



COLLEGE OF THE SEQUOIAS

CATALOG
SUPPLEMENT
2013-2014

John Greening
Photography

915 S. Mooney Boulevard
Visalia, California 93277

Table of Contents

This catalog supplement is provided as a brief review of the catalog course and program changes which have taken place since the 2013-2014 catalog was published. The changes include those made through December 2013.

This catalog supplement is divided into the following categories:

Category	Page
New Degree Programs	4
Modified Degree Programs	9
New Certificate Programs	11
Modified Certificate Programs	17
Modified Courses	24
New Courses	26
Deleted Courses	27

The College of the Sequoias Community College District has made every reasonable effort to determine that information stated in this catalog is accurate. Courses and programs offered, together with other matters contained herein, are subject to change without notice by the administration of the College of the Sequoias Community College District for reasons related to student enrollment, level of financial support, or for any other reason, at the discretion of the District. The District further reserves the right to add, amend, or repeal any of its rules, regulations, policies, and procedures.

Published December 2013

Associate in Arts in English for Transfer (AA-T)

Division: Language Arts

This degree prepares students for a seamless transition to a California State University. Students completing this degree will have an introductory foundation for the field of English through the study of rhetorical, stylistic and mechanically sound writing and close reading in multiple literary genres, and will acquire facility in written argumentation and exposition, research, critical interpretation, and listening and speaking skills to enable logical and creative problem solving.

PROGRAM OUTCOMES:

Write cohesively, read literature with understanding, and reason logically about issues and ideas. Students will be prepared to enter a four-year university in this major as well as to gain entry level employment in any field that requires cogent reading, writing and reasoning skills.

TRANSFER & CAREER OPPORTUNITIES: This Associate in Arts in English for Transfer (AA-T) Degree is intended to meet the lower division requirements for English for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: work in education including teaching, publishing and editing, journalism, humanities-based careers, pre-law, theater or the entertainment fields. Students completing this major will find their lives enriched as often motifs and themes of great literature undergird the philosophies of and provide insight into other disciplines. The facility with writing that this major demands will also hold a student in good stead no matter what field of study or career s/he ultimately pursues.

	Units	CSUGE AREA	IGETC AREA
1. GENERAL EDUCATION: Complete one of the following:			
A. California State University General Education (CSU GE)	39-41		
B. Intersegmental General Education Transfer Curriculum (IGETC-CSU)**	37-39		
Required major courses that may double count for specific CSUGE and IGETC AREAs are designated in the CSUGE and IGETC columns. Completion of the CSU Graduation Requirement in U.S. History, Constitution & American Ideas (POLS 5 and HIST 17 or 18) prior to transfer is required for CSUGE and recommended for CSU bound students utilizing IGETC and is reflected in the double counting designations			
2. REQUIRED MAJOR COURSES:			
A. ENGL 002 Logic and Composition	3	A3	1B
B. ENGL 004 Composition and Literature	3	C2	3B
Required Major Units:	6		
3. RESTRICTED ELECTIVES-List A			
Choose two courses (minimum of 6 units)			
ENGL 030 American Literature 1	3	C2	3B
ENGL 031 American Literature 2	3	C2	3B
ENGL 015 Survey of British Lit 1	3	C2	3B
ENGL 016 Survey of British Lit 2	3	C2	3B
ENGL 044 World Literature 1	3	C2	3B
ENGL 045 World Literature 2	3	C2	3B
Restricted Electives-List A Units:	6		

(continued on next page)

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 15 units taken in residence at College of the Sequoias with a "C" (2.0) average as well as a "C" or better in all courses required for the major (see Transfer Information and Requirements section for additional detail.)

*Course(s) meets General Education requirement and 9-15 units may be double counted above in 1A (CSUGE) or 9-12 units may be double counted above in 1B (IGETC-CSU) in the AREAs designated in the CSUGE and IGETC columns.

**IGETC-CSU requires completion of IGETC AREA 1C

Associate in Arts in English for Transfer (AA-T)

Division: Language Arts

(continued from previous page)

	Units	CSUGE AREA	IGETC AREA
4. RESTRICTED ELECTIVES-List B			
Choose one course (minimum of 3 units)			
Any course from List A not used above			
ENGL 014 Creative Writing	3	E	
ENGL 010 Chicano Literature	3		
ENGL 018 African American Literature	3		
ENGL 046 Shakespeare	3		
Restricted Electives-List B Units:	3		
5. RESTRICTED ELECTIVES-List C			
Choose one course (minimum of 3 units)			
Any course from Lists A or B not used above			
DRAM 001 Intro to the Theatre	3	C1	3A
JOUR 01 Writing for New Media	3.5		
LING 111 Introduction to Language	3		
ENGL 019 Women in Literature	3		
Restricted Electives-List C Units:	3		
Total Required Major Units:	18		
6. Select additional transferable courses numbered 1-199 to achieve 60 units:	12-18		
Total Units:	60.00		

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 15 units taken in residence at College of the Sequoias with a "C" (2.0) average as well as a "C" or better in all courses required for the major (see Transfer Information and Requirements section for additional detail).

*Course(s) meets General Education requirement and 9-15 units may be double counted above in 1A (CSUGE) or 9-12 units may be double counted above in 1B (IGETC-CSU) in the AREAs designated in the CSUGE and IGETC columns.

**IGETC-CSU requires completion of IGETC AREA 1C

Associate in Arts in Political Science for Transfer (AA-T)

Division: Social Science

This degree is designed to prepare students for a seamless transition to a California State University. Students completing this degree will have an introductory foundation for the field of Political Science through the study of theories, groups and relationships, and a better understanding of how political and governmental institutions make and implement decisions and the effects those decisions have on individual, group, and societal behavior. Students will acquire skills to think critically, communicate ideas and become more informed citizens.

PROGRAM OUTCOMES:

Demonstrate the ability to explain and evaluate the significant factors that influence the American Political system.

TRANSFER & CAREER OPPORTUNITIES: This Associate in Arts in Political Science for Transfer (AA-T) Degree is intended to meet the lower division requirements for political science for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: civil service, education, law (including paralegal studies), journalist, and lobbyist, among many others.

		Units	CSUGE AREA	IGETC AREA
1.	GENERAL EDUCATION: Complete one of the following:			
	A. California State University General Education (CSU GE)	39-41		
	B. Intersegmental General Education Transfer Curriculum (IGETC-CSU)**	37-39		
<p>Required major courses that may double count for specific CSUGE and IGETC AREAs are designated in the CSUGE and IGETC columns. Completion of the CSU Graduation Requirement in U.S. History, Constitution & American Ideas (POLS 5 and HIST 17 or 18) prior to transfer is required for CSUGE and recommended for CSU bound students utilizing IGETC and is reflected in the double counting designations</p>				
2.	REQUIRED MAJOR COURSES:			
	A. POLS 005 Federal, State & Local Govt	3	D8	4H
	B. POLS 006 Comparative Politics	3	D8	4H
	C. POLS 008 International Relations	3		
	D. SSCI 025 Statistics - Social Sciences	3	B4	2A
	E. ECON 040 Principles of Microeconomics	3		4B
	F. ECON 050 Principles of Macroeconomics	3		
	Total Required Major Units:	18		
3.	ELECTIVES:			
	Select additional transferable courses numbered 1-199 to achieve 60 units:	12-17		
	Total Units:	60.00		

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 15 units taken in residence at College of the Sequoias with a "C" (2.0) average as well as a "C" or better in all courses required for the major (see Transfer Information and Requirements section for additional detail).

*Course(s) meets General Education requirement and 9 units may be double counted above in 1A (CSUGE) or 12 units may be double counted above in 1B (IGETC-CSU) in the AREAs designated in the CSUGE and IGETC columns.

**IGETC-CSU requires completion of IGETC AREA 1C

Associate in Arts in Spanish for Transfer (AA-T)

Division: Language Arts

This degree is designed to prepare students for a seamless transition to a California State University. Students completing this degree will have an introductory foundation for the field of Spanish through the study of language, culture and literature and will acquire the abilities to engage in conversation, understand the essential points of a narrative or explanation, read and comprehend literature, write summaries and engage in correspondence.

PROGRAM LEARNING OUTCOMES:

Speak, read, write and understand spoken Spanish at a near-native level of fluency.

TRANSFER & CAREER OPPORTUNITIES: This Associate in Arts in Spanish for Transfer (AA-T) Degree is intended to meet the lower division requirements for Spanish for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: international business, finance, health care, social services, travel, and interpreting.

	Units	CSUGE AREA	IGETC AREA
1. GENERAL EDUCATION: Complete one of the following:			
A. California State University General Education (CSU GE)	39-41		
B. Intersegmental General Education Transfer Curriculum (IGETC-CSU)**	37-39		

Required major courses that may double count for specific CSUGE and IGETC AREAs are designated in the CSUGE and IGETC columns. Completion of the CSU Graduation Requirement in U.S. History, Constitution & American Ideas (POLS 5 and HIST 17 or 18) prior to transfer is required for CSUGE and recommended for CSU bound students utilizing IGETC and is reflected in the double counting designations

2. REQUIRED MAJOR COURSES:

If students place out of any required course and are not awarded units for that course, they will have to take additional units to compensate for the course/units they placed out of. Approved substitutions include courses in the Restricted Electives and Approved Substitutions below. GE designations for double counting with the following required courses assume students will not place out of any required courses. Double counting will be modified to accommodate students who place out of any course.

A. SPAN 001	Beginning Spanish	4	C2	
B. SPAN 002	Elementary Spanish	4	C2	6A
	OR			
C. SPAN 022	Span 2 for Spanish Speakers	4	C2	6A
D. SPAN 003	Intermediate Spanish	4		3B, 6A
	OR			
E. SPAN 023	Span 3 for Spanish Speakers	4		3B, 6A
F. SPAN 004	Advanced Spanish	4		3B, 6A
	Required Courses Units:	16		

(continued on next page)

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 15 units taken in residence at College of the Sequoias with a "C" (2.0) average as well as a "C" or better in all courses required for the major (see Transfer Information and Requirements section for additional detail).

*Course(s) meets General Education requirement and 6-9 units may be double counted above in 1A (CSUGE) or 6 units may be double counted above in 1B (IGETC-CSU) in the AREAs designated in the CSUGE and IGETC columns.

**IGETC-CSU requires completion of IGETC AREA 1C

Associate in Arts in Spanish for Transfer (AA-T)

Division: Language Arts

(continued from previous page)

	Units	CSUGE AREA	IGETC AREA
3. RESTRICTED ELECTIVES			
Select a minimum of one course (3 units) from the following:			
SPAN 012 Hispanic Literature	3		
ENGL 010 Chicano Literature	3		
HIST 023 Mexican American	3	D6	
Restricted Electives Units:	3		
4. APPROVED SUBSTITUTIONS:			
As noted above, students who place out of required courses must take additional units to compensate for the course/units placed out of. Approved substitutions include courses in Restricted Electives and the courses listed below.			
ETHN 003 Mexican-American Studies	3		4C
ANTH 010 Cultural Anthropology	3		4A
SOC 001 Introduction to Sociology	3		4J
SOC 010 Sociology of Gender	3		4D
Approved Substitutions Units:	0		
Total Required Major Units:	19		
5. ELECTIVES			
Select additional transferable courses numbered 1-199 to achieve 60 units:	8-11		
The Language Arts Division recommends additional courses be selected from 3 (Restricted Electives) or 4 (Approved Substitutions) above.			
Total Units:	60.00		

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 15 units taken in residence at College of the Sequoias with a "C" (2.0) average as well as a "C" or better in all courses required for the major (see Transfer Information and Requirements section for additional detail).

*Course(s) meets General Education requirement and 6-9 units may be double counted above in 1A (CSUGE) or 6 units may be double counted above in 1B (IGETC-CSU) in the AREAs designated in the CSUGE and IGETC columns.

**IGETC-CSU requires completion of IGETC AREA 1C

Associate of Science in Administration of Justice: Corrections - Not for Transfer* (AS)

Division: Social Sciences

This degree prepares students for entry-level employment and/or potential further study in the field of Administration of Justice - Corrections through the study of theoretical, philosophical, and practical applications of topics related to corrections. Students will acquire skills allowing for beginning paraprofessional or professional employment in criminal justice.

PROGRAM OUTCOMES:

- Analyze ethical dilemmas encountered in the corrections and law enforcement fields and identify the correct ethical choice.
- Explain the “corrections umbrella” by applying definitions, concepts, and principles to the three branches of the corrections system.
- Develop, organize and write an objective report that meets the legal and detailed requirements of law enforcement and corrections agencies.
- Successfully demonstrate the ability to listen and engage in verbal communication with a variety of people taking into consideration cultural customs, beliefs, and lifestyles.

CAREER OPPORTUNITIES: Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: county probation departments, county jails, halfway houses, group homes, crisis centers, juvenile hall and victim service agencies. At the state level, employment opportunities exist with the Department of Corrections and Rehabilitation, and the Department of Juvenile Justice. The federal level offers employment with the U.S. Probation Department and the Bureau of Prisons. Note: Each corrections, probation and parole agency has specific employment and training requirements.

	Units	COS-GE AREA
1. GENERAL EDUCATION AND SUBJECT REQUIREMENTS:		
A. College of the Sequoias’ Associate Degree General Education (COS-GE)	22	
Note: Required Major courses and Restricted Elective that may double count for specific COS-GE AREAs are designated in the COS-GE column.		
2. REQUIRED MAJOR COURSES:		
A. AJ 011 Intro to Criminal Justice	3	
B. AJ 014 Criminal Law 1	3	
C. AJ 113 Juvenile Laws and Procedures	3	
D. AJ 121 Introduction to Corrections	3	
Required Courses Units:	12	
3. Restricted Electives: List A		
Choose three of the following courses:		
AJ 114 Juvenile Delinquency	3	
AJ 117 Correction/Counseling	3	
AJ 123 Criminal Justice Ethics	3	C
AJ 130 Legal Aspects of Corrections	3	
Restricted Electives: List A Units:	9	

(continued on next page)

The Associate Degree requirements include completion of the 1) required major courses and restricted elective courses with a “C” or better grade in each course (required and restricted elective courses may be substituted with the approval of the Social Sciences Division Chair), 2) General Education requirements, 3) subject requirements including PE, Health & Wellness, and American Institutions, 4) and a minimum of 60 units of degree applicable courses numbered 1-299, at least 15 of which must be taken in residence at College of the Sequoias, with a “C” (2.0) average (see **Major and Certificate Requirements** section for additional detail).

*The degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.**Courses meet General Education requirements and 0-6 units may double count above in 1A (COS-GE).

Associate of Science in Administration of Justice: Corrections - Not for Transfer* (AS)

Division: Social Sciences

(continued from previous page)

	Units	COS-GE AREA
4. Restricted Electives: List B Choose a minimum of three additional courses from either List A or List B or a combination of both lists (for a minimum of nine units):		
AJ 025 Constitutional Law	3	A2
AJ 045 Terrorism and Freedom	3	
AJ 111 Communications	3	
AJ 115 Criminal Law 2	3	
WEXP 193J AJ Wrk Exp-1st Sem	1-4	
WEXP 194 J AJ Wrk Exp-2nd Sem	1-4	
WEXP 195 J AJ Wrk Exp-3rd Sem	1-4	
WEXP 196 J AJ Wrk Exp-4th Sem	1-4	
Restricted Electives: List B Units:	9	
5. Electives: Select additional degree-applicable courses numbered 1-299 to achieve 60 units: Recommended courses for electives include CHLD 039, CHLD 042, CHLD 134 and SOC 043.	8-14	
Total Units:	60.00	

The Associate Degree requirements include completion of the 1) required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Social Sciences Division Chair), 2) General Education requirements, 3) subject requirements including PE, Health & Wellness, and American Institutions, 4) and a minimum of 60 units of degree applicable courses numbered 1-299, at least 15 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see **Major and Certificate Requirements** section for additional detail).

*The degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.**Courses meet General Education requirements and 0-6 units may double count above In 1A (COS-GE).

Certificate of Achievement in Architectural Design

Division: Industry & Technology

Replacing Skill Certificate in Architectural Design

This certificate prepares students for entry-level employment in the field of Architectural Design. Students completing this certificate will acquire knowledge and skills in creating and appraising architectural designs utilizing a design concept, design process and critiques.

PROGRAM OUTCOMES:

Create and appraise architectural designs utilizing a design concept, design process, and critiques

EMPLOYMENT OPPORTUNITIES: Upon successful completion of this certificate, students will be prepared for employment in the following fields: Architectural Designer.

		Units
1. REQUIRED CERTIFICATE COURSES:		
A. ARCH 010	Architectural Design 1	4
B. ARCH 011	Architectural Design 2	4
C. ARCH 013	Architectural Design 3	4
D. ARCH 014	Architectural Design 4	4
Total Certificate Units:		16

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry and Technology Division Chair.

Certificate of Achievement in Architectural Drafting

Division: Industry & Technology

Replacing Skill Certificate in Architectural Drafting

This certificate prepares students for entry-level employment in the fields of architecture, engineering, or in related construction fields. Students completing this certificate will acquire skills, knowledge, and abilities related to architectural computer assisted drafting (CAD), construction materials & methods, construction documents, detailing, and conceptual structures.

PROGRAM OUTCOMES:

Create and analyze documents related to architectural drafting, i.e. computer assisted drafting/design, construction materials and methods, detailing, conceptual structural analysis, and construction documents

ENTRY LEVEL EMPLOYMENT OPPORTUNITIES: Upon successful completion of this certificate, students will be prepared for employment in the following fields; CAD Technician in architectural or engineering firms, or in related construction fields.

www.cos.edu/architecture

		Units
1. REQUIRED CERTIFICATE COURSES:		
A. DRFT 114	Introduction to CAD	4
B. ARCH 160	Construction Materials/Methods	4
C. ARCH 161	Architectural Detailing	3
D. ARCH 162	Conceptual Structural Analysis	3
E. ARCH 163	Construction Documents	3
Total Certificate Units:		17

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry and Technology Division Chair.

Certificate of Achievement in Autodesk AutoCAD for Drafting

Division: Industry & Technology

This certificate prepares students for entry-level employment in the field of Autodesk AutoCAD for Drafting. Students completing this certificate will acquire knowledge and skills related to creating and appraising manufacturing and industrial applications (2D & 3D), specifically AutoCAD drawings.

PROGRAM OUTCOMES:

Create and appraise manufacturing applications (2D & 3D) utilizing the Autodesk AutoCAD computer program

EMPLOYMENT OPPORTUNITIES: Upon successful completion of this certificate, students will be prepared for employment in the following fields: CAD Technician/Draftsperson in manufacturing or industrial fields.

1. REQUIRED CERTIFICATE COURSES:		Units
A. DRFT 114	Introduction to CAD	4
B. DRFT 115	Advanced CAD	4
C. DRFT 016	CAD Applications	4
Total Certificate Units:		12

Coursework in DRFT 114, DRFT 115, DRFT 016 shall be completed utilizing the Autodesk AutoCAD computer software.

Architecture Department Website: www.cos.edu/architecture

Other related certificates are offered through the Architecture Department.

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry and Technology Division Chair.

Skill Certificate in Autodesk Maya

Division: Industry & Technology

This certificate prepares students for entry-level employment in the field of Autodesk Maya. Students completing this certificate will acquire knowledge and skills related to creating and appraising digital animation utilizing the computer software Autodesk Maya.

PROGRAM OUTCOMES:

- Create and appraise digital art and 3D animations utilizing various graphic design computer programs, i.e., Autodesk Maya
- Create and appraise graphic design and art drawings utilizing tactile (by hand) and computer (digital) techniques

EMPLOYMENT OPPORTUNITIES: Upon successful completion of this certificate, students will be prepared for employment in the following fields: Animator or 3D Artist.

1. REQUIRED CERTIFICATE COURSES:		Units
A. GD 164	Digital Animation 1	4
B. GD 165	Digital Animation 2	4
Total Certificate Units:		8

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry and Technology Division Chair.

Certificate of Achievement in Business Financial Recordkeeping

Division: Business

Replacing Certificate of Achievement in Bookkeeping

This certificate prepares students for entry-level employment in the field of Business Financial Recordkeeping. Students completing this certificate will acquire an understanding of computerized accounting systems and how to record the financial transactions of business. They will be able to assist their supervisors in the preparation and analysis of a business's financial statements and work with the company's internal and external accounting staff and advisors.

PROGRAM OUTCOMES:

Knowledge of the operations of computerized accounting systems and how to record the financial transactions of business.

EMPLOYMENT OPPORTUNITIES: Upon successful completion of this certificate, students will be prepared for employment in the following fields: banking, credit unions, bookkeeping, office management, and other financial institutions

	Units
1. REQUIRED CERTIFICATE COURSES:	
A. ACCT 210 Computer Accounting	3
B. BUS 268 Electronic Calculating	2
C. BUS 297 Personal Finance	3
D. COMP 138 Spreadsheet for Business	3
Required Courses Units:	11
2. RESTRICTED ELECTIVES	
ACCT 001 Financial Accounting	4
OR	
ACCT 101 Essentials of Accounting	5
Restricted Electives Units:	4-5
3. RESTRICTED ELECTIVES:	
Select a minimum of three units from the following:	
BUS 020 Business Statistics	3
BUS 119 Quantitative Methods	3
BUS 295 Business Mathematics	3
Restricted Electives Units:	3
Total Certificate Units:	18 - 19

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Business Division Chair.

Certificate of Achievement in Dassault Systems SolidWorks

Division: Industry & Technology

This certificate prepares students for entry-level employment in the field of Dassault Systemes SolidWorks. Students completing this certificate will acquire knowledge and skills related to creating and appraising manufacturing and industrial applications (2D & 3D), specifically AutoCAD and SolidWorks drawings.

PROGRAM OUTCOMES:

Create and appraise manufacturing applications (2D & 3D) utilizing the Dassault Systemes SolidWorks computer program.

EMPLOYMENT OPPORTUNITIES: Upon successful completion of this certificate, students will be prepared for employment in the following fields: CAD Technician/Draftsperson in manufacturing or industrial fields.

		Units
1. REQUIRED CERTIFICATE COURSES:		
A. DRFT 114	Introduction to CAD	4
B. DRFT 115	Advanced CAD	4
C. DRFT 016	CAD Applications	4
Total Certificate Units:		12

Coursework in DRFT 114 and DRFT 115 shall be completed utilizing the Autodesk AutoCAD computer software. Coursework in DRFT 016 will be completed utilizing Dassault Systemes SolidWorks.

Architecture Department Website: www.cos.edu/architecture

Other related certificates are offered through the Architecture Department.

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry and Technology Division Chair.

Skill Certificate in CISCO: CCNA Academy

Division: Industry & Technology

This certificate prepares students for entry-level vocational training for employment as a network designer or technician, and serves as preparation for students who wish to pursue advanced study in information technology. The course of study combines lecture and laboratory instruction, and includes the theory and analysis of LAN and WAN computer networks, network design, programming routers and switches, installing, configuring, upgrading, troubleshooting, and repairing computer networks with CISCO internet-working devices.

PROGRAM OUTCOMES:

- Identify, research, and report on the installation, use, and troubleshooting of CISCO networking components
- Load, configure, and troubleshoot operating systems, server software, application software, device updates and upgrades, and network troubleshooting, maintenance, and configuration utilities
- Safely build, maintain, repair, and upgrade CISCO networks
- Work in a group to research solutions to problems in CISCO networks, and be able to help others solve network problems through on-line information, help-desk assistance, and personal intervention.

EMPLOYMENT OPPORTUNITIES: Upon successful completion of this certificate, students will be prepared for employment in the following fields: Network Technician, Network Engineer, Helpdesk, Network Administrator, Trainer, Consultant, Network Designer.

1. REQUIRED CERTIFICATE COURSES:		Units
A.	IT 230 CISCO Academy 1	4
B.	IT 231 CISCO Academy 2	4
C.	IT 232 CISCO Academy 3	4
D.	IT 233 CISCO Academy 4	4
Total Certificate Units:		16

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry and Technology Division Chair.

Certificate of Achievement in Commercial Art

Division: Fine Arts

This certificate prepares students for entry-level employment in the field of Commercial Art. Students completing this certificate will acquire the ability to design and draw, use a computer to produce art, and gain technical abilities.

PROGRAM OUTCOMES:

Create images using both traditional and digital technology

EMPLOYMENT OPPORTUNITIES: Upon successful completion of this certificate, students will be prepared for employment in the following fields: design/commercial art, commercial printing/fine art printing, web design, illustration, digital photo imaging, and digital portraiture.

		Units
1.	REQUIRED CERTIFICATE COURSES:	
A.	ART 001 Art Appreciation	3
B.	ART 006 Color and Design	3
C.	ART 008 Drawing Fundamentals	3
D.	ART 023 Macintosh Basic for Artists	3
E.	ART 025 Digital Imaging for Artists	3
F.	ART 111 Beginning Gallery Exhibition	3
G.	ART 176 Beginning Stone Lithography	3
	Required Courses Units:	21
2.	RESTRICTED ELECTIVES	
	Select 12 additional units to complete the total units required.	
	ART 009 Drawing Composition	3
	ART 049 Beginning Figure Drawing	3
	ART 015 Beginning Printmaking	3
	ART 121 Beginning Screen Printing	3
	ART 130 Digital Printmaking	3
	ART 177 Intermediate Stone Lithography	3
	ART 043 Beginning Studio Painting	3
	Restricted Electives Units:	12
	Total Certificate Units:	33

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Fine Arts Division Chair.

Certificate of Achievement in Environmental Control Technology

Division: Industry & Technology

This certificate prepares students for entry-level employment in the field of Environmental Control Technology. Students completing this certificate will acquire skills in maintenance and troubleshooting, air conditioning, heating and refrigeration equipment.

PROGRAM OUTCOMES:

Demonstrate competency in the necessary knowledge and skills required of an HVAC/R technician in the industry. This outcome will be assessed by test scores, labs completed and by diagnostic procedures.

EMPLOYMENT OPPORTUNITIES: Upon successful completion of this certificate, students will be prepared for employment in the following fields: service technician HVAC/R, wholesale counter person, outside sales, maintenance technician, sheet metal fabricator and sheet metal installer.

1. REQUIRED CERTIFICATE COURSES:		Units
A. ECT 280	Elect & Controls for HVAC	4
B. ECT 281	Basic Air Conditioning	12
C. ECT 282	Adv Air Cond/Refrig Com/Dom	12
D. ITEC 242	Air Conditioning Sheet Metal	4
Total Certificate Units:		32

ITEC 242 may be substituted with other support classes listed in COS Catalog under ECT, with the approval of the Division Chair.

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry and Technology Division Chair.

ESL Beginning Level Certificate of Completion (Noncredit)

Division: Language Arts

This noncredit certificate prepares students for coursework in English as a Second Language and is intended for students whose first language is other than English. The program differs from that offered in adult schools in its rigor and focus. Beginning courses are designed for students with minimal skills in one or more of the reading, writing, speaking and listening areas. The ESL Beginning Level Certificate can be completed by taking on-campus or off-site classes.

PROGRAM OUTCOMES:

- Apply basic reading strategies, comprehend short texts, and acquire new vocabulary from context
- Write simple English sentences that express a main idea
- Pronounce a variety of English words and phrases at a basic functional level

		Hours
1. REQUIRED CERTIFICATE COURSES:		
A. ESL 402	Beginning Writing/Grammar 1	108
B. ESL 403	Beginning Reading/Vocabulary 1	54
C. ESL 410	Beginning Writing/Grammar 2	108
D. ESL 411	Beginning Reading/Vocabulary 2	54
E. ESL 404	Beginning Pronunciation/Speaking 1 (36)	36
OR		
F. ESL 412	Beginning Pronunciation/Speaking 2 (36)	
Total Required Certificate Hours:		360

Certificate of Achievement in Fire Technology

Division: Special Programs - Fire Science

This certificate prepares students for entry-level employment in the field of Fire Technology. Students completing this certificate will acquire skills necessary for employment or advancement as an entry-level firefighter or other positions in the field of fire protection and prevention.

PROGRAM OUTCOMES:

Demonstrate the acquired knowledge in fire protection and prevention

EMPLOYMENT OPPORTUNITIES: Upon successful completion of this certificate, students will be prepared for employment in the following fields: firefighter, firefighter/paramedic, fire investigation, fire prevention and public education.

		Units
1.	REQUIRED CERTIFICATE COURSES:	
A.	FIRE 155 Fire Behavior & Combustion	3
B.	FIRE 159 Intro to Fire Protection Org	3
C.	FIRE 163 Fire Protection Equip/System	3
D.	FIRE 182 Bld Constr for Fire Protectn	3
	Required Courses Units:	12
2.	RESTRICTED ELECTIVES:	
	Choose 18 units from the following:	
	FIRE 280 Fire Fighter 2 Academy	5
	EMT 251 Emergency Medical Technician B	5
	FIRE 125 Fund Fire/Apparatus/Equipment	3
	FIRE 156 Fire Service Hydraulics	3
	FIRE 157 Fire Prevention Technology	3
	FIRE 160 Fire and Emergency Safety	3
	FIRE 161 S.F.M.-Fire Prevention 1A	2
	FIRE 162 S.F.M.-Fire Prevention 1B	2
	FIRE 168 S.F.M. Training Instructor 1A	2
	FIRE 169 S.F.M. Training Instructor 1B	2
	FIRE 173 S.F.M. Fire Command 1A	2
	FIRE 174 S.F.M. Fire Command 1B	2
	FIRE 270 Basic Fire Fighter 1 Academy	15
	FIRE 275 Fire Command 1C-I-Zone F1	2
	FIRE 277 S.F.M. Fire Management 1	2
	Restricted Electives Units:	18
	Total Required Certificate Units:	30

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Special Programs-Fire Science Division Chair.

Skill Certificate in Food Services, Basic Skills

Division: Consumer/Family Studies

Students completing this certificate will acquire decision-making skills and judgment to serve customers in eating places, and the ability to clean and organize eating areas, to prepare simple food and beverages, to cook or reheat food items, and to follow food safety and sanitation procedures.

PROGRAM OUTCOMES:

- Identify and practice proper food safety and sanitation techniques
- Use the proper equipment and apply the proper techniques in food preparation

EMPLOYMENT OPPORTUNITIES: Upon successful completion of this certificate, students will be prepared for employment in the following jobs: food service worker in restaurants, cafeterias or food service institutions.

		Units
1. REQUIRED CERTIFICATE COURSES:		
A. NUTR 107	Sanitation and Safety	2
B. CULN 201	Foods (3)	3
OR		
C. CULN 205	Professional Cooking (3)	
	Required Courses Units:	5
2. RESTRICTED ELECTIVES		
Select 3 units from any of the following support courses:		
NUTR 018	Nutrition	3
NUTR 020	Cultural Foods	3
NUTR 214	Cooking for a Healthy Life	3
NUTR 218	Nutrition Basics	3
	Restricted Electives Units:	3
	Total Certificate Units:	8

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Consumer Family Studies Division Chair.

Certificate of Achievement in Mechanical Drafting

Division: Industry and Technology

This certificate prepares students for entry-level employment in the field of Mechanical Drafting. Students completing this certificate will acquire knowledge and skills related to creating and appraising manufacturing and industrial applications (2D & 3D), specifically CAD and tactile (by hand) drawings.

PROGRAM OUTCOMES:

Create and analyze documents related to mechanical drafting, i.e., computer-assisted and tactile drafting/design

EMPLOYMENT OPPORTUNITIES: Upon successful completion of this certificate, students will be prepared for employment in the following fields: CAD Technician/Draftsperson in manufacturing or industrial fields.

		Units
1.	REQUIRED CERTIFICATE COURSES:	
A.	DRFT 112 Mechanical Drafting 1	3
B.	DRFT 113 Mechanical Drafting 2	3
C.	DRFT 114 Introduction to CAD	4
D.	DRFT 115 Advanced CAD	4
E.	DRFT 016 CAD Applications	4
	Total Required Certificate Units:	18

Architecture Department website: www.cos.edu/architecture

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

MODIFIED

AGTC 103 Farm Power 3.5
 Hours: 3 Lecture/Discussion
 1 Lab

Modifications:

Course Number: Formerly AGTC 103AC

Unit value changed from 3 units

Course Description

Revised Course Description: Farm power deals with the theory, operation, adjustment and maintenance of the farm tractor and its mechanical systems. The systems include power train, steering and hydraulic mechanisms. Cooling, electrical, fuel, clutch, equipment application and safety will be included.

BIOL 001 Principles of Biology 1 5
 Hours: 3 Lecture/Discussion
 6 Lab

Modifications:

Deleted Prerequisite of MATH 235

CHEM 253 Introduction to Chemistry 3
 Hours: 3 Lecture/Discussion

Modifications:

Unit value changed from 4 units

Lecture/Lab Hours changed from 3 Lecture/3Lab

Advisories Modified: ENGL 251 was added; MATH 205 was deleted.

EMT 251 Emergency Medical Technician B 5
 Hours: 3 Lecture/Discussion
 6 Lab

Modifications:

Unit value changed from 4

Lecture/Lab hours changed from 3 Lecture/4.5 Lab

Course Description

Revised Course Description: The student who completes this course will develop skills in recognition of symptoms of illness and/or injury and proper procedures for emergency care. Those who complete the EMT B courses are eligible to sit for the National Registry of Emergency Medical Technicians and employment by government and private emergency health care services in the area (state certification and national testing fees apply). Successful completion of the course also allows eligibility for Emergency Medical Technician Paramedic training, which provides opportunity for career advancement, higher pay, and greater responsibility in providing emergency health care. Some EMTs enter nursing and other advanced health care fields.

ESL 350 Adv Writing/Grammar 6 3
 Hours: 3 Lecture/Discussion
 1 Lab

Modifications:

One lab hour per week added

Course Description

Revised Course Description: This ESL course is suitable for the advanced student with demonstrated knowledge and experience in English grammar and writing. The course is designed to review and refine grammar for application in pre-collegiate assignments, enabling the student to successfully transition

into mainstream college course work. Students will use basic computer and word processing skills necessary for academic work. One additional outside Language Lab hour is required for this class. Students enrolled in ESL 350 may access the supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course.

ESL 403 Beginning Reading/Vocabulary 1 0
 Hours: 3 Lecture/Discussion

Modification: Course Description

Revised Course Description: This ESL course is suitable for the true beginner with little or no knowledge of English reading or vocabulary skills. The course is designed as an introduction to basic reading techniques, vocabulary and study skills, and basic writing and spoken English in academic and vocational situations. Students enrolled in ESL 403 may access the supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. Concurrent registration in ESL 402 (or appropriate ESL Writing/Grammar course) AND ESL 404 (or appropriate ESL Listening/Speaking course) is STRONGLY recommended.

ESL 404 Beginning Listening/Speaking 1 0
 Hours: 2 Lecture/Discussion

Modifications:

Course Number: Formerly ESL 412AB

Course Description

Revised Course Description: This ESL course is suitable for the low beginning student, the true beginner, and is designed to introduce students to basic listening and speaking skills and to develop their ability to comprehend and respond to basic spoken English. Students enrolled in ESL 404 may access supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. Concurrent registration in ESL 402 (or appropriate Writing/Grammar course) AND ESL 403 (or appropriate ESL Reading/Vocabulary course) is STRONGLY recommended.

ESL 411 Beg. Reading/Vocabulary 2 0
 Hours: 3 Lecture/Discussion

Modification: Course Description

Revised Course Description: This ESL course is suitable for the high-level beginning student with basic knowledge of English reading and vocabulary skills. This course is designed for students to develop and expand reading techniques, vocabulary and study skills, and to comprehend and respond to written and spoken English in basic academic and vocational situations. Students enrolled in ESL 411 may access the supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. Concurrent registration in ESL 410 (or appropriate ESL Writing/Grammar course) AND ESL 412 (or appropriate ESL Listening/Speaking course) is STRONGLY recommended.

ESL 421 Intermediate Reading/Vocab 3 0
 Hours: 3 Lecture/Discussion

Modification: Course Description

Revised Course Description: This ESL course is suitable for the low intermediate student with some foundation in English reading and vocabulary skills. This course is designed to develop

reading techniques, vocabulary, and study skills so that the student can comprehend and respond to written and spoken English. Students enrolled in ESL 421 may access the supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. Concurrent registration in ESL 420 (or appropriate ESL Writing/Grammar course) AND ESL 422 (or appropriate ESL Listening/Speaking course) is STRONGLY recommended.

ESL 431 Intermediate Reading/Vocab 4 0
Hours: 3 Lecture Discussion

Modification: Course Description

Revised Course Description: This ESL course is suitable for the high intermediate student with a foundation in English reading and vocabulary skills. This course is designed to expand reading techniques, vocabulary, and study skills so that the student can comprehend and respond to written and spoken English in intermediate to advanced academic and vocational situations. Students enrolled in ESL 431 may access the supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. Concurrent registration in ESL 430 (or appropriate ESL Writing/Grammar course) AND ESL 432 (or appropriate ESL Listening/Speaking course) is STRONGLY recommended.

ESL 441 Advanced Reading/Vocab 5 0
Hours: 3 Lecture/Discussion

Modification: Course Description

Revised Course Description: This ESL course is suitable for the low advanced student with a strong foundation in English reading and vocabulary skills. The course is designed to expand reading techniques, vocabulary, and study skills so that the student can comprehend and respond to written and spoken English in advanced academic and vocational situations. Students enrolled in ESL 441 may access the supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. Concurrent registration in ESL 440 (or appropriate ESL Writing/Grammar course) AND ESL 442 (or appropriate ESL Listening/Speaking course) is STRONGLY recommended.

ESL 450 Advanced Writing/Grammar 6 0
Hours: 3 Lecture/Discussion
1 Lab

Modifications:

One Lab hour/week was added

Course Description

Revised Course Description:

This ESL course is suitable for the high-advanced student with demonstrated knowledge and experience in English grammar and writing. The course is designed to review and refine grammar for application in pre-collegiate assignments, enabling the student to successfully transition into mainstream college course work. Students will use basic computer and word processing skills necessary for academic work. Students enrolled in ESL 450 may access the supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit, non-credit course. Concurrent registration in ESL 451 (or appropriate ESL Reading/Vocabulary course) AND ESL 452 (or appropriate ESL Listening/Speaking course) is STRONGLY recommended.

ESL 451 Advanced Reading/Vocab 6 0
Hours: 3 Lecture/Discussion

Modification: Course Description

Revised Course Description: This ESL course is suitable for the high advanced student with demonstrated ability to comprehend written English at an advanced level. The course is intended to expand reading techniques, vocabulary, and study skills so that the student can successfully transition into mainstream course work. Students enrolled in ESL 451 may access the supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. Concurrent registration in ESL 450 (or appropriate ESL Writing/Grammar course) AND ESL 452 (or appropriate ESL Listening/Speaking course) is STRONGLY recommended.

MET 001 Elementary Meteorology 3
Hours: 3 Lecture/Discussion

Modification: Course Description

Revised Course Description: An introductory course designed to provide insights into physical processes and laws that underlie the phenomena of weather and climate. An emphasis is placed on understanding the methodologies of scientific inquiry and understanding current meteorological-environmental problems.

MUS 013 Music of the World 3
Hours: 3 Lecture/Discussion

Modification: Course Description

Revised Course Description: MUS 13 includes a study of the elements of music as they pertain to the world's musical traditions and styles, and a survey of world music from selected regions and genres.

NUTR 214 Cooking for a Healthy Life 3
Hours: 2 Lecture/Discussion
3 Lab

Modifications:

Course Number: Formerly NUTR 114

Materials Fee: Increased to \$50 from \$45

PARA 204 Civil Procedures 2 3
Hours: 3 Lecture/Discussion

Modifications:

Course Number: Formerly PARA 104

Distance Education mode added

Advisories deleted

PEAC 017 Techniques of Baseball 1
Hours: .5 Lecture/Discussion
1.5 Activity

Modifications:

Course Number: Formerly PE 012AD

Advisories deleted

Course Description

Revised Course Description: This course is designed for the advanced baseball player. It will prepare the student for baseball competition with physical fitness training and intra-class play. Advanced skills in throwing, fielding, batting and pitching a baseball will be taught and practiced.

WELD 105 Metalcraft Welding/Forging 3.5
 Hours: 3 Lecture/Discussion
 1 Lab

Modifications:
Course Number: Formerly WELD 105AC
Course Description
Revised Course Description: Instruction in metalcraft welding and forging techniques, basic tools for welded craft projects and sculpture, theory of abstract shapes and designs, plus principles of using various metal types will introduce the concepts of metal craft welding.

NEW

ENGL 125 Writing Center Pedagogy 2.5
 Hours: 2 Lecture/Discussion
 1 Lab

English 125 is an intensive study in Rhetoric and Composition Pedagogy designed to introduce students to the pedagogical frameworks supporting the Writing Center and its practices. Students will learn about the history of writing instruction at the college level, becoming familiar with major pedagogical schools and theories, interacting with different models of the writing process and argumentation to develop an understanding of how these discourses influence learning. Students will use the knowledge from this intensive study to refine and theorize their consulting sessions in the Writing Center. This course is designed for students working as consultants in the Writing Center, and all students in the course will receive practical experience in the form of one hour per week of supervised consulting in the Writing Center (TBA).

ENGL 126 Research Proj in WC Consulting 2.5
 Hours: 2 Lecture/Discussion
 1 Lab

English 126 is an intensive, individualized course of study intended for experienced Writing Center consultants interested in developing an area of expertise within the realm of tutoring. Having chosen their focus, students will investigate current research and scholarly work on the issue, analyzing their own practices and the practice of the Writing Center in light of the ongoing scholarly conversation. They will use their research to revise their practices, to develop new strategies and techniques, and to foster discussion among their peers at the Writing Center. This course is designed for students working as consultants in the Writing Center, and all students in the course will receive practical experience in the form of one hour per week of supervised consulting in the Writing Center (TBA)

ESL 412 Beg. Listening/Speaking 2 0
 Hours: 2 Lecture/Discussion

This ESL course is suitable for the high beginning student who is continuing to develop basic listening and speaking skills. This course is designed to improve speaking skills so that the student can comprehend and respond to spoken English in academic and vocational situations. Students enrolled in ESL 412 may access supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. Concurrent registration in ESL 410 (or appropriate Writing/Grammar course) AND ESL 411 (or appropriate ESL Reading/Vocabulary course) is STRONGLY recommended.

ESL 432 Interm Listening/Speaking 4 0
 Hours: 2 Lecture/Discussion

This ESL course is suitable for the high intermediate student who has a good foundation in English pronunciation and speaking skills. This course is designed to improve speaking skills so that the student can comprehend and respond to spoken English in academic and vocational situations. Students enrolled in ESL 432 may access the supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. Concurrent registration in ESL 430 (or appropriate ESL

Writing/Grammar course) AND ESL 431 (or appropriate Reading/Vocabulary course) is STRONGLY recommended.

GD 165 Digital Animation 2 4
 Hours: 3 Lecture/Discussion
 3 Lab

This is an intermediate graphic design course in digital animation using the Maya computer program that builds upon the basic skills learned in GD 164. Course content will provide students with intermediate and advanced level understanding of Maya tools and techniques necessary to create 3-D models, renderings, and animations that can be applied to a wide variety of industries including multimedia, interactive, gaming and web graphics, as well as production CG. Advisory on Recommended Preparation: GD 164 or equivalent college course with "C" or better

Materials Fee: \$20

IS 211 Student Governance 2
 Hours: 2 Lecture/Discussion

This course is designed to familiarize students with the Student Senate Constitution and governance process within the community college system. Students will learn methods and techniques to conduct effective meetings and skills to serve as student representatives within the participatory governance structure. Students will develop an understanding of the community college culture, learn methods to lead with integrity and moral purpose, develop critical thinking skills, and strategies for active citizenship.

DELETED

AJ 213	Interview & Interrogation	1.5
AJ 215	Drug Symptology	1
AGMT 112	Ag Real Estate and Appraisal	3
AGTC 212	Welding Power Sources/Applicat	1
ART 126	Digital Painting	3
CHEM 030	Genl & Biological Chemistry	5
DPTI 202	GMP and Sanitation	1
DPTI 203	Industrial Safety	1
DPTI 204	Sensory Evaluation	1
DPTI 205	HACCP and Food Safety	1
DPTI 206	Human Resources	1
DPTI 207	Process Equipment & Engineer	1
HLTH 280	Interpreting in Health Care 1	2
HLTH 281	Interpreting in Health Care 2	4
HLTH 282	Interpreting in Health Care 3	6
HLTH 283	Field Experience in HCI	3
IA 007AD	Intercol Golf	2
IA 010AD	Intercol Women's Golf	2
IA 011AD	Intercol Men's Tennis	2
NURS 155	IV Skills	.5
NURS 172	Pharmacology in Health Care	3
NURS 200	Basic Phlebotomy	1
NURS 201	Advanced Phlebotomy	1.5
NURS 202	Phlebotomy Practicum	1
PHOT 001	Beginning Photography	3
VT 216	Veterinary Office Practices	2