities (2 courses in the category required); Electives.

Recommended Elective Courses: ethnic studies, foreign language, cultural anthropology, microbiology, organic chemistry, American History and Institutions.

Oceanography Scripps Institution of Oceanography

Candidates for admission to the Graduate Department of the Scripps Institution of Oceanography should have a bachelor's or master's degree in one of the physical, biological, or earth sciences; in some cases a degree in mathematics or engineering science is accepted. The student's preparation should include:

1. Mathematics through differential and integral calculus—Mathematics 103-104-105-106.
2. Physics, one year with laboratory (the course should stress the fundamentals of mechanics, electricity, magnetism, optics, and thermodynamics and should use calculus in its exposition)—Physics 105-106 or 101-102.
3. Chemistry, one year with laboratory—Chemistry 101-102
4. An additional year of physics or chemistry — Chemistry 105-106 or Physics 103.
5. Biology and geology, minimum of one quarter each—Biology 101-102, Geology 105-110.
6. Preparation in at least one foreign language chosen from the following: German, Russian, a Romance language.
7. Applicants for admission are required to submit scores on the verbal and quantitative tests of the Graduate Record Examination given by the Educational Testing Service of Princeton, New Jersey.

ricular programs see: Scripps Institution of Oceanography Catalog.

Optometry**University of California, Berkeley**

The School of Optometry offers a four-year curriculum leading to the Doctor of Optometry Degree. Eligible for admission consideration are students who have completed the requirements for the Degree of Associate in Arts in the College of Letters and Science, and also the prerequisite subjects for the study of optometry with a minimum grade point average of 2.25.

The following courses are required: Chemistry 105; Economics 107 or Psychology 107; Mathematics 103-104; English 101-102; Physics 105-106; Psychology 101; Biology 101-102.

The following courses are recommended: Chemistry 106; Mathematics 104; Psychology 102.

Southern California College of Optometry

Requires 60 units for entrance including:

Chemistry 101, 102
 English 101-102
 Art, Music, Literature 3 units*
 Biology 101, 102
 Speech 8 units*
 Foreign Language 6 units*
 Mathematics 103
 Psychology 101-102
 Biology 112
 Philosophy 101*
 Physics 105-106

*Optional for Bachelor of Science Degree candidates.

Optometric Technician's Program**Southern California College of Optometry**

The following courses taken at Glendale Community College will satisfy the first year prerequisites for the Optometric Technician's Program:

Biology 122
 Business 101 or 105; Business 231 and 241;
 English 101-102; any history course; Mathematics 101
 Psychology 101; Music 120 or Art 101

Pharmacy**University of California, San Francisco**

Completion of sixty units of college work is a minimum requirement for admission to the School of Pharmacy. These units must include the subjects in the following list.

Biology 101-102*
 Chemistry 101-102, 103
 English 101-102
 Mathematics 103-104
 Physics 105-106
 Electives

*A year course in general biology of six semester units plus four semester units of vertebrate zoology, or two semesters of zoology may be substituted.

Students who have completed courses in botany may use these units to satisfy the 60 semester unit requirement for admission to the School but not to satisfy the biology requirement.

University of Southern California

Admission requires two years (60 semester units) of acceptable college work including the following courses:

Biology 101-102

Chemistry 101-102, 105-106

Economics 102

English 101-102

Mathematics 103; Mathematics 104 is strongly recommended

Physics 105-106

Psychology 101

Electives (12 units in Humanities or additional Social Sciences) with the recommendation that they be in the following:

History (All Courses)

Political Science 101, 102, 103, 104, 108, 110, 111

Psychology 101

Sociology 101

Speech 101

Physical Education**California State Polytechnic University, Pomona**

Students who intend to pursue a Physical Education major are advised to include the following courses in their course of study: Anthropology 101 or 102; Biology 120 and 121; English 101 and 102; Health 104; History 118; Philosophy 101; Physical Education 120; Physics 110; Political Science 105; Psychology 101; Sociology 101; Speech 101.

Physical Education Teacher

A student planning to become a physical education teacher should consult the write-up under "Teaching" for teacher credential requirements. While at Glendale Community College mastery of skills in a variety of physical education activities should be attained by taking at least two activity classes each semester and the following theory courses are recommended: Health 101, 104; Physical Education 120, 195; Recreation Leadership 109; Biology 120 and 121.

Physical Therapy

Physical therapists treat patients who have disabilities resulting from accidents, congenital defects, or illnesses. On referral by a physician, they (1) evaluate the capabilities of patients by various physical tests; (2) treat patients by using therapeutic exercise and physical agents; such as, heat, cold, electricity, and ultrasound; and (3) teach patients and their families appropriate home treatment and care—all with the aim of achieving the greatest possible restoration of function.

Students planning to enter the field should complete two or three years at Glendale Community College and transfer to an institution offering a Bachelor's Degree in physical therapy, or complete the work for the Bachelor's Degree and apply for admission to a Certificate or a Master's Degree program. Prerequisite courses are required.

Accredited programs are approved by the Council on Medical Education of

the American Medical Association and with the American Physical Therapy Association. Seven such programs are available in California: University of California, San Francisco; Stanford University, Palo Alto (graduate level only), Children's Hospital, Los Angeles; Loma Linda University, Loma Linda; California State University, Fresno, Long Beach and Northridge. The prerequisite courses and type and length of the curricula vary: for information, write to the Directors of the Physical Therapy Program.

Note: Students should plan to spend at least one year in the academic community at the university at which they intend to complete the work in physical therapy.*

Work experience is required in most cases.

*At University of California, San Francisco this is not necessary.

Loma Linda University

The Bachelor of Science Degree is offered in Physical Therapy. Students should complete at least one two-year pre-Physical Therapy course at Loma Linda University. It is highly recommended that students should contact the Physical Therapy Department early in the pre-Physical Therapy courses.

University of Southern California

In preparation for admission to the Department of Physical Therapy at the University of Southern California, students should complete the requirements shown for the College of Letters, Arts, and Sciences on page as well as additional requirements in Natural Sciences. Science credit must include Biology 101-102; Chemistry 101, 102, 105, 106; Physics 105, 106. Psychology 101 should be taken as one of the Social Sciences, along with two additional Psychology courses to be completed after transfer. It is highly recommended that students must obtain approval before registering for humanities and social science courses.

Physics Students planning to major in physics should follow the lower division requirements of the College of Letters and Science for colleges and universities to which they intend to transfer. In addition, the following required and recommended subjects should be included:

Required: Physics 101, 102, 103; Chemistry 101, 102; Mathematics 103, 104, 105, 106.

Recommended: A reading knowledge of German and French; Engineering 141.

California State University, Northridge

Mathematics 103, 104, 105, 106; Physics 101, 102, 103; Chemistry 101, 102.

Podiatry **California College of Podiatric Medicine, San Francisco**

The California College of Podiatric Medicine is a private, non-profit institution. The college conducts a no option program whereby the student completes the podiatric medical curriculum in four academic years.

The minimum requirements for admission to the college are successful completion of the New Medical Colleges Admissions Test (MCAT) by October

1977 to be eligible for the Fall 1978 class, and three academic years of study at an accredited college or university. The three years must consist of a minimum of 90 semester hours or 120 quarter hours of instruction which include the following:

.Biological Sciences*	16 sem. hrs. or 30 qtr. hrs. (2 years)
Chemistry (General/Inorganic)*	8 sem. hrs. or 15 qtr. hrs. (1 year)
Organic Chemistry*	8 sem. hrs. or 15 qtr. hrs. (1 year)
Physics*	8 sem. hrs. or 15 qtr. hrs. (1 year)
English	6 sem. hrs. or 8 qtr. hrs. (2 courses)
Other Liberal Arts	12 sem. hrs. or 16 qtr. hrs. (4 courses)

*including laboratory

Applicants should be aware that survey science courses are not acceptable as fulfillment of all or part of the science requirements outlined above.

Additional background in Embryology, Comparative Anatomy, Mathematics, and Public Speaking is recommended. The students may have majored in any subject — the Natural Sciences, Social Sciences, Humanities or Arts — but evidence of a balanced education as well as demonstrated interest and ability in the Natural Sciences is preferred.

A letter of evaluation is required from the Pre-Professional Advisory Committee of the college or university which the student has attended. If there is no such Committee at his pre-professional school, two faculty recommendations from science instructors must be submitted. Also at least one recommendation from a podiatrist is required.

The deadline for applying to the College is March 1, 1978 for the academic year beginning October 1978.

Political Science

Students majoring in political science should follow the program of studies outlined in the lower division requirements of the College of Letters and Science of the college or university to which they intend to transfer. See page 247.

California State Polytechnic University, Pomona

Students who intend to pursue a Political Science major are advised to include the following courses in their course of study: English 101 and 102; History 117 and 118; two Natural Science courses; Physical Education (two semester units); Political Science 102, 105.

University of California at Berkeley

Required: Political Science 101, 102.

Strongly recommended: Allied subjects in social sciences: appropriate

courses in lower division from: Anthropology 102; Economics 101-102; Geography 101-102; History, any course; Philosophy 119-120, 116, 117; Psychology 101-102 and Sociology 101-102.

Psychobiology The lower division requirements of the College of Letters and Science of the college or university to which they intend to transfer should be followed by students planning to major in Psychobiology.

University of California at Los Angeles

Required: Biology 101, 102; Chemistry 101, 102, 105; Business 129 or Mathematics 130; Mathematics 103, 104; Physics 105, 106; Psychology 101, 107.

Note: This major is an alternative to the general Psychology Major and is designed for students who plan to go on to graduate work in Psychobiology or the Health Sciences.

Psychology The lower division requirements of the College of Letters and Science of the college or university to which they intend to transfer should be followed by students planning to major in psychology.

See page 247.

California State University, Los Angeles

Required: Psychology 101.

Required support courses:

A: Select one from: Chemistry 101 or 102; Physics 105 or 106

B: Select one from: Biology 101, 120, 121

C: Select one from the following or an additional course from "A" or "B" above: Anthropology 101, 102; Philosophy 117

Recommended: Foreign language (8 units).

California State University, Northridge

Required: Psychology 101, 107. Students take Psychology 250 at CSUN after transfer.

Recommended: Biology, Mathematics, Philosophy, Social Science.

University of California at Los Angeles

Required: Psychology 101, 107; Biology 101; a course in Physics and Chemistry (Physics 105, or 110 and Chemistry 101 or 110); Mathematics 103, 104; Anthropology 101; Business 129 or Mathematics 130.

Note: The major in psychology or sociology is highly desirable in preparation for graduate study in social work or para-professional work in the field of health.

Public Health **School of Public Health, University of California, Los Angeles**

The School of Public Health offers undergraduate instruction leading to the Bachelor of Science degree as well as graduate instruction leading to the Master of Science, Master of Public Health, Doctor of Philosophy, and Doctor of Public Health degrees. Public Health is a broad, multidisciplinary field of study directed toward the understanding and control of factors affecting the health of populations. Public Health relies heavily on research methods

to identify important health relationships and uses the community or social approach to the problems of health and disease in their preventive or therapeutic aspects. The concerns of public health cut across national boundaries, and include the functions of both voluntary and governmental agencies and of research and teaching institutions.

Students may prepare themselves for careers in such basic specialties as epidemiology, biostatistics, nutritional sciences and environmental health. They may also prepare themselves for the newer challenges of community well-being such as the operation of hospitals, the health education of the public, organization of medical care, community health services administration, behavioral sciences in public health, family planning, and international health.

Recreation California State Polytechnic University, Pomona

Students who intend to pursue a Recreation major are advised to include the following courses in their course of study: Anthropology 102; English 101 and 102; History 117 and 118; two Natural Science courses; Physical Education (two semester units); Psychology 101; Sociology 101.

Social Services California State Polytechnic University, Pomona

Students who intend to pursue a Social Services major are advised to include the following courses in their course of study: Anthropology 102; Economics 101 and 102; English 101 and 102; History 118; two Natural Science courses; Physical Education (two semester units); Political Science 105; Psychology 101; Sociology 101 and 102.

Speech A curriculum designed to train students in the speech arts for the areas of public speaking, group discussion, radio, and television. Recommended courses for students who plan to pursue a speech major should include: Speech 101-102; Theater Arts 103; Fundamentals of Oral Interpretation; and speech for radio and television.

Teaching A credential of the proper type is necessary for teaching in the public schools of the various states. Students planning to become teachers in California must complete the requirements for the type of credential which they expect to use. The Ryan Act passed by the California State Legislature in 1970, details credential regulations; the implementation of this law is the responsibility of the Commission on Teacher Preparation and Licensing in conjunction with those colleges and universities which have approved programs for the various California credentials.

Specialization in Elementary and Secondary teaching requires a B.A. degree, a fifth year consisting of 30 semester units of upper division or graduate work, and specific preparation in general education and professional education. Students who are interested in a teaching career in California should consult the requirements of the teacher training institution of their choice.

Specialization in Community College teaching requires a Master's Degree, Doctor's Degree or other postgraduate degree requiring not less than five years of college or university education. This preparation can be in most

areas other than professional education.

Students enrolled in the Human Services Aide Program at Glendale Community College should consult their counselor regarding transfer courses and lower division major requirements.

California State University, Los Angeles

Multiple Subject Teaching Credential

To obtain the Multiple Subjects Teaching Credential students may major in any one of the following approved programs at California State University, Los Angeles: Liberal Studies, Child Development, American Studies, Mexican American Studies, or Pan African Studies. Students should also contact the School of Education at California State University, Los Angeles in reference to the professional education courses required for the credential.

Pacific Oaks College, Teaching Preschool and Elementary School

This career requires as much interest in children themselves as in curriculum content. Preparation for teaching children includes (1) psychology, sociology, anthropology and biology content which builds understanding of human development and (2) broad knowledge of the humanities and sciences. Pacific Oaks specializes in preparation for infancy through the 6th grade.

Pacific Oaks curriculum prepares for teaching in a wide variety of programs including Day Care, Head Start and elementary school and also for advanced study leading to such careers as parent education leadership, child welfare work, research, child development laboratory and community college teaching, and early childhood administration and supervision.

A student may enroll in a program leading to a California State Multiple Subjects Teaching Credential, which authorizes teaching in preschool through 12th grade in self-contained classrooms. To get a preliminary credential, students in this program must complete a B.A. with either (a) a Diversified Major or (b) a Human Development major and pass a State exam. The professional preparation may be included as part of the B.A. program or completed in a 5th year post-baccalaureate program.

Completion of the recommended transfer program for Pacific Oaks College (see page 253) will also meet minimum requirements for the State permit for employment in Children's Centers, if the following electives are included: Family and Consumer Studies 135, 140, 142.

Veterinary Medicine

Veterinary medicine is the science and art that deals with the prevention, control, cure and alleviation of animal diseases and the prevention of the spreading of diseases from animals to man. Modern veterinary medicine is a profession that offers increasing opportunities for interesting and challenging careers.

The School of Veterinary Medicine offers a four-year curriculum leading to the Degree of Doctor of Veterinary Medicine. This training provides the technical knowledge necessary for work in veterinary practice, animal care

and disease control, food quality control, and industrial veterinary medicine. Further specialization provides additional opportunities in teaching, biomedical research, and public health.

Nearly two-thirds of all veterinarians enter private practice. Many veterinarians are employed by the federal, state, and municipal governments. Veterinarians also hold positions in the United States Army and Air Force and in many areas of national defense, such as nuclear energy, atomic aircraft and rocketry, and space exploration. There are also many opportunities for teaching and research in schools, colleges, and medical research programs. Manufacturers of drugs and biological products, such as vaccines and animal feeds, and many other industries employ veterinarians.

The demand for graduate veterinarians far exceeds the supply. In the United States today many hundreds of additional veterinarians could be immediately placed in well-paying jobs.

Recent national surveys and projected needs indicate a growing demand for the professional services unique to the veterinarian. Despite expansion of existing schools of veterinary medicine, an essential deficit of graduate veterinarians will continue for many years.

A minimum of seven years of college is necessary to complete the requirements for the Degree, Doctor of Veterinary Medicine, however, for the past several years the D.V.M. graduates have averaged eight or more years of college.

The first step which must be completed is called the pre-veterinary medical curriculum. This consists of a series of required courses most of which can be completed in two years at the Glendale Community College. Additional required pre-professional work may be taken in any accredited university or four-year college. Following completion of the pre-professional medical curriculum the student applies for admission to the School of Veterinary Medicine. If they are accepted, they then begin the four-year professional curriculum in veterinary medicine. The Degree, Doctor of Veterinary Medicine, is awarded after successful completion of the four-year professional curriculum.

With the exception of vertebrate embryology, biochemistry, systemic physiology, and genetics the pre-professional medical curriculum may be completed at Glendale Community College. The following courses are required: Chemistry 101-102, 105; Physics 105-106; Biology 101-102; Economics 107; English 101 plus English 102 or Speech 101. To complete the required 60 units students should select courses in the social sciences, humanities or biological sciences which will best prepare them for a Baccalaureate Degree after transfer to a four-year institution. Students will not be admitted to the School of Veterinary Medicine with less than three years of pre-professional work. The Aptitude Test and the Advanced Test in Biology of the Graduate Record Examination are required of all applicants.

Courses are listed in numerical order under department headings, which are in alphabetical order.

Each course is listed by number with the course title, the number of units and the number of hours of lecture and laboratory instruction per week. Preceding each description are listed the prerequisites of the course.

Whenever 'equivalent' is listed as an alternative prerequisite, it is understood to indicate knowledge and/or skills learned through personal experience, education, and/or training equivalent to listed prerequisite courses. The criteria for such equivalency are established by each instructional discipline to ascertain whether there has been sufficient mastery of the content of the academic prerequisite.

Whether or not all courses described will be offered during the present academic year will depend on the student enrollment.

148—INTERNATIONAL FIELD STUDY 1-6 UNITS

Prerequisite: None.

Note: Approval of program and units of credit attempted must be obtained from the Dean of Instruction prior to foreign travel.

Provides units of credit for travel and study in foreign countries at the student's own expense in programs provided by agencies approved in advance by the College and under the direction of a Glendale Community College instructor. (The agency must be bonded or maintain a trust account.)

One unit of elective credit to be offered for each six days of foreign travel and study, up to a maximum of six units.

Lecture: Hours to be arranged.

Laboratory: Hours to be arranged.

198—DEVELOPMENTAL STUDIES 14½ UNITS

The Developmental Studies Program offers a diagnostic, prescriptive program dealing with the problems associated with low academic performance of college students.

This Program offers students who have just completed high school and who have changed their attitude toward advanced education, an opportunity to overcome their scholastic weaknesses and set up realistic goals which may be attainable in line with their interest, aptitude and ability.

The Program has been developed to assist students who have personal inadequacies such as: lack of goals, inappropriate educational plans, lack of effective study habits, emotional disturbances, cultural deprivation and general inability to realize their academic or vocational potential. Students enrolling in the Developmental Studies Program, which meets 8-11 a.m. daily, will carry fourteen and one-half units, including the following courses:

English 198—Reading Fiction, 2 units
 English 199—Basic Communications, 6 units
 Guidance 193—Psychology of Adjustment, 3 units
 Guidance 195—Occupational Planning, 1 unit
 Physical Education Activity, ½ unit
 Mathematics 150—Basic Mathematics, 2 units

In addition to the above described Program, a student may enroll in one other two unit class.

150—COLLOQUIA 1-3 UNITS

Prerequisite: English 101. Outstanding student performance and permission of instructor.

Note: 15 hours minimum of Colloquia per unit of credit.

Glendale Community College may make available in the curriculum of each division, lower division units of study known as colloquia. The purposes of a colloquium are to broaden a student's general education, to provide a means for a specific study in depth, to offer areas of study of meaningful interest to the student, to stimulate serious thought, and to encourage greater student-faculty relationships. Emphasis shall be on discussion and analysis based on subjects, issues, or ideas of continuing importance or lasting significance.

148—NATIONAL FIELD STUDY 1-6 UNITS

Prerequisite: Approval of program and units of credit attempted must be obtained from the Dean of Instruction prior to the domestic travel.

One unit of elective credit to be offered for six days of supervised travel and study up to a maximum of six units for 36 days, under the direction of a credentialed instructor.

TELEVISION COURSES

A few courses are available by television and are listed below. Television courses are not available each semester, but will be listed in the Schedule of Classes when they are offered.

- Allied Health 225 (See page 118.)
- Art 201 (See page 129.)
- Business 131 (See page 144.)
- Business 142 (See page 146.)
- Business 150 (See page 147.)
- Business 154 (See page 149.)
- Economics 115 (See page 161.)
- English 115 (See page 166.)
- Family and Consumer Studies (See page 169.)
- Geology/Astronomy 115 (See page 178.)
- History 115 (See page 184.)
- History 160 (See page 187.)
- Home Arts 155 (See page 191.)
- Home Arts 160 (See page 191.)
- Physical Education 292 (See page 225.)
- Psychology 133 (See page 231.)
- Psychology 135 (See page 231.)
- Real Estate 102 (See page 232.)
- Social Science 150 (See page 236.)
- Social Science 155 (See page 236.)
- Social Science 160 (See page 236.)

OPEN ENROLLMENT

Unless specifically exempted by statute, every course, course section, or class for which average daily attendance is to be reported for state aid shall be open for enrollment and participation by any person who has been admitted to the College and who meets the prerequisites of such courses.

ACCOUNTING

PRINCIPLES OF ACCOUNTING

See Business 101, 102

BOOKKEEPING

See Business 105, 106

BUSINESS DATA PROCESSING

See Business 122, 124, 127, 128, 129, 130, 135, 137, 138.

ADMINISTRATION OF JUSTICE

(Formerly Police Science)

Classes in Administration of Justice are offered in the Extended Day program for students interested in preparing for careers in a wide variety of fields related to law enforcement and judicial procedures. Since many of the students taking the courses are employed on shifts which change from time to time, identical afternoon and evening classes are scheduled for many of the courses. A Certificate of Completion may be earned.

101—INTRODUCTION TO THE ADMINISTRATION OF JUSTICE **3 UNITS**
(Formerly Police Science 101)

Prerequisite: None

Administration of Justice 101 covers the history and philosophy of administration of justice in America; recapitulation of the system; identification of the various sub-systems, role expectations, and their interrelationships; theories of crime, punishment, and rehabilitation; ethics, education, and training for professionalism in the system.

Lecture 3 hours.

103—CONCEPTS OF CRIMINAL LAW I **3 UNITS**
(Formerly Police Science 103)

Prerequisite: Administration of Justice 101 should precede or be taken concurrently, or Sociology 101, or equivalent.

Administration of Justice 103 teaches the historical development, philosophy of law, and constitutional provisions; definitions, classifications of crime and their application to the system of administration of justice; legal research, study of case law, methodology, and concepts of law as a social force.

Lecture 3 hours.

104—CONCEPTS OF CRIMINAL LAW II **3 UNITS**
(Formerly Police Science 104)

Prerequisite: Administration of Justice 101 should precede or be taken concurrently, or Sociology 101, or equivalent.

Administration of Justice 104 presents the development and structure as well as the definition of the most frequently used statutes of the Penal Code, Health and Safety Code, and other codes. An in-depth study of case law relating to the various statutes is made.

Lecture 3 hours.

106—LAW ENFORCEMENT IN URBAN AMERICA 3 UNITS
(Formerly Police Science 106)

Prerequisite: None.

Intended for the general public, this historical overview is not recommended for police officers. Covers the evolution of justice and law enforcement as a means of achieving social harmony. An analysis of the different police systems that have resulted in the development of today's police organization. An examination of the present police system, its organization, functions, and problems. The nature of crime and social disorder and prospects for the future in American Law Enforcement. In-depth analysis of the relationships and responsibilities between a police agency and the public it serves.

Lecture 3 hours.

107—COMMUNITY RELATIONS 3 UNITS
(Formerly Police Science 107)

Prerequisite: None

In-depth exploration of the roles of administration of justice practitioners and their agencies. Through interaction and study, the student will become aware of the interrelationships and role expectations among the various agencies and the public. Principal emphasis is placed upon the professional image of the system of administration of justice and the development of positive relationships between members of the system and the public.

Lecture 3 hours.

108—POLICE PATROL PROCEDURES 3 UNITS
(Formerly Police Science 108)

Prerequisite: Administration of Justice 101 should precede or be taken concurrently, or equivalent.

Designed to develop basic understandings and a reasonable degree of skill with reference to the follow-

ing problems and practices: responsibilities, powers, and duties of the uniformed and patrol officer; patrol procedure; foot patrol, vehicle patrol and observation; field interrogation, pedestrians, vehicles; preliminary handling of field problems; stakeouts; arrest and transportation of prisoners; booking of property; marking and handling of evidence; report writing; civil disputes; special events; controlling crowds, and how to handle riots.

Lecture 3 hours.

110—PRINCIPLES AND PROCEDURES OF THE JUSTICE SYSTEM 3 UNITS
(Formerly Police Science 110)

Prerequisite: Administration of Justice 101 should precede or be taken concurrently, or equivalent.

Administration of Justice 110 presents an in-depth study of the role and responsibilities of each segment within the administration of justice system: Law enforcement, judicial, corrections. A past, present, and future exposure to each sub-system procedures from initial entry to final disposition and the relationship each segment maintains with its system members.

Lecture 3 hours.

112—CALIFORNIA VEHICLE CODE 3 UNITS
(Formerly Police Science 112)

Prerequisite: None.

A study of the Vehicle Code of the State of California as it pertains to Law Enforcement Officers and discussions of leading court cases. Covers Vehicle Code definitions, organization of the DMV and CHP. Also registration and licensing, financial responsibility and laws regulating the operation of garages, repair shops, service stations, and driving schools. Study of the "Rules of the Road" covering all moving vehicle violations, parking, pedestrian, and equipment violations.

Lecture 3 hours.

114—TRAFFIC CONTROL 3 UNITS
(Formerly Police Science 114)

Prerequisite: Administration of Justice 101 should precede or be taken concurrently, or equivalent.

1979-80 CATALOG ADDENDUM/LAST SECTION

114 ADMINISTRATION OF JUSTICE

A study of the principles and practices of accident investigation including the purposes of investigation, selective enforcement procedure and data use, hit-and-run accidents, determination of speed from skid marks, the nature and use of the intoxication testing devices, and field practice in actual cases.

Lecture 3 hours.

116—CRIMINAL INVESTIGATION 3 UNITS (Formerly Police Science 116)

Prerequisite: Administration of Justice 101 should precede or be taken concurrently, or equivalent.

Fundamentals of investigation; crime scene search and recording; collection and preservation of physical evidence; scientific aids; modus operandi; sources of information; interviews and interrogation; follow-up and case preparation.

Lecture 3 hours.

117—CRISIS INTERVENTION 2 UNITS

Prerequisite: Administration of Justice 116 or equivalent.

Administration of Justice 117 is designed to provide those skills and understanding necessary to deal effectively with disputes between landlord and tenant, members of a family, and acquaintances. The course also addresses day-to-day problems that arise in domestic situations.

Lecture 3 hours.

118—JUVENILE PROCEDURES 3 UNITS (Formerly Police Science 118)

Prerequisite: Administration of Justice 101 should precede or be taken concurrently, or Sociology 101, or equivalent.

The organization, functions, and jurisdiction of juvenile agencies; the processing and detention of juveniles; juvenile case disposition; juvenile statutes and court procedures.

Lecture 3 hours.

120—LEGAL ASPECTS OF EVIDENCE 3 UNITS (Formerly Police Science 120)

Prerequisite: Administration of Justice 101 should precede or be taken concurrently, or equivalent.

Administration of Justice 120 is concerning the origin, development, philosophy, and constitutional and procedural considerations affecting arrest, search, and seizure; kinds and degrees of evidence and rules governing admissibility; judicial decisions interpreting individual rights and case studies.

Lecture 3 hours.

122—POLICE CIVIL LAW 3 UNITS (Formerly Police Science 122)

Prerequisite: Administration of Justice 101 should precede or be taken concurrently, or equivalent.

Designed for peace officers, security personnel, probationary personnel, and youth authority personnel, this course surveys the fundamentals of the law of contracts, torts, and personal property, including liens, landlord, and tenant. Emphasis is placed upon legal reasoning and analysis through a study of court decisions.

Lecture 3 hours.

124—PHYSICAL ASPECTS OF ARREST 3 UNITS (Formerly Police Science 124)

Prerequisite: Administration of Justice 101, and six other units in Administration of Justice courses, or equivalent.

Administration of Justice 124 is a course to help students learn methods and techniques of self-defense, disarmament, use of the baton, civil disturbance formations, and the use of tear gas. Also taught are the techniques on how to interview suspects and witnesses, how to stop and search automobiles, how to apprehend prowlers, and the important points on how to make misdemeanor and felony arrests.

Lecture 3 hours.

126—ASPECTS OF LEGAL FORCE 1 UNIT
(Formerly Police Science 126)

Prerequisite: Satisfactory completion of 12 units of Administration of Justice courses.

The moral aspects, legal provisions, safety precautions and restrictions covering the use of firearms; firing of sidearms and shotguns.

Lecture 2 hours. (9 weeks)

129—NARCOTICS AND DRUGS 3 UNITS
(Formerly Police Science 129)

Prerequisite: Administration of Justice 101 should precede or be taken concurrently.

Designed to give all levels of law enforcement officers a fundamental understanding of narcotic addiction and the effects of hypnotic drugs as these factors are involved in the daily routine of police work. The principles of detecting and investigating narcotic offenders.

Lecture 3 hours.

130—POLICE SUPERVISION 3 UNITS
(Formerly Police Science 130)

Prerequisite: Administration of Justice 101, or equivalent.

Designed to provide an overview of the basic concepts, problems, issues, and concerns of today's modern police supervision, this is an introductory study of the complex and expansive field of police supervision. Three major divisions of police supervision will be examined and specifically evaluated: the preparation of the individual officer or sergeant for future promotional examinations, the current major police supervision principles and various dominant supervision ideologies within modern police organizations, and a concentration on proven techniques and skills required in the practice of sound supervision in police service.

Lecture 3 hours.

132—ADMINISTRATION OF JUSTICE 3 UNITS
POLICE MANAGEMENT

Prerequisite: Three Administration of Justice courses or equivalent.

Designed to provide the student with an introductory multidimensional approach to the structure and functions of effective first level police management theory and practice. Traces the three broad fields of public per-

sonnel and bureaucratic management as they apply to police personnel. Special explorations conducted into the lieutenant level of police personnel and organizational management.

Lecture 3 hours.

134—REPORT WRITING 3 UNITS
(Formerly Police Science 134)

Prerequisite: None.

A survey of report writing and Records and Identification Bureaus. A study to aid the police officer to analyze what he sees, and to make a permanent and coherent record of facts to be used in criminal prosecution and administration procedures.

Lecture 3 hours.

136—INTERROGATION AND LIE 3 UNITS
DETECTION
(Formerly Police Science 136)

Prerequisite: Administration of Justice 101 should precede or be taken concurrently, or equivalent.

Principles and psychology in interviews and interrogation. Methods of handling victims, witnesses, informants, and suspects. Information evaluation. Civilian interview versus police interrogation. Rules of evidence regarding court acceptance of confessions, admissions, *res gestae*. Study of mechanical truth devices, truth serums, types of approaches, interview preparation.

Lecture 3 hours.

ALLIED HEALTH

(Formerly Vocational Nursing)

Credit for all course work is granted by the College and is recorded on the official transcript; however, approximately 20 to 23 hours per week are scheduled in clinical areas of local hospitals.

101—NURSING FUNDAMENTALS 5 UNITS
(Formerly Vocational Nursing 101)

Prerequisite: Acceptable Pre-registration Examination scores. Chemistry 115 must be taken concurrently.

Note: Concurrent enrollment in Allied Health 103, 105, 107.

1979-80 CATALOG ADDENDUM/LAST SECTION

116 ALLIED HEALTH

Allied Health 101 is a study leading to the understanding of psychological and physiological aspects which are common to all conditions of illness. Emphasis is placed on interpersonal, technical, and motor skills required for competency of a specific nursing task inventory.

Lecture-laboratory 3 hours, 24 clinical hours.

103—PHARMACOLOGY FOR NURSES 3 UNITS (Formerly Vocational Nursing 103)

Prerequisite: A satisfactory score on the Mathematics Proficiency Examination. Chemistry 115 must be taken concurrently.

Note: Concurrent enrollment in Allied Health 101, 105, 107.

Allied Health 103 is a study leading to mastery of computational skills for the solution and dosages of drugs. Knowledge of federal and state regulation of drugs, their classifications, desired effects, contraindications, and toxic effects for safe administering of medications by all routes except intravenous.

Lecture 3 hours, 44 clinical hours individually supervised followed by total patient care.

105—LIFE SCIENCES FOR HEALTH 2 UNITS TECHNOLOGY I (Formerly Vocational Nursing 105)

Prerequisite: Satisfactory score on Pre-registration Examinations. Chemistry 115 must be taken concurrently.

Note: Concurrent enrollment in Allied Health 101, 103, 107.

Allied Health 105 is a study leading to the understanding of basic concepts in physical sciences and the normal anatomical and physiological functioning of the human body. Application of broad general principles in caring for medical and surgical patients of all ages is stressed.

Lecture 2 hours.

107—MEDICAL AND SURGICAL 5 UNITS NURSING I (Formerly Vocational Nursing 107)

Prerequisite: Acceptance into the course. Chemistry 115 must be taken concurrently.

Note: Concurrent enrollment in Allied Health 101, 103, 105.

Allied Health 107 is a study of pathological conditions of the human body which are amenable to medical and surgical correction in all age groups. The course includes the study and mastery of a task inventory of nursing procedures that are unique to specific body systems.

Lecture 2 hours, 24 clinical hours.

110—LIFE SCIENCES FOR HEALTH 2 UNITS TECHNOLOGY II (Formerly Vocational Nursing 110)

Prerequisite: Successful completion of Allied Health 105.

Allied Health 110 is a study of the normal anatomical and physiological functioning of the human body. The study will include those systems not covered in Allied Health 105.

Lecture 2 hours.

112—MEDICAL AND SURGICAL 6 UNITS NURSING II (Formerly Vocational Nursing 112)

Prerequisite: Successful completion of Allied Health 107.

Allied Health 112 is an intermediate study of pathological conditions of the human body amenable to medical and surgical correction. The course includes the study and mastery of a task inventory of nursing procedures that are unique to specific systems.

Lecture 2 hours, 24 clinical hours.

114—OBSTETRICS AND CARE OF 3 UNITS THE NEWBORN (Formerly Vocational Nursing 114)

Prerequisite: Completion of Semester I and registration in Allied Health 110, 112, 116, 118, 120.

Allied Health 114 is a study leading to the understanding of the reproductive process with emphasis on the normal birth process, post partum care of the mother, and care of the newborn and the premature infant. Study of complications that threaten maternal and fetal mortality and psychological adjustments in family life is included.

Lecture 3 hours, 24 clinical hours.

116—INTRODUCTORY PEDIATRICS 3 UNITS
(Formerly Vocational Nursing 116)

Prerequisite: Completion of Semester I and registration in Allied Health 110, 112, 114, 118, 120.

Allied Health 116 is a study to understand the normal developmental process from infancy to adolescence; knowledge of common pathological childhood conditions with emphasis on contagious diseases and their control. Study of psychological problems that are common to adaptive and maladaptive behavior in the child.

Lecture 3 hours, 24 clinical hours.

118—BASIC NUTRITION 1 UNIT
(Formerly Vocational Nursing 118)

Prerequisite: Completion of Semester I and registration in Allied Health 110, 112, 114, 116, 120.

Allied Health 118 is the study leading to the understanding of basic nutritional requirements for health, and dietary modifications indicated for medical and surgical conditions. Survey of metabolic disturbances and corrective approaches is included.

Lecture 2 hours.

120—COMMUNITY HEALTH 1 UNIT
(Formerly Vocational Nursing 120)

Prerequisite: Completion of Semester I and registration in Allied Health 110, 112, 114, 116, 118.

Allied Health 120 is a study of federal, state, county, and volunteer agencies that regulate and maintain optimal health conditions in the community.

Lecture 2 hours.

130—MEDICAL AND SURGICAL NURSING III 7 UNITS
(Formerly Vocational Nursing 130)

Prerequisite: Completion of Semester I and Semester II and registration in Allied Health 132, 134.

Allied Health 130 is an integrated study of patients with more complex medical and surgical problems in total patient care which includes administration of medications. The nursing problem approach is introduced for care of patients in intensive care units.

Lecture 3 hours, 26 clinical hours.

132—LEGAL AND ETHICAL ASPECTS OF NURSING 1 UNIT
(Formerly Vocational Nursing 132)

Prerequisite: Completion of both semesters and registration in Allied Health 130, 134.

Allied Health 132 is a study of legal implications involved with licensure to perform a nursing service for the public and ethical considerations of professional conduct.

Lecture 2 hours.

134—MENTAL HEALTH AND EMOTIONAL ILLNESS 2 UNITS
(Formerly Vocational Nursing 134)

Prerequisite: Completion of Semester I and Semester II and registration in Allied Health 130, 132.

Allied Health 134 is a study leading to the understanding of adaptive and maladaptive behavior in intrapersonal and interpersonal relationships, and the knowledge necessary for caring for emotional disturbances in patients of all ages.

Lecture 2 hours.

201—DIALYSIS ASSISTANT (See Note)

Prerequisite: High school graduate with one year's experience in medical field as an aide, technician, or corpsman, or consent of the instructor or equivalent.

Note: Varied units are available for students taking Allied Health 201 on the basis of one unit for 16 lecture hours.

Acquisition of cognitive and motor skills necessary to function as an assistant in hemodialysis in the hospital, limited care, and self-care dialysis units. Personnel could be utilized in home dialysis training and as a liaison between home dialysis patient and renal centers to which they are affiliated.

Lecture 9 hours, 21 clinical hours.

205—PHARMACOLOGY 3 UNITS

Prerequisite: Allied Health 103 or equivalent.

Allied Health 205 embraces the knowledge of the source, physical and chemical properties, compounding, physiological actions, absorption, fate and excretion,

1979-80 CATALOG ADDENDUM/LAST SECTION

118 ALLIED HEALTH/ANTHROPOLOGY

and therapeutic uses of drugs. The course is designed to update pharmacological information for all nursing personnel. Allied Health 205 is a state-approved course for continuing education.

Lecture 3 hours.

210—CARDIAC MONITORING 3 UNITS

Prerequisite: Allied Health 130 — Medical and Surgical Nursing III, or equivalent.

Note: During the course, there will be 9 hours of clinical experience arranged.

The course presents appropriate aspects of anatomy, physiology, disease processes, and treatment. The main emphasis is on the normal and abnormal rhythms of the heart as well as their effect on the patient and the nurse's role in evaluation and treatment.

Lecture 3 hours.

215—FLUID AND ELECTROLYTE BALANCE 1½ UNITS

Prerequisite: Allied Health 130 — Medical and Surgical Nursing III, or equivalent.

Allied Health 215 is a course to review the homeostasis of fluid in the body, to gain understanding of the body defenses which help maintain a total fluid volume, and to correlate a comparison of body fluids to body compartments.

Lecture 3 hours (10 weeks).

220—INFECTION CONTROL IN THE HOSPITAL 1½ UNITS

Prerequisite: Allied Health 130 — Medical and Surgical Nursing III, or equivalent.

Allied Health 220 is a review of basic microbiology and a current up-date of procedural precautions to minimize the incidence of nosocomial infections.

Lecture 3 hours (10 weeks).

225—NEW DIRECTIONS IN COMMUNITY CARE—TV ONLY 2 UNITS

Prerequisite: None.

A two-part instructional television course. Part I (16 one-half hours) addresses health care administration in the State's community care facilities serving residents

having mental and/or developmental disabilities. Emphasis is on planning and problem solving in areas of initial and on-going assessment of residents' hygiene, nutrition, medication, emergencies, activity programs, and the human rights of administrators and residents. Part II (10 one-half hours) addresses health care administration with specific content in the problems and concerns in caring for the developmentally disabled in a community care facility. Topics include developing the potential of a disabled resident, teaching of self-help skills, safety and mobility, interpersonal and social relationships in the community, recreation, sex education, transition to independent living, and supporting roles of major government and community agencies.

250—CHILDREN'S ATTENDANT 3 UNITS

Prerequisite: None.

This course is designed to provide the training necessary for those performing as a children's attendant in a Development Center for the Handicapped. Areas of Training include how to feed and handle severely handicapped children; first aid and emergency procedures; behavior modification and group supervision; house-keeping responsibilities.

Lecture 2 hours, 3 hours laboratory in Development Center for the Handicapped (DCH).

ANATOMY
See Biology 120.

ANTHROPOLOGY

101—PHYSICAL ANTHROPOLOGY 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination, or a "B" average in United States History and Government courses in high school, or 12 units of college courses with a "C" average.

Studies human genetics; relation of man to animal world; human evolution; fossil men; racial differentiation; classification and distribution.

Lecture 3 hours.

102—GENERAL ANTHROPOLOGY CULTURAL 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination,

or a "B" average in United States History and Government courses in high school, or 12 units of college courses with a "C" average.

Studies the origin and development of cultures including material traits, social organization, political, religious, communication, family and kinship systems, emphasizing contemporary primitives.

Lecture 3 hours.

103—ARCHAEOLOGY 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination, or a "B" average in United States History and Government courses in high school, or 12 units of college courses with a "C" average.

A general course in archaeology for beginning students. A sampling of the material covered would include: archaeology as a profession; methods of locating archaeological sites; digging sites correctly; preservation and restoration of artifacts; a history of classical digs as Pompeii, Masada, "Atlantis," etc.; methods of determining time, as Carbon-14, potassium-argon, dendrochronology, etc.; the Pleistocene Period; discovering fossil man; work of DuBois, Dart, the Leakeys; primitive man in the Paleolithic, Mesolithic and Neolithic cultures; beginning of agriculture; domestication of animals; rise of the city. American archaeology: the Mound Builders; Folsom and Clovis Man; Aztec, Inca, and Maya civilizations. Underwater Archaeology.

Lecture 3 hours.

ARCHITECTURE

101—DRAFTING AND BASIC DESIGN 4 UNITS

Prerequisite: None.

Note: Required for architecture majors who have not had at least one year of architectural drafting in high school. Recommended for art majors.

The fundamentals of drafting prerequisite to work in art and architecture; architectural symbols and conventions; plan and working drawings and building code requirements for a small home; scale detailing, framing and study of dimensioning, model building.

Lecture 3 hours, laboratory 3 hours.

102—ARCHITECTURAL DRAFTING AND DESIGN 4 UNITS

Prerequisite: Architecture 101.

Note: A student may not receive credit for both Architecture 102 and Architecture 109.

A discussion of the residence and its design with emphasis on the one-story dwelling. Discussion of modern trends. Scale detailing, framing and blueprint reading. The application of building codes to such construction. Course includes the study of dimensions and spacing of members; modular framing and modern practices; also a study of heating, insulation, acoustics and sound-proofing, plumbing, wiring, orientation, etc.

Lecture 3 hours, laboratory 3 hours.

103—DESCRIPTIVE GEOMETRY 3 UNITS

Prerequisite: One year of architectural or mechanical drawing in high school, or Architecture 101, or Engineering 101 taken in college.

Note: Required for architecture majors. This course may not be taken for credit by students who have completed Engineering 103.

An applied science treating of graphic representation of lines, planes, surfaces, and solids. Architectural applications are used for subject matter. Simple shades and shadows.

Lecture 2 hours, laboratory 4 hours.

105—PERSPECTIVE GRAPHICS 4 UNITS

Prerequisite: Architecture 103 and Art 113, and Art 116 and Art 117 (Art 117 may be taken concurrently).

Note: Required for architecture majors.

A course in technical perspective. Drawing of various architectural subjects and their shadows, rendering in various media, sketching in of people and landscape background and foreground.

Lecture 3 hours, laboratory 3 hours.

109—ARCHITECTURAL DESIGN 4 UNITS

Prerequisite: Architecture 101 and Architecture 105. (May be taken concurrently.)

1979-80 CATALOG ADDENDUM/LAST SECTION

120 ARCHITECTURE

A discussion of the apartment building and orientation to building site and its design with emphasis on the two-story building. Discussion of modern trends. Scale detailing, and framing. The application of fundamentals of design, building codes to such construction. The course includes the study of dimensions and spacing of members; modular framing and modern practice; also, a study of heating, insulation, acoustics and soundproofing, plumbing, wiring, and the application of building materials, and model building, including presentation media. Emphasis is on the application of the process of design fundamentals.

Lecture 4 hours, laboratory 4 hours.

110—ARCHITECTURAL DESIGN 4 UNITS

Prerequisite: Art 113, and Architecture 109.

Study of commercial architecture, its planning and design with emphasis on design sketching and further application of the design fundamentals for a small commercial building of concrete block construction. Discussion of modern trends. Designing plans, elevations, and details. The application of current building codes. Modular framing and modern practice are discussed and applied, including the cantilevered beam. Further study of heating, insulation, acoustics, plumbing, electrical wiring, and model building, application of and emphasis of the design process fundamentals.

Lecture 4 hours, laboratory 4 hours.

111—ADVANCED ARCHITECTURAL DESIGN 4 UNITS

Prerequisite: Architecture 110.

Emphasis on the advanced application of the fundamentals of the design process. Planning and detailing of masonry buildings with large span roof framing as applied to commercial buildings. Use of building codes and specifications with reference to fire resistant types of construction. Study of the physical properties and strength of materials in practical application. Preparation of drawings and details, and various presentation media and sketching for several designs.

Lecture 4 hours, laboratory 4 hours.

112—ADVANCED ARCHITECTURAL DESIGN 4 UNITS

Prerequisite: Architecture 111.

Emphasis on the advanced application of the fundamentals of the design process. Planning and detailing of steel and concrete buildings of institutional types. Use of building codes and specifications with reference to fire resistant types of construction. Study of the physical properties and strength of materials in practical application. Preparation of plan, sections and detail drawings and various presentation media.

Lecture 4 hours, laboratory 4 hours.

191—ARCHITECTURAL ENGINEERING DRAFTING AND DESIGN 5 UNITS

Prerequisite: Art 113. (May be taken concurrently.)

A discussion and preparation of working drawings for major structures. A study of practices common to the construction of commercial reinforced concrete buildings; the relationship of plumbing, heating, ventilating, electrical, and air conditioning systems in the various areas of the structure; drawing changes of typical views, integrating and detailing them in the completed set of drawings; understanding and satisfying the requirements of the architect; studying the realities of the successful draftsman; the application of the current building code; and the cost factors affecting revisions.

Lecture 3 hours, laboratory 6 hours.

192—ARCHITECTURAL ENGINEERING AND DESIGN (RESIDENTIAL) 5 UNITS

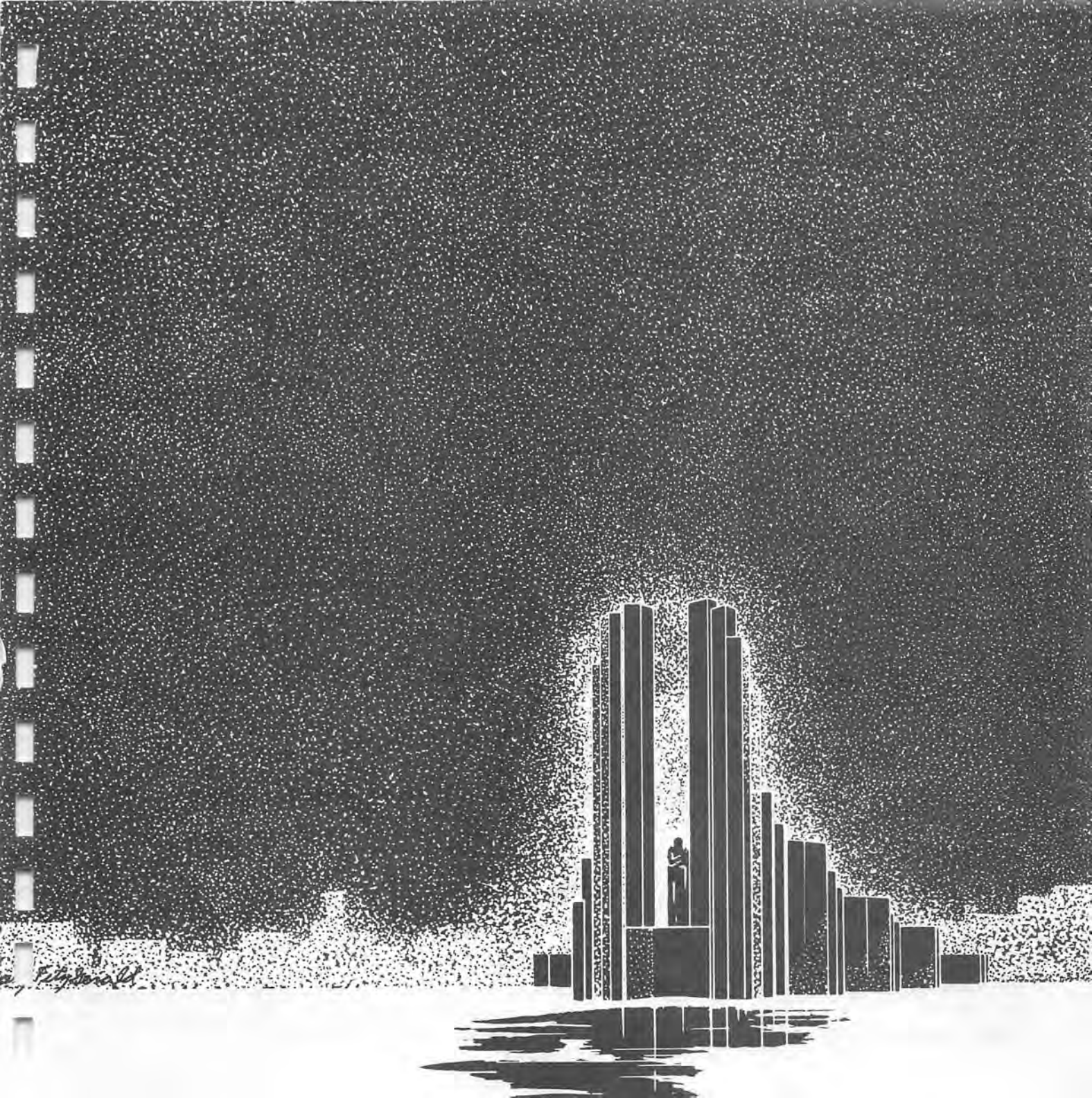
Prerequisite: Architecture 191.

A discussion and preparation of working drawings for brick and concrete block structures. A study of practices common to the construction of commercial buildings; the relationship of plumbing, heating, ventilating, electrical, and air conditioning systems. Drawing changes of typical views; studying and satisfying the requirement of the architect.

Lecture 3 hours, laboratory 6 hours.

193—ARCHITECTURAL ENGINEERING DESIGN (APARTMENTS) 5 UNITS

Prerequisite: Architecture 109, or Architecture 191, or Art 116.



1979-80 CATALOG ADDENDUM/LAST SECTION

122 ARCHITECTURE/ART

Preparation and coordination of a complete set of commercial working drawings from given specifications, including various presentation media in architectural drafting.

Lecture 3 hours, laboratory 6 hours.

194—ARCHITECTURAL ENGINEERING DESIGN (COMMERCIAL) 5 UNITS

Prerequisite: Architecture 109 or 110 or 191.

Note: Architecture 105 is recommended.

Class project in the preparation of a complete set of working drawings from given specifications, including various presentation media stressing the group concept in architectural design.

Lecture 3 hours, laboratory 6 hours.

ART

101—HISTORY OF ART 3 UNITS

Prerequisite: None.

A survey and appreciation of the architecture, painting and sculpture from their origins in prehistoric times to Early Medieval.

Lecture 3 hours.

102—HISTORY OF ART 3 UNITS

Prerequisite: None.

A survey and appreciation of the architecture, painting and sculpture from the Early Medieval period through the 18th Century. An introduction to the philosophical, economic, and political ideas that influenced those trends.

Lecture 3 hours.

103—HISTORY OF ART 3 UNITS

Prerequisite: None.

A survey of the growth of 19th and 20th century trends in painting, sculpture, architecture and the minor arts in Europe and the United States from their origins to the present.

Lecture 3 hours.

106—ART OF THE AMERICAS (BEFORE 1600) 3 UNITS

Prerequisite: None.

Art of the Pre-Columbian (Inca, Maya, Aztec), Mexico, and South American cultures. American Indian art (especially Southwest Indian).

Lecture 3 hours.

107—ART OF THE AMERICAS (1600 TO THE PRESENT) 3 UNITS

Prerequisite: None.

The art of the United States, Canadian, Mexican, South American cultures and their European origins.

Lecture 3 hours.

108—ORIENTAL ART 3 UNITS

Prerequisite: None.

A survey of the sculpture, painting, and architecture of China, Japan, India, and Persia, from prehistory to the present. An introduction to the social, political, and philosophical ideas that influenced these trends.

Lecture 3 hours.

110—HISTORY OF MOTION PICTURES 3 UNITS

Prerequisite: None.

Note: Each week students will be required to see one film chosen from the instructor's list of pertinent films available on television and in local theaters.

Historical introduction to the appreciation of motion pictures through the analysis of audio and visual techniques which can make the film an expressive means of communications.

Lecture 3 hours.

111—INTRODUCTION TO FILM PRODUCTION 2 UNITS

Prerequisite: None.

Note: Each week students will be required to see one film chosen from instructor's list of pertinent films available on television and in local theaters.



1979-80 CATALOG ADDENDUM/LAST SECTION

124 ART

Art 111 will provide an introduction to the various occupational activities connected with film making: set design, costuming, editing, reproduction, cinematography and laboratory processing.

Lecture 2 hours, laboratory 2 hours.

113—DESIGN I 2 UNITS

Prerequisite: None.

Note: Students receiving a score of 4 or 5 on the Advanced Placement Examination (CEEB) in Studio Art may be given credit for Art 113 and Art 116 at Glendale Community College contingent upon approval of their portfolio by the art faculty.

Study of the structure of the two-dimensional work of art. Special emphasis in the area of design and color. Provides fundamental understanding and control of the elements of design and the principles by which they can be related in solving design problems. The course is "basic" for art students and helpful to students in related fields.

Lecture 2 hours, laboratory 2 hours.

114—DESIGN II 2 UNITS

Prerequisite: Art 113.

Art 114 is advanced study in two-dimensional art structure. The study is developed in a series of problems. Certain problems will concentrate on advanced color study; some on space manipulation, some on understanding through practice, the current concepts at work in the fine and decorative arts fields. Whenever possible problems will reflect directions dominating the current art scene.

Lecture 2 hours, laboratory 2 hours.

115—THREE DIMENSIONAL DESIGN 2 UNITS

Prerequisite: Art 113. (May be taken concurrently.)

Note: Required for art majors. Recommended for related fields.

A study of space and color relationship expressed three-dimensionally in line, mass, volume, and texture. Experiences are provided involving different materials in the solution of three dimensional design problems.

Lecture 2 hours, laboratory 2 hours.

116—DRAWING I 2 UNITS

Prerequisite: None.

Note: Students receiving a score of 4 or 5 on the Advanced Placement Examination (CEEB) in Studio Art may be given credit for Art 113 and Art 116 at Glendale Community College contingent upon approval of their portfolio by the art faculty.

A basic drawing course dealing with the fundamentals of pictorial organization. The various means of representing the three-dimensional aspects of forms on a flat surface are emphasized.

Lecture 4 hours.

117—DRAWING II 2 UNITS

Prerequisite: Art 116.

A second semester drawing course designed to enable the student to further his abilities in drawing forms in depth, composition, and various drawing techniques.

Lecture 4 hours.

118—LIFE DRAWING 2 UNITS

Prerequisite: Art 116. (Art 116 may be taken concurrently.)

Beginning studies in drawing the figure from life. Quick sketches, and progressively longer poses to study such problems as proportions, design and the animation of the body. Studies in human anatomy, as applicable to life drawing. The drawings are rendered in media such as charcoal or conte crayon, and are executed both as line drawings and in chiaroscuro.

Lecture 2 hours, laboratory 2 hours.

119—LIFE DRAWING 2 UNITS

Prerequisite: Art 118.

Continuation of basic studies in drawing the figure from life. Attention is given to arrangement and composition. Exploration of media for drawing the figure. Use of the figure in a personal and expressive manner. Problems in drawing the head.

Lecture 2 hours, laboratory 2 hours.

120—ADVANCED LIFE DRAWING 2 UNITS

Prerequisite: Art 119.

Continuation of basic studies in drawing the figure from life. Emphasis on using the figure in compositions. Stress on the creative use of the figure. Drawings should extend beyond "studies" and become personal statements. Increased emotional expression in drawings. May do one or more problems in three dimensions.

Lecture 2 hours, laboratory 2 hours.

121—ADVANCED LIFE DRAWING 2 UNITS

Prerequisite: Art 120.

Continuation of basic studies in drawing the figure from life. Figure compositions are stressed. Students are encouraged to use the figure in creative and expressive drawings. A major project will be required—this may follow an avenue of individual interest.

Lecture 2 hours, laboratory 2 hours.

122—ADVERTISING DESIGN 2 UNITS

Prerequisite: Art 113 and Art 116. (Art 113 and 116 may be taken concurrently.)

An applied design course, oriented primarily toward design in advertising. Special emphasis is placed upon those elements, techniques, and psychological aspects of design peculiar to advertising. Layout techniques, lettering typography, and the psychological use of color are stressed.

Lecture 2 hours, laboratory 2 hours.

123—ADVERTISING DESIGN 2 UNITS

Prerequisite: Art 122. Recommended: Art 114, 115, 117, 118, 134, 138.

An applied design course, oriented toward design in advertising. Special emphasis is placed upon those elements, techniques, and psychological aspects of design peculiar to advertising. Layout techniques, typography, printing methods, advanced one page layout and illustration are stressed.

Lecture 1 hour, laboratory 3 hours.

124—ADVANCED ADVERTISING DESIGN 2 UNITS

Prerequisite: Art 123.

An advanced advertising design course. Theory and practice in various phases of advertising. Design for

television, packaging, brochure design and layout, magazine design, multiple page layout, etc. Problems in production for offset printing.

Lecture 1 hour, laboratory 3 hours.

125—ADVANCED ADVERTISING DESIGN 2 UNITS

Prerequisite: Art 124.

Advanced practices in advertising design. Emphasis on independent work and problem solving. The art of advertising display and problems in preparing camera-ready art work with two, three, and four plate prints.

Lecture 1 hour, laboratory 3 hours.

126—CERAMICS 2 UNITS

Prerequisite: None.

An introductory study in the field of ceramics. Experience in preparing clay bodies, slips, and glazes. Exploration in hand forming works of art in clay by a variety of methods.

Lecture 1 hour, laboratory 3 hours.

127—CERAMICS 2 UNITS

Prerequisite: Art 126.

This is a continued study of the fundamentals of the ceramic process where various slab construction techniques are explored. Wheel-throwing skills are sharpened by concentrated exercises to increase the size, speed, and production quality. Students will select and formulate glazes of their own choice, and the firing process will be studied in greater detail.

Lecture 1 hour, laboratory 3 hours.

128—ADVANCED CERAMICS 2 UNITS

Prerequisite: Art 127.

This course emphasizes advanced work on the potter's wheel with consistency and accuracy of results. The awareness of three-dimensional form and surface pattern are heightened by individual and group critiques. The students work towards a more individual statement by further experimentation with a variety of clay bodies, glazes, firing techniques, and also design and execute multiples and sets. Under supervision the students assist in loading and firing of kilns.

Lecture 1 hour, laboratory 3 hours.

129—ADVANCED CERAMICS **2 UNITS**

Prerequisite: Art 128.

Note: This course may be taken for two units each semester for a total of six units.

This is a course designed for the advanced student who wishes to pursue an individual direction in-depth. Students propose a semester outline, concentrating on specific techniques, materials, and firing procedures. Upon instructor approval of the proposal, students are expected to work independently, formulating personal clay bodies, glazes and working techniques. Reading and research assignments will be made where applicable.

Lecture 1 hour, laboratory 3 hours.

130—INTERIOR DESIGN **3 UNITS**

Prerequisite: None.

A study of the floor plan and architectural background and the selection and arrangement of furniture. Emphasis is placed on the selection of floor coverings, draperies, curtains, upholstery, accessories, and color in the home.

Lecture 3 hours.

132—LETTERING **1 UNIT**

Prerequisite: None.

Note: Recommended for architecture majors and all art majors as a foundation for more advanced work in the art department.

Offered fall semester only.

Fundamental study of letter forms. Short history of lettering and typography; problems in the forming and spacing of letters, including the single stroke alphabet.

Lecture 1 hour, laboratory 2 hours.

134—PAINTING **2 UNITS**

Prerequisite: Art 116. (Art 116 may be taken concurrently.)

Development of skill, technique, and composition in drawing and painting, using media such as oils or acrylics. Problems include representation and abstraction.

Lecture 2 hours, laboratory 2 hours.

135—PAINTING **2 UNITS**

Prerequisite: Art 134.

Application of principles, theories and techniques of drawing and painting to problems of still life, figure, landscape, and non-objective painting.

Lecture 2 hours, laboratory 2 hours.

136—ADVANCED PAINTING **2 UNITS**

Prerequisite: Art 135.

Note: Art 117 is recommended.

The application of principles of art in drawing and painting for the more advanced student.

Contemporary concepts in painting are explored. Individual assignments with emphasis on personal interpretation and expression.

Lecture 2 hours, laboratory 2 hours.

137—ADVANCED PAINTING **2 UNITS**

Prerequisite: Art 136.

A continuation of Art 136.

Painting for the advanced student. Special problems are assigned to the student on an individual basis. Painting problems may include figure painting and the figure in relation to architectural forms.

The student is encouraged to work from imagination as well as from direct visual experience.

Field trips to museums and galleries are included in the course of instruction.

Lecture 4 hours.

138—WATER COLOR **2 UNITS**

Prerequisite: Art 116. (Art 116 may be taken concurrently.)

Art 138 is a study of the water color medium and techniques. The problems of painting are directed with a regard for the special qualities of water color. Class problems include various approaches to landscape painting, still life painting, and figure painting. Other problems emphasizing abstraction and non-objective painting are explored.

Outdoor painting trips are used to help gain experience and skill in landscape painting.

Lecture 2 hours, laboratory 2 hours.

139—WATER COLOR 2 UNITS

Prerequisite: Art 138.

A continuation of the study of water color painting for the more advanced student. The application of general principles and theories of painting in reference to the special qualities of the water color medium. Class problems include experimentation of a variety of techniques and stylistic approaches.

Individual interpretation and expression are encouraged.

Lecture 2 hours, laboratory 2 hours.

140—SCULPTURE 2 UNITS

Prerequisite: Art 113 or Art 116. (May be taken concurrently.)

Note: This course may be taken for two units each semester for a total of four semesters.

Recommended for art, pre-dental, and industrial design students. A series of sculptural problems in relief and in the round. Includes exploratory investigations of various media and techniques such as plaster, clay modeling, stone and wood carving, casting, constructions, etc.

Emphasis is on problems of historical and contemporary interest and importance.

Offered fall semester only.

Lecture 1 hour, laboratory 3 hours.

142—PRINTMAKING I 2 UNITS

Prerequisite: Art 113 or Art 116.

Note: This course may be taken for two units each semester for a total of four units.

An introduction to various printing processes including linoleum cuts, woodcuts, engraving, drypoint, etching, and aquatint. Creative personal approaches to printmaking are encouraged. Technical and expressive qualities of the various media are explored.

Lecture 2 hours, laboratory 2 hours.

143—PRINTMAKING II 2 UNITS

Prerequisite: Art 142

Note: This course may be taken for two units each semester for a total of four units.

Art 143 is a more advanced course than Art 142; this course explores various approaches and techniques of intaglio printing with special emphasis on color printing.

Lecture 2 hours, laboratory 2 hours.

144—SILK SCREEN PRINTING 2 UNITS

Prerequisite: Art 113.

Note: This course may be taken for two units each semester for a total of four units.

An introduction to silk screen printing. Course will include: Preparation of equipment; various methods of stencil preparation; printing on paper and cloth; printing with a variety of paints and dyes. Projects will include serigraphs and repeat pattern textiles.

Lecture 1 hour, laboratory 3 hours.

145—SILK SCREEN PRINTING 2 UNITS

Prerequisite: Art 144.

Note: This course may be taken for two units each semester for a total of four units.

An advanced study of silk screen printing. Preparation of specialized equipment. Research and experimentation to encourage creative use of the medium. Problems are selected to be "challenging," and as related to personal interests of each student.

Lecture 1 hour, laboratory 3 hours.

147—JEWELRY MAKING 2 UNITS

Prerequisite: None.

The study and application of basic principles of jewelry making. Use of precious and semi-precious metals, cutting and polishing of precious and semi-precious stones; basic principles of handwrought jewelry making; the use of the Lost Wax Casting technique; future arts and crafts instructors; training of jewelers for the profession; jewelry manufacturing and sales. Emphasis is placed on learning to design original pieces.

Lecture 1 hour, laboratory 3 hours.

148—JEWELRY MAKING 2 UNITS

Prerequisite: Art 147.

Advanced studies and applications of jewelry making. The study and uses of precious and semi-precious stones used in the art of facet cutting; advanced problems in the Lost Wax Casting technique; continued training of jewelers for the profession; continued emphasis on designing original pieces.

Lecture 1 hour, laboratory 3 hours.

149—ADVANCED JEWELRY MAKING 2 UNITS

Prerequisite: Art 148.

Advanced study of and uses of precious metals and gems. Continue emphasizing facet cutting; precision investment casting, and advanced designing techniques. Continue training to be used in jewelry manufacturing and designing.

Lecture 1 hour, laboratory 3 hours.

150—ADVANCED JEWELRY MAKING 2 UNITS

Prerequisite: Art 149.

Advanced studies and designing in facet cutting; casting; handwrought and wax pattern duplication. Continue training to be used in jewelry manufacturing and designing.

Lecture 1 hour, laboratory 3 hours.

151—DENTAL MATERIALS 2 UNITS

Prerequisite: Enrollment in the pre-dental program.

Basic studies of the various materials used in the field of dentistry. The development of laboratory techniques through the uses of wax, chalk, and plastics carvings; the casting of projects; the proper use of dental instruments and equipment. This course is designed to prepare the student for the American Dental Association (ADA) Examination.

Lecture 1 hour, laboratory 3 hours.

152—ADVANCED DENTAL MATERIALS 2 UNITS

Prerequisite: Art 151.

Advanced studies and techniques of dental materials and processes. Emphasis is placed on plaster and clay

carvings; advanced techniques in the casting of wax models; the transfer of wax to plastic models. This course is designed to prepare the student for the American Dental Association (ADA) Examination as well as the University of California at San Francisco Examination.

Lecture 1 hour, laboratory 3 hours.

160—LOW FIRE CERAMICS 1 UNIT

Prerequisite: None.

Note: Recommended Art 113. This course may be taken for one unit each 8 weeks for a total of four units.

This is an introductory course in ceramics dealing specifically with earthenware, or low-fired ceramics. A variety of hand-forming techniques are explored, including pinch, coil and slab, although no wheel-throwing techniques will be covered. Students will experiment with low-temperature earthenware glazes, underglazes, slips and colors, also various overglaze techniques including lusters.

Lecture 2 hours, laboratory 2 hours (8 weeks).

161—BATIK AND TIE DYE 1 UNIT

Prerequisite: None.

Note: Recommended Art 113. This course may be taken for one unit each 8 weeks for a total of four units.

Art 161 is an introductory course in two-dimensional textile design. Tie-Dye encompasses a variety of folding, stitching, and binding techniques, followed by either dyeing and/or bleaching to obtain pattern and color. In batik, hot wax is used to selectively resist dye penetration to obtain pattern and color. Various wax application techniques, including tjanting, block stamping and brushing will be explored. The projects will include work in a variety of fabrics and dyes.

Lecture 2 hours laboratory 2 hours (8 weeks).

162—RAKU 1 UNIT

Prerequisite: None.

Note: Recommended Art 113. This course may be taken for one unit each 8 weeks for a total of four units.

Art 162 is an introductory course in ceramics dealing

exclusively with the raku firing process. Projects are drawn from a variety of forming methods such as: coil, slab, pinch and wheel, which will be fired by the Japanese raku process. When the Japanese raku process is used, pieces are placed in a hot kiln, quick-fired and then withdrawn red-hot to quick-cool. Students will also prepare raku clays and glazes to use in the execution of their projects.

Lecture 2 hours, laboratory 2 hours (8 weeks).

170—STAINED GLASS 1 UNIT

Prerequisite: None.

Note: Art 113 is recommended. This course may be taken for one unit each 8 weeks for a total of four units.

Art 170 is an introduction to the materials, methods of using the materials, and the experience in creating a design and project.

Lecture 2 hours, laboratory 2 hours (8 weeks).

172—SILK SCREEN TEXTILE PRINTING 1 UNIT

Prerequisite: None.

Note: Art 113 is recommended.

Art 172 is an introduction to the materials, methods of using the materials, and the experience in creating a design and project.

Lecture 2 hours, laboratory 2 hours (8 weeks).

180—HISTORY OF ARCHITECTURE 3 UNITS

Prerequisite: None.

Art 180 is a survey course of architectural styles from their origins in prehistoric times to the present.

Lecture 3 hours.

**201—FREEHAND SKETCHING I 1 UNIT
DRAWING FUNDAMENTALS — TV only**

Prerequisite: None.

Freehand Sketching I is designed expressly for beginners and promises that virtually anyone who can master a few simple, basic principles and techniques can learn to draw regardless of talent or experience. The student need only have an interest in learning to draw and suf-

ficient motor control and maturity to draw along with the instructor. As the course progresses the student is guided step by step through graduated levels of skill.

A television series of thirty half-hour television programs.

INTERIOR DESIGN

See Art 130.

FASHION SKETCHING

See Home Arts 123.

ASTRONOMY*

101—ELEMENTS OF ASTRONOMY 3 UNITS

Prerequisite: None.

A survey of current knowledge regarding the universe, presented in non-technical language.

Lecture 3 hours.

102—OBSERVATIONAL ASTRONOMY 2 UNITS

Prerequisite: Astronomy 101.

Mapping the sky by means of bright stars and constellations will be accomplished. Small telescopes will be used for observing celestial objects.

Lecture 1 hour, laboratory 3 hours.

**AUTOMATIC
SPRINKLER
AND FIRE CONTROL**

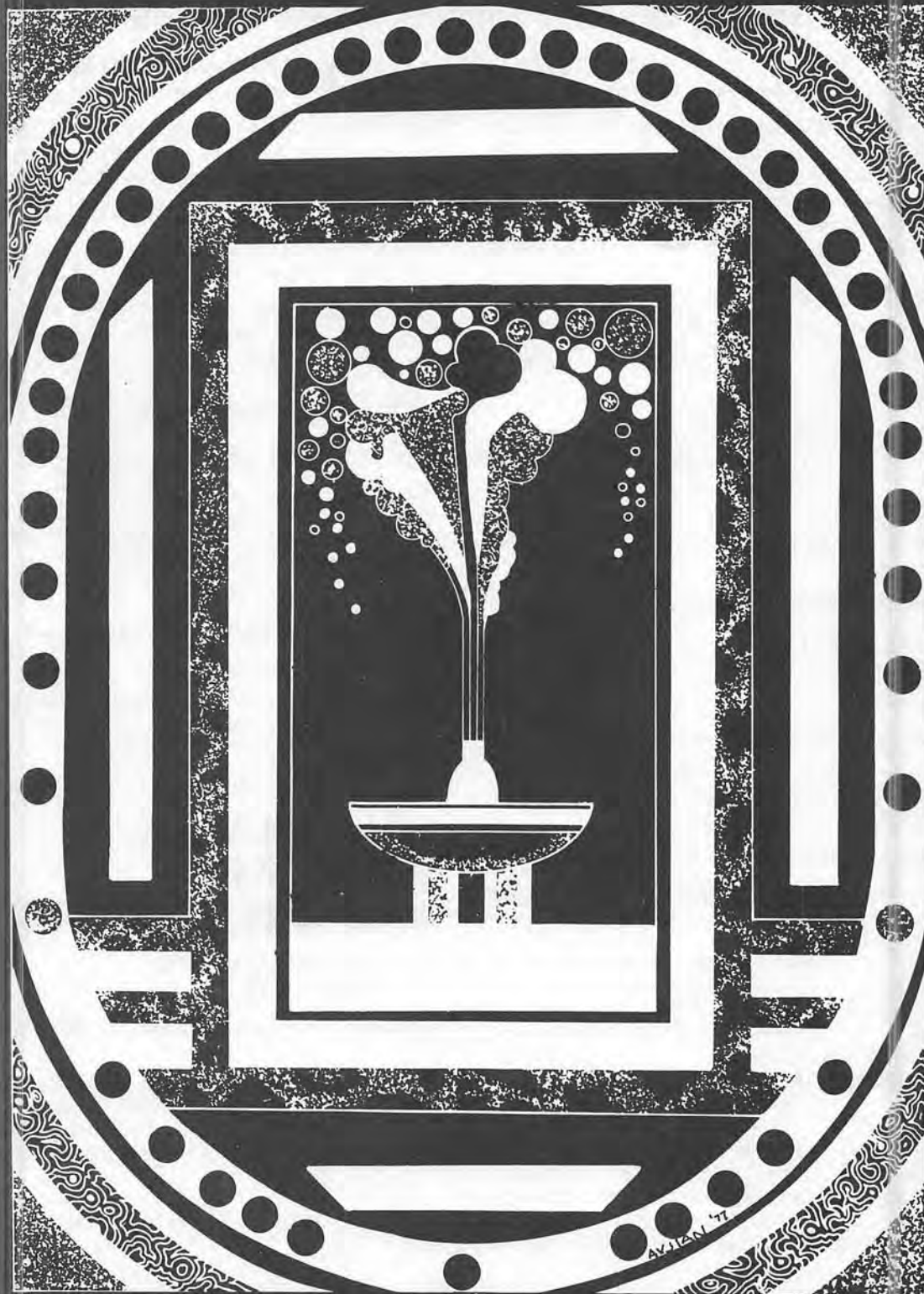
**101—THE INDUSTRY AND
SPRINKLERS 3 UNITS**

Prerequisite: Employment as a fire sprinkler fitter apprentice.

Overview of the trade and the industry, classes of sprinkler systems, fundamental elements of system design, and sprinkler head characteristics. The first course of a ten-course series for those apprenticed in the trade.

Lecture 3 hours.

*For TV astronomy, see Geology/Astronomy 115, page 112.



AVIEN '71

1979-80 CATALOG ADDENDUM/LAST SECTION

AUTOMATIC SPRINKLER AND FIRE CONTROL/AVIATION AND TRANSPORTATION 131

102—TRADE MATHEMATICS AND HAZARDS 3 UNITS

Prerequisite: Automatic Sprinkler and Fire Control 101.

Review of trade mathematics with special attention to applications necessary to accomplish the jobs involved in this field.

Lecture 3 hours.

103—UNDERGROUND YARD MAINS 3 UNITS

Prerequisite: Automatic Sprinkler and Fire Control 102.

Covers various aspects of underground piping, including joints, installation methods, protection from freezing, hydrants, valves, tests, connections, types of pipe, flushing techniques, and dealing with pipe corrosion.

Lecture 3 hours.

104—ELEMENTS OF BASIC PHYSICS 3 UNITS

Prerequisite: Automatic Sprinkler and Fire Control 103.

Covers elements of the practical aspects of hydraulics needed by those employed as automatic sprinkler fitters.

Lecture 3 hours.

105—BLUEPRINT READING AND SKETCHING 3 UNITS

Prerequisite: Automatic Sprinkler and Fire Control 104.

Covers freehand sketching and blueprint reading as they apply to automatic sprinkler fitter operations.

Lecture 3 hours.

106—WATER SUPPLIES 3 UNITS

Prerequisite: Automatic Sprinkler and Fire Control 105.

Covers water supply as to conducting, friction, and flow problems, pressure measurement and control, storage, and pumps as well as practical economics in regard to fire control workers. Also covers elements of cost and job planning.

Lecture 3 hours.

107—ALARM VALVES 3 UNITS

Prerequisite: Automatic Sprinkler and Fire Control 106.

Covers nature and operation of various valves and alarms.

Lecture 3 hours.

108—SPECIAL SYSTEMS AND SUPERVISORY CIRCUITRY 3 UNITS

Prerequisite: Automatic Sprinkler and Fire Control 107.

Covers dry systems, tanks and pumps.

Lecture 3 hours.

AVIATION AND TRANSPORTATION

(Formerly Aerospace Technologies)

Students enrolling in some Aviation and Transportation courses will be required to purchase certain tools and equipment to meet the requirements of those courses. Students wishing to obtain tool and equipment lists in advance of registration should contact the appropriate instructor or department chairman.

101—AUTOMOTIVE MAINTENANCE FOR CONSUMERS 1 UNIT (Formerly Auto Mechanics 101)

Prerequisite: None.

Note: This course may be repeated for a maximum of two units.

Aviation and Transportation 101 is designed to meet the general needs of the automobile owner. Emphasis will be placed on general mechanical concepts and related physical principles such as maintenance procedures, purchasing of parts and service, safety, and consumer data.

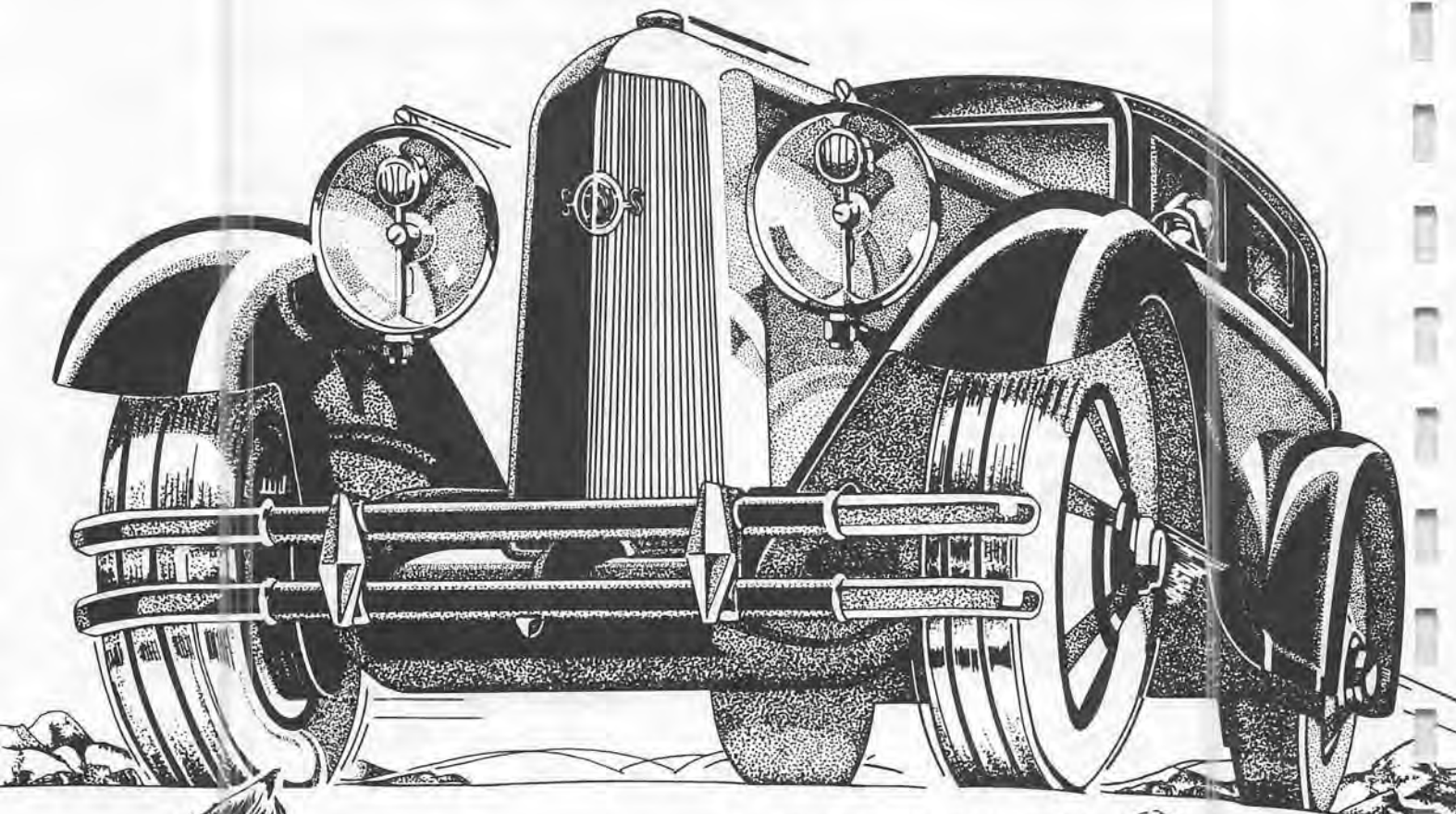
Lecture and laboratory 3 hours. (8 weeks)

102—AUTOMOTIVE TUNE-UP 1 UNIT (Formerly Auto Mechanics 102)

Prerequisite: Aviation and Transportation 101 or equivalent.

Note: This course may be repeated for a maximum of two units.

Aviation and Transportation 102 is designed to cover theories of design and operation of ignition and fuel system components; techniques of engine trouble-



SUSAN CISCO

shooting and tune-up procedures using both simple and specialized equipment. Vehicle emission control devices will be included in this class.

Lecture and laboratory 3 hours. (8 weeks)

103—AUTOMOTIVE ELECTRICAL SYSTEMS 1 UNIT
(Formerly Auto Mechanics 103)

Prerequisite: Aviation and Transportation 101 or equivalent.

Note: This course may be repeated for a maximum of two units.

Aviation and Transportation 103 is designed to introduce the trainee to the automotive electrical systems. Each of the four principle circuits will be studied with reference to the general purpose of the circuit, the identification of component parts that make up the circuit, and relationship of one circuit to another as they function together in the automobile.

Lecture and laboratory 3 hours. (8 weeks)

104—AUTOMOTIVE CHASSIS AND SUSPENSION SYSTEMS 1 UNIT
(Formerly Auto Mechanics 104)

Prerequisite: Aviation and Transportation 101 or equivalent.

Note: This course may be repeated for a maximum of two units.

Aviation and Transportation 104 is designed to acquaint the trainee with the various automotive suspension systems. Emphasis will be placed on the types of systems the trainee will encounter most frequently and the names and functions of the components of each system.

Lecture and laboratory 3 hours. (8 weeks)

110—PRIVATE PILOT FLIGHT COURSE 1 UNIT
(Formerly Aerospace Technologies 110)

Prerequisite: Aviation and Transportation 120 must be taken prior to or concurrently with this course or Private Pilot's Written Examination passed.

Note: Flight training is contracted for by the student

with any FAA approved flight school, and conducted independently of the Glendale Community College District. The College instructor helps the student to achieve an understanding of the relationship of flight theory to flight practice so that the student can achieve the knowledge required to meet FAA certification standards.

A course of flight training which meets the FAA flight experience requirements for the Private Pilot's Certificate. The flights are scheduled by the student at the airport and in addition the student must meet the College flight supervisor as scheduled. Flight experience is at student's own expense, and they must fly at least 18 hours during the semester to fulfill the course requirements.

Lecture 1 hour.

111—PRIVATE PILOT FLIGHT COURSE 1 UNIT
(Formerly Aerospace Technologies 111)

Prerequisite: Aviation and Transportation 120, or Private Pilot's Written Examination passed and 18 hours of flying time.

Note: Flight training is contracted for by the student with any FAA approved flight school, and conducted independently of the Glendale Community College District. The College instructor helps the student to achieve an understanding of the relationship of flight theory to flight practice so that the student can achieve the knowledge required to meet FAA certification standards.

A course of flight training which meets the FAA flight experience requirements for the Private Pilot's Certificate. The flights are scheduled by the student at the airport and in addition the student must meet the College flight supervisor as scheduled. Flight experience is at student's own expense and they must fly at least 18 hours during the semester to fulfill the course requirements. For satisfactory course completion the student must have flown at least 36 total flight hours on completion of Aviation and Transportation 110 and 111.

Lecture 1 hour.

112—COMMERCIAL PILOT FLIGHT COURSE 3 UNITS
(Formerly Aerospace Technologies 112)

Prerequisite: Aviation and Transportation 110 and 111 or Private Pilot's License.

1979-80 CATALOG ADDENDUM/LAST SECTION

134 AVIATION AND TRANSPORTATION

Note: Flight training is contracted for by the student with any FAA approved flight school, and conducted independently of the Glendale Community College District. The College instructor helps the student to achieve an understanding of the relationship of flight theory to flight practice so that the student can achieve the knowledge required to meet FAA certification standards.

A course of flight instruction which meets the FAA requirements for the Commercial Pilot's Certificate. The flights are scheduled by the student at the airport and in addition the student must meet with the College flight supervisor as scheduled. For satisfactory course completion the student should have 100 hours of flight time by the end of the semester.

Lecture 2 hours, laboratory 1 hour.

113—COMMERCIAL PILOT FLIGHT COURSE 3 UNITS (Formerly Aerospace Technologies 113)

Prerequisite: One hundred hours of flying time or completion of Aviation and Transportation 112. Aviation and Transportation 121, 122, 123, 124, 126 taken prior to or concurrently or Commercial Written Examination passed.

Note: Flight training is contracted for by the student with any FAA approved flight school, and conducted independently of the Glendale Community College District. The College instructor helps the student to achieve an understanding of the relationship of flight theory to flight practice so that the student can achieve the knowledge required to meet FAA certification standards.

A course of flight instruction which meets the FAA requirements for the Commercial Pilot's Certificate. The flights are scheduled by the student at the airport and in addition the student must meet with the College flight supervisor as scheduled. Course completion requires 160 hours total flight time which will satisfy FAA requirements for the Commercial Pilot's Certificate.

Lecture 2 hours, laboratory 1 hour.

115—FLIGHT INSTRUCTOR FLIGHT COURSE 3 UNITS (Formerly Aerospace Technologies 115)

Prerequisite: Private Certificate with 180 hours or a Commercial Pilot's Certificate.

Note: Flight training is contracted for by the student with an FAA approved flight school and conducted independently of the Glendale Community College District. The College instructor helps the student to achieve an understanding of the relationship of flight theory to flight practice so that the student can achieve the knowledge required to meet FAA certification standards.

A course of flight instruction which meets the FAA requirements for a Flight Instructor rating. The flights are scheduled by individuals at the airport and in addition they must meet the College flight supervisor at the scheduled period.

Lecture 3 hours.

116—INSTRUMENT FLIGHT COURSE 3 UNITS (Formerly Aerospace Technologies 116)

Prerequisite: Commercial Pilot's License or Aviation and Transportation 113.

Note: Flight training is contracted for by the student with any FAA approved flight school, and conducted independently of the Glendale Community College District. The College instructor helps the student to achieve an understanding of the relationship of flight theory to flight practice so that the student can achieve the knowledge required to meet FAA certification standards.

A course of flight instruction which meets the FAA requirements for the instrumental Pilot Rating. The flights are scheduled by the individual at the airport and in addition he must meet the College flight supervisor at the scheduled period. Flight experience is at student's own expense. Upon completion of this course the student is prepared for the FAA instrument rating. Flight time: 30 hours of instrument flight training.

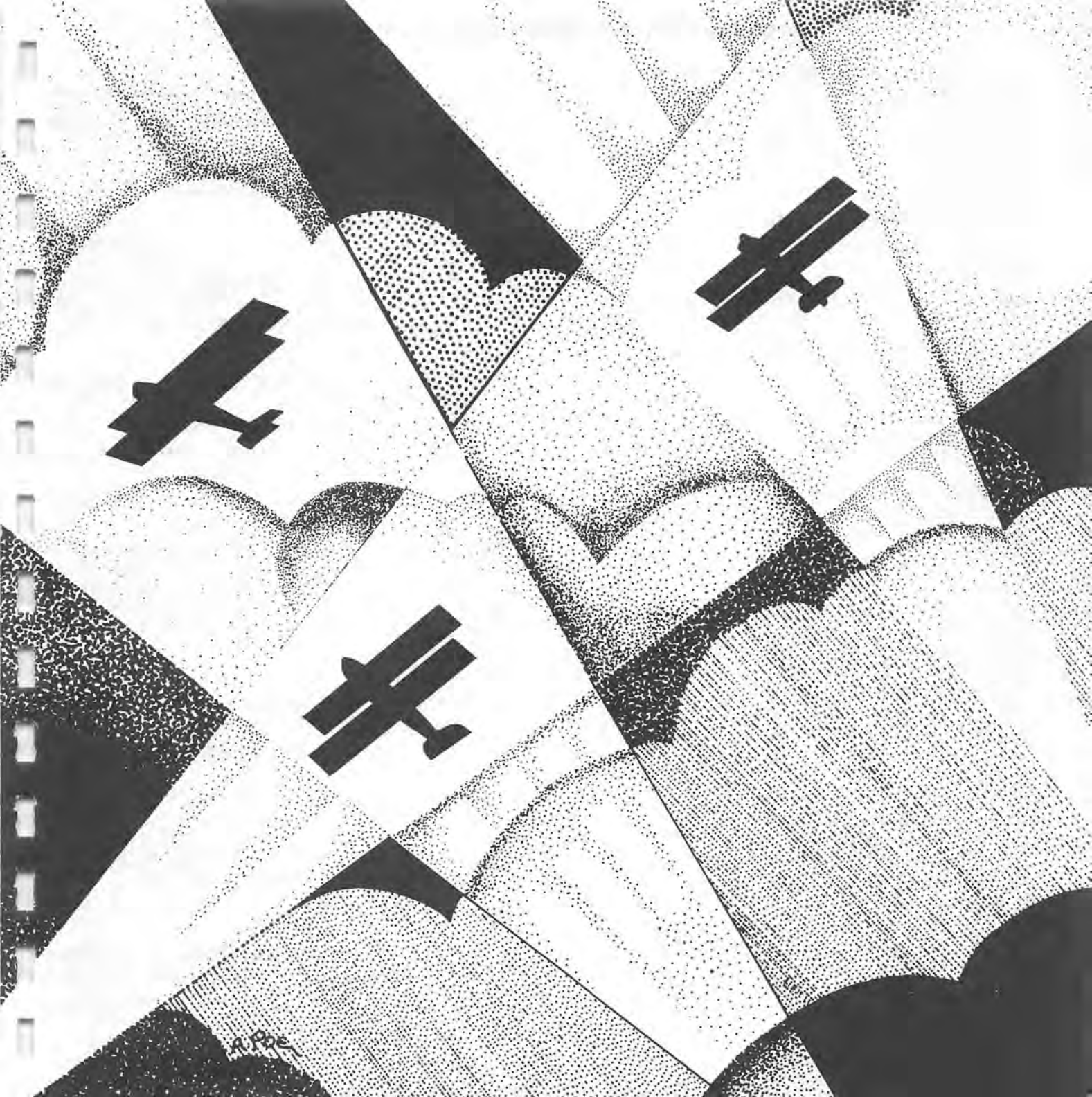
Lecture 3 hours.

120—BASIC AERONAUTICS 5 UNITS (Formerly Aerospace Technologies 120)

Prerequisite: None.

Note: Students who have had Aerospace Technologies 9 will receive 3 units of credit only.

A study to prepare the student for the Private Pilot Written Examination, and is taught under FAA approved Basic and Advanced Group School Certificate No. WE-13-25. It covers basic Meteorology, Navigation, Principles of Engine Operation, Aerodynamics of Flight,



A.P.D.

1979-80 CATALOG ADDENDUM/LAST SECTION

136 AVIATION AND TRANSPORTATION

Federal Air Regulations for the Private Pilot, and en-route procedures common to the private pilot.

Lecture 5 hours.

121—NAVIGATION 3 UNITS (Formerly Aerospace Technologies 121)

Prerequisite: Aviation and Transportation 120 or a Private Pilot's License.

A study of dead reckoning and pilotage aerial navigation, computer problems and vector analysis. Approved FAA Advanced Ground School for Commercial Pilots No. WE-13-25. Course is not limited to pilots.

Lecture 3 hours.

122—METEOROLOGY 3 UNITS (Formerly Aerospace Technologies 122)

Prerequisite: None.

Note: Aviation and Transportation students must have taken Aviation and Transportation 120 or have a Private Pilot's License before enrolling in Aviation and Transportation 122.

Elementary study of the basic principles of meteorology with emphasis placed on physical laws that operate in the atmosphere, particularly as they affect aircraft flight. Weather maps and reports and forecasts and their interpretation are stressed.* Approved FAA Advanced Ground School for Commercial Pilots No. WE-13-25.

*Upon completion of this course the student will understand problems in meteorology as they affect the pilot.

Lecture 3 hours.

123—AIRCRAFT STRUCTURE AND AERODYNAMICS 3 UNITS (Formerly Aerospace Technologies 123)

Prerequisite: Aviation and Transportation 120 or a Private Pilot's License.

A course in aircraft structures and aerodynamics as they apply to the pilot. Course meets FAA requirements for Commercial Pilots in the study of aircraft. Approved FAA Advanced Ground School No. WE-13-25.

Lecture 3 hours.

124—RADIO PROCEDURES AND FLIGHT REGULATIONS 3 UNITS (Formerly Aerospace Technologies 124)

Prerequisite: Aviation and Transportation 120 or a Private Pilot's License.

A course covering radio navigation, use of radio charts, voice procedures, and federal air regulations. It prepares the student for the FAA Commercial Pilot Written Examination on Federal Air Regulations and Radio. Approved FAA Advanced Ground School No. WE-13-25.

Lecture 3 hours.

125—INSTRUMENT PROCEDURES AND RADIO NAVIGATION 3 UNITS (Formerly Aerospace Technologies 125)

Prerequisite: Aviation and Transportation 120, 122, or Private Pilot's License meets all prerequisites.

Note: It is recommended that Aviation and Transportation 131 be taken concurrently.

A detailed study of the use of radio navigation, weather briefing, advanced radio navigation and standard instrument approaches and procedures and Federal Air Regulations pertaining to instrument flight. Students are prepared for the FAA Instrument Examination.

Lecture 3 hours.

126—AIRCRAFT POWER PLANTS 3 UNITS (Formerly Aerospace Technologies 126)

Prerequisite: Aviation and Transportation 120 or a Private Pilot's License.

A course in aircraft power plants. The study includes structures, operation, maintenance, and servicing as they apply to the pilot. Course meets FAA requirements for commercial pilots in the study of engines. Approved FAA Advanced Ground School No. WE-13-25.

Lecture 3 hours.

127—FLIGHT TRAINING MANEUVERS 3 UNITS (Formerly Aerospace Technologies 127)

Prerequisite: Aviation and Transportation 120 or Private Pilot's License meets all prerequisites.

A detailed study of the maneuvers required for the safe, skillful operation of an airplane. The performance and application of the various maneuvers required by the Federal Aviation Administration for the Private and Commercial Pilot Flight tests will be examined in detail.

Lecture 3 hours.

128—AIRPORT OPERATIONS 3 UNITS
(Formerly Aerospace Technologies 128)

Prerequisite: None.

Note: Aviation and Transportation 120 and 130 are recommended.

Aviation and Transportation 128 is designed to acquaint the student with the practical airport problems as they exist today. The student is expected to be able to manage an airport or any diversified airport operation upon completion of this course.

The course intends to cover airport development, locations, local advertising, financial requirements, air safety in the confines of the airport as well as traffic pattern management, airport lighting, deterioration and depreciation of airport property, fire and crash protection, familiarization with the Federal Aviation Administration and the National Transportation Safety Board, meteorological situations that affect airport operations, and control of air traffic.

Lecture 3 hours.

129—FLIGHT ATTENDANT 3 UNITS
(Formerly Aerospace Technologies 129)

Prerequisite: None.

Note: It is recommended that this course be taken prior to or concurrently with Aviation and Transportation 120.

Aviation and Transportation 129 will prepare the student for employment as a flight attendant and will present the advantages and disadvantages of the job.

There is also a survey of the problems encountered by the new attendant both on the job and in training.

Lecture 3 hours.

130—AIR TRANSPORTATION 3 UNITS
(Formerly Aerospace Technologies 130)

Prerequisite: None.

Development of air transportation, problems in commercial air transportation, commercial airplanes, organization and functions of airlines, regulations, airline routes in the United States and the world, pilot qualification, schedules and services, revenue sources and potential operating overhead. Importance of airports and airways, of advertising, and of public relations stressed.

Lecture 3 hours.

131—AIR TRAFFIC CONTROLLER 5 UNITS
(Formerly Aerospace Technologies 131)

Prerequisite: Aviation and Transportation 122.

Note: It is recommended that Aviation and Transportation 125 be taken concurrently.

Aviation and Transportation 131 prepares students for the FAA Control Tower Operator Written Examination and assists them in meeting the requirements necessary to apply for the position of Air Traffic Control Specialist, and is of value to those students preparing for the position of Dispatcher, Meteorologist, Commercial Pilot, and positions concerned with aircraft operations. Student pilots and private pilots will find this course informative; students preparing for their Instrument Rating will receive much valuable information which will assist them in preparing for the written examination and the flight check, Aircraft Recognition and Performance, and Radio Telephone Procedures.

Lecture 4 hours, laboratory 2 hours.

137—JET ENGINE OVERHAUL AND MAINTENANCE 8 UNITS
(Formerly Aerospace Technologies 137)

Prerequisite: Aviation and Transportation 143, or the Federal Aviation Administration Engine ("P") Mechanic's Certificate.

Practical and theoretical instruction on jet engines and their accessories. Intensive instruction will be given in the following fields: engine theory, fuel, lubrication and electrical systems, and flight line maintenance. Fundamentals of rocket propulsion systems, including solid and liquid fuels, air dependent and non-air dependent engines.

Lecture 5 hours, laboratory 10 hours.

1979-80 CATALOG ADDENDUM/LAST SECTION

138 AVIATION AND TRANSPORTATION

141—AIRCRAFT POWERPLANT MAINTENANCE AND OVERHAUL (Formerly Aerospace Technologies 141) 8 UNITS

Prerequisite: None.

Note: This class meets six hours per day, five days per week.

The completion of Aviation and Transportation 141, 142, and 143 qualifies students for industry employment as a maintenance and overhaul technician and prepares them practically and theoretically to successfully obtain the Federal Aviation Administration Powerplant Rating.

The course content of Aviation and Transportation 141 consists of practical application and theoretical study of powerplant overhaul procedures; precision inspections; lubrication systems; Federal Aviation Administration regulations. The course content is based on standards required for FAA certificated schools. Approved FAA Maintenance Technician School No. 3415.

Lecture 15 hours, laboratory 15 hours.

142—AIRCRAFT POWERPLANT MAINTENANCE AND OVERHAUL (Formerly Aerospace Technologies 142) 8 UNITS

Prerequisite: None.

Note: This class meets six hours per day, five days per week.

The completion of Aviation and Transportation 141, 142, and 143 qualifies students for industry employment as a maintenance and overhaul technician and prepares them practically and theoretically to successfully obtain the Federal Aviation Administration Powerplant Rating.

The course content of Aviation and Transportation 142 consists of practical application and theoretical study of electrical systems, magnetos, generators, and starting systems. The course content is based on standards required for FAA certificated schools. Approved FAA Maintenance Technician School No. 3415.

Lecture 10 hours, laboratory 20 hours.

143—AIRCRAFT POWERPLANT MAINTENANCE AND OVERHAUL (Formerly Aerospace Technologies 143) 16 UNITS

Prerequisite: Aviation and Transportation 141 and 142.

The completion of Aviation and Transportation 141, 142, 143 and 144 qualifies the student for industry employment as a maintenance and overhaul technician and prepares him practically and theoretically to successfully obtain the Federal Aviation Administration Powerplant Rating.

The course content consists of practical application and theoretical study of carburetion, including float, pressure, injection system; propellers, gas turbine fuel systems and components, physical science and troubleshooting, superchargers, weight and balance, exhaust systems, engine cooling systems, and ground handling.

The course content is based on standards required for FAA certificated schools. Approved FAA Maintenance Technician School No. 3415.

Lecture 15 hours, laboratory 15 hours.

144—AIRFRAME MAINTENANCE AND OVERHAUL 7 UNITS

Prerequisite: Aviation and Transportation 143.

The completion of Aviation and Transportation 141, 142, 143, 144 qualifies students for industry employment as a maintenance and overhaul technician and prepares them practically and theoretically to successfully obtain the Federal Aviation Administration Powerplant Rating.

The course content consists of practical application and theoretical study of aircraft drawings, fabrication and installation of fluid lines, materials and processing, cleaning of aircraft and corrosion control.

Lecture 25 hours, laboratory 5 hours (8 weeks - 240 hours)

145—AIRFRAME MAINTENANCE AND OVERHAUL (Formerly Aerospace Technologies 145) 9 UNITS

Prerequisite: Aviation and Transportation 144 or powerplant rating.

Aviation and Transportation 145 qualifies the student for industry employment as a maintenance and overhaul technician and prepares him practically and theoretically to successfully obtain the Federal Aviation Administration Airframe Rating, upon completion of Aviation and Transportation 146. The course content

consists of practical applications and theoretical study of structural repairs to aircraft, including woodwork; riveting; layout practices and radio installation and flight line maintenance. The course content is based on standards required for FAA certificated schools. Approved FAA Maintenance Technician School No. 3415.

Lecture 10 hours, laboratory 20 hours (10 weeks - 300 hours)

146—AIRFRAME MAINTENANCE AND OVERHAUL (Formerly Aerospace Technologies 146) 16 UNITS

Prerequisite: Aviation and Transportation 145.

Aviation and Transportation 146 qualifies students for industry employment as a maintenance and overhaul technician and prepares them practically and theoretically to successfully obtain the Federal Aviation Administration Airframe Rating. The course content consists of practical applications and theoretical study of structural repairs to aircraft, including dope and fabric, fuel systems, control system, rigging, FAA forms, inspections and flight line maintenance. The course content is based on standards required for FAA certificated schools. Approved FAA Maintenance Technician School No. 3415.

Lectures 10 hours, laboratory 20 hours.

148—THEORETICAL AIRCRAFT POWERPLANT MAINTENANCE (Formerly Aerospace Technologies 148) 6 UNITS

Prerequisite: Six months full-time employment in the aviation industry engaged in repair, maintenance, or overhaul of aircraft reciprocating powerplants.

Note: Aviation and Transportation 148 may not be taken for credit if student has completed Aviation and Transportation 141 and 142.

The course presents the theory of operation, maintenance and overhaul of aircraft reciprocating and gas turbine engines, electrical and lubrication subsystems and applicable Federal Aviation Administration regulations; inspections, forms and engine servicing.

Lecture 6 hours.

149—THEORETICAL AIRCRAFT POWERPLANT MAINTENANCE (Formerly Aerospace Technologies 149) 6 UNITS

Prerequisite: Six months full-time employment in the aviation industry engaged in repair, maintenance, or overhaul of aircraft reciprocating powerplants, or completion of Aviation and Transportation 148.

The successful completion of Aviation and Transportation 148 and 149 will prepare the student with the theoretical background necessary to pass the Federal Aviation Administration Written Examination for the powerplant rating. The course consists of the theoretical study of reciprocating and gas turbine fuel systems including float pressure, and injection systems; propellers and propeller operation and governing systems; weight and balance; line maintenance and troubleshooting.

Lecture 6 hours.

BIOLOGY

101—GENERAL BIOLOGY 4 UNITS

Prerequisite: Chemistry 101 or Chemistry 110.

The first half of a one-year course designed for science majors covering fundamental biological processes; from the history and philosophy of biology through molecular biology, cell structure and function, physiology of the organism, and classification.

Lecture 3 hours, laboratory 3 hours.

102—GENERAL BIOLOGY 4 UNITS

Prerequisite: Biology 101.

A continuation of the study of fundamental biological processes. Includes embryology, behavior, ecology, Mendelian and fine genetics, evolution, and global biology.

Lecture 3 hours, laboratory 3 hours.

112—MICROBIOLOGY 5 UNITS

Prerequisite: Biology 101-102 or Biology 120 or Biology 121.

1979-80 CATALOG ADDENDUM/LAST SECTION

140 BIOLOGY

A study of life using microorganisms (algae, bacteria, molds, protozoa, viruses, and yeasts) as prototypes. Includes microbial biochemistry, genetics, cellular and ultracellular activities, applied uses, and pathogenicity of these forms of life. In laboratory students will also identify two unknown microbial organisms which they have separated from their normal habitats, i.e. soil, pond water, sea water, etc.

Lecture 3 hours, laboratory 6 hours.

120—HUMAN ANATOMY 4 UNITS

Prerequisite: None.

Note: Primarily for physical education and nursing students.

In this study of human structure, a detailed dissection is made of the cat; head of the dog fish shark; eye and brain of the sheep; and a careful study of the human skeleton. Lectures supplemented by charts, models and films.

Lecture 2 hours, laboratory 6 hours.

121—INTRODUCTION TO PHYSIOLOGY 4 UNITS

Prerequisite: Biology 120 and high school chemistry or equivalent.

A laboratory course in the functions of the various systems of the human body. Lectures, charts, models, and experimental materials. Course required for pre-nursing students, elective for others.

Lecture 3 hours, laboratory 3 hours.

122—INTRODUCTION TO BIOLOGY 4 UNITS

Prerequisite: None.

Designed to give a cultural appreciation of the scientific method and an elementary working knowledge of the fields studied. A liberalized approach to the study of living organisms, both plant and animal. The emphasis is on the dynamic processes and functional inter-relationships between living organisms. Primarily for students majoring in fields other than the biological sciences.

Lecture 3 hours, laboratory 3 hours.

123—EVOLUTION AND SOCIETY 3 UNITS

Prerequisite: None.

A presentation of selected aspects of the biological sciences having social implications for man in the twentieth century. The history and impact of Darwinism and Mendelism on biological and social thought and action.

Lecture 2 hours, laboratory 2 hours.

124—ECOLOGY 3 UNITS

Prerequisite: None.

Biology 124 examines the contemporary problems of population and pollution in terms of basic ecological concepts including energy flow, cycles, populations, ecological communities and a person's place in the system.

Lecture 2 hours, laboratory 2 hours.

125—MARINE BIOLOGY 4 UNITS

Prerequisite: None.

Marine Biology is a study of the life forms of the ocean and their adaptations to the marine environment. The course surveys organisms common to the rocky coast, sandy beaches, wharf pilings, and estuaries. Emphasis is placed on field studies and laboratory examination of organisms from the local marine communities. Participation in field work is a necessary and required part of the class.

Lecture 2 hours, laboratory 4 hours.

129—DIRECTED STUDIES IN MARINE ECOLOGY (SEE NOTE)

Prerequisite: Biology 125 or Biology 101 and Biology 102.

Note: Three hours are required for each unit earned. The course may be taken for one, two, or three units according to the schedule. The course may be repeated for a maximum of six units. Only three units will apply to the breadth requirement for transfer to the State College and University system or to the University of California system.

A course emphasizing individual investigation of the natural marine environment through field and laboratory studies. Students examine the inter-relationship be-

tween marine organisms and their habitats by special projects dealing with a particular problem. Library research, a scientific paper, and an oral presentation of the directed studies are an integral part of the course. Field studies will investigate various localities during different semesters; such as, Baja California, the Channel Islands, the Northern California Coast, and local marine habitats.

3-9 hours field and laboratory study.

130—FIELD BIOLOGY 5 UNITS

Prerequisite: None.

Note: A course in either high school or college biology or equivalent is recommended.

Ecological studies of alpine to lower desert and aquatic communities. Emphasis is on field investigation of the types, distribution, and diversity of plants and animals within each community. Environmental factors such as climate, soils, and landforms will be integrated with community studies. An extended period in the field may be substituted for a number of shorter field trips (see current class schedule).

Lecture, investigation, and demonstration 7 hours.

137—FIELD BOTANY 5 UNITS

Prerequisite: None.

A study of the plant materials and the ecology of the plant communities of Southern California. Two week-end Field Trips are included.

Lecture 3 hours, laboratory 6 hours.

138—HORTICULTURE 3 UNITS

Prerequisite: None.

Biology 138 is a study of the names and requirements of exotic and native plants used in ornamental horticulture in the Los Angeles area. Basic principles and practices in propagation, pruning, diseases, and insect control. Extensive laboratory work with living specimens in the greenhouse. Field trips to local nurseries and parks.

Lecture 2 hours, laboratory 2 hours.

140—LIVING WITH INSECTS 3 UNITS

Prerequisite: None.

This course is a pleasurable approach to living with insects for the non-science major. It is a multidisciplinary survey of those insects connected with contemporary living, involving the study of insects in literature, art,

music, movies, food, house plants, history, phobias, photography and introductory school projects. It will give an appreciation for the diversity and impact of insects on your life.

Lecture 3 hours.

BOTANY
See *Biology 137.*

BUSINESS

MANAGEMENT
See *Management Page 196.*

REAL ESTATE
See *Real Estate Page 232.*

STATISTICS
See *Economics 107.*

WORK EXPERIENCE
See *Cooperative Education Page 156.*

101—PRINCIPLES OF ACCOUNTING I 5 UNITS

Prerequisite: None.

Note: Required of business administration majors; this sequence (Business 101 and Business 102) satisfies lower division accounting requirements for most four-year colleges.

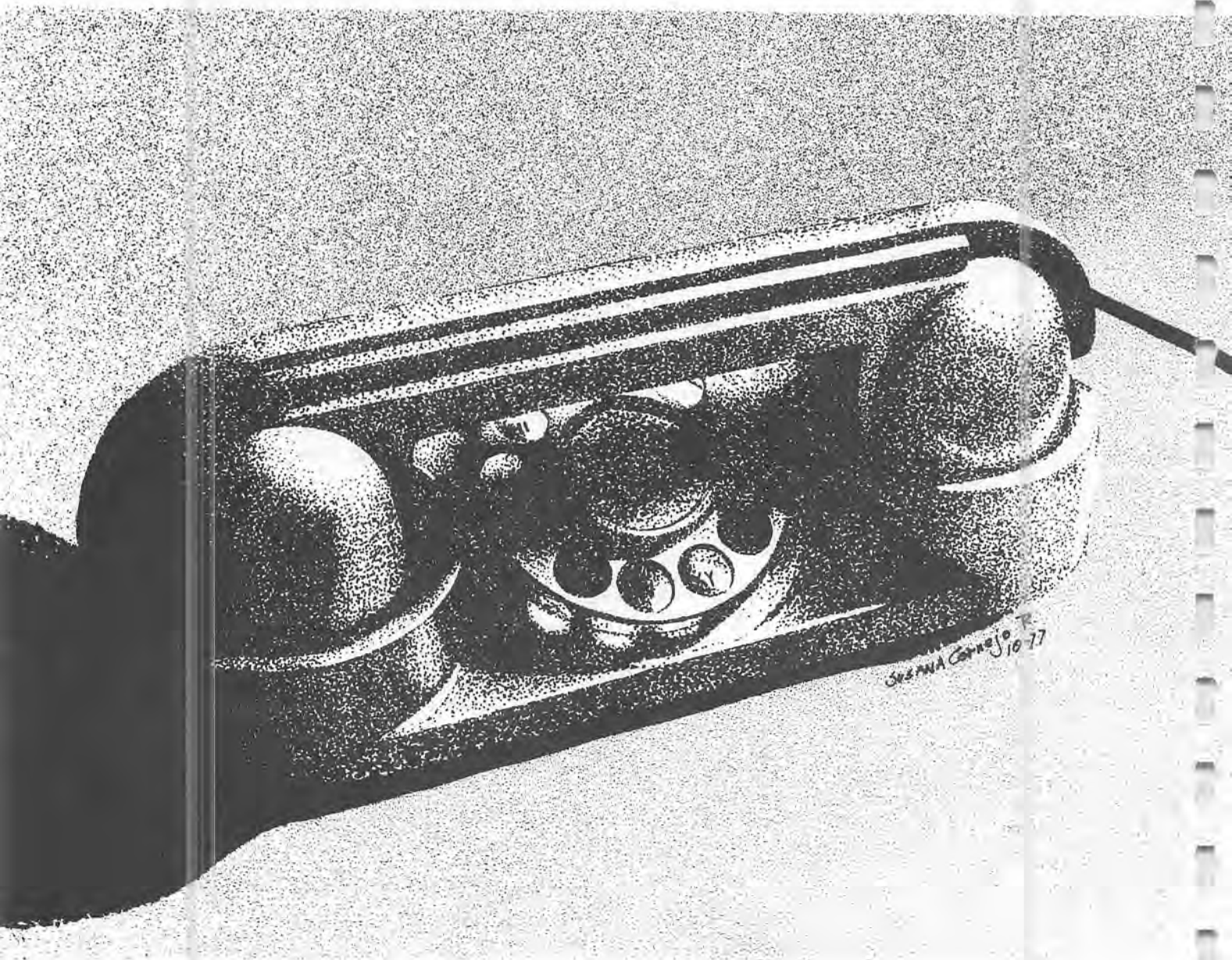
Thoroughly covers the accounting equation, the theory of debit and credit, the classification of accounts, the study of recording, analyzing and summarizing procedures in modern accounting devices; the preparation and analysis of balance sheets and income statements, payroll, systems design and automated data processing.

Lecture 5 hours.

102—PRINCIPLES OF ACCOUNTING II 5 UNITS

Prerequisite: Business 101.

Note: Required of business administration majors; this sequence (Business 101 and Business 102) satisfies lower division accounting requirements for most four-year colleges.



SUZANA CORNEJO R
10-77

Comprises a continuation of Business 101. Deals with partnership and corporation accounts; manufacturing and cost accounting (including job order, process, and standard); absorption costing and variable costing; cost-volume-profit analysis; tax accounting; construction and use of accounting statements and reports for management control and decision-making purposes; financial statement analysis.

Lecture 5 hours.

105—BASIC ACCOUNTING I 4 UNITS

Prerequisite: None.

Note: Recommended for students who do not intend to transfer to a four-year college. Business 117 should precede or be taken concurrently. No credit will be allowed for Business 105 if taken concurrently with Business 101 or after completion of Business 101 or Business 102 with a "C" grade or better.

An introductory course in bookkeeping including study of the accounting equation, the theory of debit and credit, accounting devices, working papers and business forms, and the preparation of balance sheets and income statements.

Lecture 4 hours, laboratory 1 hour.

106—BASIC ACCOUNTING II 4 UNITS

Prerequisite: Business 105 or two years of bookkeeping in high school.

A study of bookkeeping principles as applied to partnerships, corporations, departments, and branches. Emphasis is placed on practical bookkeeping problems more than on theory.

Lecture 4 hours, laboratory 1 hour.

108—INCOME TAX ASSISTANCE 2 UNITS

Prerequisite: None.

Note: The course is designed for non-professionals.

Income Tax Assistance is a course that focuses on the completion of tax forms and itemized deductions and a technical proficiency in tax law.

Lecture 2 hours.

109—VOLUNTEER INCOME TAX ASSISTANCE 2 UNITS

Prerequisite: Business 108.

Note: The course is designed for non-professionals.

Volunteer Income Tax Assistance is a course that applies the fundamental knowledge learned in Business 108 — Income Tax Assistance. With the assistance of the instructor and Internal Revenue agents, students will assist low income and disadvantaged citizens in the Glendale community in the preparation of federal tax forms.

Lecture 1 hour, laboratory 2 hours.

111—FINITE MATHEMATICS 5 UNITS

Prerequisite: Mathematics 101 or equivalent in high school with a grade of "C" or better.

An introductory study to include the following: a review of number properties; exponents and roots, Boolean Algebra as applied in set theory, circuits, logic statements and binary arithmetic; fundamentals of algebra and analytic geometry; linear and quadratic functions; matrices; and linear programming including the Simplex method. Applications to problems in finance, accounting, marketing, production, and personnel management, where possible.

Lecture and discussion 5 hours.

112—MATHEMATICAL ANALYSIS 5 UNITS

Prerequisite: Business 111 with a grade of "C" or better.

A study of exponential, logarithmic and polynomial functions; conic sections; differential and integral calculus of several variables; numerical integration; maxima and minima under constraints using La Grange multipliers; and infinite series.

Lecture and discussion 5 hours.

117—BUSINESS MATHEMATICS 1-2 UNITS

Prerequisite: Mathematics 150 or a satisfactory score on the Mathematics Proficiency Examination.

An intensive course which develops speed and accuracy in the fundamentals of business arithmetic, incorporating shortcuts where applicable and the technique of estimating answers. Business applications include calculations pertaining to percentage, interest, commission, bank discount, negotiable instruments, annuities, mortgages, payroll, depreciation, and bank reconciliation. Business vocabulary is stressed, with an introduction to progression and the binary number system. The student progresses through the course at his own pace.

Laboratory and individual instruction 2 hours.

119—ADVANCED BUSINESS MATHEMATICS 1 UNIT

Prerequisite: Business 117.

An advanced course presenting business applications of mathematics pertaining to cash and trade discount, profit and loss, merchandising, income and property taxes, fire and life insurance, stocks, bonds, and other securities. The student progresses through the course at his own pace.

Laboratory and individual instruction 2 hours (8 weeks).

121—MAKING IT COUNT: INTRODUCTION TO COMPUTING — TV only 2 UNITS

Prerequisite: None.

Making it Count covers many important aspects of the expanding computer field. Viewers become acquainted with hardware and software fundamentals, computer languages, and programming logic. They follow development of a computer system to solve a typical problem. They study the computer's role in management decision making and in society at large.

A television series of twenty half-hour television programs.

122—INTRODUCTION TO BUSINESS DATA PROCESSING (Formerly Business 123) 2 UNITS

Prerequisite: None.

Note: Business 101 or Business 105 recommended.

An orientation course designed to introduce the terminology and concepts of electronic data processing. Topics include history and development of data processing,

digital computers, configurations, data representation, computer programming languages, and management information systems.

Lecture 4 hours. (8 weeks).

124—COMPUTER OPERATIONS 3 UNITS

Prerequisite: Business 122 or equivalent work experience.

Note: Business 101 or Business 105 recommended.

Studies the use, operation, and capabilities of computer systems. Students will learn to operate the computer and its peripheral equipment, with major emphasis on flowcharting, data flow, scheduling, and distribution of reports.

Lecture and discussion 3 hours.

127—INTRODUCTION TO IBM SYSTEMS 360 AND 370 3 UNITS

Prerequisite: A grade of "C" in Business 122 and either Business 128 or Business 129 or Business 130 or equivalent work experience in data processing and computer systems.

An introduction to third generation computer concepts through an analysis of the latest IBM computers — components of the IBM Systems 360 and 370, input and output devices and channels, characteristics of the central processing unit, data representation, the supervisor program, data management, magnetic tape concepts, direct access storage devices, programming systems, teleprocessing, and multiprogramming.

Lecture and discussion 3 hours.

128—BASIC PROGRAMMING (Formerly Business 123) 2 UNITS

Prerequisite: Business 122 (may be taken concurrently) or Business 101 or Business 111 or Mathematics 101 or equivalent work experience.

A course in programming time-shared computers using BASIC programming language, which includes defining the problem; flowcharting; writing, executing, and debugging application programs; and program documentation. A student may choose application programs pertaining to his own subject area and process these programs using the time-sharing equipment of the on-campus computer.

Lecture and discussion 3 hours, laboratory 2 hours to be arranged (8 weeks).

129—FORTRAN PROGRAMMING 2 UNITS

Prerequisite: A grade of "C" or better in Business 122 or Business 128 or Business 101 or Business 111 or Mathematics 101 or equivalent work experience.

Note: No credit will be granted to students who have already received credit for Mathematics 130.

A course in programming computers in the FORTRAN language for those who plan to be programmers or for those whose work may be related to computer applications in business, industry, or education. A student may write application programs pertaining to his own subject area and test these programs by batch-processing.

Lecture and discussion 3 hours, laboratory 2 hours to be arranged (8 weeks).

130—COBOL PROGRAMMING 3 UNITS

Prerequisite: A grade of "C" or Better in Business 121 (formerly Business 131) or Business 122 and either Business 128 or Business 129 or Mathematics 130 or equivalent work experience in, or knowledge of, data processing and computer programming.

Note: Business 101 or Business 105 recommended.

A study of the elements and capabilities of COBOL (Common Business Oriented Language). Programming COBOL as it applies to most common computer systems configurations and to business problem-solving applications. Includes rules for COBOL words, statements, divisions, file usage, literals, page format, debugging, table generation, disk and magnetic tape files, editing, and other features.

Lecture and discussion 3 hours.

135—SYSTEMS ANALYSIS 3 UNITS

Prerequisite: Business 121 or Business 122.

Note: Business 141 and either Business 101-102 or Business 105-106 are recommended.

Study of systems and procedures, design of a system,

its implementation and installation, and finally its operation, evaluation, and modification. Includes analysis of various existing applications in business and industry.

Lecture and discussion 3 hours.

137—DATA COMMUNICATIONS 3 UNITS

Prerequisite: Business 121 or Business 122 and Business 130, or equivalent work experience.

Business 137 is a course designed to acquaint the student with the essential elements of on-line data communication systems including terminals, line potentials, and equipment necessary at the central computer site. The course also includes actual programming of an application and debugging it on the computer.

Lecture 3 hours.

138—DATA BASE MANAGEMENT 3 UNITS

Prerequisite: Business 130 or equivalent work experience.

Business 138 is a course designed to acquaint the student with the elements of data base management which creates file structures to reduce the time and cost of writing programs to store and retrieve information. Topics include mass storage devices, access methods, and the relationship of files to the total system. Particular emphasis is placed on the on-line data base management system and its relationship to the operating system.

Lecture 3 hours.

141—INTRODUCTION TO BUSINESS ORGANIZATION AND MANAGEMENT 3 UNITS

Prerequisite: None.

Orients students to the field of business. Introducing, in survey form, the functions, characteristics, organization, and problems of business. Serves as a foundation for later specialized study, and directs the thinking of students to possible careers.

Lecture and discussion 3 hours.

146 BUSINESS**142—IT'S EVERYBODY'S BUSINESS** **2 UNITS**
TV only

Prerequisite: None.

It's Everybody's Business is designed to provide the general public with an understanding of how the American business enterprise system provides goods and services within the legal and ethical framework of the American economy. The course emphasizes the accountability of the business enterprise to the public, owners, and the management of resources through organization, financing, production, and marketing.

Thirty one-half hour television presentations.

143—BUSINESS MACHINES **1 UNIT**

Prerequisite: None.

Note: Recommended for all business majors.

Development of skill in the operation of electronic display and electronic printing calculators. (Rotary and printing calculators are available to students who request them.) Prepares transferring accounting students to take machines proficiency test required at some four-year institutions.

Laboratory 3 hours. (8 weeks)

145—ENGLISH FOR BUSINESS **3 UNITS**

Prerequisite: None.

Note: This course allows one unit of credit for students who have completed English 101, and two units of credit for students who have completed English 120, 131, or 191.

A course designed to help secretarial and business students achieve proficiency in grammar, punctuation, vocabulary, syllabication, and sentence structure.

Lecture and discussion 3 hours.

146—LANGUAGE FOR BUSINESS — **5 UNITS**
BILINGUAL

Prerequisite: A satisfactory score on the English Placement Examination; and completion of, or concurrent enrollment in, either Spanish 103 or Spanish 115 (for students with native Spanish-speaking background) or equivalent.

Note: Credit will be granted for only one: Business 146 or Spanish 146. This course allows three units of credit for students who have completed English 101 and four units of credit for students who have completed English 120, 131, or 191.

Business 146/Spanish 146 is a course designed to help bilingual secretarial and business students achieve proficiency in the grammar, punctuation, vocabulary, syllabication, and sentence structure of both languages.

Lecture and discussion 5 hours.

147—WRITTEN BUSINESS **3 UNITS**
COMMUNICATIONS

Prerequisite: Business 145 or Business 146; or English 101 or English 120; or a satisfactory score on the English Placement Examination.

A course designed to help students develop proficiency in writing modern business letters and reports. A vigorous up-to-date approach is given to managerial problems in correspondence, including dictation, and letters of adjustment, credit, collection, and sales. Special emphasis is given to application letters. Particular attention is given to the human relations aspect of communications as well as the role played by language.

Lecture and discussion 3 hours.

148—BUSINESS VOCABULARY **1 UNIT**
AND SPELLING

Prerequisite: None.

Note: Required for all entering shorthand students and for all office occupations certificate programs. Concurrent enrollment in Business 145 or Business 146 is recommended for secretarial students.

This course is designed to develop spelling ability and effective usage of general and specialized vocabulary used in modern business communications and to develop competency and understanding when using the dictionary.

Lecture 2 hours. (8 weeks)

149—INSURANCE PRINCIPLES **3 UNITS**

Prerequisite: None.

Acquaints the student with insurance of various types: life, fire, casualty and social insurance. Policies are analyzed to understand basic provisions; such as, costs in relation to benefits provided and obligations of both parties. Insurance is studied from the standpoint of logic, types of carriers, legal aspects, limitations, and loss adjustment features.

Lecture, discussion, films, and speakers, 3 hours.

150—FAMILY RISK MANAGEMENT— 2 UNITS TV only

Prerequisite: None.

Family Risk Management is designed to acquaint the general public with the problems of managing personal and business risks, both major and minor. The course will acquaint the student with insurance of various types; such as, personal liability, sickness, accidental injury, social security, unemployment, workmen's compensation, death, fire, and other property hazards. The course stresses planning and preventing or minimizing risks; for example, preventive medicine and family estate planning.

Lecture and discussion 2 hours.

151—MONEY AND BANKING 2 UNITS

Prerequisite: None.

A course designed to help young men and women secure employment with investment banking houses, commercial banks, finance companies, stock and commodity exchanges, and securities dealers. It is a study of the American monetary system and of the history of American financial institutions. The objectives of the course are an understanding of the Federal Reserve structure, monetary and fiscal policy and the commercial banking process.

Lecture, class discussion, problems, and reports, 2 hours.

153—INVESTMENTS 2 UNITS

Prerequisite: None.

Provides the student with an understanding of investment of objectives, basic types of securities, operation of stock exchanges, investment banking, investment principles, and personal financial planning.

Lecture, discussion, problems, and reports, 2 hours.

154—PERSONAL FINANCE AND MONEY 2 UNITS MANAGEMENT — TV only

Prerequisite: None.

Personal Finance and Money Management is a television series concerned with improving consumer spending habits, tax and investment planning, personal credit, housing and other matters that have a significant effect on lifetime earnings.

A television series of thirty half-hour programs.

155—PERSONAL FINANCE 2 UNITS

Prerequisite: None.

Personal finance involving effective use of family income, which includes savings for major investments and retirements, by a study of such consumer problems as intelligent buying, an evaluation of consumer research and product-testing organizations, taxes, insurance, household budget, cooperatives, banking, and renting or buying a home.

Lecture and discussion 2 hours.

156—CONSUMER EDUCATION 3 UNITS

Prerequisite: None.

Consumer Education is designed for the general public with specific emphasis on problems associated with teens, young adults, newly formed families, and early, middle, and late years of adult life. Concerns the study of comparative shopping techniques, consumer decisions according to rational priorities, and avenues of participation in the legislative process as they affect consumers.

Lecture and discussion 3 hours.

157—NOTEMAKING FOR SCHOOL 3 UNITS AND BUSINESS

Prerequisite: None.

Principles of notemaking are integrated with a phonetic system of briefhand for classroom and vocational use. Adaptable for notemaking in college classes, offices, business conferences, seminars, interviews, and for research report writing. Notemaking should be of interest to (a) all business majors who do not enroll in the secretarial programs, (b) majors in other subject areas

SQUIBB'S

PARKER

CALLIMET
BAKING POWDER

Gillette

PILLSBURY'S

Coca-Cola

XXXX
Flour

Victor

GENERAL

MOTORS

COLEO

Kellogg's
RICE
KRISPIES

FISHER

Sunshine

PALMOLIVE

FRIDAY
PIRE
SINK
HT

Weston

Armstrong's

LIVE

rape
Nuts

COTY LUX

57

WRIGLEY'S

MAYWELL
HOUSE

COFFEE

where a great deal of notemaking is essential, and (c) business and professional people who must attend conferences and meetings and those who prepare reports, speeches, articles, and research papers.

Lecture 3 hours.

158—HUMAN RELATIONS IN BUSINESS 3 UNITS

Prerequisite: None.

This course will aid future employees, as well as present employees, in understanding and utilizing human relations concepts as they apply to the business environment. Topics will cover such areas as morale, personal efficiency, personality, motivation, communication, decision making, job adjustment, and leadership.

Lecture 3 hours.

161—BUSINESS LAW 3 UNITS

Prerequisite: None.

A study of law as it influences business conduct, including growth of law and recent changes, especially the new Uniform Commercial Code, and principles of contracts, bailments, and agency.

Cases, lecture, and discussion 3 hours.

162—BUSINESS LAW 3 UNITS

Prerequisite: Business 161.

Deals with the law of sales, negotiable instruments, partnership corporations, and trade regulation.

Cases, lecture, and discussion 3 hours.

165—LAW FOR THE LAYMAN 3 UNITS

Prerequisite: None.

A survey of legal problems which confront people in their everyday life activities. Included is a study of courts, trials, marriage and divorce, community property, wills, trusts, succession, mortgage, trust deeds, conditional sales, crimes, torts, homesteads, the Corporate Securities Act, the Workmen's Compensation Act, and many other principles of business law.

Lecture and discussion 3 hours.

171—PRINCIPLES OF MARKETING 3 UNITS

Prerequisite: None.

An introductory course intended to acquaint students with the business practices involved in the activities of moving goods and services from the producer to the ultimate consumer. The course reviews the marketing system and the psychology and sociology of consumer decisions. Additional areas of interest include: retailing; wholesaling; new product decisions; pricing; distribution; advertising; and marketing research.

Lecture and discussion 3 hours.

173—STORE MANAGEMENT AND MERCHANDISING 3 UNITS

Prerequisite: None.

Problems considered in this course are of concern to the store manager, a department store buyer, or to the person who wishes to organize and operate a small store. The course covers plans for financing, selection of location, choice of partnership or corporation, selection and training of employees, merchandising policies, problems of mark-up, mark-down, turnover, stock control, inventory methods, layout, advertising and display. Outside speakers from local stores will be scheduled.

Lecture 3 hours.

175—SALESMANSHIP 2 UNITS

Prerequisite: None.

A salesmanship class in which each student selects a sales proposition, makes a careful study of it, and presents it before the class. The methods of approaching a prospect, demonstrating the goods, and closing the sale are discussed and reviewed. Fundamental principles of retail, wholesale and specialty selling are discussed. Successful salespersons are invited to give demonstrations of how sales actually are made.

Lecture 2 hours.

177—ADVERTISING 2 UNITS

Prerequisite: None.

An introductory course in the purpose and principles of advertising, including the organization and functions of advertising agencies. Buying motives and the writing of good copy are studied. Radio, television, and outdoor advertising methods and costs are covered. This course is not intended to develop artistic ability, but those who

150 BUSINESS

can illustrate their copy will find an opportunity to do so. Courses in advertising art are offered by the Art Department.

Lecture, discussion, and special reports 2 hours.

180—BANKING OPERATIONS 3 UNITS

Prerequisite: None.

Provides an understanding of the basic functions of banking and a working knowledge of a bank.

Lecture 3 hours.

181—FINANCIAL STATEMENT ANALYSIS 3 UNITS

Prerequisite: Business 101, or equivalent.

Provides a complete understanding of the Income Statement and of the Balance Sheet. These financial statements are further analyzed as to components, and ratios are developed to determine the firm's financial position.

Lecture 3 hours.

182—INSTALLMENT CREDIT 3 UNITS

Prerequisite: None.

Explains the evolution of installment credit and its current status. Credit risk evaluation is analyzed from the standpoint of loan information, interview, investigation, and credit decisions. Practical applications of cost analysis, rate structures, and collection procedures are presented.

Lecture 3 hours.

190—INSURANCE SPECIALIST TRAINING 3 UNITS

Prerequisite: None.

Business 190 is a study of the principles, policies, rating, and underwriting of personal insurance policies; such as, automobile and homeowners. Also included is a study of office procedures and the processing of insurance claims.

Lecture 3 hours.

201—BEGINNING SHORTHAND 1-5 UNITS

Prerequisite: Completion of, or concurrent enrollment in, the following: (1) Business 144, (2) Business 145 or Bus-

ness 146 or a satisfactory score on the English Placement Examination, and (3) Business 242 or equivalent.

Note: Students who can take dictation at least 60 words a minute should enroll in Business 202. In classes where individualized instruction is given, a student may complete one module of instruction for one unit of credit, with a maximum of five units for this course.

An introductory course in shorthand covering theory, speed development, and beginning transcription skills.

Lecture, discussion, demonstration, and laboratory 5 hours.

202—SHORTHAND TRANSCRIPTION I 1-3 UNITS

Prerequisite: Business 201 (5 units), or at least one year of shorthand in high school; and concurrent enrollment in Business 235 and Business 211 (enrollment for the second unit is optional upon achievement of 80 wpm); and completion of, or concurrent enrollment in, the following: (1) Business 144, (2) Business 145 or Business 146 or a satisfactory score on the English Placement Examination, and (3) Business 243 or equivalent.

Note: Students who have earned a "B" grade in second-year shorthand in high school should enroll in Business 203. In classes where individualized instruction is given, a student may complete one module of instruction for one unit of credit, with a maximum of three units for this course.

Continuation of Business 201, which incorporates review of theory, transcription techniques, and English skills to produce mailable letters.

Lecture, discussion, demonstration, and laboratory 3 hours.

203—SHORTHAND TRANSCRIPTION II 3 UNITS

Prerequisite: Business 202 (3 units), or a "B" grade in second-year shorthand in high school; and concurrent enrollment in Business 211 (enrollment for the second unit is optional upon achievement of 100 wpm); and completion of, or concurrent enrollment in the following: (1) Business 144, (2) Business 145 or Business 146 or a satisfactory score on the English Placement Examination, and (3) Business 243.

Finishing course for the executive secretary. Emphasis will be on office style dictation of business communica-

tions, applying transcription skills acquired in Business 202.

Lecture, discussion, demonstration, and laboratory 3 hours.

207—LEGAL PROCEDURES I 3 UNITS

Prerequisite: Business 242, or two years of typing in high school.

Note: Business 202 (3 units) is recommended.

Business 207 is a course offering specialized training in legal phraseology, spelling, specific training in the preparation of legal documents, office routine and methods, and other legal procedures information.

Lecture and discussion 3 hours.

208—LEGAL PROCEDURES II 3 UNITS

Prerequisite: Business 207.

Business 208 is an advanced legal procedures course offering specific training in the preparation and filing of legal documents, including citations, points and authorities, and motions; general discussion of research methods; and the applicable law in preparation of such materials.

Lecture 3 hours.

210—SHORTHAND REVIEW 1-2 UNITS

Prerequisite: Prior training in shorthand.

Note: A student may take this course for 1-2 units each semester, with a maximum of two units for this course.

A quick, thorough review of the theory of shorthand, which provides an opportunity to brush up on principles, brief forms, phrases, and high-frequency words.

Lecture and laboratory 2 hours.

211—SHORTHAND SPEED DEVELOPMENT 1-2 UNITS

Prerequisite: Business 201 (4 units), or one year of high school shorthand or equivalent.

Note: A student may take this course for 1-2 units each semester, with a maximum of six units for this course.

A course offering shorthand speed development on an individualized basis with dictation ranging from 50 words a minute to 160 words a minute.

Lecture and laboratory 2 hours.

221—MEDICAL TERMINOLOGY I 3 UNITS

Prerequisite: None.

Designed to familiarize those interested in the medical field with origin, correct spelling, pronunciation, meaning and current usage of common medical terms and their application to clinical records and reports. Emphasis will be placed on the roots, prefixes, suffixes, and word combinations.

Lecture 3 hours.

222—MEDICAL TERMINOLOGY II 3 UNITS

Prerequisite: Business 221.

Continuation of Business 221. Designed to provide an adequate vocabulary for persons interested in employment in the medical profession. Emphasis will be placed on the roots, prefixes, suffixes, and word combinations, as well as on medical abbreviations, symbols, and terms common in patients' records and laboratory reports.

Lecture 3 hours.

225—MEDICAL OFFICE PROCEDURES — (ADMINISTRATIVE) 3 UNITS

Prerequisite: Business 222 (which may be taken concurrently) or equivalent.

A course offering an introduction to the medical office and concentrating on the Medical Assistant's role in the maintenance of a professional and efficient medical office, including: career guidelines and professional qualifications; public relations; courteous and effective handling of patients, doctors, and co-workers; preparation and care of medical records; correspondence; financial records; insurance; and general management of a medical facility. Training will be applicable in office of physicians, medical hospitals and clinics, dental and mediological agencies and government-sponsored medical facilities.

Lecture 3 hours.

1979-80 CATALOG ADDENDUM/LAST SECTION

152 BUSINESS

231—OFFICE ORIENTATION 3 UNITS

Prerequisite: Business 241, or Business 257, or one year of typing in high school.

A detailed study of general office procedures, including the selection of office supplies; the processing of mail; use of postal and telegraph services; receptionist and telephone techniques; handling travel arrangements; data processing; preparation of reports; banking procedures; payroll, insurance, and tax records; legal forms; and the job interview.

Lecture 2 hours, laboratory 2 hours.

233—COPY PROCESSES AND RECORDS MANAGEMENT 1-3 UNITS

Prerequisite: Business 241 or Business 257 or one year of typing in high school.

Note: Recommended also for students who desire to become aides to the instructional staff or in administrative offices at Glendale Community College.

Development of knowledge, skill, creativity, and judgment in the performance of two essential office duties—duplication and management of office records. Study of the five duplication processes—what they are, specific applications of each, and cost comparison; creation of masters; and operation of the fluid duplicator, mimeograph, and copy machines. Intensive training in filing and records management.

Lecture 2 hours, laboratory 2 hours.

235—MACHINE TRANSCRIPTION BUSINESS 1-3 UNITS

Prerequisite: Business 241 or one year of typing in high school; and completion of, or concurrent enrollment in the following: (1) Business 144, and (2) Business 145 or Business 146 or a satisfactory score on the English Placement Examination.

A course in machine transcription which presents modern business procedures, terminology, and equipment in a work environment through which knowledge, realistic skills, and attitudes are developed.

Lecture 2 hours, laboratory 2 hours.

236—MACHINE TRANSCRIPTION, LEGAL 2 UNITS

Prerequisite: Business 241 or one year of typing in high school; and completion of, or concurrent enrollment in the following: (1) Business 144 and (2) Business 145 or Business 146 or a satisfactory score on the English Placement Examination.

Development of proficiency in the operation of transcription machines. Students will type legal communications from dictation on the machine, and they will have practice in typing legal forms commonly used in legal offices. Emphasis will be placed on excellence in typing and proficiency in use of English skills, such as spelling, grammar, punctuation, etc.

Lecture 2 hours, laboratory 2 hours.

237—MACHINE TRANSCRIPTION MEDICAL 2 UNITS

Prerequisite: Business 241 or one year of typing in high school; and completion of, or concurrent enrollment in the following: (1) Business 221, (2) Business 144, and (3) Business 145 or Business 146 or a satisfactory score on the English Placement Examination.

Development of proficiency in the operation of transcription machines. Students will type medical communications from dictation on the machine, and they will have practice in typing medical forms commonly used in medical offices. Emphasis will be placed on excellence in typing and proficiency in use of English skills, such as spelling, grammar, punctuation, etc.

Lecture, discussion, demonstration, and laboratory 3 hours.

238—ADVANCED MACHINE TRANSCRIPTION, MEDICAL 2 UNITS

Prerequisite: Business 237 and completion of, or concurrent enrollment in, Business 222 and Business 243.

This course covers machine transcription of case histories, surgical and pathological reports for hospital records, and letters dictated by physicians representing the medical specialties.

Lecture 1 hour, laboratory 2 hours.

240—PERSONAL TYPING 1-2 UNITS

Prerequisite: None.

Note: Recommended for nonclerical and nonsecretarial majors.

Introductory typing which offers students an opportunity to learn how to operate the typewriter for their own personal use. Emphasis is placed on basic skill development and on theory concepts.

Lecture 1 hour, laboratory 1 hour.

241—BEGINNING TYPING 3 UNITS

Prerequisite: None.

The basic skills of keyboard techniques are developed to give the foundation for advanced training in typing. Training is given in the preparation of memorandums, personal letters, business letters, simple tabulation, outlines, and manuscripts.

Lecture, demonstration, and laboratory 5 hours.

242—INTERMEDIATE TYPING 3 UNITS

Prerequisite: Business 241 or a typing speed of at least 30 words a minute.

Continuation of Business 241. Refinement and development of technique with increased emphasis on accuracy and speed. Detailed study of business letters, special office forms, tabulated reports, and manuscripts.

Lecture, demonstration, and laboratory 5 hours.

243—ADVANCED TYPING 3 UNITS

Prerequisite: Business 242 or a typing speed of at least 40 words a minute.

Advanced typing is vocational, and the standards are set in terms of business demands. This program is designed to help the student to develop and integrate all of the "back-up" skills, knowledge, and techniques into a complete production typewriting skill. Emphasis is placed upon the development of accuracy and speed both in straight-copy material and in production projects and upon the application of related learnings.

Lecture, demonstration, and laboratory 5 hours.

244—TYPEWRITING SPEED/CONTROL BUILDING 1 UNIT

Prerequisite: Business 241 or equivalent.

Note: This course may be taken twice for a maximum of 2 units of credit. Concurrent enrollment in Business 242 and Business 243 is permissible if the student needs additional speed and/or accuracy practice.

This course is designed to provide intensive training and practice in building typewriting speed and control. The student is allowed to pursue individual goals.

Lecture 1 hour, laboratory 2 hours. (8 weeks)

245—WORD PROCESSING I 1 UNIT

Prerequisite: A typing speed of at least 50 words a minute on an electric typewriter.

Training in the operation of word processing equipment, which is particularly adaptable to school, business, and government offices requiring volume typing, repetitive typing, and typing from rough draft, to produce personalized letters, statistical tables, forms, legal documents and instruments, and other forms of office communications.

Lecture, demonstration, laboratory 3 hours (8 weeks).

246—WORD PROCESSING II 1 UNIT

Prerequisite: Business 245.

Note: Business 235 or Business 236 or Business 237 is recommended.

Continuation of Business 245. Thorough review of word processing principles with major emphasis on applications pertaining to business office communications. New techniques will be learned involving indented materials and automatic letter writing.

Demonstration, laboratory 3 hours. (8 weeks)

249—LEGAL TYPING 1 UNIT

Prerequisite: Business 242 or a typing speed of at least 40 words a minute.

A course offering specific training in and supervision of preparation of legal documents.

Lecture and laboratory 2 hours.

1979-80 CATALOG ADDENDUM/LAST SECTION

154 BUSINESS/CARPENTRY/CHEMISTRY

261—WORD PROCESSING CONCEPTS IN THE MODERN OFFICE 1 UNIT

Prerequisite: None.

This course covers the effect of automated office equipment on office organization structures including the five phases of word processing (origination, production, reproduction, filing, and communication/distribution); the roles of management and secretaries; and career opportunities in the word processing field.

Lecture 2 hours. (8 weeks)

265—MANAGING OFFICE SUPPORT AREAS 3 UNITS

Prerequisite: Business 261 and either Business 245 or Business 246, or equivalent.

Techniques of management and supervision for word processing/administrative support areas will be presented, which include structuring and implementing the system; operating the word processing center; selecting, training, and motivating personnel; preparing procedure and policy manuals, work measurement tools, and work flow charts; evaluating and selecting word processing equipment and software support; studying work environment requirements; conducting dictation training; and improving interview techniques.

Lecture 3 hours.

CARPENTRY

151—WOODWORK (SEE NOTE)

Prerequisite: None.

Note: Maximum credit per semester will be 5 units. Proportionately less credit may be earned for carrying less than a full schedule. A maximum of 20 units of credit will be allowed for Carpentry 151.

Workmanship, construction and functional design are emphasized, particularly in practical projects for home use and construction. Projects for class work may be selected by enrollees.

Lecture as required, laboratory 15 hours maximum per week.

CHEMISTRY

101—GENERAL CHEMISTRY 5 UNITS

Prerequisite: An introductory college chemistry course or high school chemistry or Physical Science 131 with a grade of "C" or better; Mathematics 101 with a grade of "C" or better or one and one-half years of algebra and one year of plane geometry in high school.

A course in fundamental chemistry designed to set forth the most important facts and theories with which chemistry is concerned. Basic laws and chemical calculations are stressed.

Lecture 3 hours, laboratory 6 hours.

102—CHEMISTRY 5 UNITS

Prerequisite: Chemistry 101 with a grade of "C" or better.

A continuation of the study of the basic concepts of general chemistry introduced in Chemistry 101, with emphasis on the theory and technique of qualitative analysis, including a brief introduction to organic chemistry.

Lecture 3 hours, laboratory 6 hours.

103—QUANTITATIVE ANALYSIS 4 UNITS

Prerequisite: Chemistry 102 with a grade of "C" or better.

Note: Chemistry 103 is required of pre-medical students. Chemistry 103 is recommended for majors in chemistry, physics, pharmacy, mining engineering, geology, metallurgical or petroleum engineering, sanitary and municipal engineering, certain agriculture and public health curricula and medical technologists.

Emphasis is on the principles and techniques of quantitative analysis, including calibration, volumetric, gravimetric and spectrophotometric procedures. Large numbers of illustrative problems are solved.

Lecture 2 hours, laboratory 6 hours.

105—ORGANIC CHEMISTRY 5 UNITS

Prerequisite: Chemistry 102 with a grade of "C" or better.

Note: Required of pre-medical and pre-dental students; recommended for majors in chemistry, petroleum engineering, sanitary and municipal engineering, and pharmacy; and for certain home economics, public health, and agriculture majors.

An introductory study of the compounds of carbon, including the preparation, properties, and reactions of both aliphatic and aromatic hydrocarbons, halogen derivatives, alcohols, and ethers. Methods of synthesis are stressed, and reaction mechanisms and modern structural principles are introduced.

Lecture 3 hours, laboratory 6 hours.

106—ORGANIC CHEMISTRY 5 UNITS

Prerequisite: Chemistry 105 with a grade of "C" or better.

A study of the preparation, properties, and reactions of aliphatic, and aromatic acids, amines, aldehydes, ketones, carbohydrates, heterocyclic compounds, amino acids and proteins. Analysis as well as synthesis of compounds is stressed.

Lecture 3 hours, laboratory 6 hours.

107—INTRODUCTORY BIOCHEMISTRY 3 UNITS

Prerequisite: Chemistry 102 with a grade of "C" or better.

Subject matter includes a study of amino acids and proteins, enzymes, polysaccharides, photosynthesis and ATP, the citric acid cycle, lipids, vitamins, hormones, nucleic acids and molecular diseases. This course is intended as enrichment for science majors and as preparation for upper division biochemistry.

Lecture 2 hours, laboratory 3 hours.

110—ELEMENTS OF GENERAL CHEMISTRY 5 UNITS

Prerequisite: Mathematics 141 or one year of algebra in high school and Mathematics 140 or one year of plane geometry in high school.

A basic course in the fundamental principles, laws and computations of chemistry emphasizing the descriptive phases and including a brief introduction to the chemis-

try of the carbon compounds.

Lecture 4 hours, laboratory 3 hours.

115—CHEMISTRY FUNDAMENTALS FOR NURSES 3 UNITS

Prerequisite: Concurrent enrollment in Allied Health 101, 103, 105, 107 at Glendale Community College.

A course in fundamental chemistry for nurses (lecture only) designed to give the basic concepts of chemistry necessary for the nursing profession.

Lecture 3 hours.

120—FUNDAMENTALS OF COLLEGE CHEMISTRY I 5 UNITS

Prerequisite: Math 141 with a grade of "C" or better or one year of algebra in high school.

Note: This course is not for science majors. At Glendale College, Chemistry 120 satisfies the prerequisite for Chemistry 121 *only*.

A course in the fundamentals of chemistry with the emphasis on health science related examples. This course and Chemistry 121 are designed for health science (e.g. nursing, home economics, physical therapy, and other majors that need a year of college chemistry that includes inorganic, organic and biochemistry.) Chemistry 120 will cover inorganic chemistry. Chemistry 120 does not involve the level of mathematical applications that are found in Chemistry 101.

Lecture 4 hours, laboratory 3 hours.

121—FUNDAMENTALS OF COLLEGE CHEMISTRY II 5 UNITS

Prerequisite: Chemistry 120 with a grade of "C" or better.

Note: This course is not for science majors.

Chemistry 121 is the second half of the year sequence and covers the fundamentals of organic and biochemistry.

Lecture 4 hours, laboratory 3 hours.

141—INTRODUCTION TO CHEMISTRY 5 UNITS

Prerequisite: None.

1979-80 CATALOG ADDENDUM/LAST SECTION

156 CHEMISTRY/COOPERATIVE EDUCATION

Note: Recommended as a foundation course for either Chemistry 110 or Chemistry 101.

An introductory course emphasizing the essential principles of chemistry with a descriptive survey of chemical facts and including a brief introduction to elementary organic chemistry. Reference is made to industrial and practical home chemistry.

Lecture 4 hours, laboratory 3 hours.

143—INTRODUCTION TO CHEMISTRY 4 UNITS

Prerequisite: None.

Note: Recommended as a foundation course for either Chemistry 110 or Chemistry 101. This course will satisfy the chemistry requirement for many schools of nursing.

An introductory course emphasizing the essential principles of chemistry with a descriptive survey of chemical facts. Reference is made to industrial and practical home chemistry.

Lecture 3 hours, laboratory 3 hours.

COMPUTING AND INFORMATION SYSTEMS

See Business 122, 124, 128, 129, 130, 135, 137, 138.

COOPERATIVE EDUCATION

101—GENERAL WORK EXPERIENCE (SEE NOTE)

Prerequisite: Be enrolled in a college program of no less than eight (8) units including Cooperative Education and concurrent employment for a minimum of five (5) hours per week. Summer Session requires one other class in addition to Cooperative Education. The employment need not be related to the occupational goal of the student.

Note: The College is responsible for complete control of the planned programs of activities and does not delegate this authority to officials of the job establishment. Units are based on the number of hours worked per week. (a) 5-9 hours = 1 unit; (b) 10-14 hours = 2 units (c) 15 or more hours = 3 units. Credit for Summer Session is granted upon successful completion of one (1) unit for 75 hours of Cooperative Education, being enrolled in at least one other class, and meeting all other

program requirements.

General Work Experience is supervised employment of students with the intent of assisting them in acquiring desirable work habits, developing career awareness, and promoting positive attitudes about jobs and the world of work. (This course is not applicable for benefits from the Veterans Administration.)

For the satisfactory completion of Cooperative Education, the District grants credit to the student not to exceed six semester units for Cooperative Education 101 and sixteen (16) semester units during the student's enrollment in any community college or colleges.

The certificated staff (classroom instructors) are responsible for the assignment of the final letter grade for each student, after careful consideration of the supervisor/employer student evaluation, and is the same as appears in the catalog courses.

No more than three (3) credit hours per semester, or Summer Session, with a maximum of six (6) semester credit hours during the student's enrollment in any community college or colleges.

Lecture 1 hour, class lecture preparation 2 hours, with appropriate written assignment, laboratory 5 or more hours. Weekly or monthly time sheets shall be turned in to the classroom instructor as announced.

102—OCCUPATIONAL WORK EXPERIENCE (SEE NOTE)

Prerequisite: Be enrolled in a college program of no less than eight (8) units including Cooperative Education and concurrent employment for a minimum of five (5) hours per week. Summer Session requires at least one other class in addition to Cooperative Education. The employment must be directly related to the student's two year career college program.

Note: The college is responsible for complete control of the planned program of activities and does not delegate this authority to officials of the job establishment. Units are based on the number of hours worked per week. (a) 5-9 hours = 1 unit; (b) 10-14 hours = 2 units; (c) 15-19 hours = 3 units; (d) 20 or more hours = 4 units. Credit for Summer Session is granted upon successful completion of one (1) unit for 75 hours of Cooperative Education, being enrolled in at least one other class, and meeting all other program requirements.

Occupational Work Experience is the extension of occupational learning opportunities and career awareness for students through employment in occupational fields for which their college programs (majors) are designed. (This course is applicable for benefits from the Veterans Administration.)

For the satisfactory completion of Cooperative Education, the District grants credit to the student not to exceed sixteen semester units during the student's enrollment in any community college or colleges.

The certificated staff (classroom instructors) are responsible for the assignment of the final letter grade for each student, after careful consideration of the supervisor/employer student-evaluation, and is the same as appears in the catalog for all other college courses.

No more than four (4) credit hours per semesters with a maximum of sixteen (16) semester credit hours during the student's enrollment in any community college or colleges. No more than three (3) credit hours may be earned during the Summer Session.

Lecture 1 hour, class lecture preparation 2 hours, with appropriate written assignment, laboratory 5 or more hours. Weekly or monthly time sheets shall be turned in to the classroom instructor as announced.

COSMETOLOGY

101—WIG AND HAIRPIECE SERVICING I 2 UNITS

Prerequisite: None.

Basic techniques in the skill of wig servicing. Emphasis is placed on fundamentals for those students who have never experienced working with hair or hairpieces. This service does not require a California license.

Lecture 1 hour, laboratory 2 hours.

102—WIG AND HAIRPIECE SERVICING II 2 UNITS

Prerequisite: A Cosmetology License, or be a senior cosmetology student in high school, or have one thousand hours of cosmetology training.

Emphasizes skill for achieving satisfactory results in individual wig styling, coloring, conditioning and servicing. Develops important personal qualifications, stresses how wigs are made, fitted and altered as well as how

to recognize types of wigs and hairpieces available. Outlines the importance of knowledge of wigs in regard to buying and selling them and prepares the student on the proper care and handling of wigs and hairpieces.

Lecture 1 hour, laboratory 2 hours.

111—ELEMENTS OF COSMETOLOGY (SEE NOTE)

Prerequisite: High school graduation or age 18 with 10th grade education.

Note: Students are granted one unit of credit for each 34 hours of lecture and laboratory attendance each semester for a maximum of 16 units and a total of 48 units for the entire 1,600 hours as required by the Board of Cosmetology for licensing as a Cosmetologist. The student must enroll in a minimum of 25 hours per week for 12 units and a maximum of 40 hours per week for 16 units. Late enrollment is allowed. Students will be granted credit as earned at the rate of 34 hours of attendance equaling one unit.

A study covering basic sciences of the hair, skin, scalp, sanitation, sterilization and hygiene recognition of conditions of the skin, scalp and hair. Preparation training in theory and practical operation.

Practical application of skills in shampooing, curl construction, basic hair cutting, comb-out procedures, responsibilities as a receptionist, ethics of the profession, as well as personal hygiene.

Lecture and laboratory 25 hours.

112—BASIC COSMETOLOGY (SEE NOTE)

Prerequisite: Cosmetology 111. Students transferring from another state approved school may enter Cosmetology 112 providing 400 hours have been completed.

Note: Students are granted one unit of credit for each 34 hours of lecture and laboratory attendance each semester for a maximum of 16 units and a total of 48 units for the entire 1,600 hours as required by the Board of Cosmetology for licensing as a Cosmetologist. The student must enroll in a minimum of 25 hours per week for 12 units and a maximum of 40 hours per week for 16 units. Late enrollment is allowed. Students will be granted credit as earned at the rate of 34 hours of attendance equaling one unit.



Suzanne Cappie R. 7-77

Theory and application of permanent waving, all phases of hair coloring. Modern methods of hair shaping and hair styling shall be practiced on models. This course also offers practice on fellow students.

Lecture and laboratory 25 hours.

113—INTERMEDIATE COSMETOLOGY (SEE NOTE)

Prerequisite: Cosmetology 112. Students transferring from another state approved school may enter Cosmetology 113 providing 800 hours have been completed.

Note: Students are granted one unit of credit for each 34 hours of lecture and laboratory attendance each semester for a maximum of 16 units and a total of 48 units for the entire 1600 hours as required by the Board of Cosmetology for licensing as a Cosmetologist. The student must enroll in a minimum of 25 hours per week for 12 units and a maximum of 40 hours per week for 16 units. Late enrollment is allowed. Students will be granted credit as earned at the rate of 34 hours of attendance equaling one unit.

A review of all requirements as set forth by the State Board of Cosmetology. Instruction in the science of permanent waving, hair coloring, and creating a hair style with further course of study in electrical facial, and electrical scalp treatments.

Lecture and laboratory 25 hours.

114—ADVANCED COSMETOLOGY (SEE NOTE)

Prerequisite: Cosmetology 113. Students transferring from another state approved school may enter Cosmetology 114 providing 1,200 hours have been completed.

Note: Students are granted one unit of credit for each 34 hours of lecture and laboratory attendance each semester for a maximum of 16 units and a total of 48 units for the entire 1,600 hours as required by the Board of Cosmetology for licensing as a Cosmetologist. The student must enroll in a minimum of 25 hours per week for 12 units and a maximum of 40 hours per week for 16 units. Late enrollment is allowed. Students will be granted credit as earned at the rate of 34 hours of attendance equaling one unit.

Advanced methods of all phases of cosmetology as performed in a salon, corrective hair coloring, salon man-

agement, and preparation for the State Board Examination.

Lecture and laboratory 25 hours.

DATA PROCESSING

See Business 122.

DENTAL MATERIALS

See Art 151.

DRAFTING

129—BLUEPRINT READING

2 UNITS

Prerequisite: None.

Note: A recommended course for basic drafting review and non-drafting majors. No credit is allowed for this course to students having credit in Engineering 104; Drafting 132, 133, 134; Graphics and Design 166, 167, 168.

A study of the fundamentals of orthographic drawing to develop the student's ability to understand and utilize the information presented on a blueprint. Such areas as size dimensional systems, tolerancing, S1 metrics, value engineering and related industrial terminology are presented to strengthen the student's ability to interpret an engineering drawing.

Lecture 2 hours, laboratory 1 hour.

131—TECHNICAL DRAFTING

5 UNITS

Prerequisite: None.

Note: Students must register for the full number of hours for which the course is scheduled.

A basic course in drafting consisting of the techniques used in the use of instruments for technical drawing, orthographic projection and visualizing in three dimensions, revolutions, sections, primary and secondary auxiliary views, isometric drawing, types of fasteners, springs, oblique drawing, freehand drawing and sketching.

Lecture 3 hours, laboratory 6 hours.

1979-80 CATALOG ADDENDUM/LAST SECTION

160 DRAFTING

132—TECHNICAL DRAFTING AND DIMENSIONAL TOLERANCING 5 UNITS

Prerequisite: Drafting 131 or Graphics and Design 165; Technical Education 143 which may be taken concurrently.

Note: Students must register for the full number of hours for which the course is scheduled.

Drafting 132 is a course in advanced drafting specializing in tolerancing, dimensional systems, S I metrics, Military standards, and true positional tolerancing. Emphasis is placed upon individual and group design efforts in piping, structural and mechanical design projects.

Lecture 3 hours, laboratory 6 hours.

133—ELECTRO-MECHANICAL PACKAGING AND DESIGN 5 UNITS

Prerequisite: Drafting 132.

Note: Students must register for the full number of hours for which the course is scheduled.

Drafting 133 is a course in electro-mechanical packaging. Specializing in electronic drafting, printed circuit design, basic packaging, cabling and military standards. Emphasis is placed on the actual design and construction of various electronic packages in both individual and group design projects.

Lecture 3 hours, laboratory 6 hours.

134—ADVANCED MECHANICAL PACKAGE DESIGN 5 UNITS

Prerequisite: Drafting 133.

Note: Students must register for the full number of hours for which the course is scheduled.

Drafting 134 is a course in tool design and strength of materials and advanced electro-mechanical packaging. Emphasis is placed on various individual and group design. Students are responsible for the complete design, drawings and all related paper work for each project.

Lecture 3 hours, laboratory 6 hours.

136—BASIC TECHNICAL DRAFTING 3 UNITS

Prerequisite: None.

Not a basic transfer course for students who hope to continue in an engineering course in a four-year college. A basic course in drafting techniques for instruments, lettering, and geometry.

This class is offered in the Extended Day Program only.

Lecture 2 hours, laboratory 4 hours.

137—TECHNICAL DRAFTING 3 UNITS

Prerequisite: Drafting 136.

Primarily designed for students already employed in related industry and for students planning to start working in related fields in the near future. Not a basic transfer course for students who hope to continue in an engineering course in a four-year college.

This class is offered in the Extended Day Program only.

Lecture 2 hours, laboratory 4 hours.

138—TECHNICAL DRAFTING 3 UNITS

Prerequisite: Drafting 137.

Primarily designed for students already employed in related industry and for students planning to start working in related fields in the near future. Not a basic transfer course for students who hope to continue in an engineering course in the four-year college.

This class is offered in the Extended Day Program only.

Lecture 2 hours, laboratory 4 hours.

139—ADVANCED TECHNICAL DRAFTING 3 UNITS

Prerequisite: Drafting 138.

Primarily designed for students already employed in related industry and for students planning to start working in related fields in the near future. Not a basic transfer course for students who hope to continue in an engineering course in a four-year college.

This class is offered in the Extended Day Program only.

Lecture 2 hours, laboratory 4 hours.

ECONOMICS

101—PRINCIPLES OF MICROECONOMICS 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average. One year high school algebra or Mathematics 141.

A fundamental course in economic analysis including methodology, the history of economic thought and mathematical techniques. Price theory including consumer behavior (utility and demand), production (cost and supply), partial equilibrium, tax incidence, and theory of the firm (profit maximization under pure competition) are examined. Other selected topics may include imperfect competition, monopoly, agriculture, labor, factor pricing, international trade and comparative advantage, business organization, accounting and the stock market.

Lecture 3 hours.

102—PRINCIPLES OF MACROECONOMICS 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average. One year high school algebra or Mathematics 141.

Note: It is recommended that Economics 101 be taken prior to Economics 102.

A fundamental course including an introduction to economic history, comparative economic systems, and statistical analysis. Stress is placed on National Income theory, consumption, investment, inflation, unemployment, and fiscal and monetary policy. Other selected topics may include money and banking, national debt, international balance of payments, growth and development, and urban problems.

Lecture 3 hours.

105—THE AMERICAN ECONOMY 3 UNITS

Prerequisite: None.

Note: No credit will be granted for Economics 105 if Economics 101 and Economics 102 have been taken previously.

An introduction to the American economy. A foundation for understanding it and the problems that it faces. A description of the important institutions of our system and an analytical approach to the understanding of the basic economic problems.

Lecture 3 hours.

107—PROBABILITY AND STATISTICS 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average. One year of high school algebra or Mathematics 141 or equivalent.

An introduction to the areas of probability and statistics. A consideration of the methods of gathering, classifying, and analyzing statistical data.

Lecture 3 hours.

111—ECONOMIC HISTORY OF THE UNITED STATES 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

A history of economic development of the United States from its settlement to the present. Emphasis is placed on the growth and development of institutions and movements in our modern society. This course meets the California State requirement in American History.

Lecture 3 hours.

115—THE AGE OF UNCERTAINTY: A HISTORY OF ECONOMIC IDEAS AND THEIR CONSEQUENCES — TV only 2-3 UNITS

Prerequisite: None.

Note: Three units are granted if a term paper is submitted.

Economics 115 is an interdisciplinary study with major elements of economics, philosophy, history, sociology, anthropology, and political science that begins in the agricultural landscape of the 1700's and brings the student forward into the age of the corporate giant and the nuclear warfare of modern industrial society. The basic intent of the course is to provide the student with an interdisciplinary approach to understanding current economic, social, and political problems; and to explore their potential for solution through the framework of a personalized view of modern economic history.

A television series of twelve one-hour television programs plus one ninety-minute special.

EDUCATION

See Social Science 101

EDUCATIONAL MEDIA TECHNOLOGY

101—INTRODUCTION TO EDUCATION MEDIA 2 UNITS

Prerequisite: None.

Educational Media Technology 101 is an introduction to the field of instructional media at different levels in education. It will include an understanding of the growth of instructional media from its origin to its present state. The course includes an overview of the communication, learning, and perception theories.

Lecture 2 hours.

102—EDUCATION MEDIA TECHNIQUES 3 UNITS

Prerequisite: None.

Educational Media Technology 102 is a course dealing with the development of mounting, laminating, preparing overhead transparencies, and various forms of display media. Solution of problems using one or many media techniques in a realistic atmosphere of a media preparation center.

Lecture 2 hours, laboratory 4 hours.

103—MEDIA EQUIPMENT OPERATION AND MAINTENANCE 3 UNITS

Prerequisite: None.

Educational Media Technology 103 is an introduction to the operating principles and utilization of media equipment and facilities. Development of the correct setup, operation, and basic maintenance of equipment. Repair practices and storage of both equipment and software. Evaluation of specifications, performance, and economics of equipment together with selection and application considerations.

Lecture 2 hours, laboratory 4 hours.

104—EDUCATIONAL TELEVISION TECHNIQUES 3 UNITS

Prerequisite: None.

The main emphasis of this course will be in handling television equipment and preparing instructional television materials. The topics covered include the recognition and utilization of television equipment, the efficient design of studio space, programming and production, and experience in scheduling. Also included is the study of the limitations, applications, and economics of television instruction.

Lecture 2 hours, laboratory 4 hours.

ELECTRONICS

See Television Repair

ELECTRONICS

125—LOGIC AND SWITCHING CIRCUITS 4 UNITS

Prerequisite: Electronics 172

Introduction to digital systems, number systems, Boolean Algebra, logic techniques, logic gates, multivibrator circuits, counters, multivibrators, programming and codes. Construction and development of TTL logic, and COSMOS circuitry using IC chips.

Lecture 3 hours, laboratory 3 hours.

171—BASIC ELECTRONICS I 6 UNITS

Prerequisite: Technical Education 143 or Technical Education 144 or a more advanced mathematics course. (May be taken concurrently.)

Note: Students must register for the full number of hours for which the course is scheduled, but late registration is permitted provided a vacancy in the class exists.

Study of the DC and AC circuit principles and characteristics. Study and application of network theorems for circuit analysis. Study of magnetism and magnetic units. Theory and application of volt-ohm meters.

Fundamental skills are developed in shop practice, soldering techniques, wiring practice, schematic reading and circuit tracing, use of meters, oscilloscopes, and other test equipment. Practice in layout and construction of simple electronic circuits.

Lecture 5 hours, laboratory 4 hours.

172—BASIC ELECTRONICS II 6 UNITS

Prerequisite: Electronics 171 and concurrent enrollment in Technical Education 144 or a more advanced mathematics course.

Note: Students must register for the full number of hours for which the course is scheduled, but late registration is permitted provided a vacancy in the class exists.

Analysis of DC and AC circuits. Principles of vacuum tubes, vacuum tube amplifiers, power supplies, and filters. Laboratory experiments with vacuum tubes, amplifiers and power supplies. Use of signal generators, oscilloscopes and other test instruments.

Lecture 5 hours, laboratory 4 hours.

173—ADVANCED ELECTRONICS 6 UNITS

Prerequisite: Electronics 172, and concurrent enrollment in one of the following: Metals 115, Drafting 129, Technical Education 145 or Materials and Processes 146.

Note: Students must register for the full number of hours for which the course is scheduled, but late registration is permitted provided a vacancy in the class exists.

Theory of transistors. Analysis of linear transistor circuits. Amplifiers and oscillators using transistors and vacuum tubes. Regulated power supplies. Laboratory experiments for checking transistor parameters and behavior.

Lecture 5 hours, laboratory 4 hours.

174—ADVANCED ELECTRONICS 6 UNITS

Prerequisite: Electronics 173, and concurrent enrollment in one of the following: Metals 115, Drafting 129, Technical Education 145 or Materials and Processes 146.

Note: Students must register for the full number of hours for which the course is scheduled, but late registration is permitted provided a vacancy in the class exists.

Transmitter theory, antennas and transmission lines, test instruments, integrator and differentiator circuits, and computer logic circuits, superheterodyne theory. Laboratory includes troubleshooting, test instrument use and maintenance, and experiments with special circuits.

Lecture 5 hours, laboratory 4 hours.

175—BASIC INTEGRATED CIRCUIT THEORY I 3 UNITS

Prerequisite: None.

Note: No credit for Electronics 175 if Electronics 125 has been taken for credit.

The course presents the basic principles of integrated circuit electronics for non-electronics majors and those currently in the electronics industry. It is designed to provide the students with an understanding of the basic principles of integrated circuit and their applications.

Lecture 2 hours, laboratory 3 hours.

176—BASIC INTEGRATED CIRCUIT THEORY II 3 UNITS

Prerequisite: Electronics 125 and 175.

Note: Reduced credit if Electronics 171 is taken prior to or subsequent to Electronics 175-176.

Continuation of Electronics 175. Principles of vacuum tubes, AF and RF vacuum tube amplifiers, power supplies, oscillators, and introduction to transistors.

Lecture 2 hours, laboratory 3 hours.

177—BASIC ELECTRONICS I 3 UNITS

Prerequisite: Satisfactory score on Mathematics Proficiency Test or credit in Mathematics 150.

A basic course covering theory and mathematical applications of DC circuits, Ohm's Law, series circuits, parallel circuits, electrical power, Kirchhoff's Laws, and in-

roduction to AC. Laboratory meetings are included.

This class is offered in the Extended Day Program only.

Lecture 5 hours, laboratory 1 hour.

178—BASIC ELECTRONICS II 3 UNITS

Prerequisite: Electronics 177 or equivalent.

Note: Students having had Electronics 171 will receive no credit for Electronics 178.

A basic electronics course covering theory and mathematical applications of magnetism and electromagnetic induction, alternating current, inductance and inductive reactance, AC circuits, series and parallel resonance, and filters. Laboratory meetings are included.

This class is offered in the Extended Day Program only.

Lecture 5 hours, laboratory 1 hour.

EMERGENCY MEDICAL TECHNOLOGY

101—EMERGENCY MEDICAL TECHNICIAN 6 UNITS

Prerequisite: Acceptable Pre-registration Examination scores.

Acquisition of basic knowledge, skills, and attitudes necessary to effectively respond to emergency situations that threaten the lives of individuals.

Lecture-laboratory 6 hours, 10 clinical hours.

102—REFRESHER COURSE 1 UNIT

Prerequisite: Emergency Medical Technology 101.

This program is required every two years by the State Department of Health, Emergency Services, to update the original course. New equipment and medical techniques will be introduced.

Lecture/laboratory, total of 20 hours.

ENGINEERING

101—ENGINEERING DRAWING 3 UNITS

Prerequisite: None.

Training in the manipulation of instruments, lettering, orthographic projection, sketching, drawing auxiliary and pictorial views, sectioning and dimensioning.

Lecture 2 hours, laboratory 4 hours.

103—DESCRIPTIVE GEOMETRY 3 UNITS

Prerequisite: Engineering 101 or Drafting 131 or Graphics and Design 165 or Architecture 101, or one year of mechanical drawing in high school.

Note: This course may not be taken for credit by students who have completed Architecture 103.

A valuable engineering tool which facilitates the solution of engineering problems graphically. A study of lines and planes in space. The representation of surfaces, solids, interferences, and intersections. Excellent training in visualization and interpretation of engineering drawings.

Lecture 2 hours, laboratory 4 hours.

104—ADVANCED ENGINEERING DRAWING 3 UNITS

Prerequisite: Engineering 101 or Drafting 131 or one year of mechanical drawing in high school.

Delineation of simple machine parts including problems in visualization, dimensioning and tolerances, screw threads and fasteners, freehand sketching, pictorial drawing, piping, welding, gears and cams, assembly and working drawings. Special emphasis is laid upon the interpretation and production of drawings which conform to standard practice.

Lecture 2 hours, laboratory 4 hours.

110—STATICS 3 UNITS

Prerequisite: Physics 101-102 and Mathematics 105. (Physics 102 and Mathematics 105 may be taken concurrently.)

Force systems and equilibrium conditions as applied to mechanical engineering problems. The course includes graphical methods and the use of diagrams as an aid to algebraic solutions. Structures, distributed forces, friction, virtual work, funicular polygons, moments of inertia, shear and bending moment diagrams, and Maxwell diagrams are included in the course. Vector analytical methods using the dot and cross products are stressed.

Lecture 3 hours.

141—ENGINEERING COMPUTATIONS 1 UNIT

Prerequisite: Mathematics 102 or trigonometry in high school.

Note: For engineering and science majors. This course may not be taken for credit by students who have completed Engineering 142.

Lectures and instruction in the use of the slide rule. Mannheim and log-log trigonometric slide rules will be explained and used in computation. Estimating, checking, and solving problems in computation will be required of the student.

Lecture 2 hours.

142—SLIDE RULE 1 UNIT

Prerequisite: None.

Note: For non-science majors. This course may not be taken for credit by students who have completed Engineering 141.

Lectures and instruction in the use of the slide rule. Estimating, checking, and solving problems in computation will be required of the student.

Lecture 2 hours. (9 weeks)

ENGLISH

101—FRESHMAN ENGLISH 3 UNITS

Prerequisite: A satisfactory score on the English Placement Examination; or a grade of "B" or better in English 191; or a grade of "C" or better in English 120.

A foundation course in writing and reading, required of those students intending to transfer to a university. English 101 provides instruction and practice in expository writing, analysis and criticism of selected prose models.

Lecture 3 hours.

102—FRESHMAN ENGLISH 3 UNITS

Prerequisite: English 101.

An introduction to literature which includes practice in writing, related to the study and evaluation of types of imaginative literature, including the short story, novel, drama, and poetry.

Lecture 3 hours.

103—CREATIVE WRITING WORKSHOP 3 UNITS

Prerequisite: None.

Note: This course may be repeated for a total of six units.

An introduction to the theory and practice of creative verbal expression in the major imaginative forms of prose and fiction and non-fiction, poetry, and drama. Emphasis is placed upon specific techniques used to communicate personal ideas and feelings. Students may concentrate on *one* of the major writing forms.

Lecture and discussion 3 hours.

105—SURVEY OF ENGLISH LITERATURE FROM THE ANGLO-SAXON PERIOD TO 1780 3 UNITS

Prerequisite: English 101.

Note: Required of all English majors.

A survey course covering the development of English literature from the beginning to 1780 and emphasizing the development of thought in relation to historical and social backgrounds.

Lecture 3 hours.

106—SURVEY OF ENGLISH LITERATURE FROM 1780 TO THE PRESENT TIME 3 UNITS

Prerequisite: English 101.

Note: Required of all English majors. English 106 may be taken without English 105.

A survey course covering the development of English literature from 1780 to the present time. English 106

1979-80 CATALOG ADDENDUM/LAST SECTION

166 ENGLISH

continues to study the development of thought as an expression of our cultural heritage.

Lecture 3 hours.

109—INTRODUCTION TO LITERATURE OF THE WESTERN WORLD 3 UNITS

Prerequisite: English 101.

A survey of the literature of the Western World from ancient times (including selections from the Old and New Testaments) to the Renaissance. Emphasis upon the Greek and Roman classics. Includes a study of Classical and Norse mythology.

Lecture 3 hours.

110—INTRODUCTION TO LITERATURE OF THE WESTERN WORLD 3 UNITS

Prerequisite: English 101.

A survey of the literature of the Western World from the Renaissance to the present time. Emphasis upon cultural history and the history of important ideas reflected in the literary works.

Lecture 3 hours.

115—CLASSIC THEATRE — THE HUMANITIES IN DRAMA — TV only 3 UNITS

Prerequisite: None.

A study of drama and literature by European authors of the 17th, 18th, and 19th centuries to be developed around a selection of 13 televised plays augmented by textual materials and readings. Thirteen plays will be broadcast by KCET—TV, Channel 28 in weekly sequence over a period of 13 weeks. Filmed segments will be integrated with anthology, book of critical reading, and workbook-study guide. Basic intent of the course is to aid in understanding historical-social backgrounds of the periods represented; to aid in analyzing form and literary importance and an enhancement to enjoying the plays; and to develop learning techniques of interpretation and criticism.

A Television Series of thirteen plays in weekly sequence over a period of thirteen weeks.

120—COMPOSITION AND READING 3 UNITS

Prerequisite: A satisfactory score on the English Placement Examination, or a grade of "B" or better in English 131, or a grade of "C" or better in English 191.

Note: Allows no credit to those who have completed English 101.

English 120 is designed for the student who is aiming toward an Associate in Arts Degree or who needs additional instruction in the techniques of writing before attempting English 101. English 120 will provide practice in the mechanics of writing, in the organization of a paragraph and essay, and in the analysis of appropriate written models dealing with important contemporary ideas. Student-Teacher interviews will be stressed in an attempt to isolate the individual writing problems of each student.

Lecture 3 hours.

121—READING LITERATURE 3 UNITS

Prerequisite: None.

An introductory study of the major forms of creative literature; the short story, the novel, the drama, the poetry, drawn from the best modern authors. The course is planned to develop a greater appreciation and understanding of the literature of our time with special emphasis on the literary expression of contemporary issues. It is designed for the non-English major and for the student planning to earn an Associate in Arts Degree.

Lecture 3 hours.

122—READINGS IN EARLY AMERICAN LITERATURE 3 UNITS

Prerequisite: None.

Note: Not recommended for English majors.

Designed to give a generous sample of the works of major American writers from Colonial days to the Civil War, and to relate these works to the history of ideas. Important historical movements are traced so that students may gain increased understanding of America's heritage.

Lecture 3 hours.

123—MODERN AMERICAN LITERATURE 3 UNITS

Prerequisite: None.

Note: Not recommended for English majors.

Designed to give a generous sample of the works of major American writers from the Civil War to the present day, the course is intended to enrich the student's understanding of selected works. The important literary movements with their sociological implications are traced so that the student may have background for critical judgement of contemporary American writing.

Lecture 3 hours.

125—SHAKESPEARE 2 UNITS

Prerequisite: None.

Note: Not recommended for English majors.

An introduction to the works of Shakespeare. The course is focused on a close study of Shakespeare's major plays. It also provides a background and insights into the Elizabethan world so that the student may more fully understand and appreciate Shakespeare's writings.

Lecture 2 hours.

126—THE MODERN DRAMA 2 UNITS

Prerequisite: None.

A study of modern plays and playwrights. Representative works of European and American dramatists are read with special attention given the literary and sociological importance of plays written since 1870. The aim of the course is to enable the student to make an intelligent evaluation of contemporary drama.

Lecture 2 hours.

**127—CHILDREN'S LITERATURE 3 UNITS
(Formerly 15)**

Prerequisite: None.

English 127 is a survey of the literature suitable for children of different age levels. The student is taught to develop standards by which to judge the merits of the literature that is available for children.

Lecture 3 hours.

128—BIBLE AS LITERATURE 3 UNITS

Prerequisite: None.

English 128 consists of a survey of the major literary genres in the Bible and their most representative forms. Attention will be given to selected prose and verse forms, with a stress on recurrent themes, images, and symbols.

Lecture 3 hours.

129—FOLK POETRY AND ROCK MUSIC 3 UNITS

Prerequisite: None

This course consists of listening to, studying, and analyzing the music and lyrics of Rock music. The course will take an historical perspective beginning with the Greek lyric and tracing the development of the lyric through the Renaissance and into its rebirth in the 20th century. Attention will be paid to Gregorian chants, the development of polyphonic music, the splitting of music and poetry into separate art forms, the tendency for those art forms to become increasingly elite, thus exempting the common man from participation and appreciation of the forms, and the reintegration of the two traditions in Rock. The approach will be comparative; the goal will be to see how music and lyrics communicate human experiences and insights.

Lecture 3 hours.

130—SCIENCE FICTION LITERATURE 3 UNITS

Prerequisite: None.

Note: English 101 recommended.

Science Fiction Literature consists of a survey from the late 19th Century to the present, concentrating on 20th Century writers. Read, analyzed, and discussed will be the history of Science Fiction, major themes, *genres* (short story, novels, drama, poetry), media (radio, cinema, television), fandom (clubs, fan publications, conventions), and the function of Science Fiction as a literary form which reflects man's concern with solving or escaping problems in an increasingly scientific and technological age.

Lecture 3 hours.

1979-80 CATALOG ADDENDUM/LAST SECTION

168 ENGLISH

131—INDUSTRIAL ENGLISH 3 UNITS

Prerequisite: None.

Note: Only one unit of credit will be allowed to those students who have completed English 191 and no credit to those who have completed English 120, or Business 145. If a grade earned in English 131 is "B" or higher, the course will be acceptable in lieu of English 191 as a prerequisite to English 120, but not as a prerequisite to English 101 regardless of the grade earned.

A course designed especially for students taking technical education courses. It stresses training in reading, listening, and writing, including the related skills of grammar usage, sentence and paragraph structure, and spelling. A major emphasis in writing will be placed on types of business correspondence.

Lecture 3 hours, laboratory 1 hour.

132—INDUSTRIAL ENGLISH 3 UNITS

Prerequisite: None.

A course designed for students taking technical education courses. It includes training in oral communications with emphasis being placed on evaluation of various forms of public utterances, such as political speeches and radio and television editorial comment or other non-friction presentations. It also includes reading and analysis of newspaper materials, short fictional works and poetry. To accomplish this, the student will study briefly the nature, history, and function of language as well as the basic problems of semantics and word usage.

Lecture 3 hours.

180—ENGLISH FOR THE PARAPROFESSIONAL 3 UNITS

Prerequisite: English 101 or a grade of "C" or better in English 120.

English 180 is designed to provide students in the Human Services Aide Program with the skills required for tutoring in English on a paraprofessional level. In addition to training in the fundamentals of reading, writing, and study skills, the student will be introduced to the various methods of instruction and multi-media devices that will be encountered in the field.

Lecture 3 hours.

190—BASIC READING TECHNIQUES 2 UNITS

Prerequisite: None.

Note: No credit will be given to those students who have completed English 101 or English 120.

A course in reading improvement for the student with below average reading skills. Emphasis is on improvement of word recognition, vocabulary, and comprehension. The flashmeter and controlled reader are used with relatively simple materials. Book reviews and summaries are assigned.

191—FUNDAMENTALS OF ENGLISH 2 UNITS

Prerequisite: None.

Note: This course should be elected by those who fail to make a satisfactory score on the English Placement Examination. No credit will be given to those students who have completed English 101, 120, 131, or Business 145.

A course combining auto-instructional techniques, programmed learning, and lectures to improve grammar, punctuation, spelling, the composition of paragraphs, study techniques, reading skills, and listening skills.

Lecture and laboratory 4 hours.

192—ADVANCED READING TECHNIQUES 2 UNITS

Prerequisite: A satisfactory score on the English Placement Examination or a grade of "C" or better in either English 120 or English 190.

A course planned to help the student with average or better vocabulary develop the skills required for rapid, effective reading of both pleasure and study materials. Emphasis is on flexible rates of reading. Special clinical methods and materials are applied, including the use of the flashmeter and the controlled reader.

Lecture and laboratory 4 hours.

193—ENGLISH AS A SECOND LANGUAGE 4 UNITS

Prerequisite: Any student whose native tongue is not English.

Note: A grade of "B" or better in English 193 will enable the student to enroll in English 120. A grade of "C" will enable students to enroll in English 191.

English 193 is designed to help students of English as a Second Language develop their abilities in written and oral communication to a performance level which will enable them to successfully complete subsequent college courses. Emphasis is on the mechanics of writing, paragraph development, listening skills, and oral communication.

Lecture 4 hours, laboratory 1 hour.

198—READING FICTION 2 UNITS

Prerequisite: None.

An introduction to fiction designed for the non-English major. It seeks to foster an appreciation, understanding, and evaluation of the modern short story and novel by the use of tools of critical analysis.

Lecture 2 hours

199—BASIC COMMUNICATIONS 6 UNITS

Prerequisite: None.

A unified course in reading, listening, writing, and speaking. It should be elected by students having deficiencies in communication skills.

Lecture 5 hours—section meetings, laboratory 3 hours — Learning Resource Center.

FAMILY AND CONSUMER STUDIES

135—PRE-SCHOOL CHILD 3 UNITS

Prerequisite: None.

The growth and development of the child from conception through age five. The meaning and value of play, significance of creative activities, interpretation of child-adult relationships, standards for wholesome routines of management and discipline. Nursery schools and pre-school classes used as laboratory for course.

Lecture 3 hours.

136—THE CHILD FROM FIVE TO TWELVE 3 UNITS

Prerequisite: Family and Consumer Studies 135.

Study of the growth and development of the school-age child. Basic attitudes toward learning and toward home

and family life. Guidance in everyday living with children.

Lecture 3 hours.

138—CHILD HEALTH 3 UNITS

Prerequisite: None.

Family and Consumer Studies 138 seeks to analyze the responsibilities of the home, the school, and the community for health protection. The characteristics of good health and the recognition of the symptoms of communicable diseases are examined. The habits and attitudes essential for physical and mental health of teachers, parents and children are studied.

Lecture 3 hours.

**139—CONSUMER MANAGEMENT 3 UNITS
(Consumer and Homemaking Education)**

Prerequisite: None.

Consumer Management considers the essentials necessary to improve the quality of the lives of men and women through productive decision-making and management of personal and family finances, home and family living in today's economic environment, the use of energy resources, and the roles of consumers in directing protective legislation.

Lecture 3 hours.

**140—PRINCIPLES AND PRACTICES IN 3 UNITS
PRE-SCHOOL EDUCATION**

Prerequisite: Family and Consumer Studies 135.

Family and Consumer Studies 140 includes studies of the selection and arrangement of equipment and materials for groups of young children; such as materials for art, music, science, stories, and appropriate play activities. Behavior of the pre-school child in the group situation is studied through weekly observations at nursery schools, and the role of the pre-school teacher is examined.

Lecture 3 hours.

**141—FIELD PRACTICE IN A 2 UNITS
PRE-SCHOOL PROGRAM**

Prerequisite: Family and Consumer Studies 135, and Family and Consumer Studies 140, and verification of

1979-80 CATALOG ADDENDUM/LAST SECTION

170 FAMILY AND CONSUMER STUDIES/FIRE SCIENCE

chest X-ray.

Note: Cooperative Education 102 (for a minimum of one unit) must be taken concurrently. These courses, Family and Consumer Studies 141 and Cooperative Education 102, may be repeated for a maximum of nine units.

Family and Consumer Studies 141 enables the student to participate in the entire routine of a child development center — first as an observer and then as a teacher's aide. Questions arising from field practice experiences are discussed and research is done.

Lecture 2 hours, laboratory 3 hours.

142—HOME, SCHOOL, AND COMMUNITY 3 UNITS RELATIONS

Prerequisite: None.

A study of responsibilities of the home, the school, and the community to each other. The location and services of various community agencies — voluntary, private, and public including local, state, and federal are examined.

Lecture 3 hours.

143—SUPERVISION AND 3 UNITS ADMINISTRATION OF NURSERY SCHOOLS

Prerequisite: Family and Consumer Studies 135 and Family and Consumer Studies 141 or equivalent including teaching experience.

Role of Nursery School in meeting needs of young children and their families: organization, management, equipment and programs appropriate to developmental needs during pre-school years.

Lecture 3 hours.

150—A TIME TO GROW—TV only 3 UNITS

Prerequisite: None.

A college course in child growth and development. Special attention to children's physical, cognitive, and social-emotional development. Presentation of some of the major points of view, research findings, and literature which have been contributed by a variety of disciplines.

Forty-five one-half hour programs.

152—MUSIC FOR YOUNG CHILDREN 3 UNITS

Prerequisite: None.

Family and Consumer Studies 152 explores musical experiences appropriate to the developmental level of the infant, the pre-school child, the elementary school child, and the exceptional child.

Lecture 3 hours.

FASHION DESIGN

See Home Arts 105, 117, 118, 119, 120, 122, 123, 124.

FIRE SCIENCE

Classes in Fire Science are offered in the Extended Day program for students interested in preparing for careers in fire prevention and fire fighting. Since the course also provides in-service and upgrading instruction for fire fighting personnel, identical classes are scheduled on consecutive evenings to provide for those students who must change shifts each week.

101—INTRODUCTION TO FIRE 3 UNITS PROTECTION

Prerequisite: None.

Philosophy and history of fire protection; history of loss of life and property by fire; review of municipal fire defenses; study of the organization and function of Federal, State, and County, and private fire protection agencies; and survey of professional fire protection career opportunities.

Lecture 3 hours.

102—INTRODUCTION TO FIRE 3 UNITS SUPPRESSION

Prerequisite: None.

Fire suppression organization; fire suppression equipment; characteristics and behavior of fire; fire hazard properties of ordinary materials; building design and construction; extinguishing agents; basic fire fighting tactics; and public relations.

Lecture 3 hours.

103—FUNDAMENTALS OF FIRE PREVENTION 3 UNITS

Prerequisite: Fire Science 101 or Fire Science 102 or equivalent.

Organization and function of the fire prevention organization; inspection; surveying and mapping procedures; recognition of fire hazards; engineering a solution to the hazard; enforcement of the solution; public relations as affected by fire prevention.

Lecture 3 hours.

104—FIRE FIGHTING TACTICS AND STRATEGY 3 UNITS

Prerequisite: Nine units of Fire Science or Fire Science 102 or equivalent.

Review of fire chemistry, equipment and personnel, basic fire fighting tactics and strategy; methods of attack; preplanning fire problems.

Lecture 3 hours.

105—FIRE PROTECTION EQUIPMENT AND SYSTEMS 3 UNITS

Prerequisite: Nine units of Fire Science or equivalent.

Portable fire extinguishing equipment; sprinkler systems; protection systems for special hazards; and fire alarm and detection systems.

Lecture 3 hours.

106—RELATED CODES AND ORDINANCES 3 UNITS

Prerequisite: Fire Science 103 or equivalent.

Familiarization with national, state, and local laws and ordinances which influence the field of fire prevention.

Lecture 3 hours.

107—FIRE HYDRAULICS 3 UNITS

Prerequisite: Nine units of Fire Science or equivalent.

Review of basic mathematics; hydraulic laws and formulas as applied to the fire service; application of formulas and mental calculation to hydraulic problems;

water supply problems; underwriters' requirements for pumps.

Lecture 3 hours.

108—FIRE APPARATUS AND EQUIPMENT 3 UNITS

Prerequisite: Three units of Fire Science or equivalent.

Driving laws, driving technique, construction, and operation of pumping engines, ladder trucks, aerial platforms, specialized equipment, and apparatus maintenance.

Lecture 3 hours.

109—RESCUE PRACTICES 3 UNITS

Prerequisite: Three units of Fire Science or equivalent.

Rescue practices, the human body, emergency care of victims, childbirth, artificial respiration, toxic gases, chemicals and diseases, radioactive hazards, rescue problems and techniques.

Lecture 3 hours.

110—FIRE COMPANY ORGANIZATION AND PROCEDURE 3 UNITS

Prerequisite: None.

Review of fire department organization; fire company organization; the company officer; personnel administration; communications; fire equipment; maintenance; training; fire prevention; fire fighting; company fire fighting capability; records and reports.

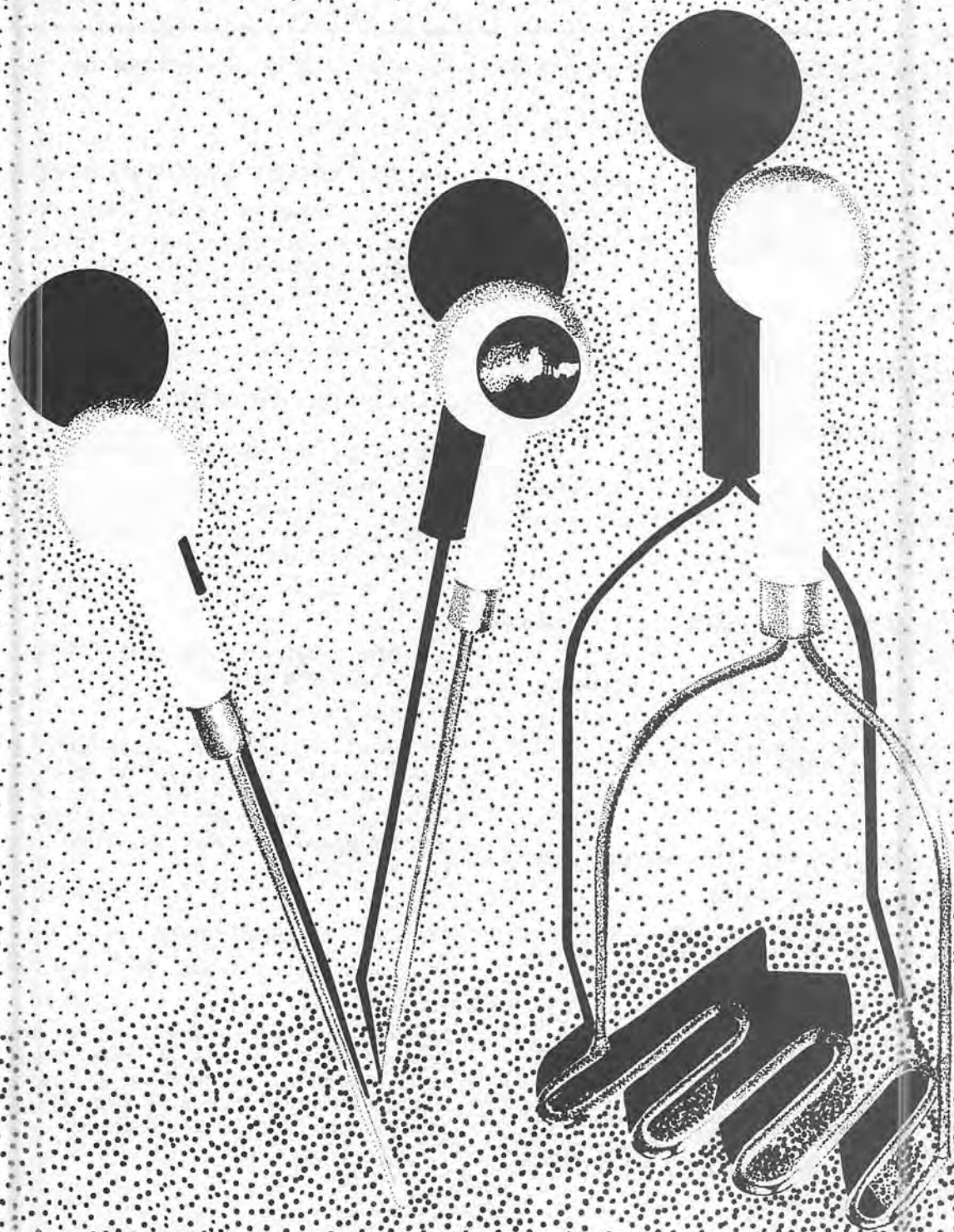
Lecture 3 hours.

111—FIRE INVESTIGATION 3 UNITS

Prerequisite: Fire Science 101 or Fire Science 102 or equivalent.

Introduction to arson and incendiarism, arson laws, and types of incendiary fires. Methods of determining fire cause, recognizing and preserving evidence, interviewing and detaining witnesses. Procedures in handling juveniles; court procedure and giving court testimony.

Lecture 3 hours.



112—WILDLAND FIRE CONTROL 3 UNITS

Prerequisite: Fire Science 101 or Fire Science 102 or equivalent.

Designed to provide the employed fireman or fire science major with a fundamental knowledge of the factors affecting wildland fire prevention, fire behavior, and control techniques.

Lecture 3 hours.

FOOD SERVICE**111—BASIC QUANTITY FOOD 5 UNITS**

Prerequisite: None.

Note: Students must register for the full number of hours for which the course is scheduled, but late registration is permitted if a vacancy in the class exists. One unit of credit will be granted for each 31 hours of attendance and satisfactory progress up to a total of 5 units. The same course may be taken as a non-credit adult education course upon payment of the usual adult education tuition fee.

Introduction and application of the principles of food cookery to quantity food production. Emphasizes high production standards, attractive service, use of proper equipment, and proper utilization of time.

Lecture 3 hours, laboratory 6 hours.

112—ADVANCED QUANTITY FOOD 5 UNITS

Prerequisite: Food Service 111 (Food Service 111 and Food Service 112 may be taken concurrently.)

Note: Students must register for the full number of hours for which the course is scheduled, but late registration is permitted if a vacancy in the class exists. One unit of credit will be granted for each 31 hours of attendance and satisfactory progress up to a total of 5 units. The same course may be taken as a non-credit adult education course upon payment of the usual adult education tuition fee. Cooperative Education 102 (for a minimum of one unit must be taken concurrently.)

A continuation of Food Service 111. Introduction and application of the principles of food cookery to quantity food production. Emphasizes high production standards, attractive service, use of proper equipment, and proper utilization of time.

Lecture and laboratory 12 hours.

113—SANITATION AND SAFETY CONTROL 3 UNITS

Prerequisite: None.

Personal cleanliness, sanitary practices in food preparation, cause, control and investigation of illness caused by food contamination. Dishwashing procedures, sanitation of kitchen equipment, storage and refrigeration. Investigation of cleansing materials and use of proper disposal of garbage and refuse. Safety precautions and accident prevention.

Lecture 3 hours.

114—NUTRITION AND MENU PLANNING 3 UNITS

Prerequisite: None.

Principles of nutrition and their relation to quantity food preparation and menu planning. Principles of menu planning in relation to food custom, various age groups, deficiency diseases applied to quantity food production.

Lecture 3 hours.

115—ORIENTATION TO THE HOSPITALITY INDUSTRY 3 UNITS

Prerequisite: None.

This orientation class is designed to give a student the opportunity to evaluate his occupational needs in the hospitality industry through work exploratory experience. Local, private, as well as national food service, lodging, and transportation businesses will be explored.

Lecture 3 hours.

116—QUANTITY FOOD PURCHASING 3 UNITS

Prerequisite: None.

Purchasing of food for institutions with regard to season, convenience, price, kind, and principles of storage and use. Learn to prepare purchasing schedules, inven-

1979-80 CATALOG ADDENDUM/LAST SECTION

174 FOOD SERVICE/FOOD SERVICE MANAGEMENT

tory forms, and graphs showing seasonal variations.

Lecture 3 hours.

117—FOOD MANAGEMENT AND COST CONTROL 3 UNITS

Prerequisite: None.

Analysis of menu planning procedures: inventories, costs, profit and loss sheets, menu work sheets, and weight and measures in quality recipes. The student will learn to prepare weekly, monthly, and annual reports and determine food cost per meal, labor cost per meal, operational and total cost per meal.

Lecture 3 hours.

118—INTRODUCTION TO HEALTH CARE DIETARY SERVICE 3 UNITS

Prerequisite: None.

A study of the function of a health care facility dietary department, its policies, financial management and organization of the food service. Consideration is given to appropriate menus for all age groups, modified diets, terminology used, types of food service available, standards of tray and cafeteria service, uniform system of accounting, and general legal and operational problems.

Lecture 3 hours.

119—ADVANCED FOOD SERVICES PRACTICE 3 UNITS

Prerequisite: None.

Work experience in various types of food service operation (commercial, school, hospital) as a technical assistant under direct supervision. Advance responsibilities as a food handler and food service operator in institutional food service. Lecture and laboratory experience using total food service education to complement variety of job duties.

Lecture 3 hours, laboratory 4 hours.

120—ORIENTAL COOKING 3 UNITS

Prerequisite: None.

Food Service 120 is an introduction and application of the principles of oriental cooking. Emphasizes the use

of proper equipment, cutting methods, food preparation, utilization of time, and the blending of flavors and ingredients.

Lecture 3 hours.

121—FUNDAMENTALS OF MICROWAVE COOKING 1 UNIT

Prerequisite: None.

Food Service 121 is a survey and practice course on basic microwave cooking skills and the operation, safety factors, and current use of microwave ovens.

Lecture 2 hours. (8 weeks)

FOOD SERVICE MANAGEMENT

211—RESTAURANT MANAGEMENT 3 UNITS

Prerequisite: None.

The principles of operating a food service which are common to all types of commercial and industrial food service. Covers such areas as sales promotion, advertising, personnel, legal aspects, insurance, labor management relations.

Lecture 3 hours.

212—DINING ROOM SERVICES 2 UNITS

Prerequisite: None.

How to operate a successful food sales and service operation. Management of a dining room including good housekeeping techniques, fine food, and efficient service. Type of dining service included: waited table service (French, Russian, American, English), limited service, counter, tray service, catering, and vending.

Lecture 2 hours.

213—CATERING 2 UNITS

Prerequisite: None.

The theory and practice of operating a catering operation. Practice given in the managing of the total opera-

tion as well as some experience in specialty food preparation.

Lecture 2 hours.

214—BEVERAGES 3 UNITS

Prerequisite: None.

A study of the beverage costs, and uses in commercial restaurants and hotels. Analysis of the operation, sales, costs and profit functions are studied. Produce information and the study of the historical background of beverages are covered. The organization and operation of a bar, wine cellar, or catered services are studied.

Lecture 3 hours.

FORTRAN

See Mathematics 130.

FRENCH

101—BEGINNING FRENCH 5 UNITS

Prerequisite: A satisfactory score on the English Placement Examination or a grade of "B" or better in English 191 or a grade of "C" or better in English 120, or equivalent.

Fundamentals of French grammar. The student is trained to pronounce correctly, to acquire a small working vocabulary which he uses in conversation and writing, and to learn to read simple French.

In addition to the regular class hours, the student must spend one hour a week in the laboratory.

Lecture 5 hours.

102—BEGINNING FRENCH 5 UNITS

Prerequisite: French 101, or two years of French in high school completed within the past two years, or equivalent.

Fundamentals of French grammar completed. Continued training in correct pronunciation. Study of more difficult elementary prose. Discussions in French with stress on correct use of verbs and idioms and efficient methods of vocabulary building.

In addition to the regular class hours, the student must

spend one hour a week in the laboratory.

Lecture 5 hours.

103—INTERMEDIATE FRENCH 4 UNITS

Prerequisite: French 102, or three years of French in high school completed within the past two years, or equivalent.

Review of the fundamentals of French grammar. Stress on correct diction and efficient methods of vocabulary building. Reading of intermediate prose with stress on documentary aspects of French life, character analysis, and the study of ideas. Oral and written discussion in French.

In addition to the regular class hours, the student must spend one hour a week in the laboratory.

Lecture 4 hours.

104—INTERMEDIATE FRENCH 4 UNITS

Prerequisite: French 103, or four years of French in high school completed within the past two years, or equivalent.

Review of the fundamentals of French grammar completed. Continued stress on correct diction and efficient methods of vocabulary building. Reading of intermediate French prose of increasing difficulty. Free conversation and composition with stress on documentary aspects of French life, character analysis, and the study of ideas.

In addition to the regular class hours, the student must spend one hour a week in the laboratory.

Lecture 4 hours.

105—CONVERSATIONAL FRENCH 2 UNITS

Prerequisite: One year of college French, or three years of high school French, or equivalent.

Note: This course may be repeated for a maximum of four units.

French 105 is an intensive practice in oral expression and comprehension of spoken French.

Lecture and participation 2 hours.

1979-80 CATALOG ADDENDUM/LAST SECTION

176 FRENCH/GEOGRAPHY/GEOLOGY

106—ADVANCED CONVERSATIONAL FRENCH 2 UNITS

Prerequisite: French 105 or equivalent.

Note: This course may be repeated for a maximum of four units.

French 106 is designed for those students who wish to sharpen their ability to articulate in French by discussing issues that go beyond concrete descriptions into the area of intellectual ideas.

Lecture 2 hours.

110—BASIC CONVERSATIONAL FRENCH I 2 UNITS

Prerequisite: None.

Note: Must be taken prior to French 102. This course may be taken as a credit-no credit course at the students option. This course may be repeated for a maximum of four units.

An introduction to French with emphasis on developing essential skills in communication. The verbal active method used; stresses oral expression. The course also develops a working knowledge of reading and writing French.

Lecture 2 hours, laboratory 1 hour.

111—BASIC CONVERSATIONAL FRENCH II 2 UNITS

Prerequisite: French 110 or equivalent.

Note: This course may be taken as a credit-no credit course at the student's option. This course may be repeated for a maximum of four units.

French 111 is an introduction to French with emphasis on developing essential skills in communication. The verbal active method is used and oral expression is stressed. The course also develops a working knowledge of reading and writing French.

Lecture 2 hours, laboratory 1 hour.

124—INTRODUCTION TO FRENCH LITERATURE 3 UNITS

Prerequisite: French 104 or equivalent.

French 124 is an introduction to French literature through a study of representative works of major genres. This course, conducted exclusively in French, naturally maintains and enriches the students' language skills, but its primary purpose is to acquaint them with French literature and give them a solid basis on which to continue further reading.

Lecture 3 hours.

125—INTRODUCTION TO FRENCH LITERATURE: MIDDLE AGES THROUGH THE 18th CENTURY 3 UNITS

Prerequisite: French 104, or French 124, or equivalent.

An introduction to early French literature through a survey of its historical development and representative works. This course, conducted exclusively in French, naturally maintains and enriches the student's language skills, but its primary purpose is to acquaint him with French literature and give him a solid basis on which to continue future reading.

Lecture 3 hours.

126—INTRODUCTION TO FRENCH LITERATURE: 19th CENTURY TO PRESENT 3 UNITS

Prerequisite: French 104, or French 124, or equivalent.

An introduction to modern French literature through a survey of its historical development and representative works (covering the 19th Century to the present). This course, conducted exclusively in French, naturally maintains and enriches the student's language skills, but its primary purpose is to acquaint him with French literature and give him a solid basis on which to continue future reading.

Lecture 3 hours.

GEOGRAPHY

101—ELEMENTS OF GEOGRAPHY 3 UNITS

Prerequisite: None.

Study of the basic physical elements of geography, their correlation and integrated patterns of world distribution.

Special attention is given to the earth and its astronomical relationships, weather, climate, and landforms.

Lecture 3 hours.

102—ELEMENTS OF GEOGRAPHY 3 UNITS

Prerequisite: None.

A systematic study of the cultural variables of mankind: population, religion, language, economic activities, settlements. Emphasis upon selected cultural problems of man's occupation.

Lecture 3 hours.

105—ECONOMIC GEOGRAPHY 3 UNITS

Prerequisite: None.

A study of the physical and cultural elements of environment and their relation to the economic activities of man. Special attention is given to the climatic regions, the soils, the products and the resultant economy.

Lecture 3 hours.

GEOLOGY

101—PHYSICAL GEOLOGY 3 UNITS

Prerequisite: None.

Note: This course may not be taken for credit by students who have completed Geology 110. Second semester standing or a good high school record recommended.

A study of the physical materials and processes of the earth.

Lecture 3 hours.

102—ENVIRONMENTAL GEOLOGY 3 UNITS

Prerequisite: None.

A study of man's interactions with geologic processes and hazards, natural resource supplies and their utilization, soil depletion, water and atmospheric pollution.

Lecture 3 hours.

103—GEOLOGY OF CALIFORNIA 2 UNITS

Prerequisite: Geology 101, or 102, or 105, or 110.

The characteristics and historical development of the geologic provinces of California will be studied.

Lecture 2 hours.

104—FIELD GEOLOGY 2-6 UNITS

Prerequisite: Completion of one of the following courses with a grade of "C" or better: Geology 101, 102, 103, 105, 110; Oceanography 115; Paleontology 101; OR equivalent.

Note: Two units of non-overlapping field study will be offered for the fall and spring semesters; extended periods of study may be available during summer session. Weather conditions may require rescheduling of some trips. The student may earn a maximum of 6 units in Geology 104.

A field study of geologic features within several geologic provinces. Emphasis is placed on the recognition, interpretation, recording, and reporting of geologic information observed in the field. Petrologic, paleontologic, structural, and stratigraphic information will be compiled and integrated into an interpretation of the geologic history of the area investigated.

An extended period in the field may be substituted for a number of shorter field trips. Field trips will normally be taken on weekends and/or during vacation periods. The itinerary, schedule, and field area will be determined at the first class meeting (see current class schedule). The student is responsible for the cost of food and transportation; the approximate cost is \$35 for each two units of work; this figure may vary considerably depending on the location of the study area. Travel is usually by chartered bus. Field Geology requires a great deal of rigorous activity and living conditions in the field are often primitive.

Lecture and field study will be the semester equivalent of one hour of lecture and three hours of laboratory per week for each two units of credit; a typical semester of work would include 16 hours of lecture and six days in the field.

1979-80 CATALOG ADDENDUM/LAST SECTION

178 GEOLOGY/GERMAN

105—HISTORICAL EARTH SCIENCE 5 UNITS

Prerequisite: None.

The study of the geological and paleontologic history of the North American continent. Field trips are required and the student is charged a transportation fee.

Lecture, investigation, and demonstration 5 hours plus 4 days of field geology.

110—PHYSICAL EARTH SCIENCE 5 UNITS

Prerequisite: None.

Note: Students who have taken Geology 101 will receive only two units of credit for Geology 110.

The study of various geologic processes, their products, ecologic implications, and related natural resources. Field trips are required and the student is charged a transportation fee.

Lecture, investigation, and demonstration 5 hours plus 4 days of field geology.

115—GEOLOGY-ASTRONOMY 2 UNITS EARTH SCIENCE — TV only

Prerequisite: None.

Note: This is a non-laboratory course.

Earth Science is the study of our place in the universe. This television course surveys astronomy, meteorology, climatology, oceanography, and geology. The course stresses the scientific method and the enhancement of the powers of observation and interpretation.

A television series of thirty half-hour programs.

GERMAN

101—BEGINNING GERMAN 5 UNITS

Prerequisite: A satisfactory score on the English Placement Examination or a grade of "B" or better in English 191 or a grade of "C" or better in English 120.

Training in accurate pronunciation through daily drill. Elementary grammar and sentence structure. Reading and reproduction of simple prose.

In addition to the regular class hours, the student must spend two half-hour periods a week in the laboratory.

Lecture 5 hours.

102—BEGINNING GERMAN 5 UNITS

Prerequisite: German 101 or two years of German in high school completed within the past two years.

Continuation of German 101. Completion of elementary grammar essentials. Reading and interpretation of prose of increasing difficulty. Conversation, diction, and composition. Some knowledge of German tradition and character folklore. Essential geographical and historical data concerning German people.

In addition to the regular class hours, the student must spend two half-hour periods a week in the laboratory.

Lecture 5 hours.

103—INTERMEDIATE GERMAN 4 UNITS

Prerequisite: German 102, or three years of German in high school completed within the past two years.

A review of elementary grammar, a study of word analysis, sentence structure, idioms, and composition. Intensive reading of historical and belletristic German literature. Development in the language laboratory of vocabulary, idioms, and sentences fundamental to an active use of German in speaking.

Lecture 4 hours.

104—INTERMEDIATE GERMAN 4 UNITS

Prerequisite: German 103 or four years of German in high school completed within the past two years.

Continuation of German 103, reading and interpretation of more difficult prose. Increasing stress on oral ability and free composition. Reading of contemporary newspapers and magazines.

Lecture 4 hours.

105—CONVERSATIONAL GERMAN 2 UNITS

Prerequisite: One year of college German, or three years of high school German, or equivalent.

Note: This course may be repeated for a maximum of four units.

German 105 is an intensive practice in oral expression and comprehension of spoken German

Lecture (with student participation) 2 hours.

106—ADVANCED CONVERSATIONAL GERMAN 2 UNITS

Prerequisite: German 105 or equivalent.

Note: This course may be repeated for a maximum of four units.

German 106 is designed for those students who wish to take more advanced conversational topics in order to further improve their language skills.

Lecture 2 hours.

125—INTRODUCTION TO GERMAN LITERATURE 3 UNITS

Prerequisite: German 102 or equivalent.

German 125 is an introduction to German literature. It will provide a survey of Germany's historical development as seen in representative works covering the period of 100 A.D. through the 17th Century. Reading and lectures will be used.

Lecture 3 hours.

126—INTRODUCTION TO GERMAN LITERATURE 3 UNITS

Prerequisite: German 102 or equivalent.

German 126 is an introduction to German literature. It will provide a survey of its historical development as seen in representative works covering the period of the 18th Century to the present. Reading and lectures will be in German. To supplement the text, records, and tapes will be used.

Lecture 3 hours.

GRAPHICS AND DESIGN

165—BASIC GRAPHICS 5 UNITS
(Formerly Technical Graphics 165)
(Formerly Technical Education 165)
(Formerly Graphics 165)

Prerequisite: None.

Note: Students must register for the full number of hours for which the course is scheduled, but late registration is permitted provided a vacancy in the class exists and all work missed is made up.

This course covers the basic methods required by industry for the preparation of drawings of mechanical devices. It includes a basic course in drafting consisting of instruments used in technical drawing; lettering and briefing charts, geometry of technical drawing, orthographic projection, revolutions, primary and secondary auxiliaries, sections, dimensioning, fasteners, springs, intersections, and oblique and isometric drawing.

Training emphasized both the artistic as well as the drafting approach to enable students to be proficient in pictorial sketching. A relevant program which encourages skills toward visual communications and organizing problems, to meet the ever increasing demands for speed of preparation by industry.

Lecture 3 hours, laboratory 6 hours.

166—BASIC GRAPHICS 5 UNITS
(Formerly Technical Graphics 166)
(Formerly Technical Education 166)
(Formerly Graphics 166)

Prerequisite: Graphics and Design 165.

Graphics and Design 166 is a study of the fundamentals of isometric, dimetric, and trimetric drawing, offset measurements, non-isometric lines, inking techniques, illustrations prepared for technical publication, schematic drawing, and introduction to the basic techniques of rendering through the medium of charcoal, pastel chalks, wash, dry brush, tempera and water colors. General technical knowledge and skills used by professional illustrators are practiced in the classroom.

Lecture 3 hours, laboratory 6 hours.

167—ADVANCED TECHNICAL GRAPHICS 5 UNITS
(Formerly Technical Graphics 167)
(Formerly Technical Education 167)
(Formerly Graphics 167)

Prerequisite: Graphics and Design 166.

Note: Students must register for the full number of hours for which the course is scheduled, but late registration is permitted provided a vacancy in the class exists and all work missed is made up.



Graphics and Design 167 covers the general technical knowledge and skills used by the professional illustrators, with the aim of preparing the student to perform complicated assignments in the preparation of technical publications such as operational handbooks, illustrated parts breakdown, visual aids, and manual concerning maintenance, repair and overhaul procedures. Covers the rotation from the isometric plane in single and double directional rotations.

Lecture 3 hours, laboratory 6 hours.

168—ADVANCED TECHNICAL GRAPHICS 5 UNITS
 (Formerly Technical Graphics 168)
 (Formerly Technical Education 168)
 (Formerly Graphics 168)

Prerequisite: Graphics and Design 167.

Graphics and Design 168 covers the general technical knowledge and skills used by professional illustrators with the aim of preparing the student to perform complicated assignments in preparation of technical publications and graphic communication presentations. Covers perspective theory, rendering in all manner of graphic arts techniques: the operation, use, and care of the air brush. Creative decision are necessary in student's approach to visualization of class problems which have underlying requirement of both mechanical and artistic training.

Lecture 3 hours, laboratory 6 hours.

169—INDUSTRIAL DESIGN 5 UNITS
 (Formerly Technical Graphics 169)
 (Formerly Technical Education 169)
 (Formerly Graphics 169)

Prerequisite: Graphics and Design 168.

Graphics and Design 169 covers the design and production of technical graphic communications used by engineers, technicians, scientists, and executive personnel in industry.

The student is directed in the design and preparation of presentation material such as: charts, graphs, slide projectors; exhibits, industrial design models, displays, and technical brochures. Course also covers lettering and type layout reproduction methods and processes used in preparation of graphics. Latest industrial art

methods and techniques are studied in order to achieve economy, speed, accuracy.

Lecture 3 hours, laboratory 6 hours.

172—PUBLICATION GRAPHICS 3 UNITS
 (Formerly Technical Graphics 172)
 (Formerly Technical Education 172)
 (Formerly Graphics 172)

Prerequisite: None.

Graphics and Design 172 is designed to increase the student's ability to employ the ingredients, methods, and techniques used in the preparation and production of brochures, reports, proposals, manuals, and audio visuals from start to finish. Though the course does not require skilled art application, it deals with the fundamentals of design, layout, typography, paper, inks, printing, binding, and audio visual preparation. Visiting specialists from related industries will discuss their roles in the graphic arts industry and answer related questions.

Lecture 3 hours.

GUIDANCE

189—COLLEGE ORIENTATION — (SEE NOTE)
INTERNATIONAL STUDENTS

Prerequisite: None.

Note: The student may earn one-half, one, two, or three units each semester. For students electing one-half, one, or two units, the course may be repeated for a maximum of three units. Students with a TOEFL score of 500 or higher will elect to take this course.

Special emphasis is placed upon the time schedule, the discovery of the nature and extent of reading difficulties, outlining the lecture and reading assignments, the efficient use of the facilities for study, developing skill in note taking, and preparing for and taking of examinations. Ample opportunity is provided for the consideration of individual study problems and for practicing suggested procedures.

190—COLLEGE ORIENTATION (SEE NOTE)

Prerequisite: None.

182 GUIDANCE

Note: The student may earn one-half, one, two, or three units each semester. For students electing one-half, one, or two units, the course may be repeated for a maximum of three units. This course may be taken as a credit-no credit course at the student's option.

Special emphasis is placed upon the time schedule, the discovery of the nature and extent of reading difficulties, outlining the lecture and reading assignments, the efficient use of the facilities for study, developing skill in note taking, and preparing for and taking of examinations. Ample opportunity is provided for the consideration of individual study problems and for practicing suggested procedures.

**191—COLLEGE ORIENTATION— (SEE NOTE)
INTERNATIONAL STUDENTS**

Prerequisite: None.

Note: The student may earn one-half, one, two, or three units each semester. For students electing one-half, one, or two units, the course may be repeated for a maximum of three units.

Special emphasis is placed upon the time schedule, the discovery of the nature and extent of reading difficulties, outlining the lecture and reading assignments, the efficient use of the facilities for study, developing skill in note taking, and preparing for and taking of examinations. Ample opportunity is provided for the consideration of individual study problems and for practicing suggested procedures.

**192—COLLEGE ORIENTATION— (SEE NOTE)
ACADEMIC PROBATION**

Prerequisite: None.

Note: The student may earn one-half, one, two, or three units each semester. For students electing one-half, one, or two units, the course may be repeated for a maximum of three units.

Special emphasis is placed upon the time schedule, the discovery of the nature and extent of reading difficulties, outlining the lecture and reading assignments, the efficient use of the facilities for study, developing skill in note taking, and preparing for and taking of examinations. Ample opportunity is provided for the consideration of individual study problems and for practicing suggested procedures.

193—PSYCHOLOGY OF ADJUSTMENT 3 UNITS

Prerequisite: Counselor recommendation.

A course designed to increase the student's personal and social maturity; principles of psychology related to better self-understanding and self-actualization. Development of effective study skills through systematic methods of study, increased motivation and self-discipline.

Lecture 3 hours.

**194—COLLEGE ORIENTATION— (SEE NOTE)
STUDY SKILLS**

Prerequisite: None.

Note: The student may earn one-half, one, two, or three units each semester. For students electing one-half, one, or two units, the course may be repeated for a maximum of three units.

Special emphasis is placed upon the time schedule, the discovery of the nature and extent of reading difficulties, outlining the lecture and reading assignments, the efficient use of the facilities for study, developing skill in note taking, and preparing for and taking of examinations. Ample opportunity is provided for the consideration of individual study problems and for practicing suggested procedures.

195—OCCUPATIONAL PLANNING 1 UNIT

Prerequisite: None.

Occupational Planning provides students with an opportunity to investigate, analyze, and choose a vocational area that is appropriate in terms of their interests, abilities, and personal needs. Lectures, standardized tests, self-analysis, interviews.

Lecture 1 hour.

**196—INTRODUCTION TO PARA-
PROFESSIONAL TRAINING 3 UNITS**

Prerequisite: None.

Note: Required for completion of the Certificate Program in Human Services.

A survey course covering the development of the para-professional movement with emphasis on the areas



Abel Ernesto Zamora

Abel Ernesto Zamora

184 HEALTH/HISTORY

of community social services agencies and educational institutions. Resources in community agencies, organization of social services, delivery systems, field visitations, current issues in the para-professional movement, training for work in educational agencies and career opportunities are emphasized.

Lecture 3 hours.

HEALTH

101—FIRST AID **1 UNIT**
 (Formerly Health and Physical Education 110)

Prerequisite: None.

Note: Required of all students for graduation. Recommended for physical education majors.

Prevention and care of accidents or sudden illness.

Lecture 2 hours. (9 weeks)

103—HEALTH EDUCATION **2 UNITS**
 (Formerly Health and Physical Education 101)

Prerequisite: None.

Note: Required of all students for graduation.

A consideration of health and its effect upon the quality of human life, the effect of exercise and fatigue, prevention of specific disease, the significance of nutrition in health and disease and the hygiene of different body systems.

Lecture 2 hours.

104—HEALTH EDUCATION **3 UNITS**
 (Formerly Health and Physical Education 103)

Prerequisite: None.

Note: It is recommended that this course be taken by all prospective elementary teachers and physical education and recreation majors. This course meets the graduation requirements of hygiene. Only one unit of credit will be allowed students having credit in Health 103.

Fundamentals of healthful living to provide the prospective teacher with scientific health information and desirable attitudes and practices in healthful living.

Lecture 3 hours.

HISTORY

101—HISTORY OF WESTERN EUROPE **3 UNITS**

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States and Government courses in high school or 12 units of college courses with a "C" average.

Note: Students who have taken History 108 will receive only one unit of credit for History 101.

The growth of western European civilization from the decline of the Roman Empire to the 17th Century. An introduction to the study of history, giving a general perspective of the development of those political, economic, and social institutions which explain our present-day civilization. An attempt is made to orient the student's thinking to present world problems.

Lecture 3 hours.

102—HISTORY OF WESTERN EUROPE **3 UNITS**

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

Note: Students who have taken History 109 will receive only one unit of credit for History 102.

The growth of western European civilization from the 17th Century to the present time. An introduction to the study of history, giving a general perspective of the development of those political, economic, and social institutions which explain our present-day civilization. An attempt is made to orient the student's thinking to present world problems.

Lecture 3 hours.

103—HISTORY OF LATIN AMERICA **3 UNITS**

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

A general survey of the history of Latin America from discovery to independence. The planting of the European civilization in Latin America, the growth of the colonies of the different nations, colonial systems, the international contest for the continents, the wars of independence in Hispanic-America.

Lecture 3 hours.

104—HISTORY OF LATIN AMERICA 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

A general survey of the history of Latin America from the establishing of the independent Latin American republics to the present; their individual problems, their relations with each other and with the rest of the world.

Lecture 3 hours.

106—HISTORY AND POLITICS OF THE RUSSIAN PEOPLE 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

A study of the political, social, economic and cultural development of the Russian people from earliest days to the contemporary period. Emphasis will be laid on the development of the modern soviet ideology and power politics.

Lecture 3 hours.

107—HISTORY OF CIVILIZATION (Pre-History to 800) 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

A general political survey of the world from earliest times to the Carolingian Empire, c. 800, with emphasis on the development of human ideas, arts, and institutions. Emphasis is placed upon the contributions to civilization made in ancient times by Egypt, Greece, Rome, India, China, and other powers. An attempt is made to give the student a perspective on the past.

Lecture 3 hours.

108—HISTORY OF CIVILIZATION (Carolingian Empire to the French Revolution, c. 1789) 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

Note: Students who have taken History 101 will receive only one unit of credit for History 108.

A general political survey of the world from the Carolingian Empire, c. 800, to the French Revolution, c. 1789, with emphasis on the development of human ideas, arts, and institutions. The characteristics of the medieval and modern worlds are examined. The principal factors—cultural, social, economic, and political—which brought the modern world into being are analyzed.

Lecture 3 hours.

109—HISTORY OF CIVILIZATION (French Revolution to the Present) 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

Note: Students who have taken History 102 will receive only one unit of credit for History 109.

A general political survey of the world from the French Revolution, c. 1789, to the present with emphasis on the development of human ideas, arts, and institutions. An attempt is made to give the student a perspective and a basis for interpreting current world events.

Lecture 3 hours.

110—UNITED STATES HISTORY 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

Note: This course allows only one unit of credit for students who have completed History 117 or Social Science 131-132 and no credit for those who have completed History 118.

An interpretation of the more meaningful and significant issues, events, and ideas of the past which have played a major role in shaping present day America. Main attention is focused upon political and economic aspects with some treatment of social and cultural developments. This course meets the California State requirements in American History.

Lecture 3 hours.

111—THE WOMAN IN AMERICAN HISTORY 3 UNITS

Prerequisite: None.

A survey of the history of women in America from the colonial period to the present with emphasis on relevant political, economic, and social factors. Traditional roles of women in society are analyzed in terms of literary images, popular culture, and stereotypes. Attitudes and prejudices held by both sexes toward each other, reform movements, religious crusades, women's rights, and emancipation movements are examined in the context of American History.

Lecture 3 hours.

112—PACIFIC COAST HISTORY 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

A survey of the discovery, exploration, and settlement of Mexico, California, Oregon, Washington, British Columbia, and Alaska. Emphasis is placed upon the development of their particular political, economic, and

cultural institutions, along with their relationships with each other and the rest of the world.

Lecture 3 hours.

113—SOCIAL, CULTURAL, AND POLITICAL BACKGROUND OF THE MEXICAN PEOPLE 3 UNITS

Prerequisite: A grade of "C" or better in a college level political science or history course or Social Science 131 or consent of the instructor or satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination.

An in-depth study of the emergence of the Mexican institutions and traditions from Pre-Colombian days to the present. The course is designed to meet the needs of the college student who wishes to understand the development of the modern Mexican nation. Modern Mexico and its development is the primary concern of this course.

Lecture 3 hours.

115—THE HISTORY OF MEXICO — TV only 3 UNITS

Prerequisite: None.

This course embodies a complete survey of the development of the Mexican nation. It begins with an examination of the origins of man on the American continents and culminates with a review of contemporary Mexico. Some filming was done on location at archaeological and historical sites in Mexico and Spain.

A television series of forty-five half-hour television programs.

117—HISTORY OF THE UNITED STATES 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

Note: Second semester standing is recommended for all students. History 117 allows only 1½ units of credit for students who have completed History 110. History 117-118 allows only three units of credit for students who have completed History 110.

A history of American civilization, European backgrounds, the English colonies, the Revolutionary War, the Constitution, and the political, social, and economic history of the United States to the Civil War. This course (if both semesters are completed) meets the California State requirements in American History and the American Constitution.

Lecture 3 hours.

118—HISTORY OF THE UNITED STATES 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

Note: Second semester standing is recommended for all students. History 117-118 allows only three units of credit for students who have completed History 110.

A history of American civilization, the Civil War, Reconstruction, post-war socio-economic patterns, the Progressive Era, World War I, the Depression, World War II, and current commitments. This course (if both semesters are completed) meets the California State requirements in American History and the American Constitution.

Lecture 3 hours.

119—HISTORY OF THE FAR EAST 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

A general survey of East Asian civilization from antiquity through the nineteenth century. Primary emphasis is placed upon the political, religious, social, and economic development of China and Japan with integrated units on Korea and Southeast Asia.

Lecture 3 hours.

120—HISTORY OF THE FAR EAST 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination

or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

Note: History 119 is recommended.

A general survey of China, Japan, Korea, and Southeast Asia in the international community from the nineteenth century to the present. Primary emphasis is centered upon the impact of Western culture and the major political and social movements of the twentieth century, Nationalism and Communism.

Lecture 3 hours.

121—ARMENIAN HISTORY AND CULTURE 3 UNITS

Prerequisite: None.

History 121 is a survey of the history of the Armenian people from the origins to the present. Special attention is given to the qualities that have made up Armenian culture and the Armenian attitudes.

Lecture 3 hours.

151—THE UNITED STATES IN THE TWENTIETH CENTURY 3 UNITS

Prerequisite: None.

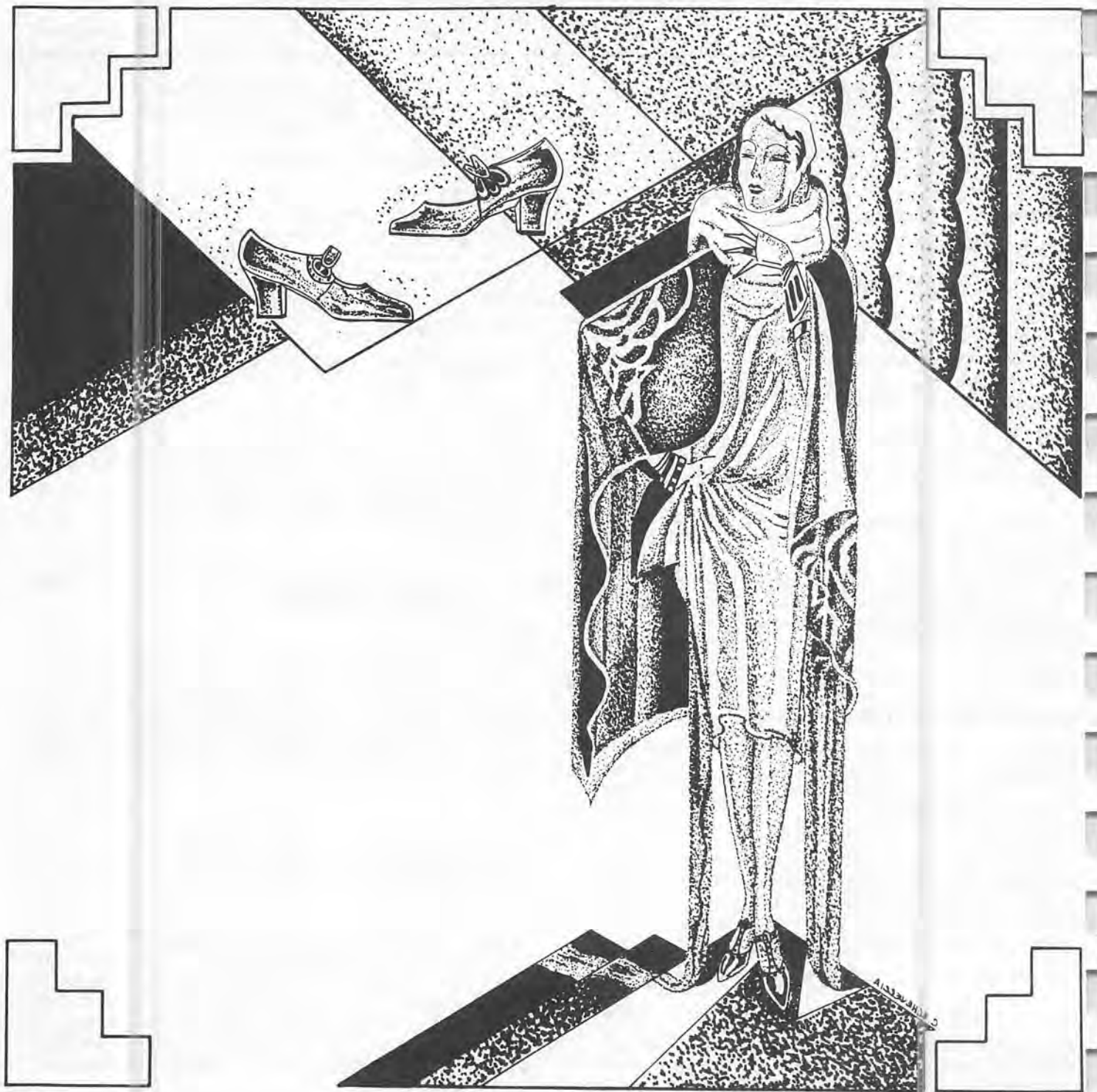
History 151 is designed for the non-transfer student; this course analyzes the political, economic, and social history of the United States since 1900. Emphasis is placed on the critical issues of contemporary life in the perspective of their historical background in the current century. Meets the U.S. History requirement for the A.A. degree.

Lecture 3 hours.

160—THE ADAMS CHRONICLES 1750-1900—TV only 3 UNITS

Prerequisite: None.

A social history of the U.S. from 1750 to 1900, centered around 13 television dramatizations of the lives of four generations of the Adams family, showing their role in major events of the period. Presented during 13 consecutive weeks by local PBS stations, the television series will be augmented by three books; a textbook paralleling the programs, an anthology of readings pro-



providing background on the times covered in the series, and a study guide that integrates the video and print portions of the course. The television series is produced by WNET-Channel 13 in New York City with grants from the National Endowment for the Humanities, the Andrew W. Mellon Foundation, and the Atlantic Richfield Corporation.

One hour of television program each week for 13 weeks.

ECONOMIC HISTORY OF THE UNITED STATES

See Economics 111.

INTRODUCTION TO SOCIAL SCIENCE

See Social Science 131-132.

HOME ARTS

105—INTRODUCTION TO TEXTILES 3 UNITS

Prerequisite: None.

Home Arts 105 includes a study of sources and characteristics of synthetic and natural fibers and the processes used in manufacturing and finishing textile materials as a background for those seeking employment in the textile industry, as well as meeting the needs of Home Arts, Business, and Art Majors, and Fashion Designers, and consumers desiring acquisition of current information regarding trends in the textile field.

Lecture 3 hours.

111—CLOTHING 3 UNITS

Prerequisite: None.

The study and application of the basic pattern and its uses, applications to pattern making, and alteration of commercial patterns. A study is made of the care and selection of clothing for personality as well as appearance. Two machine projects are made in class from either a commercial pattern or a pattern of the student's own design and a hand project using four different stitches.

Lecture 2 hours, laboratory 4 hours.

112—ADVANCED CLOTHING 3 UNITS

Prerequisite: Home Arts 111 or Home Arts 117.

The techniques of tailoring in hand and machine work necessary to turn out fine, well tailored garments. A coat, suit, and hand project are required.

Lecture 2 hours, laboratory 4 hours.

117—FASHION DESIGN 5 UNITS

Prerequisite: Home Arts 111 or equivalent.

Pattern making and design is taught in Home Arts 117. It presents the information and demonstrates the skills designed to develop in the student the ability to: make a block pattern from standard measurements, then from individual measurements; apply the knowledge gained therefrom to various types of patterns used in the women's apparel trade and to make finished garments. Three projects are required: one sports dress, one dressy dress or formal, one additional garment.

Lecture 3 hours, laboratory 6 hours.

118—ADVANCED FASHION DESIGN 5 UNITS

Prerequisite: Home Arts 117.

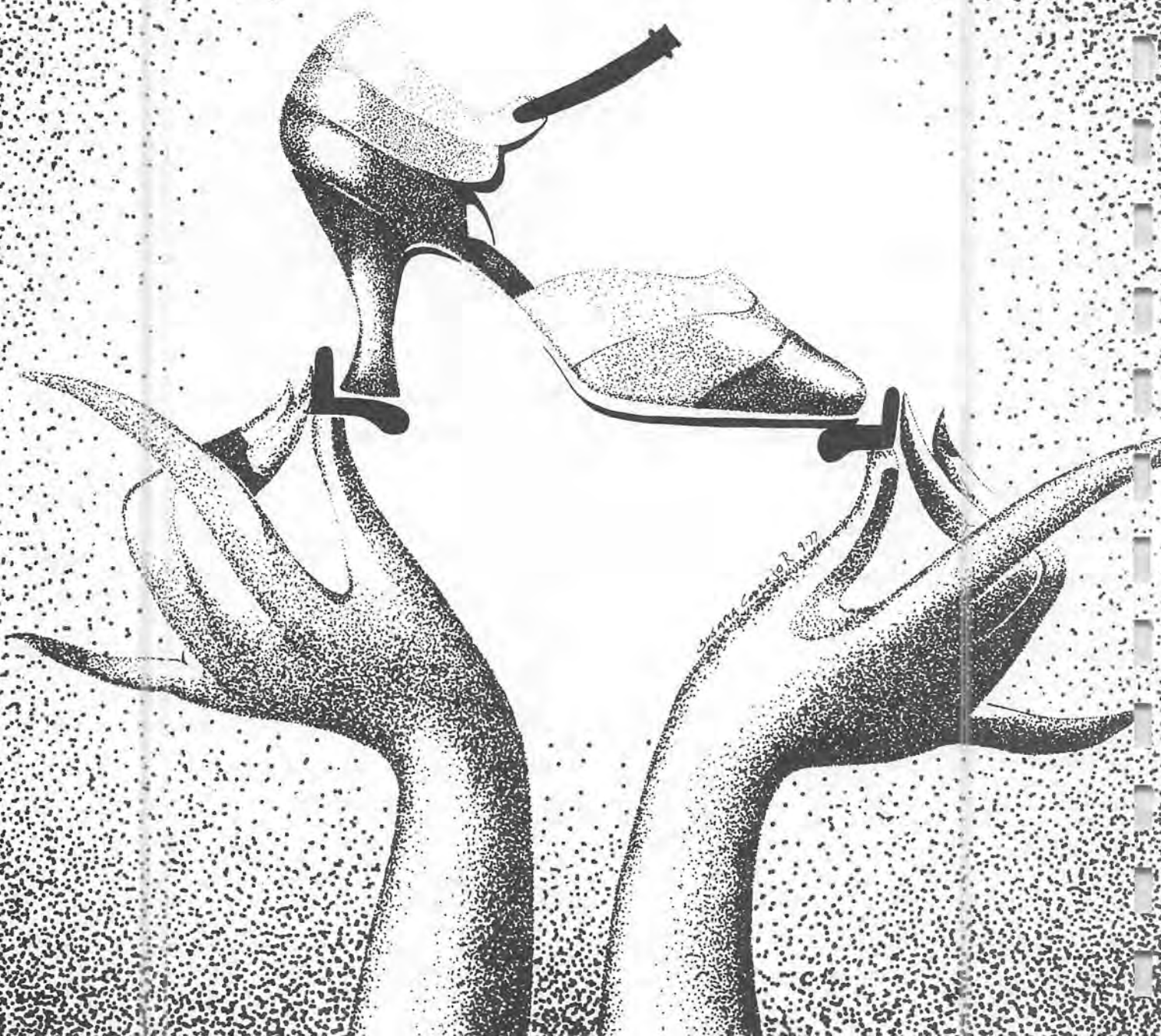
Crotch items and children's clothing are taught in Home Arts 118 which presents the information and demonstrates the skills to develop in the student the ability to make an adult's and a child's basic crotch pattern, the basics for children's clothing, 2 to 6X size range, and apply the basics to various types of garments in each group, as well as making the finished garments. Five projects are required: one pair slacks, one bathing suit, one child's dress, one child's play suit, and an industrial project. Grading of all types of garments.

Lecture 3 hours, laboratory 6 hours.

119—ADVANCED FASHION DESIGN 5 UNITS

Prerequisite: Home Arts 117.

Tailoring is taught in Home Arts 119. It presents the information and demonstrates the skills to develop in the student the ability to: make the necessary hand and machine stitches used in tailoring — put in hems, seams, plackets, buttonholes, and pockets; make the hip length sloper and two-piece sleeves; grade up one size; apply all knowledge to suit and coat patterns. Garments



required: one suit, one coat, one hand project.

Lecture 3 hours, laboratory 6 hours.

120—ADVANCED FASHION DESIGN 5 UNITS

Prerequisite: Home Arts 117.

Draping, taught as Home Arts 120, presents the information and demonstrates the skills necessary to develop in the student the ability to: work individually using a custom dress form to drape various types of blouses, skirts, dresses, coats, and suits employing both French draping and flat table draping; make alterations, organize and manage shop, and run work room. Comparison of men's fashions by identifying style features and quality construction. Garments required: drape one sports dress, drape one dressy dress or formal, drape one lingerie item.

Lecture 3 hours, laboratory 6 hours.

122—FASHION PRINCIPLES 2 UNITS

Prerequisite: None.

A study of the principles of fashion. Includes a study of fashion designers, apparel producers, and fashion retailers.

Lecture 2 hours.

123—FASHION SKETCHING 2 UNITS

Prerequisite: None.

Note: This course may be repeated for a maximum of six units, with four units to be applied to the certificate.

Home Arts 123 includes the development of a fashion figure including design concepts. Use of various media includes, pencil, watercolor, chalk, as well as ink, in order to render the figure in costume detail.

Students will develop skills necessary to render various fabrics, furs, feathers, as well as accessories, including jewelry.

Lecture 2 hours, laboratory 1 hour.

124—FASHION ECONOMICS 2 UNITS

Prerequisite: None.

An introductory course in the selection and buying of

clothing and fabrics as it relates to retailing and purchasing in the fashion industry. This course is designed for those seeking employment as fashion buyers and retailers.

Lecture 2 hours.

125—ELEMENTS OF NUTRITION 2 UNITS

Prerequisite: None.

An overview of the many aspects of nutrition including problems of today, the nutritive processes of the body and dietary planning. Functions, utilization, and recommended allowances of nutrients are emphasized. Consumer education is included.

Lecture 2 hours.

133—PERSONAL DEVELOPMENT 3 UNITS

Prerequisite: None.

Development of social competence, discriminating dress, poise and personality attributes. Good health, grooming habits, diet and exercise stressed. Emphasis on wardrobe planning, make-up, hair styling, and personal analysis. Applications to home, careers, and social occasions.

Lectures, consultations, and class discussions.

Lecture 3 hours.

**155—CONSUMER CLOTHING—
TV only 2 UNITS**

Prerequisite: None.

A television course comprising thirty half-hour lessons broadcast twice a week for home viewing. Consumer Clothing is an introductory clothing construction course developed to assist students to progress sequentially through the steps involved in constructing a variety of garments. The course covers a broad range of techniques and problem solutions.

Offered TV only under the title "Connie's Clothing Corner."

**160—FOODS FOR THE MODERN FAMILY 3 UNITS
— TV only**

Prerequisite: None.

Foods For The Modern Family is a consumer-oriented course concerned with nutrition and economy. The course

192 INDEPENDENT STUDY/ITALIAN/JOURNALISM

focuses on food groups, food preservation, cooking and special dining situations.

Forty-five one-half hour television presentations.

COSTUME CONSTRUCTION

See Theater Arts 123.

FASHION SKETCHING

See Home Arts 123.

INTERIOR DESIGN

See Art 130.

MARRIAGE AND FAMILY LIVING

See Psychology 131.

SILK SCREEN PRINTING

See Art 144-145.

INDEPENDENT STUDY**149—INDEPENDENT STUDY 1-3 UNITS**

Prerequisite: Concurrent registration in six or more units.

Glendale Community College may make available in the curriculum of each division lower division units of study known as Independent Study. The purpose of the Independent Study course is to provide gifted students with an opportunity to explore a subject in greater depth than usual; to familiarize students with some basic research techniques; to interest students in possible career areas; and to take advantage of special academic interests. Emphasis shall be on individual research projects, library research and preparation of research papers.

There is no prescribed course outline. Students develop a research project, have it approved by the sponsoring instructor and appropriate division chairman. Then submit the finished project, which may be library research, or perhaps a supervised experimental program related to a specific course of instruction.

Registration is open to any student at Glendale Community College who is currently registered for six (6) or more units and who is admitted to independent study by the instructor. A study is limited to one independent study per semester and to no more than 12 units for credit toward the AA Degree or Certificate and no more than six units per division. The units received may be acceptable for college transfer subject to the approval of the individual college. The

instructor shall make arrangements for students' independent study registration with the registration office. Attendance accounting procedures shall be cleared with the Admissions and Records office by the instructor.

ITALIAN**110—CONVERSATIONAL ITALIAN I 2 UNITS**

Prerequisite: None.

Note: This course may be taken as a credit-no credit course at the student's option. This course may be repeated for a maximum of four units.

Fundamentals of grammar and correct pronunciation are stressed so that the student can employ a small working vocabulary in conversation and writing. The ability to read simple Italian is also developed.

Study and practice 3 hours.

111—CONVERSATIONAL ITALIAN II 2 UNITS

Prerequisite: Italian 110 or equivalent. This course may be taken as a credit-no credit course at the student's option.

Note: This course may be repeated for a maximum of four units.

Italian 111 is a continuation in the study of Italian as a conversational language with emphasis on lifelike situations. Attention is given to essential grammar principles and cultural information.

Lecture and practice 3 hours.

JOURNALISM**101—INTRODUCTION TO MASS COMMUNICATIONS 3 UNITS**

Prerequisite: None.

A survey of the mass communication media, including newspapers, magazines, radio, and television, with emphasis on the newspaper. Study of theory and function of news, features, editorials, and advertising, historical development of the media, legal freedoms and limitations of the media, and the ethics of communication. Stress is placed on the relationships and responsibilities

of the mass media to society.

Lecture 3 hours.

102—REPORTING THE NEWS 3 UNITS

Prerequisite: A satisfactory score on the English Placement Examination, or a grade of "B" or better in English 191, or a grade of "C" or better in English 120.

An introductory course in the gathering and writing of news, features, and editorials. Emphasis on clear and concise written expression with laboratory drill in English fundamentals. Study of news sources, acceptable forms for stories, style and methods of various media, elementary editing, and law and ethics of communication. Newspapers and other media at the local community level as well as the national metropolitan levels are utilized.

Lecture 3 hours, laboratory 1 hour.

103—NEWS WRITING AND NEWSPAPER PRODUCTION 3 UNITS

Prerequisite: Journalism 102, professional publication experience or newspaper experience on the college level.

A course in writing news, feature, and editorial copy, copy reading and editing, headline writing, newspaper layout and make-up and the mechanics of newspaper production. Study of law and ethics of the press and over-all emphasis on the function and responsibility of the newspaper. Second semester stress is on interpretative reporting. Class produces the campus newspaper *El Vaquero*.

Lecture 2 hours, laboratory 4 hours.

104—ADVANCED NEWS WRITING AND NEWSPAPER PRODUCTION 3 UNITS

Prerequisite: Journalism 102 or Journalism 103.

Note: This course may be repeated for a maximum of six units.

An advanced course in writing news, feature, and editorial copy, copy reading and editing, headline writing, newspaper layout and make-up, and the mechanics of newspaper production. Study of law and ethics of the press and over-all emphasis on the function and responsibility of the newspaper. Second semester stress is on interpretative reporting. Class produces the campus

newspaper *El Vaquero*.

Lecture 2 hours, laboratory 4 hours.

LAW, BUSINESS

See Business 161, 162.

LAW FOR THE LAYMAN

See Business 165.

LIBRARY TECHNOLOGY

101—INTRODUCTION TO LIBRARY SERVICES 3 UNITS

Prerequisite: None.

An introduction to libraries and their organization. It is designed for students interested in employment in a special, school, public, or college library at a semi-professional level. Basic philosophy, procedures, resources, and techniques to accomplish work on a supportive level to the professional staff are emphasized. The orientation is that of a modern multi-media learning center. The laboratory experience gives practical training for the student so that he or she may take a job as a library assistant or aide.

Lecture 2 hours, laboratory 2 hours.

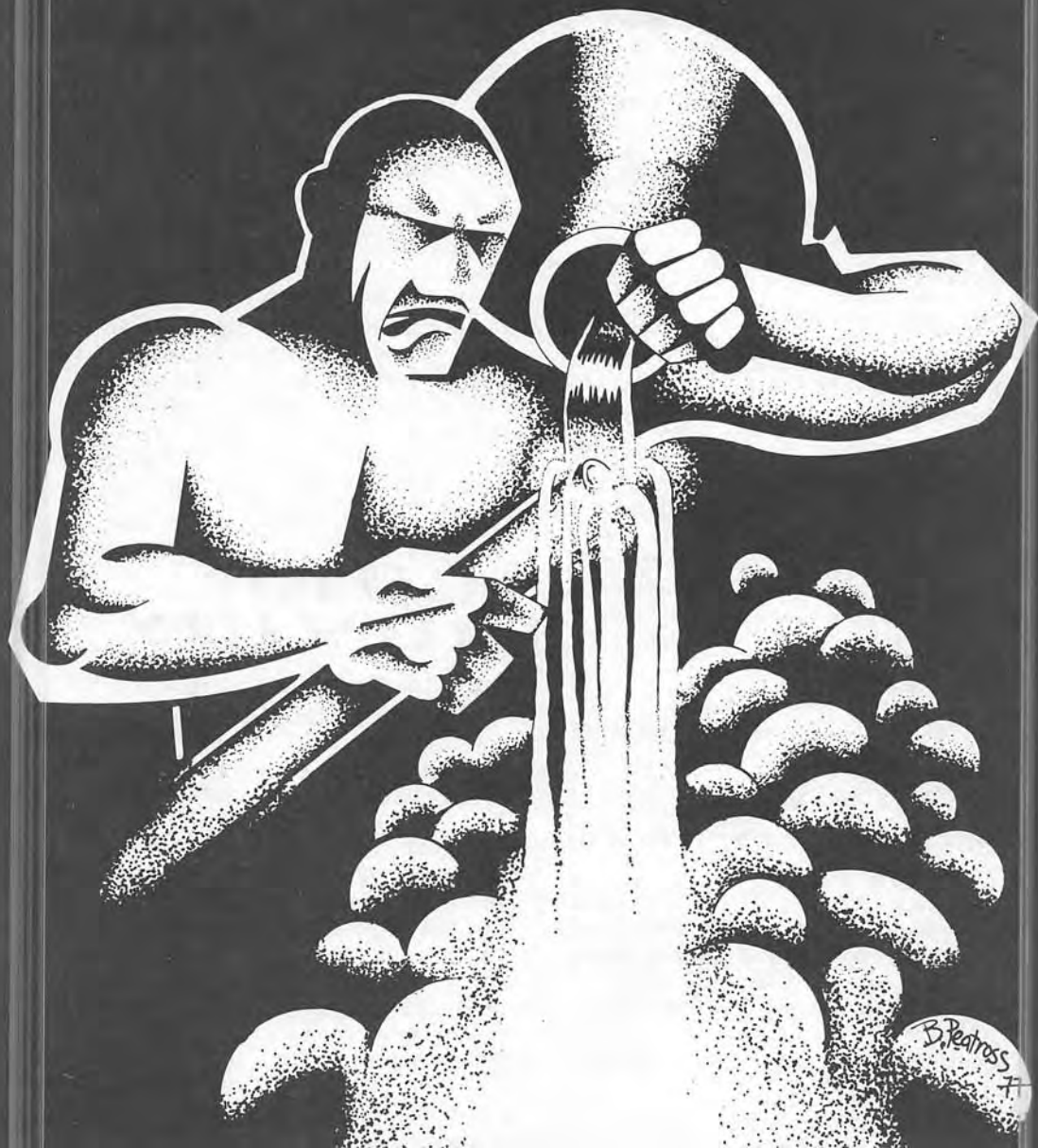
MACHINE TECHNOLOGY

101—MACHINE TECHNOLOGY I 5 UNITS (Formerly Machine Shop 101)

Prerequisite: Concurrent enrollment in Mathematics 150, or Technical Education 143, or Technical Education 144.

Note: Drafting 129 is recommended, but not required for Certificate of Completion. Students must register for the full number of hours for which the course is scheduled, but late registration is permitted provided a vacancy in the class exists.

Fundamentals of the machinist trade. Instructions on the proper care and use of precision and hand tools. Basic training in tool grinding, machine set-up, and the



operation of lathes, shapers, milling machines, drill presses, and grinders.

Lecture 3 hours, laboratory 6 hours.

102—MACHINE TECHNOLOGY II **5 UNITS**
(Formerly Machine Shop 102)

Prerequisite: Machine Technology 101 or Machine Technology 105 and concurrent enrollment in Technical Education 144 or a more advanced mathematics course.

Note: Students must register for the full number of hours for which the course is scheduled, but late registration is permitted provided a vacancy in the class exists.

Fundamentals of the machinist trade. More advanced training in set-up work, tool grinding, and machine operations. Related lectures will cover types of threads and threading, calculating and cutting of tapers, gears and gear trains. Basic design and capacity of machine tools will be investigated.

Lecture 3 hours, laboratory 6 hours.

103—MACHINE TECHNOLOGY III **5 UNITS**
(Formerly Machine Shop 103)

Prerequisite: Machine Technology 102. Concurrent enrollment in one of the following is recommended, but not required for Certificate of Completion: Welding 117, Drafting 129, Technical Education 145 or Materials and Processes 146.

Note: Students must register for the full number of hours for which the course is scheduled, but late registration is permitted provided a vacancy in the class exists.

More advanced and complicated operations of machine tools and equipment. Precision inspection, production and assembly, are studied. Lectures and demonstrations on specialized machine tools and equipment will give the student a better understanding of their use and capacities.

Lecture 3 hours, laboratory 6 hours.

104—MACHINE TECHNOLOGY IV **5 UNITS**
(Formerly Machine Shop 104)

Prerequisite: Machine Technology 103. Concurrent enrollment in one of the following is recommended, but not required for Certificate of Completion: Welding 116, 118, or Drafting 129, Technical Education 145.

Note: Students must register for the full number of hours for which the course is scheduled, but late registration is permitted provided a vacancy in the class exists.

More advanced and complicated operations of machine tools and equipment. Lectures and demonstrations will include a thorough investigation of heat-treatment of metals, special metals and their uses, abrasives, grinding wheels, and efficient use of surface, cylindrical, and tool cutter grinders. Basic tool and die work in which the student designs and builds jigs and fixtures if offered to students showing advanced abilities.

Lecture 3 hours, laboratory 6 hours.

105—MACHINE TECHNOLOGY **5 UNITS**
FUNDAMENTALS
(Formerly Machine Shop 105)

Prerequisite: None.

Introductory machine shop training program offered for men currently working in industrial machine shops or related fields. This program is set up primarily to upgrade and review technical skills and related knowledge of industrial workers. Engineering and drafting majors will gain a better insight into manufacturing procedures through participation in this program.

Lecture 3 hours, laboratory 6 hours.

106—MACHINE SKILLS ACCELERATION **3 UNITS**
(Formerly Machine Shop 106)

Prerequisite: Concurrent enrollment in one of the following: Machine Technology 101, 102, 103, 104, or 109.

Note: Students must register for the full number of hours for which the course is scheduled but late registration is permitted provided a vacancy in the class exists.

196 MACHINE TECHNOLOGY/MANAGEMENT

The entire laboratory periods will be spent preparing cutting tools, setting up machines and operating shop machinery and supporting equipment. Maximum 3 units per semester for five semesters.

Laboratory 9 hours.

107—MACHINE PRACTICE I **2 UNITS**
(Formerly Machine Shop 107)

Prerequisite: None.

Note: Credit per semester will be indicated on Schedule. Proportionately less credit may be earned for carrying less than a full schedule.

A course to provide practice on machine shop equipment. Students will work on individual projects which they will retain for their use. Training received in this course will develop an ability to visualize and perform various functions necessary in the machine trade.

Lecture 1 hour, laboratory 3 hours.

108—MACHINE PRACTICE II **2 UNITS**
(Formerly Machine Shop 108)

Prerequisite: Machine Technology 107.

Note: Credit per semester will be indicated on Schedule. Proportionately less credit may be earned for carrying less than a full schedule.

A course to provide practice on machine shop equipment. Students will work on individual projects which they will retain for their use. Training received in this course will develop an ability to visualize and perform various functions necessary in the machine trade.

Lecture 1 hour, laboratory 3 hours.

109—PRINCIPLES OF TOOL ENGINEERING **5 UNITS**
(Formerly Machine Shop 109)

Prerequisite: Machine Technology 104.

Note: Students must register for the full number of hours for which the course is scheduled, but late registration is permitted provided a vacancy in the class exists.

Advanced course in machine shop training presenting systems of production, interchangeability, and dimen-

sioning as they pertain to tool design and construction of drill jigs, milling, grinding, and lathe fixtures, locating and clamping of parts, tooling for horizontal turret lathes, and toolroom inspection and gauging will be studied. The tool engineer and designer's training, duties and place in a manufacturing organization are investigated.

Lecture 3 hours, laboratory 6 hours.

110—PRINCIPLES OF NUMERICAL **5 UNITS**
CONTROL

Prerequisite: Machine Technology 102.

This advanced course in machine technology presents principles of numerical control, preparation of machining programs and development of control tapes. Design and construction of tools and fixtures, selection and modification of tooling will be studied.

Lecture 3 hours, laboratory 6 hours.

MANAGEMENT

(Business Division)

Classes in Management are offered for students interested in preparing for positions requiring supervision and management skills. The classes are scheduled from semester to semester on a rotation basis according to student need. The courses are also of value to personnel already employed as foremen, supervisors, and other group leaders in business, public service, and industry. A Certificate of Completion may be earned.

101—BASIC MANAGEMENT TECHNIQUES **3 UNITS**

Prerequisite: None.

Note: It is recommended that the student complete one year of occupational training or equivalent service, industrial, or business experience before taking this course.

Covers in general terms the management system organization as it affects the supervisor; direction of subordinates through leadership; appreciation for fiscal and property accounting; procedures for hiring, training, evaluation, discipline, grievances, and dismissal; effec-



1979-80 CATALOG ADDENDUM/LAST SECTION

198 MANAGEMENT

tive communication; vertical and lateral forces affecting the supervisor; wage and salary administration; and collective bargaining.

Lecture 3 hours.

103—MANAGEMENT/EMPLOYEE RELATIONS 3 UNITS

Prerequisite: Management 101 or equivalent.

Covers development of human relations climate; patterns, function, and types of leadership, simulation training; organizational levels; staff relationships; and organizational and group dynamics; informal organizations; working with unions; managing change; wage administration and incentives; procedures and work systems; attitudes; and development of participations.

Lecture 3 hours.

104—PERSONNEL MANAGEMENT 3 UNITS

Prerequisite: None.

Personnel techniques for which the supervisor is partially responsible and for which he should have some training. Selection, testing, placement, orientation, training, counseling, merit rating, promotion, transfer, and training for responsibility.

Lecture 3 hours.

105—PLANNING AND ORGANIZATION 3 UNITS

Prerequisite: Management 101 or equivalent.

Covers techniques for planning; staffing; organization objectives, and flexibility; functions of directing, control, coordinating, and training; service departments; job descriptions; grievance procedures, and maintaining production.

Lecture 3 hours.

107—INDUSTRIAL ECONOMICS 3 UNITS

Prerequisite: None.

Significant economic facts. Development of a critical attitude toward industrial economics. Institutions and practices that determine our social environment. Management-supervisory employee relationships to

economy and local industry.

Lecture 3 hours.

108—WORK SIMPLIFICATION AND CONTROL 3 UNITS

Prerequisite: Management 101.

Management's responsibility for job methods improvement and control of both continuous and intermittent manufacturing processes. Management's ability to continually apply work improvement and production control methodology to increase productivity and employee job enrichment and satisfaction. Production control standards, impact of automation, job enrichment, cost control, productivity gains, sales forecasting, and critical path analysis.

Lecture and discussion 3 hours.

109—COST CONTROL AND ANALYSIS 3 UNITS

Prerequisite: None.

Analysis of cost in industry. Cost control and its functions. The supervisor's responsibility for costs. Factors in cost control; costs, materials, waste, salvage, quality control, quantity control, and control of time.

Lecture 3 hours.

110—WAGE ADMINISTRATION AND LABOR RELATIONS 3 UNITS

Prerequisite: None.

Management and union relations related to the establishment of a "fair wage" plan. Supervisor's responsibility in establishing job descriptions, job specifications, and classification of jobs. Job and manpower requirements and merit evaluation. Management and union involvement in job ranking and wage rate grade/ranges. Fringe benefits, pension plans, profit sharing, bonus plans, and grievance handling. Federal regulations governing wages.

Lecture and discussion 3 hours.

111—MANAGEMENT COMMUNICATIONS — ORAL 3 UNITS

Prerequisite: Management 101.

Covers planning interpersonal communication, speaking

techniques, conducting question-and-answer periods, conference leading on the job, objectives of good presentations, use and misuse of visuals in oral presentations, interviewing, bridges and barriers to communications, and what to do about rumors.

Lecture 3 hours.

112—MANAGEMENT COMMUNICATIONS- 3 UNITS WRITTEN

Prerequisite: Management 101.

Covers principles of business communications, informal and formal reporting, interpreting written directions, the report and memorandum, and building a vocabulary.

Lecture 3 hours.

113—INDUSTRIAL SAFETY 3 UNITS

Prerequisite: None.

Emphasizing provisions of California's Occupational and Safety Act (Cal-OSHA), this course covers management and supervisory responsibility for fire and accident prevention, accident reports and the supervisor, good housekeeping and fire prevention, machine guarding and personnel protective equipment, First Aid Department and the line supervisor's responsibility, job and safety instruction, company regulations and enforcement, use of safety committees, insurance carriers and the advertising and promotion of an effective industrial safety program.

Lecture 3 hours.

115—MANAGEMENT CONTROL 3 UNITS

Prerequisite: Management 101 or equivalent.

Basic principles of controls. Delegation of responsibility through the use of controls. The purpose and objectives of controls, manufacturing costs, quality control, quantity control, production control, control over materials, control over the organization, and control over personnel.

Lecture 3 hours.

INDUSTRIAL ENGLISH

See English 131-132.

MATERIALS AND PROCESSES

146—MATERIALS AND PROCESSES 3 UNITS

Prerequisite: None.

A study of the manufacture and properties of ferrous and nonferrous alloys, ceramic products, wood cements, plastics, fuels, glass, concrete, rubber, etc. Their uses, adaptability, and limitations in industry will be studied. Methods of manufacture and techniques currently used will be covered.

The course covers the strength and testing of materials by the destructive and non-destructive methods and the physical properties of materials.

Lecture 3 hours.

MATHEMATICS

BUSINESS MATHEMATICS

See Business 111, 112, 117, 119.

TECHNICAL MATHEMATICS

See Technical Education 143, 144.

101—INTERMEDIATE ALGEBRA 5 UNITS

Prerequisite: Mathematics 140 with a grade of "C" or better and Mathematics 141 with a grade of "C" or better, or one year of algebra and one year of plane geometry in high school with a grade of "C" or better. Mathematics 140 may be taken concurrently.

Fundamental laws, curve plotting, linear equations, negative and fractional indices, quadratic equations, arithmetic and geometric progressions, the binomial theorem, the factor theorem, the remainder theorem, synthetic division, logarithms, and second and third order determinants.

Lecture 5 hours.

102—TRIGONOMETRY 3 UNITS

Prerequisite: Mathematics 101 with a grade of "C" or better or two years of algebra and one year of plane geometry in high school with grades of "C" or better.

200 MATHEMATICS

A course in plane trigonometry which emphasizes the analytic aspects of the subject including trigonometric functions of right, acute and related angles, trigonometric identities and equations, radian measure, functions of two angles, logarithms, right and oblique triangles, inverse functions, complex numbers.

Lecture 3 hours.

103—CALCULUS AND ANALYTIC GEOMETRY 5 UNITS

Prerequisite: Mathematics 101 with a grade of "C" or better and Mathematics 102 with a grade of "C" or better, or two years of algebra, one year of plane geometry, and one semester of trigonometry in high school with grades of "C" or better or equivalents.

Note: Mathematics 101 or 102 may not be taken concurrently.

This is the first of a sequence of three courses which combines the subject matter of analytic geometry, calculus and linear algebra. Functions and their graphs are studied with special attention to differentiation, indefinite and definite integrals with applications.

Lecture 5 hours.

104—CALCULUS AND ANALYTIC GEOMETRY 5 UNITS

Prerequisite: Mathematics 103 with a grade of "C" or better.

Note: Mathematics 101, 102, or 103 may not be taken concurrently.

Transcendental functions, polar coordinates, techniques of integrations, conic sections, indeterminate forms and infinite series.

Lecture 5 hours.

105—CALCULUS AND ANALYTIC GEOMETRY 5 UNITS

Prerequisite: Mathematics 104 with a grade of "C" or better.

Vectors in the plane and 3 dimensional space, the differential calculus of functions of several variables, multiple integration, and linear algebra.

Lecture 5 hours.

106—LINEAR ALGEBRA AND DIFFERENTIAL EQUATIONS 5 UNITS

Prerequisite: Mathematics 105 with a grade of "C" or better.

Vector spaces, linear transformations and matrices, matrix algebra, determinants and solutions of systems of equations, La Place transforms. Different equations including applications. Offered in Spring Semester only.

Lecture 5 hours.

109—HAND CALCULATOR 1 UNIT

Prerequisite: Mathematics 141 or one year of high school algebra.

Note: "How to select a calculator" will be discussed at the first class meeting. The student must possess by the second meeting a hand calculator that has a floating decimal display with at least eight significant digits.

Instruction in the use and application of both the basic hand calculator and the scientific calculator. Emphasis will be placed upon applications from the scientific fields as well as from business and consumer mathematics.

Lecture 2 hours (8 weeks).

130—FORTRAN IV PROGRAMMING 3 UNITS

Prerequisite: Mathematics 102 or plane trigonometry.

Note: No credit will be granted to students who have already received credit for Business 129.

Mathematics 130 is designed to introduce the student to the techniques of writing a program in FORTRAN IV, with mathematical and scientific application. Use of a computer to test programs will be a significant part of the course.

Lecture 2 hours, laboratory 4 hours.

138—ARITHMETIC FOR ELEMENTARY TEACHERS 3 UNITS

Prerequisite: One year of algebra in high school or Mathematics 141; one year of plane geometry or Mathematics 140; proof of competence in arithmetic (satisfactory score on the Mathematics Proficiency Examination) or Mathematics 150 or Business 117.

SEXTET FROM LUCIA

DONIZETTI



Jordan Company
1917

1979-80 CATALOG ADDENDUM/LAST SECTION

202 MATHEMATICS/METALS/MINERALOGY/MULTI-MEDIA

Designed primarily for prospective teachers of arithmetic. The study of the fundamental operations of integers and fractions is stressed, together with suitable visual aids. Although efficiency in arithmetical skills is required, the emphasis is on the understanding of arithmetical procedures.

Lecture 3 hours.

140—PLANE GEOMETRY 3 UNITS

Prerequisite: Mathematics 141 with a grade of "C" or better or one year of algebra in high school with a grade of "C" or better.

A comprehensive course in plane geometry: sets and geometric figures, congruence, parallel lines and parallelograms, circles, inequalities, proportion and similar polygons, loci, constructions, areas of polygons.

Lecture 3 hours.

141—FUNDAMENTALS OF ALGEBRA 3 UNITS

Prerequisite: None.

A course in the fundamental operations of algebra: solution of linear and quadratic, algebraic operations, algebraic fractions, and powers and roots. This course is the equivalent of one year of algebra in high school.

Lecture 5 hours.

150—BASIC MATHEMATICS 2 UNITS

Prerequisite: None.

Note: This course may not be taken for credit by students who have made a satisfactory score on the Mathematics Proficiency Examination.

A course in the fundamental processes of arithmetic designed to develop both accuracy and speed in computation using whole numbers, fractions, decimals, percent, basic units of measure, and properties of decimal number system.

Lecture 2 hours.

METALS

115—GENERAL METALS (1A) 3 UNITS

Prerequisite: None.

A course designed to aid students in allied fields of metal working. Emphasis is placed on teaching techniques for industrial art majors. The course includes theory and practice in metal working, pattern drafting, heat-treating, foundry, welding, art metal, and metals in everyday living. A suggested related course for engineering students.

Lecture 2 hours, laboratory 4 hours.

MICROBIOLOGY

See Biology 112.

MINERALOGY

141—MINERALOGY AND ORE IDENTIFICATION 2 UNITS

Prerequisite: None.

An introductory course, including laboratory, on minerals and ores and means of identifying them both in the field and confirmation in the laboratory. The interrelationships of geological structure and economic geology. Formation of ore bodies, prospecting, mineral types, use of Geiger counter and scintillometer for identification of uranium-radium bearing ores.

Lecture 1 hour, laboratory 3 hours.

MULTI-MEDIA

190—TECHNIQUES FOR MULTI-MEDIA AIDES (SEE NOTE)

Prerequisite: None.

Note: Since Multi-Media 190 is constructed in three distinct but related modules, the open entry/open exit policy will apply. The course may be taken for one, two, or three units of credit.

Multi-Media 190 is a beginning course in the techniques needed by Multi-Media Aides in the Learning Resource Center at Glendale Community College and in other resource centers, skill centers, and libraries. Training and experience provided in the utilization of media self-

teaching materials and equipment. Emphasis is on use of programmed texts and devices.

Lecture 18 hours, supervised practice and study 6 hours per unit.

MUSIC

101—FUNDAMENTALS OF MUSIC 3 UNITS (Formerly Music 110)

Prerequisite: None.

A course designed especially for those who wish a comprehensive knowledge of the basic theory of music. It includes the study of the piano keyboard, music symbols and notation, musical terminology, major and minor scales, simple and compound meter, simple sight-singing, intervals and triads. It is suggested that, if possible, Music 160 be taken concurrently.

Lecture 3 hours.

104—MUSICIANSHIP 1 UNIT

Prerequisite: Music 101 or equivalent.

Note: Concurrent enrollment in either Music 107 or Music 108 or Music 109 is required.

Music 104 is a course to train the musical ear to recognize the different intervals and rhythms continuously used in our musical compositions. Also, the basic keyboard patterns are used in the study of intervals, chords, and rhythms.

Lecture 1 hour, laboratory 1 hour.

105—MUSICIANSHIP 1 UNIT

Prerequisite: Music 104 or equivalent.

Note: Concurrent enrollment in either Music 107 or Music 108 or Music 109 is required.

Music 105 is a course to train the musical ear to recognize the different intervals and rhythms continuously used in our musical compositions. Also, the basic keyboard patterns are used in the study of intervals, chords and rhythms.

Lecture 1 hour, laboratory 1 hour.

106—MUSICIANSHIP 1 UNIT

Prerequisite: Music 105 or equivalent.

Note: Concurrent enrollment in either Music 107 or Music 108 or Music 109 is required.

Music 106 is a course to train the musical ear to recognize the different intervals and rhythms continuously used in our musical compositions. Also, the basic keyboard patterns are used in the study of intervals, chords, and rhythms.

Lecture 1 hour, laboratory 1 hour.

107—HARMONY 3 UNITS

Prerequisite: Music 101 or equivalent.

Note: Concurrent enrollment in either Music 104 or Music 105 or Music 106 is required.

The primary concern of this course is to provide an understanding of the common practices of composers, in matters of harmony, as observed in music of the eighteenth and nineteenth centuries. Music 107 is required for music majors. For the non-pianist, concurrent study of piano is strongly recommended.

Lecture 3 hours.

108—HARMONY 3 UNITS

Prerequisite: Music 107.

Note: Concurrent enrollment in either Music 104, Music 105, or Music 106 is required.

Music 108 is a continuation of Music 107, and is required for music majors. For the non-pianist, concurrent study of piano is strongly recommended.

Lecture 3 hours.

109—HARMONY 3 UNITS

Prerequisite: Music 108.

Note: Concurrent enrollment in either Music 104 or Music 105 or Music 106 is required.

Music 109 is a continuation of Music 108, and is required for music majors. For the non-pianist, concurrent study of piano is strongly recommended.

Lecture 3 hours.

1979-80 CATALOG ADDENDUM/LAST SECTION

204 MUSIC

114—COUNTERPOINT 3 UNITS

Prerequisite: Music 108.

Music 114 is a study of 18th century melody, invention, canon and fugue through analysis and composition.

Lecture 3 hours.

115—ARRANGING 2 UNITS

Prerequisite: High school harmony, or Music 107 at Glendale Community College. (Students who have had harmony with a private teacher may request an examination to be given by the instructor and be accepted or rejected on the result of this test.)

Music 115 includes Dance Band Harmony and Voicing; planning an arrangement; present dance band vocal styles; intros, modulations and endings; harmonic progression; experimental material for the progressive arranger-composer.

Lecture 3 hours.

120—HISTORY AND APPRECIATION OF MUSIC 3 UNITS

Prerequisite: None.

Note: Students having credit for Music 125 or Music 126 may not receive credit for Music 120. This course is designed especially for non-music majors. Music majors should enroll in Music 125 and Music 126. The student is required to attend five (5) concerts.

A study of form and style in music through lectures, illustrations, readings, and live musical performances with regard to the structure and aesthetics of musical compositions. The historical development of music is shown with emphasis on music performed in the concert stage today.

Lecture 3 hours, directed listening 1 hour.

125—HISTORY AND LITERATURE 3 UNITS

Prerequisite: A substantial background in music is required of all students who enroll in Music 125.

Note for Music Majors: Music 125 is required for all music majors. This course is designed primarily for the

music major and meets the partial transfer requirements of Music History and Literature courses for a music major into a four-year college. Music majors may enroll in Music 126 before enrolling in Music 125; this is not advised unless absolutely necessary. The student is required to attend five (5) concerts.

Music 125 covers the history of music from the early Christian era through the Baroque Period. In addition to lectures and readings, the course includes a study of live and recorded musical performances.

Lecture 3 hours, directed listening 1 hour.

126—HISTORY AND LITERATURE 3 UNITS

Prerequisite: A substantial background in music is required for all students who enroll in Music 126.

Note for Music Majors: Music 126 is required for all music majors. This course is designed primarily for the music major and meets the partial transfer requirements of Music History and Literature courses for a music major into a four-year college. Music majors may enroll in Music 126 before enrolling in Music 125; this is not advised unless absolutely necessary. The student is required to attend five (5) concerts.

Music 126 begins with the mid-18th century and continues with musical history through the present day. In addition to lectures and readings, the course includes a study of live and recorded musical performances.

Lecture 3 hours, directed listening 1 hour.

129—FOLK POETRY AND ROCK MUSIC 3 UNITS

Prerequisite: None.

This course consists of listening to, studying, and analyzing the music and lyrics of Rock music. The course will take an historical perspective beginning with the Greek lyric and tracing the development of the lyric through the Renaissance and into its rebirth in the 20th century. Attention will be paid to Gregorian chants, the development of polyphonic music, the splitting of music and poetry into separate art forms, the tendency for those art forms to become increasingly elite, thus exempting the common man from participation and appreciation of the forms, and the reintegration of the two traditions in Rock. The approach will be comparative;

the goal will be to see how music and lyrics communicate human experiences and insights.

Lecture 3 hours.

130—CHORUS (SEE NOTE)

Prerequisite: None.

Note: This course may be taken for one unit each semester for a total of four semesters (4 units).

A beginning course in the appreciation and performance of standard choral literature, with special emphasis on principles of part singing, vocal control, interpretation, diction, phrasing, and breath control. Public performances may be required.

Lecture 1 hour, laboratory 1 hour.

131—COLLEGE CHOIR 2 UNITS

Prerequisite: Music 130 or at least one year of choral experience in high school and evidence of vocal ability and musicianship. An audition is required.

Note: This course may be repeated for a maximum of twelve units.

An advanced form of choral art. Repertoire drawn from all periods and styles of western choral composition. Emphasis on interpretation, choral techniques, and public performances.

Lecture 2 hours, laboratory 3 hours.

132—VOCAL ENSEMBLES (SEE NOTE)

Prerequisite: The ability to sing with good pitch and acceptable vocal quality. The display of good musicianship.

Note: This course may be taken for one unit each semester for a total of six semesters (6 units).

The study and performance of choral literature composed for the small vocal ensembles (quartets, trios, etc.) Emphasis is placed on choral blend, balance, and correct habits in vocal production. Preparation of music for public presentation. Auditions must precede registration.

Lecture 1 hour, laboratory 1 hour.

133—CHAMBER CHORALE (SEE NOTE)

Prerequisite: An audition is required.

Note: Music 131 may be taken concurrently. This course may be taken for one unit each semester for a total of six units. Membership is limited to sixteen.

A group of highly selected voices which performs representative works of the choral literature suitable for a chamber group. Madrigals as well as many other styles and types are performed from every century.

Lecture 1 hour, laboratory 3 hours.

135—VOICE TRAINING 2 UNITS

Prerequisite: A sufficiently accurate ear to sing in tune.

Note: This course may be repeated for credit but not more than eight units in Music 135 and Music 136 will be granted by Glendale Community College.

The principles of correct vocal production and their application to the simpler songs and ballads in English. Good breathing habits, poise, diction, style, tone-color, and interpretation are stressed. The development of appreciation for the vocal arts is an important aspect of the course.

Instruction 2 hours, directed practice by arrangement 2½ hours.

136—VOICE TRAINING 2 UNITS

Prerequisite: Music 135.

Note: This course may be repeated for credit but not more than eight units in Music 135 and Music 136 will be granted by Glendale Community College.

The principles of correct vocal production and their application to the simpler songs and ballads in English. Some foreign songs will be explored. Good breathing habits, poise, diction, style, tone-color, and interpretation are stressed. The development of appreciation for the vocal arts is an important aspect of the course.

Instruction 2 hours, directed practice by arrangement 2½ hours.

138—PRIVATE STUDY IN MUSIC WITH OFF-CAMPUS TEACHERS 1-3 UNITS

Prerequisite: Concurrent enrollment in one of the following



courses relating to their private study. These include: Music 130, 131, 133, 140, 144, 145, 150, 151, 160, 161, 162, 163, 165.

Note: A maximum of four units may be earned for this course.

Private study with accredited voice or instrumental teacher. Performance before faculty committee will take the place of an examination.

Lecture 1 hour, laboratory 5 hours for each unit.

140—INSTRUMENTAL TECHNIQUES 1 UNIT (Wood Wind—Brass)

Prerequisite: None.

Note: This course may be taken for one unit each semester for a total of four semesters.

Music 140 provides class instruction in the basic techniques of wood-wind and brass instruments. This course is primarily designed as a preparatory course for music majors who plan to enter the field of music education. The course is, however, open to non-music majors; it is of special value to those students who wish to become elementary teachers, but it also provides a fundamental knowledge of the potential of wood-wind and brass instruments for purposes of composition and arranging.

Instruction 2 hours, directed practice by arrangement 3 hours.

141—CONCERT BAND (SEE NOTE)

Prerequisite: Ability to perform on a standard band instrument.

Note: This course may be taken for one unit per semester for a total of six units.

The Concert Band meets once each week for rehearsal. During the first ten weeks of the fall semester members of the Concert and Pep Band rehearse simultaneously; members enrolled in Concert Band are not required to attend games. A student may, however, enroll in both Music 141 and Music 142 for the fall semester and receive one unit for each course. At the close of the football season the Concert Band devotes itself entirely to the study of concert music for band and the preparation of material for band concerts.

Instruction 2 hours, directed practice by arrangement 3 hours.

142—PEP BAND (SEE NOTE)

Prerequisite: Ability to perform in a satisfactory manner on a standard band instrument.

Note: This course may be taken for one unit per semester for a total of six units.

The Pep Band meets once each week in conjunction with the Concert Band for a rehearsal period of two hours. Materials used during the first ten weeks for both the Pep and Concert Band are marches and other selections that are suitable for the football games. Members enrolled in Music 142 are required to attend all football games, rallies, etc., during the first ten weeks of the fall semester.

Lecture 2 hours. Games: Average 4 hours.

143—STAGE BAND (SEE NOTE)

Prerequisite: The ability to perform in a proficient manner upon the trumpet, trombone, saxophone, drums string bass, guitar, or piano.

Note: This course may be taken for one unit each semester for a total of six units.

Workshop for the study and performance of music in the contemporary idiom. Performances are made at Glendale Community College, and for various programs in the community. Membership is limited to twenty and is subject to final approval of the instructor following an audition.

Laboratory 2 hours.

144—WOOD WIND ENSEMBLE (SEE NOTE)

Prerequisite: Ability to play a musical instrument in a band or orchestra.

Note: This course may be taken for one unit each semester for a total of six units.

A small instrumental group which plays for College and community activities. Emphasis on balance, dynamics, phrasing, and interpretation.

Instruction 2 hours, directed practice by arrangement 3 hours.

145—BRASS ENSEMBLE (SEE NOTE)

Prerequisite: Ability to play a musical instrument in a band or orchestra.

1979-80 CATALOG ADDENDUM/LAST SECTION

208 MUSIC

Note: This course may be taken for one unit each semester for a total of six semester (6 units).

A small instrumental group which plays for College and community activities. Emphasis on balance, dynamics, phrasing, and interpretation.

Instruction 2 hours, directed practice by arrangement 3 hours.

150—INSTRUMENTAL TECHNIQUES (Strings) 1 UNIT

Prerequisite: None.

Note: This course may be taken for one unit each semester for a total of four semesters.

Music 150 provides class instruction in the basic techniques of stringed instruments. This course is primarily designed as a preparatory course for music majors who plan to enter the field of music education. The course is, however, open to non-music majors; it is of special value to those students who wish to become elementary teachers, but it also provides a fundamental knowledge of the potential of string instruments for purposes of composition and arranging.

Instruction 2 hours, directed practice by arrangement 3 hours.

151—ORCHESTRA (SEE NOTE)

Prerequisite: Ability to perform on a standard orchestral instrument.

Note: This course may be taken for one unit each semester for a total of six units.

The orchestra meets one evening each week for three hours, thus providing an opportunity to participate in this organization with the minimum of program conflicts. The repertoire includes both serious music for symphony orchestra, and music of a more popular nature, symphonically arranged. The orchestra performs at both College and community activities.

Laboratory 3 hours.

152—STRING ENSEMBLE (SEE NOTE)

Prerequisite: Ability to play a musical instrument in a band or orchestra.

Note: This course may be taken for one unit each semester for a total of six units.

A small instrumental group which plays for College and community activities. Emphasis on balance, dynamics, phrasing, and interpretation.

Instruction 2 hours, directed practice by arrangement 3 hours.

156—CLASSICAL GUITAR I 2 UNITS

Prerequisite: None.

Note: Students are required to have a standard six (6) string guitar to use in class and for practice. This course may be repeated for credit but not more than eight units in Music 156, 157, 158, 159 will be granted by Glendale Community College.

A course designed for students who wish to learn the elementary techniques of guitar playing. Included will be the study of basic stringing, tuning, fingering, playing techniques, notation, chording, reading of simple guitar music, and the playing of simple melodies and accompaniments.

Lecture 1 hour, laboratory 1 hour. Three (3) hours practice by arrangement.

157—CLASSICAL GUITAR II 2 UNITS

Prerequisite: Music 156 or equivalent.

Note: Students are required to have a standard six (6) string guitar to use in class and for practice. This course may be repeated for credit, but not more than eight units in Music 156, 157, 158, 159 will be granted by Glendale Community College.

Music 157 continues with the study of basic classic guitar techniques. Second and third positions, scales, right hand studies, legato techniques will be covered. Harmony and musicianship will be introduced and related to guitar fingerboard when possible.

Lecture 1 hour, laboratory 1 hour. Three (3) hours practice by arrangement.

158—CLASSICAL GUITAR III 2 UNITS

Prerequisite: Music 157 or equivalent.

Note: Students are required to have a standard six (6) string guitar to use in class and for practice. This course may be repeated for credit but not more than eight

units in Music 156, 157, 158, 159 will be granted by Glendale Community College.

Music 158 continues with the study of classical guitar techniques and compositions. Further study of musical qualities to be achieved on the instrument and introduction of fourth and fifth positions.

Lecture 1 hour, laboratory 1 hour. Three (3) hours practice by arrangement.

159—CLASSICAL GUITAR IV 2 UNITS

Prerequisite: Music 158 or equivalent.

Note: Students are required to have a standard six (6) string guitar to use in class and for practice. This course may be repeated for credit but not more than eight units in Music 156, 157, 158, 159 will be granted by Glendale Community College.

Music 159 continues with the more advanced study of classical guitar techniques and compositions. Further study of musical qualities to be achieved on the instrument and introduction of seventh position.

Lecture 1 hour, laboratory 1 hour. Three (3) hours practice by arrangement.

160—PIANO I 2 UNITS

Prerequisite: None.

Note: Music 160 is not open to students having previous instruction or experience in piano playing. This course may be repeated for credit but not more than eight units in piano will be granted by Glendale Community College for Music 160, 161, 162, 163. It is recommended that students have a piano available for practice.

Music 160 is designed for students who wish to gain an elementary knowledge of piano keyboard and the rudiments of music reading. The content of the course will be based on the assumption that students have had no previous musical training.

Instruction 2 hours, directed practice by arrangement 5 hours.

161—PIANO II 2 UNITS

Prerequisite: Music 160 or one-half year of piano experience.

Note: This course may be repeated for credit but not more than eight units in piano will be granted by Glendale Community College for Music 160, 161, 162, 163. It is recommended that students have a piano available for practice.

A course for the advancement of the beginning pianist in skills, interpretation and tonal coloring.

Instruction 2 hours, directed practice by arrangement 5 hours.

162—PIANO III 2 UNITS

Prerequisite: Music 161 or one year of piano experience.

Note: This course may be repeated for credit but not more than eight units in piano will be granted by Glendale Community College for Music 160, 161, 162, 163. It is recommended that students have a piano available for practice.

The theory and interpretation of works from the pre-classical, classical, and romantic periods as well as modern or contemporary music. Emphasis on development of technique, style, tone-color, dynamics and phrasing.

Instruction 2 hours, directed practice by arrangement 5 hours.

163—PIANO IV 2 UNITS

Prerequisite: Music 162 or three years of piano experience.

Note: This course may be repeated for credit but not more than eight units in piano will be granted by Glendale Community College for Music 160, 161, 162, 163. It is recommended that students have a piano available for practice.

For the student with at least three years of piano study. Emphasis will be placed upon the development of each student through the study of all periods and styles of piano literature. Each student is expected to perform in recital during the semester.

Instruction 2 hours, directed practice by arrangement 5 hours.

165—ACCOMPANIST TRAINING (SEE NOTE)

Prerequisite: Ability to sight read and play with ease piano literature of more than moderate difficulty.

1979-80 CATALOG ADDENDUM/LAST SECTION

210 MUSIC

Note: The student may take accompanist training for one or two units each semester. A proportionate amount of work will be required according to the number of units elected by the student and signed for at the time of registration.

A course designed to give training in the piano accompaniment of choral or instrumental groups, or solo performances.

Instruction 2 hours, directed practice by arrangement 3 hours.

166—ORGAN 2 UNITS

Prerequisite: Ability to play with ease keyboard literature of moderate difficulty.

Note: This course may be taken for two units each semester for a total of four semesters (8 units).

Intended for the beginner as well as the experienced organ student, the course is designed to acquaint the student with fundamentals of organ technique and repertoire. Materials assigned for study emphasize individual development in preparing for church and concert performance.

The course includes field trips to visit various pipe organs in the metropolitan area.

Instruction 2 hours, directed practice by arrangement 3 hours.

170—MUSIC THEATER WORKSHOP 3 UNITS

Prerequisite: Ability to sing with good pitch and acceptable vocal quality.

Note: This course may be repeated for a maximum of twelve units.

A course designed to provide training and experience in the art of the musical stage. A major production will be the objective of the course work. All students will have the opportunity to participate in the rehearsals, and audition for principal roles will be open. It is recommended that students plan to enroll for both semester credits.

Lecture and laboratory varying.

172—COMMERCIAL MUSIC WORKSHOP 2 UNITS

Prerequisite: None.

Note: This course may be repeated for two units each semester for a total of four semesters (8 units).

Coaching and/or arranging for instruments and voice directed toward developing individual potential in musical comedy, popular song styling, and performance.

Lecture 2 hours, laboratory 4 hours.

175—SYNTHESIZER - ELECTRONIC MUSIC I 3 UNITS

Prerequisite: None.

A study of the synthesizer and electronic music through discussion of the history and literature and the practical use of electronic instruments.

Instruction 3 hours, directed practice by arrangement 3 hours.

180—FOLK GUITAR I 2 UNITS

Prerequisite: None.

Note: Students are required to have a standard six (6) string guitar to use in class and daily practice. Three (3) hours practice a week are required. This course may be repeated for credit but not more than eight units in Music 180, 181 will be granted by Glendale Community College.

Music 180 is a course prepared to teach students the basic first position keys and chords, harmonization by ear, ear training, and transposition. Basic right-hand accompaniments and performance style are also taught.

Lecture 2 hours.

181—FOLK GUITAR II 2 UNITS

Prerequisite: Music 180 or equivalent.

Note: Students are required to have a standard six (6) string guitar to use in class and daily practice. Three (3) hours practice a week are required. This course may be repeated for credit but not more than eight units in Music 180, 181 will be granted by Glendale Community College.

Music 181 is a continuation of Music 180 and includes the study of introductory blues and ballad accompaniment. Country style finger-picking, treble and bass melodic line, barre chords, and additional repertoire of American Folk songs will be studied along with chording by "ear".

Lecture 2 hours.

NATURAL HISTORY

See Biology 130.

NURSING

See Allied Health

NUTRITION

See Home Arts 125.

OCEANOGRAPHY**115—OCEANOGRAPHY 4 UNITS***Prerequisite:* None.*Note:* The student is responsible for transportation costs of approximately \$10 connected with the field study.

Introduction to physical, chemical, and geologic and biologic oceanography.

Field study will include cruises on oceanographic research vessels when possible, examination of off-shore drilling platforms and the investigation of physical and biologic phenomena along the California coast.

Lecture 3 hours per week, field study 2½ days per semester.

PALEONTOLOGY**101—GENERAL PALEONTOLOGY 3 UNITS***Prerequisite:* None.*Note:* A good high school record or second semester standing is recommended.

A survey of the classification and history of life including both plants and animals. An interpretation of the significance of fossils as evidence of organic evolution and of the adaptations of life to its physical and biological environments. The sequences of floras and faunas as found in the rocks. An outline of man's physical development.

Lecture 3 hours.

PERSONAL DEVELOPMENT

See Home Arts 133.

PHILOSOPHY**101—INTRODUCTION TO PHILOSOPHY 3 UNITS***Prerequisite:* Sophomore standing preferred. A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

An overview of the classical and modern problems of philosophy. A consideration of the nature of knowledge, views of the cosmos or world, and the problems of truth, beauty, ethics, and theology.

Lecture 3 hours.

**113—COMPARATIVE WORLD RELIGIONS: 3 UNITS
NEAR EAST***Prerequisite:* A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination, or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

A comparative study of the salient ideas and philosophical developments in Zoroastrianism, Judaism, Christianity, Islam, and the primitive and national religions of the past.

Lecture 3 hours.

**114—COMPARATIVE WORLD 3 UNITS
RELIGIONS: FAR EAST***Prerequisite:* A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

A comparative study of the salient ideas and philosophical developments in Hinduism, Buddhism, other Indian religions, Taoism, Confucianism, and Shinto.

Lecture 3 hours.

116—ETHICS 3 UNITS*Prerequisite:* A satisfactory score on the Reading and



Language sub-tests of the Pre-registration Examination, or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

An analysis of the concept of the good, the scope of morality, the deterministic controversy, the standards of evaluation, and the major ethical systems. Attention is given to contemporary positivism, John Dewey, Marxist ethics, authority as an ethical principle, intuitionism, egoistic hedonism, utilitarianism, ethical idealism, Immanuel Kant, modern Aristotelianism, and existentialism.

Lecture 3 hours.

117—INTRODUCTION TO LOGIC 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination, or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

A study of the structure and functions of language, inductive and deductive forms of reasoning and argumentation. Includes the study of formal argumentation and its application to ordinary language, symbolic forms of reasoning, and propositional functions. Analyzes analogical argumentation, the methods of experimental inquiry, the nature of scientific hypothesis, and probability theory.

Lecture 3 hours.

119—HISTORY OF PHILOSOPHY: ANCIENT PERIOD 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination, or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

A critical study of the philosophic systems and ideas of the Western civilization from the ancient Greeks to the end of the Medieval period, with special emphasis on the Pre-Socratics, Plato, Aristotle, Roman philosophical thinkers, and the impact of Christian thought on Western culture.

Lecture 3 hours.

120—HISTORY OF PHILOSOPHY: MODERN PERIOD 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination, or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

A critical study of the philosophic systems and ideas of the modern period which have had a dominant impact on Western civilization, with special emphasis on Descartes, Spinoza, Leibniz, Locke, Berkeley, Hume, Kant, Hegel, Marx, Nietzsche, Twentieth Century British and American philosophers.

Lecture 3 hours.

PHOTOGRAPHY

101—ELEMENTS OF PHOTOGRAPHY 2 UNITS

Prerequisite: None.

A two-hour lecture course. Survey of still cameras; characteristics of lenses and shutters; study of negatives, paper and chemicals. Photographic nomenclature.

Lecture 2 hours.

102—ELEMENTS OF PHOTOGRAPHY* 2 UNITS

Prerequisite: Photography 101 or Photography 111 and Art 113.

Photography 102 is lecture and laboratory practice.

Lecture 1 hour, laboratory 3 hours.

103—INTERMEDIATE PHOTOGRAPHY* (SEE NOTE)

Prerequisite: Photography 101 or 111 (which may be taken concurrently).

Note: One hour is required for each one-half unit earned. May be taken for the number of units indicated on the Schedule. The course may be repeated for a total of six units.

A lecture and laboratory course designed for students who have had some experience in photography.

Lecture, laboratory —(See Note).

*The College reserves the right to retain student work for one year for exhibit purposes.

1979-80 CATALOG ADDENDUM/LAST SECTION

214 PHOTOGRAPHY/PHYSICAL EDUCATION

105—ADVANCED PHOTOGRAPHY* (SEE NOTE)

Prerequisite: Photography 103.

Note: One hour is required for each one-half unit earned. May be taken for the number of units indicated on the Schedule. The course may be repeated for a total of ten units.

An advanced course for competent students with previous training and experience. Portfolio preparation. Individual assignments.

Lecture and laboratory—(See Note).

107—SPECIAL PROJECTS— PHOTOGRAPHY* (SEE NOTE)

Prerequisite: None.

Note: Two hours are required for each unit earned. May be taken for one, two, or three units according to the Schedule. The course may be repeated for a total of six units. Art 113 is recommended. Special assignments will be required for architecture majors.

A course to develop the talent of students unable to devote full time to photography, to offer art majors an opportunity to experiment and combine artistic ability with photo-technique, to complete projects related to a specific field; such as botany, technical graphics, advertising design.

Lecture and laboratory.

108—PHOTOCOMMUNICATION 2 UNITS

Prerequisite: Previous course in photography at college or high school or experience in the field.

Note: Course may be repeated once for total of 4 units.

A study of the relationship between journalism and photography. Assignments are given for reproduction in Glendale Community College and community publications.

Lecture 1 hour, laboratory 3 hours.

109—COLOR PHOTOGRAPHY I 2 UNITS

Prerequisite: A photography laboratory course in high school or college, or equivalent.

Photography 109 covers the basic knowledge and steps in color film processing. Emphasis on negative and positive color is stressed.

Lecture 1 hour, laboratory 3 hours.

110—COLOR PHOTOGRAPHY II 2 UNITS

Prerequisite: Photography 109.

Photography 110 is a continuation of processes offered in Photography 109. Emphasis on color printing techniques is stressed.

Lecture 1 hour, laboratory 3 hours.

111—BASIC PHOTOGRAPHY 2 UNITS

Prerequisite: None.

Note: No credit will be granted to students who have completed Photography 101.

This three-hour lecture and laboratory course surveys still cameras, lenses, flash units, light meters, shutters, and film as well as the kinds of paper and chemicals utilized in processing black and white pictures. Laboratory experience includes practice in composition, portraiture, and development techniques.

Lecture 2 hours, laboratory 1 hour.

*The College reserves the right to retain student work for one year for exhibit purposes.

PHYSICAL EDUCATION

All first-time college students are required to enroll in physical education activity classes for their first two consecutive semesters of attendance at Glendale Community College, except that persons may be exempt upon presentation of evidence that they (1) have attained the age of 21 years, or (2) are registered for 8 units or less, or (3) have a medical excuse on file, or (4) are enrolled in special programs such as extended day only, licensed vocational nursing, or block-unit occupational programs.

It is recommended that a variety of activities be taken during a student's attendance at Glendale Community College. It may be possible to repeat the same class for

more than one semester. All classes are coeducational unless otherwise noted. It may be possible to repeat the same class for more than one semester. A student may take two to five (2-5) hours per week in any one activity for a total of one-two and one half (1-2.5) units per semester in that activity.

120—INTRODUCTION TO PHYSICAL EDUCATION 1-2½ UNITS
(Formerly Health and Physical Education 118)

Prerequisite: None.

Note: Recommended for physical education majors.

A course designed to acquaint prospective teachers with the social, physical, and professional demands of physical education. A preview of the profession of physical education as a whole is gained through testing, class recitation and field trips. Opportunities in health and recreation are explored.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

125—SPORTS OFFICIATING 1-2½ UNITS
(Formerly Health and Physical Education 105)

Prerequisite: Participation in basketball, volleyball, and softball.

Note: Recommended for physical education and recreation majors and for prospective community youth leaders.

A theory and practical course in the techniques of officiating basketball, volleyball, softball, and track and field.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

127—PHYSICAL EDUCATION ACTIVITIES 1-2½ UNITS

(Formerly Health and Physical Education 121)

Prerequisite: None.

Instruction in the fundamentals of individual activities and seasonal sports.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

130—ADAPTED ACTIVITIES 1-2½ UNITS
(Formerly Health and Physical Education 195)

Prerequisite: A medical excuse on file with the school nurse that exempts the student from all scheduled physical education activities.

A diversified program of developmental activities for students with disabilities which prevent their participation in a regular physical education program. The emphasis is on the student's remaining abilities, not their disabilities.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

135—BEGINNING ARCHERY 1-2½ UNITS
(Formerly Health and Physical Education 163)

Prerequisite: None.

Instruction in the technique of archery and participation in official target archery tournaments.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

136—INTERMEDIATE ARCHERY 1-2½ UNITS
(Formerly Health and Physical Education 164)

Prerequisite: Physical Education 135.

Practice in target and tournament shooting using National Archery Association Tournament Rounds.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

137—ADVANCED ARCHERY 2 UNITS
(VARSITY)

Prerequisite: Physical Education 136 or equivalent.

Note: Limited to students competing for the varsity team.

Physical Education 137 is a course which provides an opportunity for students to learn the development of advanced techniques for competitive participation with other community colleges.

Lecture ½-1½ hours, laboratory 1½-3½ hours.



140—BEGINNING BADMINTON 1-2½ UNITS
(Formerly Health and Physical Education 165)

Prerequisite: None.

Instruction in the rules and practice in individual fundamentals, development of singles and doubles play, and competitive participation.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

141—INTERMEDIATE BADMINTON 1-2½ UNITS
(Formerly Health and Physical Education 166)

Prerequisite: Physical Education 140.

Additional practice and more detailed instruction in fundamentals, development of singles and doubles play, and court strategy.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

142—ADVANCED BADMINTON 2½ UNITS
(VARSITY)

Prerequisite: Some previous playing experience in badminton.

Note: Limited to students competing for the varsity team.

Physical Education 142 provides individual instruction in skills for singles, doubles, and mixed doubles play in badminton.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

147—INTERMEDIATE BASEBALL 1-2½ UNITS
(Formerly Health and Physical Education 125)

Prerequisite: None.

Instruction in rules and game strategy. Practice in fundamental techniques of throwing, fielding, batting, and team play.

Fall Semester only.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

148—ADVANCED BASEBALL (VARSITY) 1-2½ UNITS
(Formerly Health and Physical Education 126)

Prerequisite: Some previous playing experience in baseball.

Note: Limited to students trying out for the varsity teams.

Development of team play for competitive participation.

Spring Semester only. Daily.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

150—BEGINNING BASKETBALL 1-2½ UNITS
(Formerly Health and Physical Education 127)

Prerequisite: None.

Instruction and practice in the fundamental techniques and rules of the game. Development of team play and competitive participation.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

154—INTERMEDIATE BASKETBALL 1-2½ UNITS
(Formerly Health and Physical Education 128)

Prerequisite: None.

Instruction in rules and game strategy, practice in fundamental techniques.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

157—ADVANCED BASKETBALL 1-2½ UNITS
(VARSITY)
(Formerly Health and Physical Education 129)

Prerequisite: Some experience on an organized team.

Note: Limited to students competing for the varsity team.

Individual instruction and development of team play for competitive participation.

Fall Semester only. Daily.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

160—ADVANCED BASKETBALL 2½ UNITS
(VARSITY)

Prerequisite: Some previous playing experience in basketball.



W. A. ACHREMAN

Note: Limited to students competing for the varsity team.

Physical Education 160 provides the opportunity for individual instruction and development of team play for competitive participation with other community colleges.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

162—BEGINNING BICYCLING 1-2½ UNITS
(Formerly Health and Physical Education 193)

Prerequisite: A light weight bicycle.

An introduction to cycling as a life-time activity. Emphasis on bicycling and information on safety, maintenance, and riding efficiency. Increasing personal physical fitness by cycling.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

163—INTERMEDIATE BICYCLING 1-2½ UNITS
(Formerly Health and Physical Education 194)

Prerequisite: A light weight bicycle. Physical Education 162, or experience in bicycling and knowledge of safety and maintenance procedures.

Instruction in maintenance, safety, and riding efficiency. Increasing cycling fitness by hill climbs, time trials, and short rides. Preparing for cycling tour. Takes student into more advanced skills and techniques of bicycling accompanied by longer rides.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

165—BODY CONTOURING AND 1-2½ UNITS
CONDITIONING — WOMEN
(Formerly Health and Physical Education 130)

Prerequisite: None.

Conditioning exercises to increase body flexibility, and increase cardio-respiratory endurance and strength of musculature in various parts of the body; to develop skilled body control with respect to agility, balance, and coordination; and to produce skills in relaxation.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

167—BODY CONDITIONING AND 1-2½ UNITS
WEIGHT TRAINING — MEN
(Formerly Health and Physical Education 160)

Prerequisite: None.

Conditioning exercises to increase body flexibility and strength of musculature in various parts of the body; to develop skilled body control with respect to agility, balance, and coordination; and to produce skills in relaxation.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

168—INTERMEDIATE BODY 1-2½ UNITS
MECHANICS — MEN
(Formerly Health and Physical Education 161)

Prerequisite: Health Education 167.

Conditioning exercises to increase strength, body flexibility, and overall physical fitness. Instruction and practice and techniques of weight training.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

170—BOWLING 1-2½ UNITS
(Formerly Health and Physical Education 167)

Prerequisite: None.

Note: Each student is responsible for the lane fee.

Instruction and practice in the fundamental techniques and rules of the game.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

172—CROSS COUNTRY RUNNING 1-2½ UNITS
(VARSITY)
(Formerly Health and Physical Education 152)

Prerequisite: None.

Note: Recommended for distance runners and track students wishing to condition themselves for track.

Designed for competitive participation.

Fall Semester only. Daily.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

1979-80 CATALOG ADDENDUM/LAST SECTION

220 PHYSICAL EDUCATION

174—ETHNIC DANCE 1-2½ UNITS (Formerly Health and Physical Education 169)

Prerequisite: None.

Instruction and participation for recreational groups in ethnic dance forms.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

176—JAZZ TECHNIQUE I 1-2½ UNITS (Formerly Health and Physical Education 196)

Prerequisite: None.

Physical Education 176 provides an opportunity to learn the functions of the body, in relationship to music; the opportunity to develop and condition the body for Jazz dance; and the opportunity to meet the demand for professional dance in theater today.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

177—JAZZ TECHNIQUE II 1-2½ UNITS (Formerly Health and Physical Education 197)

Prerequisite: None.

Physical Education 177 provides an opportunity to further the student's knowledge of Jazz dance; study more technical detail in the development and conditioning of the body for Jazz, and to further meet the demands for professional dance in theater today.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

179—MODERN DANCE TECHNIQUE 1-2½ UNITS (Formerly Health and Physical Education 175)

Prerequisite: None.

Physical Education 179 provides an opportunity for personal development in modern dance technique.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

181—MODERN DANCE I 1-2½ UNITS (Formerly Health and Physical Education 172)

Prerequisite: None.

A wide variety of concrete experiences in movement relative to the acquisition of concepts for a structure of understanding of modern dance as an art form is presented.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

182—MODERN DANCE II 1-2½ UNITS (Formerly Health and Physical Education 173)

Prerequisite: Physical Education 181 or equivalent.

Experience in understanding the principles that govern movement, ability to control the body as an instrument of expression, and understanding of the use of space, time, and force factors related to the basic principles that govern art forms.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

184—MODERN DANCE PRODUCTION 1-2½ UNITS (Formerly Health and Physical Education 174)

Prerequisite: Physical Education 181 or Physical Education 182 or equivalent.

The course provides practical experience in utilization of knowledge and understanding in modern dance as an art form. Opportunity is provided for student choreography and participation in modern dance productions.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

186—MOVEMENT FOR MUSICAL THEATER 1-2½ UNITS (Formerly Health and Physical Education 198)

Prerequisite: None.

Physical Education 186 provides an opportunity for studying the problems of stage movement, character movement, and simple dance movement as related to musical theater. Attention is also given to the musical demands placed upon the singer who wishes to perform in this area of the theater.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

189—BEGINNING SOCIAL DANCING 1-2½ UNITS
 (Formerly Health and Physical Education 170)

Prerequisite: None.

Instruction and practice in the fundamental skills of social dance.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

190—INTERMEDIATE SOCIAL DANCING 1-2½ UNITS
 (Formerly Health and Physical Education 171)

Prerequisite: Physical Education 189 or knowledge of basic steps.

Instruction and practice in the fundamental skills of social dance.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

192—SQUARE DANCE 1-2½ UNITS
 (Formerly Health and Physical Education 168)

Prerequisite: None.

Instruction and participation for recreational groups in square dance.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

195—FOOTBALL THEORY (SEE NOTE)
 (Formerly Health and Physical Education 120)

Prerequisite: Physical Education 198 taken concurrently.

Note: Recommended for physical education majors. This course may be taken for two units each semester for a total of two semesters (4 units).

Theory and development of offensive and defensive formations.

Lecture 4 hours.

197—INTERMEDIATE FOOTBALL 1-2½ UNITS
 (Formerly Health and Physical Education 133)

Prerequisite: None.

Instruction and practice in techniques of individual offense and defense.

Spring Semester only.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

198—ADVANCED FOOTBALL 1-2½ UNITS
 (VARSITY)
 (Formerly Health and Physical Education 134)

Prerequisite: Previous experience on an organized team.

Note: Limited to students trying out for varsity team.

Development of team play for competitive participation.

Fall Semester only. Daily.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

200—TOUCH FOOTBALL 1-2½ UNITS
 (Formerly Health and Physical Education 132)

Prerequisite: None.

Instruction and practice in fundamentals, with the development of team play and competition.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

202—BEGINNING GOLF 1-2½ UNITS
 (Formerly Health and Physical Education 176)

Prerequisite: None.

Instruction and practice in the fundamentals of golf.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

203—INTERMEDIATE GOLF 1-2½ UNITS
 (Formerly Health and Physical Education 177)

Prerequisite: Physical Education 202 or equivalent.

Advanced instruction and practice on the golf course.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

205—ADVANCED GOLF (VARSITY) 1-2½ UNITS
 (Formerly Health and Physical Education 135)

Prerequisite: Some previous playing experience in golf.

1979-80 CATALOG ADDENDUM/LAST SECTION

222 PHYSICAL EDUCATION

Note: Limited to students competing for the varsity team.

Development of play for competitive participation.

Spring Semester only.

Lecture 1/2-1 1/2 hours, laboratory 1 1/2-3 1/2 hours.

207—BEGINNING GYMNASTICS (MEN) 1-2 1/2 UNITS (Formerly Health and Physical Education 136)

Prerequisite: None.

Instruction and practice in the fundamental techniques of tumbling and apparatus.

Lecture 1/2-1 1/2 hours, laboratory 1 1/2-3 1/2 hours.

208—BEGINNING GYMNASTICS 1-1 1/2 UNITS

Prerequisite: None.

Physical Education 208 covers techniques in tumbling and apparatus activities with emphasis upon body balance, co-ordination, and rhythm.

Lecture 1/2-1 1/2 hours, laboratory 1 1/2-3 1/2 hours.

213—HIKING AND BACKPACKING 1-2 1/2 UNITS (Formerly Health and Physical Education 179)

Prerequisite: None.

Prepares the student with knowledge and experience in the skills necessary for camping, hiking, and backpacking. Local hiking and backpacking experience. Compass and map reading, trail cooking, clothing, safety, and equipment are discussed and practiced.

Lecture 1/2-1 1/2 hours, laboratory 1 1/2-3 1/2 hours.

216—JOGGING 1-2 1/2 UNITS (Formerly Health and Physical Education 180)

Prerequisite: None.

An introduction to jogging as a life-time activity. To make the student aware of the physiological benefits derived from jogging.

Lecture 1/2-1 1/2 hours, laboratory 1 1/2-3 1/2 hours.

219—MARTIAL ARTS 1-2 1/2 UNITS (Formerly Health and Physical Education 183)

Prerequisite: None.

This course is divided into four segments: Karate, Aikido, Judo, and Juijitsu. Karate, Aikido, and Judo run concurrently with student instructors in charge of each small unit (if qualified personnel are available). The Juijitsu unit is run last with the total class.

Lecture 1/2-1 1/2 hours, laboratory 1 1/2-3 1/2 hours.

220—JUDO 2 1/2 UNITS

Prerequisite: Some previous experience in Judo.

Note: Limited to students competing for the varsity team.

Physical Education 220 provides the opportunity for individual instruction and development for competitive participation with other colleges.

Lecture 1/2-1 1/2 hours, laboratory 1 1/2-3 1/2 hours.

222—PADDLE TENNIS 1-2 1/2 UNITS (Formerly Health and Physical Education 188)

Prerequisite: None.

Instruction and practice in the basic strokes, fundamental techniques, and rules of the game. A sport very similar to regular tennis.

Lecture 1/2-1 1/2 hours, laboratory 1 1/2-3 1/2 hours.

224—RACKETBALL 1-2 1/2 UNITS (Formerly Health and Physical Education 184)

Prerequisite: None.

Introduction and practice in the fundamental techniques and rules of the game. Each student is responsible for a minimal YMCA court fee.

Lecture 1/2-1 1/2 hours, laboratory 1 1/2-3 1/2 hours.

227—SELF DEFENSE 1½-2 UNITS

Prerequisite: None.

Physical Education 227 stresses practical self-defense techniques with the underlying philosophy of non-violence.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

229—SOCCER 1-2½ UNITS
(Formerly Health and Physical Education 140)

Prerequisite: None.

Instruction and practice in the basic fundamentals, techniques, and rules. Development of team play, with emphasis on offensive and defensive strategy.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

230—ADVANCED SOCCER 1-2½ UNITS
(Formerly Health and Physical Education 141)

Prerequisite: None.

Note: Some experience playing soccer is recommended.

Instruction and practice in intercollegiate play including techniques, rules, strategy, and history as well as comprehensive physical training.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

235—ADVANCED SOFTBALL 2½ UNITS
(VARSITY)

Prerequisite: Some previous playing experience in softball.

Note: Limited to students competing for the varsity team.

Physical Education 235 provides the opportunity for individual instruction and development of team play for competitive participation with other community colleges.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

237—BEGINNING SWIMMING 1-2½ UNITS
(Formerly Health and Physical Education 112)

Prerequisite: None.

Instruction and practice in the fundamentals of swimming and survival in the water.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

238—INTERMEDIATE SWIMMING 1-2½ UNITS
(Formerly Health and Physical Education 113)

Prerequisite: Ability to maintain oneself in deep water.

Instruction and practice in the swimming strokes and the development of endurance.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

240—ADVANCED SWIMMING AND DIVING (VARSITY) 1-2½ UNITS
(Formerly Health and Physical Education 114)

Prerequisite: Some previous swimming or diving experience.

Instruction and practice in fundamental techniques for competitive participation. Daily.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

242—BEGINNING DIVING 1-2½ UNITS
(Formerly Health and Physical Education 156)

Prerequisite: Must be able to swim.

Instruction and practice in the fundamentals of the five diving groups, including the approach and entry.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

245—INTERMEDIATE WATER POLO 1-2½ UNITS
(Formerly Health and Physical Education 157)

Prerequisite: Be able to maintain oneself in deep water.

Instruction in roles and game strategy, practice in fundamental techniques.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

1979-80 CATALOG ADDENDUM/LAST SECTION

224 PHYSICAL EDUCATION

247—ADVANCED WATER POLO 2½ UNITS
(VARSITY)
(Formerly Health and Physical Education 158)

Prerequisite: Some previous experience or an advanced swimmer.

Instruction and practice in fundamental techniques of water polo. Development of team play for competitive participation.

Fall Semester only. Daily.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

250—SENIOR LIFESAVING 1-2½ UNITS
(Formerly Health and Physical Education 159)

Prerequisite: Physical Education 238 or pass test to qualify.

Instruction and practice in all phases of lifesaving as set up by the American Red Cross.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

253—WATER SAFETY INSTRUCTION 1-2½ UNITS
(Formerly Health and Physical Education 162)

Prerequisite: Must be 18 years old or over and must hold current Senior Life Saving card.

A course in water safety instruction, the successful completion of which will qualify the student to receive the American Red Cross Water Safety Instructor's Certificate.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

256—SYNCHRONIZED SWIMMING 1-2½ UNITS
(Formerly Health and Physical Education 181)

Prerequisite: Physical Education 238 or equivalent.

Instruction and practice in aquatic stunts and rhythmic swimming. Participation in synchronized swimming routines.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

259—UNDERWATER SAFETY INSTRUCTION 1-2½ UNITS
(Formerly Health and Physical Education 178)

Prerequisite: Physical Education 238 or equivalent.

To teach the student the art of skin diving and the use and safety factors of SCUBA. Diving physics and physiology of diving. Marine life and environment.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

261—BEGINNING TENNIS 1-2½ UNITS
(Formerly Health and Physical Education 185)

Prerequisite: None.

Instruction and practice in the basic strokes, fundamental techniques and rules of the game.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

262—INTERMEDIATE TENNIS 1-2½ UNITS
(Formerly Health and Physical Education 186)

Prerequisite: Some previous playing experience in tennis.

Instruction and practice in individual fundamentals, development of team play and court strategy.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

263—ADVANCED TENNIS 1-2½ UNITS
(Formerly Health and Physical Education 187)

Prerequisite: Physical Education 262 or equivalent.

Individual instruction and development of advanced techniques for competitive participation.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

266—ADVANCED TENNIS(VARSITY) (MEN) 1-2½ UNITS
(Formerly Health and Physical Education 147)

Prerequisite: Some previous playing experience in tennis.

Note: Limited to students trying out for the varsity team.

Development of team play for competitive participation.

Offered Spring Semester only. Daily.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

267—ADVANCED TENNIS (VARSITY WOMEN) 1-2½ UNITS
(Formerly Health and Physical Education 147)

Prerequisite: None.

Note: Previous playing experience in tennis is recommended. Fall Semester, coeducational; Spring Semester, women only.

Development of advanced techniques for competitive participation with other community colleges.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

270—INTERMEDIATE TRACK AND FIELD 1-2½ UNITS
(Formerly Health and Physical Education 150)

Prerequisite: None.

Instruction and practice in fundamental techniques of running and field events.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

272—ADVANCED TRACK AND FIELD (VARSITY) 1-2½ UNITS
(Formerly Health and Physical Education 151)

Prerequisite: None.

Note: Limited to students trying out for the varsity team.

Designed for competitive participation.

Spring Semester only. Daily.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

274—BEGINNING VOLLEYBALL 1-2½ UNITS
(Formerly Health and Physical Education 189)

Prerequisite: None.

Instruction and practice in volleyball techniques with team tournaments.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

275—INTERMEDIATE VOLLEYBALL 1-2½ UNITS
(Formerly Health and Physical Education 190)

Prerequisite: Physical Education 274 or equivalent.

Instruction and practice in volleyball techniques with team tournaments for experienced players.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

276—ADVANCED VOLLEYBALL 1-2½ UNITS
(Formerly Health and Physical Education 191)

Prerequisite: Physical Education 275 or equivalent.

Development of advanced techniques in volleyball for competitive participation with other community colleges.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

281—ADVANCED VOLLEYBALL (VARSITY) (MEN) 1-2½ UNITS
(Formerly Health and Physical Education 155)

Prerequisite: Previous playing experience in volleyball.

Note: Recommended for physical education majors. Limited to students trying out for varsity volleyball teams.

Instruction and practice in individual fundamentals, development of team play and court strategy for competitive participation.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

282—ADVANCED VOLLEYBALL (VARSITY) 2½ UNITS

Prerequisite: Some previous playing experience in volleyball.

Note: Limited to students competing for the varsity team.

Physical Education 282 provides the opportunity for individual instruction and development of team play for competitive participation with other community colleges.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

285—BEGINNING WATER SKIING 1½ UNITS

Prerequisite: None.

Physical Education 285 is a course to teach students the basic fundamentals of water skiing in order that they may enjoy this fast growing recreational activity safely

226 PHYSICAL EDUCATION/PHYSICAL SCIENCE/PHYSICS

and use the correct techniques.

Lecture 1/2-1 1/2 hours, laboratory 1 1/2-3 1/2 hours.

288—ADVANCED WRESTLING — MEN 2 1/2 UNITS

(Formerly Health and Physical Education 39C)

Prerequisite: Some previous experience in wrestling.

Note: Limited to students competing for the varsity team.

Physical Education 288 provides the opportunity for individual instruction and development for competitive participation with other colleges.

Lecture 1/2-1 1/2 hours, laboratory 1 1/2-3 1/2 hours.

289—BEGINNING YOGA 1-1 1/2 UNITS

Prerequisite: None.

Physical Education 289 involves basic yogic postures, breathing and meditation techniques intended to increase body agility, suppleness, and establish a regimen of healthful living. The course covers various yoga postures, methods, and exercises.

Lecture 1/2-1 1/2 hours, laboratory 1 1/2-3 1/2 hours.

292—YOGA—TV only 1-2 1/2 UNITS
(Formerly Health and Physical Education 192)

Prerequisite: None.

The course involves basic yogic postures, breathing and meditation techniques intended to increase body agility, suppleness and establish a regimen of healthful living. The course of thirty programs covers the various yoga postures, methods, and exercises. New yogic exercises and breathing techniques are introduced, demonstrated, explained in detail, and their value emphasized. Meditational and inspirational concepts are also presented at appropriate times.

Thirty one-half hour programs.

PHYSICAL SCIENCE**131—GENERAL PHYSICAL SCIENCE 4 UNITS**

Prerequisite: None.

The course is designed to give a cultural appreciation of the scientific method and an elementary working knowledge of the fields studied. Emphasis is placed on the methods by which scientific facts are established and related by means of scientific theories. The course is an integrated survey of physics, chemistry, geology, and astronomy. Elementary mathematical concepts are introduced as required.

Lecture 4 hours, laboratory 2 hours.

PHYSICS**101—ENGINEERING PHYSICS 5 UNITS**

Prerequisite: Physics 111 with a grade of "C" or better or physics taken in high school with a grade of "C" or better and Mathematics 103 with a grade of "C" or better. (Mathematics 104 must be taken concurrently or prior to taking Physics 101.)

Note: Physics 101 is restricted to engineering and science majors.

Mechanics and properties of matter. An intensive study of motion, dynamics and statics, oscillations, wave motion, and sound, with emphasis upon vector analytical methods.

Lecture 5 hours, laboratory 2 hours.

102—ENGINEERING PHYSICS 4 UNITS

Prerequisite: Physics 101 with a grade of "C" or better and Mathematics 104 with a grade of "C" or better. (Mathematics 105 must be taken concurrently or prior to taking Physics 102.)

A study of static electricity including Gauss' Law, potentials and electric fields, direct and alternating current theory, laws of magnetism and magnetic properties of matter, electro-magnetism and induced currents,

Maxwell's Equations and radiation theory.

Lecture 4 hours, laboratory 2 hours.

103—ENGINEERING PHYSICS 5 UNITS

Prerequisite: Physics 101 with a grade of "C" or better and Mathematics 104 with a grade of "C" or better. (Mathematics 105 must be taken concurrently or prior to taking Physics 103.)

Heat, thermodynamics, optics, and modern physics. An intensive study of the concept of fluids, temperature, heat, calorimetry, heat transfer, thermodynamics, entropy, and kinetic theory. A thorough presentation of geometrical and physical optics with considerable emphasis on modern physics including quantum physics, wave mechanics, and special relativity.

Lecture 5 hours, laboratory 2 hours.

105—GENERAL PHYSICS 4 UNITS

Prerequisite: Physics or chemistry (any one of: Physics 110 or Physics 111, one year of physics in high school, Chemistry 141 or Chemistry 110, or one year of chemistry in high school) and trigonometry (one semester of trigonometry in high school or Mathematics 102 which may be taken concurrently with Physics 105).

Note: Required of pre-dental and pre-medical students.

A general course including properties of matter, mechanics, heat, wave motion, and sound. Lectures, demonstrations, problems, and laboratory work. Ability to use a slide rule is recommended.

Lecture 3 hours, laboratory 3 hours.

106—GENERAL PHYSICS 4 UNITS

Prerequisite: Physics 105.

Note: Required of pre-dental and pre-medical students.

A general course including the study of light, electricity, magnetism, and modern physics. Lectures, demonstrations, problems, and laboratory work. Ability to use a slide rule is recommended.

Lecture 3 hours, laboratory 3 hours.

110—INTRODUCTION TO PHYSICS 3 UNITS

Prerequisite: Mathematics 141 and Mathematics 140, or one year of algebra and one year of geometry in high school.

Note: This course may not be taken for credit by students who have completed Physics 101, Physics 105, or Physics 111.

A brief presentation of some of the more important and usual phenomena in physics with classroom demonstrations and lectures in mechanics, heat, sound, light, electricity, magnetism, and modern physics.

Lecture 3 hours.

111—ENGINEERING PREPARATORY PHYSICS 3 UNITS

Prerequisite: Mathematics 102 with a grade of "C" or better, or trigonometry in high school with a grade of "C" or better. Mathematics 103 should be taken concurrently by engineering and science majors. Engineering 141 recommended.

Note: This course may not be taken for credit by students who have completed Physics 101 or Physics 105.

A mathematical course in general physics with emphasis on mechanics designed to prepare students for engineering physics (Physics 101, 102, 103), particularly those students who have not had an adequate high school course in physics. Emphasis is upon analysis and solution of problems.

Lecture 3 hours.

APPLIED PHYSICS

See Technical Education 145.

PHYSIOLOGY

See Biology 121.

POLICE SCIENCE

See Administration of Justice

POLITICAL SCIENCE

101—INTRODUCTION TO GOVERNMENT 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

Note: Political Science 101 allows only one unit of credit for students who have completed Political Science 105 or Social Science 131-132. Recommended for students seeking an A.B. (4-year) degree.

An introduction to the principles and problems of government in the United States with emphasis placed on the Federal government and the interplay of democratic politics at the national level. Political Science 101 meets the California State requirement in the United States Constitution.

Lecture 3 hours.

102—MODERN COMPARATIVE GOVERNMENTS 3 UNITS

Prerequisite: Political Science 101 or Political Science 105, or Social Science 131-132 and a satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

A comparative study of the constitutional principles, governmental institutions, political parties, and recent history of policy and action of selected foreign governments.

Lecture 3 hours.

103—INTRODUCTION TO WORLD POLITICS 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school of 12 units of college courses with a "C" average.

The development of an intellectual framework which will order students' thoughts on world politics and ena-

ble them to analyze and evaluate present and potential issues and events that affect international power and the pursuit of peace.

Lecture 3 hours.

104—AMERICAN POLITICAL CULTURE 3 UNITS

Prerequisite: Completion of one of the following courses: Political Science 101, 102, 103, 105, 106, 108, or equivalent.

Political Science 104 is an examination of American attitudes towards politics and government through an analysis of American literature.

Lecture and discussion 3 hours.

105—AMERICAN POLITICAL IDEALS 2 UNITS

Prerequisite: None.

Note: It is recommended that the California State requirement in American History be completed prior to enrollment in this course. Political Science 105 allows no credit for students who have completed Political Science 101 or Social Science 131-132. Recommended for students seeking an Associate in Arts (2-year) degree. Students who have successfully completed Political Science 106 will be granted only two units of credit for completion of Political Science 151. Students who have successfully completed Political Science 105 and Political Science 106 will not be granted credit for Political Science 151.

A study of the theory and practices of the American democratic political process and formal institutional functions. Special emphasis is placed on the Federal Constitution and how it operates in the context of political democracy. The role of parties and groups in politics is analyzed. Political Science 105 meets the California State requirement in the United States Constitution.

Lecture 2 hours.

106—AMERICAN STATE AND LOCAL GOVERNMENT 1 UNIT

Prerequisite: None.

Note: It is recommended that this course be taken after the completion of the Constitution requirement. This course of Social Science 131-132 is a graduation requirement. No credit is allowed for this course to students having credit in Social Science 131-132. Students

who have successfully completed Political Science 106 will be granted only two units of credit for completion of Political Science 151. Students who have successfully completed Political Science 105 and Political Science 106 will not be granted credit for Political Science 151.

A study of the origins, structures, and functions of California government and politics with emphasis on the State level, but including the city, county and district levels.

Lecture 2 hours. (8 weeks)

107—PROBABILITY AND STATISTICS 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination of a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average. One year of high school algebra or Mathematics 141 or equivalent.

An introduction to the areas of probability and statistics. A consideration of the methods of gathering, classifying, and analyzing statistical data.

Lecture 3 hours.

108—URBAN POLITICS 3 UNITS

Prerequisite: Completion of one of the following courses: Political Science 101, 102, 103, 104, 105, 106; Social Science 132; or equivalent.

Classroom and field work in the process and problems of local government. After classroom preparation, students will work with local agencies on mutually agreed tasks as part of a course-required research project. The aim of the course is to develop the student's knowledge of his community and the nation's metropolitan areas.

Lecture 3 hours, laboratory 6 hours.

110—CONTEMPORARY WORLD PROBLEMS 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

Current problems of too many people, too little food, and too little space. Accent is on the political and

sociological solutions to the problems posed by excess fertility and declining food per capita in select areas of the world.

Lecture 3 hours.

111—THE MODERN MIDDLE EAST; ITS POLITICAL AND ECONOMIC IMPACT 3 UNITS

Prerequisite: None.

A survey of the countries of the Middle East: historical antecedents, peoples, cultures, religions; the impact of colonialism and imperialism on the emergence of modern states and their impact upon modern world politics and economics.

Lecture 3 hours.

151—FUNDAMENTALS OF GOVERNMENT AND YOU 3 UNITS

Prerequisite: None.

Note: Students who have successfully completed Political Science 106 will be granted only two units of credit for completion of Political Science 151. Students who have successfully completed Political Science 105 and Political Science 106 will not be granted credit for Political Science 151.

Political Science 151 is designed for the non-transfer student; this course deals with the individual as a student, as a worker, and as a member of society. It examines the benefits, controls, and rights of the individual which result from our political system as it operates through government.

Meets the requirements for the A.A. Degree in the United States Constitution and state and local government.

Lecture 3 hours.

INTRODUCTION TO SOCIAL SCIENCE
See Social Science 131-132.

PRINTING

101—SURVEY OF GRAPHIC ARTS FUNDAMENTALS 2 UNITS

Prerequisite: None.

Note: This course may be taken for two units each semester for two semesters. Any combination of Print-

230 PRINTING/PSYCHOLOGY

ing 101, 102, and 103 may not earn more than 12 semester units. Students may not transfer from any of these three courses to any other of the three courses after the end of the third week of the semester.

A survey course in letterpress and offset lithographic processes for persons with no prior printing experience. Provision is made for students to explore the broad scope and to discover the opportunities for graphic communications in our society. Course content includes basic principles and techniques of shop practices through a series of lecture-laboratory experiences.

Lecture 1 hour, laboratory 2 hours.

102—LETTERPRESS PRESSWORK PROCEDURES 2 UNITS

Prerequisite: Printing 101 or one year of printing in high school, or one year in the printing trade.

Note: This course may be taken for two units each semester for two semesters. Any combination of Printing 101, 102, and 103 may not earn more than 12 semester units. Students may not transfer from any of these three courses to any other of the three courses after the end of the third week of the semester.

Instruction covers basic press operations, imposition, make-ready, correct use of inks, and paper handling. Practical job experience is attained by running forms made of type, half-tones, engravings, and forms requiring special preparation such as perforating rule forms, die-cutting, scoring, and numbering. Lubrication, press nomenclature, and maintenance are also emphasized.

Lecture 1 hour, laboratory 2 hours.

103—OFFSET PRINTING PROCESS 2 UNITS

Prerequisite: Printing 101 or one year of printing in high school, or one year in the printing trade.

Note: This course may be taken for two units each semester for three semesters. Any combination of Printing 101, 102, and 103 may not earn more than 12 semester units. Students may not transfer from any of these three courses to any other of the three courses after the end of the third week of the semester.

Covers history, job planning, type composition, copy preparation, line and half-tone photography, color re-

production, darkroom procedures, layout and stripping, platemaking, offset inks, papers and bindery work, presswork, legal restrictions, drawing instruments. Lubrication, press nomenclature, and maintenance are also emphasized.

Lecture 1 hour, laboratory 2 hours.

104—ADVANCED OFFSET PROCESSES 2 UNITS

Prerequisite: Printing 103.

Designed to help the student improve his skills, knowledge, and techniques in offset printing. Continued study of half-tone negatives, duo-tones, contact printing, veloxing, brownline, and color key techniques. Covers film scribing, multiple burns, step and repeat, and offset press problems. Provides additional training in the operation of larger offset presses. Emphasizes nomenclature, lubrication, and maintenance procedures.

Lecture 1 hour, laboratory 2 hours.

PSYCHOLOGY**101—GENERAL PSYCHOLOGY 3 UNITS**

Prerequisite: A satisfactory score on the Reading and Language sub-test of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

Note: Sophomore standing preferred.

An intensive study of human behavior; emotions, learning, memory, motivation, and thinking; the individual differences in ability, intelligence, personality, maturation, and development; personal applications.

Lecture 3 hours.

102—ADVANCED GENERAL PSYCHOLOGY 3 UNITS

Prerequisite: Psychology 101.

An advanced study of the principles of general psychology with special emphasis on the experimental method in the study of behavior. Special consideration of recent findings in psychology and areas of contemporary research attention.

Lecture 3 hours.

103—PHYSIOLOGICAL PSYCHOLOGY 3 UNITS

Prerequisite: Psychology 101.

Psychology 103 is a exploration of the relationship between mind and body, emphasizing the neurological correlates of behavior. The course includes the structure and functions of the nervous system, methodology, concepts of physiological psychology, and current developments.

Lecture 3 hours.

107—PROBABILITY AND STATISTICS 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average. One year of high school algebra or Mathematics 141 or equivalent.

An introduction to the areas of probability and statistics. A consideration of the methods of gathering, classifying, and analyzing statistical data.

Lecture 3 hours.

110—PERSONAL AND SOCIAL ADJUSTMENT 3 UNITS

Prerequisite: None.

Psychology 110 is a study of the processes of human adjustment. The forces that shape healthy and unhealthy personality patterns will be studied.

Lecture 3 hours.

111—DYNAMICS OF EFFECTIVE GROUPS I 3 UNITS

Prerequisite: Guidance 196 with a grade of "C" or better or equivalent. Students who meet equivalency requirements *may* be permitted to take Guidance 196 and Psychology 111 concurrently.

An introduction to the dynamics of group interreaction with an emphasis on the individual's first hand experience as the group studies its own development. Communication patterns and their effect on the formation of interpersonal relationships, effective emotional responses, active listening, and personal awareness will

be highlighted, practiced, and examined in relation to their impact on group development.

Lecture 3 hours.

112—DYNAMICS OF EFFECTIVE GROUPS II 3 UNITS

Prerequisite: Psychology 111 with a grade of "C" or better.

Emphasizes the development of relationships through interpersonal interaction in the group setting. Theories of communication, problem-solving, crisis intervention, and the mobilization of community resources are underscored through classroom experiences. Effective communication skills, role playing and active listening techniques are used to relate classroom participation to working roles in human service agencies.

Lecture 3 hours.

131—MARRIAGE AND FAMILY LIVING 3 UNITS

Prerequisite: None.

Psychology 131 is a study of the psychological factors that contribute to marital adjustment. Major topics will include the nature of masculinity and femininity, the emotion of love, the partner selection process, marital compatibility, parenthood, marital conflict, and divorce.

Lecture 3 hours.

133—AS MAN BEHAVES: AN INTRODUCTION TO PSYCHOLOGY — TV only 2 UNITS

Prerequisite: None.

As Man Behaves is a general introductory psychology course which will acquaint the student with basic psychological terms, concepts, principles, and methodological approaches associated with the scientific study of behavior. An eclectic blend of behavioristic, Freudian, and humanistic points of view will be presented by outstanding psychologists, psychiatrists, and psychoanalysts.

A television series of thirty half-hour programs.

1979-80 CATALOG ADDENDUM/LAST SECTION

232 PSYCHOLOGY/PUBLIC ADMINISTRATION/REAL ESTATE

135—FAMILY PORTRAIT: A STUDY OF CONTEMPORARY LIFESTYLES — TV only 2 UNITS

Prerequisite: None.

Family Portrait is the study of marriage and family approached from a socio-psychological base emphasizing the fact that paired relations and the need for a family structure are common to all known societies. Emphasis will be placed on the importance of marriage readiness and wise marital choice by studying the way humans interact on an intimate basis.

A television series of forty-five half-hour programs.

PRE-SCHOOL CHILD

See Family and Consumer Studies 135.

PUBLIC ADMINISTRATION

101—PUBLIC SERVICE ADMINISTRATION PRACTICES 3 UNITS

Prerequisite: None.

Public Administration 101 is a survey course dealing with management analysis techniques, systems analysis and systems implementation; organization audits and appraisal; work and time measurement techniques; the organization (chart) — its structure and communications system; forms and records management; manuals and other administrative directives; work simplification; techniques of work-flow and process charting; reports control.

Lecture 3 hours.

102—FEDERAL ORGANIZATIONS, FUNCTIONS, AND RELATIONSHIPS 3 UNITS

Prerequisite: Supervision 101 or Public Administration 101 or Political Science 101.

Note: This course allows only two units of credit for students who have received credit in Political Science 105.

The American Federal System in the administration of public policy; its constitutional characteristics; Federal, State, Regional, and Local Organization structure and relationships; functional and administrative coordination; Federal Executive Boards; the Regulatory Commission; Regional Authorities; the Government Corporation; Executive Office of the President; Congressional Committees; the Federal Judiciary structure; the Cabinet.

Lecture 3 hours.

103—GOVERNMENTAL FINANCIAL MANAGEMENT 3 UNITS

Prerequisite: None.

A survey of federal, state, and local government fiscal policies; the appropriation process; accounting; tax, revenue, and debt administration; financial controls, reporting, and analysis; budget preparation, authorization, and execution; Planning Programming Budgeting System; inter-governmental fiscal relationships; cost analysis; audit.

Lecture 3 hours.

REAL ESTATE

(Business Division)

Classes in Real Estate are offered for students interested in the field of real estate. The courses are designed to accommodate the real estate education needs of students in preparing for real estate careers as well as those already engaged in real estate services. The curriculum provides instruction designed to assist those wishing to obtain real estate salesman and real estate broker licenses. Most of the courses are scheduled in the Extended Day program. A Certificate of Completion may be earned.

101—REAL ESTATE PRINCIPLES 3 UNITS

Prerequisite: None.

The fundamental real estate course covering the basic laws and principles of California real estate, gives understanding, background, and terminology necessary for advanced study in specialized courses. Of assistance to

those preparing for the real estate salesman license examination.

Lecture 3 hours.

102—REAL ESTATE AND YOU **2 UNITS**
—TV only

Prerequisite: None.

Real Estate and You via television is a survey course covering basic laws of California real estate, providing an understanding, background, and terminology about the fundamentals of Real Estate.

103—REAL ESTATE ECONOMICS **3 UNITS**

Prerequisite: Real Estate 101 or equivalent.

Note: It is recommended that Real Estate 105 or Real Estate 107 be taken prior to this course or that the student be a holder of a valid California Real Estate license.

Deals with those trends and factors which affect the value of real estate; the nature and classification of land economics; the development of property, construction and subdivision, economic values and real estate evaluation; real estate cycles and business fluctuations, residential market trends, real property, and special purpose property trends.

Lecture 3 hours.

105—REAL ESTATE PRACTICE **3 UNITS**

Prerequisite: Real Estate 101 or equivalent.

Day-to-day operations in real estate roles and brokerage, including listing, prospecting, advertising, financing, sales techniques, escrow, and ethics. Applies toward State's educational requirements for the broker's examination.

Lecture 3 hours.

107—LEGAL ASPECTS OF REAL ESTATE **3 UNITS**

Prerequisite: Real Estate 101 or equivalent.

A study of California real estate law, including rights incident to property ownerships and management,

agency, contracts, and application to real estate transfer, conveyancing, probate proceedings, trust deeds, and foreclosure, as well as recent legislation governing real estate transactions. Applies toward education requirement of broker's examination.

Lecture 3 hours.

109—REAL ESTATE FINANCE **3 UNITS**

Prerequisite: Real Estate 101 or equivalent.

Note: It is recommended that Real Estate 105 of Real Estate 107 be taken prior to this course or that the student be a holder of a valid California Real Estate license.

Analysis of real estate financing, including lending policies and problems in financing transactions in residential, apartment, commercial, and special purpose properties. Methods of financing properties emphasized.

Lecture 3 hours.

111—REAL ESTATE APPRAISAL I **3 UNITS**

Prerequisite: Real Estate 101 or equivalent.

Note: It is recommended that Real Estate 105 or Real Estate 107 be taken prior to this course or that the student be a holder of a valid California Real Estate license.

Covers the purposes of appraisals, the appraisal process, and the different approaches, methods, and techniques used to determine the value of various types of property. Emphasis is on residential and single-unit property.

Lecture 3 hours.

112—REAL ESTATE APPRAISAL II **3 UNITS**

Prerequisite: Real Estate 111.

This advanced course covers real estate appraisal covering methods of appraising such properties as apartment buildings, industrial properties, subdivisions, and rural properties.

Lecture 3 hours.

113—PROPERTY MANAGEMENT **3 UNITS**

Prerequisite: Real Estate 101 or equivalent.

Provides a basic course in the management of income

1979-80 CATALOG ADDENDUM/LAST SECTION

234 REAL ESTATE/RECREATION LEADERSHIP/RUSSIAN

properties. Analyzes specific types of properties that are managed. Formulates and discusses the major problems of leasing, collections, rent schedules, tenant selection, neighborhood analysis, purchasing, evictions, preventive maintenance, depreciation, record keeping, and economics of property. Compiles a set of procedures for practical utilization in property management.

Lecture 3 hours.

115—ESCROW PROCEDURES—BASIC 3 UNITS

Prerequisite: Real Estate 101 or equivalent.

An introduction to the terminology, legal aspects, and process in the escrow function in real estate transactions. Emphasis is on the process of taking, processing, and closing of escrow.

Lecture 3 hours.

117—ESCROW II 3 UNITS

Prerequisite: Real Estate 115.

This course is an advanced study of the principles and methods of handling escrows involving title to land, exchanges, sale of Deed of Trust and Note, and Leasehold. Included is a study of the various forms and practices employed in the drawing of the escrow instructions, required documents, and buyers' and sellers' closing statement.

Lecture 3 hours.

118—ESCROW III — PROBLEMS 3 UNITS

Prerequisite: Real Estate 117 or equivalent.

This course is an advanced study of three-part exchange escrows with cash outs, bulk sales, condominiums, subdivisions, and depository escrows and mobile home escrows.

Lecture 3 hours.

119—TAX ASPECTS AND EXCHANGE OF REAL ESTATE 3 UNITS

Prerequisite: Real Estate 105 and Real Estate 107.

This is an advanced course on tax principles governing the acquisition, ownership, operation, and disposition of real property as well as tax planning and integration of tax concepts and procedures.

Lecture 3 hours.

RECREATION LEADERSHIP

105—PHYSICAL EDUCATION AND RECREATION FOR THE HANDICAPPED 2 UNITS (Formerly Health and Physical Education 115)

Prerequisite: None.

Designed to train people to provide physical education and recreational activities for the handicapped, this course will help the student understand and appreciate needs, desires, and problems related to various handicaps as well as learn how to provide such activities.

Lecture 2 hours, laboratory 2 hours.

109—RECREATION LEADERSHIP 2 UNITS (Formerly Health and Physical Education 119)

Prerequisite: None.

Note: Recommended for physical education majors and students entering the recreation field.

A basic training course for playground directors and recreation leaders. A study in the organization and administration of community and school recreation programs. Emphasis is placed on training in leadership techniques and on the development of programs in recreation, sports, and athletics.

Lecture 2 hours, laboratory 1 hour.

RUSSIAN

110—BASIC CONVERSATIONAL RUSSIAN I 2 UNITS

Prerequisite: None.

Note: This course may be taken as a credit-no credit course at the student's option. This course may be repeated for a maximum of four units.

Fundamentals of grammar and correct pronunciation are taught in Russian 110 so that the student can employ a small working vocabulary in conversation and writing. The ability to read simple Russian is also developed.

Lecture 2 hours, laboratory 1 hour.

SCIENCE

See Physical Science 131.

SOCIAL SCIENCE**101—INTRODUCTION TO EDUCATION 2 UNITS**

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

An introductory course designed to acquaint the student with the field of teaching, with the personal and professional qualifications needed by the successful teacher, with the duties and opportunities of the professional educator, and with the availability of teacher training facilities and requirements.

Lecture 2 hours.

102—EDUCATIONAL PARTICIPATION IN THE COMMUNITY I 1 UNIT

Prerequisite: Guidance 196 and Psychology 111 with grades of "C" or better.

Note: Cooperative Education 102 (for two units) must be taken concurrently. These courses, Social Science 102 and Cooperative Education 102, may be repeated for a maximum of 6 units.

Field experience in community agencies such as social services, guidance clinics, health services, schools and others are emphasized. Weekly class meetings utilize role playing, case studies, lecture, and discussion to promote understanding of these experiences. Student logs detailing activities, reactions, and impressions during the field experience are required.

Lecture 1 hour, laboratory/fieldwork 10 hours to be arranged.

103—EDUCATIONAL PARTICIPATION IN THE COMMUNITY II 3 UNITS

Prerequisite: Social Science 102.

Note: Cooperative Education 102 (for two units) must be taken concurrently. These courses, Social Science 103

and Cooperative Education 102 may be repeated for a maximum of 6 units.

This course emphasizes field experience in community agencies such as social services, guidance clinics, health services, retirement centers, schools and others. Classroom discussion concerning the work and responsibilities of the paraprofessional in the field work setting make use of logs kept by students, case studies, role playing, and outside reading for student reports.

Lecture 1 hours, laboratory fieldwork 10 hours to be arranged.

121—ETHNIC AND RACIAL MINORITIES 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

Note: This course is included in the list of State-approved college courses for school staff preparation in the history, culture, and current problems of racial and ethnic minorities (Article 3.3, Education Code Section 13344.1).

A survey of the major ethnic and racial minorities in the United States. A basis for a better understanding of the socio-economic, cultural and political conditions among the following minorities: Afro-American, Mexican-American, Chinese, Japanese, and American Indian.

Lecture 3 hours.

122—MEXICAN-AMERICAN STUDIES 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "C" average in United States History and Government courses in high school or 12 units of college courses with a "C" average or consent of the instructor.

Note: This course is included in the list of State-approved college courses for school staff preparation in the history, culture, and current problems of racial and ethnic minorities (Article 3.3, Education Code Section 13344.1).

1979-80 CATALOG ADDENDUM/LAST SECTION

236 SOCIAL SCIENCE

A study of the Mexican-Americans in contemporary society. An analysis of the role, accomplishments and contributions of the Mexican-American people.

Lecture 3 hours.

131—INTRODUCTION TO SOCIAL SCIENCE 4 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

Note: Social Science 131 allows only two units of credit for students having credit in History 110. If History 117-118 are completed for credit, then no units are allowed for Social Science 131.

The inter-relationship of the social sciences and their application to the problems of group living in the twentieth century are developed through a survey of the principal facts and concepts of history and sociology. Problems are studied in relationship to the historical development of the United States. The student is led to acquire a body of knowledge through an analysis of historical and contemporary social problems. This course (if both semesters are completed) meets the California State requirements in American History, the American Constitution, and State and Local Government.

Lecture 4 hours.

132—INTRODUCTION TO SOCIAL SCIENCE 4 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

Note: Social Science 132 allows only two units of credit for students having credit in Political Science 101 or political Science 105. If only Political Science 106 has been completed for credit, three units are allowed.

The inter-relationship of the social sciences and their application to the problems of group living in the twentieth century are developed through a survey of the

principal facts and concepts of political science and economics. Problems are studied in relationship to governments in the United States. The student is led to acquire a body of knowledge through an analysis of contemporary political and economic problems. This course (if both semesters are completed) meets the California State requirements in American History, the American Constitution, and State and Local Government.

Lecture 4 hours.

141—STUDENT LEADERSHIP 2 UNITS

Prerequisite: None.

Note: Open to all students interested in developing leadership skills. Officers of all student organizations are urged to enroll. This course may be repeated for a total of four (4) units.

Fundamentals of student leadership. A study of leadership theory, parliamentary law, committee techniques, democratic organization, principles and functions of student government and group leadership problems.

Lecture 2 hours, laboratory 3 hours by arrangement.

150—THE ASCENT OF MAN—TV only 3 UNITS

Prerequisite: None.

Students will demonstrate their knowledge of intellectual history tracing the major events in the biological and cultural evolution of man. The course traces the development of science and art as expressions of the special gifts that characterize man and that have made him unique among the animal species. Emphasis is placed on the processes of thought and imagination which are involved in the various attempts made by man to analyze and understand the nature of the universe and of himself.

Thirteen one-hour programs.

155—AN INTRODUCTION TO HUMANITIES—TV only 3 UNITS

Prerequisite: None.

An Introduction to Humanities considers great works of art through the ages (painting, sculpture, literature, music, architecture, dance) as they relate to the problems of man and also as they relate to the student. A search for similarities and differences in some of man's

more important attempts to say something about who he is, how he lives, and why he lives in such fashion. An examination of how, at widely separated points in time, artists and writers have viewed significant aspects of man and his world.

A television series of forty-five half-hour television programs.

160—THE LONG SEARCH — THE RELIGIONS OF THE WORLD — TV only 1-3 UNITS

Prerequisite: None.

The Long Search is a series about Man's Religious experience. This is not a study in history, or theology, but a series of encounters with men and women of four continents who are living their faiths now. From the Protestant churches of Indianapolis to the Zen monasteries of Japan, from the Vatican to the tribe of the Torajas in the Celebes, the program is concerned with looking beyond the splendid and the exotic and toward the meaning of religion for individual people.

A television series of twenty-six half-hour television programs.

SOCIOLOGY

101—INTRODUCTION TO SOCIOLOGY 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average.

An introduction to sociology, its methods and resources, the study of society and culture, personality organization and disorganization, social interaction and social processes, human groups and collective behavior, role and status, class and stratification, ethnic and other intergroup relations, ecology and urban sociology, population and social change.

Lecture 3 hours.

102—INTRODUCTION TO SOCIOLOGY 3 UNITS

Prerequisite: Sociology 101.

The development of a definition and criteria of social

problems. An analysis of selected social problems, juvenile delinquency, crime, intergroup tensions, family disorganization, poverty, dependency, personality problems as related to social problems within the overall theoretical framework of the influence of social movements and institutional change.

Lecture 3 hours.

105—SOCIAL GERONTOLOGY: AGING IN CONTEMPORARY SOCIETY 3 UNITS

Prerequisite: None.

An introduction to the study of social gerontology, aging and its implications for the individual and society utilizing a multi-disciplinary approach.

Lecture 3 hours.

107—PROBABILITY AND STATISTICS 3 UNITS

Prerequisite: A satisfactory score on the Reading and Language sub-tests of the Pre-registration Examination or a "B" average in United States History and Government courses in high school or 12 units of college courses with a "C" average. One year of high school algebra or Mathematics 141 or equivalent.

An introduction to the areas of probability and statistics. A consideration of the methods of gathering, classifying, and analyzing statistical data.

Lecture 3 hours.

SPANISH

101—BEGINNING SPANISH 5 UNITS

Prerequisite: A satisfactory score on the English Placement Examination or a grade of "B" or better in English 191 or a grade of "C" or better in English 120.

Note: Students may not receive credit for Spanish 101 if they have received credit for Spanish 115.

In addition to regular class hours, the student must spend two half-hour periods a week in the laboratory.

Fundamentals of Spanish grammar. Students are trained to pronounce Spanish correctly, to acquire a small working vocabulary which they use in conversa-

1979-80 CATALOG ADDENDUM/LAST SECTION

238 SPANISH

tion and writing, and to read simple Spanish.

Recitation 3 hours, language laboratory 2 hours.

102—BEGINNING SPANISH 5 UNITS

Prerequisite: Spanish 101, or two years of Spanish in high school completed within the past two years.

Note: Students may not receive credit for Spanish 102 if they have received credit for Spanish 116.

In addition to the regular class hours, the student must spend two half-hour periods a week in the laboratory.

Spanish 102 is based upon the reading and interpretation of idiomatic Spanish prose, with a further study of pronunciation and review of the fundamentals of Spanish grammar.

Lecture 3 hours, language laboratory 2 hours.

103—INTERMEDIATE SPANISH 4 UNITS

Prerequisite: Spanish 102, or three years of Spanish in high school completed within the past two years.

Spanish 103 includes further study of Spanish grammar and idioms, intensive and extensive reading in contemporary colloquial Spanish, and written composition.

In addition to the regular class hours, the student must spend two half-hour periods a week in the laboratory.

Lecture 4 hours.

104—INTERMEDIATE SPANISH 4 UNITS

Prerequisite: Spanish 103, or four years of Spanish in high school completed within the past two years.

A continuation of Spanish 103 with reading of more difficult literary texts, and increased emphasis on conversation.

In addition to the regular class hours, the student must spend two half-hour periods a week in the laboratory.

Lecture 4 hours.

105—CONVERSATIONAL SPANISH 2 UNITS

Prerequisite: One year of college Spanish, or three years of high school Spanish, or equivalent.

Note: This course may be repeated for a maximum of four units.

Spanish 105 is a course of intensive practice in oral expression and comprehension of spoken Spanish.

Lecture (and participation) 2 hours.

106—ADVANCED CONVERSATIONAL SPANISH 2 UNITS

Prerequisite: Spanish 105 or equivalent.

Note: This course may be repeated for a maximum of four units.

Spanish 106 is designed for those students who wish more advanced conversation on more controversial topics. It fills a general education requirement.

Lecture 2 hours.

110—BASIC CONVERSATIONAL SPANISH I 2 UNITS

Prerequisite: None.

Note: No credit will be granted to those students who have taken Spanish 102 prior to Spanish 110 or who take Spanish 102 concurrently with Spanish 110. This course may be taken as a credit-no credit course at the student's option.

This course may be repeated for a maximum of four units.

Spanish 110 is an introduction to Spanish with emphasis on developing essential skills in communication. The verbal active method used stresses oral expression. The course develops working knowledge of reading and writing as well. Includes use of tapes or cassettes in the language laboratory.

Lecture 2 hours, laboratory 1 hour.

111—BASIC CONVERSATIONAL SPANISH II 2 UNITS

Prerequisite: Spanish 110.

Note: No credit will be granted to those students who have taken Spanish 102 prior to Spanish 111 or who take it concurrently with Spanish 111. This course may be taken as a credit-no credit course at the student's option. This course may be repeated for a maximum of

four units.

Spanish 111 is an introduction to Spanish with emphasis on developing essential skills in communication. The verbal active method used stresses oral expression. The course develops working knowledge of reading and writing as well. Includes use of tapes or cassettes in the language laboratory.

Lecture 2 hours, laboratory 1 hour

115—SPANISH FOR THE SPANISH SPEAKING I **5 UNITS**

Prerequisite: A native Spanish-speaking background.

Note: Students may not receive credit for Spanish 115 if they have received credit for Spanish 101.

Spanish 115 provides intensive training in oral and written Spanish for students who have a familiarity with the language but little or no formal instruction in it. Structure of the language, oral communication, fundamentals of grammar, and composition are included.

Lecture 5 hours.

116—SPANISH FOR THE SPANISH SPEAKING II **4 UNITS**

Prerequisite: Spanish 115.

Note: Students may not receive credit for Spanish 116 if they have received credit for Spanish 102.

This course will meet the prerequisite for Spanish 103.

Continuing study of Spanish for students with native Spanish-speaking background, with emphasis on reading comprehension, composition, oral communication, and a more advanced study of the structure of the language. This course will meet the prerequisite for Spanish 103.

Lecture 5 hours.

124—ENGLISH TRANSLATIONS OF MASTERPIECES OF HISPANIC LITERATURE **3 UNITS**

Prerequisite: English 101.

Note: Students may not receive credit for Spanish 124 if they have received credit for Spanish 125 or Spanish 126.

A study of samplings of the best in Hispanic essays, novels and short stories, translated into English for the non-Spanish speaking student.

Lecture 3 hours.

125—SURVEY OF SPANISH LITERATURE **3 UNITS**

Prerequisite: Spanish 104 and Spanish 106, or equivalent.

Note: Students may receive only one unit of credit for Spanish 125 if they have received credit for Spanish 124.

Spanish 125 is a lower division survey of the literature of peninsular Spain, from the ballads of the Medieval period to the twentieth century. Reading and class lectures are entirely in Spanish and are supplemented by tapes, records and films.

Lecture 3 hours.

126—SURVEY OF SPANISH AMERICAN LITERATURE **3 UNITS**

Prerequisite: Spanish 104 and Spanish 106 or equivalent.

Note: Students may receive only one unit of credit for Spanish 126 if they have received credit for Spanish 124.

Spanish 126 is a lower division survey of the literature of Spanish America, from the prehispanic literature of the Incas, as recorded by el Inca Garcilaso de la Vega, and the histories of the Mayas in the Popol Vuh, to the literature of the twentieth century. Reading and lectures will be entirely in Spanish. Tapes and records will be used to supplement text and lectures.

Lecture 3 hours.

127—MEXICAN LITERATURE FROM PRE-HISPANIC TO PRESENT DAY **3 UNITS**

Prerequisite: Spanish 104 and Spanish 106, or Spanish 116 or equivalent.

Spanish 127 is a study of the literature of Mexico from Nahuatl poetry to current authors. Reading and class lectures are entirely in Spanish and are supplemented by tapes, records and films.

Lecture 3 hours.

1979-80 CATALOG ADDENDUM/LAST SECTION

240 SPANISH/SPEECH

128—CUBAN LITERATURE 3 UNITS

Prerequisite: Spanish 104 and Spanish 106, or Spanish 116, or equivalent.

Spanish 128 is a study of the literature of Cuba from the period of exploration to the present.

Lecture 3 hours.

138—SPANISH FOR SCHOOL PERSONNEL 2 UNITS

Prerequisite: None.

Minimum fundamentals of Spanish grammar and correct pronunciation so that teachers and other school personnel can communicate with parents and pupils whose language is Spanish. Dialogues are emphasized.

Lecture and practice 2 hours.

146—LANGUAGE FOR BUSINESS — BILINGUAL 5 UNITS

Prerequisite: A satisfactory score on the English Placement Examination; and completion of, or concurrent enrollment in, either Spanish 103 or Spanish 115 (for students with native Spanish-speaking background) or equivalent.

Note: Credit will be granted for only one: Business 146 or Spanish 146. This course allows three units of credit for students who have completed English 101 and four units of credit for students who have completed English 120, 131, or 191.

Spanish 146/Business 146 is a course designed to help bilingual secretarial and business students achieve proficiency in the grammar, punctuation, vocabulary, syllabication, and sentence structure of both languages.

Lecture and discussion 5 hours.

SPEECH

101—PUBLIC SPEAKING 3 UNITS

Prerequisite: A satisfactory score on the English Place-

ment Examination or a grade of "B" or better in English 191 or a grade of "C" or better in English 120.

Emphasis is placed upon organization and delivery of extemporaneous speeches. Experience is provided in group discussion, oral reading, and informative and persuasive speaking. This course satisfies speech requirements of those expecting to transfer to specialized and professional work in colleges and universities.

Lectures 3 hours.

102—PUBLIC SPEAKING 3 UNITS

Prerequisite: Speech 101.

Emphasis is placed on the development of further effectiveness in the organization and delivery of the complete speech and on the preparation of students for effective participation in group discussion and debate.

Lecture 1 hour, laboratory 2 hours.

121—FUNDAMENTALS OF SPEECH 2 UNITS

Prerequisite: None.

Training in oral communication to assist the student in eliminating stage fright and developing self-confidence, poise, and an acceptable speaking voice. Exercises in voice development, in reading aloud, and in preparing extemporaneous speeches.

Lecture 2 hours.

139—COMMUNICATION WITH THE DEAF 2 UNITS

Prerequisite: None.

Provides instruction in sign language, finger-spelling, and lipreading. Combined, they are referred to as total communication. The history and purposes of such signs and practice in their use are included.

Lecture and practice 3 hours.

141—STUDENT LEADERSHIP 2 UNITS

Prerequisite: None.

Note: Open to all students interested in developing leadership skills. Officers of all student organizations are urged to enroll. This course may be repeated for a total of four (4) units.

Fundamentals of student leadership. A study of leadership theory, parliamentary law, committee techniques, democratic organization, principles and functions of student government and group leadership problems.

Lecture 2 hours, laboratory 3 hours by arrangement.

STATISTICS

See Economics 107

Political Science 107

Psychology 107

Sociology 107

TECHNICAL EDUCATION

(Formerly Technical Graphics)

143—TECHNICAL MATHEMATICS 3 UNITS (Formerly Mathematics 143)

Prerequisite: A satisfactory score on the Mathematics Proficiency Examination or Mathematics 150.

A review of the basic principles of arithmetic covered briefly. Practical algebra through quadratic equations will be covered. The work is illustrated by practical problems drawn from the industrial field.

Lecture 3 hours.

144—TECHNICAL MATHEMATICS 3 UNITS (Formerly Mathematics 144)

Prerequisite: Technical Education 143 or a satisfactory score on the Mathematics Proficiency Examination plus Mathematics 141 or one year of high school algebra.

Phases covered include: percent, ratio and proportion, areas and volume, trigonometry, logarithms, slide rule, and mathematical tables.

Lecture 3 hours.

145—APPLIED PHYSICS 3 UNITS (Formerly Physics 145)

Prerequisite: A satisfactory score on the Mathematics Proficiency Examination or Technical Education 143 or Mathematics 150.

The application of physics to industry. Fundamental concepts, pressure and buoyancy in fluids, simple and compound machines, hydraulic and pneumatic machines, work, energy, and power, composition and resolution of forces, heat—its measurement, transfer, and conversion to work, light and color, magnetism, atomic energy, and electronics.

Lecture 3 hours.

PERSPECTIVE GRAPHICS

See Architecture 105.

TECHNICAL MATHEMATICS

See Technical Education 143, 144.

TELEVISION REPAIR

(SEE ELECTRONICS)

101—TELEVISION REPAIR 4 UNITS

Prerequisite: None.

This is the first of a series of courses which will enable the student to diagnose and repair the defective television receiver with the end objective being to develop those skills required to perform a satisfactory home service call. Basic television receiver circuits, theory and service techniques. The study of high voltage circuits, deflection circuits and test equipment.

Lecture 3 hours, laboratory 3 hours.

102—TELEVISION REPAIR 4 UNITS

Prerequisite: Television Repair 101 or one year of high school or community college electronics or one year in the trade.

Advanced theory and servicing of black and white television receivers. Front end alignment and fringe area problems.

Lecture 3 hours, laboratory 3 hours.

103—TELEVISION REPAIR 4 UNITS

Prerequisite: Television Repair 102.

Advanced circuit analysis and receiver techniques. Colorimetry, adjustment techniques and test equipment.

Lecture 3 hours, laboratory 3 hours.

1979-80 CATALOG ADDENDUM/LAST SECTION

242 TELEVISION REPAIR/THEATER ARTS

104—TELEVISION REPAIR 4 UNITS

Prerequisite: Television Repair 103.

Advanced circuit analysis and service techniques. Set up techniques; test equipment application to modern color television receivers. The student will become familiar with the components and fundamental circuits used in color receivers and obtain experience in adjusting, testing and servicing the complete color receiver.

Lecture 3 hours, laboratory 3 hours.

THEATER ARTS

101—INTRODUCTION TO THEATER, TELEVISION AND MOTION PICTURES 3 UNITS

Prerequisite: None.

This course is designed to give students a broad introduction to the performing arts and technical skills of television, film, and theater. The course will use field trips, play analysis, lectures, and audiovisual presentations to give students a first or renewed appreciation of these three dramatic media.

Lecture 3 hours.

102—THEATER HISTORY 3 UNITS

Prerequisite: None.

This course is a survey of the history of the theater through its major influences concentrating on Greek, Roman, Renaissance, Elizabethan, Restoration and Modern eras.

Lecture 3 hours.

Prerequisite: Theater Arts 109.

103—FUNDAMENTALS OF ACTING (VOCAL INTERPRETATION) 3 UNITS

Prerequisite: None.

A course planned to introduce the student to the theory and basic mechanics of vocal control and interpretation necessary for the successful study of acting.

Lecture 3 hours, laboratory 2 hours.

104—FUNDAMENTALS OF ACTING (BODY CONTROL) 3 UNITS

Prerequisite: Theater Arts 103.

Theater Arts 104 deals with the development of bodily control and interpretation and the integration of a controlled voice and body.

Lecture 3 hours, laboratory 2 hours.

105—THEATER ARTS WORKSHOPS 1-3 UNITS

Prerequisite: Theater Arts 103-104 either completed or in progress, or equivalent.

Note: The student may take Theater Arts 105 for 1-3 units each semester for a total of 12 units. A proportionate amount of work will be assigned according to the number of units elected.

Students enrolled in this course will be formed into a company to present the Glendale Community College drama productions. Each student will be assigned to work in accordance with his interests and talents. The following phases of a producing theater are involved: acting, directing, playwriting, business administration, and publicity.

Rehearsal laboratory consists of 10-15 hours per week. Usually ten weeks are spent preparing a production. Two productions are attempted each semester.

109—STAGE MAKE-UP 1 UNIT

Prerequisite: None.

Instruction in the use and application of all types of stage make-up. Students from this course will compose the make-up crew for all College productions.

Theater Arts majors should have at least one semester of make-up.

Laboratory 3 hours.

110—STAGE MAKE-UP 1 UNIT

Prerequisite: Theater Arts 109.

A continuation of Theater Arts 109 with emphasis on unusual character make-up.

Laboratory 3 hours.

121—STAGE SCENIC DESIGN 2 UNITS

Prerequisite: Theater Arts 131 (3 units) or equivalent.



Susan D'Isco

1979-80 CATALOG ADDENDUM/LAST SECTION

244 THEATER ARTS/WELDING

Theater Arts 121 is a practical course in instruction in the fundamentals of designing stage scenery. All the sets used in Glendale Community College productions are designed by this class. Some ability in art, costuming, or theater techniques is helpful.

Laboratory 3 hours.

122—STAGE SCENIC DESIGN 2 UNITS

Prerequisite: Theater Arts 121.

A continuation of Theater Arts 121 with more emphasis on originality of design.

Laboratory 3 hours.

123—STAGE COSTUME (SEE NOTE)

Prerequisite: Home Arts 117 and/or Home Arts 111. (Home Arts 117 may be taken concurrently).

Note: Students may earn a maximum of two units in one semester for a total of eight units.

Designing and construction of group costumes for stage, ensembles, etc. This course includes the planning for and the buying of suitable materials, design and color schemes, the design and construction of costumes and accessories, arrangement and maintenance of the costume wardrobe. Students in this course design and make costumes for school dramatic programs.

Lecture 2 hours, laboratory 6 hours.

131—TECHNICAL STAGE (SEE NOTE)

Prerequisite: None.

Note: The student may take Theater Arts 131 for 1-3 units each semester for a total of nine units. A proportionate amount of work will be required according to the number of units elected by the student and signed for at the time of registration.

A laboratory class in the construction, painting, and handling of scenery and scenic effects and in the operation of the stage. All technicians for staging the various Glendale Community College productions will be drawn from this class. It is required that class members have free time to devote to rehearsals and performances. Theater Arts majors should have at least one semester of technical stage. See also Theater Arts 105.

134—PRACTICAL AND THEORETICAL ASPECTS OF STAGE LIGHTING 2 UNITS

Prerequisite: Theater Arts 131 (6 units) or equivalent.

This course is for the advanced student in technical theater. It is a course designed to develop the skills and techniques which are necessary for the student's participation and appreciation of the art of stage lighting. It is hoped that the student will develop, as a result of familiarity with stage lighting practice, a sense of balance and rhythm with regard to color, light and shadow, and mass.

Laboratory 5 hours.

VOCATIONAL NURSING

See Allied Health

WELDING

117—GENERAL WELDING 3 UNITS

Prerequisite: None.

This course includes the principles and techniques involved in general welding, and the uses of metallic arc welding, inert arc welding and the studies of the basic metals. Emphasis is also placed on teaching techniques for industrial arts majors. The student is given experience in applying the principles by individual practice on a sequence of selected plates of various metals.

Lecture 2 hours, laboratory 4 hours.

118—GENERAL WELDING 3 UNITS

Prerequisite: Welding 117.

This course carries on the advanced studies of metals and alloys in industry as: monel, stainless steel, titanium, beryllium, zirconium, aluminum and magnesium. Emphasis is placed on more heli-arc welding and the studies of atomic-arc welding and other new techniques of fabrication. Principles of pattern development are discussed and developed. Emphasis is also placed in techniques needed for certification of welders.

Lecture 2 hours, laboratory 4 hours.

121—OCCUPATIONAL WELDING 5 UNITS

Prerequisite: None.

Welding 121 is the first in a series of occupational welding courses designed to prepare the student for employment in the welding industry. It covers the theory of welding processes, welding safety, terms, basic metallurgy; and the fundamentals of metallic arc and oxy-acetylene welding.

Lecture 3 hours, laboratory 6 hours.

122—OCCUPATIONAL WELDING 5 UNITS

Prerequisite: Welding 121 or equivalent.

Welding 122 is second in a series of occupational welding courses designed to prepare the student for employment in the welding industry. It covers fundamentals of blueprint reading, interpreting shop drawings and sketches, advanced metallic arc and oxy-acetylene welding and provides an introduction to tungsten inert gas and metal inert gas arc welding.

Lecture 3 hours, laboratory 6 hours.

123—OCCUPATIONAL WELDING 5 UNITS

Prerequisite: Welding 122 or equivalent.

Welding 123 is third in a series of occupational welding courses designed to prepare the student for employment in the welding industry. It covers basic preparation for welding certification, advanced metallic arc, tungsten inert gas, metal inert gas, and oxy-acetylene welding, including specific welding exercises needed to prepare the student for the manipulative phase of the certification examination.

Lecture 3 hours, laboratory 6 hours.

124—OCCUPATIONAL WELDING 5 UNITS

Prerequisite: Welding 123 or equivalent.

Welding 124 is fourth in a series of occupational welding courses designed to prepare the student for employment in the welding industry. It will cover final preparation for a welding certification in metallic arc, tungsten inert gas, and metal inert gas arc welding.

Lecture 3 hours, laboratory 9 hours.

125—ADVANCED WELDING PROCEDURES 1-4 UNITS

Prerequisite: Occupational Welding 121, General Welding 117, or equivalent.

Welding 125 is advanced welding procedures and practices for the experienced student or industrial worker who wishes to improve his/her manipulative skills or prepare for a specific certification in metallic arc, tungsten inert gas, or metal inert gas welding.

Laboratory 3-12 hours by arrangement.

WORK EXPERIENCE

See Cooperative Education.

A. M. CASSANDRE

NORD EXPRESS



LONDRES BRUXELLES RIGA
PARIS LIEGE BERLIN VARSOVIE

The requirements for college and university entrance with advanced standing vary significantly.

It is important for students who plan to transfer to a four-year college or university at the close of their community college studies to decide early which college they will enter. Having decided this, they should plan their program in accordance with the requirements of that institution.

In general, students who are eligible for admission to a university at the time of twelfth year graduation are admitted to that institution with full credit for all courses which are listed by that university as first two-year courses which they have completed at Glendale Community College, provided they have maintained a satisfactory record in all work taken since twelfth year graduation.

Ordinarily students with high school deficiencies are not permitted to transfer to a higher institution in advanced standing until they have proven their ability to do college work. They may remove their high school grade subject deficiencies by completing specific courses and maintaining a specific grade-point average.

Transfers to the University of California

Applicants from the community college are subject to regulations governing admissions in advanced standing. They may not disregard their college record and apply for admission in freshman standing. Applicants for admission to advanced standing must meet the requirements listed below. See the University of California UNDERGRADUATE ADMISSIONS CIRCULAR for details.

Admission in Advanced Standing

Eligibility for admission of advanced standing students who are California residents is established according to statements which follow:

1. Students who were eligible for admission to the University as a freshman, may be admitted in advanced standing any time after having established an overall grade-point average of 2.0 or better in another college or university.
2. Students who were not eligible for admission as a freshman only because of not having studied one or more of the required high school subjects, may be admitted after:
 - a. establishing an overall grade-point average of 2.4 or better in another college or university,
 - b. completing with a grade of "C" or better, appropriate college courses in the high school subjects that are deficient and
 - c. completing twelve or more quarter or semester units of transferable college credit beyond high school graduation or having successfully passed the CEEB tests required of freshman applicants.

Note: Students not choosing to make up subject deficiencies, may become eligible by the provision which follows:

3. Students who were ineligible for admission to the University as a freshman because of low scholarship or a combination of low scholarship and a lack of required subjects may be admitted after having earned a grade-point average

1979-80 CATALOG ADDENDUM/LAST SECTION

248 GENERAL EDUCATION REQUIREMENTS FOR GRADUATION FROM COLLEGES & UNIVERSITIES

of 2.4 or better in at least 84 quarter units (56 semester units) of college credit in courses accepted by the University for transfer. They must also make up any deficiency over two units in the required high school subjects.

Admission in Freshman Standing

Completion of the following subjects, and a "B" average in work completed in grades 10 to 12 with no grades less than "C" in these subjects in grades 9-12.

Examination Requirement: All freshman applicants must submit acceptable scores from the College Entrance Examination Board Tests listed below.**

If applying for admission to the fall quarter, tests should be taken no later than January of the senior year. The following tests are required:

1. Scholastic Aptitude Test (The Verbal and Mathematics scores submitted from this test must be from the same sitting.)
2. Three Achievement Tests, which include (a) English Composition, (b) Social Studies or Foreign Language, and (c) Mathematics or Science.

If student is a California applicant and his scholarship average in the required high school subjects is 3.0 to 3.09 inclusive, he must earn a total score of 2500 or higher in these tests. The scores of all applicants will be used to assist the University in counseling, guidance, and placement, and when possible, to satisfy the Subject A requirement.

- (a) History (U.S. History or U.S. History and Civics) 1 unit
- (b) English 3 units
- (c) Mathematics (college preparatory courses in subjects such as algebra, geometry, trigonometry, calculus, elementary functions, matrix algebra or courses combining these topics) 2 units
- (d) Science (a year course in one laboratory science, taken in the 10th, 11th, or 12th grade) 1 unit
- (e) Foreign Language (in one language) 2 units
- (f) Additional 1 unit
A year course in any laboratory science completed subsequent to the laboratory science used for (d) or Advanced Mathematics or Foreign Language. (If in a language other than that offered under (e) 2 units will be required.

Complete details on admission to the University will be found in the University of California UNDERGRADUATE ADMISSIONS CIRCULAR.

*The grade-point average is determined by dividing the total number of acceptable units attempted into the number of grade points earned on those units. Courses completed with a grade lower than "C" may be repeated up to a maximum of 16 quarter units without penalty. Scholarship standard is expressed by a system of grade points and grade-point averages in courses acceptable for advanced standing credit in the University of California. Grade points are assigned

1979-80 CATALOG ADDENDUM/LAST SECTION

as follows: for each unit of A, 4 points; B, 3 points; C, 2 points; D, 1 point; Inc. and F, no points.

**This requirement also applies to advanced standing applicants who have completed less than 12 quarter or semester units of transferable college credit.

University of California, Berkeley, College of Letters and Science

There are three breadth requirements. The first, a two-course sequence in reading and composition, must be completed without delay.* Completion of the third breadth requirement, described below, may be spread over the four years of college attendance. In fact, until a student declares a major, he cannot define the fields from which he must select the courses to satisfy this breadth requirement.

All major programs offered in the College of Letters and Science are grouped under the fields of natural science, social science, and humanities. The student must complete a minimum of eight courses, each with a value of at least two semester units, in a field or fields outside the general area of his major subject. Courses required in the major which are listed below in a field other than that of the major may be included in the eight required courses, even if they are offered in the major department. Sequences such as Chemistry 101-102, which have a value of eight or ten semester units, will complete three courses for the requirement. A sequence of two one-unit courses will be accepted as one course.

1. General University Requirements:

English Subject A—Students completing English 101 in Glendale Community College with grade of "C" or better satisfy this requirement.

2. Reading and Composition:

English 101-102

3. Foreign Language:

French 101, German 101, Spanish 101

4. Eight courses outside the major field:

a. Natural Science

Anthropology 101

Astronomy 101

Biology 101, 102, 112, 120, 121, 122, 124

Chemistry 101, 102, 103, 105, 106

Economics 107

Geography 101

Geology 101 or 110, 105

Mathematics 103, 104, 105, 106

Mineralogy 101

Paleontology 101

Physics 101, 102, 103, 105, 106, 110, 111

b. Social Science

Anthropology 102, 103

Economics 101, 102, 105, 111

Geography 102

*History 101, 102, 103, 104, 106, 107, 108, 109, 110, 112, 117, 118, 119, 120

1979-80 CATALOG ADDENDUM/LAST SECTION

250 GENERAL EDUCATION REQUIREMENTS FOR GRADUATION FROM COLLEGES & UNIVERSITIES

Political Science 101, 102, 103, 110

Psychology 101, 102

Social Science 121, 131, 132

Sociology 101, 102

*Students who complete the major in history have satisfied this requirement, since history courses are listed in both social science and humanities fields.

c. Humanities

Art 101, 102, 103, 106, 107, 108, 116, 117, 118, 119, 120, 121, 134, 135, 136, 137, 138, 139, 140

English 105, 106, 109, 110, 122, 123, 125, 126, 198

French 101, 102, 103, 104

German 101, 102, 103, 104

History 101, 102, 103, 104, 107, 108, 109, 110, 112, 117, 118, 119, 120

Music 104-107, 105-108, 106-109, 110, 114, 120, 125, 126, 131, 132, 133, 144, 145, 151, 152

Philosophy 101, 113, 114, 116, 117, 119, 120

Spanish 101, 102, 103, 104

Theater Arts 103, 104

*The second, a requirement in foreign languages, usually satisfied in high school by completion of two years of one foreign language with minimum grades of "C". If not completed in high school, it may be satisfied in college.

University of California, Davis College of Letters and Science

The requirement for junior standing is the completion of not less than 60 units of college work. Following are the breadth requirements for the A.B. degree in the College.

a. General University Requirements:

English Subject A—Students completing English 101 in Glendale Community College with grade "C" or better satisfy this requirement.

American History and Institutions—Satisfied with "C" grades in American History and Government courses in high school.

b. English Composition

1. An examination in English composition to be taken at Davis no earlier than the final quarter of the sophomore year.

2. Complete, with a minimum grade of "C-" or "Pass", two UCD courses in English composition, as follows:*

a. One course from this group — English 1, 2, 3, 4A, 4B, or 20;

b. English 103, which must be taken after a student has completed 56 units toward the degree

c. Foreign Language

For the A.B. degree: Satisfy by electing one of the following options:

1. In high school, earn a qualifying score on a CEEB Achievement Test in a foreign language. A score of 500 will be accepted for any examination.

2. In college, complete 8 units (or the equivalent) in one foreign language;

1979-80 CATALOG ADDENDUM/LAST SECTION

GENERAL EDUCATION REQUIREMENTS FOR GRADUATION FROM COLLEGES & UNIVERSITIES 251

3. At UCD, earn a satisfactory score on a Foreign Language Placement or Proficiency Examination;

d. Area Requirement

For the A.B. degree: Complete a minimum of 35 units from the Humanities, Social Sciences and Natural Sciences with a minimum of 8 and a maximum of 14 units in any one area. (A maximum of 4 of the 8 units offered in satisfaction of the Foreign Language Requirement and all other foreign language units may be counted toward the Humanities Requirement.)

For the B.S. degree: Complete a minimum of 14 units from the Social Sciences and/or Humanities areas; 60 units in the Natural Sciences. (All foreign language units may be offered toward satisfaction of this 14-unit Social Science/Humanities Requirement.

Consult the Davis General Catalog to determine the classification of subjects according to Social Sciences, Humanities and Natural Sciences.

e. Major Requirements

Consult appropriate departmental section in the UCD General Catalog.

*Transfer courses considered by the Dean of the College of Letters and Science comparable to English 1, 2, 3, 4A, 4B, 20 and 103 (an *upper division* course), can be accepted in satisfaction of this requirement.

University of California, Irvine

The Academic Structure. There are five schools central to the academic structure at Irvine: Biological Sciences, Fine Arts, Humanities, Physical Sciences, and Social Sciences. Each of these schools offers majors or areas of specialization under its broad subject field. In addition to these five schools, majors and degrees are offered in the Department of Information and Computer Science and in the program in Social Ecology (people and their cultural and physical environment).

Professional education is offered in the School of Engineering, the Graduate School of Administration, and the College of Medicine. The Office of Teacher Education offers instruction leading to California teaching credentials. A wide range of majors and emphases is available within all these areas.

No specific courses or areas of study are required for breadth at Irvine, only a broad distribution of study outside one's major. A student must take 12 semester units in one school outside the major and 6 semester units in each of two other schools outside the major. Other requirements are determined by the schools, and departments. Credit by examination is offered in a number of fields. Independent study is widely utilized and is encouraged as a vital procedure for learning.

University Requirements. English (Subject A) — English 101 with a "C" or better or a satisfactory score of 600 or better on the CEEB Achievement Test in English Composition, the Advanced Placement Examination in English, or the California State University and College Equivalency Test.

1979-80 CATALOG ADDENDUM/LAST SECTION

252 GENERAL EDUCATION REQUIREMENTS FOR GRADUATION FROM COLLEGES & UNIVERSITIES

American History and Institutions — Completion of Social Science 131-132 or History 117-118, or History 110, or Economics 111, plus Political Science 101 or 105: passage of an examination offered by the University or satisfactory course work with a "C" or better in the high school (two semesters), or a score of 500 or higher on the CEEB Achievement Test in American history and social studies.

General Requirements. Students who transfer from colleges on the semester calendar may fulfill the breadth requirement by completing four semester courses (minimum 12 semester units) in one school outside the major. (*Note:* This is a graduation requirement, and need not be completed before transfer.) All courses must be transferable to the University of California.

**University of California,
Los Angeles
College of Fine Arts**

Requirements for the A.B. degree:

Completion of the approved major in the College of Fine Arts:

Major In

Art History: Art 101, 102, 103. Students should not have more than 20 additional semester units of art courses. Recommended Electives: Art 107.

Design: Two courses from Art 101, 102, 103, 106, 107, 108, 113, 115. Students should not have more than 16 additional semester units of art courses. Recommended Electives: Art 116, 132.

Painting/Sculpture/Graphic Arts: Two courses from Art 101, 102, 103, 106, 107, 108, 116, 118, 134, 135, 140. Students should not have more than 16 additional semester units of art courses. Recommended Electives: Art 119, 136, 142. *Portfolio required.

Dance: All preparatory to be taken at UCLA. *Audition is required. Students should not have more than 16 additional semester units of dance courses.

Music: Music 104, 105, 106, 107, 108, 109, 114. *Audition is required. Students should not have more than 16 additional semester units of music courses. Recommended: Music 115.

Motion Picture/Television: Students should not have more than 24 additional semester units of Theater and MP/TV courses.

Theater: Theater Arts 103 or 104 (both are recommended), English 125. Recommended: Theater Arts 121, 123, 131, 134. Students should not have more than 22 additional semester units of Theater and MP/TV courses.

Ethnic Arts: All core must be completed at UCLA, therefore a student should not have more than 6 units of performance and/or studio courses in any area. Anthropology 102.

*Detailed information regarding audition or portfolio will be mailed to applicant after application is received.

A. General College Requirements

1. English 101 (composition, grammar & rhetoric) with grade of "C" (2.0 gpa) or better (not acceptable on credit/no credit basis). This requirement must be completed before entry to Fine Arts.
2. English 102 (composition and literature) with grade of "C" (2.0 gpa) or better (not acceptable on credit/no credit basis). This requirement must be completed before entry to Fine Arts.
3. Foreign Language — Two semesters of one college language through the second level — Proficiency examinations may not be used to complete this requirement. The language must be completed before entry to Fine Arts. French 101, 102; German 101, 102; Spanish 101, 102.
4. Science/Math — One course Physical or Biological Science. One course other Natural Science or Mathematics or another Physical or Biological Science (no laboratory science required).

Physical or Biological Science

Biology, all courses except Biology 123, 124; Chemistry all courses; Mineralogy 101; Oceanography 115; Paleontology 101; Physical Science 131; Physics, all courses.

Other Natural Science

Anthropology 101; Biology 123, 124; Mathematics, all courses except 130.

5. Social Science — One course in History prior to the 17th century. One course in History after the 17th Century. One course Social Science (may be another History course).

History Prior to 17th Century

History 101, 107

History After the 17th Century

History 102, 103, 104, 106, 108, 109, 110 through 120.

Social Science Elective

Anthropology 102, 103; Economics, all courses; Geography 102, 105; Political Science, all courses; Psychology 101, 102, 107; Social Science 121, 122, 131, 132; Sociology, all courses.

6. Humanities (Performance or studio courses do not meet this requirement.) One course in Arts (history, theory, criticism, appreciation). One course in Literature. One course in Philosophy and/or Religion. Courses in the student's major department may not apply on the humanities requirement.

The Arts

Art 102, 103, 106, 107, 108; Music 125-126.

Literature

English 105, 106, 109, 110, 122, 123, 125*, 126, 127, 128; Spanish 125, 126.

Philosophy/Religion

Philosophy, all courses.

Note: When "all courses" are listed, this does not include independent study. A "C" AVERAGE IS REQUIRED FOR THE GENERAL COLLEGE REQUIREMENTS. (If courses taken Pass/Not Pass, the Pass must be a "C" (2.0 gpa) or better.)

B. General University Requirements

1. Subject A — Required, no unit credit.
2. American History and Institutions — Any course used to meet this requirement may *not* also apply on the General College Requirements.

This requirement may be met in one of the two following ways:

1. Completion of two semesters in *high school* of American History or American Government or a combination, with a "B" average.
2. Completion of one course chosen from the following with grade of "C" or better. (Credit/No Credit is acceptable.): English 122, 123; History 103, 104, 110, 111, 117, 118; Political Science 101, 104, 105, 106; Social Science 131, 132.

University of California
Los Angeles
College of Letters and Science

BREADTH REQUIREMENTS

For the purpose of these requirements, departmental and interdepartmental majors are classified in the following divisions:

HUMANITIES

African Language
Ancient Near Eastern Civilizations
Arabic
Chinese
Classics
English
Ethnic Arts
French
German
Greek
Hebrew
Indo-European Studies
Italian
Japanese
Jewish Studies
Latin
Linguistics
Near Eastern Studies
Philosophy
Portuguese
Russian
Scandinavian Languages
Slavic Language
Spanish

LIFE SCIENCES

Bacteriology
Biology
Botany
Kinesiology
Psychology
Psychobiology
Quantitative Psychology
Zoology

PHYSICAL SCIENCES

Applied Geophysics
Astronomy
Biochemistry
Chemistry
Cybernetics
General Chemistry
Engineering Geology
Geology
Mathematics
Mathematics-Applied Science
Mathematics-Computer Science
Mathematics-System Science
Meteorology
Planetary and Space Science
General Physics

SOCIAL SCIENCES
 Anthropology
 Business-Economics
 (for Business Teachers)
 Economics
 Geography

Geography-Ecosystems
 History
 Latin American Studies
 Political Science
 Sociology

Students will complete Plan A or Plan B. For divisional distribution of majors, consult the UCLA General Catalog. To apply on the Breadth Requirements, a course must have 2 or more semester units of credit. A 1-unit lab science course will apply if it is combined with the lecture. No course in the student's major department will apply on the Breadth Requirements.

PLAN A: 3 courses (12 quarter units) in each of 3 Divisions outside the Division of the student's major. Completion of semester course 104 in one foreign language exempts one Division (option 2). Courses in other Divisions used in preparation for the major may apply on Plan A.

PLAN B: 7 courses (28 quarter units) in one Division outside the Division of the student's major and one course (4 quarter units) in each of the other Divisions or 2 courses (8 quarter units) in one of the other Divisions. Courses apply as in Plan A above *except* in the foreign languages. No elementary or intermediate course in foreign language applies if the student has not completed semester course 104 (equivalent to courses 5, 6 at UCLA) in any language. With the completion of course 104, elementary and intermediate courses 101, 102, and 103 in any foreign language may be used on Plan B.

General University and College Requirements

The completion of 60 semester units of acceptable college work is required for junior standing. Students are advised to meet the following general requirements for the Bachelor of Arts Degree so far as possible within these 60 units.

a. General University Requirements:

Subject A. Every undergraduate entrant must demonstrate an acceptable ability in English composition. This requirement may be met by (1) achieving a grade of 5, 4, or 3 in the College Entrance Examination Board (CEEB) Advanced Placement Examination in English, *or* (2) achieving a satisfactory score in the CEEB Achievement Test in English composition. Students completing English 101 in Glendale Community College with a grade of "C" or higher satisfy this requirement.

b. American History and Institutions. Completion of requirements set by Glendale Community College meets the State requirement.

c. English 101 with a grade of "C" or better.

d. Physical Sciences

Astronomy 101

Chemistry 101, 102, 103, 105, 106, 107, 110

Geography 101

1979-80 CATALOG ADDENDUM/LAST SECTION

256 GENERAL EDUCATION REQUIREMENTS FOR GRADUATION FROM COLLEGES & UNIVERSITIES

- Geology 101, 102, 103, 104, 105, 110
- Mathematics 103, 104, 105, 106
- Mineralogy 101
- Oceanography 115
- Paleontology 101
- Physical Science 131
- Physics 101, 102, 103, 105, 106, 110, 111
- e. Life Sciences
 - Anthropology 101
 - Biology 101, 102, 112, 120, 121, 122, 123, 124, 125, 130, 137
- f. Social Sciences
 - Anthropology 102, 103
 - Economics 101, 102, 105, 111
 - Geography 102, 105
 - History 101, 102, 103, 104, 106, 107, 108, 109, 110, 111, 112, 113, 117, 118, 119, 120
 - Political Science 101, 102, 103, 104, 105, 108, 110, 111
 - Psychology 101, 102
 - Social Science 121, 122, 131, 132, 150
 - Sociology 101, 102, 105
- g. Humanities
 - Art 101, 102, 103, 106, 107, 108, 110
 - English 102, 103, 105, 106, 109, 110, 115, 122, 123, 125, 126, 127, 128, 129
 - Music 120, 125, 126, 129
 - Philosophy 101, 113, 114, 116, 117, 119, 120
 - Social Science 155
 - Speech 101, 102
 - Foreign Language (Any student wishing to apply Foreign Language on the Breadth Requirements should consult the College of Letters and Science at UCLA.)

Note: An appropriate 2 semester unit course will not displace a full 4 quarter course on the requirement. On Plan A a student must have at least 12 quarter units (8 semester units) in each division. On Plan B a student must have 28 quarter units (nearest equivalent 20 semester units) in one division outside the major plus 4 quarter units (3 semester units) in each of two other divisions or 8 quarter units (at least 6 semester units) in one division.

Plan B.

The student will take seven courses in any division outside the division of his own major, and either one course in each of the two remaining divisions or two courses in one of the remaining division. *The divisional requirements may be satisfied according to the e-g list.*

No courses in foreign language will apply on Plan B unless the student has passed course 5 in one foreign language at the college level. If the student has completed course 5 in one foreign language, then all elementary and intermediate foreign language courses taken at the college level are acceptable for satisfaction of this requirement under the division of humanities.

Courses required for the major or in preparation for the major may not also be used to satisfy this requirement.

University of California, Riverside

There now exist on campus 2 colleges offering undergraduate work and awarding the baccalaureate degree. The colleges and degree programs offered are:

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

Administrative Studies	Latin American Studies
Anthropology	Liberal Studies
Art (Studio)	Linguistics
Art History	Music
Black Studies	Philosophy
Chicano Studies	Political Science
Comparative-Literature	Psychobiology
Dance	Psychology
Economics	Religious Studies
English	Russian Studies
French	Social Relations
German	Sociology
History	Spanish
Human Development	Theatre
Humanities and Social Sciences	
Interdisciplinary	

These additional programs do not offer a major, but their offerings may supplement a degree program:

Creative Writing
 Health and Society
 Jewish Studies
 Journalism
 Physical Education (Teaching minor available)
 Law and Society

ACADEMIC MINORS

Bilingual/bicultural Studies
 Urban Studies
 Western American Studies

COLLEGE OF NATURAL AND AGRICULTURAL SCIENCES

Biochemistry	Mathematics
Biology	Paleobiology
Biomedical Sciences	Physical Sciences
Chemistry	Physics
Entomology	Plant Science
Environmental Sciences	Psychobiology
Geography	Soil Science
Geology	Statistics
Geophysics	Systems Ecology

Students who are undecided on a major register with the Undeclared Majors Advising Center where special counseling is provided.

Students may transfer from one disciplinary college to another or may complete a double major in two colleges.

The School of Education offers credential programs for teachers, including certification in Special Education.

General University Requirements:

English Subject A—Students completing English 101 at Glendale Community College with Grade "C" or better satisfy this requirement.

American History and Institutions—History 117-118 at Glendale Community College satisfies this requirement. May also be met by one high school unit in American History or one-half high school unit in American History and one-half high school unit in civics or American government.

Students are advised to consult the general catalog for courses required for a specific major.

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES SUBJECT REQUIREMENTS

For students entering the College of Humanities and Social Sciences at UCR from Glendale Community College, a choice of subject requirements exists through Spring Quarter, 1979. Students will enter under the subject requirements listed below:

English Composition: Students must demonstrate writing proficiency by satisfying any of the following: (1) achievement of level 3 of the College Advanced Placement Test; (2) achievement of a passing score on the California State Universities and Colleges English Composition Test; (3) eight units of English composition with a grade of "C" or better at a community or junior college, or university other than University of California at Riverside; (4) completion of English 101-102 with a grade of "C" or better.

Humanities: Twenty units to be taken in two or more different departments or programs, and excluding non-literature English courses and studio, technical and performance courses. Courses eligible for this requirement are those offered by the following departments or programs: Art History, Art (Studio), Classics, Comparative Literature, Creative Writing, Dance, English, French and Italian, German and Russian, History, Humanities and Social Science Interdisciplinary, Linguistics, Music, Philosophy, Religious Studies, Spanish, and Theater. Up to four units from courses in programs in Black Studies, Chicano Studies, and Latin American Studies may be counted toward the humanities requirement. The twenty units shall include at least four units focusing on an ethnic group or foreign area.

Social Sciences: Sixteen units to be taken in two or more different departments or programs from the following list: Anthropology, Economics, Human Development, Political Science, Psychology, Sociology and Urban Studies. Up to

four units from courses in programs in Black Studies, Chicano Studies, and Latin American Studies may be counted toward the social science requirement. The sixteen units shall include at least four units focusing on an ethnic group or foreign area.

Sciences: Twelve units are to be taken in courses offered for the College of Natural and Agricultural Sciences, with the exception that four units in the history of science or the philosophy of science may be used in partial satisfaction of this requirement.*

No courses from a student's major discipline may be used in satisfaction of requirements in Humanities and Sciences, although courses in a second major or courses required for the major but outside the major discipline may be used in satisfaction of the requirements. Also, the same course may not be used to meet two breadth requirements.

*At the University of California at Riverside, this means courses offered by the following departments and majors: Applied Science, Biochemistry, Biology, Biomedical Sciences, Chemistry, Earth Sciences, Entomology, Environmental Sciences, Geography, Geology, Geophysics, Mathematics, Nematology, Paleobiology, Physical Sciences, Physics, Plant Pathology, Plant Sciences, Soil Science and Agricultural Engineering, Statistics, and Systems Ecology.

COLLEGE OF NATURAL AND AGRICULTURAL SCIENCES SUBJECT REQUIREMENTS

The College of Natural and Agricultural Sciences strongly advises transfer students to complete their lower division science work while at Glendale Community College. Sacrificing lower division science work to satisfy Breadth Requirements for the college may adversely affect chances for completion of the degree within two years following transfer.

The Subject requirements are:

Bachelor of Arts Degree

English 101-102: 6 units. If met by examination, 6 units are added to the humanities and social sciences requirement.

Foreign Language: 12 units, (a) in one language by completing course 3 or equivalent, or (b) by completing 8 units or equivalent in each of two languages. (Exception: Biology majors must complete course 3 in a single foreign language.) Completion of four years or equivalent of one foreign language in high school will meet the College requirement. Students who choose option (b) may satisfy the requirement for one of the two languages by completing two years of that language in high school.

Humanities and Social Sciences: 24 quarter units, with no fewer than 6 units in each. Applicable courses in the Humanities are: Art 101, 102, 103, 106, 107, 108, 110, (Performance courses for which credit is granted to the extent of four units: Art 113, 114, 115, 116-117, 118-119, 120-121, 126-127-128-129, 130, 134-135, 136-137, 138-139, 140, 142, 144-145, 147-148-149-150, English 105, 106, 109, 110,

1979-80 CATALOG ADDENDUM/LAST SECTION

260 GENERAL EDUCATION REQUIREMENTS FOR GRADUATION FROM COLLEGES & UNIVERSITIES

122, 123; Music 101, 104, 105, 106, 107, 108, 109, 114, 115, 120, 125, 126.) (Performance courses for which credit is granted to the extent of four units: Music 130, 131, 132, 133, 135-136, 140, 141, 142, 143, 144, 145, 150, 151, 152, 160, 161, 162, 163, 165, 166, 170); Philosophy 101, 113, 114, 116, 117, 119, 120; Applicable courses in the Social Sciences are: Anthropology 102; Economics 101, 102, 105; Geography 102; Political Science 101, 102; Psychology 101, 102; Sociology 101, 102; Social Science 121, 131, 132.

Natural Sciences: 12 units.

Bachelor of Science Degree

English 101-102: 6 units. If met by examination, 6 units are added to the humanities and social sciences requirement.

Foreign Language: 12 units, (a) in one language by completing course 3 or equivalent, or (b) by completing 8 units or equivalent in each of two languages. (Exception: Biology majors must complete course 3 in a single foreign language.) Completion of four years or equivalent of one foreign language in high school will meet the College requirement. Students who choose option (b) may satisfy the requirement for one of the two languages by completing two years of that language in high school.

Humanities and Social Sciences: 24 quarter units, with no fewer than 6 units in each. Applicable courses in the Humanities are: Art 101, 102, 103, 106, 107, 108, 110, (Performance courses for which credit is granted to the extent of four units: Art 113, 114, 115, 116-117, 118-119, 120-121, 126-127-128-129, 130, 134-135, 136-137, 138-139, 140, 142, 144-145, 147-148-149-150, English 105, 106, 109, 110, 122, 123; Music 101, 104, 105, 106, 107, 108, 109, 114, 115, 120, 125, 126.) (Performance courses for which credit is granted to the extent of four units: Music 130, 131, 132, 133, 135-136, 140, 141, 142, 143, 144, 145, 150, 151, 152, 160, 161, 162, 163, 165, 166, 170); Philosophy 101, 113, 114, 116, 117, 119, 120; Applicable courses in the Social Sciences are: Anthropology 102; Economics 101, 102, 105; Geography 102; Political Science 101, 102; Psychology 101, 102; Sociology 101, 102; Social Science 121, 131, 132.

(Performance courses for which credit is granted to the extent of four units: Music 130, 131, 132, 133, 135-136, 140, 141, 142, 143, 144, 145, 150, 151, 152, 160, 161, 162, 163, 165, 166, 170); Philosophy 101, 113, 114, 116, 117, 119, 120; Applicable courses in the Social Sciences are: Anthropology 102; Economics 101, 102, 105; Geography 102; Political Science 101, 102; Psychology 101, 102; Sociology 101, 102; Social Science 121, 131, 132.

Natural Sciences: 12 units.

**University of California,
San Diego
Muir College**

Writing. One course: English 101#. *Note:* One more writing course may be required at Muir after transfer. Also note: The course above plus one more semester of English Composition and Literature will complete the Humanities option.

1979-80 CATALOG ADDENDUM/LAST SECTION

Choose two groups under Section A and two under Section B, and complete two semesters in *one subject* in each of the four chosen groups. No work required in the remaining two groups unless demanded by the major.

SECTION A

Social Sciences Group. Two courses from one subject:

Anthropology 101#, 102#, 103
Economics 101#, 102#, 105, 111
History 117, 118

Mathematical Sciences Group. Two courses from:

Business 111, 112
Mathematics 103*, 104*, 105*, 106*

Natural Sciences Group. Two courses from one area. (Lab not required by the College).

Life Science Area: Biology 101*, 102*, 112, 120, 121, 122, 123, 124, 125, 130, 137

Chemistry Area: Chemistry 101*, 102*, 103, 105*, 106*, 107, 110

Earth Science Area: Geology 101, 102, 105, 110; Mineralogy 101; Paleontology 101

Physics Area; Physics 101*, 102*, 103*, 105, 106, 110, 111

SECTION B

Fine Arts Group. Six or more units from one subject:

Art 101#, 102#, 103, 106, 107, 108

Humanities Group. Six or more units from one subject:

English 101#, 102#, 105, 106, 109, 110, 115, 122, 123, 127, 128, 129
History 107, 108, 118, 119#, 120#
Philosophy 101, 113, 114, 116, 119, 200

Language Learning Group. Two consecutive courses in Spanish or other language, starting at whatever level the student is prepared to enter. Examples: Spanish (or other language) 101-102, 102-103, 103-104.

#Recommended if you plan to major in that particular subject.

*Offerings from among which science majors should choose their courses; math courses marked this way are recommended also for majors in economics and psychology.

University of California,
San Diego
Revelle College

1. MATHEMATICS. Math 103 and 104 (105*, 106* recommended as electives for science majors).
2. NATURAL SCIENCE. Two courses each in Chemistry and Physics and one in Biology.
Chemistry. 101* and 102* (105*, 106* recommended as electives for biology and chemistry majors).

1979-80 CATALOG ADDENDUM/LAST SECTION

Physics. Physics 101* and 102* (103* recommended as elective for physics and chemistry majors).

Biology. One course from among: Biology 101*, 102*, 122.

3. FOREIGN LANGUAGE. Transfer students will have met this requirement if they have credit for Spanish (or other language) 103 at Glendale College.

4. COMPOSITION AND LITERATURE. Two courses: English 101# and 102#.

5. SOCIAL SCIENCES. Two courses from one subject area.

Anthropology 101#, 102#, 103

Economics 101#, 102#, 105, 111

History 110, 117#, 118#

Political Science 101#, 102, 103#, 104, 108, 110, 111

Psychology 101#, 102#, 105

Social Science 121, 122, 131, 132

Sociology 101#, 102#, 105

6. ADDITIONAL SOCIAL SCIENCES or HUMANITIES. Two courses (6 units) from the above list of Social Sciences OR two from the following list:

Art 101#, 102#, 103#, 106, 107, 110

English 105, 106, 109, 110, 115, 122, 123, 127, 128, 129

French 125, 126

History 101, 102, 107, 108, 109, 119, 120

Music 101, 107, 108, 109, 120, 125#, 126#, 129

Philosophy 101, 113, 114, 116, 119#, 120#

Spanish 124, 125, 126

7. FINE ARTS. In addition to courses used to meet minimum requirements in No. 6 above, take at least 3 units from the following:

Art 101#, 102#, 103#, 106, 107, 110

English 115, 125, 126, 129

Music 101, 107, 108, 109, 120, 125#, 126#, 129

Theater Arts 101, 103, 105

#Recommended if you plan to major in that particular subject.

*Offerings from among which science majors should choose their courses; math courses marked this way are recommended also for majors in economics and psychology.

University of California,
San Diego, Third College—

Composition
English 101#

Mathematics

Two courses (6 or more units total) from among: Business 111, 112;
Mathematics 103*, 104*, 105*, 106*, 130, 138

Natural Science

Two courses (6 or more units total) from among: Astronomy 101, 102; Biology 101*, 102*, 112, 120, 121, 122, 123, 124, 125, 130, 137; Chemistry 101*, 102*, 103, 105*, 106*, 107, 110; Geology 101, 102, 105, 110; Mineralogy 101; Oceanography 115; Paleontology 101; Physical Science 131; Physics 101*, 102*, 103*, 105, 106, 110, 111

Social Science and Humanities

Choice of two programs:

Program A. Two courses each in Groups 1, 2, and 3.

Program B. One course each in Groups 1, 2, and 3, plus a two-semester sequence as in Group 4.

Group 1. Communications: Journalism 101

Group 2. Third World Studies: Anthropology 102; Art 106, 108; Geography 102, 105; History 103, 104, 113, 119, 120; Philosophy 113, 114; Political Science 111; Social Science 121, 122

Group 3. Urban and Rural Studies: Economics 101# or 102#, Political Science 108

Group 4. Optional Sequences: Anthropology 101, 102; Art 101#-102#-103# (any 2), 106-107-108 (any 2); Economics 101#-102; English 101#-102, 105-106, 109-110, 122-123; History 101-102, 103-104, 107-108-109 (any 2), 117-118, 119, 120; Music 107-108-114 (any 2), 125-126; Philosophy 113-114, 119#-120#; Political Science 101#, 102, 103#, 104 (any 2); Psychology 101#-102#, 111-112; Social Science 131-132; Sociology 101#-102#; Spanish (or any other language), 101-102, 102-103, 103-104

#Recommended if you plan to major in that particular subject.

*Offerings from among which science majors should choose their courses; math courses marked this way are recommended also for majors in economics and psychology.

**University of California,
San Diego, Warren College—**

WRITING. 2 courses: English 101#, 103

FORMAL SKILLS. 2 courses: Mathematics 103* and 104*, (105*, 106* recommended as electives for science majors).

THE MAJOR. As in the other three Colleges, a major requires 12 to 15 upper division courses based upon appropriate lower division preparation. All UCSD majors are offered in all Colleges.

SECONDARY AREAS OF CONCENTRATION (the minors). Two minors are required, one of them non-contiguous — that is, not in the same category as the major. A minor is a focused program of six or more courses, three of these must be taken in upper division and at UCSD.

Presently approved programs of secondary concentration include:

HUMANITIES AND FINE ARTS. Chinese Studies. Classical Studies. Communications/Media. Drama. History. Judaic Studies. Literature

1979-80 CATALOG ADDENDUM/LAST SECTION

(English/American, French, General, German, Greek, Hebrew, Latin, Literature and Society, Russian, Spanish). Music. Philosophy. Visual Arts. Writing.

NATURAL SCIENCES. Applied Mechanics and Engineering Sciences. Applied Physics and Information Sciences. Biology. Chemistry. Earth Science. Mathematics. Physics. Scientific Perspectives.

SOCIAL SCIENCES. Anthropology. Business. Communications/Macro. Communications/Micro. Material Science. Economics. Frontiers of Science. Linguistics. Political Science. Psychology. Science. Technology and Public Affairs. Sociology. Teacher Education. Urban and Rural Studies.

Also required:

ELECTIVES to bring the total to 45 courses—that is, 180 quarter units (equivalent to 120 semester units). Eighteen courses must be in upper division; this includes at least 12 courses in the major and six in the two minors.

#Recommended if you plan to major in that particular subject.

*Offerings from among which science majors should choose their courses; math courses marked this way are recommended also for majors in economics and psychology.

University of California,
Santa Barbara
College of Letters and Science—
Bachelor of Arts

	Units
a. English 101-102 (Two courses)	6
b. Natural Science and Mathematics (Two courses)	9-12
Two courses from: Astronomy 101; Biology 101, 102, 112, 120, 121, 122, 123, 124, 125, 130, 137; Business 111, 112; Chemistry 101, 102, 103, 105, 106, 110; Geology 101, 102, 105, 110; Mathematics 103, 104, 105, 106; Mineralogy 101; Oceanography 115; Paleontology 101; Physical Science 131; Physics 101, 102, 103, 105, 106, 110, 111	
c. Fine Arts (Two courses)	6
Art 101, 102, 103, 106, 107, 108, 110; Music 120, 125, 126, 129; Social Science 155	
d. Humanities (Two courses)	10
English 103, 105, 106, 109, 110, 115, 122, 123, 125, 126, 127, 128, 129; Philosophy 101, 113, 114, 116, 117, 119, 120; Foreign Language (second year college level); Speech 101, 102	
e. History, Social Sciences and Psychology (Two courses)	9-12
1. Any course from the following:	
Anthropology 102, 103	
Economics 101, 102, 105, 107, 111	
Geography 102, 105	

1979-80 CATALOG ADDENDUM/LAST SECTION

History 101, 102, 103, 104, 106, 107, 108, 109, 110, 111, 112, 113, 117, 118, 119, 120

Political Science 101, 102, 103, 104, 107, 108, 110

Psychology 101, 102, 107, 131

Social Science 131, 132

Sociology 101, 102, 105, 107

2. One additional course from above or from:

Business 161, 162, 165

Social Science 121, 122

Speech 101

In fulfilling these requirements, the following restrictions are applied to transfer courses:

1. Courses must consist of three or more quarter units.
2. Courses in the subject of the student's major may not fulfill General Education requirements b-e. (For example, a student majoring in History may not use History courses toward requirement e.) This stipulation applies to departmental majors only. For interdepartmental majors, all courses in the major will apply to the appropriate General Education requirement.

University of California,
Santa Cruz
Cowell, Stevenson, Crown,
Merrill, College V, Kresge,
Oakes, College VIII

The colleges at Santa Cruz are designed to strengthen undergraduate education by making natural the communication—between student and teacher, between students, and between fields—that is essential to the process and enjoyment of learning in a University.

Cowell College opened in 1965, Stevenson College in 1966, Crown College in 1967, Merrill College in 1968, College V in 1969, Kresge in 1971, and Oakes College and College VIII in 1972.

The eight separate colleges at Santa Cruz are one of its most distinctive features, with each college's faculty representing the range of disciplines in the arts and sciences—from anthropology to theater arts. Working side by side in the college communities (rather than in large, separate departments), faculty members are often inspired to design courses together to complement traditional programs. Examples of interdisciplinary courses offered by colleges include *Energy and Energy Resources*, taught jointly by a professor of earth sciences and a physicist, and a class on the twelfth century given by a professor of English and a professor of philosophy. Such cross-disciplinary approaches to learning are found in campuswide programs as well as, notably in psychobiology and environmental, community, marine, and religious studies.

Because the majors of students in each college are about equally distributed among the three main divisions of courses at Santa Cruz—humanities, natural sciences, and social sciences—there is a melding of interests and learning. A biology major may be encouraged to take a writing course or study music, while a history major might become intrigued with several courses in science.

Wide-ranging interests of faculties and students and a sense of adventure in learning are a natural part of the small college communities. The environment is ideal to combine the best of a traditional education with a spirit of openness and innovation.

Many of the courses offered by the colleges satisfy campus breadth requirements for graduation or requirements for a major, and generally students may take courses at any college on campus in addition to their own.

To help students focus their studies during their undergraduate years within the broad context of a liberal arts education, Santa Cruz offers a wide range of academic programs in which students may major. A student interested in majoring in one of the traditional disciplinary subjects may choose from among the following UCSC programs:

HUMANITIES

Art
Art History
History
Linguistics
Literature

Languages

English
French
German
Greek
Italian

Latin	NATURAL SCIENCES (continued)
Russian	Mathematics
Spanish	Physics
Music	
Philosophy	SOCIAL SCIENCES
Religious Studies	Anthropology
Theatre Arts	Economics
NATURAL SCIENCES	Education*
Biology	Politics
Chemistry	Psychology
Earth Sciences	Sociology

Santa Cruz also offers a number of interdisciplinary majors:

Aesthetic Studies	Latin American Studies
Community Studies	Modern Society and Social Thought
East Asian Studies	Psychobiology
Environmental Studies	Western Civilization
Information and Computer Sciences	Women's Studies

The additional programs listed below have not been established as majors but represent common areas of interest among groupings of faculty. They can assist students who want to declare individual majors in these fields.

African Studies	Marine Studies
American Studies	Medieval Studies
Asian Studies	Natural Sciences
Classical Studies	Perception
Creative Writing	Science and World Society
Dramatic Literature	Social and Political Thought
French Studies	Southeast Asian Studies
Institutional Analysis	World Studies

*Education is not available as a major at UCSC, but the Committee on Education offers the courses, including student teaching, that are required for a preliminary (valid for hiring) teaching credential.

Faculty advisers are assigned each student by the college to help in academic matters, and professionally trained counselors are available in each college for personal and group counseling.

Humanities. Three courses (five quarter units each or nine semester units) or the equivalent.*

Natural Sciences.* Three courses (five quarter units each or nine semester units) or the equivalent, offered by the Boards of Studies in Astronomy, Biology, Chemistry, Earth Sciences, Mathematics, or physics, or by the Division of Natural Sciences. Any number may be used.

Social Sciences. Three courses (five quarter units each or nine semester units) or the equivalent. Administration of these requirements will be governed by the following principles:

Students entering the University of California at Santa Cruz as freshmen must satisfy the breadth requirements of this campus before graduation. Students entering with three or more quarters of advanced standing from other campuses of the University must satisfy the Santa Cruz breadth requirements unless, at the time of transfer, they have entirely satisfied the breadth requirements of the campus from which they are transferring.

*Any level of Foreign Language—includes History

**Business 111, 112 may be selected in the place of a mathematics course.

Claremont Men's College General Requirements—All Majors

a. Humanities

Required:

1. English 101-102
2. Additional Humanities Courses:
Philosophy 101, 102, 113, 114, 116
English 105, 106, 109, 110, 122, 125,, 126

b. Social Science

Required:

1. Economics 101-102
2. History 101-102 or 107-108-109
3. Political Science 101, or History 117-118
4. Psychology 101

c. Science and Mathematics

Required:

From 1, 2 and 3 choose two laboratory courses.

1. Chemistry 101, 102, 110
2. Physics 101, 102, 103, 105, 106, 111
3. Biology 101, 102, 122, 124
4. Mathematics 103, 104, 105, 106

d. Foreign Language and Civilization

Satisfactory completion of a foreign language OR a course in "The Roots of Western Culture."

e. Major Requirements: Major requirements differ with the discipline, and may be obtained from the Registrar's Office.

f. Electives as needed to complete 60 units.

Loyola Marymount University

Transfers are admitted each semester—fall and spring.

Students admissible as freshmen to Loyola Marymount University at the time of their graduation from high school, may be admitted to advanced standing at any semester if they have at least a "C" average at the last col-

lege attended and at least a "C" average for all previous college work.

Students inadmissible as freshmen at the time of their graduation from high school, may be admitted to advanced standing if they have completed at least the equivalent of 30 semester units of college level work with at least a "C" plus average.

Many courses are acceptable for transfer credit, but the following pattern satisfies the baccalaureate degree requirements. See notes below for College of Business and College of Science/Engineering additional requirements.

	Units
a. Communication Skills	6
English 101	
Speech 101	
b. Fine Arts	3
Art 101, 102, 103	
Music 110, 120	
c. History	6
History 102 or 109	
One course from HS 104, 118, 120	
d. Literature/Psychology	6
Three semester units from English 102, 109, 110, 121, 126	
Additional three semester units from above, or Psychology 101	
e. Philosophy	3
Philosophy 101	
f. Religious Studies	3
Philosophy 113 or 114	
g. Science	8
Two college-level science courses or a combination of one college-level science course and one college-level mathematics course may be used to fill this requirement.	
Astronomy 101	
Biology 101, 102, 112, 120, 121, 122, 123, 124, 125, 130, 137, 138	
Business 111, 112	
Chemistry 101, 102, 103, 105, 106, 110	
Engineering 110	
Geology 101, 110	
Mathematics 101 102, 103, 104, 105, 106	
Mineralogy 101	
Oceanography 115	
Paleontology 101	
Physical Science 131	
Physics 101, 102, 103, 105, 106, 110, 111	
h. Social Science	6
Two three-unit courses must be outside the major field	

Anthropology 102
 Economics 105
 Geography 102
 Political Science 101, 102
 Sociology 101, 102, 105

Note: Business majors must complete Business 101, 102, 111, 112, 122, 161; Economics 101, 102, 107, as well as (a) through (e) above. Economics 101 and 102 will meet social science requirement and Business 111 or 112 will meet half the science requirement. The other half must be satisfied by one of the science courses listed.

Engineering majors must complete: Chemistry 101, 102; Engineering 101, 103, 108, 110; English 101; a literature course from English 102, 109, 110, 121 or 126; History 102 or 109; Mathematics 103, 104, 105, 106; Physics 101, 102, 103; and the (e) and (f) requirement listed above.

Science/Mathematics students are encouraged to consult their counselor in conjunction with the Loyola Marymount University catalog.

Mount St. Mary's College

The following courses will satisfy General Education Requirements:

- a. American History and Institutions6-8
 History 110; 117-118
 Political Science 101 or 105
 Social Science 131-132
- b. English3
 English 101
- c. Philosophy9
 Any course in philosophy, at least two must be lower division.
- d. Religious Studies9
 Any course in theology and courses on an annually published list of Religious Studies.
- e. Foreign Language12
 Three semesters of college language study.
- f. General Studies27
 - 1. Humanities (6-15 units in two areas)
 Fine Arts—Art 101 or 102; Music 120, 125, or 126
 Literature—English 102, 105, 106, 109 and/or 110
 History 101, 102
 - 2. Natural Sciences (6-15 units in two areas)
 Biology 101, 102, 112, 120, 121
 Chemistry—any course or courses
 Physics 105, 106, 110
 Mathematics 103, 104, 105, 106, 130

3. Social and Behavioral Sciences (6-15 units in two areas)

Economics 101, 102, 105, 111

History—Any non-survey U.S. History*

Political Science 102

Psychology 101 or 102, 110

Sociology 101 or 102

Anthropology 102

MAJOR REQUIREMENTS: Consult Mount St. Mary's College catalog for major requirements. Specific requirements for a particular major are designated by the Major Department.

EXAMINATIONS: Consult Mount St. Mary's College catalog for areas in which requirements may be satisfied by examination.

*No course may satisfy two requirements.

Northrop University

Northrop University is an independent, coeducational senior institution accredited by the Western Association of Schools and Colleges, offering undergraduate degrees in Engineering, Technology and Management. Students are admitted each academic quarter and can receive advanced standing from transferable junior college credits with a grade of "C" or better. Students can receive maximum transferable credit in Engineering by taking the following courses:

Chemistry 101; English 101, 102; History 117, 118; Mathematics 103, 104, 105, 106, 130; Physics 101, 102, 103; Engineering 104, 110; Speech 101; and four 3-unit courses chosen from the fields of Anthropology, Biology, Economics, History, Philosophy, Political Science, Psychology, Sociology.

Students can receive maximum transferable credit in Engineering and Technology by taking the following courses:

Airframe and Powerplant Program; Chemistry 101; History 117 and 118; Materials and Processes 146; English 101, 102; Mathematics 103, 104; Physics 101, 102; Speech 101; Engineering 104, 110; and three 3-unit courses chosen from the fields of Anthropology, Biology, Economics, History, Philosophy, Political Science, Psychology, Sociology.

Students can receive maximum transferable credit in Management by taking the following courses:

Business 101, 102, 111, 112, 122, 130, 135, 137, 138, 147, 161, 171; Chemistry 101; English 101, 102; History 117; Economics 101, 102; Physics 101; Psychology 102.

Occidental College

Students considering transfer in either the sophomore or junior year are strongly urged to check with the Admission Office for further information if the descriptions below are not adequate or do not relate sufficiently to the courses available to them at the college they are attending. They should refer also to the current catalog for information concerning prerequisites for proposed majors.

LOWER DIVISION GENERAL DEGREE REQUIREMENTS FOR THE A.B. DEGREE

English: No English is required. However, competence is emphasized. Periodic checks are made on the writing performance of all students and a student may be remanded to an English course or a writing specialist if his/her new work is sub-standard. Freshman English is recommended.

Foreign Language: Competence in a foreign language at the level of completion of the third term of college work. (One quarter or semester of intermediate level.)

Sciences: Science majors should refer to the catalog for specific prerequisites. Non-science majors see General Studies outline below:

Physical Education: Not required.

General Studies: All students entering Occidental College as Freshmen are required to complete a pattern of six General Studies courses by the end of the Junior year. This requirement applies also to transfer students, although it is clear that identical courses cannot be taken at another institution. Students and Counselors should review the Occidental College catalog for course descriptions in General Studies in order to outline a study plan as nearly equivalent as possible. As it applies to transfer students, the General Studies requirement is as follows:

Three Courses: **INTRODUCTORY STUDIES.** Required of Freshmen are one Freshman Seminar course and two courses in a Perspective sequence.

Transfer students must take a two-course Perspectives sequence at Occidental or may transfer a similar sequence from a previous institution. Such sequences as History of Civilization, Humanities, etc. may be appropriate. Normally, transfer students may not enroll in Freshman Seminars, but may transfer one course in composition, exposition or a related topic or they will take an additional Divisional Studies course at Occidental (see below).

Three Courses: **DIVISIONAL STUDIES:** The academic departments of the College are divided among three Divisions: the Sciences and Mathematics (Division A), the Social Sciences (Division B), and the Humanities (Division C). Two Divisional Studies courses must be taken in one of the Divisions *outside* of which the student's major falls, and the third course must be taken from the other such Division. For example, a student whose major department is in the Humanities must take either two courses from "A" and one from "B", or two from "B" and one from "A".

Transfer students who must take an additional Divisional Studies course in lieu of a Freshman Seminar (see above), must take two courses in each Division other than that of the major.

MAXIMUM GENERAL STUDIES TRANSFER CREDIT:

Sophomores: Three courses. Should be equivalent to Perspectives, Freshman Seminar or a course from Division that does not include student's major. Balance of courses must be taken at Occidental.

Juniors: Four Courses. Equivalent to Perspectives, Freshman Seminar and one course from a Division that does not include student's major. Balance of courses must be taken at Occidental.

American Institutions: This requirement is *only* for those students working toward a teaching credential.

The academic year at Occidental consists of three eleven-week terms, with each student allowed to take no more than three courses per term, plus certain fractional courses. A minimum of thirty-five courses, exclusive of credit for Physical Education activity courses, is required for graduation.

Please note that a maximum of 64 semester (96 quarter) units of lower division credit (equivalent to 18 courses) is accepted for transfer, and that a minimum of 17 courses must be taken at Occidental College in order to receive the B.A. degree.

Pacific Oaks College

The two-year upper division program leads to the Bachelor of Arts degree in Human Development or in the Diversified Major for the Multiple Subjects Credential. Admission in junior standing requires completion of not less than 60 semester units of acceptable college work with at least a "C" grade average.

Glendale Community College courses which satisfy the lower division general education requirements are listed below. (Students who wish to complete a Diversified Major for credential purposes should plan to take 15 units instead of 9 units in each area listed):

- | | |
|--|-------|
| | Units |
| a. Oral and Written Expression | 9-15 |
| 1. REQUIRED: English 101; or English 102 or 120 or Speech 101, 102, or 121. | |
| 2. BY CHOICE: English 103, 105, 106, 109, 110, 121, 122, 123, 125, 126, 198; Journalism. | |

For the Diversified Major, 12-15 units to include at least 6 units in English composition and grammar and 3 units in speech.

- | | |
|---|------|
| b. Natural Sciences and Mathematics | 9-15 |
| 1. REQUIRED: Biology 101, 120, 121, or 122. | |
| 2. BY CHOICE: Anthropology 101; Astronomy 101; Biology 102, 112, 123, 124, 125, 130, 137; Business 111, 112, 117, 119; Chemistry; Economics 107; Geography; Geology; Mathematics-Mineralogy; Paleontology 101; Physics; Physical Science 131. | |

For the Diversified Major, 15 units to include at least one course in mathematics.

1979-80 CATALOG ADDENDUM/LAST SECTION

- c. Social Sciences9-15
 - 1. REQUIRED: Psychology 101 and either Sociology 101 or Anthropology 102.
 - 2. BY CHOICE: Anthropology 103; Economics 101, 102; Geography 105; History 110, 112, 117, 118, 151; Home Arts 135, 136, 140, 141, 142, 143; Political Sciences; Psychology 102, 107, 110, 131; Public Administration; Social Science; Sociology 102, 107; Journalism 101.

For the Diversified Major, 9-12 units to include a course which covers the U.S. Constitution.

- d. Humanities9-15

No specific course requirement.

BY CHOICE: Architecture; Art (any course through Art 150); History 101, 102, 103, 104, 106, 107, 108, 109, 119, 120; Music; Philosophy; Photography; Printing; Theatre Arts; Advanced Foreign Language; or the Diversified Major, 12-15 units

- e. Electives

A maximum of 15 units of lower division electives taken in courses other than those listed in the above areas will be accepted. Courses which are NOT acceptable include most business courses, vocational courses, library courses, medical courses, orientation courses, and specifically sectarian religion courses. Health and physical education courses (maximum 4 units) and beginning and intermediate foreign language courses will be accepted as electives. Although a maximum of 15 elective units will be accepted, no elective units are required.

		Units
Pepperdine University, Los Angeles	a. Communication3	3
	English 101	
	b. Ethnic Studies3	3
	Social Science 121	
	c. History6	6
History 110 and Political Science 101, History 117-118		
d. Humanities6	6	
Art 101, 102, 103, 108		
English 109 or 110		
Music 120, 125, 126		
Philosophy 101, 113, 114, 116, 119, 120		
e. Social Science6	6	
Economics 102		
History 106, 107, 108, 109		
Political Science 101, 102, 103, 110		
Psychology 101		
Social Science 131 or 132		
Sociology 101		

- f. Natural Sciences and Mathematics7*
 - Anthropology 101
 - Astronomy 101, Mineralogy 101
 - Biology 101, 102, 121, 122, 124, 137
 - Chemistry 101, 102, 110
 - Geology 101 or 105
 - Mathematics 101, 102
 - Physics 105, 106, 110
 - Physical Science 131, Paleontology 101, Geography 101

*Must include: one Lab course; courses in both life and physical science.

- g. Religion
 - To be taken at Pepperdine (4 units required of those transferring with 60 units or more; 6 units with less than 60)

- h. General Studies3
 - A course in Great Issues to be taken in the upper division at Pepperdine.

Note: The number of units acceptable for transfer in Junior Standing is 60-70. Students who have not completed courses listed above may be accepted with a view of completing the requirements at Pepperdine.

Pepperdine University,
Seaver College
(Malibu)

- | | Units |
|--|-------|
| a. Communication9 <ul style="list-style-type: none"> English 101 Course in Communication theory or Mass Communication Elective — Speech 101, Foreign Language, Drama, Journalism | |
| b. Fine Arts3 <ul style="list-style-type: none"> Art 101, 102, 103 Music 120, 125 or 126 | |
| c. Humanities9 <ul style="list-style-type: none"> History 107, 108, 109; English 102, 105, 106, 109, 110; Philosophy 101, 119, 120 | |
| d. Natural Science6* <ul style="list-style-type: none"> Astronomy 101 Biology 101, 102, 112, 122, 131, 137 Chemistry 101, 110 Geology 101, 105, 110 Philosophy 117 Physics 105, 106, 110 Mathematics 101, 102 | |

*Must include: one lab course; courses in both life and physical science.

- e. Religion8
 - To be taken at Pepperdine (4 units required of those transferring with 60 units)
- f. Social Science9
 - History 110 and Political Science 101;

History 117-118 or Social Science 131-132
 Social Science 121, Economics 101;
 Psychology 101, Sociology 101

- g. Physical Education 4
 Four Activity Courses

Stanford University

University Requirements

- a. Writing
 Two courses are required: English 101 and 102.
- b. Humanities and Fine Arts
 Three courses are required. These are to be selected from beginning courses in the subject areas. Foreign language courses are included among the eligible ones.
- c. Social Sciences
 Three courses are required. History courses are included. The beginning courses in Anthropology, Communications, Economics, Geography, Political Science, Psychology, Sociology, and many introductory History courses are included among the eligible ones.
- d. Mathematics 103-104, 105-106; Natural Sciences; Biology 101, 102; Chemistry 101, 102, 110; Physics 101, 102, 103, 105, 106 and Technology. Three courses are required.

**United States International
 University, San Diego
 California Western Campus
 Elliott Campus**

- a. English
 English 101-102
- b. Mathematics
 Select two courses:
 Mathematics 101, 102, 103, 104, 105, 106
- c. History and Social Science
 Select one course from three different fields:
 Economics 101, 102, 106
 History 102, 109, 117 and 118
 Political Science 101, 102, 103, 105
 Psychology 101, 110, 131
 Sociology 101, 102; Anthropology 102, 103
- d. Humanities
 One course from each group:
 Group I
 Art 102, 103, 113, 115
 Music 120, 125, 126
 Group II
 English 105, 106, 109, 110, 115, 122, 123
 Speech 101, 102, 121
 Theater Arts 103 and 104

Group III
 Philosophy 101, 113, 114, 116, 117, 119, 120

e. Natural Science

Completion of a minimum of eight semester units of science with at least one laboratory science.

**University of Southern California
 College of Letters, Arts,
 and Science**

The following courses are general education requirements which undergraduate students should strive to complete during their freshman and sophomore years. The requirements for junior standing are the completion of 60 units of transfer work.

Minimum
 Units

a. General

1. English 1013
2. English 102, Speech 101, or Philosophy 1173
3. One Foreign Language 101, 102, 10312
 A student may enroll at any point in the sequence determined by placement examination. A transfer student with college language may continue from the last course completed. Any student may take the USC placement test to determine whether this requirement is met.

*b. Humanities (refer to footnote)15
 Four courses, at least one course from each of the three categories.

1. The Arts

Art 101-121, 126-129, 134-145, 147, 148
 Music — all courses
 Theater Arts 103, 104, 105, 121, 122, 131
 (maximum 6 units each), 109, 110 (maximum 1 unit), 123 (maximum 4 units),
 134

2. Literature

English 105, 106, 109, 110, 115, 122, 123, 125, 126-129

3. Philosophy and Religion

Philosophy 101, 113, 114, 116, 117, 119, 120

*c. Natural Sciences (refer to footnote)11
 Three courses, from at least two of these categories:

1. Astronomy 101
2. Biology 101, 102, 112, 120, 121, 122, 123, 124, 125, 130, 137
3. Chemistry 101, 102, 103, 105, 106, 107, 110
4. Geology 101-103, 105, 110; Paleontology 101; Oceanography 115
5. Mathematics 101, 102, 103, 104, 105, 106, 138
6. Physics 101, 102, 103, 104, 105, 106, 110, 111
7. Physical Science 131
8. Computer Science; Business 122, 124, 126, 127, 128, 130, 135; Mathematics 130

*d. Social Sciences (refer to footnote)15
 Four courses, at least one course each from three of the four categories:

1. Communications
 Journalism 101, 102
 Speech 101, 102, 121
2. History and Politics
 History 101, 102, 103, 104, 106, 107, 108, 109, 110 or 117-118, 111, 112, 113,
 119, 120, 151, 160
 Political Science 101, 102, 103, 104, 105, 106, 110, 111
3. Man and Environment
 Economics 101, 102, 105, 111
 Geography 101, 102, 105
4. Human Behavior and Social Interaction
 Anthropology 101, 102, 103
 Psychology 101, 102, 110, 131
 Sociology 101, 102

To satisfy the remaining general college requirements, the student should complete the following:

1. Select a major and complete the major requirements (see USC College of Letters, Arts, and Sciences Bulletin and advisor).
2. A student whose major falls in one of the three Humanities categories listed below must complete (a) 3 units in each of the remaining two humanities categories (b) 15 units in Social Sciences with at least 3 units in three of the four Social Science categories listed (c) 11 units in Natural Sciences and Mathematics with at least 3 units in two or more categories listed.
3. A student whose major falls in one of the four Social Science categories listed below must complete (a) 3 units in two of the remaining three Social Science categories (b) 15 units in the Humanities with at least 3 units in each of the three categories below (c) 11 units in Natural Sciences and Mathematics with at least 3 units in two or more departments listed.
4. A student whose major is in the Natural Sciences and Mathematics division must complete either 15 units in Humanities and 11 units in Social Sciences or 15 units in Social Sciences and 11 units in Humanities. In either case, courses must be taken in at least 3 of the categories in Social Sciences and in all 3 categories in Humanities.

*See your counselor for requirements for Humanities, Natural Sciences, or Social Sciences majors, since the unit requirements in each category are determined by a student's major.

**Bachelor of Science
 in Natural Science**

Students majoring in the natural science departments usually are awarded the Bachelor of Science Degree. This degree permits greater concentration in the sciences than is possible with a Bachelor of Arts De-

gree. Students wishing to pursue a Bachelor of Science Degree should follow the general education requirements listed below, instead of for the Bachelor of Arts Degree.

- a. Complete general requirements 1, 2, and 3.
- b. Humanities — Two courses with at least three units in two of the three categories.
- c. Social Sciences — Two courses with at least three semester units taken in two of the four categories.

Whittier College

Acceptable Transfer Credits may be used as part of either educational program (i.e., the Educational Design or the Standard Degree Track) as determined by student and advisor once at the college. "General education" courses taken at other institutions usually are considered equivalent to Whittier exploratory and introductory (100 and 200 level) courses. (For more specific details about the separate graduation requirements for each program, please refer to the catalog.)

Guidelines for Admissions. No specific G.P.A. requirements, however, 2.4 considered acceptable; (all academic work of grades "C-" and above transferable; a maximum of 70 semester hours of credit accepted.)

When fifty-nine or fewer semester hours presented minimum high school requirements: 3 units of English, 2 units of one foreign language, 2 units of mathematics (one unit of algebra and one unit of geometry), one unit of laboratory science and one unit of history; G.P.A. from high school minimum 3.0.

Thirty or fewer semester hours presented: results of either the Scholastic Aptitude Test (SAT) or American College Test (ACT) Required in addition to high school and college work.

Admission Regulations

Admission standards are prescribed by the Board of Trustees of the California State University and Colleges and are set forth in each college catalog and in Title 5 of the California Administrative Code. The following is a summary of the provisions of concern to the majority of prospective students.

Freshmen – Applicants who are neither residents for tuition purposes nor graduates of a California high school must have an eligibility index which places them in the upper 1/6 of California high school graduates. Computation of the eligibility index is identical to that used for resident applicants, though the minimum index required is 3402 with SAT or 826 with ACT.

Transfers—Applicants for admission as transfers from an accredited college or university may be admitted if they were in good standing in the last institution attended and meet either of the following provisions:

1. Students eligible for admission as first-time freshmen either on the basis of requirements in effect at time of application or, if college attendance has been continuous and full-time, on the basis of requirements in effect at time of high school graduation, may be admitted to a CSUC campus provided they have maintained a grade point average of at least 2.0 in all transferable college work attempted.
2. Students not eligible for admission as first-time freshmen may be admitted to a CSUC campus provided they have completed at least 56 semester units of transferable college credit and have maintained a grade point average of at least 2.0 in all such work attempted.

Certain exceptions to the above requirements may be made in rare instances when in the opinion of the college there is evidence of ability to succeed.

**Bakersfield, Chico, Dominguez
Hills, Fresno, Fullerton,
Hayward, Humboldt, Long Beach,
Los Angeles, Northridge,
Polytechnic (Pomona,
San Luis Obispo), Sacramento,
San Bernardino, San Diego,
San Francisco, San Jose,
Sonoma, Stanislaus**

General Education Requirement**History and Constitution Requirement**

All students seeking a baccalaureate degree are required by California law to demonstrate competence in the Constitution of the United States, in American History, including the study of American institutions and ideals, and in the principles of state and local government established under the Constitution of the State of California. Courses satisfying all or part of this requirement are: Economics 111, History 110, 117, 118, Political Science 101, 106, Social Science 131, 132.

Breadth Requirement

Breadth Requirement courses which the President of Glendale Community College or his/her designated officer will certify as meeting the intent expressed in Administrative Code, Title V, section 40405. (Students will complete a minimum of forty (40) units from this list.)

1. Natural Science

A minimum of three (3) courses must be selected, one of which must be from physical science and one from biological science.

Biological Science:

Anthropology 101

Biology 101, 102, 112, 120, 121, 122, 123, 124, 125, 130, 137

Paleontology 101

Physical Science:

Astronomy 101

Chemistry 101, 102, 103, 105, 106, 107, 110, 120, 121

Geography 101

Geology 101, 102, 103, 104, 105, 110

Oceanography 115

Physics 101, 102, 103, 105, 106, 110, 111

Physical Science 131

2. Social Science

A minimum of three (3) courses must be selected from Social Sciences

Anthropology 102, 103

Economics 101, 102, 105

Geography 102, 105

History 101, 102, 103, 104, 106, 107, 108, 109, 111, 112, 113, 115, 119, 120,
121

Political Science 102, 103, 104, 108, 110

Psychology 101, 102, 103, 111, 112, 131

Social Science 101, 102, 121, 122

Sociology 101, 102, 105

3. Humanities

A minimum of three (3) courses must be selected from Humanities.

Art 101, 102, 103, 106, 107, 108, 110, 180

English 105, 106, 109, 110, 115, 127, 128, 129, 130

French 124, 125, 126

German 125, 126

Music 101, 104, 105, 106, 107, 108, 109, 114, 120, 125, 126, 138

Philosophy 101, 113, 114, 116, 119, 120

Spanish 124, 125, 126, 127, 128

Theater Arts 101, 102

4. Basic Subjects:

A minimum of three (3) courses must be selected from Basic Subjects

English 101 (Required)

Business 101, 102, 111, 112, 161

1979-80 CATALOG ADDENDUM/LAST SECTION

282 THE CALIFORNIA STATE UNIVERSITY & COLLEGES

English 102
Economics 107
Health 101, 103
Home Arts 105
Journalism 101, 102
Mathematics 101, 102, 103, 104, 105, 106, 138
Philosophy 117
Political Science 107
Psychology 107
Sociology 107
Spanish 115, 116
Speech 101
Other Foreign Languages

FACULTY

Abernathy, C. CecilAssistant Professor of Mathematics
 B.A., Southern Missionary College, Tennessee Specialist,
 M.A., California State University, Long Beach Cooperative Education
 Ph.D., California Western University

*Adams, Patricia L.Assistant Professor of Psychology
 B.A., Drew University, New Jersey
 M.A., California State University, Los Angeles
 Ph.D., University of Southern California

Aguero, Vitalia E.Technical Processes Librarian
 Teaching Diploma, University of Havana
 B.A., Mount St. Mary's College, Los Angeles
 M.A.L.A., Immaculate Heart College of Los Angeles

*Ahmad, DalalInstructor in Physical Education
 B.A., University of Southern California

*Ahmadian, JackInstructor in Business and Mathematics
 B.A., University of California at Los Angeles
 M.S., University of Southern California

Anderson, Clara JoProfessor of Business
 B.S., Indiana University
 M.Ed., University of California at Los Angeles

*Anderson, MaryInstructor in Allied Health

Androff, Abram A.Professor of Health and Physical Education
 B.S., M.S., University of Southern California Head Basketball Coach

*Anselmo, MaryInstructor in Food Services
 B.S., University of Maryland

Anslyn, Samuel S.Associate Professor of Technical Education
 Thirty-seven years experience in industrial graphic design field

*Baker, Mrs. Joann N.Assistant Professor of English
 B.S., Woodbury College
 B.A., Occidental College
 M.A., Syracuse University

*Baker, William PaulAssistant Professor of Art
 B.F.A., M.F.A., University of Southern California

*Part Time

- *Baldino, JosephInstructor in Business
B.S., California State University, Northridge
- *Balkin, JohnInstructor in Music
B.Mus., M.M.E., Manhattan School of Music
- Bangs, Mery OliveAssistant Professor of English
A.B., Pasadena City College
M.A., California State University, Los Angeles
- *Barnes, John B.Instructor in English
B.A., Occidental College
- *Bart, RudolfInstructor in Business
B.A., California State University, Los Angeles
- *Baskin, LibbyInstructor in Art
A.A., Miami Dade Jr. College
B.A., University of Miami
M.A., University of California at Los Angeles
- Baugh, W. JamesInstructor in Health and Physical Education
A.A., Glendale College
B.A., San Jose State College
M.A., California State University, Los Angeles
- *Beale, BonnieInstructor in Business
B.Ed., University of California at Los Angeles
- Beck, Harry L.Dean, Adult Education
A.A., Glendale Community College
A.B., California State University, San Jose
M.S., Pepperdine University
- *Beck, VincentAssistant Professor of Mathematics
B.A., St. Mary's College
M.A., St. Louis University
- Belknap, Robert D.Professor of Music
A.B., California State University, San Jose Division Chairman
M.A., Columbia University
- *Benson, Robert A.Instructor in Speech
B.A., M.A., California State University at Northridge
- *Bisgaard, RusselInstructor in Accounting
B.S., California State University, Los Angeles
- *Part Time

- *Bishop, Stephen K.Instructor in Photography
B.A., California State University, Los Angeles
- *Black, Donald G.Assistant Professor of Business
B.A., California State University, Los Angeles
- *Blain, Robert J.Instructor in Business
B.B.A., Loyola University
M.B.A., University of Southern California
- *Bliss, RolandInstructor in Management
A.A., Los Angeles City College
B.A., Los Angeles Verne College
- Bochniarz, RobertCounselor
B.A., St. Edward's University, Austin, Texas
M.S., California State University, Los Angeles
- Bouey, James G.Associate Professor of Biology
A.B., University of California at Los Angeles
- *Bournoutian, GeorgeInstructor in History
B.A., M.A., Ph.D., University of California at Los Angeles
- *Bowers, BarbaraInstructor in Business
A.A., Pasadena City College
B.Ed., California State University, Los Angeles
- Brennan, Margaret M.Instructor in Mathematics and Science
B.A., Mount St. Mary's College
M.A.T., University of Montana
- Brighouse, JebProfessor of Political Science
A.B., Occidental College
M.A., University of California at Los Angeles
- *Brokop, JewellInstructor in Business
A.A., Los Angeles City College
- *Brooks, KeirAssistant Professor of Real Estate
A.B., University of California at Berkeley
Real Estate Certificate, Los Angeles Pierce College and
University of California at Los Angeles
- Brophy, John W.Assistant Professor of Business
B.S., Wayne State University, Michigan
M.A., California State University, Los Angeles
- Brown, Robert W.Professor of Art
A.B., California State University, San Francisco
M.F.A., California College of Arts and Crafts
M.F.A., University of Southern California
- *Part Time

- *Bryant, AllanInstructor in Educational Media Technology
 B.A., M.A., California State University, Northridge
 M.S., University of Southern California
- *Bungay, DavidAssistant Professor of Art
 B.S., University of Southern California
 M.F.A., University of California, Los Angeles
- *Burgess, RuthInstructor in Aviation and Transportation
 B.A., Marywood College
- *Busailah, MohammadInstructor in Business
 B.S., University of Arizona, Tucson
 M.S., Woodbury University, Los Angeles
- *Byerly, KathyInstructor in Allied Health
- Byrd, Larry R.Instructor in Chemistry
 B.S., St. Mary's College of California
 Ph.D., University of California at Irvine
- *Calabro, AnthonyInstructor in Real Estate
 L.L.B., Southwestern University
- *Camillo, ArmandInstructor in Business
- *Campbell, LouiseInstructor in Art
- Carter, Norma B. Assistant Professor of Family and Consumer Studies
 B.A., Fairmont State College, West Virginia
 M.S., University of California at Berkeley
- *Casanave, ErnestoInstructor in Spanish
 B.A., Mount St. Mary's College
 M.A., California State University, Los Angeles
- *Castaldo, DinoInstructor in Italian
 J.D., University of Milan (Italy)
 M.A., University of California, Los Angeles
- *Catania, Robert F.Instructor in History
 A.B., Stanford University
 M.A., Harvard University
- *Cease, DoreenInstructor in Music
 B.M., Texas University of Arts and Industries

*Part Time

- Conway, Daniel E.Instructor in Psychology
 B.A., State University of New York
 M.A., Pepperdine University
 Educational Psychologist License, State of California
 Family Counseling License, State of California
- *Coots, StevenInstructor in Physical Education
 B.S., University of California at Riverside
 M.A., La Verne College
- *Corbally, JohnInstructor in English
 B.A., M.A., California State University, Los Angeles
- Cortey, TeresaAssistant Professor of French
 B.A., M.A., Ph.D., University of California at Berkeley
- *Crandall, William H.Assistant Professor of History
 B.A., M.A., California State University, Los Angeles
- Craven, John B.Professor of English
 A.B., La Sierra College
 M.A., University of Southern California
- *Crowe, MarionInstructor in Business
 M.S., University of Southern California
 B.S., Syracuse University
- Cudney, Larry L.Instructor in Mathematics
 A.A., Santa Monica City College
 B.A., M.A., University of California at Los Angeles
- Cunningham, Jeanne E.Instructor in Psychology
 A.A., Glendale Community College
 B.A., California State University, Los Angeles
 M.S.W., University of Southern California
- Daly, Michael J.Associate Professor of English
 B.A., California State University, Northridge
 M.A., Ph.D., University of Southern California
- Davenport, David A.Associate Professor of Chemistry
 A.A., Glendale Community College
 B.S., University of California at Berkeley
 M.S., California State University, Northridge
- Davidson, Ruth E.Associate Professor of Allied Health
 R.N., New York University, Bellevue School of Nursing Division Chairman
 A.B., M.A., California State University, Los Angeles

- *Davis, MarkInstructor in Geography
A.A., Los Angeles Valley College
B.A., M.A., University of California at Los Angeles
- Davitt, John A.Administrative Dean, Student Personnel Services
B.S., M.A., University of San Francisco
Ed.D., University of Southern California
- *Day, RogerInstructor in Architecture
B.S., California State Polytechnic University, San Luis Obispo
M.A., Pepperdine University, Los Angeles
- *Dearth, DoreenInstructor in Food Services
- DeFrain, Patricia L.Assistant Professor of Business
B.S., Ohio State University
M.A., University of Washington
- DeGrassi, Leonard R.Professor of Art
A.B., B.F.A., M.A., University of Southern California
Corso Perfezionamento Storia d'Arte, Universita di Roma
- *Dennis, PatrickInstructor in Mathematics
A.B., California State University, San Diego
M.A., Claremont Graduate School
- *Derksen, CarlInstructor in Television Repair
B.S., Kansas State University
M.A., California State University, Los Angeles
- de Rowe, Cora E.Professor of English
B.A., University of Panama
M.A., M.Ed., Teachers College, Columbia University
- *Deuel, RichardInstructor in Health and Physical Education
B.S., Pepperdine College
M.S., Pepperdine University
- *DiLena, Suzanne M.Instructor in French
Ph.D., University of California at Los Angeles
- *Dimon, MaryReading Specialist
B.S., Northwestern University
M.Ed., University of California at Los Angeles
- *Dionis, Robert C.Instructor in Aviation and Transportation
A.A., Los Angeles City College
B.S., California State University, Los Angeles

*Part Time

1979-80 CATALOG ADDENDUM/LAST SECTION

290 FACULTY

- DiPietro, Harriet LouiseProfessor of Speech
A.B., M.A., University of Southern California
- Dominguez, SheilaInstructor in Anatomy and Physiology
B.S.N., California State University, San Jose
M.S.N., University of California at Los Angeles
- Donovan, Blanche K. ... Associate Professor of Health and Physical Education
A.B., Occidental College
M.A., California State University, Los Angeles
Division Chairman
- Doyle, Mark A.Professor of Sociology
B.S., Villanova University
M.S., University of Pennsylvania
- Dozois, Paul C.Instructor in Engineering
A.A., Glendale Community College
B.A., California State University, Los Angeles
M.A., California State University, San Jose
- *Dwyer, John W.Coordinator, Admissions and Records
B.A., M.S., California State University, Los Angeles
- Edelman, BartInstructor in English
B.A., M.A., Hofstra University, New York
- *Eden, EvelynInstructor in French
M.A., State Pedagogical University of Foreign Languages
Faculty of French Language, EREVAN-Armenia
- *Ehlert, KeithInstructor in Geology
A.A., Pierce College
B.S., M.S., California State University, Los Angeles
- *Erselius, RobertAssistant Professor of Accounting
B.S., University of California at Los Angeles
M.B.A., University of Southern California
- Essex, Sally A.Vocational Nursing
- *Fava, GinaInstructor in Italian
B.A., M.A., California State University, San Francisco
- *Flores, JacobInstructor in Physical Education
- *Forcier, Arthur A., Jr.Instructor in Political Science
B.S., Boston College
M.A., Boston University
- *Fovall, RobertInstructor in Real Estate
B.S., California State Polytechnic University, Pomona

*Part Time

- *Fox, LouisInstructor in English
B.A., M.A. California State University, Los Angeles
- *Fried, LouisInstructor in Physical Education
B.A., M.A., California State University, Los Angeles
Ph.D., California Western University, Santa Ana
- *Friedman, FlorenceAssistant Professor of Business
R.N., Los Angeles County General Hospital School of Nursing
B.S., California State University, Los Angeles
M.A., Pasadena College
- Friedrich-Mejia, ErikaProfessor of German
B.A., M.A., University of Arizona
M.A., Azusa Pacific College
Diplom, Sprachenschule der Landeshauptstadt München
Certificado de Estudios, Universidad De San Carlos de Guatemala
- *Frueh, StephenInstructor in Psychology
M.Div., Fuller Theological Seminary
Ph.D., Graduate School of Psychology, Fuller Theological Seminary
- Frye, Patricia G.Instructor in Biology
A.S., Chaffey Community College
B.S., M.S., San Diego State University
- Gallucci, Linda ,.Counselor, Financial Aid Officer
B.A., M.S., California State University, Los Angeles
- *Gardner, Ann C.Assistant Professor of Sociology
B.A., University of North Carolina at Greensboro
M.A., University of North Carolina at Chapel Hill
- *Gatewood, DavidInstructor in Philosophy
A.A., Michigan Christian College
B.A., M.S., Abilene Christian University
M.A., Fuller Theological Seminary
- *Geldman, StephenInstructor in Art
M.F.A., University of California at Irvine
- Georgias, Andrew J.Assistant Professor of Art
B.F.A., Bradley University, Illinois
M.F.A., University of Southern California
- *Geraci, RonaldInstructor in Fire Science
A.A., Glendale College

*Part Time

1979-80 CATALOG ADDENDUM/LAST SECTION

292 FACULTY

- *Gertmenian, L. WayneAssistant Professor of Economics
B.A., University of Southern California
M.B.A., University of Idaho
Ph.D., University of Southern California
- Gibson, Charles H.Professor of History
A.B., University of California at Berkeley
M.A., University of Southern California
- Girard, Kindra A.Instructor in Biology
B.S., M.A., University of California at Davis
- Glienna, RaymondInstructor in Chemistry
B.S., University of Southern California
M.S., Ph.D., University of California at Berkeley
- Goddard, Frank L.Professor
A.B., M.A., Occidental College
- Gonzales, James E.Professor of Architecture
A.B. Adams State College, Colorado
- Goodman, Roberta IsenbergInstructor in Music
B.A., M.A., Occidental College
- Grande, John A.President-Assistant Superintendent
M.A. California State University, Los Angeles
Ph.D., University of Southern California
- Gray, Kenneth R.Instructor in Theater Arts
A.A., College of the Sequoias, Visalia, California
B.A., M.A., San Diego State University
- *Green, JillInstructor in English
B.A., University of Michigan
M.A., Northwestern University
- Griffin, Hope C.Associate Professor of Business
A.B., University of California at Berkeley
M.A., California State University, San Francisco
- *Griffith, LindaInstructor in English
B.A., Reed College, Portland, Oregon
M.A., University of Wisconsin
- *Griffiths, R. WayneInstructor in Photography
M.F.A., Art Center College of Design

*Part Time

- Grimsby, Allan L.Coordinator, Disabled Student Services
B.A., California State University, Fullerton
M.S., California State University, Los Angeles
- Gross, LouisProfessor of Art
A.B., University of California at Berkeley
M.F.A., California College of Arts and Crafts
- Gugliemino, RichardInstructor in Physics
B.S., M.A., University of Southern California
- Guilmette, Collin S.Professor of History.
A.B., M.S., University of Southern California
- *Gulbrandson, A. VintonAssistant Professor of Management
A.B., University of California at Los Angeles
- Hallberg, Veloris B.Assistant Professor of English
A.B., M.A., Stanford University
- *Halsey-Brickler, PamelaInstructor in Health and Physical Education
A.A., Long Beach City College
B.A., M.A., University of California at Los Angeles
- Hammer, JeanannInstructor in Allied Health
- Hanley, Timothy G.Associate Professor of English
B.A., M.A., California State University, Los Angeles
- Hardison, Richard C.Professor of Psychology
A.B., M.A., Occidental College
Ed.D., University of Southern California
- *Hartman, Charles O.Assistant Professor of Drafting
- Harvey, Sally J.Associate Professor of Spanish
A.B., University of California at Los Angeles
M.A., Inter-American School of Spanish, Mexico
- Hawkins, Drake C.Associate Professor of Political Science
B.S., U.S. Naval Academy, Annapolis
M.A., University of California at Los Angeles
- Hawkins, Robert N.Associate Professor of Geography
B.A., California State University, Los Angeles
M.A., University of California at Los Angeles

*Part Time

1979-80 CATALOG ADDENDUM/LAST SECTION

294 FACULTY

- *Hayne, RichardInstructor in Emergency Medical Technology
B.A., Whittier College
Mobile Intensive Care Paramedic, Los Angeles County University of
Southern California Medical Center
- *Helwig, Delores F.Instructor in Real Estate
- High, Wallace S.Professor of Psychology
A.A., Modesto Junior College
A.B., University of California at Santa Barbara
M.A., California State University, San Jose
- *Hilberman, RobinInstructor in Spanish
B.A., M.A., University of California at Los Angeles
- *Hill, William F.Assistant Professor of Mathematics
B.A., University of California at Los Angeles
M.A., California State University, Los Angeles
- *Hitchins, JanetInstructor in Allied Health
B.S., Niagara University
- *Hochenauer, JudyInstructor in Home Arts
M.A., California State University, Los Angeles
M.A., Pepperdine University
- *Holland, DavidInstructor in Health and Physical Education
B.S., B.A., California State University, Hayward
D.C., Los Angeles College of Chiropractic
M.A., California State University, Dominguez Hills
- Hollett, Judy K.Instructor in Allied Health
R.N., Bethany Hospital School of Nursing
- *Holmes, Robert K.Instructor in Business
B.A., University of Southern California
J.D., Southwestern University
- *Holmwood, Meryl W.Assistant Professor of Supervision
- Horton, Ernest H., Jr.Professor of Philosophy
A.B., Los Angeles Pacific College
B.D., Asbury Theological Seminary
Ph.D., University of Southern California
- Huber, Walter R.Associate Professor of Business
A.A., Mount San Antonio College
B.S., M.S., California State University, Los Angeles

*Part Time

- Hurst, David O.Professor of Chemistry
B.S., Wheaton College
M.S., University of Illinois
- *Hurst, DonaldInstructor in Real Estate
- *Hurst, John E.Assistant Professor of Administration of Justice
- Ives, Charlotte A.Associate Professor of Spanish
B.A., M.A., University of California at Santa Barbara
- *Jakl, LeonardInstructor in Real Estate
B.A., California State University, Los Angeles
- *Janes, CliffordInstructor in Psychology
B.A., University of California at Berkeley
M.A., California State University, Los Angeles
- Janicki, Cyril B.Professor of Speech
A.B., Central Y.M.C.A. College, Chicago
M.A., Northwestern University
- *Javonovich, JoannInstructor in Career Development
B.A., Indiana University of Pennsylvania
M.A., Goddard College
- Johnson, ClydeAssistant Professor of Art
A.A., Pikeville College
A.B., Eastern Kentucky State University
- *Johnson, DanielInstructor in Business
B.S., University of California at Los Angeles
- *Johnson, HelenInstructor in History
B.A., M.A., University of California at Santa Barbara
- *Johnson, GeraldineInstructor in Allied Health
- *Jones, Dennis K.Instructor in Business
B.A., California State University, Northridge
- Jones, Ivan L.Administrative Dean, Instruction
A.A., Modesto Junior College
B.A., M.A., University of Washington, Seattle
Ed.D., University of California at Los Angeles
- Jones, W. MackAssociate Professor of Applied Science
- *Jordan, GeorgeInstructor in Real Estate
B.S., University of Pittsburgh
G.R.I., California Association of Realtors
Past President of Crescenta Canada Board of Realtors

*Part Time

1979-80 CATALOG ADDENDUM/LAST SECTION

- *Jordan, Jimmy C.Instructor in Mathematics
B.A., Occidental College
- Keefe, Joseph M.Instructor in Botany
B.A., M.A., University of California at Santa Barbara
- *Kellogg, L. EdmundInstructor in Music
B.A., M.A., California State University, Los Angeles
- *Kent, TerryInstructor in Music
B.A., M.A., California State University, Los Angeles
- Kern, David E.Associate Professor of Applied Science
A.A., Glendale Community College Division Chairman
B.V.ed., California State University, Long Beach
FAA Ratings: Commercial Pilot, Flight Instructor, Airframe and Powerplant,
Advanced Ground Instructor, Authorized Inspector, Accident Prevention Coun-
selor, Designated Examiner, Instrument Instructor
- Kibler, Robert L.Instructor in Art
B.S., Southeast Missouri State University
M.A., San Diego State University
- Kilkeary, Desmond B.Associate Professor of English
B.A., California State University, Humboldt
M.A., California State University, Los Angeles
- *Kinsey, JuliaInstructor in English
B.A., M.A., University of Southern Mississippi
- *Kliewer, GraceInstructor in Music
A.A., Reedley Community College, Reedley, California
B.A., Mills College, Oakland, California
- *Knecht, Mrs. JaneAssistant Professor of Music
B.A., University of California at Los Angeles
M.A., California State University, Los Angeles
- Kray, John S.Instructor in Applied Science
A.S., Los Angeles Trade Technical College
B.A., California State University, Los Angeles
- *Kubovcik, ElaineInstructor in Allied Health

*Part Time

- *Kutcher, StevenInstructor in Biology
A.A., Los Angeles Pierce College
B.S., University of California at Davis
M.A., California State University at Long Beach
- *Larson, FredInstructor in Business
B.S., Bryant College, Providence, Rhode Island
- Lashley, Virginia L., C.D.E.Associate Professor
A.B., University of Kansas
M.A., Occidental College
- *Laubacher, RobertInstructor in Art Metal and Jewelry
A.A., Glendale Community College
B.A., University of Southern California
- *Lauter, Elva R.Instructor in English
B.A., M.A., University of Oregon
- Layton, Gordon, L.Associate Professor of Applied Science
A.A., Los Angeles Valley College
FAA Ratings: AP Mechanic License
Commercial Pilot License with Multi Engine Rating
Designated Mechanic Examiner, Authorized Inspector
- Lee, Sandra K.O.Counselor
B.Ed., University of Hawaii
M.S., California State University, Los Angeles
- Leek, Anne Associate Professor of Education
B.S., Indiana University of Pennsylvania, Indiana, Pennsylvania
M.A., New York University
- Leek, David C.Administrative Dean, Continuing Students
A.B., Huron College
M.A., Willamette University
- LeMieux, Hilary J.Professor of Health and Physical Education
D.P.E., University of Otago, New Zealand
Dip. Tchg., Auckland Teachers College, New Zealand
M.S., University of Wisconsin
- *Lienhard, Jerome T.Assistant Professor of Business
B.E.E., University of Detroit
M.B.A., University of Southern California
- Lienhard, Patricia A. Dean, Student Support Services
B.A., Immaculate Heart College
M.S., California State University, Los Angeles

*Part Time

- *Lienhard, Thomas G. Assistant Professor of Business
 B.E.E., University of Detroit
 M.B.A., University of Southern California
- Lindo, Benice Z. Director, Learning Center
 Ph.D., United States International University
- Linebaugh, Alven E. Assistant Professor of Applied Science
 FAA Ratings: Commercial Pilot, Flight Instructor Airplanes and Instruments,
 Ground Instructor Advanced and Instrument
- *Liotta, Gaspar J. Assistant Professor of Photography
 B.A., University of California at Los Angeles
 M.A., California State University, Los Angeles
- *List, Louis Instructor in Russian
 B.A., University of California at Los Angeles
 M.A., University of Southern California
- Livingood, Earl R. Professor of History
 A.A., Santa Monica City College
 A.B., M.A., University of California at Los Angeles
- *Lloyd, Stephen Instructor in Real Estate
 B.S., Brigham Young University
- *Loftus, Raymond Instructor in Real Estate
 B.S.C., De Paul University
- *Long, Linda Instructor in Allied Health
- Lynch, Chester B. Professor of Mathematics
 A.B., M.A., Occidental College
- *MacCarley, Mark Instructor in Real Estate
 A.A., Glendale Community College
 B.A., California State University, Northridge
 J.D., Loyola University School of Law
- Mack, David Counselor
 A.A., Glendale Community College
 B.A., M.S., California State University, Los Angeles
- *Malinowski, Louis E. Instructor in Engineering
 B.A., University of Minnesota
 M.Ed., University of North Dakota

*Part Time

- Mallory, William L. Associate Professor of Applied Science
A.S., Pierce College
B.V.Ed., M.V.Ed., California State University, Los Angeles
FAA Ratings: Private Pilot, Airframe and Powerplant
- Manker, Virginia M. Associate Professor of Health and
B.S., University of Arizona Physical Education
M.Ed., Oregon State University
- *Maples, Irene Instructor in Allied Health
- Marsden, Steven P. Instructor in Mathematics
B.A., M.A.T., University of California at Los Angeles
- *Marsh, Walter E. Assistant Professor of Mathematics
B.A., Pasadena College
- *Martinez, Dan A. Instructor in Ceramics
B.A., M.F.A., California State University, Long Beach
- *Martinoff, James T. Instructor in Biology
B.S., University of California, Irvine
M.Ed., Wayne State University
M.A., Ph.D., University of Southern California
- Mayo, Paul E. Assistant Professor of Music
B.Mus., University of Southern California
- *McCaslin, Joy Learning Disabilities Specialist
B.A., University of California at Santa Barbara
M.A., University of California at Riverside
- *McClelland, P. Maureen Instructor in Home Arts
B.S., M.A., Pacific Oaks College
- *McCormick, Eloise Instructor in Family and Consumer Studies
B.A., DePaul University, Chicago
M.M., Mount St. Mary's, Los Angeles
Orff Schulwerk Specialist, LACAOSA
- McCuen, Jo Ray Professor of English
A.B., Pacific Union College
M.A., Ph.D., University of Southern California
- McDonald, E. Lane Assistant Professor of Biology
B.S., University of Missouri
M.A., University of California at Los Angeles

*Part Time

1979-80 CATALOG ADDENDUM/LAST SECTION

300 FACULTY

- *McEachern, WayneInstructor in Business
B.S., Lewis and Clark College
M.S., University of Southern California
- McGuire, Barbara N.Coordinator — Parent Education and Home Arts,
B.A., University of California at Los Angeles Adult Education
M.A., Teachers College, Columbia University
- *McInerney, JoanInstructor in Allied Health
- McKay, Griffin R.Dean, Career Education
- McKennon, H. DeanAssociate Professor of Theater Arts
A.A., Glendale Community College
B.A., M.A., University of California at Los Angeles
- McMahon, MaryCounselor
B.A., Mundelein College, Illinois
M.A., Claremont Graduate School
- *McMurray, ThomasInstructor in Health and Physical Education
B.A., California State University at Los Angeles
- Mercadé, José A.Counselor
A.A., Pasadena City College
B.A., M.S., California State University, Los Angeles
- Mesec, MurrayProfessor of Health and Physical Education
B.S., M.A., Northwestern University
- *Mikuleky, MaureenInstructor in Allied Health
Diploma, Fitzgerald Mercy Hospital School of Nursing
B.A., M.A., University of Redlands
- Miller, Emil A.Professor of Applied Science
B.V.E., M.A., California State University, Los Angeles Division Chairman
- *Mills, ArthurInstructor in Art Metal and Jewelry
B.S., Johns Hopkins University
- Mondrus, MartinProfessor of Art
A.B., California State University, Los Angeles
M.F.A., Claremont Graduate School
- Montante, Angelo ThomasAssistant Professor of History
A.A., Santa Monica City College
B.A., University of California at Los Angeles
M.A., California State University, Northridge
C.Phil., University of California at Los Angeles

*Part Time

- Moody, Margaret J.Professor of History
A.A., Los Angeles City College
A.B., M.A., University of Southern California
M.A., California State University, Northridge
- *Moore, Georgia J.Assistant Professor of Philosophy
A.B., Augustana College, Illinois
M.A., University of Illinois
- Morros, George P.Professor
A.B., M.A., University of Southern California
- *Morton, Howard C.Instructor in Real Estate
- *Naylor, RichardInstructor in English
B.A., M.A., California State University at Los Angeles
- Neufeld, Helen H.Associate Professor of Chemistry
B.S., Murray State University, Kentucky
M.S., University of Redlands
M.Sc., University of London
- Nibley, Linda S.Associate Professor of English
A.B., M.A., University of California at Los Angeles
- *Nicoll, William V.Instructor in Banking
- *Nissen, EdwardAssistant Professor of Accounting
B.S., Midland College
M.A., Omaha University
- Norman, Russell F.Professor of Business
B.S., M.Ed., University of California at Los Angeles
- Norris, LeeAssistant Professor of Applied Science
- Novinger, Anne MarieCollege Nurse
A.A., Pasadena City College
B.A., M.A., California State University, Los Angeles
- Nunn, Marshall E.Professor
A.B., Stanford University
M.S.L.S., University of Southern California
- Nunnelee, B.H. (Jim)Assistant Professor of Applied Science
B.S., Northrop Institute of Technology
FAA Ratings: Private Pilot, Airframe and Powerplant
- *O'Keefe, William F.Instructor in Administration of Justice
A.A., Glendale Community College

*Part Time

1979-80 CATALOG ADDENDUM/LAST SECTION

302 FACULTY

- *Olynyk, RomanInstructor in Business
B.S., M.S., Ohio State University
- *O'Neil, MargaretInstructor in English
B.A., St. Mary's College
M.A., Creighton University
- *Owens, Arthur E.Instructor in Accounting
B.A., California State University, Los Angeles
- *Pack, RichardAssistant Professor of Geography
B.A., University of California at Los Angeles
M.S., Oregon State University
- Parker, William L.Professor of Philosophy
A.B., Pasadena College (Nazarene)
M.A., University of Southern California
J.D., Loyola University School of Law
- *Pawlicki, PriscillaInstructor in Music
B.A., Brandeis University
M.A., University of California at Los Angeles
- *Paz, HenryInstructor in Health
B.A., California State University, Los Angeles
- *Perry, JeanInstructor in Speech
B.A., M.A., University of Southern California
- Peterka, RonaldInstructor in Applied Science
Graduate of Northrup Institute
FAA Ratings: Airframe and Powerplant, Private Pilot
- *Peyton, William M.Assistant Professor of Accounting
B.S., University of California at Los Angeles
M.B.A., University of Southern California
- *Phillips, PenelopeInstructor in Speech
A.A., Glendale Community College
B.A., California State University at Los Angeles
M.A., University of Southern California
- Pittard, JoanneInstructor in Allied Health
- *Plunkett, Harry L.Assistant Professor of Business
B.S.E.E., University of Illinois
L.L.B., New York University and Southwestern School of Law
J.D., Southwestern University

*Part Time

- *Riebling, Robert W.Instructor in Economics
B.Ch.E., M.Ch.E., Polytechnical Institution of New York
M.B.A., University of California at Los Angeles
Registered Professional Engineer (Mechanical) State of California
- *Ritzhaupt, ArtInstructor in Psychology
B.S., University of California at Los Angeles
M.A., Loyola University of Los Angeles
- *Robinson, W. EarleAssistant Professor of Business
B.S., Western Michigan University, Kalamazoo, Michigan
M.B.A., Michigan State University, Lansing, Michigan
C.L.U., American College of Life Underwriters
- *Romney, BarbaraInstructor in Mathematics
B.A., Pomona College
M.A.T., Harvard University
- *Ruggera, AnneInstructor in Real Estate
- *Runyan, ThomasInstructor in Business
B.A., California State University, Los Angeles
- *Salve, JesseInstructor in Physical Education
- *Sanchez, MariaInstructor in Spanish
B.A., M.A., California State University at Los Angeles
- *Sandell, Stanley, Jr.Assistant Professor of Business
A.A., Glendale Community College
B.S., M.B.A., University of Southern California
J.D., Southwestern University
- Sartoris, James M.Assistant Professor of Health and Physical Education
B.A., University of Washington Head Football Coach
M.A., California State University, Los Angeles
- *Savin, GeraldInstructor in Business
B.A., Montclair State College
B.A., Ambassador College
M.A., California State University, Los Angeles
- *Savin, WalterAssistant Professor of Business
B.S., California State University, Los Angeles
- *Scarpace, MichaelInstructor in Health and Physical Education
A.B., M.S., University of Southern California
- *Schiller, Esther LawrenceInstructor in Music
B.A., Temple University, Philadelphia, Pennsylvania

*Part Time

- Schneider, LorraineInstructor in Allied Health
R.N., Mounds-Midway School of Nursing, Minnesota
P.H.N., B.S., M.A., California State University, Los Angeles
- *Schultheiss, JohnInstructor in Art
B.A., John Carroll University, Cleveland, Ohio
M.A., University of California at Los Angeles
Ph.D., University of Southern California
- *Schutte, AudreyInstructor in Aviation and Transportation
- Schwartz, Paul R.Counselor
A.A., Pasadena City College
B.A., M.S., California State University, Los Angeles
- *Scull, Sharon D.Instructor in English
A.A., Pasadena City College
B.A., California State University, Los Angeles
M.A., Occidental College
- Seifert, Ramona L.Professor of Business
A.B., Colorado State College of Education
M.A., California State University, Los Angeles
- *Shane, JudyInstructor in English
A.A., Glendale Community College
B.A., S.T.C., M.A., California State University at Los Angeles
- Shaw, Frances F.Associate Professor of Home Arts
A.A., Glendale Community College
Bachelor of Vocational Education, M.A., California State University, Los Angeles
- Shea, William D.Associate Professor of Mathematics
A.B., Occidental College
M.A., California State University, Los Angeles
- *Shield, Raymond G.Instructor in Electronics
B.S.E.E., San Diego State College
- Siegel, RoyAssociate Professor of Engineering
B.S., University of California at Los Angeles
M.S.E.E., University of Southern California
- *Sims, DonaldInstructor in Economics
B.S., University of California at Los Angeles
M.A., University of Southern California
- Smith, James M.Associate Professor of Anthropology
B.A., M.A., California State University, Los Angeles

*Part Time

- Smith, J. WalterDean, Student Activities
B.S., M.S., University of Southern California
- *Smith, Margaret E.Instructor in Home Arts
A.A., Glendale College
Community College Instructional Credential, California Community Colleges
- *Smith, RogerInstructor in Television Repair
B.A., M.A., California State University, Los Angeles
- Spangler, Dianne M.Instructor in Health and Physical Education
B.A., M.A., California State University, Los Angeles
- Sprague, Diane L.Associate Professor
A.B., University of Michigan
M.S., California State University, Los Angeles
- *Starcevic, Helen G.Librarian
- *Starkweather, OliveInstructor in Business
L.L.B., J.D., Southwestern Law School
- *Steele, DavidInstructor in Biology
B.A., M.A., Drake University, Des Moines
Ph.D., University of Southern California
- *Steen, RonaldInstructor in Art History
B.A., M.A., California State University, Los Angeles
Executive Director of the Downey Museum of Art
- *Stembridge, JackieInstructor in English
A.A., Glendale College
B.A., M.A., California State University, Los Angeles
- *Stevens, CarolInstructor in Business
- Stoney, Daisie A.Professor of Family and Consumer Studies
A.B., M.A., University of California at Los Angeles
- *Stormont, BethInstructor in Music
B.A., California State University, Long Beach
M.A., Occidental College
- Strange, William J.Associate Professor, Director of Library Services
B.S., M.S., Emporia Kansas State University
- Sweeney, Thomas J.Assistant Professor of Applied Science
A.A., Glendale Community College
B.V.Ed., California State University, Los Angeles

*Part Time

- Tansley, John A. Assistant Professor of Health and Physical Education
A.A., Chaffey College
A.B., California State University, Long Beach
M.A., Azusa Pacific College
- *Tansley, Sharon L. Instructor in Home Arts
B.S., University of Colorado
- *Taufe, William Dale Assistant Professor of Political Science
B.A., M.A., California State University, Los Angeles
- Taylor, Robert J. Counselor
M.S., California State University, Los Angeles
- Tennen, Edward F. Instructional Support Services
B.A., California State University, Long Beach
M.A., M.S.L.S., University of Southern California
Ed.D., Nova University
- Thomas, Joseph G. Professor of Journalism
A.B., M.Ed., University of New Hampshire
- *Thomas, William L. Instructor in Speech
B.A., M.A., Occidental College
- Thomsen, Robert E. Professor of Art
A.B., California College of Arts and Crafts
M.A., Stanford University
- *Thorpe, Thomas E. Assistant Professor of Astronomy
B.A., M.A., University of California at Los Angeles
- *Todd, Ann Instructor in Allied Health
- Trupp, S. Kenneth Associate Professor of English
B.A., Roanoke College, Virginia
M.A., California State University, San Francisco
- Tucker, Delos R. Professor of Geology
B.S., M.S., Louisiana State University
Ph.D., University of Texas
- Tufteland, Jerry M. Assistant Professor of Business
B.A., Augustana College, South Dakota
M.A., University of Pittsburgh
- Unterman, Robert G. Instructor in Business/Data Processing
B.A., State University of New York at Stony Brook
M.A., M.B.A., University of California at Los Angeles

*Part Time

- Van Dam, Denis C.Instructor in English
 A.A., Monterey Peninsula College
 B.A., University of California at Los Angeles
 M.A., California State University Long Beach
- *Vaught, RobertInstructor in Music
 B.A., M.A., California State University, Los Angeles
- Veltman, ClarenceProfessor of Chemistry
 A.B., Hope College
 M.S., Washington University, St. Louis
- *Vizuette, Susan L.Instructor in English
 A.B., M.A., Occidental College
- Wang, YeimeiInstructor in Food Services
 B.S., Marietta College, Ohio
- *Weaver, RobertInstructor in Art
 B.A., M.F.A., Otis Art Institute
- *Werner, Robert W.Instructor in Administration of Justice
 A.A., El Camino College
- *Westendorf, M. CarmenInstructor in Spanish
 B.A., California State University, Los Angeles
 M.A., University of California at Los Angeles
- Wheelock, Charles C. ...Dean — Community Services, and Summer Session
 A.B., Westmont College, Santa Barbara
 M.A., California State University, Los Angeles
 Ed.D., University of California at Los Angeles
- *White, LoydInstructor in Psychology
 M.A., Pepperdine University
- *Whitman, FrankInstructor in Administration of Justice
- *Wickman, A. CarverInstructor in Business
 B.S., University of Southern California
 M.B.A., Brigham Young University
- Williams, Richard L.Assistant Professor of Political Science
 B.A., M.A., San Jose State University
- *Winslow, Jo-AnInstructor in Real Estate
- *Wiskup, Leon A.Assistant Professor of Speech
 B.A., Bates College, Lewiston, Maine
 M.A., Boston University

*Part Time

- Witt, George J.Instructor in Mathematics
B.A., University of California at Irvine
M.A., California State University, Long Beach
- *Wolf, MarilynInstructor in Physical Education
B.A., California State University, Long Beach
- *Wong, DavidInstructor in Business
B.A., University of California at Los Angeles
- *Yampolsky, FrancesInstructor in Psychology
- *Yanover, Robert M.Assistant Professor of Management
B.S., M.S., California State University, Los Angeles
- *Young, John T.Instructor in Economics
B.A., M.A., University of California, Santa Barbara
- Young, Milton B.Professor of Music
B.Mus., University of Redlands
M.Mus., University of Southern California
- Youngquist, Joel C.Professor of Economics
A.B., Occidental College
M.B.A., Harvard Graduate School of Business Administration
- *Zajaczkowski, FrankInstructor in English
B.A., M.A., University of California at Los Angeles

*Part Time



B. Petros

A
 Academic Renewal without course repetition; 44
 Accounting, see Business; 141
 curriculum; 57, 71
 Accreditation; 11
 Activity Period; 29
 Activities, student; 31
 Address, College; 318
 Administration, college; 3
 Administration of Justice (Police Science) courses; 112
 curriculum; 54, 71
 Admission Requirements; 34
 Adult Education, see Continuing Education; 13
 Advanced Placement Examinations, Credit for; 45
 Non-Credit; 14
 Advanced standing on entry to universities; 19
 Advertising Art, courses; 125
 curriculum; 54
 Advisory Committees; 11
 Aeronautics, see Aviation and Transportation; 131
 curriculum; 55, 56, 71
 Agricultural Engineering (See Engineering); 81
 Agriculture, curriculum; 72
 Air Force ROTC; 12
 Airline industry, courses; 131
 curriculum; 55-56
 Algebra, see Mathematics
 Allied Health (Vocational Nursing) courses; 115
 curriculum; 67, 101
 American History, courses; 186
 Anatomy, see Biology 120; 140
 Anthropology, courses; 118
 Anthropology/Geography; 72
 Application, admission; 34
 Archaeology, see Anthropology 103
 Architectural Drafting and Design courses; 119
 curriculum; 54-55, 72
 Architectural courses; 119
 Architectural Engineering, Drafting and Design, courses; 119
 curriculum; 55
 Army ROTC; 11
 Art, courses; 122
 curriculum; 55, 73
 Associate in Arts Degree, requirements; 51-52

Associate in Science Degree, requirements; 52
 Associated Student Body; 31, 40
 Astronomy, courses; 129
 Athletic program; 31
 Attendance and punctuality; 49
 Automatic Sprinkler and Fire Control, courses; 129
 Aviation and Transportation, courses; 131
 curriculum; 55, 56, 71
 Mechanic curriculum; 56
 "A" and "P" Licenses; 56
 Pilot Training, curriculum; 56
 Awards, see Scholarships

B
 Band, see Music
 Banking, see Business 151
 curriculum; 57
 Basic Educational Opportunity Grant Program; 21
 Behavioral Sciences; 73
 Bilingual/Bicultural Education; 73
 Biology, courses, 139
 curriculum; 73
 Board of Education; 3
 Bookkeeping, see Business 105-106
 curriculum; 58
 Botany, see Biology 137
 Business Administration, curriculum; 73-75
 Business courses; 141
 curriculum; 57-63, 73-75
 machines; 144, 146, 152
 mathematics; 143

C
 Calculus, see Mathematics 103, 104, 105
 Calendar; 5
 California State University and Colleges; 280
 California Western Campus; 276
 Campus Center; 21
 Speakers; 32
 Carpentry, courses; 154
 Ceramics, see Art
 Certificate Programs; 53, 54
 Chemistry, courses; 154
 curriculum; 75
 Child study, see Family and Consumer Studies
 Chiropractic, Los Angeles, College of; 75

City and Regional Planning; 76
 Claremont Men's College; 268
 Clearance of Obligations; 50
 Clothing, see Home Arts
 Clubs; 31
 College Calendar, of events; 5
 College Level Examinations; 46
 Colloquia, course; 111
 Community Services; 10
 Computer Programming; 144
 Computer Science, curriculum; 76
 Conduct, General; 48
 Continuing Education; 13
 Constitution, U.S., requirement for graduation; 51
 Cooperative Education; 20
 courses; 156
 Cosmetology, courses; 158
 curriculum; 63
 Costs; 40
 Counseling services; 9, 38
 Course Descriptions; 111
 Courses, eligibility for; 39
 Credit by Examination; 42
 Credit for Advanced Placement, Examinations; 45
 Credit for Military Training; 45
 Credit-No Credit Courses; 14, 46
 Criminal Justice, curriculum; 76
 Criminology, see Administration of Justice
 Curriculums, suggested; 53

D
 Data Processing — Business courses; 144
 curriculum; 58
 Degree, Associate in Arts; 51
 Degree, Associate in Science; 52
 Dental Hygienist, curriculum; 77
 Dental Materials, see Art 151
 Dentistry, curriculum; 78
 Descriptive Geometry, see Architecture 103, see Engineering 103
 Development Studies; 111
 Dietetics, curriculum; 79
 Dismissal; 42
 Distribution of Literature; 32
 Distributive Education; 59
 Drafting courses; 159
 Draftsman, curriculum; 63
 Drama and Radio Production, see Theater Arts
 curriculum; 79
 Dropping courses, see Withdrawal



E

Earth Science, curriculum; 79
 Economics, course; 161
 curriculum; 80
 Educational Media Technology,
 courses; 162
 curriculum; 63
 Educational Opportunity, Grant; 21
 Electronics, courses; 162
 Electronics Technician,
 curriculum; 64
 Eligibility for Courses; 39
 Elliott Campus; 276
 Emergency Medical Technology,
 course; 164
 Employment; 21
 Engineer — Junior curriculum; 64
 Engineering, courses; 164
 curriculum; 80, 86
 English, courses; 165
 curriculum; 87
 requirement for graduation; 51
 Entrance requirements; 34
 Examination, credit by; 45
 final; 50
 pre-registration, see College
 Calendar; 5-7
 Executive secretary, curriculum; 61
 Extended Day, see Continuing
 Education; 13

F

Faculty; 283
 Family and Consumer Studies; 169
 Fees, Student Body; 40
 Field Biology, see Biology 130
 Final Examinations; 50
 Fire Science, courses; 170
 First Aid, course, see Health 101
 requirement for graduation; 51
 Flight Attendant, see Aviation
 and Transportation 129
 Flight Training, course; 133
 curriculum; 56
 Food and Nutrition, curriculum; 87
 Food Service, courses; 173
 curriculum; 65
 Food Service Management,
 courses; 174
 curriculum; 65
 Foreign Language, courses; 175, 178,
 192, 234, 237
 curriculum; 87
 Foreign Study; 111
 Forestry and conservation,
 curriculum; 88
 French, courses; 175

G

G.E.D. Testing; 15
 General Information; 8
 Geography courses; 176
 curriculum; 88
 Geology, courses; 177
 curriculum; 89
 Geometry, courses; 119, 164, 200
 Geophysics, curriculum; 89
 German, courses; 178
 Glendale Community College; 2
 Grade Points; 42
 Grades; 42
 incomplete; 42
 repetition; 43
 requirements for graduation;
 51
 Graduation, requirements for;
 51, 247
 Graphics and Design; 179
 Group Counseling; 38
 Guidance; 38
 courses; 181

H

Handicapped Students; 15
 Hazing; 31
 Health, courses; 184
 Health Center; 21
 High School Credits; 14
 History, courses; 184
 curriculum; 89
 requirements for graduation;
 51
 Holidays; 5
 Home Arts, courses; 189
 Honors; 32
 Honor Societies; 32
 Hotel and Restaurant Management;
 90
 Housing; 22
 Human Services, curriculum; 90
 Human Services Aide; 65
 Hygiene, requirement for
 graduation; 51

I

Independent Study; 192
 Industrial Arts, curriculum; 90
 Industrial Technology,
 curriculum; 91
 Information, general; 8
 Espanol; 16
 Instrumental Music, courses; 207
 Insurance, see Business 149
 curriculum; 59

Interior Design, see Art 130
 International Field Study, course;
 111
 International Students; 17
 Investments, see Business 153
 Italian, courses; 192

J

Jewelry, see Art; 118
 Job Placement, see Employment
 Journalism, courses; 192
 curriculum; 66
 Junior standing in 4-year college,
 requirement for; 19

L

Landscape Architecture,
 curriculum; 93
 Law, see Administration of
 Justice, criminal; 112
 curriculum; 93
 Law Enforcement and
 Administration; see
 Administration of Justice; 54, 71
 Leadership class; 234
 Learning Resource Center; 39
 Leave of absence; 49
 Legal Secretary, curriculum; 62
 Lettering, see Art 132
 Liberal Studies, curriculum; 96
 Librarianship, curriculum; 97
 Library; 17
 Library Assistant; 66
 Library Technology, courses; 194
 Literature, see English
 Loans; 22
 Location of College; 318-319
 Loma Linda University; 79
 Lower division, general
 requirements; 19
 Loyola Marymount University; 268

M

Machine Technology, courses; 194
 Machinist, curriculum; 66
 Management, courses; 196
 curriculum, 66, 98
 Manufacturing Technology; 66
 Maps
 campus; 318
 freeway; 319
 Marketing, see Business 171
 Marriage, see Psychology 131
 Materials and Processes, course;
 199



JOE DIANEY 9-77

Mathematics, courses; 199
 business; 143
 curriculum; 98
 proficiency examination; 35
 requirements for graduation; 51
 Matriculated Student; 34
 Medical Assistant; 60
 (Administrative); 151
 Medical Secretary,
 curriculum; 62
 Medicine, curriculum; 98
 Loma Linda University; 100
 Stanford University; 99
 University of California,
 Davis; 100
 University of California,
 Irvine, California College of
 Medicine; 99
 University of California,
 Los Angeles; 100
 University of California, San
 Francisco; 100
 University of Southern
 California; 100
 Merchandising, see Business 173
 Metals, course; 202
 Meteorology, see Aviation and
 Transportation 122
 Microbiology, see Biology 122
 Mineralogy, courses; 202
 Mount St. Mary's College; 270
 Multi-Media, course; 202
 Music, courses; 203
 curriculum; 100

N

National Field Study, course; 111
 Natural Resources, school of
 curriculum; 101
 Navigation, see Aviation and
 Transportation 121
 New Horizons; 18-19
 Non-Discrimination Policy; 19
 Non-Matriculated Student; 34
 Northrop University; 271
 Nursery School, see Family and
 Consumer Studies
 curriculum; 67
 Nursing — (R.N.), curriculum;
 101
 Nursing, Vocational
 see Allied Health, curriculum; 67
 Nutrition, see Home Arts 125
 curriculum; 87

O

Objective and Functions; 8
 Obligations, clearance; 50
 Occidental College; 271
 Oceanography, course; 211
 curriculum; 102
 Office orientation, see Business 231
 Optometric Technician,
 curriculum; 103
 Optometry, curriculum; 103
 Orchestra, see Music 151
 Organ, see Music 166
 Organization roster; 33
 Organizations, student; 31
 Orientation of new students; 32

P

Pacific Oaks College; 100, 273
 Painting, see Art
 Paleontology, course; 211
 Pepperdine University Los Angeles;
 274
 Seaver College (Malibu); 275
 Personal Development; 191
 Perspective Graphics, see
 Architecture 105
 Petitions; 50
 Change of Program; 49
 Honorable Dismissal; 49
 Pharmacy, curriculum; 103
 Philosophy, courses; 211
 Philosophy of the College; 8
 Photography, courses; 213
 curriculum; 67
 Physical Education, course; 214
 curriculum; 104
 exemption; 50
 requirement for graduation; 51
 teacher, curriculum; 104
 Physical Science, course; 226
 Physical Therapy, curriculum; 104
 Physics, courses; 226
 curriculum; 105
 Physiology, see Biology 121
 Piano, see Music
 Pilot Training, courses; 133
 curriculum; 56
 Podiatry, curriculum; 105
 Police Science, courses; 227
 curriculum; 106
 requirement for graduation; 51
 Pre-dental, curriculum; 78
 Pre-registration Examinations; 35
 Pre-school child, see Family and
 Consumer Studies
 President; 3
 Printing, courses; 229

Probation, academic; 42
 Programs and Services; 9
 Psychobiology, curriculum; 107
 Psychology, courses; 230
 curriculum; 107
 Public Administration courses;
 232
 Public Health, curriculum; 107
 Public Health, School of; 107

R

Reading, course; 166
 Real Estate, courses; 232
 curriculum; 68
 Recreation; 108
 Recreational Leadership, courses;
 234
 curriculum; 68
 Registration, dates; 5
 procedure; 39
 Religions, see Philosophy
 Residence requirements; 36
 Russian; 234

S

Salesmanship, see Business 175
 Scholarship standards; 41
 academic probation; 42
 Scholarship and aid funds; 22
 Scholarship information and
 regulations; 41
 Science, General, see Physical
 Science 131
 Sculpture, see Art 140
 Secretarial training, courses; 150
 curriculum; 61, 62
 Shakespeare, see English 125
 Shorthand, see Business
 Silk Screen Printing, see Art
 144-145
 Slide rule, see Engineering 142
 Social Science, courses; 235
 Social Services; 99
 Sociology courses; 237
 Spanish, courses; 237
 Speakers, Campus; 32
 Speech, courses; 240
 curriculum; 108
 Stagecraft, see Theater Arts; 242
 Stanford University; 276
 State University and Colleges; 280
 Student Government and
 Activities; 31
 associated; 40
 health; 21
 leadership; 236
 Student Services; 21



Summer Term; 15
 Superintendent; 3
 Supervision, see Management
 curriculum; 66, 98
 Supplemental Educational
 opportunity grant; 21

T

Table of contents; 4
 Teacher Aide; 68
 Teaching, requirements for; 108
 Teaching Nursery School; 109
 Technical Education (Graphics)
 courses; 241
 curriculum; 68
 Television Courses; 112
 Television Repair, courses; 241
 curriculum; 69
 Temporary Leave of Absence; 49
 Test of English as a Foreign
 Language (TOEFL); 35
 Tests, Counseling; 38
 pre-registration; 35
 Theater Arts, courses; 242
 curriculum; 69
 Transcripts; 35
 forwarding of; 50
 Transfer programs; 53, 71
 Transfer, colleges; 19, 247
 Transfer Students Program for;
 19, 247
 Trigonometry, see Mathematics 102
 Tuition; 36, 40
 Typing, see Business

U

United States International
 University, San Diego; 276
 Units, definition; 41
 Limitations; 41
 requirements for graduation; 51
 University of California Berkeley
 249
 lower division requirements —
 business administration; 73
 College of Letters and Science;
 249
 University of California Davis;
 250
 University of California Irvine;
 251
 University of California, L.A.
 accounting; 71
 admission; 252
 College of Fine Arts; 252
 Dentistry; 78
 College of Letters and Science;
 254
 University of California,
 Riverside
 College of Letters and Science;
 257
 University of California, San
 Diego, Muir College; 260
 Revelle College; 261
 Third College; 262
 Warren College; 263
 University of California, Santa
 Barbara, College of Letters and
 Science; 264

University of California, Santa
 Cruz; 266
 University of Southern California
 Business, School of; 74
 Dentistry; 78
 Lower division requirements —
 College of Letters, Arts and
 Science; 277

V

Veterans, education; 19
 military training credit; 45
 Veterinary Medicine; curriculum;
 109
 Vocal music, see Music
 Vocational Nursing, see Allied
 Health curriculum; 67, 101

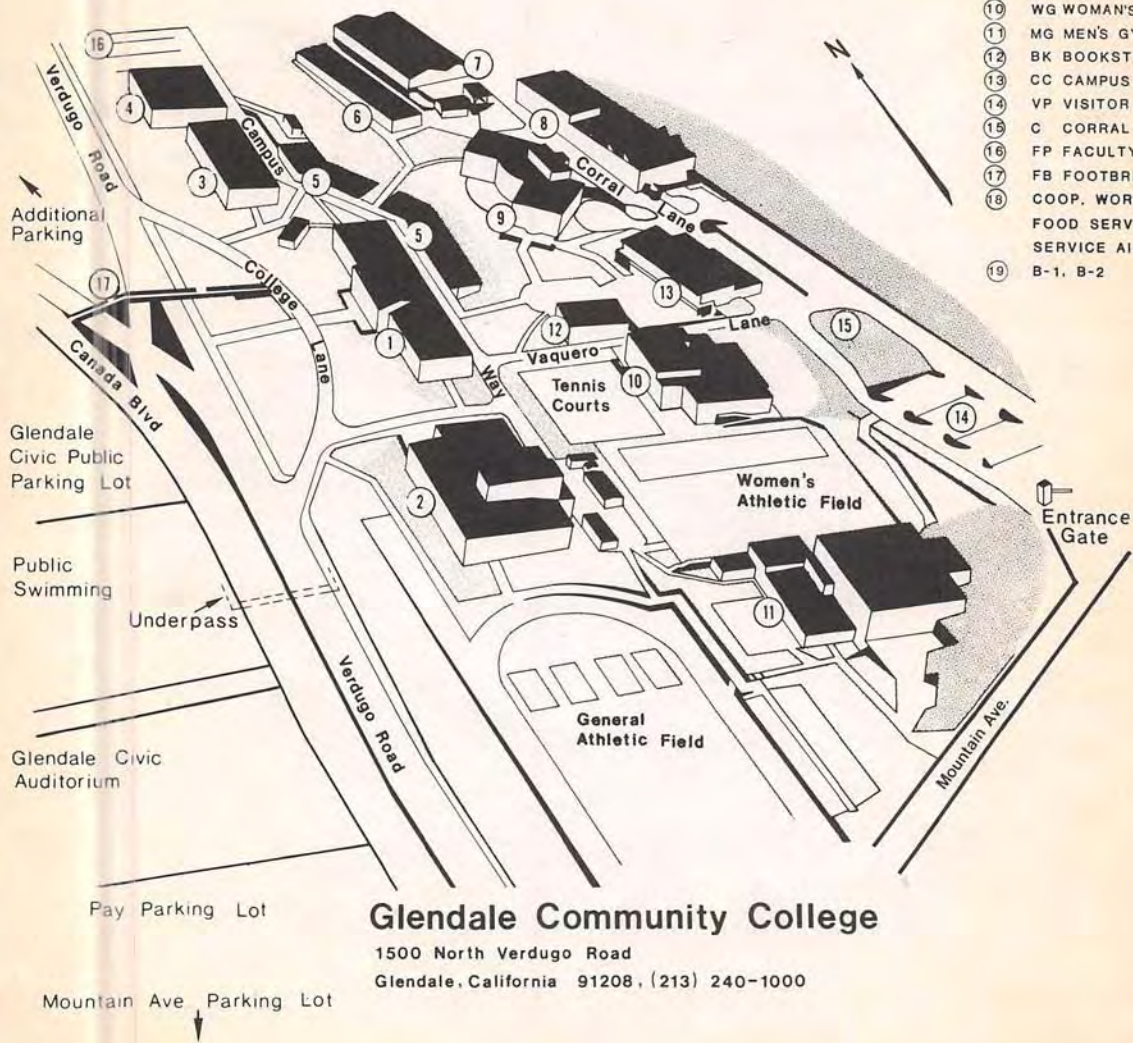
W

Welding, occupational;
 curriculum; 69
 courses; 244
 Whittier College; 279
 Withdrawal from class; 49
 from college; 49
 Work Experience, see
 Cooperative Education

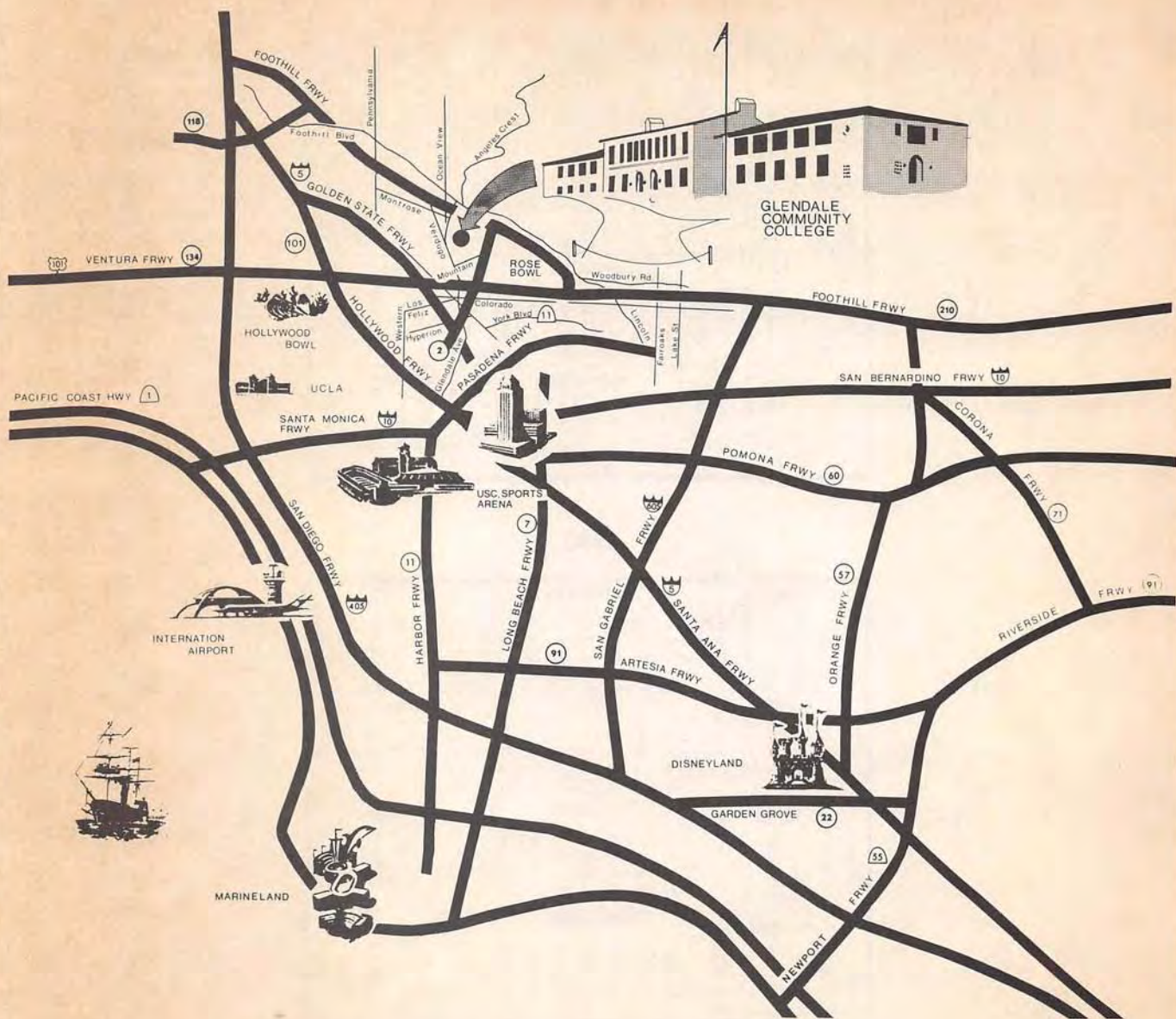
Y

Yoga, Physical Education 205

- ① AD ADMINISTRATION
- ② AU AUDITORIUM
- ③ PB PHYSICS-BIOLOGY
- ④ CM CHEMISTRY-MATH
- ⑤ CB CLASSROOM BUILDING
- ⑥ T-1 TECHNICAL BUILDING
- ⑦ AB AVIATION BUILDING
- ⑧ AA AVIATION-ART
- ⑨ L LIBRARY
- ⑩ WG WOMAN'S GYM
- ⑪ MG MEN'S GYM
- ⑫ BK BOOKSTORE
- ⑬ CC CAMPUS CENTER
- ⑭ VP VISITOR PARKING
- ⑮ C CORRAL
- ⑯ FP FACULTY PARKING
- ⑰ FB FOOTBRIDGE
- ⑱ COOP. WORK EXPERIENCE,
FOOD SERVICE, HUMAN
SERVICE AIDE PROGRAMS
- ⑲ B-1, B-2



Glendale Community College
 1500 North Verdugo Road
 Glendale, California 91208, (213) 240-1000



1979

JANUARY							FEBRUARY							MARCH						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28				25	26	27	28	29	30	31

APRIL							MAY							JUNE							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
	1	2	3	4	5	6	7			1	2	3	4	5						1	2
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	
29	30						27	28	29	30	31			24	25	26	27	28	29	30	

JULY							AUGUST							SEPTEMBER							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
	1	2	3	4	5	6	7				1	2	3	4							1
8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8	
15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15	
22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22	
29	30	31					26	27	28	29	30	31	23 ³⁰ 24	25	26	27	28	29			

OCTOBER							NOVEMBER							DECEMBER							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
	1	2	3	4	5	6						1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	
28	29	30	31				25	26	27	28	29	30	23 ³⁰ 24 ³¹	25	26	27	28	29			

1980

JANUARY							FEBRUARY							MARCH						
	1	2	3	4	5						1	2							1	
6	7	8	9	10	11	12	3	4	5	6	7	8	9	2	3	4	5	6	7	8
13	14	15	16	17	18	19	10	11	12	13	14	15	16	9	10	11	12	13	14	15
20	21	22	23	24	25	26	17	18	19	20	21	22	23	16	17	18	19	20	21	22
27	28	29	30	31			24	25	26	27	28	29	23	24	25	26	27	28	29	
													30	31						

APRIL							MAY							JUNE						
	1	2	3	4	5					1	2	3		1	2	3	4	5	6	7
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
27	28	29	30				25	26	27	28	29	30	31	29	30					

JULY							AUGUST							SEPTEMBER						
	1	2	3	4	5						1	2		1	2	3	4	5	6	
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30				
							31													

OCTOBER							NOVEMBER							DECEMBER						
		1	2	3	4							1		1	2	3	4	5	6	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			
							30													

1979-80 CATALOG ADDENDUM

GLENDALE COMMUNITY COLLEGE

1500 NORTH VERDUGO ROAD
GLENDALE, CALIFORNIA 91208

In view of the financial constraints placed on Glendale Community College, a 1979-80 catalog was not published. This addendum is provided to update the 1978-79 Glendale Community College Catalog which is still valid with the exception to the changes contained herein.

1979-80 CATALOG ADDENDUM

COLLEGE CALENDAR 1979-1980

1979	
May 12	Pre-Registration Examinations, 8:00 a.m.-11:30 a.m.*
June 1	Last day to drop semester classes
June 10	Baccalaureate and Commencement Exercises
June 12-14	Summer Session Registration
June 15	End of Semester II
June 15	Pre-Registration Examinations, 8:00 a.m.-11:30 a.m.*
June 18	Summer Session Begins
June 28	Pre-Registration Examinations, 8:00 a.m.-11:30 a.m.*
July 4	Legal Holiday (Independence Day)
July 20	Pre-Registration Examinations, 8:00 a.m.-11:30 a.m.*
August 20	Pre-Registration Examinations, 8:00 a.m.-11:30 a.m.*
Aug. 20-Sept. 7	Registration — Semester I
September 3	Legal Holiday (Labor Day)
September 4	Pre-Registration Examinations, 8:00 a.m.-11:30 a.m.*
September 7	Summer Session ends
September 9	Residence Determination Date — Semester I
September 10	Class Instruction begins for Semester I
September 10-13	Late Registration — Semester I
September 13	Last day to add classes without special permission
September 14	No applications for semester-length classes accepted after this date
September 28	Last day to register Last day to add classes
October 1	Last day for International Students to complete admission requirements for Semester II
October 12	Last day to drop 1st 8-week class without possible penalty
October 19	Last day to drop 1st 9-week class without possible penalty
October 26	Last day to drop 1st 8-week class
Oct. 29-Nov. 1	Registration for 2nd 8 & 9-week classes
November 2	Last day to drop 1st 9-week class 1st 8-week classes end
November 5	2nd 8-week classes begin
November 9	1st 9-week classes end
November 12	Legal Holiday (Veterans' Day)
November 13	2nd 9-week classes begin
November 21	Mid-semester grade deficiencies due Last day to drop a semester class without possible penalty (See Catalog statement on Withdrawal from Class or College) Last day to apply to take a course on Credit-No Credit basis
November 22-23	Thanksgiving Holidays
December 7	Last day to drop 2nd 8-week classes without possible penalty
December 21	Last day to drop 2nd 8-week class Last day to drop 2nd 9-week class without possible penalty
Dec. 24-Jan 4	Christmas vacation
December 24-25	All College offices closed
December 27	Pre-Registration Examinations, 8:00 a.m.-11:30 a.m.*

1980	
January 1	Legal Holiday — All College offices closed
January 4	Pre-Registration Examinations, 12:00 p.m.-3:30 p.m.*
January 11	2nd 8-week classes end
Jan. 14-Feb. 1	Registration for Semester II
January 18	Last day to drop 2nd 9-week class Last day to drop semester classes
January 21	Pre-Registration Examinations, 8:00 a.m.-11:30 a.m.
January 21-28	Final Examinations for Semester I
January 25	2nd 9-week classes end
January 28	End of Semester I
February 3	Residence Determination Date — Semester II
February 4	Class instruction begins for Semester II
February 4-7	Late Registration — Semester II
February 7	Last day to add classes without special permission
February 8	No applications for semester-length classes accepted after this date
February 12	Legal Holiday (Lincoln Day)
February 18	Legal Holiday (Washington Day)
February 22	Last day to re-enter Last day to add classes
March 1	Last day for International Students to complete admission requirements for Semester I
March 7	Last day to drop 1st 8-week class without possible penalty
March 14	Last day to drop 1st 9-week class without possible penalty
March 21	Last day to drop 1st 8-week class
March 24-27	Registration for 2nd 8 & 9-week classes
March 28	Last day to drop 1st 9-week class 1st 8-week classes end
Mar. 31-April 4	Spring Vacation
April 7	2nd 8-week classes begin
April 11	1st 9-week classes end
April 14	2nd 9-week classes begin
April 25	Mid-semester grade deficiencies due Last day to drop a semester class without possible penalty (See Catalog statement on Withdrawal from Class or College) Last day to apply to take a course on a Credit-No-Credit basis
May 1	Petitions for Graduation and/or Certificate due in Office of Admissions and Records
May 9	Last day to drop 2nd 8-week class without possible penalty
May 10	Pre-Registration Examinations, 8:00 a.m.-11:30 a.m.*
May 23	Last day to drop 2nd 8-week class Last day to drop 2nd 9-week class without possible penalty
May 26	Legal Holiday (Memorial Day)
May 30	2nd 8-week classes end
May 30	Last day to drop semester classes
June 5	Pre-Registration Examinations, 5:00 p.m.-8:30 p.m.*
June 6	Last day to drop 2nd 9-week class
June 6-13	Final Examinations for Semester II
June 8	Baccalaureate and Commencement Exercises
June 13	End of Semester II 2nd 9-week Classes end
June 26	Pre-Registration Examinations, 8:00 a.m.-11:30 a.m.*
July 18	Pre-Registration Examinations, 8:00 a.m.-11:30 a.m.*
August 18	Pre-Registration Examinations, 8:00 a.m.-11:30 a.m.*
August 20	Pre-Registration Examinations, 5:00 p.m.-8:30 p.m.*
September 2	Pre-Registration Examinations, 8:00 a.m.-11:30 a.m.*

*All pre-registration Examinations will be held in the Auditorium Building unless otherwise noted.

PAGE 15

Handicapped Students

Revision: paragraph 1, sentence 2

Such eligible students include those who, because of being hard of hearing, deaf, learning disabled, speech impaired, blind, visually handicapped, seriously emotionally disturbed, crippled, or otherwise health impaired, or mentally retarded, cannot succeed in college courses without some assistance or special services.*

PAGE 16

Add: new paragraph after paragraph 5

*Full time learning disabilities specialist.

PAGE 19

Non-Discrimination Policy

Add: new paragraph

Students may obtain information in AD106 regarding compliance procedures for Title IX and Section 504.

PAGE 29

Add: Scholarships

- | | |
|--|---|
| John Kreider Award | A \$100 award donated by the Patrons Club in honor of John Kreider, former Administrative Dean of Instruction at the Glendale Community College. |
| David Leek Award | A \$100 award donated by the Patrons Club in honor of David Leek, former Administrative Dean of Continuing Education, Glendale Community College. |
| The Matt Gillespie Memorial Scholarship | A \$100 award donated by the Vaquero Club in memory of Matt Gillespie, former football player at Glendale Community College, and awarded to an outstanding member of the College football team, who will be returning in the Fall. |
| J. Walter Smith Scholarship | The Glendale Community College Patrons Club awards a \$150 scholarship to the outstanding graduating man selected by the graduating class. This scholarship is in honor of J. Walter Smith, Dean of Student Activities, Glendale Community College. |
| Angeles Antiquers Scholarship | A \$50 scholarship awarded each semester to an outstanding student in the Aircraft Power Plant Maintenance Program. |
| American Savings and Loan Scholarship | A \$500 scholarship donated by the American Savings and Loan Association to be awarded to an outstanding student majoring in Business Administration and transferring to upper division. |
| Richard & Virginia Fritch Scholarship | A scholarship donated by the Associated Student Body in memory of Mr. Richard Fritch in recognition of the long support of the college by Mr. and Mrs. Richard Fritch, including the many years of leadership given by Mrs. Fritch for the Glendale College Patrons Club. |
| Peggy Hayes Memorial Scholarship | A scholarship donated by the Patrons Club in memory of Mrs. Peggy Hayes, who for many years was active in both the Patrons Club and the New Horizons Program. |
| Peggy Hayes New Horizons Memorial Scholarship | A scholarship awarded annually at the New Horizons Conference in memory of Peggy Hayes and donated by the Presidents Advisory Council of Glendale. |
| Airforce Association Scholarship | A scholarship donated by the Pasadena Chapter of the Airforce Association and awarded to an outstanding student in the Aviation Program as recommended by the aviation faculty. |
| Dental Assistants Scholarship | A scholarship donated by the Fourth District Dental Assistants Association and awarded to an outstanding student in either the Dental Assistants Program or preparing for a career in Dental Hygiene. The scholarship is awarded annually. |

1979-80 CATALOG ADDENDUM

- Don George Music Scholarship** A scholarship awarded to assist a music student with private lessons and donated by the Founders Guild of the Symphony of the Verdugos.
- Vi Olin Memorial Scholarship** A \$200 scholarship awarded annually to a woman continuing her education at Glendale College and donated by the Presidents Advisory Council of Glendale. The scholarship is awarded in memory of Mrs. Vi Olin, a long-time supporter of the Glendale College New Horizons Program.
- Patrons Club Food Services Scholarship** A scholarship donated by the Patrons Club to an outstanding student in the Food Services Program as recommended by the Food Services faculty.

PAGE 40

Costs

Revision: paragraph 1, sentence 3

The tuition is \$42 per semester unit.

A full tuition refund will be given for withdrawal from the college or reduction in unit-load during the first three weeks of the semester for semester-length classes. The tuition refund period for other than semester-length classes is the close of the first week of the class. No tuition refunds are made after the close of the tuition refund periods defined above.

All F-1 visa students must maintain enrollment in at least 12 units of credit classes and no refunds will be given for students who drop below this total irrespective of the time of the semester.

Applications for refund as well as refund guidelines are available in the Office of Business Services, Room 109, AD Bldg.

PAGE 46

Credit by Examination

Delete:

Business 122, 128, 129 and Spanish 115, 116

Credit-No Credit Courses

Delete line 3, after include:

English 193

Revision: sentence 3

The second category of Credit-No Credit courses may be taken at the student's option and recognizes that many students fail to explore outside their specific fields of competence for fear of damaging their academic records.

PAGE 47

Add to list of courses:

Business 246

Delete from list of courses:

English 193; French 110, 111; German 106; Italian 110; Russian 110; Spanish 106, 110, 111.

PAGE 49

Add to General Conduct last paragraph:

Students who feel that their rights have been abridged or infringed upon have access to a college-established grievance procedure. The grievance procedure is available in the Office of the Administrative Dean, Student Personnel Services, Room 107, AD Bldg.

PAGE 51

Associates in Arts Degree

Add: #1 under APPLIED ARTS heading

Family and Consumer Studies; Food Service; Food Service Management; Physical Education; Recreational Leadership.

Delete:

Home Arts

PAGE 52

Associate in Arts Degree — continued

Add: #10.a., line 4, before Geography Family and Consumer Studies 125;

Delete: #10.a., line 5 Home Arts 125;

Delete: #10.a., line 8 cal Education 145.

Add: #10.b. Colloquia 150; Social Science 123

PAGE 58

Business-Bookkeeping

Delete: paragraph 3, line 2 Business 144

Add: paragraph 3, line 2 Business 148

PAGE 59

Add: Business—Escrow This curriculum is designed for either those students who are preparing to serve as escrow processing specialists or those students who are upgrading their skills in that field. Such positions exist in a wide range of firms including banks, savings and loan companies, and escrow companies.

These courses are required: Real Estate 107, 109, 115, 117, 118.

Nine units must be chosen from among the following courses: Business 101 or 105, 117, 147, 161; Real Estate 111.

PAGE 60

Business—Medical Assistant (Administrative)

Delete: paragraph 3, line 3 Business 144, 147

Add: paragraph 3, line 3 Business 148

Business—Medical Transcriptionist

Delete: paragraph 2, line 2 Business 144

Add: paragraph 2, line 2 Business 148

PAGE 61

Business—Office Assistant — continued

Delete: paragraph 1, line 2 Business 144

Add: paragraph 1, line 2 Business 148

Add: Business—Office Assistant Bilingual This curriculum is designed for students who wish to combine Spanish language ability with office training. This training will be especially valuable in offices that serve Spanish-speaking clients.

These courses are required: Business 105 or 101, 117, 143, 144, 146, 147, 148, 231, 233, 235, 243.

Elective units from the following list are recommended: Business 158, 244, 157 or 201 (4 units), 261, 245, 246, 119, 141, 161 or 165, 175; Cooperative Education 102; Family and Consumer Studies 133; Spanish 115, 116, 103, 104, 105, 106.

1979-80 CATALOG ADDENDUM

Business—Real Estate

Add: paragraph 2, line 5

Delete paragraph 5, line 1

Add: paragraph 5, line 1

Add: paragraph 5, line 6

Business—Secretary, Executive

Delete: paragraph 2, line 1

Add: paragraph 2, line 1

Revision: paragraph 2, line 2

PAGE 62

Business—Secretary, General

Revision: paragraph 2

Business—Secretary, Legal

Revision: paragraph 2

Business—Secretary, Medical

Revision: paragraph 1

Delete: paragraph 3, line 2

Add: paragraph 3, line 2

PAGE 63

Business—Word Processing Specialist

Revision: line 4 should read

PAGE 65

Human Services Aide

Revision: paragraph 1

Revision: paragraph 2

Delete: paragraph 3, line 2

Add: new paragraph, after paragraph 5

PAGE 69

Add: paragraph 2

courses ... represented by Glendale Community College offerings in ...

Business 102 or 106

Business 101 or 105

Real Estate 112, 118, 119

Business 144

Business 148

203, 211*, 231, 233, 235, 243, 245 or 246, 261.

These courses are required: Business 117, 143, 145 or 146, 147, 148, 158, 202 (3 units), 211*, 231, 233, 235, 243, 245 or 246, 261.

These courses are required: Business 117, 145 or 146 or 147, 148, 165, 202 (3 units), 203, 207, 208, 211*, 231, 235, 243, 245 or 246, 261.

This curriculum is designed for those students who are preparing for a secretarial position in offices of physicians, medical clinics, hospitals, and allied facilities.

Business 144

Business 148

Business 141 or 207, 145 or 146, 147, 148, 158, 231, 233, 235, 243, 246, 261.

This certificate program is designed to train students to work at a para-professional level in community agencies, including education, probation, social service, and health. Core curriculum will be 26 units in the areas of English, paraprofessional training, group process, and fieldwork.

These courses are required: English 180, Guidance 196, Psychology 111-112, and Social Science 102-103*.

Psychology 107

*Human Services degree Certificate applicants must have completed field placement in four different agencies.

102, 103, and 104

PAGE 71

Administration of Justice—San Jose State University

Revision: line 4 101, 103, 110, 116.

Delete: line 4 Acceptable electives are Administration of Justice 107, 126.

Aeronautics (Baccalaureate Majors)—Northrop University

Delete All of paragraph 3

Aeronautics (Baccalaureate Majors)—San Jose State University

Revision: paragraph 3 Required courses — Maintenance: Aviation and Transportation 120, 123, 126, 141, 142, 143, 145, 146; Business 101, 102, 111, 112, 128, 161; Chemistry 101, 102; Economics 101, 102, 107; Engineering 104; Physics 105, 106; Speech 101.

PAGE 73

Business Administration

Add: California State University, Long Beach
The lower division requirements for the B.S. degree in the School of Business Administration are: Business 101, 102, 122, 128, 161; Economics 101, 102; Mathematics 112; Philosophy 116, 117
The lower division requirement CSULB Math 114, should be taken after transfer.

PAGE 74

Add: California State University, San Jose
Prerequisites and Core Requirements:
I. General Education — 40 units
II. Requirements in all Business Curricula (or Other College Requirements):
Economics 101 and 102; Mathematics 111 and 112; English 101.
III. Required Business Core Courses: Business 101, 122, 161; Economics 107.

University of Southern California

Revision: list of courses required, line 3 should read Psychology 101, 102, 110, 131; Sociology 101, 102.

Revision: list of courses required, line 11 should read Business (6 units) Mathematics 111-112

Revision: list of courses required, line 12 should read *Natural Sciences (6 units excluding mathematics and Computer Science)

Add: new paragraph, after paragraph 4 *A maximum of 12 units in Business courses will be accepted for transfer.

Pepperdine University

Revision: paragraph 1 The following are required or elective lower division course in degree programs: Management

PAGE 75

Pepperdine University

Delete: All of paragraph 1

Revision: paragraph 3 Students graduating from Pepperdine must also complete General Education requirements described in the catalog.

1979-80 CATALOG ADDENDUM

Chiropractic—Los Angeles College of Chiropractic

Revision:

The pre-professional program of the student desiring to matriculate at the Los Angeles College of Chiropractic may be undertaken at Glendale Community College. Sixty transferable units must be completed.

These courses are required:

Biology 101, 102; Chemistry 101, 102, 106; English 101, 102

Complete three semester units of each of the following:

Humanities (The same units in the Social Science will meet this requirement).

Psychology (Any Psychology course may meet this requirement but Psychology 101 is preferred).

Social Science (The same of Humanities units may be substituted).

Recommended courses:

Biology 112, 120, 121; Chemistry 107; Physics 105, 106

PAGE 76

Chiropractic—Los Angeles College of Chiropractic

Delete: All of paragraph 1**PAGE 77**

Dental Hygiene—University of Southern California

Revision: paragraph 2

These courses are required: Chemistry 101-102; English 101-102.

PAGE 78

Dental Hygiene—University of Southern California

Add:

above the first line which reads Speech 101 Science with Lab — Biology 101-102 recommended

PAGE 80

Economics—University of California, Los Angeles

Revision: line 1

Required: Economics 101, 102; Mathematics 103 or 112

Delete: line 2**PAGE 82**

Engineering—California State Polytechnic University, Pomona

Revision: paragraph 1

Note: Technical elective patterns of emphasis within the Engineering Technology degree program are: Aero-Mechanical Construction, Electrical and Electronics, and Manufacturing.

Revision: paragraph 2

Industrial and Manufacturing Engineering: Biology 122; Chemistry 101; Economics 101; Engineering 101, 110; English 101; Mathematics 103, 104, 105, 106; Physics 101, 102, 103.

Add:

California State University, Sacramento (see page 86 of Catalog)

PAGE 83

Engineering—Stanford

Delete: from sentence 1

new

Revision: paragraph 3

Inter-disciplinary Majors: Aeronautics and Astronautics, Environmental Engineering, Product Design.

Revision: paragraph 5

The Distribution Requirement in Natural Sciences/Mathematics/Technology: The purpose of this Requirement is to introduce students to a university-level study of: natural phenomena and processes; technology; mathematical sciences; the approaches, methods, achievements and limitations of scientific research; and the implications of this subject area in human affairs. The Distribution Requirement is three courses of at least three units each. At least one of the courses used by a student to fulfill this requirement must be from an area other than the mathematical sciences.

Revision: paragraph 6

In the first two years students should include in the course of study the following:

Writing: English 101-102.

Humanities and Fine Arts: three courses

Social Science: three courses

Technology: three courses including:

Mathematics 103-104-105-106

Chemistry 101-102 (for chemical engineers, sanitary engineers and engineering pre-meds)

Physics 101-102-103

Free Electives (30 units) — these electives are entirely free and may be used by the student to build a program of greater depth and/or breadth (scientific or otherwise) according to his educational and professional objectives.

Mathematics (minimum 21 units)

Science (minimum 21 units)

Mathematics and Science must total 45 units.

Revision: paragraph 7, line 1

Revision: paragraph 8, line 1

Add: paragraph 8, line 3

PAGE 84

Engineering—Stanford

Revision: line 1

Revision: line 5

Revision: line 6

Revision: paragraph 5

2. Electromagnetism, Electric Circuits and Devices

6. Analysis and Control of Dynamic Systems

Mass and Energy Transfer

The adviser should be sure that all programs contain some courses with some aspects of: analysis, synthesis, and experimentation.

University of California at Berkeley, Davis, Irvine, Los Angeles, San Diego, Santa Barbara

Delete: paragraph 1, line 7

Engineering 108

Add: paragraph 1, after last sentence

Community college transfer students are high priority if they have completed *all* prerequisites specified by the colleges of engineering.

Add: between paragraph 1 and 2

Berkeley students would need to take 11 units of Engineering: Engineering 101, 103, 104 and 110 or 108 (11 or 12 units); Chemistry 101 and 102 (10 units); Physics 101 and 103 (14 units); Humanities or Social Science (at least 15 units): must include with the exception of the engineering science curriculum at least one two-semester sequence of one of the following: Anthropology 101-102; Economics 101; English 101-102; History 117-118; Philosophy 101-102; Political Science 101-102; Social Science 101-102.

1979-80 CATALOG ADDENDUM

PAGE 85

University of California at Berkeley, Davis, Irvine, Los Angeles, San Diego, Santa Barbara

Revision: paragraph 5

Students planning to enter the College of Engineering at Santa Barbara are advised to include Mathematics 130 in their lower division programs. Chemical Engineering majors should include Chemistry 105 instead of Engineering 104. Mechanical Engineering majors should include Engineering 103, 104, 110. All engineering majors should complete English 101 and either English 102 or Speech 101.

Add: paragraph 3, after sentence 1

Students should take English 101 and one course in the life sciences, Biology 101 or Biology 122. Those planning to specialize in chemical engineering should take Chemistry 105, 106, and 107 instead of Engineering 103, 104, and 110.

PAGE 86

Add: paragraph 2, after last sentence

Business 101-102 for Industrial and Systems. Humanities and Social Science, 24 units. Psychology 101 for Industrial and Systems, and Mechanical (may count toward 24 units in Humanities and Social Science; Economics 105 for Industrial and Systems, Mechanical, and Petroleum (may count towards 24 units in Humanities and Social Sciences).

Engineering Technology—California State Polytechnic University, Pomona

Add: paragraph 2, line 3

Engineering 176

PAGE 89

Geology

Revision: paragraph 1

Students may specialize in geology in the College of Letters and Science. At UCD a student may earn either a B.A. or B.S. degree. Those electing geophysics should ...

University of California at Berkeley

Add: paragraph 2

Bachelor of Science degrees with majors in geology and geophysics are offered in the Department of Earth and Space Sciences.

PAGE 91

Industrial Arts—San Jose State University

Revision: paragraph 2, sentence 1

Students planning to attend San Jose to seek a major in industrial arts (teaching) should complete ...

PAGE 92 and 93

Industrial Arts—California State University, Long Beach

Delete: in paragraphs 2, 4, 7 on page 92 and in paragraph 1 on page 93

Economics 101 and/or Mathematics 111 and 112

Add: Economics 102

PAGE 93

Industrial Technology

Add:

San Jose State University

Industrial Technology (non-teaching)

Business 101, 128, 161; Chemistry 101, 102; Economics 101; English 101-102; Graphics and Design 165; Mathematics 103; Physics 105, 106.

PAGE 94

Law—University of California at Davis

Revision: paragraph 1, line 3-4

Science or any accredited college or university are all acceptable.

PAGE 95

Law—University of California at Davis

Revision: line 5

For additional information, see the official Pre-Law Handbook 1978-79 edition.

Revision: line 6

published in October, 1978, and prepared by the ...

Law—University of California, Los Angeles

Revision: completely revised

The School does not prescribe any fixed pre-law course. Successful study of law is more often related to an acquired habit of disciplined work with difficult intellectual problems than to the possession of any special body of facts. Certain general objectives of a pre-legal education can, however, be given. The Association of American Law Schools has stated these objectives under three broad headings: education for comprehension and expression in words, education for critical understanding of human institutions and values, and education for creative power and thinking. The skills, understanding and cultural foundation encompassed in these statements can be gained from many fields of study. The law is peculiarly a discipline where every branch of knowledge will prove useful to the student and practitioner. More important than the field of study, therefore, is evidence that the student has studied under conditions of intellectual rigor and has mastered skills of critical writing. The best courses for pre-law study vary with the individual undergraduate institution and students are urged to seek local advice.

PAGE 97

Librarianship

Revision: line 1

There are four graduate library schools ...

PAGE 101

Natural Resources, School of — Humboldt State University

Revision: paragraph 4

Note: Minimum "C" grade will be required for each course. Transfers and second baccalaureate applicants who request those majors are admitted as premajors unless they qualify for the major by having previously completed specific prerequisite courses.

Nursing — (R.N.)

Add:**Loma Linda University**

No College subjects are required unless there are high school deficiencies and ACT or SAT scores below the 50th percentile in English and/or Mathematics.

Nursing — (R.N.) — University of California, Los Angeles

Revision: paragraph 2

Application forms for admission to the University may be obtained from the office of Undergraduate Admissions/Relations, 1147 Murphy Hall, University of California, Los Angeles, California 90024. Transcripts of all school work should be submitted in duplicate to the office of Undergraduate Admissions/Relations with schools.

Revision: paragraph 3, line 4

must be submitted to the School ...

Revision: paragraph 4

Deadline for applications for admission to the University and to the School of Nursing is NOVEMBER 30. Applications for the School of Nursing may be submitted starting September 15 and applications for the University may be submitted starting November 1.

1979-80 CATALOG ADDENDUM

Revision: paragraph 5

Completion of 21 acceptable courses of college work (84 quarter units/56 semester units) is the minimum requirement for acceptance to the School of Nursing. These courses must include the following listed prerequisites which must be completed by the Fall of anticipated entrance.

Delete: All of paragraph 6

PAGE 102

Nursing — (R.N.) — University of California, Los Angeles

Revision:

School of Nursing Prerequisites
Anthropology 102; Biology 101, 102, 112 AND 120; Chemistry 101, 102 AND 105;
English 101; Family and Consumer Studies 125; Physics 110 OR 111; Psychology 101
OR 103; Sociology 101.

Note: All prerequisite courses are to be taken for a letter grade.

Nursing — (R.N.) — University of California, San Francisco

Revised completely

The School of Nursing is in the process of exploring changes in curriculum and admission requirements effective Fall 1980. Upon full approval of the proposed changes, the UCSF School of Nursing will admit the last baccalaureate class in Fall 1979.

Pending completion of the approval process, the School plans to admit a small number of highly qualified undergraduates possessing RN licensure in California to a three year program leading through the baccalaureate to the Master of Science degree in nursing. Other requirements for admission will include: completion of 48 transferable semester units and grade point average of 3.0. The student's preparation should include:

- 1.a. Required Courses: Anthropology 102; Biology 120, 121; Chemistry 101, 102; Economics 107 or Psychology 107; English 101, 102; Family and Consumer Studies 125; History 117, 118; Psychology 101; Social Science 101.
- b. Students must take an additional transfer course in each of the following areas: Biological Sciences; Business/Management; Humanities; Social Sciences.

PAGE 103

Revision: line 1

For specific additional requirements for admission to the various curricular programs see: Scripps Institution of Oceanography Catalog.

Optometry — University of California, Berkeley

Add: new paragraph above paragraph 1

Students admitted for the Fall 1979 will be subject to the new requirements. Students are only admitted into the School of Optometry during the Fall Quarter of each academic year.

Pharmacy — University of California, San Francisco

Revision: line 9

Electives: 16 Semester Units; 28 Quarter Units
Electives *must be* taken in *areas* of general education (courses in the behavioral, social and humanistic areas of knowledge).

PAGE 104

Pharmacy — University of Southern California

Delete: line 14

Psychology 101

PAGE 105**Physical Therapy — University of Southern California****Delete:** line 5

Chemistry 105, 106

Add: paragraph 2

Two additional courses in biology are required, but must be approved by the USC Physical Therapy Department before enrollment in the said courses: Human Anatomy with lab; Human Physiology with lab. Lab work must include work with human cadavers.

Podiatry — California College of Podiatric Medicine, San Francisco**Revision:** paragraph 2, line 1, 2

Completion of the New Medical Colleges Admissions Test (MCAT)

PAGE 106**Revision:** line 1

and three academic years of study

Revision: last paragraph

The deadline for applying to the College is April 1, 1979 for the academic year beginning October 1979.

PAGE 109**Teaching — Pacific Oaks College****Revision:** paragraph 3

A student may enroll in a program leading to a California State Multiple Subjects Teaching Credential, which authorizes teaching in preschool through 12th grade in self-contained classrooms. To get a preliminary credential, students in this program must complete a B.A. with either (a) a Liberal Studies Major or (b) a Human Development major and pass a National Teachers exam. The professional preparation may be included as part of the B.A. program or completed in a 5th year post-baccalaureate program.

Revision: paragraph 4

Completion of the recommended transfer program for Pacific Oaks College (see page 273) will also meet minimum requirements for the State Postponed Permit for employment in Children's Centers if you have 12 semester hours in subject fields related to early childhood education *and* you have two years of successful experience as a teacher or assistant *or* you have a field work course in a preschool program completed through an accredited community college, college, or university. Applicable Glendale College courses are Family and Consumer Studies 135, 136, 140, 141, 142.

Veterinary Medicine**Revision:** paragraph 2, line 1

The School of Veterinary Medicine, a graduate program, offers a four-year curriculum leading to ...

PAGE 110**Add:** paragraph 2, after last sentence

However, it is extremely difficult to be admitted to a school of veterinary medicine. Each school has several times as many applicants as spaces available. Other states send back the applications of Californians. Over 80 percent of admitted students already possess a bachelor's degree.

1979-80 CATALOG ADDENDUM

PAGE 112

ADMINISTRATION OF JUSTICE

103—CONCEPTS OF CRIMINAL LAW I

Change: *Prerequisite:* None.

104—CONCEPTS OF CRIMINAL LAW II

Change

Prerequisite: Administration of Justice 103 or equivalent.

PAGE 113

108—POLICE PATROL PROCEDURES

Change: *Prerequisite:* None.

110—PRINCIPLES AND PROCEDURES OF THE JUSTICE SYSTEM

Change:

Prerequisite: Administration of Justice 101, or equivalent, or concurrent enrollment in Administration of Justice 101.

114—TRAFFIC CONTROL

Change:

Prerequisite: Administration of Justice 112, or equivalent, or concurrent enrollment in Administration of Justice 112.

PAGE 114

116—CRIMINAL INVESTIGATION

Change: *Prerequisite:* None.

117—CRISIS INTERVENTION

Change: *Prerequisite:* None.

118—JUVENILE PROCEDURES

Change:

Prerequisite: Administration of Justice 101 or concurrent enrollment in Administration of Justice 101.

120—LEGAL ASPECTS OF EVIDENCE

Change:

Prerequisite: Administration of Justice 103 or equivalent.

122—POLICE CIVIL LAW

Change: *Prerequisite:* None

124—PHYSICAL ASPECTS OF ARREST

Change:

Prerequisite: Nine units of completed work in Administration of Justice curriculum, or equivalent.

This course has been developed to provide the student with an awareness of the importance of physical fitness, officer survival, and arrest and control techniques. Practical application of searching, handcuffing, and control techniques will develop in the student the ability to apply and utilize various skilled arrest and control techniques.

PAGE 115

126—ASPECTS OF LEGAL FORCE

Change course description:

The moral aspects, legal provisions, safety precautions and restrictions covering the use of legal force are included in this course.

129—NARCOTICS AND DRUGS

Change:

Prerequisite: Administration of Justice 101 or equivalent.

132—ADMINISTRATION OF JUSTICE POLICE MANAGEMENT

Change:

Prerequisite: Administration of Justice 130 or equivalent.

136—INTERROGATION AND LIE DETECTION

Change:

Prerequisite: Administration of Justice 116 or equivalent.

Add:

150—FIRST AID AND CARDIOPULMONARY RESUSCITATION

1½ UNITS

Prerequisite: None.

Note: This course will be offered in various time segments depending upon scheduling needs.

This is a specialized course designed to benefit students in the Administration of Justice program through mastery of first aid and personal safety/cardiopulmonary resuscitation as well as handling common emergency medical problems. Successful completion will qualify the student for first aid and CPR certification.

Lecture 24 semester hours.

Add:

151—DECISIONAL LAW

Prerequisite: Successful completion of Administration of Justice 101, 103, 104, 112, 122, or equivalents of all.

Note: This course will be offered in various time segments depending upon scheduling needs.

This specialized course is designed to provide the latest knowledge of case law decisions affecting substantive, procedural, and civil law in both California and Federal jurisdictions.

Lecture 24 semester hours.

Add:

152—ADVANCED REPORT WRITING

1½ UNITS

Prerequisite: Administration of Justice 134 or equivalent.

Note: This course will be offered in various time segments depending upon scheduling needs.

This is an advanced course in technical and narrative police

report writing, with emphasis on maximum utilization of written communication skills for recording and transmission of perception and observation.

Lecture 24 semester hours.

PAGE 119

ARCHITECTURE

105—PERSPECTIVE GRAPHICS

Change:

Prerequisite: Art 113, 116, 117 (Art 117 may be taken concurrently).

PAGE 120

111—ADVANCED ARCHITECTURAL DESIGN

Change course description:

... and design sketching for several designs.

192—ARCHITECTURAL ENGINEERING AND DESIGN (RESIDENTIAL)

Change course title:

192—ARCHITECTURAL ENGINEERING DRAFTING AND DESIGN (RESIDENTIAL)

193—ARCHITECTURAL ENGINEERING DESIGN (APARTMENTS)

Change: *Prerequisite:* Architecture 192.

PAGE 122

194—ARCHITECTURAL ENGINEERING DESIGN (COMMERCIAL)

Change: *Prerequisite:* Architecture 193.

PAGE 126

ART

132—LETTERING

Change: Lecture 1 hour, laboratory 1 hour.

PAGE 129

Add:

165—CRAFTS, GENERAL SURVEY 2 UNITS

Prerequisite: None.

This course is an introduction to selected craft media: fiber, wood, enamel, and clay. Through individually designed and executed projects, students will explore a variety of traditional and contemporary craft production techniques.

Lecture 1 hour, laboratory 3 hours.

170—STAINED GLASS

Change course description:

A course to provide beginning experience in the designing and making of a stained glass window. All necessary tools and equipment are provided. Students will need to procure the glass and leads as demanded by their designs. All areas of craft are demonstrated and supervised.

172—SILK SCREEN TEXTILE PRINTING

Change: course description:

Art 172 is a course to give beginning experiences in the designing and silk screen printing of textiles. It includes the preparing of stencils for silk screen printing, both handmade and photographic. Also includes preparing and printing textile dyes. Projects will range from spot designs in one or more colors to all-over designs for yardage.

AUTOMATIC SPRINKLER AND FIRE CONTROL

101—THE INDUSTRY AND SPRINKLERS

Change: course description:

... The first course of an eight-course series for those apprenticed in the trade.

PAGE 131

102—TRADE MATHEMATICS AND HAZARDS

Change: course description:

This course offers a review of trade mathematics with special attention to applications necessary to accomplish the jobs involved in this field and attention is given to industry hazards.

103—UNDERGROUND YARD MAINS

Change: course description:

The instructor of this course will cover various ...

104—ELEMENTS OF BASIC PHYSICS

Change: course description:

The instructor of this course will cover simple machines and other aspects of basic physics.

105—BLUEPRINT READING AND SKETCHING

Change: course description:

The Blueprint Reading and Sketching course covers ...

106—WATER SUPPLIES

Change: course description:

This course covers the study of water supply as to conducting, friction, and flow problems, pressure measurement and control, storage, and pumps as well as job planning and safety measures.

1979-80 CATALOG ADDENDUM

107—ALARM VALVES

Change: course description:

Alarm Valves is a course which covers the nature and operation of various kinds of valves and alarms.

108—SPECIAL SYSTEMS and SUPERVISORY CIRCUITORY

Change: course description:

The instructor of this course will present an overview of various specialized systems, the report making, as well as supervisory responsibility for keeping records and monitoring safety standards.

PAGE 133

AVIATION AND TRANSPORTATION

110—PRIVATE PILOT FLIGHT COURSE

Change: course description:

... Aviation and Transportation 110 is a course of flight training which meets the FAA flight experience requirements for the Private Pilot's Certificate. The flights are scheduled by the students at the airport and, in addition, the students must meet the College flight supervisor as scheduled. Flight experience is at students' own expense, and they must fly at least 18 hours during the semester to fulfill the course requirements.

111—PRIVATE PILOT FLIGHT COURSE

Change: course description:

... Aviation and transportation 111 is a course of flight training which meets the FAA flight experience requirements for the Private Pilot's Certificate. The flights are scheduled by the students at the airport and, in addition, the students must meet the College flight supervisor as scheduled. Flight experience is at students' ...

PAGE 134

115—FLIGHT INSTRUCTOR FLIGHT COURSE

Change: course description:

... The College instructor helps students to achieve an understanding of the relationship of flight theory to flight practice so that the students can achieve the knowledge required to meet FAA certification standards.

Aviation and transportation 115 is a course ...

PAGE 138

141—AIRCRAFT POWERPLANT MAINTENANCE AND OVERHAUL

Change: course description:

... employment as maintenance ...

The course content of Aviation and Transportation 141 con-

sists of theoretical study and practical application of powerplant overhaul procedures, precision inspections, lubrication systems, and Federal Aviation Administration regulations. The course content is based on standards required for FAA certificated schools. The Glendale Community College Aviation and Transportation Division is approved FAA Maintenance Technician School No. 3415.

Lecture 15 hours, laboratory 15 hours.

142—AIRCRAFT POWERPLANT MAINTENANCE AND OVERHAUL

Change: course description:

... employment as maintenance ...

Lecture 15 hours, laboratory 15 hours.

143—AIRCRAFT POWERPLANT MAINTENANCE AND OVERHAUL

Change: course description:

... pressure, fuel injection systems, propellers, gas turbine fuel systems and components, physical science and line service trouble-shooting ...

PAGE 139

146—AIRFRAME MAINTENANCE AND OVERHAUL

Change: course description:

... employment as maintenance and overhaul technicians and prepares them practically and theoretically to successfully obtain the Federal Aviation Administration Airframe Rating.

The course content ...

PAGE 141

BIOLOGY

140—LIVING WITH INSECTS

Change: course description:

Biology 140 is a ...

It will offer an appreciation for the diversity and impact of insects on your life.

PAGE 143

BUSINESS

Delete: 111—FINITE MATHEMATICS
(SEE MATHEMATICS 111)

Delete: 112—MATHEMATICAL ANALYSIS
(SEE MATHEMATICS 112)

117—BUSINESS MATHEMATICS

Change: course description:

Business 117 is an intensive ...

Delete: Line 9, last sentence

PAGE 146**143—BUSINESS MACHINES****Change** units:

1-2 UNITS

Laboratory 3 hours.

Add:**144—BILINGUAL FOCUS ON BUSINESS**

5 UNITS

Prerequisite: Three years of high school Spanish or equivalent.

Note: This course is designed primarily for the student with a native Spanish speaking background who wishes to develop the art of communicating and to apply this bilingual ability to business.

The course is specifically designed for the student who speaks both English and Spanish to help maximize the chances of acquiring a job. This course presents the first steps to bilingual competency in the business world and covers the essential ingredients of communicating — oral and written; differences in cultural patterns; comparison of writing conventions in English and Spanish; listening and covering; and job-search strategies for the bilingual student.

Lecture 5 hours.

146—LANGUAGE FOR BUSINESS—BILINGUAL**Change:**

Prerequisite: A satisfactory score on the English Placement Examination; and completion of, or concurrent enrollment in either Spanish 103 or Spanish 115 (for students with native Spanish-speaking background) or equivalent.

Note: Credit will be granted for only one: Business 146 or Spanish 146. This course will allow two units of credit for students who have completed Business 145, three units of credit for students who have completed English 101 and ...

147—WRITTEN BUSINESS COMMUNICATIONS**Change:** course description:

Business 147 is a course ...

157—ABC SHORTHAND**Change:** course description:

... meetings and who prepare reports, speeches, ...

PAGE 149**161—BUSINESS LAW****Change:****161—BUSINESS LAW I****162—BUSINESS LAW****Change:****162—BUSINESS LAW II****PAGE 150****181—FINANCIAL STATEMENT ANALYSIS****Change:** course description:

... the Income Statement and the ...

Add:**191—COMMERCIAL INSURANCE**

3 UNITS

Prerequisite: Business 190 or equivalent.

Business 191 is a study of the principles, policies, rating, claims, and underwriting of commercial insurance policies for Property, Liability and Workers' Compensation Insurance.

Lecture 3 hours.

201—BEGINNING SHORTHAND**Change:**

Prerequisite: Completion of, or concurrent enrollment in, the following: (1) Business 148, ...

... Business 201 is an introductory course ...

202—SHORTHAND TRANSCRIPTION I**Change:***Prerequisite:* ... (1) Business 148, ...

paragraph 3, line 1: ... Business 202 is a continuation of Business 201 ...

203—SHORTHAND TRANSCRIPTION II**Change:***Prerequisite:* ... (1) Business 148**PAGE 151****225—MEDICAL OFFICE****PROCEDURES—ADMINISTRATIVE****Change:** course description:

... will be applicable in offices of physicians, medical hospitals ...

PAGE 152**231—OFFICE PROCEDURES****Change:**

Prerequisite: Business 241 or Business 240 or one year of typing in high school.

... supplies; processing of mail; ...

... legal forms; and job interview.

Lecture 3 hours.

233—COPY PROCESSES AND RECORDS MANAGEMENT**Change:**

1-2 UNITS

Prerequisite: Business 241 or Business 240 or one year of typing in high school.

Lecture 1½ hours, laboratory 1½ hours.

1979-80 CATALOG ADDENDUM

235—MACHINE TRANSCRIPTION BUSINESS

Change:

1-2 UNITS

Prerequisite: ... (1) Business 148 and (2) Business 145 or Business 146 or a satisfactory score on the English Placement Examination.

Business 235 is a course . . .

Lecture 1½ hours, laboratory 1½ hours.

236—MACHINE TRANSCRIPTION, LEGAL

Change:

Prerequisite: ... (1) Business 148 and ...

Business 236 is a course to aid students in the development of ...

... such as spelling, grammar, and punctuation.

237—MACHINE TRANSCRIPTION MEDICAL

Change: paragraph 1, line 3

(2) Business 148

240—PERSONAL TYPING

Add:

240—PERSONAL TYPING (FORMERLY BUSINESS 257)

PAGE 153

Add:

245—WORD PROCESSING—IBM MEMORY TYPEWRITER

1 UNIT

Prerequisite: A typing speed of at least 45 words a minute on an electric typewriter.

Note: Completion of, or concurrent enrollment in, Business 261 is recommended. Students who have completed one or two units in Business 246 will receive no credit for this course.

This course provides an introduction to the capabilities of automatic typing systems. Students will develop competency in operating the IBM Memory Typewriter, which includes typing and revising business reports, memos, letters, tables, and columnar projects; preparing repetitive letters; and storing and retrieving data on magnetic media.

Lecture 1 hour, laboratory 3 hours.

(8 weeks)

246—WORD PROCESSING—IBM MAG CARD II TYPEWRITER

1-2 UNITS

Prerequisite: A typing speed of at least 50 words a minute on an electric typewriter and completion of, or concurrent enrollment in, Business 235 and Business 261 or equivalent.

Note: Students who complete assignments equivalent to one-half of the course content will earn one unit of credit.

This course allows one unit of credit for students who have completed Business 245.

A thorough understanding of the capabilities of automatic typing systems will be acquired. Students will develop competency in operating the IBM Magnetic Card II Typewriter, which includes recording, revising, and playing back business documents, indented material, tabulated documents, and multiple-page projects. Sophisticated applications include scanning, alternate memory, and unattended playback.

Lecture 1 hour, laboratory 3 hours.

249—LEGAL TYPING

Change: course description:

Business 249 is a course offering specific training in and supervision of preparation of legal documents.

PAGE 154

265—MANAGING OFFICE SUPPORT AREAS

Change: course descriptions:

... motivating personnel; working with users; preparing procedure ...

PAGE 155

CHEMISTRY

120—FUNDAMENTALS OF COLLEGE CHEMISTRY

Change:

Prerequisite: Mathematics 141 ...

Note: This course is not for science majors. At Glendale Community College, Chemistry 120 ...

Chemistry 120 is a course ...

... (e.g. nursing), home economics, physical therapy, and other majors that need a year of college chemistry that includes inorganic, organic and biochemistry.

PAGE 156

COOPERATIVE EDUCATION

101—GENERAL WORK EXPERIENCE

Change: course description:

... being enrolled in at least one other class, ...

PAGE 160

DRAFTING

132—TECHNICAL DRAFTING AND DIMENSIONAL TOLERANCING

Change:

Prerequisite: Drafting 131 or Graphics and Design 165; and Technical Education 143 which may be taken concurrently.

... S I metrics, military standards, ...

134—ADVANCED MECHANICAL PACKAGE DESIGN

Change: course description:

... group design projects, covering piping, fixture design, package design, and mechanical design.

PAGE 163

ELECTRONICS

176—BASIC INTEGRATED CIRCUIT THEORY II

Change:

Prerequisite: Electronics 125 and Electronics 175.

Note: No credit for Electronics 176 if Electronics 126 has been taken for credit.

Continuation of Electronics 175. Principles of integrated circuits, microcomputers, mnemonics, interfacing, and application will be covered.

PAGE 164

EMERGENCY MEDICAL TECHNOLOGY

101—EMERGENCY MEDICAL TECHNICIAN

Change:

Note: Upon completion of Emergency Medical Technology 101 with a grade of "C" or better the student will meet the California State Department of Health Criteria for EMT-1 (Ambulance) Training and will be eligible to sit for the National Registry Examination.

Lecture-laboratory 6 hours per week, plus 50 clinical hours and 8 hours of ambulance training to be arranged during the course.

**Add:
ENERGY**

101—ENERGY ALTERNATIVES

1 UNIT

Prerequisite: None.

Energy is designed to introduce the nontechnical student to an overview of the nature of energy, to provide recognition of the depletion of traditional sources of national and worldwide energy, and to provide understanding of viable alternatives. Emphasis is on principles and information needed for making decisions rather than on technical data.

Lecture 2 hours. (8 weeks)

**PAGE 166
ENGLISH**

**Add:
ENGLISH 118 — ANALYTICAL READING** 3 UNITS

Prerequisite: A satisfactory score on the English Placement Examination or a grade of "B" or better in English 191 or a grade of "C" or better in English 120.

Analytical Reading is a course designed to improve critical reading at the college level by helping students expand their vocabularies and to learn to read in depth with increased efficiency. At the end of the course students should be able to comprehend, synthesize, and evaluate the best contemporary English prose published.

Lecture 3 hours.

Add:

119—THE TERM PAPER

1 UNIT

Prerequisite: A satisfactory score on the English Placement Examination, or a grade of "B" or better in English 131, or a grade of "C" or better in English 191.

Note: Allows no credit to those who have completed English 101.

This course offers instruction in the techniques and procedures of doing research and writing the term paper.

Lecture 1 hour.

PAGE 167

127—CHILDREN'S LITERATURE

Add:

127—CHILDREN'S LITERATURE (FORMERLY ENGLISH 15)

PAGE 168

Add:

188—SPECIAL READING SKILLS

1-3 UNITS

Prerequisite: None.

Note: Students may repeat this course as often as necessary for mastery but they will not be granted more than 3 units for English 188.

English 188 is a course for the community college student who lacks elementary reading skills. These skills include deciphering word meaning through phonics study and pronunciation practice (decoding), vocabulary development, and both literal and inferential comprehension. Diagnostic testing locates specific weaknesses and prescribes a program to meet these needs. Students who have worked as diligently as possible but need more time to attain the skills necessary for understanding a community college text receive a grade of "No Credit."

Lecture 3 hours, laboratory 2 hours.

190—BASIC READING TECHNIQUES

Change:

190—READING TECHNIQUES I

192—ADVANCED READING TECHNIQUES

Change:

192—READING TECHNIQUES II

1979-80 CATALOG ADDENDUM

PAGE 169

Add:

205—MUSIC/ART/LITERATURE SURVEY 3 UNITS

Prerequisite: None.

English 205 is a study of the art, music, and literature of the western world from the classical era to the present day, focusing on the major figures in each period and the ideas that influenced them.

Lecture 3 hours.

FAMILY AND CONSUMER STUDIES

Add:

105—INFORMATION TO TEXTILES (FORMERLY HOME ARTS 105)

Change course description:

Family and Consumer Studies 105 includes ...

Add:

111—CLOTHING (FORMERLY HOME ARTS 111)

Add:

112—ADVANCED CLOTHING (FORMERLY HOME ARTS 112)

Change:

Prerequisite: Family and Consumer Studies 111 or Family and Consumer Studies 117.

Add:

117—FASHION DESIGN (FORMERLY HOME ARTS 117)

Change:

Prerequisite: Family and Consumer Studies 111 or equivalent.

Pattern making and design is taught in Family and Consumer Studies 117.

Add:

118—ADVANCED FASHION DESIGN (FORMERLY HOME ARTS 118)

Change:

Prerequisite: Family and Consumer Studies 117.

Crotch items and children's clothing are taught in Family and Consumer Studies 118 ...

Add:

119—ADVANCED FASHION DESIGN (FORMERLY HOME ARTS 119)

Change:

Prerequisite: Family and Consumer Studies 117.

Tailoring is taught in Family and Consumer Studies 119.

Add:

120—ADVANCED FASHION DESIGN (FORMERLY HOME ARTS 120)

Change:

Prerequisite: Family and Consumer Studies 117.

Draping, taught as Family and Consumer Studies 120 ...

Add:

122—FASHION PRINCIPLES (FORMERLY HOME ARTS 122)

Add:

123—FASHION SKETCHING (FORMERLY HOME ARTS 123)

Change:

Family and Consumer Studies 123 includes ...

Add:

124—FASHION ECONOMICS (FORMERLY HOME ARTS 124)

Add:

125—ELEMENTS OF NUTRITION (FORMERLY HOME ARTS 125)

Add:

133—PERSONAL DEVELOPMENT (FORMERLY HOME ARTS 133)

141—FIELD PRACTICE IN A PRE-SCHOOL PROGRAM

Change:

Lecture 2 hours.

PAGE 170

Add:

155—CONSUMER CLOTHING—TV ONLY (FORMERLY HOME ARTS 155)

Add:

160—FOODS FOR THE MODERN FAMILY—TV ONLY (FORMERLY HOME ARTS 160)

Change course description:

... The course focuses on food groups, food preservation, cooking and special dining situations.

Forty-five one-half hour television presentations.

FASHION DESIGN

Change:

See Family and Consumer Studies ...

FIRE TECHNOLOGY

Change:

Classes in Fire Technology ...

PAGE 171

103—FUNDAMENTALS OF FIRE PREVENTION

Change:

Prerequisite: Fire Technology 101 or Fire Technology 102 or equivalent.

104—FIRE FIGHTING TACTICS AND STRATEGY

Change:

Prerequisite: Nine units of Fire Technology or Fire Technology 102 or equivalent.

105—FIRE PROTECTION EQUIPMENT AND SYSTEMS

Change:

Prerequisite: Nine units of Fire Technology or equivalent.

106—RELATED CODES AND ORDINANCES

Change:

Prerequisite: Fire Technology 103 or equivalent.

107—FIRE HYDRAULICS

Change:

Prerequisite: Nine units of Fire Technology or equivalent.

108—FIRE APPARATUS AND EQUIPMENT

Change:

Prerequisite: Three units of Fire Technology or equivalent.

109—RESCUE PRACTICES

Change:

Prerequisite: Three units of Fire Technology or equivalent.

111—FIRE INVESTIGATION

Change

Prerequisite: Fire Technology 101 or Fire Technology 102 or equivalent.

PAGE 173

112—WILDLAND FIRE CONTROL

Change:

Prerequisite: Fire Technology 101 or Fire Technology 102 or equivalent.

Add:

150—FIRE SERVICE INSTRUCTOR TRAINING I 2 UNITS

Prerequisite: Nine units of Fire Technology or equivalent.

Basic methods and techniques employed by fire service personnel to select, develop, and organize material for in-service training programs, evaluation, and application of principles of learning through practice demonstration.

Lecture 36 semester hours.

Add:

151—FIRE SERVICE INSTRUCTOR TRAINING II 2 UNITS

Prerequisite: Fire Technology 150 or equivalent.

Note: This course will be offered in various time segments depending upon scheduling needs.

Fire Technology 151 provides fire service personnel with a variety of methods and techniques for selection, construction, application, and analysis of evaluative measures applicable to fire service instruction.

Lecture 36 semester hours.

FOOD SERVICE

112—ADVANCED QUANTITY FOOD

Change Note:

... Cooperative Education 102 (for a minimum of one unit) must be taken concurrently.

Lecture 3 hours, laboratory 6 hours.

PAGE 176

FRENCH

110—BASIC CONVERSATIONAL FRENCH I

Change Note:

Must be taken prior to French 102. This course may be repeated for a maximum of four units.

French 110 is an introduction ...

111—BASIC CONVERSATIONAL FRENCH II

Change Note:

This course may be repeated for a maximum of four units.

Add:

124—INTRODUCTION TO FRENCH LITERATURE: GENRES

PAGE 177

GEOLOGY

104—FIELD GEOLOGY

Change: 2 UNITS

Note: ... The student may repeat Geology 104 until a total of 6 units has been earned.

PAGE 178

115—GEOLOGY-ASTRONOMY EARTH SCIENCE—TV ONLY

Change course description:

Earth Science is the study of our planet's place ...

PAGE 186

HISTORY

115—THE HISTORY OF MEXICO—TV ONLY

Change course description:

History 115 embodies a ...

PAGE 192

Add:

HUMAN SERVICES

Add:

140—INTRODUCTION TO PEER COUNSELING 3 UNITS

Prerequisite: None.

1979-80 CATALOG ADDENDUM

Human Services 140 is an elementary course designed to introduce basic skills for participating in personal interaction. Self assessment, elements of communication, and active listening for feelings as well as factual content will be emphasized. Problem-solving methods, crisis recognition, and the use of community resources for referral will enable students to recognize the limits of non-professional skills and make appropriate use of professional resources.

Lecture 3 hours.

Add:

151—THE DYNAMICS OF FOSTER PLACEMENT 1 UNIT

Prerequisite: None.

Human Services 151 is designed to acquaint students with legal and emotional aspects of foster child placement, with the responsibilities of the placing agency, the requirements of the foster family, and the impact of placement on the foster child and foster family.

Lecture 16 hours.

Add:

152—THE ABUSED CHILD IN FOSTER PLACEMENT 1 UNIT

Prerequisite: Human Services 151.

Human Services 152 is designed to acquaint students with the incidence, and the effects, of child abuse and to examine those effects on the child abused and to examine those effects on the child who is placed in foster parent care. Planned for acting and prospective foster parents, this course will increase their knowledge of the special problems of the abused child and of techniques for responding to those problems.

Lecture 16 hours.

Add:

153—DISCIPLINE AND FOSTER PARENTING 1 UNIT

Prerequisite: Human Services 151.

Human Services 153 is designed to provide students with an awareness of the goals and techniques of discipline and to relate these to the special needs of foster parents and foster children.

Lecture 16 hours.

ITALIAN

110—CONVERSATIONAL ITALIAN I

Change Note:

This course may be repeated for a maximum of four units.

111—CONVERSATIONAL ITALIAN II

Change:

Prerequisite: Italian 110 or equivalent.

PAGE 196

MACHINE TECHNOLOGY

107—MACHINE PRACTICE I

Change Note:

Credit per semester will be indicated on Schedule. A maximum of 32 units of credit will be allowed for the combined work of Machine Technology 107 and Machine Technology 108.

108—MACHINE PRACTICE II

Change Note:

Credit per semester will be indicated on Schedule. A maximum of 32 units of credit will be allowed for the combined work of Machine Technology 107 and Machine Technology 108.

110—PRINCIPLES OF NUMERICAL CONTROL

Change:

Prerequisite: Machine Shop 102 or Machine Technology 102.

Add:

111—PRINCIPLES OF NUMERICAL CONTROL

3 UNITS

Prerequisite: Machine Technology 102 or equivalent.

Note: No credit will be granted to students who have received credit for Machine Technology 110.

This course in machine technology presents principles of numerical control, preparation of machining programs and development of control tapes. It is designed for the advanced machine technology student who wishes to explore the field of numerically controlled machining.

Lecture 3 hours.

Add:

112—MACHINE PRACTICE III 1-4 UNITS

Prerequisite: Machine Technology 101, or equivalent.

Note: Hours to vary according to students' needs; 48 hours laboratory equals one unit.

Machine Technology 112 is designed to allow students or industrial workers to improve and update their machining skills. Areas which are available are lathe, mill, drill, grinding, and inspection, for the purpose of job advancement.

Laboratory 3-12 hours.

PAGE 198

MANAGEMENT

108—WORK SIMPLIFICATION AND CONTROL

Change: *Prerequisite:* None.

PAGE 199

MATHEMATICS

BUSINESS MATHEMATICS

Change: See Business 117, 119.

PAGE 200**Add:**

111—FINITE MATHEMATICS (FORMERLY BUSINESS 111) 5 UNITS

Prerequisite: Mathematics 101 or equivalent in high school with a grade of "C" or better.

Mathematics 111 is an introductory study to include the following: a review of number properties; exponents and roots; Boolean algebra as applied in set theory, circuits, logic statements and binary arithmetic; fundamentals of algebra and analytic geometry; linear and quadratic functions; matrices; and linear programming including the Simplex method. Applications to problems in finance, accounting, marketing, production, and personnel management, where possible.

Lecture 5 hours.

Add:

112—CALCULUS FOR BUSINESS (FORMERLY BUSINESS 112) 5 UNITS

Prerequisite: Mathematics 111 with a grade of "C" or better.

Mathematics 112 is a study of exponential, logarithmic and polynomial functions; conic sections; differential and integral calculus of several variables; numerical integrations; maxima and minima under constraints using La Grange multipliers; and infinite series.

Lecture 5 hours.

130—FORTRAN IV PROGRAMMING**Change:**

Prerequisite: Mathematics 101 with a grade of "C" or better, or two years of high school algebra with grades of "C" or better.

Note: Only two units of credit will be granted to students who have already received credit for Business 129.

Lecture 3 hours.

PAGE 202**Add:**

151—BASIC ARITHMETIC ½-2 UNITS

Prerequisite: None.

Note: The student will receive ½ unit of credit for each module successfully completed.

Mathematics 151 is a remedial course in the fundamental processes of arithmetic designed to develop both accuracy and speed in the computation using whole numbers, fractions, decimals, percent, and properties of the decimal number system.

Lecture 2 hours, laboratory 1 hour.

PAGE 203**MUSIC****Add:**

102—INTRODUCTION TO MUSICIANSHIP AND HARMONY

Prerequisite: Music 101 or equivalent.

This course is designed for those who have some knowledge of harmony and ear training but have not yet mastered keys, scales, all intervals, primary chords and their resolutions, sight singing and dictation of simple chords, and harmonies.

Lecture 3 hours.

104—MUSICIANSHIP**Change:**

Prerequisite: Music 102 or equivalent.

Note: Concurrent enrollment in either Music 107 or Music 108 or Music 109 is required. It is recommended that the student repeat this course if a grade of "C" or better is not earned.

105—MUSICIANSHIP**Change:**

Note: Concurrent enrollment in either Music 107 or Music 108 or Music 109 is required. It is recommended that the student repeat this course if a grade of "C" or better is not earned.

106—MUSICIANSHIP**Change:**

Note: Concurrent enrollment in either Music 107 or Music 108 or Music 109 is required. It is recommended that the student repeat this course if a grade of "C" or better is not earned.

107—HARMONY

Change: *Prerequisite:* Music 102 or equivalent.

Note: Concurrent enrollment in either Music 104 or Music 105 or Music 106 is required. It is recommended that the student repeat this course if a grade of "C" or better is not earned.

108—HARMONY**Change:**

Note: Concurrent enrollment in either Music 104 or Music 105 or Music 106 is required. It is recommended that the student repeat this course if a grade of "C" or better is not earned.

109—HARMONY**Change:**

Note: Concurrent enrollment in either Music 104 or Music 105 or Music 106 is required. It is recommended that the student repeat this course if a grade of "C" or better is not earned.

PAGE 205**135—VOICE TRAINING I**

Change: Instruction 3 hours, directed ...

1979-80 CATALOG ADDENDUM

136—VOICE TRAINING II

Change: Instruction 3 hours, directed ...

PAGE 208

151—ORCHESTRA

Change: ½-1 UNIT

Note: This course may be taken for a total of six units.

PAGE 210

170—MUSIC THEATER WORKSHOP

Change: Lecture 2 hours, laboratory 3 hours.

172—COMMERCIAL MUSIC WORKSHOP

Change: Lecture 2 hours.

Add:

174—MUSIC COPYING 2 UNITS

Prerequisite: None.

Music 174 is a course to introduce the student to the skills and materials necessary to become a music copyist and to assist the student in developing those skills to a point of professional acceptability. The greatest emphasis will be placed on penmanship, technique, and style. Differences between "classical" and "commercial" approaches will be examined, with an emphasis being placed on the commercial style. The basic business procedures and techniques of music copying will be presented, as well as suggestions for job procurement.

Lecture 2 hours.

PAGE 211

Add:

205—MUSIC/ART/LITERATURE SURVEY 3 UNITS

Prerequisite: None.

Music 205 is a study of the art, music and literature of the western world from the classical era to the present day, focusing on the major figures in each period and the ideas that influenced them.

Lecture 3 hours.

PAGE 213

PHOTOGRAPHY

103—INTERMEDIATE PHOTOGRAPHY

Change:

Prerequisite: Photography 101 or Photography 111 ...

PAGE 215

PHYSICAL EDUCATION

120—INTRODUCTION TO PHYSICAL EDUCATION

Change:

Note: Recommended for physical education majors. This course will not fulfill physical education activity requirements.

Add:

124—SPORTS OFFICIATING—VOLLEYBALL, BASKETBALL

2 UNITS

Prerequisite: None.

Note: Recommended for physical education majors and recreation majors and for prospective community youth leaders.

Physical Education 124 is a course in the theoretical and practical techniques of officiating basketball and volleyball.

Lecture 2 hours, laboratory 1 hour.

125—SPORTS OFFICIATING

Change:

Note: ... This course will not fulfill physical education activity requirements.

Add:

126—SPORTS OFFICIATING—TRACK AND FIELD, SOFTBALL 2 UNITS

Prerequisite: None.

Note: Recommended for physical education majors and recreation majors and for prospective community youth leaders.

Physical Education 126 is a course in the theoretical and practical techniques of officiating softball and track and field.

Lecture 2 hours, laboratory 1 hour.

137—ADVANCED ARCHERY (VARSITY)

Change: 1-2½ UNITS

PAGE 217

142—ADVANCED BADMINTON (VARSITY)

Change: 1-2½ UNITS

147—INTERMEDIATE BASEBALL

Change:

Instruction in rules and game strategy is included in Physical Education 147 as well as practice in ...

160—ADVANCED BASKETBALL

Change:

160—ADVANCED BASKETBALL (VARSITY) WOMEN
1-2½ UNITS

PAGE 219

168—INTERMEDIATE BODY MECHANICS—MEN

Change:

Prerequisite: Physical Education 167.

172—CROSS-COUNTRY RUNNING (VARSITY)

Change:

172—CROSS-COUNTRY RUNNING (VARSITY) MEN

PAGE 220

Add:
173—CROSS-COUNTRY RUNNING (VARSITY—WOMEN) 2½ UNITS

Prerequisite: None.

Note: Recommended for distance runners and track students wishing to condition themselves for track.

Designed to competitive participation.

Fall Semester only.

Lecture 1½ hours, laboratory 3½ hours.

PAGE 221

203—INTERMEDIATE GOLF

Change:
Advanced instruction and practice on the golf course are included in this course.

PAGE 222

208—BEGINNING GYMNASTICS

Change: 1-2½ UNITS

Add:
218—BEGINNING JUDO 1-2½ UNITS

Prerequisite: None.

Basic methods and techniques in the fundamentals of Judo will be demonstrated and taught in this course.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

220—JUDO

Change: 1-2½ UNITS
Prerequisite: Physical Education 219 or equivalent.

Note: Limited to students competing for the varsity team. This course is designed for those with ability to compete in intercollegiate competition.

PAGE 223

227—SELF DEFENSE

Change:
227—SELF DEFENSE FOR THE WOMAN 1-2½ UNITS

Physical Education 227 teaches practical self-defense techniques for women stressing both physical and psychological preparedness for defense.

Add:
231—BEGINNING SOFTBALL 1-2½ UNITS

Prerequisite: None.

This course will furnish practice in the fundamental skills of throwing, fielding, hitting, and team play. Instruction in rules and game strategy will be given. Conditioning and stretching

exercises are presented to increase strength and flexibility.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

Add:
239—SWIMMING CONDITIONING 1-2½ UNITS

Prerequisite: Physical Education 238 or equivalent.

Physical Education 239 is an introduction to swimming as a life-time physical activity. To make the student aware of the physiological benefits derived from swimming as a physical exercise.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

PAGE 225

267—ADVANCED TENNIS

Change:
267—ADVANCED TENNIS (VARSITY) (WOMEN)

272—ADVANCED TRACK AND FIELD (VARSITY)

Change:
272—ADVANCED TRACK AND FIELD (VARSITY) (MEN)

Add:
273—ADVANCED TRACK AND FIELD (VARSITY—WOMEN) 2½ UNITS

Prerequisite: None.

Note: Limited to students trying out for the varsity team.

Designed for competitive participation.

Spring Semester only.

Lecture 1½ hours, laboratory 3½ hours.

282—ADVANCED VOLLEYBALL (VARSITY)

Change:
282—ADVANCED VOLLEYBALL (VARSITY) (WOMEN) 1-2½ UNITS

285—BEGINNING WATER SKIING

Change: 1-2½ UNITS

PAGE 226

Add:
287—BEGINNING WRESTLING (MEN) (FORMERLY H & PE 39A) 1-2½ UNITS

Prerequisite: None.

Physical Education 287 provides the opportunity for an individual to learn the basics of wrestling, and to develop the skills necessary to compete.

Lecture ½-1½ hours, laboratory 1½-3½ hours.

288—ADVANCED WRESTLING

Change:

1979-80 CATALOG ADDENDUM

288—ADVANCED WRESTLING — (MEN) (VARSITY)
1-2½ UNITS

Prerequisite: None.

Note: Some previous experience in wrestling is recommended. Limited to students competing for the varsity team. This course is designed for those with ability to compete in intercollegiate competition.

Physical Education 288 provides the opportunity for individual instruction in wrestling and . . .

289—BEGINNING YOGA
Change: 1-2½ UNITS

PAGE 229

Delete:

108—URBAN POLITICS

Add:

PRE-SCHOOL CHILD

See Family and Consumer Studies 105.

PAGE 231

PSYCHOLOGY

110—PERSONAL AND SOCIAL ADJUSTMENT

Change:

110—THE PSYCHOLOGY OF PERSONAL AND SOCIAL ADJUSTMENT

... Principles will be applied to the problems of personal growth, interpersonal relationships, education, careers, marriage, parenthood and life values.

PAGE 232

Delete:

PRE-SCHOOL CHILD

See Family and Consumer Studies 135.

PAGE 234

RUSSIAN

110—BASIC CONVERSATIONAL RUSSIAN I

Change:

Note: This course may be repeated for a maximum of four units.

PAGE 235

SOCIAL SCIENCE

103—EDUCATIONAL PARTICIPATION IN THE COMMUNITY II

Change:

1 UNIT

Lecture 1 hour, laboratory ...

Add:

110—COMPUTERS AND SOCIETY 3 UNITS

Prerequisite: None.

Note: Social Science 110 will not transfer as a business data processing course.

This is a survey course designed to introduce the terminology and concepts of electronic data processing, and to discuss the impact of computers upon organizations, and upon American social and political life. It is directed toward students who do not need an in-depth technical knowledge of computing, but who desire an understanding of the fundamentals of computing and its impact upon the individual and society.

Lecture 3 hours.

PAGE 236

Add:

123—ASIANS IN AMERICA 3 UNITS

Prerequisite: None.

Social Science 123 is a survey course which examines the experience of Asian American groups (Chinese, Japanese, Filipinos, Koreans, and others) from the mid-nineteenth century to the present. The course emphasizes these themes as it considers each immigrant group: stereotypes, push and pull factors in immigration, labor experiences, racism and discrimination in American society as applied to Asian Americans, contributions of Asian Americans to American society, community life before and since World War II, problems of the Asian American community today.

Lecture 3 hours.

PAGE 237

SPANISH

101—BEGINNING SPANISH

Change:

Note: ... have received credit for Spanish 115. In addition to ...

PAGE 238

102—BEGINNING SPANISH

Change:

Note: ... credit for Spanish 116. In addition to the regular ...

110—BASIC CONVERSATIONAL SPANISH I

Change:

Note: ... concurrently with Spanish 110. This course may be repeated for a maximum of four units.

111—BASIC CONVERSATIONAL SPANISH II

Change:

Note: ... take it concurrently with Spanish 111. This course may be repeated for a maximum of ...

PAGE 239**116—SPANISH FOR THE SPANISH SPEAKING II****Change:** 5 UNITS

Note: . . . have received credit for Spanish 102. This course will

. . . and a more advanced study of the structure of the language.

Add:**144—BILINGUAL FOCUS ON BUSINESS** 5 UNITS*Prerequisite:* Three years of high school Spanish or equivalent.

Note: This course is designed primarily for the student with a native Spanish-speaking background who wishes to develop the art of communicating and to apply this bilingual ability to business.

The course is specifically designed for the student who speaks both English and Spanish to help maximize the chances of acquiring a job. This course presents the first steps to bilingual competency in the business world and covers the essential ingredients of communicating oral and written; differences in cultural patterns; comparison of writing conventions in English and Spanish; listening and conversing; and job-search strategies for the bilingual student.

Lecture 5 hours.

PAGE 241**TECHNICAL EDUCATION****Add:****142—TECHNICAL MATHEMATICS** 3 UNITS*Prerequisite:* None.

Note: Technical Education 142 will meet the prerequisite requirements for Technical Education 143.

Technical Education 142 is a review of the basic principles of arithmetic. This course is specifically designed for those students in the various mechanical trade programs. It will provide a working knowledge and understanding of basic shop mathematics as required in the mechanical technical trades.

Phases covered include: Metric system, applied geometry, shop trigonometry, tapers, screw threads, gears, and measuring instruments.

Lecture 3 hours.

PAGE 242**THEATER ARTS****102—THEATER HISTORY****Delete:** *Prerequisite:* Theater Arts 109.**PAGE 245****WELDING****125—ADVANCED WELDING PROCEDURES****Change:***Prerequisite:* Welding 117 or Welding 121, or equivalent.

Note: Hours to vary according to student needs; 48 hours laboratory equals 1 unit.

1979-80 CATALOG ADDENDUM

PAGE 247

Revision:

Admission in Advanced Standing 2.a. establish an overall grade-point average of 2.0 or better in another college or university.

PAGE 249

Add 1. new line under line 3:

American History and Institutions — Required Courses: Economics 111; History 110, 117, 118; Social Science 132; Political Science 101, 106.

PAGE 251

Revision: paragraph 3, sentence 1

University of California, Irvine

Except in the School of Engineering, no specific courses or areas of study are required for breadth at Irvine, only a broad distribution of study outside one's major.

PAGE 252

Revision: General Requirements, line 3

University of California, Irvine

courses (minimum 12 semester units) in one school outside the major and two semester courses (minimum of 6 semester units) in each of the schools outside the major. (Note:

PAGE 253

University of California at Los Angeles — College of Fine Arts

Revision:

General College Requirements #4

Physical or Biological Science

Astronomy 101, 102; Biology, all courses except Biology 123, 124; Chemistry all courses; Geology 101, 102, 103, 105, 110; Mineralogy 101; Oceanography 115; Paleontology 101; Physical Science 131; Physics, all courses.

Other Natural Science

Anthropology 101; Biology 123, 124; Geography 101; Mathematics, all courses except 130.

Revision:

General College Requirements #5

History After the 17th Century

History 102, 103, 104, 106, 108, 109, 110 through 120, 160

Revision:

General College Requirements #6, line 2

One course in Arts (history, criticism, appreciation). One course in

Revision:

General College Requirements #6

The Arts

Art 101, 102, 103, 106, 107, 108, 180; Music 120, 125-126.

Literature

English 105, 106, 109, 110, 122, 123, 125*, 126, 127, 128; French 125, 126; Spanish 124, 125, 126.

PAGE 254

Revision:

B. General University Requirements 2.2.

Completion of one course chosen from the following with grade of "C" or better. (Credit/No Credit is acceptable.): Economics 111; English 122, 123; History 110, 111, 117, 118, 160; Political Science 101, 104, 105, 106; Social Science 132.

Add: new paragraph after 2.2

*Not for Theater majors.

PAGE 264 and 265

University of California, Santa Barbara College of Letters and Science—Bachelor of Arts

Revision:

- | | |
|---|-------|
| | Units |
| a. English 101-102 (Two courses) | 6 |
| b. Natural Science and Mathematics (Two courses) | 9-12 |
| Two courses from: Astronomy 101; Biology 101, 102, 112, 120, 121, 122, 123, 124, 125, 130, 137; Chemistry 101, 102, 103, 105, 106, 107, 110, 120, 121; Geology 101, 102, 103, 105, 110; Mathematics 103, 104, 105, 106, 111, 112; Physical Science 131; Physics 101, 102, 103, 105, 106, 110, 111. | |
| c. Fine Arts (Two courses) | 2 |
| Art 101, 102, 103, 106, 107, 108, 110, 180; Music 120, 125, 126, 129; Social Science 155; Theatre Arts 101, 102. | |
| d. Humanities (Two courses) | 10 |
| English 103, 105, 106, 109, 110, 115, 122, 123, 127, 128, 129, 130; French 103, 104, 125, 126; German 103, 104; Journalism 101; Philosophy 101, 113, 114, 116, 117, 119, 120; Spanish 103, 104, 125, 126, 127, 128; Speech 101, 102. | |
| e. History, Social Sciences and Psychology (Two courses) | 9-12 |
| 1. Any course from the following:
Anthropology 102, 103; Business 161, 162, 165; Economics 101, 102, 105, 107, 111; Geography 102, 105; History 101, 102, 103, 104, 106, 107, 108, 109, 110, 111, 112, 113, 115, 117, 118, 119, 120, 121, 160; Political Science 101, 102, 103, 104, 107, 108, 110, 111; Psychology 101, 102, 107, 111, 112, 131; Social Science 131, 132, 150; Sociology 101, 102, 105, 107 | |
| 2. Two additional courses from above or from: Ethnic Studies, Environmental Studies (except physical or biological).
Sociology 121, 122. | |

In fulfilling these requirements, the following restrictions are applied to transfer courses:

1. Courses designed primarily for teaching do not apply toward these requirements.
2. Courses in the subject of the student's major may not fulfill General Education requirements b-e. (For example, a student majoring in History may not use History courses toward requirement e.) This stipulation applies to departmental majors only. For interdepartmental majors, all courses in the major will apply to the appropriate General Education requirement.

- Information and Computer Sciences
- Community Studies and Environmental Studies
- Community Studies; Environmental Studies; Information and Computer Sciences.
- Speech 101 or 102.
- English 121, 126
- Engineering 110

PAGE 267

Add: Under NATURAL SCIENCES

Add: Under SOCIAL SCIENCES

Delete

from list of interdisciplinary majors:

PAGE 269

Loyola Marymount University

Add: a., line 3

Delete: d., line 2

Delete: g., line 9

PAGE 270

Loyola Marymount University

1979-80 CATALOG ADDENDUM

Add: line 3

Geography 102 or 105

Revision: paragraph 2, lines 1 and 2

Note: Business majors should complete Business 101, 102, 122, 161; Economics 101, 102, 107; Mathematics 111, 112 as well as (a) through (f) above.
Economics 101 and 102 . . .

Revision: paragraph 3

Engineering majors should complete: Chemistry 101, 102; Engineering 101, 103, 108, 110; English 101; a literature course from English 102, 109, 110; History 101 or 102; Mathematics 103, 104, 105, 106; Physics 101 and 102; Speech 101 or 102; and the (e) and (f) requirement listed above.

PAGE 272

Occidental College

Delete: All of paragraphs 3 and 4

Sciences: Science majors ...
Physical Education: ...

Revision: paragraph 5

GENERAL STUDIES: All students entering Occidental College as Freshmen are required to complete a pattern of six General Studies courses by the end of the Junior year. Normally a transfer may not enroll in introductory level courses. To meet these requirements a student may transfer one course composition, exposition or a related English topic (for the Freshman Seminar requirement) and a two-term sequence course such as History of Civilization, Humanities, etc. (for the Perspective sequence). If such courses are not transferred the student will be required to enroll in additional Divisional Studies courses (see below). The requirement is:

Add: paragraph 10, after last paragraph on the page

Core Program in the Liberal Arts (for members of the Class of 1982 and thereafter): Students are required to complete nine courses, as described below. The Registrar and the Director of the Core Program determine, on an individual basis, the applicability of transfer courses toward fulfillment of Core Program requirements. Students wishing to transfer to Occidental should present courses as nearly equivalent as possible.

One Course: FRESHMAN SEMINAR: An emphasis on orderly thinking and mastery of expository writing.

Two Courses: EUROPEAN CULTURE: The development of western culture from origin to twentieth century, drawing upon science, social sciences, humanities, and fine arts.

One Course: CONTEMPORARY AMERICAN CULTURE: Emphasis on the twentieth century, particularly in the United States, and its relationship to European and other cultural currents (native, Latin, Black, Oriental, etc.)

Two Courses: WORLD CULTURES: Latin American Russian, Far Eastern and other cultures.

One Course: CREATIVITY: Theory and practice of creation in the arts.

One Course: MATHEMATICS

Two Courses: SCIENCE

PAGE 273

Pacific Oaks College

Revision: paragraph 1, line 2

Human Development or in the Liberal Studies Major for the ...

Revision: paragraph 2, lines 2 & 3

Complete a Liberal Studies Major for ...

Revision: last paragraph of a.

For the Liberal Studies Major, 12-15 ...

Revision: last paragraph of b.

For the Liberal Studies Major, 15 ...

PAGE 274

Revision: last paragraph of c.

For the Liberal Studies Major, 9-12 units. Include a course which covers the U.S. Constitution to meet credential requirements.

Revision: d., lines 4 & 5

printing; Theatre Arts; Intermediate and Advanced Foreign Language; or the Liberal Studies Major, 12-15 units.

Revision: e., lines 7 & 8

and beginning foreign language courses will be accepted.

Pepperdine University, Los Angeles

Revision:

UNITS

1. These requirements may be met by work transferred to Pepperdine University. Students are advised that their last 28 units must be completed at Pepperdine University to meet the Residence Requirement.

a. English Composition 3
English 101 (Remedial Composition courses are not acceptable)

b. Humanities 6
Students may meet these requirements by having taken courses in any two of the following areas: Literature, Art, Music, Philosophy, Religion, Foreign Languages, Theater Arts, Cultural History.
Art 101, 102, 103, 108; English 109, 110; Music 120, 125, 126; Philosophy 101, 113, 114, 116, 119, 120

c. Social Science 6
Students may meet these requirements by having taken courses in any two of the following subject areas: Sociology, Psychology, Economics, Anthropology, Political Science, History.
Economics 102; History 106, 107, 108, 109, 110, 117, 118; Political Science 101, 102, 103, 110; Psychology 101; Social Science 121, 131, 132; Sociology 101

d. Natural Science and Mathematics 6
Students may meet these requirements by having completed courses in two of the three broad areas of natural science: the mathematical sciences, the physical sciences, and the life sciences. Remedial mathematics courses are not acceptable.
Anthropology 101; Astronomy 101; Biology 101, 102, 121, 122, 124, 137; Chemistry 101, 102, 110; Geography 101; Geology 101, 105; Mathematics 101, 102; Mineralogy 101; Paleontology 101; Physical Science 131; Physics 105, 106, 110

2. These requirements must be met at Pepperdine University unless students are exempted by classification or Placement Examination. Students should check with their faculty advisors if they have any questions about these requirements.

a. Religion 2
Students entering Pepperdine University with 60 units or more are exempt from this requirement.

3. Special General Education Courses: These requirements must be met by Pepperdine University courses and may not be satisfied by transfer credit.

PAGE 275

Pepperdine University, Los Angeles

Delete: All of f., g., h, Leave the remaining Note

1979-80 CATALOG ADDENDUM

PAGE 276

Pepperdine University, Seaver College (Malibu)

Revision: line 4 g. Physical Education 4 terms (not units)

Stanford University

Revision: d. d. Natural Sciences/Mathematics/Technology
Three courses are required at least one of which must be from an area other than the mathematical sciences.

PAGE 277

United States International University, San Diego California Western Campus Elliot Campus

Add: new paragraph, after e. The general education requirements are in the process of revision. Please contact the Advisement Office at 741-2535 for information regarding this revision.

University of Southern California College of Letters, Arts, and Science

Units

Revision: a.2. English 102 3

Revision: b. 1., line 2 Art 101-121, 126-129, 134-145, 147, 148, 160-162, 170, 172, 205

Revision: b. 1., line 4 Theater Arts 101-104, 105 Maximum 6

Revision: b. 1., line 6 131, 134 Maximum 6

Add: 2., line 2 English 130, 205

Add: *c. 1. Astronomy 102

Add: *c. 3. Chemistry 120, 121

Add: *c. 5. Mathematics 111, 112

Add: *c. 8. Business 129

Delete: *c. 8. Business 126

PAGE 278

University of Southern California College of Letters, Arts, and Science

Revision: *d. 1., line 2 Journalism 101, 102 (for non-journalism majors only)

Delete: *d. 2., line 3 151

Add: *d. 2., line 3 121

Add: *d. 4., line 3 103

PAGE 280

Bakersfield, Chico, Dominguez Hills, Fresno.....

Revision: paragraph 2, last sentence Students will complete a minimum of forty (40) units from this list which may include units earned in satisfying the History and Constitution requirements.

PAGE 281

Bakersfield, Chico, Dominguez Hills, Fresno.....

Add: 2., paragraph 2 Colloquia 150

Add: 2., paragraph 2 Social Science 123

An abstract graphic design featuring a solid black background. In the lower-left quadrant, a series of vertical white lines of varying thicknesses form a rectangular shape. In the upper-right quadrant, a series of horizontal white lines of varying thicknesses form a trapezoidal shape. The overall composition is minimalist and geometric.

1500 NORTH VERDUGO ROAD
GLENDALE, CALIFORNIA 91208