PC PORTERVILLE COLLEGE

2024-2025
COLLEGE CATALOG

www.portervillecollege.edu
559.791.2200

PORTERVILLE COLLEGE
2024-2025 Catalog

100 East College Avenue
Porterville, CA 93257

www.portervillecollege.edu
559-791-2200

Kern Community College District

PORTERVILLE COLLEGE 2023 - 2024 CATALOG

If this material is needed in alternate format for people with disabilities, please contact Disabled Student Programs & Services at 559-791-2215.

Disclaimer

Porterville College reserves the right to modify its programs, tuition and fees, admission and graduation requirements, schedules and other policies, procedures and regulations stated in this catalog without notice.

Addenda may be found on the college website: *https://www.portervillecollege.edu/academics/catalog*

A message from the President:

Hello! My name is Dr. Claudia Habib, and I'm excited to be the president of Porterville College!

Almost 100 years ago, we started offering small college classes on a high school campus, but we've always been focused on helping our community grow.

Today, we're a full-service community college on a beautiful 60-acre campus with the Sierra Mountains as a backdrop. Our fantastic faculty and staff are all about helping people like you reach higher and dream **BIGGER**.

I'm very excited to see that more and more people are turning to PC each year to make their dreams a reality. That means our unwavering commitment to providing the resources students need to succeed is paying off! We're here to give you the tools you need to tackle challenges and achieve **BIG** things.

At PC, we're all about student success, so we work closely with local businesses and community partners to ensure our programs are relevant and up to date. We're constantly innovating to meet your needs, whether you're looking to get your degree, transfer to a four-year college, jump-start your career, or learn new skills.

Whether you're a college newbie, a returning student, or just looking to upskill, Porterville College has a path for you. This catalog is packed with learning opportunities and ways to grow your future.

Are you still trying to figure out where to start? No worries! Our friendly counselors and advisors are here to help you find that perfect path. Our outstanding faculty and staff are ready to support you and ensure you have a positive experience at PC.

So, welcome to Porterville College! Remember, we might start small at PC, but we always **GO BIG!**

We're a diverse and supportive community and are excited to welcome you into the Pirate Family.

Join us, and let's make this year one of growth and accomplishment!

See you on campus!

Claudia Habib, President

P.S. Don't forget to check out our website for even more info: **www.PortervilleCollege.edu**

PC PORTERVILLE COLLEGE

Kern Community College District Chancellor,
Steven Bloomberg

Deputy Chancellor, Dr. Zav Dababhoy

Board of Trustees
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About the College

History

Porterville College was established in 1927 as a part of the Porterville Union High School and College District and has been a unit of the Kern Community College District since July 1, 1967.

Location

Porterville College is located at 100 East College Avenue, Porterville, California, at the base of the scenic High Sierra Mountain Range in southeastern Tulare County. The population of the Porterville urban area is approximately 62,000 persons and that of the surrounding service area is 90,000 persons. Porterville is the gateway to a vast mountain wonderland and recreational area. It is within three hours commuting time to the seashores of the Pacific or to the metropolitan Los Angeles area.

Porterville College is the northernmost college in the Kern Community College District, which serves an area of some 24,000 square miles in all or portions of Kern, Tulare, Inyo, and San Bernardino Counties. Other colleges in the district are Bakersfield College in Bakersfield and Cerro Coso Community College in Ridgecrest.

Mission Statement

With students as our focus, Porterville College provides our diverse local communities quality education that promotes intellectual curiosity, personal growth, and lifelong learning, while preparing students for career and academic success.

In support of our values & philosophy, Porterville College will:

- Provide quality academic programs to all students.

- Provide comprehensive support services to help students achieve their personal, career and academic potential.

- Prepare students for transfer and success at four-year institutions.

- Provide courses and training to prepare students for employment or to enhance skills within their current careers.

- Provide comprehensive support systems tailored to each student's skill level.

- Recognize student achievement through awarding degrees, certificates, grants, and scholarships.

Our Values

Porterville College's core values define the character of the institution and are active ingredients in all that the College does. Through our commitment to these values the College can better serve and be more responsive to its students, staff, and community:

- **Participation** – fostering and encouraging the involvement of staff and students in campus activities and the various aspects of the College decision-making process.

- **Integrity** – holding one another accountable and remaining transparent by adhering to the highest academic and professional standards.

- **Respect** – treating each other with respect, trust, and dignity.

- **Adaptability** – nurturing and supporting exploration of innovative ideas, programs, and services to enhance our service to the community.

- **Teamwork** – working together to encourage input and dialogue in a collegial and cooperative manner.

- **Equity** – supporting students in achieving their full educational potential regardless of race, ethnicity, age, gender, gender identity, sexual orientation, immigration status, religion, ability, culture, and learning modality.

- **Success** – striving to continually support students in achieving their academic, career, and personal goals.

Our Philosophy

In support of our mission and values, Porterville College will base its decisions and actions upon the following beliefs:

- All students at Porterville College will be treated with respect and dignity regardless of who they are or the goals they have established for themselves.

- Porterville College will provide the best possible service to its students in order for them to meet their individual academic or vocational goals.

- Porterville College will encourage innovation, creativity, and new ideas and will support professional development opportunities.

- As an integral part of the community, Porterville College will develop and enhance partnerships with schools, colleges, universities, businesses, and community-based organizations to respond to the educational, workforce, and economic development needs of the region.

- As an integral part of the Kern Community College District, Porterville College will participate in and be actively involved with all district-wide committees and governance structures.

Institutional-Level Outcomes

- **Communication:** Use language and other modes of expression appropriate to the audience and purpose.

- **Cognition:** Think independently, creatively, and critically in order to analyze, synthesize, and evaluate ideas and information.

- **Information Competency:** Utilize research skills necessary to achieve educational, professional, and personal objectives.

- **Social and Cultural Responsibility:** Apply knowledge of diversity and multicultural competencies to promote equity, social justice, and civic engagement in our communities.

- **Personal Growth:** Demonstrate self-understanding and ethical behavior though practices that promote physical, mental, and emotional well-being.

Facilities

The campus is located on approximately 80 acres and includes facilities for business, liberal arts, applied sciences, science, mathematics, communications, theater, library and learning resource center, trade and industry, fine arts, health, stadium and track, gymnasium, fitness center, tennis courts, baseball and softball diamonds, horticulture complex, and ample parking.

Porterville College Foundation

The Porterville College Foundation is an auxiliary nonprofit corporation established to support Porterville College and its students through philanthropic endeavors. To donate to a college program or project, create a scholarship, or receive additional information about the Foundation, contact the Foundation Office at 559-791-2319, or see our web page: *https://www.portervillecollegefoundation.org*

Gifts and bequests may be designated for specific projects, presented in honor or memory of an individual, or designated as unrestricted gifts and bequests which can be used where the need is greatest.

Foundation Mission Statement:

The Porterville College Foundation will support Porterville College in developing activities, programs and facilities to the best interest of students; will actively solicit gifts, bequests and other income; and will demonstrate prudent fiduciary responsibility in the administration of those funds.

Accreditation

Porterville College is accredited by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, 1428 J Street, Suite 400, Sacramento, CA 95814, (415) 506-0234, an institutional accrediting body recognized by the Council for Higher Education and the U.S. Department of Education. Additional information about accreditation, including the filing of complaints against member institutions, can be found at *www.accjc.org.*

Specialized Program Accreditation

The following Porterville College Programs have been accredited through their own respective agencies as listed below:

EMERGENCY MEDICAL TECHNICIAN

Approved by the Central California EMS Agency, 1221 Fulton Mall, 5th Floor; PO Box 11867, Fresno, CA 93775-1867 Phone: (559) 600-3387 | Fax: (559) 600-7691 | *ccemsa@co.fresno.ca.us*

FIRE ACADEMY

The Academy meets the requirements of the California State Fire Marshal's Office for Fire Fighter I certification. Accredited by the California State Fire Marshall's Office, P.O Box 997446 Sacramento, CA 95899 | Phone: (916) 445-8444

POST CERTIFIED BASIC POLICE ACADEMY

The Police Academy is a Commission on Peace Officers Standards and Training (POST) Certificated Training Academy for California law enforcement. It meets the basic requirement for employment as a municipal, county and state law enforcement officer. State law requires completion of a POST-Certified Basic Course for lateral-entry level employment in law enforcement. CA Commission on Peace Officer Standards and Training: 860 Stillwater Road, Suite, 100 West Sacramento, CA 95605 | Phone: (916) 227-3909

PSYCHIATRIC TECHNICIAN

Approved by the Board of Vocational Nursing and Psychiatric Technicians, 2535 Capitol Oaks Drive, Suite 205, Sacramento, CA 95833 (916) 263-7800 | *bvnpt@dca.ca.gov* | *https://www.bvnpt.ca.gov/contact.shtml*

REGISTERED NURSING PROGRAM

Approved by the California Board of Nursing, P.O. Box 944210, Sacramento, CA 94244-2100 | (919) 322-3350 | *https://www.rn.ca.gov/contact.shtml*

Student Right-to-Know

In compliance with the Student Right-to-Know *(SRTK)* and Campus Security Act of 1990 *(Public Law 101-542)*, it is the policy of Porterville College *(PC)* to publish its completion and transfer rates to all current and prospective students. Beginning in Fall 2019, a cohort of all certificate, degree, and transfer seeking first-time, full-time students were tracked over a three-year period. Their completion and transfer rates are listed below. These rates do not represent the success rates of the entire student population at the college, nor do they account for student outcomes occurring after this three-year tracking period.

A student is included in the **Completion Rate** if they attained a certificate or degree or became 'transfer prepared' within the three-year period, from Fall 2019 to Spring 2022. Transfer-prepared is defined as having completed 60 transferable units with a GPA of 2.0 or better.

Students who transferred to another post-secondary institution, prior to attaining a degree, certificate, or becoming 'transfer prepared' during a five-semester period, from Spring 2020 to Spring 2022, are transfer students.

The table below compares Porterville College's Completion and Transfer Rates to the statewide community college average.

Fall 2019 SRTK Cohort	Completion Rate	Transfer Rate
Statewide	34.28%	8.62%
Porterville College	26.59%	2.89%

For further information on SRTK methodology, interpretation and rates at other community colleges, you can visit the CA Community College Chancellor's Office website at *https://www.portervillecollege.edu/about-pc/student-right-to-know.*

ACADEMIC CALENDAR

Fall Semester 2024 *(August 24 - December 14)*

August 22-23	Flex Day
August 24	Saturday classes begin for Fall semester
August 26	Instruction begins
September 2	Labor Day Holiday - Campus closed
September 6	Last day to drop a semester-length course and qualify for a refund
September 8	Last day to add/drop a class
September 8	Last day to drop a semester-length course and not have it appear on the transcript
September 9	Census - date enrollment is final
November 1	Last day to drop a semester-length course without a letter penalty and receive a "W"
November 6	Priority registration begins for Spring 2025 for continuing students
November 11	Veterans' Day Holiday - Campus closed
November 20	Open registration begins for Spring 2025 for returning and new students
November 28-29	Thanksgiving Holidays - Campus closed
December 9-14	Final Exams for Fall semester.
December 14	End of Fall semester.
Dec 16 - Jan 16	Winter recess.

Spring Semester 2025 *(January 18 - May 10)*

January 17	Flex day
January 18	Saturday classes begin for Spring semester
January 20	Martin Luther King Jr. Holiday Campus closed
January 31	Last day to drop a semester-length course and qualify for a refund
February 2	Last day to add a class
February 2	Last day to drop a semester-length course and not have it appear on the transcript
February 3	Census - date enrollment is final
February 14	Lincoln Day Holiday- Campus closed
February 17	Washington Day Holiday - Campus closed
March 17-21	Spring Recess
March 22	Last day to drop a semester-length course without a letter penalty and receive a "W"
March 26	Priority registration begins for Summer / Fall 2025 for continuing students
April 9	Open registration begins for Summer/ Fall 2025 for returning and new students
May 10-16	Final Exams for Spring semester
May 10	Commencement
May 10	End of Spring semester
May 27	Memorial Day Holiday - Campus closed

In courses other than semester length, the Office of Admissions and Records or the instructor should be consulted regarding drop, withdrawal and refund deadlines.

Summer Intersession

The college typically offers a Summer intersession between the Spring and Fall semesters. The program enables recent high school graduates to begin their college work early. It also allows college and university undergraduates to continue their college education. The Summer intersession allows Porterville College students to accelerate completion of their college credentials. The program typically includes regular credit classes and a few non-credit classes.

Summer intersession dates are posted on the Porterville College website: ***https://www.portervillecollege.edu/ programs-and-classes/academics/academic-calendar.html***

Equal Employment Opportunity Statement

https://www.kccd.edu/board-trustees/_documents/board-policy/chapter-3/BP3420.pdf

In accordance with the requirements of the Civil Rights Act, Porterville College provides services and benefits to students regardless of race, color, national origin, ancestry, gender, age, religion, marital status, medical condition or disability. The lack of English language skills will not be a barrier to administration and participation in vocational education programs. *(Title VI and VII of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 503 and 504 of the Rehabilitation Act of 1973, as amended and the Americans with Disabilities Act of 1990.)*

All persons have the right to seek admission to and complete an educational program at Porterville College. Interference with students' access and successful completion of their education by any person through unlawful discriminatory conduct will not be tolerated. The college will initiate disciplinary action against persons found to have interfered with a students' education through any means of illegal or immoral intimidation.

Kern Community College District will afford reasonable accommodations for applicants and employees to enable qualified individuals to perform essential job functions. Students with disabilities will be accommodated to ensure accessibility and full participation in educational programs. To request reasonable accommodations, applicants and employees should contact the Director of Human Resources at 559-791-2457. Students should contact Disability Resource Center *(DRC)* at 559-791-2215.

Unlawful Discrimination

A complaint of alleged unlawful discrimination may be filed within one year of the alleged discrimination. For complaint forms or additional information, contact one of the following:

Director of Human Resources
100 E College Ave., Porterville, CA 93257
559-791-2457

Additional inquiries pertaining to federal, state, and local equal opportunity laws, and the governing board policies of Porterville College or Kern Community College District *(KCCD Board Policy Section 7-D)* may be directed to the following office:

Director, Human Resources
Kern Community College District
2100 Chester Avenue
Bakersfield, CA 93301
(661) 336-5140

Declaración De Igualdad de Oportunidad

https://www.kccd.edu/board-trustees/_documents/board-policy/chapter-3/BP3420.pdf

De acuerdo con los requisitos del acta de los derechos civiles, el Colegio de Porterville provee servicios y beneficios a todos los estudiantes sin importar la raza, el color, la nacionalidad, el origen, el abolengo, el género, la edad, la religión, el estado civil, las condiciones médicas, o las discapacidades. La falta de capacidad para hablar inglés no será un obstáculo para la admisión y la participación en los programas educativos vocacionales. *(Título VI y VII del Acta de los Derechos Civiles de 1974; Título IX de las Enmiendas de Educación de 1972; las modificaciones a las Secciones 503 y 504 del Acta de Rehabilitación de 1973).*

Toda persona tiene el derecho de solicitar la admisión y de completar un programa educativo en el Colegio de Porterville. No se tolerará ninguna interferencia con el acceso y el término exitoso de su educación a ninguna persona o estudiante por medio de conducta ilegal discriminatoria. El colegio iniciará acción disciplinaria contra las personas que sean descubiertas interfiriendo con la educación de los estudiantes por medio de cualquier tipo de intimidación ilegal o inmoral.

Discriminación Ilegal

Presuntas quejas de discriminación ilegal pueden ser presentadas dentro del término de un año de ocurrida la presunta discriminación. Para obtener los formularios de reclamos o información adicional, usted puede ponerse en contacto con el siguiente gerente:

Director of Human Resources
100 E College Ave., Porterville, CA 93257
559-791-2215

Para preguntas adicionales referente a las leyes de acción afirmativa e igualdad de oportunidad, ya sean a nivel federal, estatal o local, y a las pólizas del consejo de gobierno del Colegio de Porterville o del Distrito Escolar de la Comunidad de Kern, puede ponerse en contacto con la siguiente oficina:

Director, Human Resources
Kern Community College District
2100 Chester Ave., Bakersfield, CA 93301
(661) 336-5140

Students with Disabilities

https://www.kccd.edu/board-trustees/_documents/board-policy/chapter-3/BP3439.pdf

It is the intent of Porterville College that all of its graduates demonstrate mastery of the competencies required by Title V of the California Code of Regulations and successfully complete all of the specific courses required for graduation. Porterville College recognizes that a disability may prevent a student from demonstrating required competencies in math, reading and/or writing, or from successfully completing all of the specific course requirements necessary for graduation in the same manner as would a student without a disability. The college also recognizes the need to accommodate a student with a documented disability to the greatest extent possible without compromising either the student's chosen course of study or the integrity of any student's degree. The college further recognizes that most disabilities that might preclude a student from this "same manner" demonstration of competency or from successfully completing a course can be overcome by providing a combination of appropriate accommodations.

Therefore, for most students with documented disabilities, the primary method would be an attempt to complete the course utilizing recommended accommodations such as tutorial, auxiliary aids, and/or test accommodations. For some students, such accommodations will still be insufficient to enable them to successfully complete the course. For these students, a second method of accommodation would involve a course substitution. Only in the most extreme cases would a third alternative, a course waiver, be considered. The Petitions Committee, only under the conditions described below, would individually consider the second and/or third approach.

A course substitution is permissible only if the course in question is peripheral to the student's course of study and the student has no reasonable chance of successfully completing the course even with all of the recommended accommodations. A waiver will be considered only when there is evidence that the student has met the above requirement for substitution, and there are no viable alternatives. *("Academic requirements that the district can demonstrate are essential to the program of instruction being pursued by the student, or directly related to licensing requirements, will not be regarded as discriminatory." – 34 C.F.R. 104.44(a))*

If a student with a disability has determined that the recommended accommodations are insufficient to enable them to successfully complete the course, or if the student can show that their disability is of such magnitude that any attempt at completing the course would be futile, that student may submit a petition to the chair of the Petitions Committee, who will arrange for a meeting with the Petitions Committee to determine whether a course substitution or, in the last resort, a course waiver is appropriate.

The Petitions Committee shall be comprised of the Porterville College Registrar, Director of DRC, and a faculty representative from the respective division. The committee shall recommend the proper course of action to the appropriate administrator for approval.

NOTE: Porterville College students will be made aware that a subsequent educational institution may not recognize a substitution or waiver granted by Porterville College.

Estudiantes Con Discapacidades

https://www.kccd.edu/board-trustees/_documents/board-policy/chapter-3/BP3439.pdf

El Colegio de Porterville no discrimina por base de discapacidad y está en concordanciacon la sección 504 de la Acta de Rehabilitación de 1973, como enmendada, y las regulaciones adoptadas bajo esta enmienda. Específicamente, el colegio de Porterville no discrimina en la admisión o el acceso a sus programas y actividades. El Director de Servicios Estudiantiles (Director of Student Services) ha sido designado para hacer cumplir el Acta y sus regulaciones. Además, el colegio también funciona según las regulaciones de la ley titulada Acta de Americanos con Discapacidades *(ADA)* de 1993, la cual requiere acceso completo a edificios, programas, servicios y actividades del colegio. Para preguntas relacionadas a esta ley, pueden comunicarse al 559-791-2278.

Habilidades en el lenguaje

La falta de habilidades en el idioma del inglés no será un impedimento para ser admitido y para participar en los programas vocacionales educativos.

Policy Concerning Sexual Harassment

https://www.kccd.edu/board-trustees/_documents/board-policy/chapter-3/BP3430.pdf

The Board of Trustees of the Kern Community College District and Porterville College will not tolerate any behavior which constitutes sexual harassment of staff or students. It is the policy of the Kern Community College District and Porterville College that members of the college community, including visitors, guests and contractors, may not sexually harass another person employed or contracted to do business by or on District property.

Sexual harassment is defined as AP 3430:

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature made by someone from, or in, the work or educational setting when:

Submission to the conduct is explicitly or implicitly made a term or condition of an individual's employment, academic status, progress, internship, or volunteer activity;

Submission to, or rejection of, the conduct by the individual is used as a basis of employment or academic decisions affecting the individual;

The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile or offensive work or educational environment (as more fully described below); or

Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the community college.

The Kern Community College District and Porterville College is committed to maintaining a working and educational environment free of sexual harassment.

An employee or student may be subject to disciplinary action for violation of this policy.

Procedures

An allegation of sexual harassment may be reported by the individual who is the subject of the alleged harassment or by a witness.

An investigation into any charge of sexual harassment shall be investigated according to Procedure outlined in AP 3435 of the Kern Community College District Board Policy.

Any student who feels that they are being harassed is urged to notify any of the following responsible officers: Instructor, Counselor, Department/Division Chair, Dean, Vice President, or Title IX Coordinator.

Acoso Sexual

https://www.kccd.edu/board-trustees/_documents/board-policy/chapter-3/BP3430.pdf

La junta directiva del Distrito de Colegios Comunitarios de Kern y el Colegio de Porterville no tolerarán ningún comportamiento que constituya presión o acoso sexual contra sus empleados o contra los estudiantes. Es la póliza del distrito y del colegio que los miembros de la comunidad colegial, incluyendo visitantes, clientes, y contratistas no puedan molestar o presionar a ninguna persona empleada o contratada por el Distrito, y en los inmuebles del Distrito.

La presión o acoso sexual se define así de acuerdo con la póliza AP 3430:

Los avances sexuales inoportunos; el pedir favores sexuales; yo la conducta verbal, física, o escrita de naturaleza sexual que se intimidatoria, hostil u ofensiva tales como:

La sumisión a tal conducta que sea hecha de manera explícita o implícita; el término o condición de empleo o el estatus de un estudiante en un curso, programa o actividad;

La sumisión o el rechazo a tal conducta que sea usada como la base de empleo o la base académica, o para otras decisiones que afecten al individuo;

Si tal conducta tiene el propósito o el efecto de intervenir sustancialmente con la función del empleado a realizar su trabajo, o de un estudiante en su función académica, o que crea un ambiente hostil, ofensivo e intimidatorio en el ámbito laboral y académico; o

La sumisión, o el rechazo, de la conducta por parte del individuo se utiliza como base para cualquier decisión que lo afecte con respecto a los beneficios y servicios, honores, programas o actividades disponibles en el colegio comunitario o a través de él.

El Distrito de Colegios Comunitarios de Kern y el Colegio de Porterville se comprometen a mantener un ambiente laboral y académico libre de esta presión o acoso sexual.

Dichos empleados o estudiantes serán sujetos a acciones disciplinarias a la violación de esta póliza.

Procedimientos:

Acusaciones de acoso sexual pueden ser reportados por dicha persona que fue sometida a tal presión o acoso, o también pueden ser reportadas por algún testigo.

Las investigaciones de dichas presiones o acosos sexuales serán investigadas de acuerdo con el Procedimiento AP 3435 de la Mesa Directiva del Distrito de Colegios Comunitarios de Kern.

Cualquier estudiante que crea que ha sido presionado/a o acosado/a sexualmente debe notificar a cualquiera de los siguientes oficiales: un instructor, consejero, jefe o encargado de Departamento o División, decano, vicepresidente o coordinador del Título IX.

Admission and Registration

GETTING STARTED AT PORTERVILLE COLLEGE

Academic Eligibility

A high school graduate, or anyone who has a Certificate of Proficiency or a General Education Development degree *(GED)* may be admitted to Porterville College.

A person 18 years of age or older who is not a high school graduate may be admitted if their previous training or experience indicates the student will profit from the offering of the college. Such students must have the approval of the Director of Enrollment Services.

Special Status Admission / Concurrent / Dual Enrollment

In Accordance with California Education Code regulations, K-12 students may enroll as special part-time students on a seats-available basis. Enrollment must be recommended by the school principal, with parental consent and approval by the college Director of Enrollment Services. Units earned may be used for high school or college credit or for both. Students enrolled under this status are exempt from paying enrollment fees. "Porterville College allows concurrent enrollment for high school students *(freshmen-senior grades)*, both online and on-campus. High school freshmen students will need to be in their second semester and have an established high school GPA of 2.0 or higher in order to take concurrent courses." Student's college academic information will be shared with the high school that that student is attending. These items may include rosters, grade reports, matriculation information, and anything else that would help provide wrap-around services to the student.

Pursuant to Education Code §76002 and Kern Community College District Board Policy 4A1F Special Admit *(Dual/Concurrent)* a student may enroll in FIRE P050, and FIRE P051 if the student is at least 18 years of age at the time the course begins. Special Admit (Dual/Concurrent) students below the age of 18 years at the time of the course beginning will not be allowed to enroll.

Please visit the Early College program page at *https://www.portervillecollege.edu/admissions-and-records/early-college/index.html* to learn more.

Residency Determination

A 'resident' is a student who has residence in the state of California for more than one year immediately preceding the residence determination date which is the day before the first day of classes.

The resident of any California Community College district may attend a community college in any other district in this state, subject to generally applicable admission criteria, and subject to any restrictions set forth in a notice of restriction issued by a district.

In order to determine a person's place of residence, reference is made to the following statutory rules:

1. Every person has, in law, a residence. However, not all in the United States.

2. Any person who is married or is 18 years of age or older and under no legal disability to do so, may establish residence.

3. In determining the place of residence the following rules are to be observed:
   a. There can be but one place of residence.
   b. A residence is the place where one remains when not called elsewhere for labor or other special or temporary purpose, and to which they return in seasons of repose.
   c. A residence cannot be lost until another is gained.
   d. The residence can be changed only by the union of act and intent.
   e. A person's residence shall not be derivative from that of their spouse.
   f. The residence of the parent with whom an unmarried child maintains their place of abode is the residence of the unmarried minor child. When the minor lives with neither parent, their residence is that of the parent with whom the maintained their last place of abode, provided the minor may establish their residence when both parents are deceased and a legal guardian has not been appointed.
   g. The residence of an unmarried minor who has a parent living cannot be changed by their own act, by the appointment of a legal guardian, or by relinquishment of a parent's right of control, unless the student qualifies for the self-supporting exception.
   h. Physical presence within California solely for educational purposes does not allow a student to establish residence, regardless of the length of time present in the state.

In general, a resident has citizenship or permanent resident status in the United States and has established residence in California for at least one year immediately preceding the residency determination date *(the day before the first day of classes)*. If you have citizenship or permanent resident status contact the Admissions and Records (portervillecollege.edu).

International Students

A student from a country outside of the United States are eligible to attend Porterville College if the student has the equivalent of a U.S. high school diploma, proof of English proficiency as indicated on the International Student Services website: International students *https://www.portervillecollege.edu/admissions-and-records/international-students.html*, and sufficient financial resources to pay all expenses call at 559-791-2220, or email PCAR@portervillecollege.edu.

Visit our International Students webpage for more information. Education code section 68075.6 grants an immediate nonresident tuition fee exemption to eligible Special Immigrant Visa *(SIV)* holders and refugee students who settled in California upon entering the United States. This exemption is granted for one year from the date the students who settled in California upon entering the United States.

This exemption applies to the following:

- Iraqi citizens or nationals *(and their spouses and children)* who were employed by or on behalf of the United States Government in Iraq *(Pub.L. No. 110-181, § 1244).*
- Afghan and Iraqi translators *(and their spouses and children)* who worked directly with the United States Armed Forces *(Pub.L. No. 109-163, § 1059).*
- Afghanistan nationals *(and their spouses and children)* who were employed by or on behalf of the U.S government or in the International Security Assistance Force *(ISAF)* Afghanistan *(Pub.L. No. 111-8, § 602).*
- Refugee students admitted to the United States under Section 1157 of Title 8 of the United States Code.

Admissions Application / CCCApply

Apply to PC *https://www.portervillecollege.edu/admissions-and-records/new-students-apply.html* by creating an CCCApply Account with a valid email address and mobile phone number. It must be filed prior to registration. The application should include the prospective student's social security number or permanent resident number or ITW. The Social Security number will not appear on class roll sheets. Students without a social security number, please call (559) 791-2220 for a temporary number before completing the admissions application.

ID. me is the next step in the application process. ID. me is a service that provides secure identity proofing and authentication. Once verification is completed through ID.me then complete the Porterville College application.

For students unable to use ID.me additional verification will be required through the Admissions and Records Office by calling at 559-791-2220 or email at *PCAR@portervillecollege.edu.*

Updating Your Information

Changing Directory Information

Students may change their name by bringing a State issued photo identification and documentation of the name change in person to the Admissions and Records Office or email *PCAR@portervillecollege.edu* for a secure link to provide the documentation. Do not email the documentation without the secure link. Students may change their address, telephone number; or personal email address on the web at InsidePC. Select Update Address under Personal Information on the MyBanWeb menu.

Changing Identification Numbers

All students are assigned an identification number when a completed admissions application is submitted to the Admissions and Records Office. Students may use the assigned numbers to access their academic records. Students will need to login to InsidePC with their Porterville College assigned email and password to access their academic records.

Passwords

When a prospective student completes an admission application online, the student will be asked to create a password. The password must be 15 characters long, containing letters and numbers. Students should select combinations that they will be able to remember but that other people would be unable to know or guess.

When a student forgets their password, they can click the "Forgot Password" button and enter the correct responses, and be given an option to enter a new password.

Registration

Course Admission Policy

The policy of the college is that, unless specifically exempted by statute or regulation, every course, course section, or class reported for state aid, wherever offered and maintained by the college, shall be fully open to enrollment and participation by any person who has been admitted to the college and, when applicable, a relevant program, and who meets established prerequisites.

Prerequisites

Many courses offered by the college require the completion of prerequisite courses taken at Porterville College or their equivalent at another accredited institution. Students are advised to consult the course descriptions found in the current college catalog or semester schedule for the identification of the prerequisites for a course.

Prerequisites are approved through the Porterville College Curriculum Committee. They may be revised or adjusted during the school year. For specific information, contact the Vice President of Instruction, Room AC-111.

Important Definitions

- If you should see the words prerequisite, co-requisite or recommendation in the catalog, it is important for you to understand the definition of these terms.
- **Prerequisite** means a condition of enrollment which a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program.
- **Co-requisite** means a condition of enrollment consisting of a course which a student is required to simultaneously take in order to enroll in another course.
- **Recommendation** means a condition of enrollment which a student is advised, but not required, to meet before or in conjunction with enrollment in a course or educational program.

- **Assembly Bill 2248**, requires that all participating institutions of the California Student Aid Program notify students in writing that, in order to graduate in 4 years, the student must take 15 semester units, or 30 semester units per academic year, and that a Cal Grant award is limited to 4 academic years.

Procedures for Prerequisite Challenge
Students may petition to challenge prerequisites based upon the following criteria:

- The prerequisite has not been made reasonably available.
- The prerequisite was established in violation of regulation or in violation of the district-approved processes *(student documentation required)*.
- The prerequisite was discriminatory or applied in a discriminatory manner *(student documentation required)*.
- The prerequisite has been met based upon the student's knowledge or ability to succeed in the course despite not meeting the prerequisite *(student documentation required)* *https://www.portervillecollege.edu/admissions-and-records/admissions-and-records-menu/index.html.*

Priority Registration Appointments

Porterville College recognizes that students who complete all enrollment steps *(Orientation, Placement, Advising and Counseling, and abbreviated and comprehensive Student Educational Plan)* are more likely to reach their academic goals. These students are given special registration priority appointments. In order to ensure that students who are progressing successfully toward those academic goals have the opportunity to continue that progress, students who have attempted less than 100 units will be allowed to register earlier than those with over 100 units attempted. For their first semester of registration, students who receive earlier appointments will have completed these enrollment steps. The order of appointment assignments will be as follows:

- *Priority 1* - Active-duty Military; Veterans; Foster Youth*; Former Foster Youth**; DSPS; EOPS; Homeless Youth; CalWorks; Rising Scholars Network and Student Parents****.
- *Priority 2* - Honors Students, Presidential Scholars, Dean's List, and Athletes****.
- *Priority 3* - Continuing students *(excluding students on academic standing probation 2)* with less than 100 units earned *(excluding units in basic English, math, or English as a Second Language)*.
- *Priority 4* - Graduating high school seniors in the KCCD service area.
- *Priority 5* - First-time students not included above.

*Foster youth-a person who is currently in foster care

**Former foster youth-a person who is an emancipated foster youth and who is up to 24 years of age

*** A student parent is anyone having a child or children under the age of 18 who receive more than half of their support from the student parent.

****Student groups noted for registration in Priority 2 are special populations designated by the college

Students who have not completed all four Student Success components or steps will be assigned appointments during the first few days of open registration based on the date of admissions/update forms completion.

Web Registration for Classes

All course registration takes place on Porterville College's web registration system. Instructions for the use of this system can be found on the Porterville College website at: *https://www.portervillecollege.edu/admissions-and-records/before-you-register-for-classes.html*

Students must be officially registered or on the official wait-list before attending classes. Registration dates are indicated in the **"About the College"** section of this catalog and on the Porterville College website.

Waitlists

The electronic waitlist allows students to be moved into a class when seats are available. It is a true first-come, first-serve system. Students trying to register for classes that are closed will be able to select waitlist. During the weeks prior to the start of classes, when vacancies occur in classes, the first student(s) on the waitlist will be moved into the class. Students should use the waitlist to ensure themselves a chance of getting into the classes they want.

Students on waitlists still must attend the first meeting of the class or they may be dropped from the waitlist. The prerequisite, time conflict, holds, exceeding the maximum hours allowed, and repeat checks will prevent ineligible students from moving into the classes.

Students waitlisted for a class should check InsidePC regularly. When status changes to registered, the student will have ten days to pay for the class. Students are not charged enrollment fees for waitlist classes until they are actually enrolled in the class.

Students should drop themselves from registered and waitlisted course(s) that they no longer wish to take to avoid being registered and incurring registration fees.

Students are responsible for dropping courses by the refund date of that course; lack of dropping by refund date will results in the student's full responsibility for payment.

Maximum Study Load

Students may enroll in a maximum of 19 units per semester and 7 units in summer *(unless Academic Standing prohibits)*. Students with strong academic records may be cleared to enroll in more units by a counselor. Students may contact the Counseling Center for an overload request at 559-791-2329 or at 559-791-3663 or email at *pccounselingcenter@portervillecollege.edu.*

Minimum Study Load

Students must enroll in a minimum study load in order to meet certain qualifications such as:

1. Certification as a full-time student to the Department of Health and Human Services *(2.0 grade point average)* or higher.

2. Approval by the Veterans Administration for training under Chapter 30, 31, 32, 33, 34, 35 or 1606, 1607, Title 38 U.S. Code.

	Semester	Summer
Full time	12 units	4 units
3/4 time	9 - 11 units	3 units
1/2 time	6 - 8 units	2 units

3. F-1 Visa *(foreign)* student status: 12 units.

4. Eligibility to participate in intercollegiate athletics: 12 units *(Repeated courses, previously passed with a "C" or higher cannot be counted)*. Student athletes must maintain a "C" average *(2.0 grade point average)* or higher grade.

5. Eligibility to participate in student government as an office holder: 6 units.

15 Units a Semester to Graduate on Time

If you plan to graduate or transfer in two years, you will need to enroll in 15 units per semester or 30 units per academic year. Here are some tips for success:

* Schedule an appointment with a counselor to develop or revise your student education plan

* Complete your financial aid application *(annually)*

* Register in at least 30 units per academic year

* Utilize the college academic and student services resources available

* Stay in contact with your support team

* Ask questions, we are here to help. Call 559-791-2329 for more information

https://www.portervillecollege.edu/student-services/ counseling-and-advising/index.html.

Classification of Students

A freshman student is one who has earned less than 30 units. A sophomore student is one who has earned 30 or more units. A full-time student is one enrolled in 12 or more units. A part-time student is one enrolled in less than 12 units and at least six units. The general definition of a full-time student during the summer intersession is four units; however, this definition may not be applicable to all programs to which you may be applying. The veterans' program requires four units during the summer intersession.

Repeating a Course

Certain Porterville College courses are identified in the course description sections of the catalog as repeatable, with the number of times they may be repeated indicated.

Other courses may be repeated once for credit if a grade lower than "C" or its equivalent has been earned. The original and subsequent grades will remain a part of the student's permanent record. Their earlier attempts will be disregarded in the student's GPA calculation.

If a student earns any combination of "D," "F," or "W" on two attempts in a course taken in the Kern Community College District, that student can only register for a third time with the signature of the Instructor of the course and the Division Chair of the department on a Prerequisite and Repetition of Course approval form located in Admissions and Records *(portervillecollege.edu)*
https://www.portervillecollege.edu/admissions-and-records/ important-admissions-records-forms.html.

In compliance with Title 5 California Code of Regulations Section 56029, certain course repeats may be authorized for students with disabilities following DSPS policies and procedures. If a high school student earns an F or a D grade in a Porterville College course, while as a Special Admit Student, the student will need to retake that course and earn a passing grade *(A, B, or C)* before the student is able to take another college course through Porterville College.

A student may repeat a course to meet a legally mandated training requirement as a condition of continued paid or volunteer employment. The course may be repeated for credit any number of times, regardless of whether or not substandard work was previously recorded, and the grade received each time shall be included for purposes of calculating the student's grade point average. The college can provide no assurance that repeated courses will be treated in a similar manner by other educational institutions.

Auditing a Course

Students who have been admitted to the college may enroll in courses as auditors with the permission of the instructor and Director of Enrollment Services and subject to the following provisions:

1. Priority shall be given to students who wish to take the course for credit.

2. Students in a course shall not be permitted to change from audit to credit status nor from credit to audit.

3. The cost to audit a class is $15.00 per credit. *(Students enrolled in 10 or more units will not be charged this fee.)*

4. A course audit shall be approved under only one of the following conditions:
   * Participation by audit serves a specific educational purpose necessary to achieve the student's educational goal.
   * Participation by audit benefits other registered participants in performance arts or intercollegiate athletics courses.

Course Audit forms are available in the Admissions and Records (portervillecollege.edu) beginning on the first day of class.

Remedial Coursework Limitation

Remedial coursework refers to pre collegiate basic skills courses defined as courses in reading, writing, computation, learning skills and English as a Second Language, which are designated as non-degree credit courses. No student shall receive more than thirty *(30)* semester units of credit for remedial coursework within the Kern Community College district, except for the following:

1. Students currently enrolled in one or more courses of English as a Second Language,
2. Students identified by the College as having a qualifying disability.

Holds that Prevent Registration

Financial Holds

Holds may be placed on a student's record whenever the student is delinquent or has failed to pay any debt owed to the college, or failed to return any library books or other college property or equipment. A student with a hold will not be allowed to receive certificates or diplomas, may be dropped from waitlisted courses if the hold was placed after enrollment, and/or may not receive other services related to student records. Additionally, a student may not be allowed to register. When the student has cleared the obligation with the Business Office or the Admissions and Records Office, the hold will be removed. The fees must be paid in full before a hold can be removed.

Academic Standing Holds

A student who is not in good academic standing will have a hold placed on their record until the student meets with a counselor to discuss academic standing and examine ways to be academically successful. These holds will prevent registration.

Satisfactory Academic Progress Policies NOTE: All units attempted in the Kern Community College District *(Bakersfield College, Cerro Coso College and Porterville College)* will be used to determine satisfactory academic progress. All units from other institutions that are accepted for credit by KCCD will be used to determine satisfactory academic progress. Probation A student shall be placed on academic probation if the student has attempted a minimum of 12 semester units of work and has a grade point average of less than a "C" *(2.0).*

A student shall be placed on progress probation if the student has enrolled in a total of at least 12 semester units and the percentage of all units in which the student has enrolled, for which entries of "W, " "I," "NC," and "NP" were recorded reaches or exceeds 50 percent.

Probation

Academic/ Progress Probation 1

- Complete an admission update form online
- Complete the Online Probation Orientation prior to meeting with a counselor
- Restricted to a maximum of 12 units.
- Registration for the subsequent semester will be blocked until the student meets with a counselor.

- Meet with counselor to develop an Academic Improvement Plan, develop an education plan, review progress and discuss resources available.

Academic/ Progress Probation 2

- Meet with a Counselor to develop an Academic Improvement Plan, update your student education plan, review progress and discuss resources available.
- Complete Online Probation Orientation and complete an admission update form online. Prior to meeting with a counselor.
- The probation hold will be removed only if the Progress Report indicates the student is making academic progress. Otherwise, the student will need to wait until grades are posted

Registration for the subsequent semester will not be allowed until you meet with a Counselor to approve next semester's class schedule. Contact the Counseling & Advising Center at (559) 791-2329 or (559) 791-3663.

Continued Probation

- Same as probation 2

Removal From Probation

A student on progress probation shall be removed from probation when the student reaches 50% completion and a 2.0 GPA.

A student on progress probation shall be removed from probation when they reach 50% completion and a 2.0 GPA.

A student on progress probation shall be removed from probation when the percentage of 'W', 'I', 'NC' and 'NP' units falls below 50 percent.

Dismissal
Disqualified Students

A student who is on academic probation shall be subject to dismissal if the student has earned a cumulative grade point average of less than 1.75 in all units attempted in each of three consecutive semesters.

A student who is on progress probation shall be subject to dismissal if the cumulative percentage of units in which the student has been enrolled for which entries of "W," "/," "NC," and "NP" are recorded in at least three consecutive semesters reaches or exceeds 50 percent.

- Students are not allowed to enroll immediately after being disqualified:
- If the cumulative GPA is below 1.0 or the completion rate is 25% or lower, students needs to stay out two semesters immediately after being disqualified *(Fall and Spring or Spring and Fall)*
- If the cumulative GPA is between 1.0 and 1.99 or the completion rate is between 26% and 50%, students need to stay out one semester immediately after being disqualified *(Fall or Spring)*

- Obtain a Petition for Readmission from the Counseling and Advising Center
- Complete the Online Disqualification Orientation and admission update form prior to meeting with a counselor.
- Appointments are available October/November or March/April and during the Summer semester.
- Walk-in counseling is not available for disqualified students
- Bring completed Petition for Readmission to their appointment

Readmission

A student who has been dismissed may request reinstatement if the student meets the criteria as established in procedures. Readmission may be granted, denied or postponed according to criteria contained in administrative procedures.

If approved and readmitted:
- Students are restricted to a maximum of 7 units *(online courses are not recommended)*.
- Students are able to attend Fall or Spring semester only.
- Enroll in a class designed to help the student achieve academic success, as recommended in the Academic Improvement Plan.
- If a student registered prior to grades being posted. and did not meet academic progress, the student will be dropped from the courses.
- Meet with a counselor regularly to discuss academic progress, plan for subsequent semesters and receive approval for any changes in the student's class schedule.

Readmitted Students

- If a student was previously disqualified and readmitted for the current semester, the student will need to wait until grades are posted:
- If the student makes academic progress, the student will be placed on Continued Probation and allowed to enroll for the following semester *(limited to 12 units)*
- If the student does not make academic progress, the student will be disqualified again and will not be allowed to enroll for the next semester or two *(Fall and/or Spring)* based on GPA and completion rate.

For more information:
Counseling and Advising Center at 559-791-2329 or 559-791-3663.

Probation & Disqualification: *https://www.porterville-college.edu/programs-and-classes/academics/probation-disqualification.html* to complete the Probation or Disqualification Orientation *https://www.portervillecollege.edu/programs-and-classes/academics/probation-disqualification.html*
Counseling and Advising: *https://www.portervillecollege.edu/student-services/counseling-and-advising/index.html*

Administrative Hold

If a student is not in good standing with the college, or has any incomplete sanctions due to a student conduct matter, an administrative hold may have been applied. The hold will prevent students from registering, obtaining a transcript or diploma, making a change to a schedule, or processing an application for admission. To remove this hold, visit the Admissions and Records (portervillecollege.edu) for more information.

Evening and Weekend Program

Credit classes are also offered by Porterville College at convenient times during the day and evening, both on and off campus. These are regular college courses, which carry the same requirements and credits as other courses. Many evening classes are offered one night per week for two or three hours, Monday through Thursday. Weekend classes are also scheduled during the Fall and Spring semesters.

College Fees, Tuition, Books, and Fee Refunds

Community College Enrollment Fees

Enrollment fees are set by the state of California. Enrollment fees are $46 per unit for the 2024-2025 academic year. If the state of California increases the fees, a supplemental bill will be sent to all students.

Non-Resident Tuition Fee

Non-resident students are required by state law to pay tuition in addition to enrollment fees. The tuition fee for non-resident students is $329 per unit up to a maximum of 15 units per semester.

California Non-Resident Tuition Exemption For Eligible California High School Graduates

Any student, other than a nonimmigrant alien, who meets all of the following requirements, shall be exempt from paying non-resident tuition at the California Community Colleges, the California State University and the University of California *(all public colleges and universities in California)*.

Requirements:

- The student must have attended a high school *(public or private)* in California for three or more years.
- The student must have graduated from a California high school or attained the equivalent prior to the start of the term *(for example, passing the GED or California High School Proficiency exam)*.
- An alien student who is without lawful immigration status must file an affidavit with the college or university stating that the student has filed an application to legalize their immigration status, or will file an application as soon as the student is eligible to do so.

Students who are non-immigrants [for example, those who hold F *(student)* visas, B *(visitor)* visas, etc.] are not eligible for this exemption. The student must file an exemption request including a signed affidavit with the college that

indicates the student has met all applicable conditions described above.

Student information obtained in this process is strictly confidential unless disclosure is required under the law. Students eligible for this exemption who are transferring to another California public college or university must submit a new request *(and documentation if required)* to each college under consideration. A non-resident student meeting the criteria will be exempted from the payment of non-resident tuition, but will not be classified as a California resident. The student continues to be a "non-resident." AB540 does not provide student financial aid eligibility for undocumented alien students. These students remain ineligible for state and federal financial aid. However, the California Dream Act makes financial aid possible for the AB540 students. Please contact Financial Aid (portervillecollege.edu) for details.

Procedures For Requesting This Exemption From Non-Resident Tuition

To request this exemption, a student must complete the "AB540 Form" found on the Admissions & Records Forms webpage *https://www.portervillecollege.edu/admissions-and-records/admissions-and-records-menu/index.html.* Students may be required to submit additional documentation. Contact the Admissions and Records (portervillecollege.edu) if you have questions.

Student Representation Fee

A student representation fee of $2 *(Effective Spring 2020 in accordance with California **Assembly Bill 1504**)* is charged to all students, in accordance to California Educational Code 76060.5. This fee is used by the Porterville College Student Government to provide support for governmental affairs representatives of local or statewide student body organizations who may be stating their positions and viewpoints before city, county, and district governments, and before offices and agencies of state government. A student may choose to opt-out of paying the Student Representations Fee. If a student chooses to opt-out of payment the fee, the student can visit the Admissions and Records Office prior to the refund deadline date.

Student Center Fee

Porterville College students shall be assessed $1 per unit for courses on the main campus up to a maximum of $5 per Fall semester and $5 per Spring semester. The fee shall not be assessed for summer session enrollment.

Parking Fees

Parking on the main campus is restricted to parking permit holders during the academic year, including summer session. A semester parking permit is $20 and a summer permit is $10. Parking permits are not required on weekends. Visitor parking and handicapped parking is enforced at all times.

https://www.portervillecollege.edu/about-pc/safety-and-security/parking-campus.html

Books

It is estimated that the cost of books will be $549 and supplies will be $513 per semester for a 15-unit schedule. Books may be purchased or rented at the college bookstore which is open year-round except during college holidays.

Refund Enrollment and Tuition

Enrollment and tuition fees will be credited to the student account, when applicable, for program changes through the first two weeks of the Fall or Spring semester. In courses other than semester length, the Admissions and Records (portervillecollege.edu) should be consulted regarding withdrawal and refund deadlines.

To receive the enrollment or tuition refund, a student must apply for the refund in the Admissions and Records (portervillecollege.edu) before the end of the second consecutive semester of non-attendance *(Summer session is not considered a semester)*.

Should the college cancel a class in which a student is enrolled and there is a reduction in units which results in a lower fee, the student should request a refund through the Admissions and Records (portervillecollege.edu).

Attendance Policies, Registering and Class Schedule

Class Attendance

Regular class attendance is expected of all students enrolled in the college. It is especially important that students attend the first session of each class for it is at this time that instructors may distribute syllabi and course requirements and explain what is expected in terms of attendance. A student enrolled in a class that is full may be dropped by the instructor if the student does not attend the first class session. (See First-Day Drop Policy below.) Students on a course waitlist should a also attend the first class meeting to avoid being dropped.

The attendance policy for each course is established by the instructor and communicated to each class, preferably in writing. Attendance policies will be reasonably related to course objectives, the requirements of institutional reporting and legitimate absences. Instructors are responsible for maintaining accurate attendance records.

While it is the responsibility of instructors to communicate attendance policies and to apply them equally to all students, it is the responsibility of students to know the policy in each of their classes and to be aware of their current attendance status. Students who have been absent from a class should notify the instructor of the reason for the absence. Absence in no way relieves students of responsibility for work missed. Excessive absence may result in the student being dropped from the course.

Each students is responsible for officially withdrawing from any class or classes in which the student no longer wishes to be enrolled. Non-attendance does not release the student from this responsibility.

First-Day Drop Policy

Because many classes become filled and are closed, a student in a lecture and/or lab course may be dropped if the student does not attend the first class meeting without notifying the instructor. A student in an open entry course may be dropped if the student does not begin attending during the first week of classes.

Distance Education Attendance

All students enrolled in Distance Education courses must log in to the course(s) and complete any assignment(s) or other activities, to be determined by the instructor, that are required during the first week. Students who fail to complete first week assignments/activities within the instructor's deadline will be dropped.

After the first week and during the time period before the final withdrawal date, "a student is responsible for officially withdrawing from any class or classes in which the student no longer wishes to be enrolled," as stated in the Porterville College Catalog. *(See the catalog section "Withdrawing from classes" for additional details.)*

Registrant Class Schedule

The schedule of classes is the official listing of courses. It is published each semester of the academic year on the web at *https://www.portervillecollege.edu/admissions-and-records/search-classes.html.* The schedule contains information regarding registration dates and special instruction for registering in classes.

The college reserves the right to make additions or deletions to the schedule of classes. Any class in which the enrollment is too small to justify continuance may be cancelled. Individual student class schedules are available on the web.

Withdrawing From Classes

Return to Title IV funds is a federal law regarding a student's responsibility in paying money back if the student leaves school. If a student receives a grant and then withdraws from all of their classes, that student may owe money back to the Federal Program. According to the date of withdrawal, the Financial Aid Office will calculate the part of the grant the student earned and what is owed. Note: if the withdrawal was after earning 60% of the grant, the student will not owe any repayment.

Each student is responsible for officially withdrawing from any class section, including lab sections, or waitlist in which the student no longer wishes to be enrolled. After enrollment, and within the withdrawal date guidelines, a student may drop a class or classes through the web registration system. To prevent owing fees, each student needs to drop courses they are no longer interested in taking by the refund date of that course. Nonattendance or nonpayment does not release a student from this responsibility and may result in a failing grade being awarded and fees owed.

Within the withdrawal date guidelines, instructors may drop you from a course for nonattendance, disruption, or failure to meet the requirements of the course.

If you withdraw or are dropped from a semester-length course through the day before the 20% date of any term, you will not have the course included on your permanent record. A 'W' will appear on your permanent record for courses dropped between the 20% date and the 60% date of the term. No 'W' grades may be issued after the 60% date. In courses other than semester length, consult the instructor or Admissions and Records (portervillecollege.edu), by email PCAR@portervillecollege.edu regarding withdrawal date deadlines. Examples of verifiable extenuating circumstances may be accidents, illness, death of an immediate family member, or other circumstances beyond your control. This must be done before the last day of classes and prior to the beginning of the final examination period for the term in which the withdrawal will apply.

Withdrawal after the end of the 14th week of the semester *(or 75% of the semester, whichever is less)* when the College has authorized such a withdrawal in extenuating circumstances, after consultation with appropriate faculty, will be recorded as a 'W' or an 'EW'. Your financial aid may be affected depending on individual circumstance. Consult with the Financial Aid Office regarding any impact.

A 'W' is not used in calculating grade point averages, but excessive 'W' notations will be used as factors in progress probation and disqualification. If you find it necessary to withdraw from the College, you are required to return all check-out supplies, equipment and library books, and pay all fines and debts owed to the college. A 'EW' is not used in calculating grade point averages or in academic standing for admissions and registration purposes but can have a negative impact on financial aid. Consult with the Financial Aid Office regarding any impact.

Extenuating Withdrawal Process:

1. Students will retrieve the Extenuating Drop form from the Admissions and Records website: (portervillecollege.edu).
2. The completed form the student submits must include student signatures will be submitted electronically. Within the form, include a statement explaining why you are requesting the EW and documentation of your extenuating circumstance

Requests without supporting documentation will be denied.

Students must contact the Financial Aid Office *(Financial Aid)* (portervillecollege.edu) to learn if the EW will affect their own financial aid status for the semester.
No refunds will be given for extenuating drops of any kind.
Completing the form does not guarantee an EW notation on your transcript; documentation will be reviewed and a decision will be given.
Documentation verifying your extenuating circumstance is required when turning in the form.
 You must submit your drop exception form before finals week begins, no exceptions.

This form is only used for the current semester.

Class Non-Participation Policy

Each student is expected to attend, complete assignments, and participate fully in all classes in which they are enrolled. A student may be withdrawn at any point in the semester for non-attendance and/or non-participation. At the end of the term, faculty will be responsible for determining the last participation date for students who have failed, or withdrawn after the 20 percent date.

Faculty may determine the appropriate date for each student who stops participating using criteria, such as:

• Student fails to complete class assignments
• Student stops attending class
• Student is not engaging in classroom discussions
• Student is not participating in classroom activities

College Transcripts

Porterville College has partnered with Credentials Solutions to accept transcript orders via the internet through a secured site. Credentials Solutions is the designated agent for processing and sending official transcripts, including electronic EDI transcripts and PDF transcripts. Credential Solutions has been granted the authority to deliver all such transcript requests on behalf of Porterville College and to respond to any inquiries regarding these transactions.

The first two transcripts *(lifetime)* a student orders that are processed through Porterville College are FREE of charge. The fee will be deducted at the end of the order if eligible. To order your transcripts, go online to PC's transcript page for links and instructions:

Verification of Enrollment

Verifications of enrollment only includes courses that a student is registered in, not waitlisted courses.

Students are considered a student of Porterville College when students have completed the matriculation steps and have fully enrolled into a course. A student is no longer considered a student when either a student has completed a course of study or has been inactive with Porterville College courses for more than 6 consecutive months.

4 Easy Steps to becoming a PC Student:

Step 1: Submit CCCApply Admission Application/ID.me Verification and Activate Your Account
Step 2: Complete Online Orientation
Step 3: Complete a Student Education Plan with a Counselor/ Determine English and Math Placement
Step 4: Register for Classes/Apply for Support Services

*New Students...

A student who has received a two-year or higher degree from another college but are new to Porterville College *(PC)* is exempt from the requirements for orientation, placement, and counseling. All new students who are not exempt must complete the steps below before they can register for classes.

Step 1 - Submit CCCApply Admission Application/ID.me Verification and Activate Your Account.

The first step towards an education at Porterville College is to apply for admission: *https://www.portervillecollege.edu/ admissions-and-records/new-students-apply.html*

1. Create an account with CCCApply/ID.me with a valid such as a current driver's license or state ID card, passport, U.S. permanent resident card or employment authorization document available). **Please note the following: When completing the CCCApply ID.me verification process and you choose "verify later" or opt out of ID.me, this could delay the verification process up to 4 weeks.**

2. After you submit your application and reach the confirmation page, click Continue and then click Activate Your College Account to receive your PC ID and setup your PC Email.

Allow one *(1)* to three *(3)* business days to process your application. You will receive an email *(also check your spam or junk folder)* at the email address you provide with information on how to access your PC Student Account. If you do not receive an email response within 3 business days or if you are encountering errors, please contact the Office of Admissions & Records email account: pcar@portervillecollege.edu or call (559) 791-2220.

International students holding visas must contact the Admissions and Records (portervillecollege.edu) in the Academic Building, please see the following website for more information *https:// www.portervillecollege.edu/admissions-and-records/interna-tional-students.html*

Step 2 – Complete Online Orientation

The Orientation formally introduces you to PC. Complete **the Orientation online at** *https://www.portervillecollege.edu/ admissions-and-records/orientation.html.*

Step 3 – Complete a Student Education Plan with a Counselor/Determine English and Math Placement

Contact the Counseling and Advising Center at 559-791-2329 to schedule an appointment with a Counselor to determine placement in Math/English courses and to create a student education plan. Porterville College uses the following measures in the placement of students into English and Math courses:

• High school grade point average
• High school coursework
• High school grades
• CAASPP/EAP Scores
• AP, IB Scores (3,4,5)

Each new student will be given the opportunity to meet with a counselor to develop their Student Education Plan *(SEP)*. New students will develop an abbreviated SEP. The abbreviated plan will provide the student with a list of courses that can be taken in the first one or two semesters at Porterville College

Students will return to the Counseling and Advising Center in their first or second semester to meet with a counselor to then develop their comprehensive SEP. The comprehensive SEP will be based on the educational goal of the student and will outline all the courses necessary for the student to meet their specific goal.

Step 4 - Register for Classes/Apply for Support Services

Register for classes via InsidePC located on the main college website. If you are still unsure about the classes you should register for, please meet with a counselor or educational advisor in the Counseling and Advising Center *(Academic Center 126).*

*Continuing Students…

Continuing students are enrolled in current semester classes whom are enrolling in the upcoming semester. Your first step to continuing at Porterville College is to complete the Update Form online by logging into InsidePC located on the main college website. From the MyBanWeb menu at the top of the screen, choose Update Form. You should then make an appointment to see a counselor or advisor to review required courses, update student education plan as needed, support services, transfer information, grad check, etc.

*Returning Students…

Returning students have been enrolled in Porterville College classes in the past, but whom are not currently enrolled or have not attended one or more semesters.

Step 1 - Complete Update Form Via INSIDEPC

If you attended Porterville College before 1987, complete the admissions application as a new student. If you attended Porterville College in 1987 or after, complete the update form online by logging into InsidePC located on the main PC college website. From the MyBanWeb menu at the top of the screen, choose Update Form. You should then make an appointment to see a counselor or advisor.

Step 2 – Make Sure You Have Completed the Online Orientation

The Orientation formally introduces you to PC. Complete the Orientation online at ***https://www.portervillecollege.edu/ admissions-and-records/orientation.html.***

Step 3 – Determine Placement in English/Math and Make Sure You Have an Updated Student Education Plan Completed by A Counselor

Contact the Counseling and Advising Center at 559-791-2329 to schedule an appointment with a Counselor to determine placement in Math/English courses and to create a student education plan. Porterville College uses the following measures in the placement of students into English and Math courses:

- High school grade point average
- High school coursework
- High school grades
- CAASPP/EAP Scores
- AP, IB Scores (3,4,5)

Student Success

What is Student Success?

Every student should have an educational goal, a reason for going to college. Student Success is the process that allows the college and the student to form a partnership which helps attain that goal. The college asks students to commit themselves to an educational objective and the college commits to fostering student success. To ensure the success of this partnership:

The college agrees to provide:

- An admission process
- Placement process
- Counseling/advising for the development of an individual education plan
- Quality instruction
- A wide variety of courses
- Referral to support services as necessary
- Follow up on student academic progress

Students are expected to:

- Complete orientation session
- See a counselor for placement
- Declare a specific educational objective or career pathway after completing 15 units of course work
- Attend classes regularly, complete assigned coursework and seek out counseling services as necessary
- Complete courses and maintain progress toward an educational goal as identified in the individual student education plan
- Seek out support services as needed

English and Math Placement

Call the Counseling Center at 559-791-2329 to schedule an appointment to determine placement in Math and English courses. Porterville College uses the following measures in the placement of students into English and Math courses:

- High school grade point average
- High school coursework
- High school grades
- CAASPP/EAP Scores
- AP, IB Scores *(3,4,5)*

Placement Policy for Students with Disabilities

Persons with disabilities who might require testing accommodations should contact the Disability Resource Center. In compliance with federal and state laws, Porterville College assures each student an equal opportunity to demonstrate competency or knowledge in a subject area at each point in the educational process. Students with disabilities are expected to demonstrate the same competency or knowledge as other students.

Accommodations are made on an individual basis in the method or format of examination. Such accommodations may include, but are not limited to, an extension of time,

the use of a computer, and, where appropriate to the disability, an alternative mode of media. These tests take place in the Disability Resource Center.

Policy for Students Whose Native Language is not English

Policy for Students Whose Native Language is not English Persons whose primary language is not English are encouraged to take the English as a Second Language (ESL) Guided Self-Placement for Grammar/Writing and Listening/Speaking.

Exemptions

Only students who have completed an Associate Degree or higher may be exempted from orientation, placement, and counseling; however, if a student wishes to enroll in a course that has a prerequisite, the student must show proof of meeting the prerequisite.

A student may also decline to participate in the matriculation process, but in so, doing relinquishes the right to participate in priority registration and may not be able to enroll in courses that have prerequisite requirements. Information is available in the Admissions and Records (portervillecollege.edu) as well as the Counseling Center.

Students have the right to challenge or appeal any allegation of violation of enrollment regulations. Challenges or appeals should be submitted to the Vice President of Student Services.

What is the difference between a Major and Degree?

A major is a specific area of study in which a student chooses to specialize. The importance of your major depends on the industry you want to work in. A degree indicates the level of education that you have completed or are pursuing. It's important to research the level of education you will need to obtain to meet the educational qualifications for the job you would like to acquire. If the educational qualifications for your future career require a Bachelor's degree or higher you will need to transfer from Porterville College to a 4 year university.

The Levels of Degrees

There are four basic types or levels of degree programs that are offered at Community Colleges and Universities:

1. Associate's Degrees
2. Bachelor's Degrees
3. Master's Degrees
4. Doctorate Degrees

Choosing a College Major

At Porterville College, you can prepare to transfer into virtually any major at any university – there are literally thousands to choose from. To narrow down the options, students often begin to select their major by one of the following techniques.

- If you have an idea of a career field you want to enter, you can find majors that are related to, or prepare for that career field. Majors and career fields are not always "perfectly matched". However, knowing an intended career field can help narrow down your options.

- Visit the PC Pathways Mapper Page, to learn more in depth information about certain majors and careers, along with potential salary information to help you decide.
- To research possible career pathways, you can take either Student Success Course P106 (Personal and Career Exploration) or Student Success Course P152 *(College and Career Readiness)* or visit the Porterville College Career Services Page.
- If you know what university you want to attend, you can select from the list of majors at the university. Lists of majors at California State Universities are available at ASSIST *(click on "Exploring Majors")*.
- If you are unsure of your interest in a particular major, try taking a general education class in the major. Student often select their major based simply on the courses that are the most interesting to them.
- For more help with exploring college majors visit the California Career Center Page.

Student Services

Advising and Counseling 559-791-2329

Program Mission Statement:

The mission of Counseling and Advising is to foster and promote the academic, personal, and social development of our students by providing a wide range of services to help them resolve personal difficulties and acquire the skills, attitudes, and knowledge that will enable them to be successful.

The services of counselors and educational advisors are available to all students at Porterville College. Counselors can assist students in the preparation of their academic programs, discuss career opportunities available depending on their major, and provide guidance in the solution of personal problems.

One of the matriculation steps students should complete during their first year is a Student Education Plan *(SEP)*. A SEP outlines a pathway to completion that is based on your program of study, selected general education pattern, transfer plans, and full-time or part-time status. An abbreviated plan will provide the student with a list of courses that can be taken in the first one or two semesters at Porterville College.

Students will return to the Counseling and Advising Center in their first or second semester to meet with a counselor to then develop their comprehensive SEP. The comprehensive SEP will be based on the educational goal of the student and will outline all the courses necessary for the student to meet their specific goal. You are encouraged to meet with a Counselor to develop and/or update your SEP each semester.

To ensure greater success in certificate and degree completion, graduation and transferring to a university without excess units, PC has designed an innovative, formal structure for Academic Success, known as "Milestones". These Milestones, or goals, are included in your CSEP.

1. Attempting 15 + units in the first semester
2. Completion of transfer-level math and English in the first year
3. Attempting 30 + units in the first year
4. Completion of 9 core pathway units in the first year

You can schedule an appointment with a Counselor or Educational Advisor by calling (559) 791-2329, or emailing pccounselingcenter@portervillecollege.edu. PC Counselors, Educational Advisors and other support staff are ready to talk to you on-campus or virtually.

Academic Counseling serves to assist students in the development of meaningful education plans, which advance their progress and secure completion of the following achievements:

• Certificate *(job skills certificate and certificate of achievement)*
• Associate Degree *(Associate of Arts and Associate of Science)*
• Associate Degree for Transfer *(Associate in Arts Degree for Transfer and Associate in Science Degree for Transfer)*
• Transfer to baccalaureate programs at campuses within the following esteemed systems of higher education:

 o Association of Independent California Colleges and Universities *(AICCU)*
 o California State University system *(CSU)*
 o Historically Black Colleges and Universities *(HBCUs)*
 o University of California system *(UC)*
 o Out-of-state colleges and universities
 o and beyond

Counseling faculty and Educational Advising staff assist students in identifying and understanding transfer requirements at private colleges and universities. Within this context, Counselors assist students in developing education plans compatible with a diverse set of career and life goals.

If you wish to apply your completed lower division course-work from other colleges and universities toward completion of a Porterville College Certificate, Associate Degree, Associate Degree for Transfer, California State University General Education Breadth List certification, or Intersegmental General Education Transfer Curriculum *(IGETC)* certification, have your transcripts officially evaluated. For more information on having transcripts officially evaluated, visit the Admissions and Records Office.

Navigate

www.portervillecollege.edu/student-services/navigate
Navigate is an online platform specifically created to help students succeed. This tool is FREE for students enrolled at Porterville College. It provides the following support:

• Stay updated on approaching deadlines
• Reminded of critical tasks each semester
• Learn about resources available to you
• Schedule an appointment with your Counselor/Advisor
• Explore your interests to find a major that fits your goals
• View your class schedule
• And Much More!!

Students can access the mobile version of this tool by downloading the Navigate Student App on Google Play or Apple Store. More information about this tool can be found on the Porterville College Navigate Website.

If you need to speak with an advisor or counselor please contact the Counseling and Advising Center.

ASPC Card

All students are encouraged to purchase a campus ASPC card. This card serves the same purpose as the Student ID Card, in addition to local business discounts, free items, and admission to sporting events on campus. The ASPC card costs students $7.50. The money you pay for your ASPC card is given to the Associated Students of Porterville College in order to provide campus life events.
"Go to *https://www.portervillecollege.edu/student-services/aspc/aspc-card-benefits.html*to review the ASPC Card benefits.

Student ID Card

The ID card serves as a method of identification for all current students at the college, for campus departments, labs, Bookstore, and other areas of service. A valid picture ID is required at the time of printing. The student ID is required for ALL students.

Student ID card requests are submitted online at *https://www.portervillecollege.edu/student-services/create-your-student-id-card.html* . Please follow all the descriptions on the website.

CalWORKs Program 559-791-2303

www.portervillecollege.edu/student-services/calworks

The CalWORKs Program provides services to students who receive CalWORKs/TANF *(Temporary Aid for Needy Families, formally known as AFDC)* and who have been referred by their TulareWORKs caseworker and monitors academic progress. The program works corroboratively with the students Tulare-WORKs caseworker to help the student maintain their benefits and access funding for books and class materials. Other services include CalWorks work-study *(on- and off-campus)*, job placement, job search skills, resume writing, interviewing techniques, academic advising, books, mileage reimbursement, and job readiness workshops. Visit the CalWORKs office in AC-126 for additional information about how to access this program. Current events and information can be found on the program website.

Disability Resource Center 559-791-2215

www.portervillecollege.edu/student-services/disability-resource-center

The Disability Resource Center *(DRC)* provides services for students with physical, learning and other types of disabilities. Services will be based on the level of disability and the academic needs of each student. Students may be interested in:

*   improving job skills
*   getting a vocational certificate
*   pursuing personal enrichment
*   planning to transfer to a four-year college

Section 504 of the Rehabilitation Act and the Americans with Disabilities Act (ADA) mandate that students with learning, physical or other types of disabilities receive services to allow an equal experience in education.

The Disability Resource Center provides reasonable accommodations to students with documented physical, mental health, and learning disabilities who are enrolled in classes through Porterville College. The department provides accommodations and support services which may include:

*   liaison with California State Department of Rehabilitation and other community resources
*   test taking assistance
*   special equipment
*   mobility assistance
*   note taking
*   assisting computer technology
*   sign language interpreters
*   written materials in alternate format and learning disability assessment

Students with a verifiable disability who are not participants in the Disability Resource Center program, but who still wish to utilize special accommodations should contact the Vice President of Student Services at 559-791-2208

Early Alert

The Early Alert program is designed to assist students who are facing academic difficulties in the classroom by providing counseling and advising services. Instructional faculty refer students to the Early Alert Staff, creating an institutional effort to help the student succeed. Students that have not been referred by a faculty member and can benefit from an Early Alert appointment may self-refer by calling the Counseling & Advising Center at 559-791-2329 and 559-791-3663. For more information: *https://www.portervillecollege.edu/student-services/early-alert-information-for-students.html*

Extended Opportunity Program and Services *(EOPS)* 559-791-2224

www.portervillecollege.edu/student-services/eops

EOPS provides services to students who are educationally and economically disadvantaged. The program is funded through the State of California and the local community college district.

To be eligible for the program, a student must:

*   Be a California Resident *(or meet AB 540/California Dream Act requirements)*
*   Enroll full-time *(12 units or more)* at Porterville College
*   Qualify for the California College Promise Grant A, B, or C.
*   Educationally disadvantaged as determined by state regulations
*   Completed less than 40 credits of college-level coursework
*   Working toward a certificate or degree
*   Making Satisfactory Academic Progress with a Comprehensive Student Education Plan *(CSEP)* on file
*   Complete a Financial Aid Application *(FAFSA)* or Dream Act Application
*   Have an EFC *(Expected Family Contribution)* of $0
*   Meet EOPS Income and Academic Guidelines

Students who participate in EOPS receive the personalized support and services listed below:

*   Priority registration
*   Counseling
*   Book Voucher/Grant *(as funding permits)*
*   Meal Grant *(as funding permits)*
*   Grants *(as funding permits)*
*   Tutoring
*   Student Educational Planning
*   Cap & Gown *(as funding permits)*
*   Phi Theta Kappa Membership Fees *(as funding permits)*
*   UC/CSU Application Fee Waivers

- Workshops
- Food Pantry
- Lending Textbook Library

Porterville College Promise Program

The Porterville College Promise Program serves first-time college students through their first year by a comprehensive plan of support to complete an associate's degree, career technical certificate, or transfer requirements, while preparing for employment in their field of study.

The program is open to students with the ability to attend full-time, with on-time completer's (30 units per year, meeting the 15 to Finish Campaign), declare a Pathway, and establish an Education Plan.

We are optimistic that our goal of providing a comprehensive road map for our scholars will expand access, success, and persistence for every student to obtain their educational goal.

Program Eligibility Requirements:
- Current Year CA High School Graduate
- Apply to Porterville College
- Complete the Promise Program Interest Form
- Declare a Pathway
- Complete a comprehensive Student Educational Plan
- Enroll in an INST course *(first-year experience)*
- Register for Classes
- Attend the PC Promise Days

Maintaining program eligibility:
- Enroll full-time, with on-time completers *(30 units per year, meeting the 15 to Finish Campaign)*
- Maintain Student Academic Progress, SAP
- Meet two times a semester with a counselor
- Attend a minimum of two activities or workshops per semester

Apply for Promise Program
The application period is open between March 1 - July 31 each year. Please visit *https://www.portervillecollege.edu/student-services/promise-program/index* to access the interest form and additional information.

GEAR UP.................559-791-2203

GEAR UP which stands for Gaining Early Awareness and Readiness for Undergraduate Programs is a federally funded program designed to elevate the academic achievement, college attendance, and graduation rates of first-generation, low-income, underrepresented, and underserved students. GEAR UP works in partnership with local K-12 educational institutions to provide students and families with individual and group advising, academic and tutoring support, college and career exploration opportunities, skill-building workshops, enrichment programs, college visits, early college and educational field trips.

https://www.portervillecollege.edu/student-services/gear-up/index.html

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Financial Aid 559-791-2301

Academic Center AC 103 • *pc_faid@portervillecollege.edu*
Financial Aid Office Mission Statement

The mission of the Financial Aid Office *(FAO)* is to make higher education accessible for the Porterville College student body. Staff members are devoted to awarding and delivering federal, state and institutional need-based financial aid to all individuals in the community and their educational needs. The staff members are committed to supporting the educational excellence of our students by using financial aid-related technology and administering its aid programs in an efficient and fiscally responsible manner.

Visit the Financial Aid website for more information about the Financial Aid department and its services

APPLICATION PROCEDURE
Eligibility

In order to be eligible to apply for financial aid, a student must be a citizen or permanent resident of the United States or be in the country for other than a temporary purpose with the intention of becoming a permanent resident. Eligible non-citizens may be required to provide proof of permanent residency for Federal Aid. F-1, M5, R1, or R2 Visa students are not eligible for financial aid. For further information regarding other eligible immigration statuses, contact the Financial Aid Office. Students must have a high school diploma, GED or equivalent in order to apply and qualify for Financial Aid. If a student indicates on the FAFSA that they have received a high school diploma or GED and the school has reason to question the accreditation of the high school or the graduation status of the student *(668.16(p))*, a copy of the high school traCleaript, diploma or GED certificate may be required. Contact the Financial Aid office for additional information.

Student eligibility will be based on enrollment status and educational expenses at the time of disbursement. In determining whether or not a student is making satisfactory progress, the student's enrollment status is defined as follows *(Summer sessions included):*

- o   12 or more units is full time
- o   9 – 11.5 units is ¾ time *(three quarter time)*
- o   6 – 8.5 units is ½ time *(half – time)*
- o   .5 – 5.5 units less than ½ time *(less than half-time)*

Completed units are defined as enrolled units for which credit was received – grades of "F" and "NC" are included. Classes in which a student receives a grade of "IP" *(in Progress)* or "W" will not be counted as completed classes for satisfactory academic progress. "F" will be used as an earned grade. "IP" and "W's" are counted in the 67% completion determination as attempted units, not completed. EW courses will not be included in the Satisfactory Academic Progress *(SAP)* calculation.

Student eligibility for financial aid programs is contingent upon a student meeting Satisfactory Academic Progress *(SAP)* policies. A student must complete the required number of units, meet GPA requirements and not exceed the maximum period as described in the SAP Policy.

Financial Aid Programs Available

Following is a basic description of the programs available Contact the Financial Aid Office for detailed description and eligibility requirements, or visit our website.

Federal Pell Grant

Pell is an entitlement program, which means, if the student meets all requirements, the student will receive a Pell Grant using a standard formula for all applicants.

Enrollment status will be frozen at the time of disbursement after the add/drop period and will be the basis for Pell award. Once the Pell Grant award has been processed it will not be adjusted for additional units added during the semester. If you have a bachelor's degree, you are not eligible for a Pell Grant.

Federal Supplemental Educational Opportunity Grant (SEOG)

SEOG is designed to supplement other sources of financial aid for students who qualify for additional assistance. The eligibility is based on students/family contribution, resources, and receipt of the Pell Grant. If you have a bachelor's degree, you are not eligible for FSEOG.

Federal Work-Study (FWS) Program

FWS program provides jobs for students who have financial need and will earn a portion of their educational expenses. The student's need and the number of hours that can reasonably be handled with the course load selected determine award amounts. Students are limited to a maximum of 19 hours per week when school is in session. If funds are available, students may be eligible to work the summer session.

Student Loans

Applicants for student loans will be subject to college policy requirements regarding enrollment status, length of attendance, the number of units completed, and the total amount of previous loans. Student Loans are not auto-awarded to any student.

Student Loans are not auto-awarded and the students must apply for the loan at the Financial Aid office. Contact the Financial Aid Office for other requirements.

Federal Direct Subsidized Loan Program

Provides students with low-interest loans for educational expenses *(which are subsidized by the government as long as the student is enrolled at least half-time in college courses)*. The interest rate may vary from year to year.

Federal Direct Unsubsidized Loan Program

Provides loans for students who do not qualify, in whole or in part, for subsidized loans. Authorized under a federal law called the Higher Education Amendments of 1992, the terms of the unsubsidized loans are the same as the terms for subsidized loans, except the interest begins to accrue immediately, and can be paid quarterly or capitalized and paid at the end.

Cal Grants

A Cal Grant is money for college you do not have to pay back. To qualify, you must apply for the Free Application for Federal Student Aid *(FAFSA)* or California Dream Act Application *(CADAA)* by the deadline and meet the eligibility and financial requirements as well as any minimum GPA requirements. Cal Grants can be used at any University of California, California State University or California Community College, as well as qualifying independent and career colleges or technical schools in California. Assembly Bill 2248, requires that all participating institutions of the California Student Aid Program notify students in writing that, in order to graduate in 4 years, he or she must take 15 semester units, or 30 semester units per academic year, and that a Cal Grant award is limited to 4 academic years.

California College Completion Grant (CCCG)

This is a grant for students who have a Cal Grant and who enroll in at least 12-15 units per semester.

California College Promise Grant (CCPG)

This is a state sponsored program that waives enrollment fees for qualifying students who are California residents or Dream Act students. A student may be eligible for a fee waiver even if not eligible for other financial aid. CCPG applicants do not have to be enrolled in a minimum number of courses — whether the student takes .5 units or 26 units, the enrollment fee may be waived. CCPG applicants only need to apply once to have fees waived for the academic year: Summer, Fall, Winter and Spring.

Appeal Process for Loss of CCPG

Each student will maintain CCPG eligibility as long as the student is in good academic standing. Students who believe their recent academic performance is based on circumstances outside their control, or believe they have made substantial academic improvement, may appeal the loss of CCPG eligibility by submitting a Loss of CCPG/Enrollment Priority Petition to the Admissions and Records (portervillecollege.edu).

SATISFACTORY ACADEMIC PROGRESS POLICIES

To be eligible to participate in the Title IV student financial aid programs provided by the U.S. Department of Education and the State Center Community College District, students must maintain satisfactory academic progress in a program leading to a degree or certificate at the college or transfer to a four-year institution.

NOTE: All units attempted in the Kern Community College District *(Bakersfield College, Cerro Coso College and Porterville College)* will be used to determine satisfactory academic progress. All units from other institutions that are accepted for credit by KCCD will be used to determine satisfactory academic progress. Student are permitted to appeal once per academic year.

Lifetime Eligibility

Beginning in the 2012-13 school year, students will have a lifetime Pell grant eligibility equivalent to 12 full-time semesters. All prior Pell grant funding will count toward a student's lifetime eligibility. Once the student has exhausted their Pell grant, the student will no longer be eligible to receive a Pell grant at any school ever again. There is no appeal process for lifetime eligibility.

ACADEMIC PROGRESS

- Qualitative Standard – Grade Point Average:
  To maintain satisfactory academic progress and remain eligible for financial aid, students must maintain a minimum cumulative grade point average of 2.00. KCCD will review each student's academic progress at the time of determining eligibility and after each payment period.

- Qualitative Standard – Unit Progress:
  To maintain satisfactory academic progress, students are required to complete 67% of the total number of cumulative units attempted. Unit progress is evaluated by comparing the number of cumulative units attempted with the cumulative units completed to determine whether the student is progressing as a rate that will allow them to complete the program within the maximum time frame. The calculation of unit progression will be rounded up to the nearest tenth. Students who are terminated from financial aid programs or who are not allowed to participate due to failure to demonstrate or maintain satisfactory progress may appeal this action in writing. The Financial Aid Appeal Committee will review the student's progress and determine whether or not the student will be allowed to participate in financial aid programs

Refunds and Withdrawls

BankMobile Refund

Kern Community College District delivers your refund with BankMobile Disbursements, a technology solution, powered by BMTX, Inc. Visit the BankMobile refund choices page for more information: *https://www.portervillecollege.edu/ student-services/financial-aid/bankmobile.html*.

Return of Title IV Funds Policy

The Financial Aid Office is required by federal statute to calculate/recalculate federal financial aid eligibility for students who:

- Completely withdraws, and/or;
- Stops attending before the end of the semester/payment period, and/or;
- Does not complete all modules *(courses which are not scheduled for the entire semester or payment period for which they registered at the time those modules began.)*
- Does not provide written confirmation to LBCC at the time of ceasing attendance of future attendance of a module during the same payment period.
- Dismissed

Prior to completing 60% of a payment period or term, the federal Title IV financial aid programs must be recalculated in these situations. LBCC will use the date of complete withdrawal or drop to determine the amount of federal aid that is "earned" based on the amount of time the student was enrolled.

If a student leaves the institution prior to completing 60% of a payment period or term, the financial aid office recalculates eligibility for Title IV funds. Recalculation is based on the percentage of earned aid using the following Federal Return of Title IV funds formula: Percentage of payment period or term completed = the number of days completed up to the withdrawal date divided by the total days in the payment period or term. (Any break of five days or more is not counted as part of the days in the term.) This percentage is also the percentage of earned aid. After the 60.02% point in the payment period, a student has earned 100% of the Title IV funds they were scheduled to receive during the period, and will not have a payment obligation to return any funds.

Withdrawals

The date of complete withdrawal or drop is used to determine the amount of federal aid that is "earned" based on the amount of time the student was enrolled. If a student does not officially withdraw from all classes but fails to earn a passing grade in at least one course, federal aid regulations require that the college assumes the student has "Unofficially Withdrawn," unless it can be documented that the student completed the enrollment period. Unofficial withdrawals require a Title IV refund calculation at the midpoint of the enrollment period. The reduction of federal aid may create a balance due to LBCC that must be repaid.

Title IV Refund Process

Funds are returned to the appropriate federal program based on the percentage of unearned aid using the following formula: Aid to be returned= (100% of the aid that could be disbursed minus the percentage of earned aid) multiplied by the total amount of aid that could have been disbursed during the payment period or term.

If a student earned less aid than was disbursed, the institution would be required to return a portion of the funds and the student would be required to return a portion of the funds. Keep in mind that when Title IV funds are returned, the student borrower may owe a debit balance to the institution. If a student earned more aid than was disbursed to them, the institution would owe the student a "Post-Withdrawal Disbursement" (PWD) which must be paid within 180 days of the student's withdrawal. The institution must return the amount of Title IV funds for which it is responsible no later than 45 days after the date of the determination of the date of the student's withdrawal.

Refunds are allocated in the following order:
- Unsubsidized Direct Stafford Loans
- Subsidized Direct Stafford Loans
- Direct PLUS Loans
- Federal Pell Grants for which a Return of funds is required
- All other Federal Grants for which a Return of funds is required

Decrease of Units or Change of Enrollment

When a student decreases/reduces their course load, the decrease represents a change in enrollment status, not a complete withdrawal. Therefore, an R2T4 calculation is not required. However, the student's Federal grants are subject to recalculation.

Title IV Refund Repayment Policy

1. A bill will be sent with the amount due. The student will not be eligible for further financial aid funds until the overpayment is paid in full. In addition, school records will be placed on "hold." The student will not be able to register for classes or request academic transcripts until this bill has been paid in full.

2. If the student does not pay this bill or make payment arrangements, the overpayment will be reported to the National Student Loan Data System (NSLDS). NSLDS notifies all other colleges and universities that the student now owes money. The student will be ineligible to receive further financial aid at any college. The NSLDS notification will be removed when the bill is paid in full.

3. If the student continues to ignore this bill, and a final notice is sent to the student, the account will be turned over to the Department of Education for all future collection. The Department of Education has the ability to garnish wages, withhold tax refunds, send the student account to a collection agency, and take the student to court to recover the money owed.

4. The student must pay this bill in full within 30 days.

Visit the Financial Aid website for more information about the Financial Aid department and its services.

Additional Requirements
- Students must only register for courses that are required for their eligible educational program. Eligible courses are listed in the catalog under degrees and certificates.
- Repeated coursework: Federal regulations allow for students to receive federal student aid for one repeat of a previously passed course. A grade of D or better is considered passing. W's do not count as repeats.

For more information about the timeframe to repay, the consequences of not paying and a sample Return of Funds calculation, go to:

Financial Wellness

Porterville College has taken the required steps to assist our students to become debt free, with a budget friendly toolkit, and overall financially educated through various avenues to further student success. Our goal is to help our students become financially independent from debt. Additional resources may be found on the Financial Aid Website under Financial Wellness.

Visit the Financial Aid website for more information about the Financial Aid department and its services.

Cost of Attendance

Enrollment Fee...$46 per unit*
Non-resident/International *(15 units max.)* ....$342 per unit
Student Center Fee *($5 max.)*.................................$1 per unit
Health Fees *(Fall/Spring)* ....$12 per semester
       Summer $9
Parking for on-campus classes
       Fall $20
       Spring $20
       Summer..$10
Student ASB Card *(optional)* ....$15 per year**
       Fall only $7.50
       Spring only..$7.50

In addition to college fees, students could expect average additional costs *(this budget reflects at home student)*:
Books $549
Food $11,493
Personal Expenses.. $513
Supplies, Course Material & Equipment $513
Tuition and Fees... $1,380
Transportation $1,791

In addition to college fees, students could expect average additional costs *(this budget reflects figures for an independent student away from home)*:
Books $549
Food $7,353
Personal Expenses... $4,968
Supplies, Course Material & Equipment $513
Tuition and Fees... $1,380
Transportation $1,962

  *$46 per unit cost is set by the state and may change.
**Per year is a nine month academic year.

Basic Needs Program

Porterville College has implemented a Basic Needs program in recognition of the urgency of basic needs, a student's essential requirements for health and well-being that must be met in order for them to succeed in college. When a student cannot meet their basic needs, it is often *(although not always)* because the student is experiencing short or long-term financial instability. Examples of basic needs include, but are not limited to:
- Sufficient food
- Adequate and stable housing
- Appropriate physical, mental, and/or behavioral health care
- Ability to pay essential bills
- Transportation to school and employment
- Safe spaces in which to sleep, relax, and study

- Access to showers and other hygiene necessities
- Ability to provide these needs for their children or others for whom they are the primary caregiver

Pirate Food Pantry

The Pirate Pantry hosted its grand reopening Spring of 2022, in its new location FIT-722. The location mimics a small grocery store atmosphere where students are able to select the items of their choice with their shopping basket and have them bagged upon departure. Shopping in the Pirate Pantry is welcomed on a weekly routine for enrolled students with a current Pirate Student ID Card.

Too busy with classes? Need us to shop for you? Let us know what you need and pick up from the Financial Aid office, AC-103. Complete the Interest Form and additional details Financial Aid Food Pantry Page.

CalFresh Food *(SNAP)*

CalFresh Food *(SNAP)* is a program that helps people buy food at their local farmer's market, grocery store, or online via an EBT card which is used like a debit card. Our team helps guide people through the application process. For more information visit Cal Fresh Food and/or complete the Interest Form.

Transportation

Porterville City Transit Pass Opportunity PC helps students get to and from campus by providing them with a transit pass. Transit passes are available in the Financial Aid Office AC-103. Eligibility- Must be a student to get a pass Interest Form

Housing Resources

There are many students who may experience homelessness, or be at-risk of homelessness, sometime in their lives. More research is showing that community college students struggle with finding housing most of all, because a lot of us come from low-income households and the campus does not offer residential housing at this time. However, if you find yourself without a safe place to sleep at night, we can connect you with community resources that provide safe shelter, showers, and even a safe place to park if you are sleeping in your car. Please email pc_faid@portervillecollege.edu for more information about what housing resources you can be connected with.

Innovation Centers:

Three centers created by HSI Title V Grant funding to promote student academic success and enhance learning outcomes. Schedules for programs and services are available here: *https://www.portervillecollege.edu/programs-and-classes/learning-center/tutoring-and-academic-resources/tutoring-master-schedule.html*

Literacy Innovation Center (located: LIT 4201):
Our Mission

The mission of the Literacy Innovation Center is creative exploration in language, the arts, reading, and writing to empower students to discover new perspectives and develop crucial skills that builds upon rigorous classroom learning. The LIC will focus on developing and sustaining literacy programming that values the many ways individuals and communities engage with literacy in pursuit of their goals. Services available: Writing Mentors, Writing for the Performing Arts Workshop, Peer Academic Mentors, PC Writers and Poets Speaker Series, Language Assistants *(ASL)*, PC Growing Futures *(Rural Initiatives)*, and Virtual Reality Program

STEM Innovation Center (located in STEM 4001):
Our Mission

The mission of the STEM Innovation Center is to build STEM knowledge, interest, skills, and leadership by providing innovative high-quality STEM experiential learning and mentoring experiences. The STEM Innovation Center will serve as a project and career-based learning hub for students to gain immersive experiences from virtual reality to STEM in the field trips with industry partners and STEM faculty to build upon rigorous classroom learning. Services available: Math Mentors, Peer Academic Mentors, USDA-PC STEM Speaker Series, Virtual Reality Program, and STEM Internship Program.

Business Innovation Center (located in BUS 4101):
Our Mission

The mission of the Business Innovation Center is to create active learning experiences to inspire, educate, and transform the Porterville community into entrepreneurial thinkers and doers. The BIC is an innovation hub where ideas, technology, and people meet to build the future of the Porterville community. Students, faculty, staff, and community members will learn skills for them to create their own small business, learn about emerging technology through our Makerspace Lab, and engage in robust community education program. Services available: Makerspace Lab, small business coaching, financial literacy workshops, community education, career exploration, and job workshops by community partners.

NextUp 559-791-2224

The NextUp program is a supplemental component of EOPS, designed to strengthen and support the higher education success, health, and well-being of current or former foster youth. NextUp assists with the transition to college and provides comprehensive and personalized support services as students pursue their educational/vocational goals at Porterville College. Services include academic counseling and career guidance, textbooks, and supplies, transportation assistance, and referrals to community recourses. Check out the EOPS webpage to learn more about this program: *www.porterville-college.edu/student-services/foster-youth-success-program-fysp/about-next-up.html*

Standards of Student Conduct.................... 559-791-2221

The Board of Trustees of the Kern Community College District, in support of public education and the exercise of general supervision of the campuses of the district, believes that student conduct must reflect the standards of good behavior expected by society. Since public education is furnished by

the people of the district, it becomes privilege for students to have this opportunity to further their education. Porterville College's Student Code of Conduct administrative process is available within the Kern Community College District Board Policies and Administrative Procedures. The Student Code of Conduct section is identified as Board Policy 5500, Administrative Procedures 5500, 5520, & 5530

The purpose of the administrative process is to provide a prompt and equitable means to address violations of the Standards of Student Conduct , which guarantees the student or students involved due process rights guaranteed them by state and federal constitutional protections. This process will be used in a fair and equitable manner, and not for purposes of retaliation. It is not intended to substitute for criminal or civil proceedings that may be initiated by other agencies.

These administrative procedures are specifically not intended to infringe in any way on the rights of students to engage in free expression as protected by the state and federal constitutions, and by Education Code Section 76120, and will not be used to punish expression that is protected.

The Standards of Student Conduct specifies prohibited types of behavior and the sanctions that can be applied. Students may be accountable to both external authorities and to Porterville College for acts, which constitute violations of law and the KCCD Board Policies. Students are expected at all times to act in a manner consistent with the Standards of Student Conduct which is set forth in the Kern Community College District Board Policy.

The Standards of Student Conduct details the list of offenses constituting "good cause" for discipline that could result in the removal, suspension, expulsion, or other sanctions of a student, except for conduct that constitutes sexual harassment under Title IX, which shall be addressed under AP 3433 Prohibition of Sexual Harassment Under Title IX, and AP 3434 Responding to Harassment Based on Sex under Title IX. Students who violate the Standards of Student Conduct are subject to the procedures outlined in AP 5520 Student Discipline Procedures

Porterville College's Standards of Student Conduct are available on the Kern Community College District Board Policy Chapter 5, Student Services website. KCCD Board Policy 5500 lays out the Standards of Student Conduct and the disciplinary or grievance process. When working with student complaints, harassment, discrimination, students with reported behaviors, academic integrity, or behavior intervention, the Office of the Dean of Student Success and Counseling at Porterville College reviews, investigates, and works with each student case carefully.

SANCTIONS: In accordance with the provisions of Education Code Sections 76031 and 76037, the Board of Trustees provides for the following sanctions for violations of the Standards of Student Conduct . More than one *(1)* of the sanctions listed below may be imposed for any single violation:

WARNING: Verbal notification of the student by a faculty member or administrator that continuation of the conduct may be cause for further disciplinary action;

CENSURE: A written reprimand or warning to the student by a faculty member or administrator; written referral of the student to a college office or community agency for counseling or rehabilitative treatment;

PROBATION: Prohibition of the student from participating in College or District-sponsored events, functions, and activities for a minimum of one *(1)* semester or other stipulated requirements to conform to specified standards of conduct;

RESTITUTION: Reimbursement to the college for repair or replacement of District property misused, misappropriated, or damaged by the student;

REMEDIATION MEASURES: Corrective actions, risk assessments, trainings, or activities can be imposed to remedy offensives to ensure student is in proper conduct *(for example, reflective papers, community service, workshop attendance).*

TEMPORARY REMOVAL: A faculty member may remove a student from the students class for the day of the removal and the next day of instruction or within one week of instruction, whichever is lesser. The faculty member shall immediately report the removal to the College President or designee for appropriate action.

During the period of removal, a student shall not be returned to the class from which he or she was removed without the concurrence of the faculty member of the class. Whenever a minor is removed from a class, the parent or guardian shall be notified in writing by the College President or designee. If the student removed from class by a faculty member is a minor, the College President or designee shall ask the parent or guardian of the student to attend a parent conference regarding the removal as soon as possible. If the faculty member or the parent or guardian so requests, a College administrator shall attend the conference. During the period of removal, a student shall not be returned to the class from which the student was removed without the concurrence of the faculty member of the class.

SHORT TERM SUSPENSION: Exclusion of the student by the College President or designee, for good cause from one or more classes for a period of up to ten consecutive days of instruction.

SUSPENSION: Exclusion from any or all classes and activities of the College and from the use of any District facilities. The College President or designee may suspend a student for good cause as follows:

- From one *(1)* or more classes for a period of up to ten *(10)* days of instruction.
- From one *(1)* or more classes for the remainder of the school term.
- From all classes and activities of the College for one *(1)* or more terms.

In all cases of suspension, the student shall receive official notice from the College President or designee.

No student shall be suspended unless the conduct for which the student is to be disciplined is related to College activity or campus attendance.

Suspensions of any student from the College shall be accompanied by a prompt hearing unless the charges have been administratively disposed by mutual consent, or the student sends a written notification to the President of the College or designee indicating that he/she/they do(es) not want to proceed with the hearing. If an immediate temporary suspension is required to protect lives or property and/or to ensure the maintenance of order, a reasonable opportunity shall be afforded the suspended student for a hearing within ten *(10)* days of the suspension.

During the period of suspension, a student shall not be permitted to enroll in any College in the District.

The College President shall report all suspensions of students to the Chancellor of the District.

Whenever a minor is suspended from a College, the parent or guardian shall be notified by the College President or designee. The parent or guardian of the student shall be invited to a conference regarding the removal; and

EXPULSION: Termination of the student status by the Board No student shall be expelled unless the conduct for which the student is to be disciplined is related to College activity or campus attendance.

Expulsion of any student from the District shall be accompanied by a prompt hearing.

If an immediate expulsion is required in order to protect lives or property and/or to ensure the maintenance of order, a reasonable opportunity shall be afforded the expelled person for a hearing within ten *(10)* days of the expulsion.

In cases of expulsion, the Chancellor or designee shall recommend action to the Board of Trustees after receiving the College President's recommendation and supporting documentation, including the hearing panel's recommendation and the hearing record.

After Board action, the Chancellor or designee shall notify the student by registered mail, return receipt requested. The expulsion may be for a specified or unspecified time and shall be from all Colleges, programs, and activities of the District.

In expulsion for an unspecified time, the student may, after a reasonable time, request the College President to remove the expulsion. If the College President approves the request, the student shall make that recommendation to the Chancellor or designee who may recommend to the Board that the expulsion be removed. The Chancellor or designee shall notify the student of the Board's action.

The College President or designee shall report any violation of Penal Code § 245 *(assault with a deadly weapon)* or Civil Code § 52.1 and Penal Code §§ 422.6 through 422.95 *(hate crime)* to the appropriate law enforcement authorities. *(Education Code § 76035)*

At a minimum, an instructor who determines that a student has cheated or plagiarized has the right to assign an "F" grade for the assignment or examination. However, each College may impose additional penalties as appropriate to their respective College discipline procedures. Violation or violations of any law, ordinance, regulation, or rule regulating, or pertaining to, the parking of vehicles, shall not be cause for the suspension or expulsion of a student from a community college.

DEFINITIONS OF PLAGIARISM AND CHEATING

1) **Definition of Plagiarism** - Plagiarism is defined as the act of using the ideas or works as one's own without giving credit to the source, including artificially-generated content. Such an act is not plagiarism if it is ascertained that the ideas were arrived at through independent reasoning or logic or where the thought or idea is common knowledge.

Acknowledgment of an original author or source must be made through appropriate references, i.e., quotation marks, footnotes, or commentary. Examples of plagiarism include but are not limited to, the following: the submission of work, whether in part or in whole, completed by another; failure to give credit for ideas, statements, facts, or conclusions that rightfully belong to another; in written work, failure to use quotations marks when quoting directly from another, whether it be a paragraph, a sentence, or even a part thereof; close and lengthy paraphrasing of another's writing or programming. A student who is in doubt about the extent of acceptable paraphrasing should consult the instructor.

Students are cautioned that, in conducting their research, they should prepare their notes by *(a)* either quoting material exactly *(using quotation marks)* at the time they take notes from a source; or *(b)* departing completely from the language used in the source, putting the material into their own words. In this way, when the material is used in the paper or project, the student can avoid plagiarism resulting from the verbatim use of notes. Both quoted and paraphrased materials must be given proper citations.

2) **Definition of Cheating** - Cheating is defined as the act of obtaining, attempting to obtain, or aiding another to obtain academic credit for work by the use of any dishonest, deceptive, or fraudulent means. Examples of cheating during an examination include, but are not limited to, the following: copying, either in part or in whole, from another's test or examination; discussion of answers or ideas relating to the answers on an examination or test unless the such discussion is specifically authorized by the instructor; giving or receiving copies of an examination without the permission of the instructor; using or displaying notes, "cheat sheets," or other information or devices inappropriate to the prescribed test conditions, as when a test of competence includes a test of unassisted recall of information, skill, or procedure; allowing someone other than the officially enrolled student to represent the same. Also included is plagiarism as defined and altering or interfering with the grading procedures.

Student Grievance Procedure

The Student Grievance Procedures are established for students to resolve difficulties/problems they encounter in college-related activities. The Student Grievance Procedures *are designed to consider an alleged wrong against a student (see Administrative Procedures 5530 for the Student Rights and Grievances)*. Efforts will be made to resolve a grievance in a timely and fair manner. Students who contend they have been treated unfairly, have the right, without fear of reprisal, to use a written procedure in their attempt to right an alleged wrong. Student grievances are taken seriously, therefore, the grievance must be of compelling, substantive, and verifiable in nature *https://www.cccco.edu/Complaint-Process-Notice.*

Student Statement of Grievance Intake Form

Before submitting the completed Student Grievance Intake form to the Dean of Student Success and Counseling Office, the student should first speak to the alleged staff, faculty member, Division Chair and/or respective Dean/Supervisor. Once the student has spoken to either individual or have not received the desired resolution the assigned Grievance Officer will assist the student in the process with the completed form.

The Student Grievance Intake form will start a conversation with the parties involved to ensure that an informal resolution can be made. Submitting the intake form does not start the KCCD Student Grievance process until the student has signed it. For further steps of the formal request for a Grievance Hearing, additional information, and process regarding the Student Grievance Procedures, please refer to the KCCD Administrative Procedures 5530.

Repeated filings of the same complaint, filings of a frivolous nature, or capricious complaints against school personnel will be considered abuse of the student conduct/student grievance process. Repeated filings will be referred to the College President's designee for a decision.
https://www.cccco.edu/Complaint-Process-Notice

Incident Reporting Intake Process:

If you were involved in non-academic incident in which you were a victim of or a witness of the Standards of Student Conduct then complete the Incident Reporting Intake form, *https://www.cccco.edu/Complaint-Process-Notice*
The report will be sent to the Dean of Student Success and Counseling Office for further review and follow-up.

California Community College Chancellor's Office Student Complaint Process:

Most complaints, grievances or disciplinary matters should be resolved at the campus level. This is the quickest and most successful way of resolving issues involving a California Community College *(CCC)*.You are encouraged to work through the campus complaint process first before escalating issues to any of the following resources. Issues that are not resolved at the campus level may be presented to:

- The Accrediting Commission for Community and Junior Colleges *(ACCJC)* at: *http://www.accjc.org/complaint-process* if your complaint is associated with the institution's compliance with academic program quality and accrediting standards. ACCJC is the agency that accredits the academic programs of the California Community Colleges.
- The CCC Chancellor's Office by completing the web form, available at: *https://www.cccco.edu/Complaint-Process-Notice*

  If your complaint does not concern CCC's compliance with academic program quality and accrediting standards.

Nothing in this disclosure should be construed to limit any right that you may have to take civil or criminal legal action to resolve your complaints.

Student Health & Wellness

Student Health & Wellness at Porterville College is a resource for students to meet and discuss important issues in a confidential setting. We offer services specializing in individual counseling, in-person or virtually, so you can meet in the comfort of your own home. We're here to support you as you deal with the complexities of college/life.

Student Health and Wellness provides free, confidential, and professional mental health counseling to help Porterville College students manage everyday stressors that can interfere with your academic success. Sessions, training, and interventions offer emotional and behavioral support to enrolled students.

Objectives
- Provide crisis care for students in distress
- Offer confidential support for emotional and behavioral concerns
- Provide care and resources for students
- Provide support for students facing non-academic barriers to their learning

For more information, please visit the Porterville College Student Health & Wellness website *https://www.portervillecollege.edu/student-services/student-health-and-wellness/index.html* or call 559-791-2329.

Textbooks/Supplies 559-791-2252

Porterville College makes education available at the lowest possible cost for all students who attend. Supplies and "new" or "used" textbooks may be purchased at minimum cost in the college bookstore in the student center. Many titles are also available as "rentals" and/or "ebooks" at up to 80% off the "new" textbook price. The college bookstore stocks textbooks, school supplies and school spirit items. As a Barnes & Noble store, it can also special-order most non-course related books, and stocks a selection of reference books, bargain books and national best-sellers. It is open Monday - Thursday from 9 am - 4 pm and Fridays from 9 am -12 am, with extended hours during Join-A-Club week and Finals weeks. Please visit the bookstore website at *www.portervillecollegebookstore.com* for current store hours and course textbook requirements.

TimelyCare

TimelyCare is a 24 hours a day/7 days a week virtual medical and mental healthcare for students enrolled at Porterville College. Visit the TimelyCare website to enroll today *https://www.portervillecollege.edu/student-services/student-health-and-wellness/pc-timely-care.html.*

In addition, check out the Porterville College Student Health & Wellness webpage for helpful information and articles to improve your health and build a healthy lifestyle.

Career, Transfer and Internship Services

The Career Center is designed to support students with their career discovery and professional development, while building on their personal, academic, and career experiences. We shape students' professional skills by providing the proper tools and resources for their career advancement. Among all our services, we provide assistance with:

• Resumes, Cover Letters, Interviews

• Job Searching

• Internships

• Major Exploration

• Career Guidance

For further information or to schedule an appointment, please call 559-791-2329 or visit the Counseling and Advising Center located in Student Services *(AC-126)*.

The Transfer Center is available to assist students in making their transition to a four-year college or university a successful one. Here you will find resources and services that will assist you in researching public and private universities.

Services available to students are:

• Computers for use in internet access to college and university information, major and career exploration, and completing online college applications

• Visits by university representatives

• UC and CSU Campus Tours

• CSU and UC application workshops

• Workshops for prospective transfer students including Transfer requirements, Internet resources, and Financial Aid

• Transfer Admission Guarantee *(TAG)*

• Information about the Associate Degree for Transfer *(AA-T/AS-T)*

• Annual Transfer Fair

• Individual counseling and advising appointments

The Transfer Center is located in AC-121. Visit us to explore the resources available to you or call 559-791-2329 to make an appointment.

UMOJA

What is UMOJA?

Umoja, *(a Kiswahili word meaning unity)* is a community and critical resource dedicated to enhancing the cultural and educational experiences of African Americans and other students.

How Do I Participate in UMOJA?

Complete the UMOJA interest form *(make sure to select Porterville College in the drop-down menu once you click on the link),* and a staff member will get in touch with you: *https://pcpio.wufoo.com/forms/ksox2c61fcqjfd/.*

What Benefits Come With Participating in UMOJA?

• Student Success Program for African American and Black Students

• Students will be offered Academic Advising

• Culturally relevant professional and personal development

• Support with academic success resources

• Access to a multi-college and university network

• Peer mentorship

• Access to the PC UMOJA Village

Puente at Porterville College

On behalf of the Puente Project and Porterville College, we would like to welcome you to our Puente familia. We have the goal of creating leaders for the next generation. As a team, we believe in our students' potential and ability to achieve their academic and career goals. The Puente Project at Porterville College is here to help you build the skills you need to succeed in college and in your future career. As part of an award-winning statewide program, we provide academic, counseling and mentoring services for educationally under-represented students. Once you enroll in the Puente program, you will work closely with your Counselor, English Instructor, Math Instructor, and Mentor to prepare for transfer to a four-year college or university.

Our Mission

Puente means "bridge" in Spanish. The Puente Project is a national award-winning program that for 40 years has improved the college-going rate of tens of thousands of California's educationally underrepresented students.

Puente's mission is to increase the number of educationally underrepresented students who enroll in four-year colleges and universities, earn degrees and return to their communities as leaders and mentors to future generations. Puente is open to all students.

What Puente Offers Students

Counseling Services:

Counseling courses to assist the student with college success strategies, transfer options, career exploration, decision-making, and study and leadership skills Assistance with transfer applications, letters of recommendation, and financial aid processes Campus liaison services, including ongoing communication with university personnel College trips and conferences to various universities including California *(UC)* campuses

English Instruction:

Enrollment in two English courses. Develop and enhance reading and writing skills. Focus on building your academic and leadership skills. Explore the work of great Hispanic/Chicano leaders who assisted in reshaping the world

Math Instruction:

Enrollment in a college-level statistics course. This course helps students get more comfortable with interpreting numbers and sets of data. It allows for data to be organized and described in a way that relates to students lived experiences.

Mentoring:

Each Puente student is matched with a mentor from the community. Mentors share with students their personal, academic, and career experiences, and provide a window into "real-life" work environments. The network of trained Puente mentors provides many resources for Puente students, their families, their colleges, and the community.

How to apply? More information?
Go to *www.portervillecollege.edu/puente/.*

Undocumented/Dreamer Resources

Porterville College provides a safe and welcoming environment for undocumented, AB540, and/or DACA students and supporters. Our goal is to provide guidance by raising awareness of the laws as well as the rights and opportunities available for undocumented students in the United States, specifically California.

DREAMER's Success Center

www.portervillecollege.edu/student-services/dreamers-success-center

Through the DREAMer's Success Center, we hope to inform undocumented students of the information needed to apply for college in addition to the resources available to help fund their education. Contact Admissions and Records at 559-791-2220 or email at ***PCAR@portervillecollege.edu***.

CALIFORNIA NONRESIDENT TUITION EXEMPTION

California Nonresident Tuition Exemption commonly known as AB 540, exempts certain students from paying nonresident tuition *(higher than resident tuition)* and/or allows them to apply and receive state aid at certain California public and private colleges. The Porterville College Admissions and Records Office can provide you with guidance on how to complete this form. You can also find more information about this policy by clicking here.

FINANCIAL AID

Contact the Porterville College Financial Aid Department for information about the various programs offered to help Undocumented/DREAMER students pay for their educational costs *https://www.portervillecollege.edu/student-services/financial-aid/index.html*

Veteran's Education 559-791-2222

Porterville College honors and supports the sacrifices of those who have served in our nation's military and is approved as an institution of higher learning for the training of Veterans and dependents of Veterans who are entitled to educational assistance.

To assist our Veterans with their transition from the military to the classroom, Porterville College provides a Veterans Resource Center *(VRC)* located in the Academic Center (AC-116). The VRC is a relaxing place for student Veterans to gather, meet with the Veterans' counselor, study, talk with representatives from Veteran service providers, or just enjoy the camaraderie of fellow Veterans on campus *https://www.portervillecollege.edu/student-services/veteran-services/index.html*

In addition, the center provides a copy machine, a study room with computers, and a lounge area to have lunch or just take a break. For more information, please visit the Veterans Resource Center website.

Veterans are also encouraged to participate in the Student Veterans Organization *(SVO)*. The SVO is the student club that advocated for Veteran matters on campus, and provides a social group setting to help Veterans become successful in their adjustment to college and civilian life. The SVO meets regularly and all Veterans are encouraged to attend the meetings or join the various activities.

It is important to remember that the Department of Veterans Affairs *(VA)* only pays benefits for courses that count toward your educational goal. Therefore, it is essential that Veterans meet regularly with the Veterans' counselor to ensure courses taken will be approved by the VA. It is also imperative that Veterans meet with the School Certifying Official located in the Admissions and Records (portervillecollege.edu) to inform them of any enrollment changes.

Campus Life and Resources

Athletics 559-791-2260

Porterville College provides intercollegiate athletic programs for both men and women. Currently, PC offers 12 sports – Men's & Women's Cross Country, Women's Volleyball, Women's Soccer, Women's Basketball, Men's Basketball, Baseball, Softball, Men's & Women's Track & Field, and Men's & Women's Tennis. All sports compete in the highly regarded Central Valley Conference. The athletic teams are governed by the California Community College Athletics Association.

Art Gallery

Porterville College is fortunate to have one of the finer galleries to be found on a community college campus. Located near the college's center, this unique structure provides students and members of the community with a dedicated space in which to experience the visual arts. Gallery exhibits include artwork from local, regional, and occasionally, national or international artists, as well as the artwork of students. This college art gallery is an extension of the classroom and a connection to the community. The public, as well as students, are welcome at all exhibitions and receptions at the gallery.

C.H.A.P.

The Porterville College Cultural and Historical Awareness Program *(CHAP)* was organized in 2002 to enhance awareness on campus and in the community for important aspects of our culture to which they may previously have had little or no exposure. Each year, the members of CHAP (including PC faculty, staff, and others) choose a theme for the events, and faculty are encouraged to integrate the theme into their courses and encourage student participation at the events. Additionally, the events (such as guest speakers, panel discussions, and exhibitions) organized throughout the year are free and open to the public. Recent themes have included "The Anthropocene" and "The Life of Books: The Written Word Past and Present". For more information, please contact the CHAP Coordinator, History Professor Leslie Pelon at 559-791-2247. To learn more about how to donate or support CHAP, please contact Ramona Chiapa, Porterville College Foundation Executive Director at 559-791-2308.

Food Services

Porterville College is pleased to announce that its Treasure Café is now open to the public from 7:30 am to 2 pm Monday through Thursday for breakfast and lunch. The Treasure Café features freshly made meals and provides catering services. The café is located inside the Student Center.

Innovation Centers:

Three centers created by HSI Title V Grant funding to promote student academic success and enhance learning outcomes. Schedules for programs and services are available here: *https://www.portervillecollege.edu/programs-and-classes/learning-center/tutoring-and-academic-resources/tutoring-master-schedule.html.*

Literacy Innovation Center *(located: LIT 4201):*
Our Mission

The mission of the Literacy Innovation Center is creative exploration in language, the arts, reading, and writing to empower students to discover new perspectives and develop crucial skills that builds upon rigorous classroom learning. The LIC will focus on developing and sustaining literacy programming that values the many ways individuals and communities engage with literacy in pursuit of their goals. Services available: Writing Mentors, Writing for the Performing Arts Workshop, Peer Academic Mentors, PC Writers and Poets Speaker Series, Language Assistants *(ASL, Spanish, and ESL), PC Growing Futures (Rural Initiatives),* and Virtual Reality Program.

STEM Innovation Center *(located in STEM 4001):*
Our Mission

The mission of the STEM Innovation Center is to build STEM knowledge, interest, skills, and leadership by providing innovative high-quality STEM experiential learning and mentoring experiences. The STEM Innovation Center will serve as a project and career-based learning hub for students to gain immersive experiences from virtual reality to STEM in the field trips with industry partners and STEM faculty to build upon rigorous classroom learning. Services available: Math Mentors, Peer Academic Mentors, USDA-PC STEM Speaker Series, Virtual Reality Program, and STEM Internship Program.

Business Innovation Center *(located in BUS 4101):*
Our Mission

The mission of the Business Innovation Center is to create active learning experiences to inspire, educate, and transform the Porterville community into entrepreneurial thinkers and doers. The BIC is an innovation hub where ideas, technology, and people meet to build the future of the Porterville community. Students, faculty, staff, and community members will learn skills for them to create their own small business, learn about emerging technology through our Makerspace Lab, and engage in robust community education program.
Services available: Makerspace Lab, small business coaching, financial literacy workshops, community education, career exploration, and job workshops by community partners

Makerspace Lab *(located in the Business Innovation Center)*
Building the future, one piece at a time.

The Makerspace Lab is a space perfect for creative thinkers with innovative ideas that can be brought to life. Our current Dremel 3D printers are available for building physical models designed for all types of projects. The SOL 3D Scanner uses high-quality precision and detail to copy small physical items that can be printed into 3D models. Do you want a more hands-on experience? The MYNT3D Printing Pen "Pro" gives you all the control at your fingertips that will turn your ordinary drawings into 3D works of art!

Learning Center 559-791-2227

Learning Center

The Learning Center offers free tutoring, testing, and PASS Leader group study sessions to PC students who need assistance in a variety of subjects. Tutoring and PASS Leader group study sessions are available on a drop-in or appointment basis. Testing is by appointment only. Tutoring, PASS Leader sessions, and testing are all available in-person and virtually via STAR-CA or Zoom. Schedules are available here: *https://www.portervillecollege.edu/programs-and-classes/learning-center/tutoring-and-academic-resources/tutoring-master-schedule.html*.

Math Mentors

Math Mentors are students selected for their exceptional knowledge of math that provide assistance to students with their math assignments and/or test preparation. Math Mentors are available in the STEM Innovation Center by scheduled appointments or on a drop-in basis. Math Mentors are available in-person and virtually through STAR-CA. Appointments can be scheduled through Navigate or by visiting the STEM Innovation Center and speaking to a Peer Academic Mentor. Schedules are available here: *https://www.portervillecollege.edu/programs-and-classes/learning-center/tutoring-and-academic-resources/tutoring-master-schedule.html*.

Writing Mentors

Writing Mentors are students *(selected by Language Arts faculty for their exceptional writing skills)* who assist other students with their assignments on a drop-in or appointment basis. Students may work with mentors on any writing assignment they are completing for any course at the college, and at any stage of the writing process, from learning how to generate ideas to mastering proofreading techniques. Writing Mentors are available in the Literacy Innovation Center by scheduled appointments or on a drop-in basis. Writing Mentors are available in-person and virtually through STAR-CA. Appointments can be scheduled through Navigate or by visiting the Literacy Innovation Center and speaking to a Peer Academic Mentor. Schedules are available here: *https://www.portervillecollege.edu/programs-and-classes/learning-center/tutoring-and-academic-resources/tutoring-master-schedule.html*.

Library, Resources and Services 559-791-2318

Porterville College Library houses over 30,000 print books and 30 print magazines, and journal titles. The Library provides students and staff with access to 50 databases of full-text online information from periodicals and books. The PC community also has access to over 180,000 free, full-text ebooks, and virtual reality stations, a simulated experience that employs pose tracking and 3D near-eye displays to give the user an immersive feel of a virtual world.

Wi-Fi is available as well as 20 computer workstations for students. Library users can view and listen to library media resources. Study rooms, carrels, and the Reading Room provide study spaces. Faculty-reserved materials can be viewed and ued with in the library. For further information, call 559-791-2318 or visit the library web page at: *https://www.portervillecollege.edu/about-pc/library/index.html*.

Lending Library

The Lending Library is a service that can provide a variety of different items such as books, calculators, textbooks for various classes, laptops, iClickers, and other materials to students. Students must be enrolled in the current semester, not have outstanding account balances, be current with all previous lending library agreements, and agree to return the items on time in the same condition as received. For students who are interested in the lending library, a form must be filled out before being able to be checked out by a student. A list of textbooks and the lending library form is available on the library webpage: *https://www.portervillecollege.edu/about-pc/library/index.html*.

Music

Students at Porterville College can immerse themselves in a diverse range of musical experiences. Our musical ensembles offer students ample opportunities for group collaboration and performances from classical to contemporary commercial music. Ensembles include College Choir, Concert Band, College Orchestra, Guitar Ensemble, and Class Piano.

PASS Leaders

(Peer Assisted Study Session Leader) is a student who has succeeded in a course and has been chosen by the instructor to act as a role model for other students. PASS Leaders host group study sessions, assist with understanding your homework, projects and other academic tasks within the course. Schedules are available here: *https://www.portervillecollege.edu/programs-and-classes/learning-center/tutoring-and-academic-resources/tutoring-master-schedule.html*.

PC Tech Navigators

PC Tech Navigators are students who are highly skilled with software and technology selected to serve as a liaison between the IT department and students. They provide assistance to students for educational platforms and programs like Inside PC, Canvas, Zoom, Grammarly, Discord, and basic computer support. PC Tech Navigators can be contacted via email at *https://www.portervillecollege.edu/programs-and-classes/learning-center/tutoring-and-academic-resources/tutoring-master-schedule.html* and they are located in the STEM Innovation Center.

Peer and Embedded Tutors

Peer and Embedded Tutors provide tutoring assistance to students via drop-in and/or recurring appointments. Drop-in tutoring is on a first come, first served basis with the tutor on duty for the desired subject. Drop-in tutoring sessions are approximately 20 minutes. Students can arrange to have designated, recurring appointments with a specific tutor by contacting the Learning Center. Embedded Tutors also attend classes with students and provide tutoring assistance during the class. All tutors are College Reading and Learning Association *(CRLA)* International Tutor Training Program Certified.

Peer Academic Mentors

The Peer Academic Mentor Program serves as a cornerstone of the STEM Innovation Center & Literacy Innovation Center. It is designed to provide activities, workshops, and events that lend structure and space for strengthening community, leadership, and critical consciousness. The program aligns with the College's focus on peer coaching and connecting students to a strong network in their first semester, ensuring persistence and a sense of belonging. Peer Academic Mentors will regularly host activities and events for a cohort of students who are first-time students or academically at-risk. Appointments can be scheduled through Navigate or by visiting the Literacy Innovation Center. Schedules are available here: *https://www.portervillecollege. edu/programs-and-classes/learning-center/tutoring-and-academic-resources/tutoring-master-schedule.html.*

Scholarships

Porterville College has many scholarships ranging from $250 to $4000. These scholarships are awarded to students presently enrolled and attending Porterville College, as well as graduating sophomores continuing their education at a four-year institution. Applicants are considered for all awards for which they qualify. Applications are available online at: *https://www.portervillecollegefoundation.org/scholarships. html*. For additional information on scholarships, contact the Porterville College Foundation Office at 559-791-2319

Student Life

Activities

Student activity programs are supported largely by the sale of Associated Student Body Cards, and students are encouraged to support the program. PC offers opportunities for students to participate in student government, clubs, campus activities, recreation, and cultural and social events. Student activities are monitored by the the Office of Student Life and Associated Students of Porterville College.

Associated Students of Porterville College *(ASPC)*

Serves as the student body voice for the students at Porterville College, promoting a diverse and inclusive campus culture that supports the mission, vision and values of our College. ASPC's purpose is to represent Porterville College students through Participatory Governance process, promote cooperation among faculty, students and staff, and to stimulate the intellectual, physical, social, and cultural goals through sponsorship of educational an co-curricular programs.

Clubs

Formation of clubs is encouraged at Porterville College to provide outlets of expression for specialized interests. All clubs are coordinated through the Associated Student at Porterville College *(ASPC)* and Inter-Club Council *(ICC)*.

Clubs and Organizations are as follows:

- Art Club
- Community Action Club
- E-Sports
- Society of Hispanic Professional Engineers *(SHPE)*
- History Club
- MEChA Club
- Music Club
- Native American Club
- PC Aggies
- Phi Theta Kappa
- Pride Club
- Rotaract Club
- Student Veteran Organization
- Together We Can
- Pickleball Club
- Table Top Gaming Club
- M.E.D. Club
- Criminal Justice Club
- Anime Club.

Academic Information and Standards

Academic Advising

Students should see a counselor each term to help plan their academic programs and to make sure they are taking the appropriate classes for their educational goals. In planning a program, students should consider *(1)* the general requirements prescribed by the college; *(2)* the special requirements in the major field of study; *(3)* the general requirements of any future college or university the student may expect to attend; and *(4)* the most desirable electives.

The normal program includes 15 credits of work per semester. Many students can complete the requirements for graduation in four semesters providing there are only slight variations from the normal program.

Nineteen credits constitute a maximum study program without special approval. Only students with proven scholastic ability should enroll for a maximum program.

Academic Freedom

The district, the colleges and faculty will adhere to the following in regard to academic freedom:

1. Education in a democracy depends upon earnest and unceasing pursuit of truth and upon free and unrestricted communication of truth.
2. Faculty members shall be free to exercise academic freedom, including but not limited to freedom of investigation, freedom of discussion in the classroom, freedom to select texts and other instructional materials, freedom of assignment of instructional exercises, and freedom of evaluation of student efforts.
3. Faculty members acknowledge that in the exercise of academic freedom they have a responsibility to be accurate and comprehensive in making reports, to be fair-minded in making interpretations and judgments, to respect the freedoms of other persons, to exclude irrelevant matters from classroom discussions and instructional exercises, and to make appropriate distinctions between statements of fact made as faculty subject matter specialists and opinions made as private citizens.
4. The college recognizes the fundamental right of the faculty member to be free from any censorship or restraint which might interfere with the faculty member's obligation to pursue truth and maintain their intellectual integrity in the performance of their teaching functions.

Academic Instructional Methods

Alternative Class Formats

Porterville College is dedicated to providing quality instruction in all classes, including our distance education courses that use alternative class formats. These classes provide the same rigor as a traditional, face-to-face class and offer plenty of opportunities to interact with the instructor and with classmates while giving students the flexibility to fit their study time into their busy schedules.

Students taking classes in an alternative class format have access to a variety of online student services as well as learning support through the online Student Support Hub.

To be successful in any of the alternative class formats, students should have dependable access to the internet and a basic understanding of the following:

1. Using a computer
2. Browsing the internet
3. Sending and receiving email
4. Creating and saving documents using a word processor such as Microsoft Word or Google Docs

Online

Online classes are offered fully online using our learning management system, Canvas. These classes offer a lot of flexibility because there are no in-person requirements. Some online classes have required meeting times where students must attend class virtually via Zoom. Other online classes do not have required meeting times. Instead, students are required to interact with their instructor and their classmates online using Canvas. This interaction happens in many ways including video lectures, discussion boards, online assignments, and email. Information regarding whether a class has required meeting times is listed in the schedule of classes.

Hybrid

Hybrid class have both online and in-person requirements. The in-person requirements vary depending on the course and section. For some hybrid classes, students are only required to come in-person to take exams while in other hybrid classes, students are required to attend weekly in-person classes. Any portion of the class that is not in person is done online using Canvas. In-person requirements of hybrid classes are listed in the schedule of classes.

HyFlex

HyFlex classes offer the most flexible option by allowing students to decide each week if they want to come to an in-person class meeting or to complete the week's activities online. All students in the class do the same work regardless of which option they choose.

In case of an unexpected emergency, the college reserves the right to change the schedule of classes and/or teaching modalities as necessary to meet the academic needs of our students. Our commitment is to ensure academic continuity to the greatest extent while also ensuring the health and safety of students and employees.

Academic Renewal

Previously-recorded unsatisfactory academic performance may be disregarded if it is not reflective of a student's demonstrated ability. The District Chancellor shall establish procedures that provide for academic renewal.

Students may petition for academic renewal of unsatisfactory academic performance under the following conditions:

- Students must have achieved a grade point average of at least 2.5 in 18 units; and
- At least 2 years must have elapsed since the coursework to be removed was completed.

The student shall initiate the request for academic renewal via written petition to the respective college's Chief Instructional Officer or designee *https://www.kccd.edu/board-trustees/_documents/board-policy/chapter-4/BP_4240.pdf*.

Articulation

Transfer Students

Articulation is the planned process linking together two educational institutions to help students make a smooth transition without experiencing a delay or duplication of coursework from the community college to the four-year college or university. Porterville College has articulation agreements with a variety of institutions of higher education. Students planning to transfer from Porterville College to a UC or CSU campus can find articulation information online at: *www.assist.org* or in person at the Counseling Center *(AC 126)*. ASSIST is a database that contains information on lower-division major requirements and general education requirements and their equivalent at the community college.

For a current list of PC courses articulated with colleges and universities check ASSIST *www.assist.org*.

Behavior Intervention Team *(BIT)*

The BIT team of professionals meet throughout the semester to discuss specific student cases that have been referred and respond to student needs. The BIT Team provides proactive assessment and early intervention to individuals who are exhibiting concerning behaviors, to both support students and assist faculty/staff. The team is committed to ensuring wellness and safety to the campus community by providing an environment where individuals are free to work and learn in a safe and supportive environment *https://www.portervillecollege.edu/student-services/student-health-and-wellness/index.html*

Catalog Rights / Continuous Enrollment

Students graduating within five *(5)* academic years of initial enrollment shall have the option of completing either:

a. the degree requirements of the College catalog in effect at the time of initial enrollment;

OR

b. any set of revised degree requirements published in a subsequent Porterville College catalog.

Students graduating more than five *(5)* academic years after initial enrollment must adhere to the specific degree requirements in effect in any Porterville College catalog within the five-year period prior to the students' graduation. To maintain catalog rights, the student must maintain continuous enrollment during the five (5) year period. Continuous enrollment means the student must earn a grade of "A", "B", "C", "D", "F", "NP", "P", "I", "IP", "RD", or "W" in at least one course each academic year. For the purposes of continuous enrollment, an academic year begins with the summer semester and includes the following Fall and Spring terms. Petitions for exceptions should be directed to the Vice President of Academic Services. Catalog rights apply only to Porterville College graduation and program requirements. If other institutions change their requirements for entrance, graduation, satisfaction of general education patterns, or change their requirements in other ways, it may be necessary for the student to meet the new requirements upon transfer, even if continuous enrollment has been maintained. Prerequisites override catalog rights.

Access to and Confidentiality of Student Records: Privacy Act

Student Records are protected by the Family Educational Rights and Privacy Act *(FERPA)*, state law, and Kern Community College District Board Policy from access by casual or unauthorized persons. Access to records is provided to the students; appropriate college staff members, persons having written consent of the student, officials of the United States Department of Education; or by court order or subpoena.

The Privacy Act affords Porterville College the right to release such directory information as the student's name, address, e-mail address, photographs, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended. If a student does not want this information released, the student must check the privacy requested box on the admission/update forms.

Present and former Porterville College students are given the right to inspect, review, and challenge the contents of all educational records related to them. No information contained in their educational records may be released without their consent, except to those agencies or individuals authorized by the Act. Students wishing to inspect, review, or challenge any of their educational records must make a request in writing to the Director of Enrollment Services, by emailing PCAR@portervillecollege.edu. Copies of the Porterville College FERPA Policy are available in the Admissions and Records Office.

Controlled Substances

The use, sale, or possession on campus of, or presence on campus under the influence of, any controlled substance is prohibited by law. Violation of this policy will result in disciplinary action as outlined in the Standards of Student Conduct. Please visit the Standards of Student Conduct webpage for more information.

Smoke-Free Campus

It is the commitment of Porterville College to provide and maintain an environment that is conducive to the health and safety of its students, employees, and visitors. In light of this and the findings of the U.S. Surgeon General that the use of tobacco and exposure to secondhand smoke pose significant health hazards, as provided in District Policy *(BP 3570),* the Colleges have established a smoke, vapor and tobacco-free environment to be initiated Fall 2019.

Smoking, vaping, and the use of tobacco products is prohibited on all District Property at all times.

KCCD Administrative Procedure 3570 applies to students, faculty, staff, administrators, visitors, and general members of the public. The use and/or sale of all tobacco products will be prohibited on all property and in all indoor and outdoor spaces owned, leased, licensed, or otherwise controlled by the College, and in all District-owned vehicles assigned to the College. This prohibition includes smoking through the use of electronic smoking devices and hookahs.

Credits Allowed from Other Institutions

Porterville College grants credit for lower division work from accredited colleges or universities. Transferred courses may count toward completion of general education, majors, certificates, electives, and developmental or prerequisite requirements. Before an evaluation of courses from other colleges and universities can be completed, students must submit official copies of transcripts showing all attempted work from each college or university attended. Unofficial copies of transcripts cannot be used to officially evaluate courses for transfer.

When a degree evaluation application has been submitted, the campus evaluator will complete an official evaluation of the transferred courses. Students wishing to have transcripts evaluated prior to the formal degree evaluation process may do so by completing the Request for Transcript Evaluation in the Admissions and Records *(portervillecollege.edu).* For courses taken from out-of-state or private colleges where a catalog and course descriptions are not on file at the college, the student will be responsible for providing a copy of the course descriptions to the campus evaluator. Failure to provide official transcripts will delay and possibly prevent graduation. Transcripts should be sent directly from the college or university to the Porterville College Admissions and Records (portervillecollege.edu). All transcripts become the property of the college and will not be returned or released to other institutions.

Dismissal from Classes

An instructor may, for good cause as defined by law, remove a student from class for the day and the next class meeting. The Kern Community College District Student Discipline Policy provides for due process and stipulates the procedure for administration of discipline. The policy is available in the office of the Vice President of Student Services, AC-126 and is also located on the college website.

Faculty Office Hours

Porterville College is noted for the close academic relationship between faculty and students. The educational benefit of the student being able to know and talk personally with their instructor is an invaluable part of the instruction offered at Porterville College. During the Fall and Spring semester each member of the full-time faculty schedules office hours each week for this purpose. This schedule is posted outside the instructor's office. Students are encouraged to take advantage of this opportunity, the benefits of which include:

- Assistance in understanding and achieving specific course requirements,
- Development of concepts and understanding beyond the course expectancies,
- Insights into career opportunities within the instructor's area of expertise,
- Direction in meeting requirements in a transfer major, specifically if that major is within the instructor's area of expertise.

Grades and Credits

Grading System

Grades are earned and awarded in each course and are recorded on the student's permanent record at the end of each academic term. Evaluation of student achievement will be made in relation to the attainment of the specific objectives of the course. At the beginning of a course the instructor will explain these objectives and the basis upon which grades are determined. A student's work is considered satisfactory when the student maintains an average of "C" *(grade point average 2.0)* or higher.

Non-degree applicable credit course grades are not counted in calculating grade point averages for graduation or transfer.

Prerequisites or graduation requirements may require a grade of "C" or higher *(see course descriptions).*

Grade	*Grade Points*
A - Excellent	4 per unit
B - Good	3 per unit
C - Satisfactory	2 per unit
D - Passing, Less Than Satisfactory	1 per unit
F - Failing	0 per unit
AU - Audit	Not computed in GPA
P - Pass	Not computed in GPA
NP - No Pass	Not computed in GPA
I - Incomplete	Not computed in GPA
W - Withdrawn	Not computed in GPA
IP - In Progress	Not computed in GPA
RD - Report Delayed	Not computed in GPA
MW - Military Withdrawal	Not computed in GPA
EW - Excused Withdrawal	Not computed in GPA

AU - Audit

This grade is issued to students who enroll in classes in an audit status. It will not count in GPA.

Pass / No Pass

Some courses are offered on a pass/no pass basis. Upon successful completion of such a course, unit credit will be awarded. However, courses taken on a pass/no pass basis are not used in the computation of a student's grade point average.

Regulations for such courses are:

1. A maximum of 12 units may be taken on a pass/no pass basis and applied toward the AA and AS degrees at Porterville College.

2. A maximum of three units per semester may be taken on a pass/no pass basis. Exceptions to this rule may be made by the Vice President of Student Services in cases involving Nursing, Radiologic Technology, and special remedial programs.

3. In courses in which pass/no pass is authorized, the pass grade is granted for performance which is equivalent to the letter grade of "C" or better.

4. Combination classes *(pass/no pass or grades)* must have an A, B, C, D, F and pass/no pass system.

5. Petitions for pass/no pass must be filed with the Office of Admissions and Records.

6. When a student has established the basis for grading as pass/no pass or a letter grade, they may not elect to change after the established deadline.

7. Courses in which pass/no pass grading may be used must be so designated by the department involved. A department may require majors to obtain letter grades in that department's major subjects.

Pass/no pass forms are available in the Admissions and Records (portervillecollege.edu).

I - Incomplete

Students may request that instructors issue "I" grades when they have an unforeseeable emergency and justifiable reasons at the end of the term. The instructor must indicate the grade to be assigned in lieu of the 'I' if the requirements are not completed. An 'I' must be made up no later than one year following the end of the term in which it was assigned. An 'I' may not be assigned as a withdrawal grade. If the work stipulated is not completed within the time limitation, the grade assigned in lieu of the work being completed will be entered on the permanent record.

W - Withdrawn

The student has withdrawn from a course or has been dropped from a course by the instructor between the dates indicated in these regulations.

MW – Military Withdrawal

MW grades are given to students called up to active duty in the military. Upon presentation of orders, an MW grade is awarded for each class for which the student was enrolled, regardless of when the student stopped attending. MW grades are non-evaluative and do not count in computing the gradepoint average, nor are they used in calculating progress probation/dismissal. Upon returning from active duty, the student is considered a continuing student with no break in attendance. They retain original catalog rights and resume the same level of priority registration.

EW- Excused Withdrawal

Excused Withdrawal *(EW)* occurs when a student is permitted to withdraw from a course*(s)* due to specific events beyond the control of the student affecting their ability to complete a course*(s)*. The EW shall not be counted in progress probation and dismissal calculations.

IP - In Progress

The 'IP' indicates the course extends beyond the normal end of an academic term and work is in progress, or the course is listed as an open-entry/open-exit course, and has been approved by the instructor to register and complete course requirements in the succeeding semester in order to receive credit and a course grade. The grade and unit credit will appear on the student's permanent record for the term in which the coursework is completed. The 'IP' cannot be given more than twice for any particular course. If a student enrolled in an open-entry, open-exit course is assigned an 'IP' at the end of an attendance period and does not re-enroll in that course during the subsequent attendance period, the instructor shall assign a grade *(A, B, C, D, F, P, or NP)* to be recorded on the student's permanent record for the course.

RD - Report Delayed

'RD' is assigned by the Admissions and Records (portervillecollege.edu) when there is a delay in reporting the grade of a student due to circumstances beyond the control of the student.

Grade Reports

Final grades will be made available to students on the Porterville College web registration system as soon as possible after the end of each academic term. There will be no additional notification of grades completed or corrected.

Grade Changes

The instructor of each course shall determine the grade awarded to each student. The determination of the student's grade by the instructor shall be final in the absence of mistake, fraud, bad faith or incompetence. A judgment to change or expunge a grade for reasons of mistake, fraud, bad faith, or incompetence shall be made by the Vice President of Instruction after consultation with the student, the instructor, and the Division Chair. All parties noted above shall be notified in writing of any changes.

Class Non-Participation Process

Students are expected to attend, complete assignments, and participate fully in all classes in which they are enrolled. Students may be withdrawn at any point in the semester for

non-attendance and/or non-participation. At the end of the term, faculty will be responsible for determining the last participation date for students who have failed, or who have withdrawn after the 20 percent date.

Faculty may determine the appropriate date for each student who stops participating using criteria, such as:

- Student fails to complete class assignments
- Student stops attending class
- Student is not engaging in classroom discussions
- Student is not participating in classroom activities

Non-Traditional College Credit

Three forms of non-traditional college credit which a student may request to be added to the Porterville College transcript are:

1. Advanced Placement Program

Porterville College recognizes high achievement by students who have successfully completed one or more Advanced Placement Examinations as authorized by the College Entrance Examination Board.

Students who have successfully completed courses in the Advanced Placement Program with a score of 3, 4 or 5 may be granted credit for purposes of general education certification, graduation, advanced placement in the college's sequence courses, and for curriculum requirements. A petition may be obtained in the Admissions and Records (portervillecollege.edu).

Students may receive credit for Advanced Placement Examinations if scores are sent to the college. The college will confirm the credit granted. If students choose not to receive credit for AP exams, they should inform the Admissions and Records (portervillecollege.edu) prior to registration or as soon as possible during the first semester of attendance. Please be aware that other institutions, particularly four-year colleges/universities, may evaluate your advanced placement scores and credits differently. See Advanced Placement chart on page 39.

2. Credit by Examination

Credit may be granted to any student who satisfactorily passes an examination approved by discipline faculty and conducted by a designated authority of the College. Such credit may be granted only to a student who is registered at the College and is in good standing, and only for a course listed in the College catalog. Credit by examination is not available for all courses.

- The nature and content of the examination shall be determined solely by faculty in the discipline who normally teach the course for which credit is to be granted in accordance with procedures approved by the curriculum committee. The faculty shall determine that the examination adequately measures mastery of the course content as set forth in the outline of record.
- A separate examination shall be conducted for each course for which credit is to be granted. Credit may be awarded for prior experience or prior learning only in the individually identified courses for which examinations are conducted.
- The student's academic record shall be clearly annotated to reflect that credit was earned by examination.
- Grading shall be according to the regular grading system, approved by the Board of Trustees.
- Units for which credit is given pursuant to the provisions of this section shall not be counted in determining the twelve *(12)* semester hours of credit in residence required for an associate degree.
- The District may charge the student a fee for administering the examination, but this fee shall not exceed the enrollment fee for the course for which credit by examination is to be awarded.

To apply for Credit by Examination a student obtains a Credit by Examination Application form in the Admissions and Records (portervillecollege.edu).

Military Credit

Porterville College may grant Veterans elective credits for specific service experience and certain educational training while in the service. Evaluation of such experience and training will be made by the Admissions and Records (portervillecollege.edu). Credit evaluations will conform to the regulations set forth by the State Approval Agency of the California State Department of Education and the recommendations of the American Council on Education. A maximum of 12 semester units will be allowed.

Plagiarism and Cheating *(Academic Honesty)*

Plagiarism Defined:

Plagiarism is defined as the act of using the ideas or work of another person or persons as if they were one's own, without giving credit to the source. Such an act is not plagiarism if it is ascertained that the ideas were arrived at through independent reasoning or logic or where the thought or idea is common knowledge.

Acknowledgment of an original author or source must be made through appropriate references, i.e., quotation marks, footnotes, or commentary. Examples of plagiarism include, but are not limited to, the following: the submission of a work, whether in part or in whole, completed by another; failure to give credit for ideas, statements, facts or conclusions which rightfully belong to another; in written work, failure to use quotation marks when quoting directly from another, whether it be a paragraph, a sentence, or even part thereof; close and lengthy paraphrasing of another's writing or programming. A student who is in doubt about the extent of acceptable paraphrasing should consult the instructor.

Students are cautioned that, in conducting their research, they should prepare their notes by *(a)* either quoting material exactly *(using quotation marks)* at the time they take notes from a source; or *(b)* departing completely from the language used in the source, putting the material into their own words. In this way, when the material is used in the paper or project,

the student can avoid plagiarism resulting from verbatim use of notes. Both quoted and paraphrased materials must be given proper citations *https://www.portervillecollege.edu/student-services/standards-of-student-conduct/index.html*.

Cheating Defined:

Cheating is defined as the act of obtaining or attempting to obtain or aiding another to obtain academic credit for work by the use of any dishonest, deceptive or fraudulent means. Examples of cheating during an examination include, but are not limited to, the following: copying, either in part or in whole, from another's test or examination; discussion of answers or ideas relating to the answers on an examination or test unless such discussion is specifically authorized by the instructor; giving or receiving copies of an examination without the permission of the instructor; using or displaying notes, cheat sheets, or other information or devices inappropriate to the prescribed test conditions, as when a test of competence includes a test of unassisted recall of information, skill, or procedure; allowing someone other than the officially enrolled student to represent the same. Also included are plagiarism as defined and altering or interfering with the grading procedures.

Scholastic Recognition

Special recognition is accorded to students whose academic achievement in any one semester meets the requirements for placement on either the President's List, the Dean's List or the Limited *(Part-Time)* Dean's List.

To qualify for one of the honors lists, the student must have earned the following grade point average and grade points in classes where a letter grade is assigned:

Honors Designation

President's Honor List Criteria: Semester GPA of 3.5 with a minimum of 42 grade points and enrolled full-time *(12 credits)*.

Dean's Honor List Criteria: Semester GPA of 3.0 with a minimum of 36 grade points.

Limited *(Part-Time)* Dean's Honor List Criteria: Semester GPA of 3.0 with a minimum of 18 grade points.

Honors Recognition at Commencement

Students who have completed at least 60 units in degree applicable letter-graded courses with at least 12 of those units at Porterville College, and who have earned a cumulative grade point average of 3.5 or higher will be identified in the Graduation Programs and recognized at the Commencement Ceremonies as "Honors Graduate".

Honors Societies

Students may qualify for membership in honor societies based on GPA.

Traffic and Parking Regulations

General Regulations

Students must purchase a parking permit to park on the Porterville College campus. Parking permits are available for purchase online at *https://www.portervillecollege.edu/about-pc/safety-and-security/parking-campus.html*. One-day parking permits can be purchased at the parking kiosk in the Student Center for $1.00. Daily parking permits can also be purchased online. Click the link above to purchase

Parking permits are valid only when displayed in the proper manner in/on the vehicle. Proper posting of permits is on the driver's side, lower left side of the windshield. Vehicles parking at Porterville College must be in a designated parking stall, face forward, within the two painted lines and not over the front painted limit line. Limited time *(30 minutes)* visitor parking is provided at the front of the college. Porterville College staff and/or students are NOT visitors or guests. Guests/visitors using limited time parking do not require parking permits. The completed guest/visitor parking permit shall be placed in plain view atop the left side of the dash.

All parking permits are the responsibility of the holder and/or purchaser and will not be replaced if lost or stolen. Report lost/stolen permits to campus security and complete an informational report, available from campus security.

No person shall drive, park or leave standing any motor vehicle, motorcycle, moped or motor-driven cycle upon any area not designated for motor vehicle use including any lawn, athletic field, practice area, or sidewalk.

Read and obey all traffic and parking signs and markings.

Anyone receiving a citation is allowed to file an appeal contesting the action. Information is listed on the back of the citation and on the college website. The decision from a written appeal is final.

Minimum fine for citations issued is $25.00.

Parking Defined:

To park or leave standing any type vehicle, whether occupied or not, other than for the purpose of, or while actually engaged in, loading or unloading passengers and/or equipment. Vehicles shall not be parked or left standing, even though occupied by driver and/or passenger in a loading zone, disabled zone, limited-time zone or any other limited or restricted parking zone, other than that time specified by sign and/or curb markings, or areas not designed for use.

Parking Zones
- Staff Only Parking – Staff parking zone is reserved for Porterville College staff with a valid staff or adjunct parking permit
- Law Enforcement Only Parking - Reserved for the exclusive use of public law enforcement vehicles.
- Orange Curbed Zone: District parking zone for "E" *(exempt)* district vehicles only.

- Yellow Curbed Zone: Reserved for the exclusive use of public carriers and/or school buses.
- Yellow Posted Zone: Reserved for the exclusive use of district vehicles; loading/unloading passengers *(3 minutes);* loading/unloading of materials only *(30 minutes maximum).* May be used by employees, students, visitors and/or vendors.
- Green Zone: For the exclusive use of guests and visitors only, limited to 30 minutes. Other special parking permits may be requested at the Office of Admissions and Records.
- Red Zone: No parking any time – tow away zone.
- Blue Zone: Reserved for the exclusive use of disabled parking.

Security Department

Campus Safety/Emergency 559-791-2440

and/or .... call 911

Safety Information Window 559-791-2380

Traffic citations/appeals .... On back of citation

Porterville College - Credit for Advanced Placement *(AP)* Tests

Students are granted units and subject credit for the Porterville College degree with Advanced Placement Test with scores of 3, 4, or 5. Students must have the College Board send AP exam results to Porterville College Admissions and Records Office *(hand carried copies will not be accepted).*

The outline below represents credit granted toward Porterville College only. Students transferring to a four-year university must consult with the receiving institution's policies on AP Credit. Please consult with a counselor for assistance in understanding AP credit toward local and/or transfer programs and degrees.

Additional information may be obtained in the Admissions and Records Office in the Administration building or by email to PCAR@portervillecollege.edu

AP Exam	Required Score	PC Equivalent Course	PC Units	PC GE Area	PC Breadth Area	IGETC Area
2D Art & Design	3, 4, or 5	ART P106	3	N/A	N/A	N/A
3D Art & Design	3, 4, or 5	ART P107	3	N/A	N/A	N/A
Art History	3, 4, or 5	ART P113 & ART P114	6	Area 3	C1 or C2	3A or 3B
Biology	3, 4, or 5	BIOL P110	4	Area 5B	B2 and B3	5B and 5C
Calculus AB	3, 4, or 5	MATH P103	4	Area 2	B4	2A
Calculus BC	3, 4, or 5	MATH P103 & MATH P104	8	Area 2	B4	2A
Calculus BC / AB Subscore	3, 4, or 5	MATH P103	4	Area 2	B4	2A
Chemistry	3, 4, 5	CHEM P106	4	Area 5A	B1 and B3	5A and 5C
Chinese Language & Culture	3, 4, or 5	N/A	3	Area 3	C2	6A and 3B
Comparative Government & Politics	3, 4, or 5	POLS P102	3	Area 4	D8	4
Computer Science Principles	3, 4, or 5	N/A	3	Area 1B	B4	N/A
Drawing	3, 4, or 5	ART P103	3	N/A	N/A	N/A
English Language & Composition	3, 4, or 5	ENGL P101A	4	Area 1A	A2	1A
English Language	3, 4, or 5	N/A	3	Area 1A	A2	N/A
English Literature & Composition	3, 4, or 5	ENGL P101A & ENGL P101B	8	Area 1A and 3	A2 and C2	1A or 3B
English Literature	3, 4, or 5	N/A	6	Area 1B and 3	A2 and C2	N/A
Environmental Science	3, 4, or 5	BIOL P115 / ERSC P115	3	Area 5A	B1 and B3 (B2 and B3 if taken prior to Fall 2009)	5A and 5C
European History	3, 4, or 5	HIST P105	3	Area 3 or Area 4	C2 or D6	3B or 4
French Language & Culture	3, 4, or 5	N/A	3	Area 3	C2	6A and 3B
German Language & Culture	3, 4, or 5	N/A	3	Area 3	C2	6A and 3B
Human Geography	3, 4, or 5	GEOG P113	3	Area 4	D5	4
Italian Language & Culture	3, 4, or 5	N/A	3	Area 3	C2	6A and 3B
Japanese Language & Culture	3, 4, or 5	N/A	3	Area 3	C2	6A and 3B

continued from previous page

AP Exam	Required Score	PC Equivalent Course	PC Units	PC GE Area	PC Breadth Area	IGETC Area
Latin	3, 4, or 5	N/A	3	Area 3	C2	6A and 3B
Macroeconomics	3, 4, or 5	ECON P102	3	Area 4	D2	4
Microeconomics	3, 4, or 5	ECON P101	3	Area 4	D2	4
Music Theory	3, 4, or 5	MUSC P101	4	Area 3	C1 (if taken prior to Fall 2009)	N/A
Precalculus	3	MATH P100	4	Area 2	B4	N/A
Precalculus	4 or 5	MATH P101A	6	Area 2	B4	N/A
Physics 1	3, 4, or 5	N/A	4	Area 5A	B1 and B3	5A and 5C
Physics 2	3, 4, or 5	PHYS P102B	4	Area 5A	B1 and B3	5A and 5C
Physics 1 & 2	3, 4, or 5	PHYS P102A & PHYS P102B	8	Area 5A	B1 and B3	5A and 5C
Physics C Mechanics	3, 4, or 5	PHYS P104A	4	Area 5A	B1 and B3	5A and 5C
Physics C Electricity / Magnetism	3, 4, or 5	N/A	4	Area 5A	B1 and B3	5A and 5C
Psychology	3, 4, or 5	PSYC P101A	3	Area 4	D9	4
Spanish Language & Culture	3, 4, or 5	SPAN P103 & SPAN P104	8	Area 3	C2	6A and 3B
Spanish Language	3, 4, or 5	N/A	3	Area 3	C2	N/A
Spanish Literature & Culture	3, 4, or 5	SPAN P103 & SPAN P104	8	Area 3	C2 (if taken prior to Spring 2014)	6A and 3B
Spanish Literature	3, 4, or 5	N/A	3	Area 3	C2	N/A
Statistics	3, 4, or 5	MATH P122	4	Area 2	B4 (if taken prior to Spring 2014)	2A
U.S. Government & Politics	3, 4, or 5	POLS P101	3	Area 4	D8 and US2	4
U.S. History	3, 4, or 5	HIST P117	3	Area 4	D6 and US1	4
World History: Modern	3, 4, or 5	HIST P102	3	Area 3 or 4	C2 or D	3B or 4

revision date 2/21/24

Graduation and General Education

Certificates and Degrees Offered at Porterville College

Students have many different goals in mind when they enroll at Porterville College. Some plan to earn a certificate to enhance their job skills while others want to earn a two-year degree and/or transfer to a four-year university.

Porterville College offers the following certificate and degree programs:

Associate Degrees *(AA, AS, AA-T, or AS-T)* are intended for employment preparation, transfer to a four-year institution, or academic achievement. Appear on student transcript.

- Associate in Arts for Transfer and Associate in Science for Transfer degrees are intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees are guaranteed admission to the CSU system, but not a particular campus or major.

- Associate in Arts and Associate in Science degrees can be used to obtain necessary skills for a range of possible careers or they may be used to transfer to a four-year institution.

- Certificate of Achievements may be awarded to students upon successful completion of a minimum of 8 semester units of degree-applicable course designed as a pattern of learning experiences designed to develop certain capabilities that may be oriented to career or general education. To qualify for a Certificate of Achievement *(CA)* the student must complete all required credits with a grade of "C" or higher in each course. Certificates that require a "B" or higher are specified in the program.

- Job Skills Certificates are awarded upon the satisfactory completion of coursework *(less than 18 units)* in a specific area of study. Job Skill Certificates are not included on transcripts.

- Non-Credit Certificate of Competency *(NC)* documents that a student enrolled in a noncredit educational program of noncredit courses has demonstrated achievment in a set of competencies that prepares students to progress in a career path or to undertake degree applicable or nondegree-applicable credit courses.

Applying for Graduation

Students must complete a "Degree Evaluation Petition" to begin the formal process of applying for graduation. These petitions are available online at:
https://www.portervillecollege.edu/admissions-and-records/important-admissions-records-forms.html Although the filing periods change from term to term, the deadline for applying to graduate is generally around the middle of the term prior to the term in which you plan to complete your degree. You should see a counselor regarding the application deadlines and degree evaluation process or check online under commencement for further information on graduating. Schedule a meeting with a Counselor to see if you are ready to graduate based on your Student Education Plan. Contact the Counseling and Advising Department at 559-791-2329 or

at 559-791-3663. Admissions will contact students regarding "Degree Evaluation Petitions" using the students college assigned email account.

Commencement Ceremony

Commencement ceremony is held only once a year in May. In order to participate in commencement, students must have completed and/or be enrolled into all of the requirements that will complete their degree. The process starts with students completing a "Degree Evaluation Petition."

Philosophy of General Education for the Associate Degree

Courses that are designated to fulfill the general education and depth requirements shall align with the following philosophy. The awarding of an Associate degree is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of each respective college to lead students through patterns of learning experiences designed to develop certain capabilities and insights. Among these are the ability to think and communicate clearly and effectively, both orally and in writing; to use mathematics, to understand the modes of inquiry of the major disciplines; to be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems; and to develop the capacity for self-understanding.

In addition to these accomplishments, students shall possess sufficient depth in some field of knowledge to contribute to lifetime interest.

Central to an Associate degree, general education is designed to introduce students to the variety of means through which people comprehend the modern world. It reflects the conviction of colleges that those who receive their degrees must possess in common certain basic principles, concepts, and methodologies unique to, and shared by, the various disciplines. College educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the culture, and the society in which they live. Most important, general education should lead to better understanding. In the establishment of, or modification to, a general education program, methods shall be implemented to create coherence and integration among the separate requirements. It is also desirable that general education programs actively involve students in examining values inherent in proposed solutions to major societal issues.

The District Chancellor or designee shall establish procedures to assure that courses applied to meet general education Associate degree, and/or Baccalaureate degree requirements meet the standards in this policy. The procedures shall provide for appropriate Academic Senate involvement.

PORTERVILLE COLLEGE GENERAL EDUCATION PATTERN 2024-2025

GRADUATION REQUIREMENTS

- An Associate in Arts or Associate in Science degree is awarded to those who complete a minimum of sixty *(60)* credits in associate degree level courses with at least a 2.0 cumulative grade point average.

- A minimum of twelve *(12)* credits must be earned in residence at this institution. Exceptions to the residence requirement may be waived by the Board when an injustice or undue hardship would otherwise result.

- At least 18 units must be completed in a major and all major requirements must be completed with a A, B, C or P.

- A minimum of eighteen *(18)* semester units of general education must be completed *(see General Education Check list)*. At a minimum, general education requirements must include course work in the natural sciences, social and behavioral sciences, humanities, and language and rationality. Ethnic studies must be offered in at least one of these required areas. Courses counted to meet this general education requirement must be completed with a grade point average of 2.0 or better.•

- In order to receive a degree, students must submit the Degree Evaluation petition.

Requirements for the Associate in Arts *(AA)* and the Associate in Science *(AS)* Degrees

Degree requirements include the following: courses in your major, one of the three general education patterns, and additional campus graduation requirements as follows.

• *Major Requirements*

The courses required for your major are listed in the college catalog. You are encouraged to download a catalog from the Porterville College web site the first term you enroll and keep this throughout your education at Porterville College.

• *General Education Patterns*

There are three general education patterns you may select from to complete your requirements. Your specific academic goal will determine which one of these checklists to follow. The following table will help you decide which checklist is more appropriate for you:

If you are...	You should follow...
Not planning to transfer after degree completion	The PC General Education Checklist
Planning to transfer to a California State University *(CSU)* after degree completion	Either the CSU General Education Breadth or the IGETC checklists
Planning to transfer to a University of California *(UC)*, California State University *(CSU)* or independent college after completing your degree	The IGETC checklist.

• *Additional Campus Graduation Requirements*

In addition to the major and general education requirements indicated above, you must also complete the following campus graduation requirements: three credits of Health Education/Nutrition/P.E. activity courses. Taking additional campus graduation requirements do not apply to students completing an Associate in Arts for Transfer *(AA-T)* or Associate in Science for Transfer *(AS-T)* degree.

Combined these areas and, if necessary, elective courses must equal 60 total credits with a minimum total grade point average of 2.0 in order to graduate.

Requirements for the Associate in Arts for transfer *(AA-T)* or Associate in Science for transfer *(AS-T)* Degrees

The Student Transfer Achievement Reform Act *(Senate Bill 1440, now codified in California Education Code sections 66746-66749)* guarantees admission to a California State University *(CSU)* campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at California community colleges. The Associate in Arts for Transfer *(AA-T)* or the Associate in Science for Transfer *(AS-T)* is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degree *(AA-T or AS-T)* are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree *(unless the major is a designated "high-unit" major)*. This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree. Taking additional campus graduation requirements do not apply to students completing an Associate in Arts for Transfer *(AA-T)* or Associate in Science for Transfer *(AS-T)* degree.

Dual Degrees / Majors:

To be eligible for multiple Associate degrees a student must complete all graduation requirements for each degree. *(Summer 2016)*

General Education Learning Outcomes (GELOs):
- Students communicate effectively and confidently using multiple modes (e.g. reading, writing, speaking, and listening) with consideration for medium, purpose, and audience.
- Students use quantitative and qualitative thinking, tools, and processes to evaluate complex issues and gather, analyze, and synthesize information and data from multiple sources to formulate evidence-based arguments.
- Students are prepared to actively participate as informed, responsible, and ethical citizens in political, social, cultural, and environmental matters.
- Students are prepared to adapt to change, enhance wellness, practice reflection, collaborate with others, and work towards personal and professional goals.

GENERAL EDUCATION CHECKLIST – A.A./A.S.

Select TWO COURSES from Area 1 and ONE COURSE from AREAS 2-7:

All courses in areas 1A, 1B, and 2 taken must be completed with a grade of "C" or higher.

AREA 1 - WRITING, ORAL COMMUNICATION, & CRITICAL THINKING *(6 units - Choose one course from 1A and one course from 1B)*

1A - WRITING *(3 units)*
- English P101A *(4)*

1B -ORAL COMMUNICATION & CRITICAL THINKING *(3 units)*
- Administration of Justice P109 *(3)*
- Agriculture P103 *(3)*
- Communication P101 *(3)*
- Communication P102 *(3)*
- Communication P103 *(3)*
- Communication P105 *(3)*
- Communication P111 *(3)*
- Communication P140 *(3)*
- English P101B *(4)*
- English P101C *(3)*
- English P100R *(3)*
- Philosophy P107 *(3)*
- Philosophy P110 *(3)*
- Completion of the Associate Nursing Degree Program

AREA 2 - MATHEMATICAL CONCEPTS & QUANTI-TATIVE REASONING *(3 units)*
- Any mathematics course numbered P100 through P299
- Any TITLE V approved MATH course
- Business Administration P150 *(3)*
- Business Administration P155 *(3)*

AREA 3 - HUMANITIES *(3 units)*
- Anthropology P104 *(3)*
- Art P101 *(3)*
- Art P113 *(3)*
- Art P114 *(3)*
- American Sign Language P101 *(4)*
- American Sign Language P102 *(4)*
- American Sign Language P103 *(3)*
- American Sign Language P104 *(3)*
- Communication P170 *(3)*
- Drama P101 *(3)*
- English P101B *(4)*
- English P101C *(3)*
- English P102 *(3)*
- English P103 *(3)*
- English P104 *(3)*
- English P112 *(3)*
- English P113 *(3)*
- English P114 *(3)*
- English P115 *(3)*
- English P116 *(3)*
- English P117 *(3)*
- English P118 *(3)*
- English P119 *(3)*
- English P130 *(3)*
- English P131 *(3)*
- English P140 *(3)*
- English P141 *(3)*
- History P101 *(3)*
- History P102 *(3)*
- History P104 *(3)*
- History P105 *(3)*
- History P114 *(3)*
- History P120 *(3)*
- History P121 *(3)*
- Linguistics P100 *(3)*
- Music P100 *(3)*
- Music P101 *(4)*
- Music P102 *(4)*
- Music P103 *(4)*
- Music P108 *(1)*
- Music P109 *(3)*
- Music P110 *(3)*
- Music P111 *(3)*
- Music P112 *(3)*
- Music P117 *(1)*
- Music P130 *(1)*
- Philosophy P106 *(3)*
- Philosophy P108 *(3)*
- Philosophy P109 *(3)*
- Philosophy P110 *(3)*
- Philosophy P112 *(3)*
- Philosophy P113 *(3)*
- Philosophy P114 *(3)*

- Spanish P101 (4)
- Spanish P102 (4)
- Spanish P103 (4)
- Spanish P104 (4)
- Spanish P105 (4)
- Spanish P106 (4)
- Spanish P107 (3)

AREA 4 - SOCIAL/BEHAVIORAL SCIENCES *(3 units)*
- Admininstration of Justice P102 *(3)*
- Admininstration of Justice P107 *(3)*
- Admininstration of Justice P111 *(3)*
- Admininstration of Justice P121 *(3)*
- Admininstration of Justice P123 *(3)*
- Agriculture P102 *(3)*
- Anthropology P102 *(3)*
- Anthropology P103 *(3)*
- Anthropology P104 *(3)*
- Anthropology P105 (3)
- Anthropology P107 (3)
- Child Development P122 *(3)*
- Child Development P223 *(3)*
- Communication P106 *(3)*
- Economics P101 *(3)*
- Economics P102 *(3)*
- Earth Science P114 *(3)*
- Ethnic Studies P105 *(3)*
- Ethnic Studies P119 *(3)*
- Ethnic Studies P150 *(3)*
- Geography P113 *(3)*
- Geography P114 *(3)*
- Geography P125 *(3)*
- History P101 *(3)*
- History P102 *(3)*
- History P104 *(3)*
- History P105 *(3)*
- History P107 *(3)*
- History P108 *(3)*
- History P109 *(3)*
- History P114 *(3)*
- History P117 *(3)*
- History P118 *(3)*
- History P119 *(3)*
- History P120 *(3)*
- History P121 *(3)*
- History P123 *(3)*
- Political Science P101 *(3)*
- Political Science P102 *(3)*
- Political Science P103 *(3)*
- Psychology P101A *(3)*
- Psychology P110 *(3)*
- Psychology P126 *(3)*
- Psychology P133 *(3)*
- Psychology P223 *(3)*

- Sociology P101 *(3)*
- Sociology P102 *(3)*
- Sociology P130 *(3)*
- Sociology P140 *(3)*
- Sociology P150 *(3)*
- Sociology P160 *(3)*
- Sociology P170 *(3)*

AREA 5 - NATURAL SCIENCES *(3 units - Units can be selected from either 5A or 5B)*

5A - PHYSICAL SCIENCE
- Agriculture P106 *(3)*
- Astronomy P101 *(4)*
- Chemistry P101A *(5)*
- Chemistry P101B *(5)*
- Chemistry P105 *(5)*
- Chemistry P106 *(4)*
- Earth Science P110 *(4)*
- Geology P110 *(4)*
- Geology P115 *(3)*
- Physical Science P112 *(4)*
- Physics P102A *(4)*
- Physics P102B *(4)*
- Physics P104A *(4)*
- Physics P104B *(4)*

5B - BIOLOGICAL SCIENCE
- Agriculture P131 *(3)*
- Anthropology P101 *(3)*
- Biology P110 *(4)*
- Biology P115 *(3)*
- Biology P119 *(4)*
- Biology P120 *(5)*
- Biology P135 *(5)*
- Biology P136 *(5)*
- Biology P160 *(5)*
- Earth Science P115 *(4)*
- Completion of the Psychiatric Technology or Vocational Nursing Program

AREA 6 - HEALTH/KINESIOLOGY *(3 units)*
- Health Education P112 *(3)*
- Nutrition P110 *(3)*
- Any KIN Activity Courses
- Completion of the Psychiatric Technology or Associate Nursing Program

AREA 7 - ETHNIC STUDIES *(3 units)*
- Anthropology P105 *(3)*
- Ethnic Studies P105 *(3)*
- Ethnic Studies P119 *(3)*
- Ethnic Studies P150 *(3)*
- History P119 *(3)*
- Sociology P150 *(3)*

GRADUATION AND GENERAL EDUCATION

CSU GENERAL EDUCATION BREADTH REQUIREMENTS

A. WRITTEN AND ORAL COMMUNICATION AND CRITICAL THINKING

(Minimum of 9 semester units) –
Select 1 course from each of the following subdivisions.

A-1. ORAL COMMUNICATION
• COMM P101 *(3)*
• COMM P102 *(3)*
• COMM P103 *(3)*

A-2. WRITTEN COMMUNICATION
• ENGL P101A *(4)*

A-3. CRITICAL THINKING
• COMM P105 *(3)*
• ENGL P100R *(3)*
• ENGL P101B *(4)*
• ENGL P101C *(3)*
• PHIL P107 *(3)*

All courses in Area A must be completed with grades of "C" or higher.

B. NATURAL SCIENCE AND MATHEMATICS

(Minimum of 9 semester units) – Select 1 course in the Physical Sciences, 1 course in Biological Sciences and 1 course in Mathematics. At least 1 course in B-1 or B-2 must be a laboratory course. These are indicated by asterisks *(*)*.

B-1. PHYSICAL SCIENCE
• AGRI P106 *(3)**
• ASTR P101 *(4)**
• CHEM P101A *(5)**
• CHEM P101B *(5)**
• CHEM P105 *(5)**
• CHEM P106 *(4)**
• ERSC P110 *(4)**
• GEOL P110 *(4)**
• GEOL P115 *(3)*
• PHSC P112 *(4)**
• PHYS P102A *(4)**
• PHYS P104A *(4)**

B-2. BIOLOGICAL SCIENCE
• AGRI P131 *(3)*
• ANTH P101 *(3)*
• BIOL P110 *(4)**
• BIOL P119 *(4)**
• BIOL P120 *(5)**
• BIOL P135 *(5)**
• BIOL P136 *(5)**
• BIOL P160 *(5)**

B-3. LABORATORY *

B-4. MATHEMATICAL CONCEPTS, QUANTITATIVE REASONING & APPLICATIONS.
• BSAD P150 *(3)*
• BSAD P155 *(3)*
• MATH P100 *(4)*
• MATH P101 *(4)*
• MATH P101A *(6)*
• MATH P102 *(4)*
• MATH P103 *(4)*
• MATH P104 *(4)*
• MATH P110 *(4)*
• MATH P115 *(3)*
• MATH P118 *(3)*
• MATH P122 *(4)*
• MATH P205 *(4)*
• MATH P207 *(4)*
• MATH P208 *(4)*

All courses in Area B-4 must be completed with grades of "C" or higher.

C. ARTS AND HUMANITIES

3 courses / 9 semester units, at least 1 course in the Arts and 1 course in the Humanities.

C-1. ARTS *(ART, DRAMA, MUSIC)*
• ART P101 *(3)*
• ART P113 *(3)*
• ART P114 *(3)*
• DRMA P101 *(3)*
• MUSC P109 *(3)*
• MUSC P110 *(3)*
• MUSC P111 *(3)*
• MUSC P112 *(3)*
• MUSC P117 *(1)*

C-2. HUMANITIES *(LITERATURE, PHILOSOPHY, FOREIGN LANGUAGES)*
• ANTH P102 *(3)*
• ASL P101 *(4)*
• ASL P102 *(4)*
• ASL P103 *(3)*
• ASL P104 *(3)*
• ENGL P101B *(4)*
• ENGL P102 *(3)*
• ENGL P103 *(3)*
• ENGL P104 *(3)*
• ENGL P112 *(3)*
• ENGL P113 *(3)*
• ENGL P114 *(3)*
• ENGL P115 *(3)*
• ENGL P116 *(3)*
• ENGL P117 *(3)*
• ENGL P118 *(3)*
• ENGL P119 *(3)*
• ENGL P130 *(3)*
• ENGL P131 *(3)*

- ENGL P140 *(3)*
- HIST P101 *(3)*
- HIST P102 *(3)*
- HIST P104 *(3)*
- HIST P105 *(3)*
- HIST P120 *(3)*
- HIST P121 *(3)*
- PHIL P106 *(3)*
- PHIL P108 *(3)*
- PHIL P109 *(3)*
- PHIL P110 *(3)*
- PHIL P112 *(3)*
- PHIL P113 *(3)*
- PHIL P114 *(3)*
- SPAN P101 *(4)*
- SPAN P102 *(4)*
- SPAN P103 *(4)*
- SPAN P104 *(4)*
- SPAN P105 *(4)*
- SPAN P106 *(4)*

Select additional course from C-1 or C-2.

D. SOCIAL SCIENCES

(Minimum of 6 semester units) – Select 2 courses
- ADMJ P102 *(3)*
- ADMJ P107 *(3)*
- ADMJ P121 *(3)*
- ADMJ P123 *(3)*
- AGRI P102 *(3)*
- ANTH P101 *(3)*
- ANTH P102 *(3)*
- ANTH P103 *(3)*
- ANTH P104 *(3)*
- ANTH P105 *(3)*
- ANTH P107 *(3)*
- CHDV P122 *(3)*
- CHDV P223 *(3)*
- COMM P106 *(3)*
- ECON P101 *(3)*
- ECON P102 *(3)*
- ERSC P114 *(3)*
- ETHN P105 *(3)*
- ETHN P119 *(3)*
- ETHN P150 *(3)*
- GEOG P113 *(3)*
- GEOG P114 *(3)*
- GEOG P125 *(3)*
- HIST P101 *(3)*
- HIST P102 *(3)*
- HIST P104 *(3)*
- HIST P105 *(3)*
- HIST P107 *(3)*
- HIST P108 *(3)*
- HIST P109 *(3)*

- HIST P114 *(3)*
- HIST P117 *(3)*
- HIST P118 *(3)*
- HIST P119 *(3)*
- HIST P120 *(3)*
- HIST P121 *(3)*
- HIST P123 *(3)*
- POLS P101 *(3)*
- POLS P102 *(3)*
- POLS P103 *(3)*
- PSYC P101A *(3)*
- PSYC P126 *(3)*
- PSYC P133 *(3)*
- PSYC P223 *(3)*
- SOCI P101 *(3)*
- SOCI P102 *(3)*
- SOCI P130 *(3)*
- SOCI P140 *(3)*
- SOCI P150 *(3)*
- SOCI P160 *(3)*
- SOCI P170 *(3)*

(CSU Graduation Requirement)
- US 1: Choose one course - HIST P117 *(3)* or HIST P118 *(3)*,
AND
- US 2: POLS P101 *(3)*
- Students are encouraged to complete these 2 courses prior to transfer as part of their lower division courses.

E. UNDERSTANDING AND SELF-DEVELOPMENT

(Minimum of 3 semester units)
Students can only count 1 unit of KIN towards the 3 units.

E-1. INTEGRATED ORGANISM
- ANTH P101 *(3)*
- ANTH P102 *(3)*
- BIOL P120 *(5)*
- COMM P102 *(3)*
- HLED P112 *(3)*
- KIN P200-P260 *(.5-2)*
- KIN P301-P321 *(1-2)*
- PHIL P112 *(3)*
- PSYC P101A *(3)*
- PSYC P126 *(3)*
- SOCI P102 *(3)*
- SOCI P140 *(3)*
- SOCI P170 *(3)*

F. ETHNIC STUDIES

(Minimum of 3 semester units)
- ANTH P105 *(3)*
- ETHN P105 *(3)*
- ETHN P150 *(3)*
- SOCI P150 *(3)*

ADDITIONAL PORTERVILLE COLLEGE
GRADUATION REQUIREMENTS
(Not part of CSU GE Requirement). .
Not required for AA-T or AS-T.
HLED P112/KIN Activity Course/NUTR P110 *(3 units)*

INTERSEGMENTAL GENERAL EDUCATION TRANSFER

IGETC is a general education program which community college transfer students may use to fulfill lower-division general education requirements in either the UC or CSU system.

Students pursuing majors that require extensive lower-division preparation may not find completing the IGETC option advantageous. Biology, Engineering and Liberal Studies are examples of these majors. Please consult with a counselor/advisor.

All courses must be completed with a grade of "C" or higher. A course may meet only one area of IGETC.

AREA 1 – ENGLISH COMMUNICATION
3 courses /9 semester units, *(2 courses / 6 units for UC)*
• 1A - ENGL P101A *(4)*
• 1B - ENGL P101B *(4) or* • ENGL P101C *(3)*
• 1C - COMM P101 *(3) (CSU requirement only)*
• 1C - COMM P103 *(3) (CSU requirement only)*

AREA 2 – MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING
1 course / 3 semester units:
• BSAD P150 *(3)*
• BSAD P155 *(3)*
• MATH P100 *(4)*
• MATH P101A *(6)*
• MATH P102 *(4)*
• MATH P103 *(4)*
• MATH P104 *(4)*
• MATH P110 *(4)*
• MATH P118 *(3)*
• MATH P122 *(4)*
• MATH P205 *(4)*
• MATH P207 (4)
• MATH P208 (4)

AREA 3 – ARTS AND HUMANITIES
3 courses / 9 semester units. Select at least 1 course in the Arts and 1 course in the Humanities.

3A - ARTS:
• ART P101 *(3)*
• ART P113 *(3)*
• ART P114 *(3)*
• DRMA P101 *(3)*
• MUSC P109 *(3)*
• MUSC P110 *(3)*
• MUSC P111 *(3)*
• MUSC P112 *(3)*

3B - HUMANITIES:
• ANTH P102 *(3)*
• ENGL P102 *(3)*
• ENGL P103 *(3)*
• ENGL P104 *(3)*
• ENGL P112 *(3)*
• ENGL P113 *(3)*
• ENGL P115 *(3)*
• ENGL P116 *(3)*
• ENGL P117 *(3)*
• ENGL P118 *(3)*
• ENGL P119 *(3)*
• ENGL P130 *(3)*
• ENGL P131 *(3)*
• HIST P101 *(3)*
• HIST P102 *(3)*
• HIST P104 *(3)*
• HIST P105 *(3)*
• HIST P120 *(3)*
• HIST P121 *(3)*
• PHIL P106 *(3)*
• PHIL P108 *(3)*
• PHIL P109 *(3)*
• PHIL P110 *(3)*
• PHIL P112 *(3)*
• PHIL P113 *(3)*
• PHIL P114 *(3)*
• SPAN P103 *(4)*
• SPAN P104 *(4)*
• SPAN P105 *(4)*
• SPAN P106 *(4)*
Select additional course from 3A or 3B

AREA 4 – SOCIAL AND BEHAVIORAL SCIENCES
2 courses / 6 semester units. Select courses from at least 2 different disciplines.
• ADMJ P102 *(3)*
• ADMJ P107 *(3)*
• AGRI P102 *(3)*
• ANTH P103 *(3)*
• ANTH P104 *(3)*
• ANTH P105 *(3)*
• ANTH P107 *(3)*
• CHDV P223 *(3)*
• COMM P106 *(3)*
• ECON P101 *(3)*
• ECON P102 *(3)*
• ERSC P114 *(3)*
• ETHN P105 *(3)*
• ETHN P119 *(3)*
• ETHN P150 *(3)*
• GEOG P113 *(3)*

- GEOG P114 *(3)*
- GEOG P125 *(3)*
- HIST P101 *(3)*
- HIST P102 *(3)*
- HIST P104 *(3)*
- HIST P105 *(3)*
- HIST P107 *(3)*
- HIST P108 *(3)*
- HIST P109 *(3)*
- HIST P114 *(3)*
- HIST P117 *(3)*
- HIST P118 *(3)*
- HIST P119 *(3)*
- HIST P120 *(3)*
- HIST P121 *(3)*
- HIST P123 *(3)*
- POLS P101 *(3)*
- POLS P102 *(3)*
- POLS P103 *(3)*
- PSYC P101A *(3)*
- PSYC P133 *(3)*
- PSYC P223 *(3)*
- SOCI P101 *(3)*
- SOCI P102 *(3)*
- SOCI P130 *(3)*
- SOCI P140 *(3)*
- SOCI P150 *(3)*
- SOCI P160 *(3)*
- SOCI P170 *(3)*

AREA 5 – PHYSICAL AND BIOLOGICAL SCIENCES

2 courses/7-9 semester units. Select 1 Physical Science course, 1 Biological Science course; 1 course must include a laboratory.

5A - PHYSICAL SCIENCES:
- ASTR P101 *(4)**
- CHEM P101A *(5)**
- CHEM P101B *(5)**
- CHEM P106 *(4)**
- ERSC P110 *(4)**
- GEOL P110 *(4)**
- GEOL P115 *(3)*
- PHSC P112 *(4)**
- PHYS P102A *(4)**
- PHYS P102B *(4)**
- PHYS P104A *(4)**
- PHYS P104B *(4)**

5B - BIOLOGICAL SCIENCES:
- ANTH P101 *(3)*
- BIOL P110 *(4)**
- BIOL P119 *(4)**
- BIOL P120 *(5)**
- BIOL P135 *(5)**

- BIOL P136 *(5)**
- BIOL P160 *(5)**
*Course meets laboratory requirement

5C - LABORATORY*
Course meets laboratory requirement

AREA 6 - LANGUAGE OTHER THAN ENGLISH
(UC REQUIREMENT ONLY)
Proficiency equivalent to 2 years of high school or 1 semester of college study in the same language.
- ASL P101 *(4)*
- ASL P102 *(4)*
- SPAN P101 *(4)*
- SPAN P102 *(4)*
- SPAN P103 *(4)*
- SPAN P104 *(4)*
- SPAN P105 *(4)*
- SPAN P106 *(4)*

AREA 7 – ETHNIC STUDIES
1 course/3 semester units.
- ANTH P105 *(3)*
- ETHN P105 *(3)*
- ETHN P150 *(3)*
- SOCI P150 *(3)*

CSU GRADUATION REQUIREMENT IN U.S. HIST, CONSTITUTION AND AMERICAN IDEALS
(Not part of IGETC; may be completed prior to transfer).
6 units, 1 course from Group 1 and 1 course from Group 2.
GROUP 1:
- POLS P101 *(3)*
GROUP 2:
- HIST P117 *(3)*
OR
- HIST P118 *(3)*

ADDITIONAL PORTERVILLE COLLEGE GRADUATION REQUIREMENTS
(Not part of IGETC).
Not required for AA-T or AS-T.
HLED P112/Kinesiology Activity Course/NUTR P110 *(3 units)*

Goal: Transfer to a University of California *(UC)* California State University *(CSU)* or independent college after completing the degree.
Checklist: Follow the IGETC checklist.

Pass/No Pass Grades: The UC will award Porterville College's pass grade which is equivalent to a "C". Please discuss this with your counselor/advisor for a more in-depth explanation on how this may affect your GPA and major prep coursework

Programs, Certificates and Degrees

PROGRAMS, CERTIFICATES AND DEGREES

Listed below are Certificates and Degree Programs which Porterville College currently offers. Suggested paths of study that may be found in the catalog are indicated by *(JSC)*, *(CA)*, *(NC)*, *(AA)*, *(AS)*, *(AA-T)*, or *(AS-T)*.

JSC	Job Skills Certificate
CA	Certificate of Achievement
NC	Non-Credit Certificate of Competency
AA	Associate in Arts Degree
AS	Associate in Science Degree
AA-T	Associate in Arts for Transfer Degree
AS-T	Associate in Science for Transfer Degree

Accounting *(CA, JSC)*
    *Accounting (JSC) not approved for Title IV aid

Administration of Justice *(AS-T, CA)*

Advanced Computing *(JSC)*
    *Advanced. Computing (JSC) not approved for Title IV aid

Advanced Information Systems *(AS)*

Agribusiness *(AS-T)*

Agriculture: Production *(AS)*

Anthropology *(AA-T)*

Basic Computing *(JSC)*
    *Basic Computing (JSC) not approved for Title IV aid

Biology *(AS-T)*

Biology and Physical Science *(AA, AS)*

Business Administration 2.0 *(AS-T)*

Business Information Systems *(AS)*

Business Management: Accounting *(AS)*

Business Management: Global Entrepreneurship *(AS)*

Child Development *(AA)*

Child Development Associate Teacher *(CA)*

Child Development Teacher Permit *(CA)*

Commercial Art *(AA)*

Commercial Music *(CA)* pending Title IV aid

Communication Studies *(CA)*
    *Communication Studies (CA) not approved for Title IV aid

Communication Studies 2.0 *(AA-T)*

Computer Information Systems *(AS)*

Digital Video Production *(CA)*

Early Child Care Administration Specialization *(CA)*

Early Childhood Education *(AS-T)*

Early Intervention Assistant *(CA)*

Elementary Teacher Education *(AA-T)*

EMT Basic *(JSC)*
    *EMT-1 (JSC) not approved for Title IV aid

English *(AA-T)*

English As a Second Language (ESL) *(NC)*

Engineering *(AS)*

Entrepreneurship *(CA, JSC)*
    *Entrepreneurship (JSC) not approved for Title IV aid

Environmental Science *(AS-T)*

Fire Technology Structural Fire Fighter *(CA)*

History *(AA-T)*

Hospitality Management *(AS-T)*

Human Resources *(JSC)*
    *Human Resources (JSC) not approved for Title IV aid

Human Resource Management *(CA)*

Industrial Maintenance *(CA)*

Industrial Technology *(JSC)*
    *Industrial Technology (JSC) not approved for Title IV aid

Kinesiology (AA-T)

Law Enforcement Officer Reserve (CA) pending Title IV aid

Leadership *(JSC)*
    *Leadership (JSC) not approved for Title IV aid

Liberal Arts: Arts and Humanities *(AA)*

LVN to RN *(AS)*

LVN to RN Non-Degree Option *(CA)*

Mathematics *(AS-T)*

Modern Police Science *(AS)*

Music *(AA-T, CA)*

Personal Training *(CA)* pending Title IV aid

Philosophy *(AA-T)*

Political Science *(AA-T)*

Public Safety *(AS)*

Psychiatric Technology *(CA)*

Registered Nursing *(AS)*

Social Science *(AA)*

Sociology *(AA-T)*

Spanish *(AA-T)*

Studio Art *(AA-T)*

Welding *(JSC)*
    *Welding (JSC) not approved for Title IV aid

Wildland Firefighter *(JSC)*
    *Wildland Firefighter (JSC) not approved for Title IV aid

Programs of Study

ASSOCIATE DEGREES

To be eligible for multiple Associate degrees a student must complete all graduation requirements for each degree.

(Summer 2016)

Administration of Justice
Associate in Science for Transfer

The Associate in Science in Administration of Justice for Transfer is designed to prepare students to continue studies toward a B.A. or B.S. degree in Administration of Justice or for entry-level into a variety of career options. Students who pursue an Administration of Justice degree enjoy a wealth of career options including law enforcement, probation, and parole. They work in multiple specialty areas including detectives, S.W.A.T., narcotics, K-9 handler and traffic.

Program Learning Outcomes: By the completion of the degree the student will be able to identify the procedures involved in the justice system from arrest to release; identify the importance of the inter-cooperation of all three parts of the criminal justice system.

1. Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:
   a. 40 units from either the Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education-Breadth Requirements.
   b. A minimum of 18 semester units in the major as determined by the required courses described below.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" *(Pass)* grade is also an acceptable grade for courses in the major if the course is taken on a Pass/No Pass basis, where a Pass is defined as a "C" or better.

List A: Required core courses (6 units):
ADMJ P102 - Introduction to Administration
 of Justice ....3 units
ADMJ P104 - Criminal Law ....3 units

List B: Select two of the following courses *(6 units):*
Any course from List A not already chosen
ADMJ P105 - Principles/Procedures of the
 Justice System...3 units
ADMJ P106 - Legal Aspects of Evidence ....3 units
ADMJ P108 - Principles of Investigation....................3 units
ADMJ P109 - Criminal Justice Communications........3 units
ADMJ P111 - Introduction to Behavioral and
 Correctional Science ....3 units
ADMJ P121 - Juvenile Delinquency ....3 units

List C: Select two of the following courses (6-7 units):
SOCI P101 - The Social World...................................3 units
MATH P122 - Introduction to Probability
 and Statistics ....4 units

OR

BSAD P155 – Business Statistics................................ 3 units
PSYC P101 - General Psychology ....3 units

Total Overall Units .... 60 units

Students are not required to complete additional campus course graduation requirements.
Effective Summer 2023

Advanced Information Systems
Associate in Science

The Associate in Science in Advanced Information Systems prepares students transferring to a CSU in Information Technology-Information Systems *(IT IS)*. The required classes represent the normal undergraduate core for transfer to the CSU. Graduates from a CSU have a wide range of career options including: business, industry, teaching, research, and agriculture. They work in multiple specialty areas including: business application developers, business analysts, database designers, web and E-Commerce developers and administrators, webmasters, wireless and mobile application developers, network and security specialists, network administrators, social media specialists, and information systems consultants.

Program Learning Outcomes: By the completion of the degree the student will be able to demonstrate knowledge of a broad business and real world perspective of information technology; apply knowledge of data design and data management principles demonstrate knowledge of basic programming principles; demonstrate the ability to select, implement and evaluate appropriate problem solving techniques and tools; design effective and usable IT-based solutions and integrate those components into the user environment; communicate effectively and efficiently with clients, users and peers both verbally and in writing, using appropriate terminology.

1. Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:
   a. 40 units from either the Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education-Breadth Requirements.
   b. A minimum of 18 semester units in the major as determined by the required courses described below.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a "C" or better in all courses required for the major.

Required Core Courses: *(13 units):*
INFS P100 – Introduction to Information Systems.......3 units
INFS P110 – Information & Communication
 Technology Essentials......................................4 units
INFS P113 – Structured Programming.........................3 units
INFS P220 – Data Communications and Networking ..3 units

List A: *Select 6 units or 2 courses from the following courses:*
BSAD P132 - Business Communications....................3 units
INFS P164 - Introduction to Information Systems
 Security - Ethical Hacking...............................3 units

INFS P180 - Introduction to Database Management
Systems ....3 units
INFS P210 - Systems Analysis and Design ....3 units

List B: *Select 3 units or 1 course from the following courses:*
BSAD P155 – Business Statistics..............................3 units
MATH P122 – Introduction to Probability
and Statistics ....4 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:
1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.

Effective Summer 2017

Agribusiness
Associate in Science for Transfer

The Associate in Science in Agribusiness for transfer is designed to prepare students to continue studies toward a Bachelor of Arts or Bachelor of Science degree in Agri-business or for entry-level into a variety of career options. Students who pursue an Agribusiness degree will enjoy a wealth of career options in areas including, but not limited to: Agribusiness, General Business, Agricultural Sales, Ag Marketing, Ag Finance, Agricultural Production, Agricultural research, Vocational Ag Education and general agriculture. They may work in a number of specialty areas related to Agriculture, including, but not limited to: accounting, finance, marketing, management, human resources, logistics, communication and information systems.

Program Learning Outcomes: By the completion of the degree the student will be able to: analyze business, economic, or financial principles and explain their applications to the real-world of agriculture; apply written and verbal communication skills in an Agribusiness relationship, a teamwork setting or a leadership position; demonstrate applications of ethical behavior in the agribusiness environment; demonstrate competency by using technology effectively in the agri-business environment; explain the significance of international markets to the success of global agribusiness and the stability of commodity prices domestically.

Students must satisfy both of the following requirements in order to earn the Associate in Science in Agribusiness for Transfer degree:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
   a. The Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education-Breadth Requirements.
   b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a "C" or better in all courses required for the major. A "P" *(Pass)* grade is not an acceptable grade for courses in the major.

Required Core Courses: *(12 - 15 units):*
AGRI P106 - Introduction to Soil Science.................. 3 units
OR
CHEM P106 - Introduction to Chemical Principles .... 4 units
OR
CHEM P101A - General Inorganic Chemistry............ 5 units
AND
AGRI P102 - Agricultural Economics .... 3 units
ECON P102 - Principals of Economics .... 3 units
MATH P122 – Introduction to Probability
and Statistics .... 4 units
OR
BSAD P155 – Business Statistics................................ 3 units

List A: *Select three of the following courses (9 units):*
AGRI P101 - Introduction to Agribusiness ....3 units
AGRI P103 - Agriculture Sales .... 3 units
AGRI P104 - Computer Applications in Agriculture...3 units
AGRI P105 - Farm Accounting .... 3 units
AGRI P131 - Introduction to Plant Science ....3 units
List B: *Select 0 - 9 units of the following courses:*

Any course from List A not already chosen

Students are not required to complete additional campus course graduation requirements.

Effective Summer 2021

Agriculture: Production
Associate in Science

The Agriculture major is designed for students who are looking at an Associate Degree from Porterville College as a terminal Degree as well as for students transferring to four-year schools with various Agriculture majors. The required classes represent the normal undergraduate core for transfer to the CSU system. Graduates from a four-year school have a wide range of career options including but not limited to: Agriculture Business and Agriculture Production areas.

Program Learning Outcomes: Students will understand and describe the nature of leadership and the role of the manager as a leader; compare and contrast the role of agriculture in the economic structure of the country and the world; identify the best management practices for sustained productivity of agricultural production; demonstrate technological effectively and its purpose with in the Agricultural industry; explain the significance of international cooperation to the success of global agribusiness.

At least twenty-four (24) units must be completed from the following courses:

Core Courses - 12 units required
AGRI P101 - Introduction to Agribusiness................... 3 units
AGRI P102 - Agricultural Economics .... 3 units
AGRI P103 - Agricultural Sales .... 3 units
AGRI P104 - Computer Applications in Agriculture ... 3 units

Choose 4 courses from the following list *(12 units)*:
AGRI P105 - Farm Accounting .... 3 units
AGRI P106 - Introduction to Soil Science.................. 3 units
AGRI P107 - Agricultural Marketing .... 3 units
AGRI P117 - Plant Propagation/Production .... 3 units
AGRI P131 - Introduction to Plant Science................ 3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:
1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Students are not required to complete additional campus course graduation requirements.
Effective Summer 2023

Anthropology
Associate in Arts for Transfer AA-T

Anthropology is the study of the human species and its forms of cultural and biological diversity throughout time. Students at Porterville College pursuing the Associate in Arts in Anthropology for Transfer will be introduced to the study of human diversity through specific courses in the areas of Biological Anthropology, Cultural Anthropology, and Archaeology. Students will additionally acquire a basic foundation in Natural and Social Sciences. Skills related to the analysis of human life, perceptions, interactions, and diverse points of view are promoted, and opportunities to broaden their personal understanding of the human experience are provided.

The Associate in Arts in Anthropology for Transfer Degree is designed to prepare students to continue studies toward a B.A. degree in Anthropology, assist students in seamlessly transferring to a CSU, or for entry-level career options. Anthropology students have found success in a variety of careers, from education, management, market research, business and finance, tourism, cultural heritage management, journalism, and civil service at all levels. Porterville College students enrolling in this program are not required to complete any additional graduation requirements beyond those specified in this 60 unit degree.

Program Learning Outcomes: Describe the origins, evolution, and modern structure of the discipline of Anthropology, including its subfields and relationship to related disciplines; identify and describe the major periods and phases in the history of the human species, prehistorically, historically, and in the present day, as defined by Anthropologists; identify and apply major concepts and theoretical perspectives used in Anthropology to describe and explain of the origins and evolution of human diversity; identify and describe methods used in Anthropology in documenting, analyzing, and interpreting human diversity and the processes of cultural and/or biological change in the human species; describe and explain the problems and consequences of ethnocentrism and cross-cultural misunderstanding, and how Anthropologists address such issues.

Pursuant to SB1440, section 66746, the Associate in Arts in Anthropology for Transfer requires:

- Completion of 60 semester or 90 quarter CSU-transfer able units that include: a minimum of 18 semester or 27 quarter units in the major as determined by the community college district, and the California State University General Education-Breadth *(CSU GE-Breadth)* pattern of 39 units; *OR* the Intersegmental General Education Transfer Curriculum *(IGETC)* pattern of 37 units.

- Obtainment of a minimum grade point average *(GPA)* of 2.0

- Earn a grade of "C" or better in all courses required for the major.

Completion of 20 semester units in the program as defined below:

Required Core Courses: *(9 units):*
ANTH P101 - Introduction to Biological
       Anthropology .... 3 units
ANTH P102 - Introduction to Cultural
       Anthropology .... 3 units
ANTH P103 - Introduction to Archaeology.............. 3 units

List A: *(4 units):*
MATH P122 – Introduction to Probability
       and Statistics ....4 units

List B: *Select 1 (4 units):*
ERSC P110 - Introduction to Earth Science .... 4 units
GEOL P110 - Introduction to Geology .... 4 units

List C: *Select 1 (3 units):*
ANTH P104 - Prehistory and Ancient Civilizations .. 3 units
ANTH P105 - Native Cultures of North America...... 3 units
ANTH P107 - Anthropology of Religion and Ritual . 3 units
ETHN P105 - Native Cultures of North America...... 3 units
GEOG P113 - Cultural Geography .... 3 units
HIST P123 - History of Mexico .... 3 units

Total Overall Units: .... **60 units**

Students are not required to complete additional campus course graduation requirements.
Effective Summer 2022

Biology
Associate in Science for Transfer AS-T

The Associate in Science in Biology for Transfer Degree prepares students for a seamless transfer to a California State University. Students completing the Associate in Science in Biology for Transfer Degree will have an introductory foundation for the field of biology through the study of molecular biology, energy transfer, cells, organismal structure, physiology, biodiversity, heredity, evolution, ecology, philosophy of science, methods of scientific inquiry, and experimental design. Students with a bachelor's degree in biology are qualified for a variety of government and industry positions or, with appropriate credentials, high school teaching. Students with a bachelor's degree in biology are prepared to enter many professional programs, such as medical, dental, pharmacy, or

law schools. Students may enter graduate schools to obtain a master's or doctorate degree in preparation for careers in research and/or education.

Program Learning Outcomes: Students completing the Associate in Science in Biology for Transfer Degree will be able to apply the scientific method by proposing hypotheses based on observations, testing hypotheses, and analysis of experimental data to develop a conclusion, evaluate results from laboratory activities and scientific research, use scientific terminology appropriately, describe biological processes and levels of organization, inheritance, evolution, and ecological relationships.

Students must satisfy the following requirements in order to earn the Associate in Science in Biology for Transfer Degree:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
   a. The Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education-Breadth Requirements.
   b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" or better in all courses required for the major. A "P" *(Pass)* grade is not an acceptable grade for courses in the major.

Core Courses: *(10 units):*
Complete the following courses to total 10 units:
BIOL P135 – General Biology I ....5 units
BIOL P136 – General Biology II ....5 units

List A: Supporting Science and Mathematics *(22 units):*
CHEM P101A – General Chemistry 1 ....5 units
CHEM P101B – General Chemistry 2.......................5 units
MATH P103 – Calculus 1 with Analytic Geometry ...4 units
PHYS P102A – General College Physics … ....4 units
AND
PHYS P102B – General College Physics ....4 units
OR
PHYS P104A –Physics for Scientists and Engineers ...4 units
AND
PHYS P104B – Physics for Scientists and Engineers ...4 units
Total Overall Units: .... 60 units

Students are not required to complete additional campus course graduation requirements.
Effective Summer 2023

Biological and Physical Science
Associate in Arts

The Associate of Arts Degree in Biological and Physical Sciences is suggested for students planning entry into an allied health program. Students graduating with an AA in Biological and Physical Science will be able to: apply the scientific method to analyze physical and biological processes;

use scientific terminology appropriately; draw appropriate conclusions from laboratory activities; identify the relationships between natural science, human activities and society; identify levels of organization within natural systems and relate to biological and/or physical processes; describe the structure and properties of matter, transfer of energy, and the relationships between matter and energy within biological and/or physical systems; explain basic physical, chemical and/or biological processes; select the appropriate qualitative and quantitative methods to analyze physical systems.

Courses required for the Biological and Physical Sciences Associate of Science degree include courses necessary to prepare students for transfer to programs as a science major. Please note that some courses have math prerequisites or have another science course as a prerequisite or recommended prerequisites. In addition, it is likely a student will finish the degree with greater than 60 units due to the high unit lab course requirements

Program Learning Outcomes: Students will apply the scientific method to analyze physical and biological processes; use scientific terminology appropriately; draw appropriate conclusions from laboratory activities; identify the relationships between natural science, human activities and society; identify levels of organization within natural systems and relate to biological and/or physical processes; describe the structure and properties of matter, transfer of energy, and the relationships between matter and energy within biological and/or physical systems; explain basic physical, chemical and/or biological processes; select the appropriate qualitative and quantitative methods to analyze physical systems.

The Associate of Arts degree in Biological and Physical Science may be awarded to students who complete the Porterville College graduation requirements for an Associate of Arts degree through any of the three general educational patterns *(the Porterville College General Education checklist, CSU General Education Breadth Requirements, or Intersegmental General Education Transfer Curriculum)*, including major requirements of at least eighteen *(18)* units in the biological and physical sciences from the following list *(at least one course must be taken from each group):*

Group l - Biological Sciences:
(4 or more units are required from this group):
BIOL P110 - Environmental Science.......................3 units
BIOL P115/ERSC - Principles of Biology..............4 units
BIOL P119 - Human Anatomy............................... 4 units
BIOL P120 - Human Physiology.............................5 units
BIOL P135 - General Biology I...............................5 units
BIOL P136 - General Biology II.............................5 units
BIOL P160 - General Microbiology........................5 units
NUTR P110 - Introduction to Nutrition Science .....3 units

Group II - Physical Sciences:
(4 or more units are required from this group):
ASTR P101 - Elementary Astronomy .... 4 units
CHEM P101A - General Chemistry I.......................... 5 units
CHEM P101B - General Chemistry II .... 5 units
CHEM P105 - Introduction to General,
    Organic, and Biochemical Chemistry...................... 5 units
CHEM P106 - Introduction to Chemical Principles.... 4 units
ERSC P110 - Introduction to Earth Science .... 4 units
GEOL P110 - Introduction to Geology........................ 4 units
PHSC P112 - Physical Science .... 4 units
PHYS P102A - General College Physics..................... 4 units
PHYS P102B - General College Physics..................... 4 units
PHYS P104A - Physics for Scientists and Engineers .. 4 units
PHYS P104B - Physics for Scientists and Engineers .. 4 units

Total to a minimum of ....18 combined units

Upon completion of graduation requirements and the required degree courses with at least a 'C' grade in each course, the student will be awarded a Biological and Physical Sciences Associate of Arts degree.
Effective Summer 2023

Biological and Physical Science
Associate in Science

The Associate in Science degree in Biological and Physical Science is suggested for students who plan to continue their studies in the sciences at a four-year university with a goal of obtaining a bachelor's or higher degree in the sciences or a medical-related field.

Courses required for the Biological and Physical Sciences Associate of Science degree include courses necessary to prepare students for transfer to programs as a science major. Please note that some courses have math prerequisites or have another science course as a prerequisite or recommended prerequisites. In addition, it is likely a student will finish the degree with greater than 60 units due to the high unit lab course requirements.

Program Learning Outcomes: Students will apply the scientific method to analyze physical and biological processes; use scientific terminology appropriately; evaluate results from laboratory activities; assess the relationships between natural science, human activities, and society; identify levels of organization within natural systems, and relate to biological and/or physical processes; describe the structure and properties of matter, transfer of energy, and the relationships between matter and energy within biological and/or physical systems; explain and apply knowledge of basic physical, chemical, and/or biological processes; apply the appropriate qualitative and quantitative methods to analyze and solve problems in physical systems.

The Associate in Science degree in Biological and Physical Science may be awarded to students who complete the Porterville College Graduation Requirements for an Associate in Arts degree through any of the three general education patterns *(the Porterville College General Education checklist,*

CSU General Education Breadth Requirements, or Intersegmental General Education Transfer Curriculum), including major requirements of at least eighteen *(18)* units in the biological and physical sciences from the following list *(at least one course must be taken from each group):*

Group I - Biological Sciences:
(5 or more units are required from this group):
BIOL P120 - Human Physiology..................................5 units
BIOL P135 - General Biology I ....5 units
BIOL P136 - General Biology II................................5 units
BIOL P160 - Microbiology...5 units

Group II - Physical Sciences:
(4 or more units are required from this group):
CHEM P101A - General Chemistry I...........................5 units
CHEM P101B - General Chemistry II ....5 units
CHEM P105 - Introduction to General,
    Organic, and Biochemical Chemistry..................... 5 units
CHEM P106 - Introduction to Chemical Principles ....4 units
PHYS P102A - General College Physics......................4 units
PHYS P102B - General College Physics ....4 units
PHYS P104A - Physics for Scientists & Engineers .....4 units
PHYS P104B - Physics for Scientists & Engineers ......4 units
Effective Summer 2023

Business Administration 2.0
Associate in Science for Transfer

The Associate in Science in Business Administration for Transfer is designed to prepare students to continue studies toward a B.A. or B.S. degree in Business Administration or for entry-level into a variety of career options. Students who pursue a Business Administration degree enjoy a wealth of career options ranging from business, industry, teaching, research, and agriculture. They work in multiple specialty areas including: accounting, finance, marketing, management, human resources, logistics, and information systems.

Program Learning Outcomes: By the completion of the degree the student will be able to implement written and oral communication techniques to continually enhance their skills; utilize contemporary technologies as tools to address assignments effectively; recognize the unique value and challenges associated with local and global business environments; evaluate all decisions to create an outcome that maintains ethical integrity and pursues social responsibility.

Students must satisfy both of the following requirements in order to earn the Associate in Science in Business Administration for Transfer degree 2.0:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
    a. The Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education-Breadth Requirements.
    b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a "C" or better in all courses required for the major. A "P" *(Pass)* grade is also an acceptable grade for courses in the major if the course is taken on a Pass/No Pass basis.

Required Core Courses: *(15 units):*
ACCT P110 - Financial Accounting ....3 units
ACCT P120 - Managerial Accounting.........................3 units
ECON P101 - Microeconomics ....3 units
ECON P102 - Macroeconomics....................................3 units
BSAD P140 - Business Law...3 units

List A: *Select one of the following courses:*
BSAD P155 - Business Statistics ....3 units
OR
MATH P122 – Introduction to Probability
        and Statistics ....4 units

List B: *Select one of the following courses:*
BSAD P150 - Quantitative Methods in Business Decision
        Making ....3 units
OR
MATH P118 - Finite Mathematics...............................4 units

List C: *Select one of the following courses:*
BSAD P101 - Introduction to Business ....3 units
OR
BSAD P132 - Business Communications......................3 units
Total Overall Units .... 60 units

Students are not required to complete additional campus course graduation requirements.
Effective Summer 2022

Business Information Systems
Associate in Science
The Business Information Systems Associate of Science will prepare students in a wide range of information systems skills such as office application software, systems analysis and design, programming, data communication and networking, accounting, and business communications. These skills will prepare a student to enter into or advance within career patterns of the business information systems industry. The goal for the Business Information Systems Associate of Science is to provide an opportunity for students to complete an intensive, hands-on program preparing them for employment in the business information systems field.

Program Learning Outcomes: Upon completion of this program students will be able to demonstrate fundamental and comprehensive understanding of the current field of computing upon which future growth within the field can be realized; demonstrate computer competencies necessary to compete in the business world; use critical thinking to evaluate computing problems and explore options for their solutions; use effective approaches for problem solving and data modeling; design effective and usable IT-based solutions and integrate those components into the user environment; demonstrate awareness of the ethical concerns of computing professionals.

Required Core Courses: *(28 units);*
INFS P100 - Introduction to Information Systems ....3 units
INFS P210 - Systems Analysis and Design ....3 units
INFS P113 - Structured Programming ....3 units
INFS P220 - Data Communications and Networking.. 3 units
INFS P180 - Introduction Database
        Management Systems .... 3 units
INFS P010 - Introduction to Word Processing/Word... 2 units
INFS P020 - Introduction to Spreadsheets/Excel.........2 units
ACCT P110 - Financial Accounting .... 3 units
BSAD P132 - Business Communications..................... 3 units
BSAD P101 - Introduction to Business .... 3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:
1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.
Effective Summer 2017

Business Management-Accounting
Associate in Science
The Associate of Science Degree in Business Management is designed for students who wish to have a broad knowledge of business management plus additional coursework in an area of emphasis. This area of emphasis would be an ideal choice for students wishing to pursue a specific career in the management field. Graduates have a wide range of career options including: business, industry, and research. They work in multiple specialty areas including: accounting, finance, marketing, management, human resources, and information systems. Career opportunities are expected to continue to be strong in these areas.

Program Learning Outcomes: Analyze business, economic, or financial principles and explain their application to the real-world; apply written and verbal communication skills in a business relationship, a teamwork setting or a leadership position; apply the importance of Ethical behavior in the business environment; demonstrate technological competency by using technology effectively in the business environment or workplace.

Required Core Courses: *(18-19 units);*
ACCT P110 - Financial Accounting ....3 units
BSAD P155 - Business Statistics ....3 units
OR
MATH P122 - Introduction to Probability & Statistics.....4 units
BSAD P101 - Introduction to Business ....3 units
OR
BSAD P160 - Introduction to Entrepreneurship............3 units
BSAD P140 - Business Law...3 units
INFS P100 - Introduction to Information Systems ....3 units
MKTG P124 - Principles of Marketing ....3 units

ACCT P110 - Financial Accounting ....3 units
BSAD P140 - Business Law...3 units

Accounting Emphasis *(6-7 units required)*
ACCT P120 - Managerial Accounting..........................3 units
BSAD P150 - Quantitative Methods in Business
      Decision Making ....3 units
OR
MATH P118 - Finite Mathematics...............................4 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:
1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.
Effective Fall 2023

Business Management-Global Entrepreneurship
Associate in Science

The Associate of Science in Business Management-Global Entrepreneurship is designed for students who wish to have a broad knowledge of business management and entrepreneurship. The emphasis throughout this degree will focus on sustainability and internationalization. This area of emphasis would be an ideal choice for students wishing to pursue a specific career in entrepreneurship and who want to be job-makers.

Program Learning Outcomes: Critique different theories, models, and concepts of social entrepreneurship to address wicked problems; apply written and verbal communication skills in a business relationship, teamwork setting, or a leadership position; apply the importance of ethical behavior in the business environment; formulate a framework to understand the political, economic, legal, cultural, and relational complexities needed for successful decision-making when working in entrepreneurship; demonstrate technological competency by using technology effectively in the business environment or workplace.

Required Core *(21 units)*
ACCT P110 - Financial Accounting............................3 units
INFS P100 - Introduction to Information Systems ......3 units
BSAD P160 - Introduction to Entrepreneurship...........3 units
BSAD P163 - Global Sustainable Entrepreneurship ....3 units
BSAD P166 - International Entrepreneurship ....3 units
OR
BSAD P167 - International Entrepreneurship
      Experience.......................................3 units
BSAD P168 - Global Cross-Cultural Management......3 units
COMM P102 - Interpersonal Communication ....3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.
Effective Summer 2023

Child Development
Associate in Arts

This program is designed for student's interested working with infants, toddlers, preschools or school-age children in a childcare setting. Students may earn an A.A. degree in Child Development or an Associate Teacher Certificate, Teacher Certificate, Early Child Care Administration Specialization Certificate, and Early Intervention Assistant Certificate. The California Child Development Permit Matrix requirements are reflected in our program allowing students to qualify for the permits required for teaching in programs governed by Title II State of California Department of Social Services Community Licensing Department. Permits are issued by the State Department of Education, California Commission on Teacher Credentialing *(not Porterville College)* and include: Associate Teacher, Teacher, Master Teacher, and Site Supervisor. All professionals working with children are required to have a clean criminal record, to demonstrate freedom from tuberculosis *(TB)*, up to date on immunizations and to demonstrate the physical ability to perform all of the duties of a professional position working directly with children. **The requirements for this program are complex. You MUST meet with a counselor. You must complete a minimum of 60 units, including the courses listed in the major and general education requirements, with an overall GPA of 2.0 or better, and a grade of "A," "B," or "C," in all courses for the major. The California Commission on Teacher Credentialing grants permits in accordance with the Child Development Permit Matrix. Applications are separate from Porterville Community College and must be submitted to California Commission on Teacher Credentialing. Visit the California Commission on Teacher Credentialing website at *http://www.ctc.ca.gov* for more information regarding the Permit Matrix and Professional Growth Advisors. For all Permits, all course work must be completed with a grade of "C" or better. Students can also visit *childdevelopment.org,* Child Development Training Consortium to view the Permit Matrix, guidelines for applying for a permit and applications for the permit.

Program Learning Outcomes: By the completion of the degree the student will be able to: Understand, observe, and analyze development from a theoretical perspective: including the realms of physical, socio-emotional, and cognitive development; from conception through adolescence; develop curriculum appropriate to the individual developmental needs of children from infancy through school-age and across a variety of categories; aesthetic, affective, cognitive, language, physical, and social. Individually; demonstrate classroom management skills; working with both small and large groups of children; demonstrate an understanding of the health, safety,

and nutrition requirements of programs and children from infancy through school-age; analyze assessment techniques commonly used in the field of Child Development; analyze assessment techniques commonly used in the field of Child Development; address diversity issues, including special needs, with children, families, and programs in a constructive way; assess and practice a variety of program models; take a leadership role in both the profession of Child Development and the in the community through an understanding of advocacy.

Required Core Courses: *(18 units):*
CHDV P117 - Teaching in a Diverse Society..............3 units
CHDV P119 - Health, Safety and Nutrition................3 units
CHDV P122 - Child Family and Community.............3 units
CHDV P143 - Practicum/Field Experience ....3 units
CHDV P144 - Introduction to Curriculum..................3 units
CHDV P223 - Child, Growth and Development..........3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:
1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.
Effective Summer 2022

Commercial Art
Associate in Arts

The Commercial Art Associate in Arts Degree will prepare students to work in the fields of graphic design, illustration, and time-based media. Students will learn how to do design layouts in advertising, print, and digital media and will learn to produce illustrations for books and graphic novels, magazines and the web and for advertising, editorial, and technical purposes. For time-based media, students will learn motion graphics and how to produce video content for commercial and creative applications. The degree also prepares students for transfer to a four-year university to continue their studies toward earning a B.A. or B.F.A. in Commercial Art, Graphic Design, Illustration, or Digital Video Production.

Program Learning Outcomes: Students will use a variety of techniques in various media to construct engaging and dynamic layouts and illustrations by applying the principles of design to the concept and components of the projects; Apply a range of approaches to using typography in projects; Identify the components of good storytelling and apply these elements in illustrated works and in motion media and 4D projects; Describe, deconstruct, and evaluate contemporary and historical examples of time-based media, illustrations, and layouts for their purposes and use of visual language; Create an original design or illustration for a specific client or audience by applying the creative process of research, brainstorm, refinement, critique, and finished project; Assemble a portfolio of finished drawings, paintings, illustrations, digital media, graphic designs, and time-based media that exhibit the

technical skills and artistic vision necessary for entry-level work in the fields of illustration, graphic design, and time-based media

Core Courses *(16 units):*
ART P103 - Fundamentals of Drawing.......................3 units
ART P106 - 2-D Design...3 units
ART P114 - Renaissance to Contemporary Art History. 3 units
CGRA P110 - Introduction to Digital Arts ....3 units
CMRT P102 - Commercial Layout and Design ....2 units
CMRT P103 - Illustration ....2 units

Electives: *(5 units):*
ART P116 - Introduction to Painting ....3 units
ART P117 - Advanced Drawing ....2 units
ART P119 - Advanced Painting ....2 units
ART P124 - Figure Drawing ....3 units
CGRA P111 - Digital Graphic Design.........................3 units
CGRA P113 - Digital Video Production.......................3 units
CGRA P114 - Advanced Digital Video Production ....3 units
PHOT P101 - Introduction to Photography ....3 units
PHOT P103 - Advanced Photography.........................3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:
1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.
Effective Summer 2022

Communication 2.0
Associate in Arts for Transfer

The Communication Studies 2.0 Associate of Arts for Transfer is designed to prepare students to continue studies toward a B.A. degree in Communication Studies, assist students in seamlessly transferring to a CSU or for entry-level into a variety of career options that require competent and ethical communication skills. Students who pursue advanced Communication degrees enjoy a wealth of career options ranging from Public Relations Officers, Human Resource Managers, Retail Managers, Politicians, Lawyers, College Professors, and numerous options in Mass Communications such as radio and television. Communication courses focus on how people use messages to generate meaning within and across various contexts, cultures, and channels.

The Program Learning Outcomes: Construct and deliver a presentation with communicative competence and confidence; demonstrate the dynamics of effective communication in a variety of settings and contexts.

Students must satisfy both of the following requirements in order to earn the Associate in Arts in Communication Studies 2.0 for Transfer:

1. Completion of 60 semester units *(90 quarter units)* that are eligible for transfer to the California State University, including both of the following:
    a. A minimum of 18 semester in Communication Studies coursework.
    b. The California State University General Education-Breadth Requirements or the Intersegmental General Education Transfer Curriculum *(IGETC)*.
2. Earn a letter grade of "C" or higher in each Communication Studies course.

Obtainment of a minimum cumulative grade point average of 2.0. A "P" *(Pass)* grade is also an acceptable grade for courses in the major if the course is taken on a Pass/No Pass basis, where a Pass is defined as a "C" or better.

Core: Required *(6 units)*
COMM P101 Introduction to Public Speaking............3 units
COMM P102 Interpersonal Communication...............3 units

List A: Select Three Courses *(9 units)*
COMM P103 - Persuasion...3 units
COMM P105 - Argumentation and Debate ....3 units
COMM P106 - Intercultural Communication..............3 units
COMM P111 - Introduction to Mass Communication...3 units
COMM P140 - Small Group Communication.............3 units
COMM P170 - Oral Interpretation ....3 units

List B: Select One Course *(3 units)*
Any course from List A not already used
ANTH P102 - Introduction to Cultural
        Anthropology ....3 units
PSYC P101A - General Psychology...........................3 units
SOCI P101 - The Social World...................................3 units

Students are not required to complete additional campus course graduation requirements.

Computer Information Systems
Associate in Science

The Computer Information Systems Associate of Science will prepare students in a wide range of information systems skills such as web design, systems analysis and design, programming, data communication and networking, communication technologies, and internet protocols. These skills will prepare a student to enter into or advance within career patterns of the computer information systems industry. The goal for the Computer Information Systems Associate in Science is to provide an opportunity for students to complete a short-term, intensive, hands-on program preparing them for employment in the computer information systems field.

Program Learning Outcomes: Upon completion of this program students will be able to demonstrate the ability to use technology effectively to communicate and analyze information related to computer information systems; demonstrate a broad knowledge of computer information systems terminology and practices, including those related to networking and data communications technology; effectively use word processing spreadsheet, presentation graphics and database management software in a professional office environment; design and implement a relational database; develop solutions to common programming problems using the structured sequential logic of computer programming languages.

Required Core Courses: *(28 units):*
BSAD P132 - Business Communications.....................3 units
INFS P052 - Introduction to Web Design ....3 units
INFS P100 - Introduction to Information Systems ......3 units
INFS P110 - Information and Communication
        Technology Essentials....................................4 units
INFS P113 - Structured Programming ....3 units
INFS P170 - Internet Protocols and Principles ....3 units
INFS P180 - Intro to Database Management Systems. 3 units
INFS P210 - Systems Analysis and Design ....3 units
INFS P220 - Data Communications and Networking.. 3 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:
1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.
Effective Summer 2017

Early Childhood Education
Associate in Science for Transfer

The Associate in Science in Early Childhood Education for Transfer provides a clearly articulated curricular track for student who wish to transfer to a CSU campus, while also serving the diverse needs of students interested in the breadth and depth of the field of early childhood education. Additionally, this degree exposes students to the core principles and practices of the field in order to build a foundation for their future personal, academic, or vocational paths.

The degree was designed to facilitate students' successful transfer to certain California State University *(CSU)* campuses that prepare them for advanced study in a variety of graduate programs, as well as a variety of careers such as teaching, Child Development Specialist, Program Director, and Child Life Specialists. With a Bachelor of Science in Early Childhood Education students are eligible for the Master Teacher and Site Supervisor levels of the California Child Development Permit, using the Alternative Qualifications category. The Associate in Science in Early Childhood Education for Transfer provides students with a major that fulfills the general requirement of the California State University for transfer. Student with this degree will receive priority admission with junior status to certain California State University campuses.

Program Learning Outcomes: Synthesize child development research with principles and practices for early childhood

teaching to create early learning environments that are respectful, supportive, and challenging for all children, from infancy through adolescence; design inclusive, culturally and linguistically appropriate learning environments, based on child development, child observations, family information and knowledge of culturally diverse child rearing, practices; incorporate strategies for building respectful, reciprocal family and community relationships in order to support families with their children's development and learning; assess children's learning through observation, documentation, and interpretation, using results to guide curriculum and teaching strategies; recommend developmentally appropriate and culturally relevant approaches to teaching and learning that include respectful, supportive relationships with children and families, and curriculum that supports foundational skills an concepts in language, math, science, art, and social relationships; demonstrate practices that maintain standards of health, nutrition, and safety in group care early childhood settings; apply ethical standards of behavior accepted by the profession of early childhood education.

Students must satisfy the following requirements to earn the Associate in Science in Early Childhood Education for Transfer:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:

    a. The Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education-Breadth Requirements.

    b. A minimum of 24 semester units in the major as determined by the required courses described right.

2. Obtainment of a minimum grade point average of 2.0.

A grade of "C" or better in all courses required for the major.

Required Core Courses:
CHDV P142 - Principles and Practices of
  Teaching Young Children.............................. 3 units
CHDV P122- The Child, the Family and the
  Community .... 3 units
CHDV P144 - Introduction to Curriculum .... 3 units
CHDV P143 - Practicum/Field Experiences................ 3 units
CHDV P239 - Observation and Assessment .... 3 units
CHDV P119 - Health, Safety and Nutrition .... 3 units
CHDV P117 - Teaching in a Diverse Society .... 3 units
CHDV P223 - Child, Growth & Development .... 3 units
OR
PSYC P223 - Child Psychology.................................. 3 units

Total Overall Units .... 60 units

Students are not required to complete additional campus course graduation requirements.
Effective Summer 2017

Elementary Teacher Education
Associate in Arts for Transfer
The Associate in Arts in Elementary Teacher Education for Transfer degree incorporates the elementary subject matter competence requirements as established by the California Teacher Credentialing Commission and prepares students for the California Subject Examinations for Teachers *(CSET)* Multiple Subjects exam, including core courses in the Arts, Education, English, the Humanities, Mathematics, Science, and Social Science. While developing the knowledge of the subject matter required, students will also acquire and develop the skills and abilities and be provided with the practical work-related experiences, test preparation, and guidance necessary for a successful career in public education. Porterville College students enrolling in this program are not required to complete any additional graduation requirements beyond those specified in this 60 unit degree.

Program Learning Outcomes: Demonstrate understanding of educational philosophies and issues in an historical and global context; demonstrate knowledge of the impact of social and cultural contexts on learning; recognize differences among students and identify the strategies and accommodations used to address these differences while promoting a healthy learning environment; demonstrate subject matter competency in all areas of the California Curriculum Standards required for K-6 teachers

Additionally, pursuant to the requirements of SB 1440, section 66746, the Associate in Arts Degree for Transfer requires the following:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:

    a. The Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education-Breadth Requirements.

    b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis as determined by the community college district.

2. Obtainment of a minimum grade point average of 2.0.

A grade of "C" or better in all courses required for the major or area of emphasis.

Required Core Courses: *(44 units):*
EDUC P110 - Introduction to Elementary Education .. 3 units
CHDV P223 - Child, Growth & Development .... 3 units
BIOL P110 - Principles of Biology .... 4 units
PHSC P112 - Physical Science .... 4 units
ERSC P110 - Introduction to Earth Science .... 4 units
MATH P115 - Structures and Concepts...................... 3 units
COMM P101 - Introduction to Public Speaking .... 3 units
ENGL P101A - Expository Composition..................... 4 units
ENGL P101B - Argumentative Writing and Critical
  Thinking Through Literature .... 4 units
GEOG P125 -World Regional Geography................... 3 units
HIST P101 - World History to 1500 .... 3 units
HIST P117 - History of the US from the Colonial
  Period to 1877 .... 3 units

POLS P101 - American Government...........................3 units
Core Total: ....**44 units**

List A: *(3 units):*
ENGL P101C - Argumentative Writing and Critical
       Thinking ....3 units
List A Total: .... **3 units**

List B: *(Select one - 3 units):*
ART P101 - Art Studio Fundamentals.........................3 units
DRMA P101 - Introduction to Theatre.........................3 units

List B Total: ....3 units
Total Overall Units .... **60 units**

Students are not required to complete additional campus course graduation requirements.
Effective Summer 2019

Engineering
Associate in Science

The Associate of Science in Engineering is designed to prepare students to continue studies toward a B.S. degree in any field of Engineering. The intent of the program is to assist students in transferring to an Engineering degree program in the UC/CSU system. Students who pursue an Engineering degree enjoy a wealth of career opportunities in such fields as Aerospace Engineering, Biomedical Engineering, Civil Engineering, Computer/Software Engineering, Electrical Engineering, Industrial Engineering, Mechanical Engineering, Nuclear Engineering, and Petroleum Engineering.

Program Learning Outcomes: Explain engineering ethical principles and standards; apply the engineering design process to design projects; apply appropriate engineering analysis techniques for engineering applications; legibly and effectively communicate engineering solutions to others, whether the audience members are engineers or not.

The Associate in Science degree in Engineering may be awarded to students who complete the Porterville College Graduation Requirements for an Associate in Science degree through any of the three general education patterns *(the Porterville College General Education checklist, CSU General Education Breadth Requirements, or Intersegmental General Education Transfer Curriculum),* including major requirements that include:

Required Core Courses: *(26 units):*
ENGR P110 - Introduction to Engineering ....2 units
MATH P103 - Calculus 1 with Analytic Geometry ...4 units
MATH P104 - Calculus 2 with Analytic Geometry ...4 units
MATH P205 - Calculus 3 with Analytic Geometry ....4 units
MATH P207 - Ordinary Differential Equations ....4 units
OR
MATH P208 - Introduction to Linear Algebra ....4 units
PHYS P104A - Physics for Scientists and Engineers . 4 units
PHYS P104B - Physics for Scientists and Engineers . 4 units

List A Elective Courses: *(choose 2 courses: 7 units)*
ENGR P120 - Introduction to Programming Concepts
      and Methodologies for Engineers ....4 units
ENGR P260 - Circuits Analysis ....3 units

List B Elective Courses: *(choose one course: 3 – 5 units)*
CHEM P101A - General Chemistry I ....5 units
ENGR P132 - Program Concepts and
      Methodologies II ....3 units

Recommended Courses *(1 unit)*
ENGR P260L - Circuits Analysis Lab............................1 unit
Effective Summer 2023

English
Associate in Arts for Transfer

The Associate in Arts in English for Transfer is designed for students planning to transfer to the California State University that require a foundation of close textual reading, effective writing, and critical thinking. Students will explore literature from a variety of critical perspectives and will apply their understanding of history, sociology, and philosophy and other areas of study to written and spoken language, particularly texts of artistic and social value. English majors will gain a variety of critical reading, writing, and thinking skills that foster a broad understanding of culture, history, and diversity as well as a sense of the ways reading and writing have changed over time.

Program Learning Outcomes: Conduct academic research and synthesize it into coherent argumentative research essays at the college level; evaluate literature from multiple movements as well as social and historical contexts and appraise

Students must satisfy the following requirements to earn the Associate in Arts in English for Transfer:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University.
   a. The Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education-Breadth Requirements.
   b. A minimum of 18 semester or 27 quarter units in the major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

A grade of "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is also an acceptable grade for courses in the major if the course is taken on a Pass/No Pass basis, where a Pass is defined as a "C" or better.

Required:
ENGL P101B - Argumentative Writing and Critical
      Thinking Through Literature .... 4 units

LIST A: Choose two courses: *(6 units)*
ENGL P130 - American Literature 1......................... 3 units
ENGL P131 - American Literature 2 ....3 units
ENGL P102 - Beowulf to Pope/Age of Reason ....3 units
ENGL P104 - English Literature:
      Romantics to Present...................................3 units

List B: Choose two courses: *(6 units)*
Any List A course not already used
ENGL P140 - Creative Writing .... 3 units
ENGL P103 - Shakespeare Survey .... 3 units
ENGL P112 - Forms of Literature: Chicano............... 3 units
ENGL P113 - Forms of Literature: Chicano Drama ... 3 units
ENGL P118 - The Bible as Literature .... 3 units

LIST C: Choose one course: *(3 units)*
Any List A or B course not already used
ENGL P114 - Introduction to Mythology & Folklore . 3 units
ENGL P115 - Forms of Literature: Women Writers .. 3 units
ENGL P116 - Forms of Literature: The Short Story .. 3 units
ENGL P117 - Forms of Literature:
        American Indian Literature .... 3 units
ENGL P119 - Forms of Literature: Poetry .... 3 units
DRMA P101 - Introduction to Theatre .... 3 units

Major Total: .... **19 units**

In addition to the above "major specific" courses, students must complete the rest of the CSU GE or IGETC pattern requirements. Course "double-dipping" is allowed to satisfy these areas with courses from the above Major lists. Remaining units must be transfer-level electives to reach a total of 60 units.

Students are not required to complete additional campus course graduation requirements

Total Overall Units .... **60 units**
Effective Summer 2023

Environmental Science
Associate in Science for Transfer

Environmental Science is the study of major global, regional and local environmental issues, impacts and potential solutions. This program explores the relationship between human actions, environmental impacts and effects on human populations. The Associate in Environmental Science for Transfer Degree will prepare students to meet the transfer requirements to apply for more than 100 degrees or majors at 22 CSUs. Students with these degrees will be prepared to pursue diverse careers in agriculture, land management agencies, environmental policy, environmental review, sustainable energy efforts in both private and public sectors, outdoor recreation, government, environmental education, and nonprofit organizations.

Program Learning Outcomes: Identify and describe major local, regional and global environmental issues; using the scientific method to analyze and interpret quantitative data and visual representations of data to identify and evaluate potential solutions to major environmental issues; identify and evaluate relationships between human actions and environmental issues; evaluate the impacts of the relationships between environmental issues and human populations.

Students must satisfy the following requirements in order to earn the Associate in Science in Environmental Science for Transfer Degree:

1.

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
   a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
   b. A minimum of 18 semester units or 27 quarter units in a Communication Studies coursework.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" or better in all courses required for the major. A "P" (Pass) grade is not an acceptable grade for courses in the major.

Core Courses - *(30 Credits)*
BIOL P135 - General Biology I................................. 5 units
BIOL P136 - General Biology II............................... 5 units
BIOL P115/ERSC P115 - Environmental Science ... 3 units
CHEM P101A - General Chemistry I........................ 5 units
GEOL P110 - Introductory to Geology .... 4 units
MATH P103 - Calculus 1 with Analytic
        Geometry... 5 units
MATH P122 – Introduction to Probability
    and Statistics .... 4 units
AND EITHER

List B - *(11 credits)*
ECON P101 - Principles of Microeconomics.............. 3 units
PHYS P104A - Physics for Scientists and
        Engineers.. 4 units
PHYS P104B - Physics for Scientists and
        Engineers.. 4 units
OR
List C - *(11 credits)*
ECON P101 - Principles of Microeconomics.............. 3 units
PHYS P102A -General College Physics I.................... 4 units
PHYS P102B - General College Physics II .... 4 units
Total Major Units .... **41 units**
Total Overall Units .... **60 units**

Students are not required to complete additional campus course graduation requirements.
Effective Summer 2023

History
Associate in Arts for Transfer

The Associate in Arts in History for Transfer degree is designed for students planning to transfer to the California State University or other institutions to continue studies toward a B.A. in History or for other programs that require an introductory foundation of the knowledge and skills to interpret and build understanding of our political, economic, cultural, and social past. Students who pursue History degrees at transfer institutions establish a foundation for careers in education, law, politics, information management, business, travel, government, and journalism. Additionally, History students also find success in museum, library, and archival work. Students must satisfy the following requirements in order to earn the Associate in Arts in History for Transfer degree:

Program Learning Outcomes: Critically analyze and evaluate primary and/or secondary sources; Use supporting evidence to analyze, assess, and derive conclusions about topics in history; Research, evaluate, and assess historical issues including bias.

Students must also complete, at a minimum, the following:
1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
    a. The Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education-Breadth Requirements
    b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a "C" or better in all courses required for the major.

Completion of 18 semester units in History as follows:

Core: Required 6 credits of US History*:*
HIST P117 - History of the United State to 1877 .... 3 units
HIST P118 - History of the United States from 1865 .. 3 units

Complete 6 Credits from List A:
HIST P101 - World History to 1500 .... 3 units
OR
HIST P104 - History of Western Civilization I .... 3 units
AND
HIST P102 - World History from 1500 to the Present . 3 units
OR
HIST P105 - History of Western Civilization II .... 3 units

Complete 6 Credits from List B:
(One 3-credit course from each of the following 2 areas):

Multicultural/Diversity:
(Any of the following courses NOT used in List A)
HIST P101 - World History to 1500 .... 3 units
HIST P102 - World History from 1500 to the Present 3 units
HIST P108 - Early Latin American History .... 3 units
HIST P109 - Modern Latin American History .... 3 units
HIST P114 - History of Women in The United States 3 units
HIST P119/ETHN P119 - Mexican American History 3 units
HIST P120 - History of the Middle East .... 3 units
HIST P121 - History of East Asia .... 3 units
HIST P123 - History of Mexico .... 3 units

Other History Course:
*(LIST A courses **OR** LIST B course NOT used above):*
OR
History P107 - California History............................... 3 units
Major Total.. **18 units**

Total Overall Units .... **60 units**
Students are not required to complete additional campus course graduation requirements.

Hospitality Management
Associate in Science for Transfer
The Hospitality Management for Transfer degree prepares students for mid-level or Manager-In- Training positions in the hospitality industry. The curriculum is designed to prepare students with both management theories and occupational job skills required to enter any segment of the industry. Students gain practical and management training in: food safety and sanitation, food production, dining room service management, supervision, cost control, financial accounting, lodging management, and hospitality law.

*Program Learning Outcomes***:** By the completion of the degree, the student will be able to create favorable guest experiences by using professional service management techniques in a hospitality business environment; critique the fundamental principles of leadership and ethical behavior in a hospitality business environment; design a sustainable and equitable component that focuses on environmental issues and social justice in the hospitality industry; analyze financial, marketing, and operational results and outcomes for hospitality operations; identify major ongoing trends in customer behavior and service in the hospitality industry.

Students must satisfy both of the following requirements to earn the Associate in Science in Hospitality Management for Transfer degree:

1. Completion of 60-semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following
    1. The Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education – Breadth Requirements.
    2. A minimum of 18-semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district

Obtainment of a minimum grade point average of 2.0.

Students must earn a "C" or better in all courses required for the major. A "P" (Pass) grade is also an acceptable grade for courses in the major if the course is taken on a Pass/No Pass basis.

Required Core
HOSP P100 - Hospitality Management .... 3 units

List A: Select 3 of the following courses
ECON P101- Principles of Microeconomic................. 3 units
HOSP P110 - Sanitation and Safety .... 3 units
HOSP P120 - Hospitality Cost Control .... 3 units
HOSP P130 - Introduction to Food and
          Beverage Management.................................... 3 units
HOSP P140 - Introduction to Hotel Management .... 3 units
HOSP P150 - Hospitality Law .... 3 units
HOSP P160 - Culinary Production and Operations ..... 3 units

List B: Choose two courses of the following courses or any courses from List A not already used
ACCT P110 - Financial Accounting ....3 units
BSAD P140 - Business Law.......................................3 units
BSAD P155 - Business Statistics................................3 units
OR
MATH P122 – Introduction to Probability
    and Statistics ....4 units

Students are not required to complete additional campus course graduation requirements.
Effective Spring 2023

Kinesiology
Associate in Arts for Transfer

The Associate in Arts Degree in Kinesiology for Transfer prepares students for transfer to a CSU where they may complete a Bachelor's degree in Kinesiology or related disciplines. This program is designed to provide students with an introduction to the academic discipline dealing with the art and science contained in human movement. The course of study provides a foundation in the fundamentals of human anatomy, physiology, movement, and the refinement of individual fitness and sport related skills. Opportunities are provided for students to expand their understanding and expertise in a variety of areas.

Program Learning Outcomes: Demonstrate an understanding of human anatomy and physiology as they relate to physical activity; demonstrate an ability to assess and analyze fitness and movement skills; apply techniques of, and demonstrate a beginning level of knowledge, in at least three areas of physical sport skills; demonstrate an ability to find and critically analyze information relevant to kinesiology.

Students must satisfy both of the following requirements in order to earn the Associate in Arts in Kinesiology for Transfer degree: Students must earn a "C" or better in all courses required for the major.

1. Completion of the 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
   a. 40 units from either the Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education-Breadth Requirements.
   b. A minimum of 22 semester units in the major as determined by the required courses described below.
2. Obtainment of a minimum grade point average of 2.0.

Required Core Courses:
Complete all of the following courses (12 units):
ANAT P110 - Human Anatomy.................................. 4 units
PHYL P101 - Introductory Physiology........................ 5 units
KIN P101 - Introduction to Kinesiology...................... 3 units

Movement-Based Courses *(3 unit minimum):*
Select one course maximum from three of the following four areas:

Dance Activities Area:
KIN P160 - Body-Movement: Country Western
    Line Dancing .... 1 unit

Fitness Area:
KIN P103 - Beginning Weight Training.................... 1-2 units
KIN P105 - Advanced Weight Training .... 1-2 units
KIN P106A - Shape Up-Aerobic Exercise.............. .5-2 units
KIN P106B - Shape Up-Aerobic and Anaerobic
    Exercise...................................... .5-2 units
KIN P143 - Intercollegiate Team Conditioning .... 1-2 units

Individual Activities Area:
KIN P112A - Beginning Tennis .... 1 unit
KIN P112B - Intermediate Tennis............................... 1 unit

Team Sport Area:
KIN P147A - Beginning Soccer.................................... 1 unit

List A: *Additional Program Requirements:*
Select two courses from the below listed course offerings:
CHEM P101A - General Chemistry I......................... 5 units
MATH P122 – Introduction to Probability
    and Statistics ....4 units
PHYS P104A - Physics for Scientists and Engineers .. 4 units
BIOL P110 - Principles of Biology .... 4 units

Major Total..23-25 units

Total Overall Units .... 60 units

Students are not required to complete additional campus course graduation requirements.
Effective Summer 2019

Liberal Arts
Associate in Arts

The Associate Degree in Liberal Arts is designed for students who wish to have a broad knowledge of liberal arts and sciences plus additional coursework in an "area of emphasis." This area of emphasis would be an ideal choice for students who plan to transfer to the California State University *(CSU)* or University of California *(UC)*. Students can satisfy general education requirements plus focus on transferable course work that relate to majors at these institutions. Please consult with a counselor for information regarding your intended major at the specific college or university of your choice.

Program Learning Outcomes: Demonstrate competency in various areas including: math, English, social science, humanities, and natural and physical sciences; apply written and verbal communication skills in personal and professional environment; describe the importance of a liberal education; apply critical thinking skills.

- Choose either Option A: Porterville College Local General Education Pattern, Option B: CSU General Education Breadth or Option C: IGETC *(Intersegmental General Education Transfer Curriculum)* for the general education pattern which relates to your educational goal. Completion of the Porterville College Local General Education Pattern DOES NOT prepare a student for

transfer. If you are planning to transfer to a four-year school, depending on your transfer goal, you should select Option B or C only. Please consult with a counselor or educational advisor if you have any question about which option is right for you.

- Complete 18 units in one "Area of Emphasis" from those outlined below. *(Note: Where appropriate, courses in the "Area of Emphasis" may also apply toward general education areas on the general education pattern.)*
- All classes listed below transfer to the CSU system and courses in **BOLD ITALIC** also transfer to the UC system. Please refer to *www.assist.org* for articulation agreements and transfer details for each course.

Program Requirements:

General Education: Porterville College General Education, CSU General Education Breadth or IGETC *(31-40 units).*

Areas of Emphasis: A minimum of 18 units are required in one Area of Emphasis listed below. Courses selected may also be used to fulfill GE areas. Refer to each transfer institution policy.

Electives: Elective units may be necessary to total 60 overall units required for the associate degree. These units must be transferable to the CSU and/or UC for appropriate credit *(2-11 units).*

Total.. 60 units

Areas of Emphasis: Arts and Humanities

Arts and Humanities:

These courses emphasize the study of cultural, literary, humanistic activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments.

ASL P101 - Beginning American Sign Language .... 4 units
ASL P102 - Beginning American Sign Language .... 4 units
ART P101 - Art Studio Fundamentals .... 3 units
ART P103 - Fundamentals of Drawing .... 3 units
ART P104 - Basic Painting .... 2 units
ART P105 - Mixed Media Sculpture .... 2 units
ART P106 - 2-D Design .... 3 units
ART P110 - Ancient Art History.................................. 3 units
ART P111 - Renaissance and Baroque Art History....... 3 units
ART P112 - Modern Art History .... 3 units
ART P117 - Advanced Drawing .... 2 units
ART P118 - Figure Drawing....................................... 2 units
ART P119 - Advanced Painting.................................. 2 units
ART P120 - Head Sculpture.. 2 units
ART P122 - Advanced Figure Drawing........................ 2 units
ART P134 - Portrait Painting..................................... 2 units
COMM P101 - Introduction to Public Speaking........3 units
COMM P102 - Interpersonal Communication...........3 units
DRMA P101 - Introduction to Theatre .... 3 units
DRMA P102 - Introduction to Contemporary Drama... 3 units

ENGL P101B - Argumentative Writing and Critical
    Thinking Through Literature .... 4 units
ENGL P102 - English Literature: Beowulf to Pope .... 3 units
ENGL P103 - Shakespeare Survey............................... 3 units
ENGL P104 - English Lit.: Romantics to the Present .. 3 units
ENGL P112 - Forms of Lit.: Chicano Literature.......... 3 units
ENGL P113 - Forms of Lit.: Chicano Drama............... 3 units
ENGL P114 - Greek and Roman Mythology .... 3 units
ENGL P115 - Forms of Lit.: Women Writers.............. 3 units
ENGL P116 - Forms of Lit.: The Short Story .... 3 units
ENGL P117 - Forms of Lit.: American Indian Lit. ...... 3 units
ENGL P118 - The Bible as Literature .... 3 units
ENGL P119 - Forms of Literature: Poetry .... 3 units
ENGL P130 - Survey of American Literature .... 3 units
ENGL P140 - Creative Writing.................................... 3 units
ENGL P141 - Magazine Article Writing...................... 3 units
HIST P104 - History of Western Civilization I............ 3 units
HIST P105 - History of Western Civilization II........... 3 units
MUSC P110 - Exploring the World Through Music .... 3 units
MUSC P111 - Music Appreciation: Music through 1800 ...3 units
MUSC P112 - Music Appreciation: 1800 to Present.... 3 units
MUSC P113 - Introduction to Music Literature............ 2 units
MUSC P117 - College Chorale.....................................1 unit
MUSC P118 - Chamber Singers ....1 unit
MUSC P119 - Women's Chorus...................................1 unit
MUSC P121 - Chamber Music Ensemble......................1 unit
MUSC P130 - Studio Band... 2 units
MUSC P143A - Beginning Class Piano .... 2 units
MUSC P143B - Intermediate Class Piano .... 2 units
MUSC P143C - Advanced Class Piano .... 2 units
MUSC P143D - Advanced Class Piano .... 2 units
PHIL P106 - Introduction to Philosophy .... 3 units
PHIL P107 - Introduction to Logic .... 3 units
PHIL P108 - Introduction to Philosophy of Religion .. 3 units
PHIL P109 - Existence and Reality .... 3 units
PHIL P110 - Introduction to Ethics............................. 3 units
PHIL P111 - Critical Thinking and Composition......... 3 units
PHIL P112 - The Ethics of Living and Dying............. 3 units
SPAN P101 - Elementary Spanish............................... 5 units
SPAN P102 - Elementary Spanish............................... 5 units
SPAN P103 - Intermediate Spanish............................. 5 units
SPAN P104 - Intermediate Spanish............................. 5 units
SOCI P127 - Women and Society................................. 3 units

LVN to RN
Associate in Science
MISSION

The Porterville College Licensed Vocational Nursing to Registered Nurse (LVN-RN) Degree Program endorses the mission of Porterville College which is: "With students as our focus, Porterville College provides our local and diverse communities quality education that promotes intellectual curiosity, personal growth, and lifelong learning, while preparing students for vocational and academic success."

The Porterville College LVN-RN Program adheres to this mission when offering the Associate Degree in Nursing. The mission of the nursing program is to provide an innovative,

student-centered educational program that prepares diverse students as candidates to become Registered Nurses to provide safe, quality, evidence-based nursing care in the current healthcare environment. The program is market-conscious as it prepares students to practice nursing in a variety of healthcare environments with input from the community represented through the program's Advisory Committee. Upon completion of the program the graduate is qualified to take the NCLEX-RN examination.

In alignment with the mission of Porterville College, the LVN-RN degree program also provides a solid base for continued lifelong learning as a Professional Nurse. Although the LVN-RN program is not considered a Transfer Program, the nursing program graduates are prepared with the necessary nursing knowledge, skills, and competencies to continue their education in a higher degree program. The nursing program has articulation agreements with upper level institutions in California to assist students in their quest for a baccalaureate in nursing degree.

NOTE: The California Board of Registered Nursing *(BRN)* protects the public by screening applicants for licensure in order to identify potentially unsafe practitioners. The law provides for denial of licensure for crimes or acts, which are substantially related to nursing qualifications, functions or duties. Conviction of any offenses other than minor traffic violations must be reported to the Board of Registered Nursing at the time of application for licensure. Business and Professions Code 480 and Nurse Practice Act article 3 section 2761. For clarification contact the Registered Nursing Program Director or the Board of Registered Nursing, P.O Box 944210, Sacramento, California, 94244-2100, (916) 322-3350.

NOTE: Social Security Number *(SSN)* or Individual Taxpayer Identification Number Requirement: Pursuant to Section 30*(c)* of the Business and Professions code the California Board of Registered Nursing *(BRN)* will not process any application for licensure unless the applicant provides a United State SSN or Individual Taxpayer Identification Number. The Nursing Practice Act provides for a unified examination and licensing application. Once an applicant passes the examination, a license is automatically issued. Under these circumstances the BRN cannot accept applications for the examination and licensure without a SSN or Tax Payer Identification Number.

CAREER OPPORTUNITIES
Employment in the field for registered nurses is excellent locally and nationally. The registered nurse enjoys a well-compensated, rewarding, highly flexible career, which should continue in the future. This field is expanding and growth in the job market is projected.

Program Learning Outcomes: Provide safe, quality, evidence-based, patient-centered nursing care to diverse patients across the lifespan in a variety of healthcare settings; exercise clinical judgment to make increasingly complex patient-centered care decisions; participate in quality improvement processes to improve patient care outcomes; participate in teamwork and

collaboration with members of the inter-professional team, the patient, and the patient's support persons; use information management systems and patient care technology to communicate, manage knowledge, mitigate error, and support decision-making; incorporate leadership, management, legal, and ethical principles to guide practice as a Registered Nurse; promote a culture of caring in all healthcare environments.

ENROLLMENT ELIGIBILITY
To be eligible for enrollment in the program, the student must meet the following criteria:
- Possession of a current clear and active California Vocational Nurse *(LVN)* license at the time of application and throughout program completion.
- Intravenous Certification required.
- Completion of a minimum of six months full-time equivalent LVN work experience within the past year.
- A grade of "C" or better required for all Prerequisites
- 2.5 minimum GPA in anatomy, physiology, and microbiology
  o **BIOL P119** *(Human Anatomy)* 4 units at Porterville College, or equivalent course at another accredited college.
  o **BIOL P120** *(Human Physiology)* 5 units at Porterville College, or equivalent 4-5 semester unit physiology course at another accredited college.
  o **BIOL P160** *(General Microbiology)* 5 units at Porterville College, or equivalent 4-5 semester unit microbiology course at another accredited college.
- 2.5 minimum GPA in remaining prerequisite courses for the nursing program.
  o **ENGL P101A** *(Expository Composition)* 4 units at Porterville College, or equivalent 3-4 unit course at another accredited college.
  o **MATH P122** *(Introduction to Probability and Statistics)* units at Porterville College OR other 3- 4 unit transfer level math course.
- A grade of "C" or higher in **NURS P171** LVN Transition to RN Program.

ENROLLMENT PROCESS
Eligible students are selected for the program according to the following steps:
- Pre-enrollment applications and deadlines for the LVN-RN Degree program are available from the Health Careers Division or program website.
- Selection is based on a random selection process from among the qualified applicants and is submit to space availability. Students must reapply each semester. There is no waiting list.
- Only students who meet the educational and pre-nursing requirements and follow the pre-enrollment procedures will be considered for the program. Meeting all these requirements does not guarantee acceptance into the program.

CONDITIONS OF ENROLLMENT

As a condition of enrollment into the Nursing program, the student is required to have a physical examination, inoculations, tuberculosis clearance, drug screen, background check, and current American Heart Association Basic Life Support Provider card *(at the student's expense)*.

NOTE: The student is responsible for providing uniforms, laboratory fees, necessary equipment and transportation to off-campus laboratory locations. There are morning, afternoon, evening, and weekend clinical experiences that may change with limited notice.

PROGRAM PROGRESSION

A grade of "C" or better is required in each nursing course for progression toward the LVN-RN Degree.

PROGRAM APPROVAL

The California Board of Registered Nursing approves the Porterville College LVN-RN Program.

OTHER LVN-RN Degree REQUIREMENTS

COMM P101 *(Introduction to Public Speaking)*
OR
COMM P102 *(Interpersonal Communication)*............ 3 units
PSYC P101A *(General Psychology)*............................ 3 units
SOCI P101 *(The Social World)*
OR
ANTH P102 *(Cultural Anthropology)*......................... 3 units

GENERAL EDUCATION COURSES

General education courses are required to graduate from Porterville College with an LVN-RN *(AS)* program. It is suggested that most of these courses be completed prior to beginning the LVN-RN Program.

NOTE: Some of the general education courses are also prerequisite courses for the LVN-RN OR other LVN-RN requirements.

• Area 1A: Writing - **English P101A** - *("C" grade or higher)* - prerequisite course for the nursing program

• Area 1B: Oral Communication & Critical Thinking - **COMM P101 OR COMM 102** *("C" grade or higher)* – associate degree nursing requirement

• Area 2: Mathematical Concepts & Quantitative Reasoning - **MATH P122** OR other transfer level math course *("C" grade or higher)* – prerequisite course for the nursing program

• Area 3: Humanities: Any Area 3 course

• Area 4**: Social/Behavioral Sciences – PSYC P101A AND SOCI P101 OR ANTH P102** - associate degree nursing degree requirement

• Area 5A: Physical Sciences - N**OTE: CHEM P105** recommended for PC Microbiology – this course in not a registered **nursing requirement.**

• Area 5B**: Biological Sciences - BIOL P119, BIOL P120 AND BIOL P160** ("C" grade or higher) – prerequisite courses for the nursing program.

• Area 6: Health/Kinesiology - this area is met by completing the Registered Nursing *(AS)* degree.

• Area 7: Ethnic Studies: Any area 7 course.

LVN-RN Degree PROGRAM CORE COURSES
Third Semester
• **NURS P135** Concepts of Mental Health Nursing..... 3 units
• **NURS P136** Concepts of Nursing Care of the
    Adult and Older Adult III.................................... 6 units
Fourth Semester
• **NURS P138** Concepts of Nursing Care of the
    Adult and Older Adult... 4 units
• **NURS P139** Transition to Registered Nurse.............. 1 unit

Challenge/Advanced Placement into the Nursing Program for Military Personnel

In compliance with Senate Bill 466, Military Personnel and Veterans may be eligible for advanced placement into the Porterville College LVN-RN Program. Three pathways have been established to assist with obtaining nursing credit for previous education and experience for the Basic Medical Technician Corpsman, the Basic Medical Technician Corpsman with an active California LVN license, and the Independent Duty Corpsman/Advanced Army Medic/ Advanced Airforce Medic.

All applicants must meet all general entrance requirements of the associate degree nursing Program, including completion of designated prerequisites. Students must pass the first and/ or second semester written challenge exams with 78% or higher and obtain a satisfactory level of achievement on skills competency. Military Challenge students will not be admitted if they have previously failed a nursing course at another nursing school.

Prerequisite Core Courses (21-25 units)
ENGL P101A - Expository Composition.................. 3-4 units
MATH P122 OR any other transfer level Math Course..
Introduction to Probability and Statistics................... 3-4 units
BIOL P119 - Human Anatomy.....................................4 units
BIOL P120 - Human Physiology .... 4-5 units
BIOL P160 - General Microbiology .... 4-5 units
NURS P171 - LVN Transition to RN ....3 units

Other Core Courses (9 units)
PSYC P101A - General Psychology ....3 units
SOCI P101 - The Social World ....3 units
OR
ANTH P101 - Cultural Anthropology..........................3 units
COMM P101 - Introduction to Public Speaking ....3 units
OR
COMM P102 - Interpersonal Communication ....3 units

LVN-RN Core Courses (16 units)
NURS P135 - Concepts of Mental Health Nursing.......3 units
NURS P136 - Concepts of Nursing Practice of the
        Adult and Older Adult III.............................6 units
NURS P138 - Concepts of Nursing Practice of the
        Adult and Older Adult IV.............................6 units
NURS P139 - Transition to Registered
        Nursing Practice .... 1 unit

In addition to the core courses, the student must take at least 6 units from the following areas: *(6 units)*
GE Area 3-Humanities *(any course)*
GE Area 7-Ethnic Studies *(any course)*

Total Units...52-56 units

Electives as needed to complete the 60 minimum units to complete the degree.
Effective Summer 2024

Mathematics
Associate of Science for Transfer AS-T

The Associate in Science in Mathematics for Transfer is designed to prepare students to continue studies toward a B.A. or B.S. degree in Mathematics or for entry-level into a variety of career options. The intent of an Associate Degree for Transfer *(ADT)* is to assist students in seamlessly transferring to a campus in the California State University *(CSU)* system. Students who pursue a Mathematics degree enjoy a wealth of career options ranging from Business, Engineering, Computer Science, Education, the Sciences and many others.

Program Learning Outcomes: Use technology as a tool for exploring mathematical concepts; use numerical, graphical, and symbolic representations to solve problems and communicate with others.

Students must satisfy both of the following requirements in order to earn the Associate in Science in Mathematics for Transfer degree:

(1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:

> (A) The Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education – Breadth Requirements.
> (B) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.

(2) Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is also an acceptable grade for courses in the major if the course is taken on a Pass/No Pass basis, where a Pass is defined as a "C" or better.

MATH P103 - Calculus 1 with Analytical Geometry...4 units
MATH P104 - Calculus 2 with Analytical Geometry.. 4 units
MATH P205 - Calculus 3 with Analytical Geometry...4 units
PHYS P104A - Physics for Scientists and Engineers... 4 units

Choose one of the following:
 MATH P207 - Ordinary Differential Equations...........4 units
 MATH P208 - Introduction to Linear Algebra.............4 units

Total major units.. 20 units

Students are not required to complete additional campus course graduation requirements.

Modern Police Science
Associate in Science

The Associate in Science in Modern Police Science is designed to fulfill a portion of the state requirements for future employment as a full time, sworn peace officer, while preparing students to continue studies toward a B.A. or B.S. degree in a discipline of their choosing. Students who pursue a Modern Police Science degree enjoy a wealth of career options in the field of law enforcement. They work in multiple areas including patrol, detectives, S.W.A.T., narcotics, reserves, K-9 handler, traffic, and more.

Program Learning Outcomes: Identify the procedures involved in the American justice system from arrest to release; analyze the importance of the inter-cooperation between courts, corrections, and law enforcement within the American justice system; demonstrate critical thinking skills and cultural awareness through the scholarly analysis of important periods in American history; analyze organizational and institutional ethics within the American justice system, especially as they pertain to modern policing.

Required courses:
ADMJ P101 - Public Safety Report Writing................ 3 units
ADMJ P102 - Introduction to Administration
of Justice .... 3 units
ADMJ P103E - Ethics in the American
Justice System.................................. 3 units
ADMJ P107 - Exploring Contemporary
Multicultural Issues........................ 3 units
ADMJ P117 - Police Operations................................. 3 units

Select one of the following major related electives:
ADMJ P104 - Criminal Law.. 3 units
ADMJ P121 - Juvenile Delinquency .... 3 units
ADMJ P123 - Constitutional Rights of the Accused. .. 3 units

Students will eventually need to complete the Law Enforcement Academy to be eligible for employment as a sworn peace officer in the state of California.

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.
Effective Summer 2023

Music

Associate in Arts for Transfer

The Associate in Arts in Music for Transfer prepares students to transfer to California State University campuses that offer bachelor's degrees in Music. The Music AA-T degree prepares students to demonstrate competence and discipline in the study of music in all of its facets as well as read and audiate music. Completers will demonstrate proficiency in ensemble and solo performance skills. While a baccalaureate degree is recommended for a possible career in music production, performance, and music education, completion of this curriculum will demonstrate commitment to the study of Music in practice and in theory and will provide required preparation for upper-division work leading to a Bachelor of Arts Degree in Music at a University.

Program Learning Outcomes: Demonstrate an understanding of the fundamental melodic, harmonic, and rhythmic structure of music through music theory; develop basic technical proficiency and demonstrate artistic growth in musical performance on a given instrument and/or voice in both solo and ensemble context; demonstrate fluency in audiation such as sight singing, rhythmic execution and harmonic, melodic and rhythmic dictation.

Additionally, pursuant to SB1440, section 66746, the Associate in Arts in Music for Transfer requires the following:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
    a. The Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education-Breadth Requirements.
    b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis. A "P" *(Pass)* grade is not an acceptable grade for courses in the major.

Required Core: Theory and Musicianship (12 units)
MUSC P101 - Music and Musicianship I .... 4 units
MUSC P102 - Music and Musicianship II .... 4 units
MUSC P103 - Music and Musicianship III................. 4 units
....Total 12 units

Required Core: Applied Lessons
(4 units total. Course repeatable up to three times)
MUSC P108 - Applied Music ....1 unit
....Total 4 units

Required Core: Ensemble *(4 units total.*
Courses repeatable up to three times)
MUSC P117 - College Choir..1 unit
MUSC P127 - Concert Band...1 unit
MUSC P130 - College Orchestra ....1 unit
.... **Total 4 units**

List A *(Select 3-4 units from the following list)*
MUSC P111 - Music Appreciation:
                    Music through 1800 .... 3 units
MUSC P112 - Music Appreciation:
                    1800 to present................................. 3 units
MUSC P143A - Beginning Class Piano....................... 2 units
MUSC P143B - Intermediate Class Piano .... 2 units
MUSC P143C - Advance Class Piano .... 2 units
.... **Total 3-4 units**

Total Major Units... 23-24 units
Total Overall Units .... 60 units

Students are not required to complete additional campus course graduation requirements.
Effective Fall 2020

Philosophy

Associate in Arts for Transfer

The Associate in Arts in Philosophy for Transfer program prepares students to continue studies toward a bachelors of arts in philosophy. Successful completion of the Associate in Arts in Philosophy for Transfer guarantees the student acceptance to a California State University *(but does not guarantee acceptance to particular campus or major)* to pursue a baccalaureate degree.

Philosophy is the study of fundamental questions related to human experience. What is the good life? What is knowledge and truth? What is the nature of reality? Does God exist? With its emphasis on logical reasoning, philosophy provides insights into how to understand the various meanings of these questions and ways to answer them with applications to everyday life.

With its emphasis on developing strong analytical and logical reasoning skills, a philosophy degree serves as outstanding preparation for law school, graduate school, business school, and medical school. Career opportunities with a Philosophy Baccalaureate degree include a broad range of fields such as business, education, ethics, government, law, management, publishing, religious service, scientific research, social work, and teaching.

Program Learning Outcomes: Students will develop the expertise to evaluate a variety of arguments with respect to validity, strength, soundness, and cogency; students will develop the expertise to discuss philosophical issues in their historical context; students will develop the expertise to formulate the core questions of philosophy and analyze and evaluate philosophical claims; students will develop the

expertise to apply moral theories to a variety of moral issues; and students will develop the expertise to articulate and defend a philosophical world view relevant to their own lives. Students must satisfy the following requirements in order to earn the Associate in Arts in Philosophy for Transfer degree:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to California State University.
   a. The California State University-General Education-Breadth pattern *(CSU GE-Breadth)*; OR the Inter-segmental General Education Transfer Curriculum *(IGETC)*.
   b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis as determined by the community college district.
2. Obtainment of a minimum grade point average *(GPA)* of 2.0.

Students must earn a "C" or better in all courses required for the major or area of emphasis.

Required Core Courses: *2 courses (6 units):*
PHIL P107 - Introduction to Logic ....3 units
AND Choose 1 course from the following:
PHIL P106 - Introduction to Philosophy ....3 units
PHIL P110 - Introduction to Ethics............................3 units

List A: *Select 1 course (3 units):*
Select any course not selected from Core Courses
PHIL P109 - Existence and Reality ....3 units
PHIL P114 - History of Ancient Philosophy...............3 units

List B: *Select 2 courses (6 units):*
Any course not selected from List A
HIST P104 - History of Western Civilization I...........3 units
HIST P105 - History of Western Civilization II ....3 units
PHIL P108 - Introduction to Philosophy of Religion .3 units

List C: *Select 1 course (3 units):*
Any course not selected from List A or B
PHIL P112 - The Ethics of Living and Dying.............3 units
HIST P121 - History of East Asia ....3 units
PHIL P113 - Introduction to the World's Religions....3 units
Major Total:..**18 units**

Total Units for Degree: ....**60 units**

Students are not required to complete additional campus course graduation requirements.
Effective Summer 2020

Political Science
Associate in Arts for Transfer

The Associate in Arts in Political Science for Transfer is designed for students planning to transfer to the California State University or other institutions to continue studies toward a Bachelor of Arts Degree in Political Science, Government, or Public Administration. They are also prepared to continue in other programs of study that require an introductory foundation of the knowledge and skills to interpret, understand, and effectively participate in political,

social and organizational environments. Students who pursue Political Science degrees at transfer institutions prepare a foundation for careers in politics, law, government education, business, travel, information management, and journalism.

Program Learning Outcomes: Define the core concepts of political science such as: government, regime, state, institutions, sovereignty, constitution, democracy, authoritarianism, and globalization; analyze contemporary political events by application of major theoretical models in political science.

Students must also complete, at a minimum, the following:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
   a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
   b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a "C" or better in all courses required for the major.

Completion of 18-19 semester units in the program as defined below:

Required Core Courses: *(3 units):*
POLS P101 - American Government .... 3 units

List A: *Select 3 (9-10 units):*
POLS P102 - Introduction to Comparative Politics ....3 units
POLS P103 - Introduction to International Politics ....3 units
MATH P122 – Introduction to Probability
        and Statistics ....4 units
OR
BSAD P155 - Business Statistics ....3 units

List B: *Select 2 (6 units):*
ANTH P102 - Cultural Anthropology.........................3 units
ECON P101 - Principles of Microeconomics..............3 units
ECON P102 - Principles of Macroeconomics ....3 units
HIST P102 - World History from 1500 to the Present ...3 units
HIST P105 - History of Western Civilization II ....3 units
HIST P117 - History of the United States to 1877 ......3 units
HIST P118 - History of the United States from 1865..3 units
SOCI P101 - The Social World...................................3 units
SOCI P102 - Social Problems.....................................3 units

Total Overall Units...60 units

Students are not required to complete additional campus course graduation requirements.
Effective Summer 2022

Public Safety
Associate of Science

The Associate of Science in Public Safety is a two-year course of study designed to prepare students for entry-level employment upon graduation from Porterville College. The Associate of Science in Public Safety offers the student vocational training programs in law enforcement, corrections, and fire. The curriculum surveys the history, development, theory and practical application of knowledge in areas of public safety. Curriculum is kept current by continuous contact with other colleges, criminal justice agencies, and fire organizations. The training programs are certified by the California Commission on Peace Officers Standards and Training *(P.O.S.T.)*, the State Board of Fire Services and the California Fire Chiefs Association.

Program Learning Outcomes: By the completion of the degree, the student will be able to: Identify the procedures involved in the justice system from arrest to release; Identify the importance of the inter-cooperation of all three parts of the criminal justice system; Demonstrate an understanding of the principles of fire development, cause, and prevention.

The Associate of Science in Public Safety may be earned upon satisfactory completion of a minimum of 18 units from the following courses. Courses must be selected from the following groups as indicated:

List A *(3 Units Required)*
ADMJ P108 - Principles of Investigation .... 3 units

List B *(6 Units Required)*
ADMJ P101 - Public Safety Report Writing................ 3 units
ADMJ P102 Introduction to Administration
    to Justice.. 3 units
ADMJ P104 - Criminal Law .... 3 units
ADMJ P107 - Exploring Contemporary
    Multicultural Issues.. 3 units
FIRE P101 - Principles of Emergency Services .... 3 units

List C *(9 units required)*
ADMJ P066A - Police Reserve Training, Level I .... 7 units
ADMJ P066B - Police Reserve Training, Level II . 10.5 units
ADMJ P105 - Principles and Procedures
    of the Justice System...................................... 3 units
ADMJ P106 - Legal Aspects of Evidence .... 3 units
ADMJ P109 - Criminal Justice Communications........ 3 units
ADMJ P111 - Introduction to Behavioral and
    Correctional Science .... 3 units
ADMJ P117 - Police Operations................................. 3 units
ADMJ P121 - Juvenile Delinquency .... 3 units
ADMJ P122 - Probation and Parole............................ 3 units
ADMJ P123 - Constitutional Rights of the Accused ... 3 units
FIRE P050 - Fire Fighter I Academy........................ 14 units

General Education Requirements In addition to completing the major requirements, students must also complete one general education pattern:
1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.

Registered Nursing
Associate in Science

The Porterville College Registered Nursing Program endorses the mission of Porterville College which is: "With students as our focus, Porterville College provides our local and diverse communities quality education that promotes intellectual curiosity, personal growth, and lifelong learning, while preparing students for vocational and academic success."

The Porterville College Registered Nursing Program adheres to this mission when offering the associate degree in nursing. The mission of the nursing program is to provide an innovative, student-centered educational program that prepares diverse students as candidates to become Registered Nurses to provide safe, quality, evidence-based nursing care in the current healthcare environment. The program is market conscious as it prepares students to practice nursing in a variety of health-care environments with input from the community represented through the program's Advisory Committee. Upon completion of the program the graduate is qualified to take the NCLEX-RN examination.

In alignment with the mission of Porterville College, the nursing program also provides a solid base for continued lifelong learning as a Professional Nurse. Although the Registered Nursing program is not considered a Transfer Program, the nursing program graduates are prepared with the necessary nursing knowledge, skills, and competencies to continue their education in a higher degree program. The nursing program has articulation agreements with upper-level institutions in California to assist students in their quest for a baccalaureate in nursing degree.

NOTE: The California Board of Registered Nursing *(BRN)* protects the public by screening applicants for licensure in order to identify potentially unsafe practitioners. The law provides for denial of licensure for crimes or acts, which are substantially related to nursing qualifications, functions or duties. Conviction of any offenses other than minor traffic violations must be reported to the Board of Registered Nursing at the time of application for licensure. Business and Professions Code 480 and Nurse Practice Act article 3 section 2761. For clarification contact the ADN Program Director or the Board of Registered Nursing, P.O Box 944210, Sacramento, California, 94244-2100, (916) 322-3350.

NOTE: Social Security Number *(SSN)* or Individual Taxpayer Identification Number Requirement: Pursuant to Section 30(c) of the Business and Professions code the California

Board of Registered Nursing (BRN) will not process any application for licensure unless the applicant provides a United State SSN or Individual Taxpayer Identification Number. The Nursing Practice Act provides for a unified examination and licensing application. Once an applicant passes the examination, a license is automatically issued. Under these circumstances the BRN cannot accept applications for the examination and licensure without a SSN or Tax Payer Identification Number.

CAREER OPPORTUNITIES

Employment in the field for registered nurses is excellent locally and nationally. The registered nurse enjoys a well-compensated, rewarding, highly flexible career, which should continue in the future. This field is expanding and growth in the job market is projected.

Program Learning Outcomes: Provide safe, quality, evidence-based, patient-centered nursing care to diverse patients across the lifespan in a variety of healthcare settings; exercise clinical judgment to make increasingly complex patient-centered care decisions; participate in quality improvement processes to improve patient care outcome; participate in teamwork and collaboration with members of the inter-professional team, the patient, and the patient's support persons; use information management systems and patient care technology to communicate, manage knowledge, mitigate error, and support decision-making; incorporate leadership, management, legal, and ethical principles to guide practice as a Registered Nurse; Promote a culture of caring in all healthcare environments.

ENROLLMENT ELIGIBILITY

To be eligible for enrollment in the program, the student must meet the following criteria:

- Graduation from an accredited high school, or successful completion of General Education Development *(GED)* or California High School Proficiency Exam *(CHSPE)*. These requirements are defined by the current Nurse Practice Act, Title 16, California Code of Regulations, Section 1412. Students with AA/AS degree or higher do not need to submit proof of high school graduation but must submit proof of AA/AS degree completion *(in progress not accepted)*. Graduates from outside the United States must have transcripts evaluated by a National Association of Credential Evaluation Services *(NACES)* approved independent agency.
- A grade of "C" or better required for all Prerequisites
- 2.5 minimum GPA in anatomy, physiology, and microbiology
  - o **BIOL P119** *(Human Anatomy)* 4 units at Porterville College, or equivalent course at another accredited college.
  - o **BIOL P120** *(Human Physiology)* 5 units at Porterville College, or equivalent 4-5 semester unit physiology course at another accredited college.
  - o **BIOL P160** *(General Microbiology)* 5 units at Porterville College, or equivalent 4-5 semester unit microbiology course at another accredited college.

- 2.5 minimum GPA in remaining prerequisite courses for the nursing program.
  - o **ENGL P101A** *(Expository Composition)* 4 units at Porterville College, or 3-4 unit equivalent course at an other accredited college.
  - o **MATH P122** *(Introduction to Probability and Statistics)* units at Porterville College **OR** other 3- 4 unit transfer level math course.

MULTI CRITERIA SCREENING SELECTION PROCESS

Porterville College Registered Nursing program has adopted a blended combination of random selection and a multi-criteria selection process for admission *(Education Code Section 78261.5)*. The multi-criteria selection process will be utilized to identify the most qualified candidates for admission. Each incoming class will be randomly selected from the top third of candidates who apply during the application cycle. Students must reapply each year. There is no waiting list.

Points are awarded for the following criteria:
- Academic Degrees
- Grade point average in sciences *(Anatomy, Physiology, Microbiology).*
  - o Repeats in science pre-requisites penalty points
- Grade point average in non-science courses *(English, Math)*
- Relevant health care certification, work or volunteer experience with direct human care
- Life experiences or special circumstances
- Veteran status or eligible spouse status
- Language proficiency
- Diagnostic Assessment ATI TEAS

Only students who meet the educational and pre-nursing requirements and follow the pre-enrollment procedures will be considered for the program. Meeting all these requirements does not guarantee acceptance into the program.

ASSESSMENT TESTING *(ATI TEAS)* REQUIRED FOR NURSING PROGRAM.

All qualified applicants will be required to complete the latest edition of the ATI TEAS (Assessment Technologies Institute Test of Essential Academic Skills). The ATI TEAS is a state approved nursing assessment test. ATI TEAS will be offered by Porterville College on an invitation-only basis to qualified applicants.

Students must rank at or above the ATI TEAS average composite of 62% to be eligible for enrollment into the program. Students who do not meet the 62% minimum score on the first attempt will be required to complete a TEAS remediation program. Only one repeat of the ATI TEAS will be allowed. PC will accept the highest TEAS score of the first two attempts. There must be 45 days or more between attempts and evidence of remediation for the second score to be accepted.

ATI TEAS REMEDIATION PROGRAM

Students who fail to achieve a composite score of 62% or greater are required remediate before retaking the exam. Students are to meet with the program director or faculty advisor for assistance in developing a remediation plan. The student has one year to complete the remediation plan. Once the remediation plan is completed and the student submits evidence to the program director, the student will be invited to repeat the ATI TEAS at Porterville College.

CONDITIONS OF ENROLLMENT

As a condition of enrollment into the Nursing program, the student is required to have a physical examination, inoculations, TB clearance, drug screen, background check, and current BLS card *(at the student's expense).*

NOTE: The student is responsible for providing uniforms, laboratory fees, necessary equipment and transportation to off-campus laboratory locations. There are morning, after-noon, evening, and weekend clinical experiences that may change with limited notice.

PROGRAM PROGRESSION

A grade of "C" or better is required in each nursing course for progression toward the Registered Nursing (AS) Degree.

PROGRAM APPROVAL

The California Board of Registered Nursing approves the Porterville College Registered Nursing Program.

OTHER REGISTERED NURSING DEGREE REQUIREMENTS

- **COMM P101** *(Introduction to Public Speaking)* **OR COMM P102** *(Interpersonal Communication)*
- **PSYC P101A** *(General Psychology)*
- **SOCI P101** *(The Social World)* **OR ANTH P102** *(Cultural Anthropology)*

GENERAL EDUCATION COURSES

General education courses are required to graduate from Porterville College with an Associate Degree in Nursing. It is suggested that most of these courses be completed prior to beginning the Registered Nursing Program. NOTE: Many of the general education courses are also prerequisite courses and other courses required for the Associate Degree in Registered Nursing.

- Area 1A: Writing - **ENGL P101A** *(4 units) ("C" or higher)* – prerequisite course for the nursing program
- Area 1B: Oral Communication & Critical Thinking - **COMM P101 OR COMM 102** *("C" grade or higher)* – associate degree nursing requirement
- Area 2: Mathematics - **MATH P122 OR** other transfer level math course *("C" grade or higher)*– prerequisite course for the nursing program
- Area 3: Humanities - any Area 3 course
- Area 4: Social/Behavioral Sciences – **PSYC P101A AND SOCI P101 OR ANTH P102**– associate degree nursing requirement

- Area 5A: Physical Sciences - **NOTE: CHEM P105** recommended for PC Microbiology – this course in not a registered nursing requirement.
- Area 5B: Biological Sciences - **BIOL P119, BIOL P120 AND BIOL P160** *("C" grade or higher)* – prerequisite courses for the nursing program.
- Area 6: Health/Kinesiology - this area is met by completing the Registered Nursing *(AS)* degree.
- Area 7: Ethnic Studies - any area 7 course

REGISTERED NURSING CORE COURSES
First Semester
- **NURS P130** Fundamental Concepts of Nursing Practice
- **NURS P131** Concepts of Nursing Care of the Adult and Older Adult I
- **NURS P132** Critical Thinking for the Registered Nurse

Second Semester
- **NURS P133** Concepts of Nursing Care of the Adult and Older Adult II
- **NURS P134** Concepts of the Reproducing Family

Third Semester
- **NURS P135** Concepts of Mental Health Nursing
- **NURS P136** Concepts of Nursing Care of the Adult and Older Adult III

Fourth Semester
- **NURS P137** Concepts of Pediatric Nursing
- **NURS P138** Concepts of Nursing Care of the Adult and Older Adult IV
- **NURS P139** Transition to Registered Nurse

Challenge/Advanced Placement into the Registered Nursing Program for Military Personnel
In compliance with Senate Bill 466, Military Personnel and Veterans may be eligible for advanced placement into the Porterville College Registered Nursing Program. Three pathways have been established to assist with obtaining nursing credit for previous education and experience for the Basic Medical Technician Corpsman, the Basic Medical Technician Corpsman with an active California LVN license, and the Independent Duty Corpsman/Advanced Army Medic/Advanced Airforce Medic.

All applicants must meet all general entrance requirements of the Registered Nursing Program, including completion of designated prerequisites. Students must pass the first and/or second semester written challenge exams with 78% or higher and obtain a satisfactory level of achievement on skills competency. Military Challenge students will not be admitted if they have previously failed a nursing course at another nursing school.

Prerequisite Core Courses (18-22 units)
ENGL P101A - Expository Composition................. 3-4 units
MATH P122 OR any other transfer level Math Course..
Introduction to Probability and Statistics................... 3-4 units
BIOL P119 - Human Anatomy.....................................4 units
BIOL P120 - Human Physiology .... 4-5 units
BIOL P160 - General Microbiology .... 4-5 units
NURS P171 - LVN Transition to RN ....3 units

Other Core Courses (9 units)
PSYC P101A - General Psychology ....3 units
SOCI P101 - The Social World ....3 units
OR
ANTH P101 - Cultural Anthropology...........................3 units
COMM P101 - Introduction to Public Speaking ....3 units
OR
COMM P102 - Interpersonal Communication ....3 units

Nursing Core Courses (39 units)
NURS P130 - Fundamental Concepts of Nursing........4 units
NURS P131 - Concepts of Nursing Care of the
    Adult and Older Adult I......................................4.units
NURS P132 - Critical Thinking for the
    Registered Nurse.......................................2 units
NURS P133 - Concepts of Nursing Care of the
    Adult and Older Adult II ....6 units
NURS P134 - Concepts of the Reproducing Family ...3.5 units
NURS P135 - Concepts of Mental Health Nursing......3 units
NURS P136 - Concepts of Nursing Care of the Adult
    and Older Adult III..6 units
NURS P137 - Concepts of Pediatric Nursing............3.5 units
NURS P138 - Concepts of Nursing Practice of the
    Adult and Older Adult IV...................................6 units
NURS P139 - Transition to Registered
    Nursing Practive... 1 unit

Total Core Units Required for Degree ....66-70 units

In addition to the core courses, the student must take at least 6 units from the following areas: (6 units)
GE Area 3-Humanities *(any course)*
GE Area 7-Ethnic Studies *(any course)*

Effective Summer 2024

Social Science
Associate in Arts

The Social Science Associate in Arts degree is intended to train students in a variety of methods and expose them to diverse perspectives in understanding and appreciating the human condition in the past, present, and future. The Social Science Division's core disciplines of Anthropology, Ethnic Studies, Geography, History, Philosophy, Political Science, Psychology, and Sociology encourage students to investigate human existence from a variety of theoretical, methodological, and cross-cultural perspectives. Students intending to transfer to a four-year institution will find that this general background will prepare them for upper-division coursework in any of the disciplines within the degree, or that it will serve as an intellectual foundation for coursework in other disciplines. This preparation provides a solid foundation for critical thinking and understanding suited to a variety of careers.

Program Learning Outcomes: Explain the methods of investigation typically used in the disciplines studied within the degree; explain the methods of explanation typically used in the disciplines studied within the degree; apply the methods and explanations studied within the degree toward an understanding of world events, conflicts, and processes; apply the methods and explanations studied within the degree

toward an understanding of the development of one's own point of view or perspective about the world; present research and concepts from the disciplines studied within the degree according to the current standards for the respective disciplines.

Required Core Courses: *(19 units total):*

List A: *(12 units):*
All students must select four courses from four disciplines from the list below
ANTH P102 - Cultural Anthropology...........................3 units
GEOG P113 - Cultural Geography ....3 units
HIST P117 - History of United States to 1877.............3 units
HIST P118 - History of United States from 1865 ....3 units
PHIL P106 - Introduction to Philosophy ....3 units
POLS P101 - American Government...........................3 units
PSYC P101A - General Psychology ....3 units
SOCI P101 - The Social World ....3 units

List B: *(3 units):*
All students must select one course from any of the following disciplines;courses already selected for the List A requirement may not be used for the List B requirement:
ANTH P101 - Intro to Biological Anthropology ....3 units
ANTH P102 - Introduction to Cultural Anthropology . 3 units
ANTH P103 - Introduction to Archaeology ....3 units
ANTH P104 - Prehistory and Ancient Civilizations .... 3 units
ANTH P105 - Native Cultures of North America........3 units
ANTH P107 - Anthropology of Religion and Ritual ... 3 units
ECON P101 - The Principles of Microeconomics.......3 units
ECON P102 - Principles of Macroeconomics ....3 units
ETHN P105 - Native Cultures of North America........3 units
ETHN P119 - Mexican American History ....3 units
ETHN P150 - Race & Ethnicity...................................3 units
GEOG P113 -Cultural Geography ....3 units
GEOG P114 Physical Geography ....3 units
GEOG P125 -World Regional Geography...................3 units
HIST P101 - World History to 1500 ....3 units
HIST P102 - World History from 1500 to the present . 3 units
HIST P104 - History of Western Civilization ....3 units
HIST P105 - History of Western Civilization II ....3 units
HIST P107 - California History ....3 units
HIST P108 - Early Latin American History.................3 units
HIST P109 - Modern Latin American History.............3 units
HIST P114 - History of Women in the United States ..3 units
HIST P117 - History of United States to 1877.............3 units
HIST P118 - History of United States from 1865 ....3 units
HIST P119 - Mexican American History ....3 units
HIST P120 - History of the Middle East......................3 units
HIST P121 - History of East Asia ....3 units
HIST P123 - History of Mexico...................................3 units
PHIL P106 - Introduction to Philosophy ....3 units
PHIL P107 - Introduction to Logic ....3 units
PHIL P108 - Introduction to Philosophy of Religion .. 3 units
PHIL P109 - Existence and Reality ....3 units
PHIL P110 - Introduction to Ethics.............................3 units
PHIL P112 - The Ethics of Living and Dying..............3 units
PHIL P113 - Introduction to the World Religions ....3 units
PHIL P114 - History of Ancient Philosophy...............3 units

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POLS P101 - American Government............................3 units
POLS P102 - Introduction to Comparative Politics.....3 units
POLS P103 - Introduction to International Politics.....3 units
PSYC P101A - General Psychology ....3 units
PSYC P110 - Abnormal Psychology............................3 units
PSYC P126 - Lifespan Human Development..............3 units
PSYC P133 - Psychology of Personal & Social
    Adjustment ....3 units
PSYC P223 - Child Psychology.................................3 units
SOCI P101 - The Social World..................................3 units
SOCI P102 - Social Problems....................................3 units
SOCI P130 - Family and Society...............................3 units
SOCI P140 - Gender and Society ....3 units
SOCI P150 - Race & Ethnicity ....3 units
SOCI P160 - Crime and Society ....3 units
SOCI P170 - Community & Social Psychology ....3 units

List C: *(4 units):*
MATH P122 - Introduction to Statistics ....4 units

General Education: In addition to completing the major requirements, students must also complete one general education pattern:

1. PC General Education Pattern
2. IGETC Pattern
3. CSU General Education Pattern

Electives as needed to complete the 60 minimum units to complete the degree.
Effective Summer 2022

Sociology
Associate in Arts for Transfer
Prerequisite: None.
***Recommended:* ENGL P101A.**
Sociology is the study of human life as it exists in groups. Students with preparation in sociology go into a variety of fields including social work, population studies, policy analysis, international relations, law and community planning & redevelopment. Students with an Associate in Arts in Sociology for Transfer can often qualify for entry level positions in social services and community organizations while those with higher degrees in sociology have more options. By gaining an understanding of the discipline, completing a variety of sociology coursework, and applying sociological concepts to their own communities through service learning, students completing the Porterville College Associate in Arts in Sociology for Transfer will have earned a degree that follows the Transfer Model Curriculum *(TMC)* and will be qualified for transfer into any California State University campus accepting the state-approved sociology TMC for that purpose. The Associate in Arts in Sociology for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Sociology or similar major.

Program Learning Outcomes: Students will identify major theories and concepts in sociology and their relevance for understanding the nature of social life, social structure, socioeconomic, political, and cultural institutions; gather and critically evaluate sociological data and the means by which they are gathered, utilize the scientific method, and draw reasonable conclusions; identify and understand the ethical implications involved in research and their impact on social and public policy; apply sociological principles and theories in a community context involving interaction with people from diverse backgrounds in a just, equitable, and inclusive manner.

Pursuant to SB1440, section 66746, Associate in Arts in Sociology for Transfer requires:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
   a. The Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education-Breadth Requirements.
   b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

A grade of "C" or better in all courses required for the major or area of emphasis.

Complete All Total Core Courses:
SOCI P101 - The Social World....................................3 units
SOCI P102 - Social Problems....................................3 units
SOCI P170 - Community & Social Psychology ....3 units
MATH P122 – Introduction to Probability
    and Statistics ....4 units
OR
BSAD P155 - Business Statistics..................................3 units
Total Core Units 12-13

List A: *Choose Two List A courses:*
SOCI P130 - Family and Society...............................3 units
SOCI P140 - Gender and Society ....3 units
SOCI P150 - Race and Ethnicity................................3 units
OR
ETHN P150 - Race and Ethnicity...............................3 units
SOCI P160 - Crime and Society ....3 units
Total List A Units 6
Effective Summer 2021

Spanish
Associate of Arts for Transfer AA-T
The Associate in Arts in Spanish for Transfer Degree is not only designed for students who want to transfer to a four-year institution to continue a career in teaching Spanish or bilingual education. The AA in Spanish for Transfer Degree is also created for the diverse needs of students in various fields such as the health care, legal system, customer service, social services, education, and business just to name a few. Besides acquiring a Spanish proficiency in the career fields mentioned

above, this degree also exposes students to global issues and diversity. Due to the large percentage of Spanish speakers living in our community, and in California, this degree can offer numerous and valuable job and personal opportunities.

Program Learning Outcomes: Upon completion of this program students will be able to demonstrate oral competence in Spanish by using appropriate pronunciation in personal and public situations; demonstrate written competence by integrating advanced grammar, vocabulary and idiomatic expressions in compositions; analyze Spanish-language literary, artistic and educational readings; recognize and discuss the cultural similarities and differences between their own and Hispanic cultures.

Students must satisfy the following requirements to earn the Associate in Arts in Spanish for Transfer degree:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
   a. The Intersegmental GE Transfer Curriculum *(IGETC)* or the California State University GE-Breadth Requirements *(CSU GE-Breadth)*.
   b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is also an acceptable grade for courses in the major**.**

Required Core Courses*: 4 courses (16 units)*:
SPAN P101 - Elementary Spanish................................4 units
SPAN P102 - Elementary Spanish................................4 units
SPAN P103 - Intermediate Spanish.............................4 units
OR
SPAN P105 - Spanish for Spanish Speakers ....4 units
SPAN P104 - Intermediate Spanish.............................4 units
OR
SPAN P106 - Spanish for Spanish Speakers ....4 units

List A: *Select 1 course (3 - 4 units):*
ENGL P112 - Forms of Literature: Chicano ....3 units
ENGL P113 - Forms of Literature: Chicano Drama. ..3 units
HIST P109 - Modern Latin American History............3 units
SPAN P103 - Intermediate Spanish.............................4 units
SPAN P104 - Intermediate Spanish.............................4 units
SPAN P105 - Spanish for Spanish Speakers. ....4 units
SPAN P106 - Spanish for Spanish Speakers ....4 units

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 Approved Substitutions below:

Substitution Courses:
Any course(s) from List A not already used

ANTH P102 - Introduction to Cultural Anthropology...3 units
ANTH P107 - Anthropology of Religion and Ritual...3 units
SOCI P101 - The Social World...................................3 units
SOCI P140 - Gender and Society ....3 units
COMM P106 - Intercultural Communication.............3 units
Major Total:... **19-20 units**
Total Degree Units *(maximum)*: ....60 units

Students are not required to complete additional campus course graduation requirements.
Effective Summer 2022

Studio Art
Associate in Arts for Transfer
This Associate in Arts in Studio Art for Transfer degree is designed to prepare students for transfer to a four-year university to continue their studies toward earning a B.A. in Art or Studio Art. The students who achieve this Studio Art AA-T degree will have the skills necessary to create many kinds of 2-D and 3-D art projects. They will be trained to use visual media to generate ideas, solve visual problems, and enhance perception and to think and respond critically to visual information in their lives. They will be able to identify and describe the historical and cultural contexts of works of art in order to evaluate the relationship between works of art and their time and culture. They will also be able to assess the role of the visual arts in contemporary culture as a vehicle of human expression in order to evaluate and value that creative impulse in their own lives.

Program Learning Outcomes: The student will create basic 2-D, 3-D, and digital art projects; use drawing, painting, sculpture, photography, and digital arts to generate ideas, solve visual problems, and enhance perception; recognize, describe, analyze, and employ the visual language inherent in all art forms and visual media; identify and describe the historical and cultural contexts of works of art in order to evaluate the relationship between works of art and their time and culture; assess the role of the visual arts in contemporary culture as a vehicle of human expression in order to recognize, evaluate, and value that creative impulse in their own lives.

Students must satisfy the following requirements in order to earn the Associate in Arts in Studio Art for Transfer degree:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
   a. The Intersegmental General Education Transfer Curriculum *(IGETC)* or the California State University General Education-Breadth Requirements.
   b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

Students must earn a "C" or better in all courses required for the major. A "P" (Pass) grade is not an acceptable grade for courses in the major.

Core Courses: (12 units):
Complete the following courses to total 12 units:
ART P103 - Fundamentals of Drawing........................ 3 units
ART P106 - 2-D Design.. 3 units
ART P107 - 3-D Design.. 3 units
ART P114 - Renaissance to Contemp Art History ..... 3 units

List A: *Art History Restricted Electives (3 units):*
Select one course to total 3 units from the following:
ART P113 - Pre-Historic to Medieval Art History ..... 3 units

List B: *Studio Art Restricted Electives (9 units):*
Select three courses for a total of 9 units from the following:
ART P116 - Introduction to Painting .... 3 units
ART P123 - Introduction to Sculpture .... 3 units
ART P124 - Figure Drawing....................................... 3 units
CGRA P110 - Introduction to Digital Arts .... 3 units
CGRA P113 - Digital Video Production..................... 3 units
PHOT P101 - Introduction to Photography .... 3 units

Total Overall Units ....60 units

Students are not required to complete additional campus course graduation requirements.
Effective Summer 2022

CERTIFICATES OF ACHIEVEMENT

Divisions offering career education courses are developing certificate programs whereby students who complete a required pattern of courses in the development of an occupational skill may have their competency certified to prospective employers. The certificate programs are designed so that the student may later take college level work to qualify for an Associate in Arts degree.

The Certificate of Achievement is awarded to a student for completion of a formal instructional program with a minimum 12 units or more, in a specified discipline, designed to give the learner the skills, knowledge and aptitudes required for his chosen field of endeavor. Specific requirements in a subject matter area will be developed by the division faculty and approved by the Curriculum Committee.

To qualify for a Certificate of Achievement, the student must complete all required credits with a grade of "C" or higher in each course. Courses taken at other accredited institutions of higher education are accepted towards the certificate or degree program provided that at least one-half of the credits are taken in residence at Porterville College.

Accounting

The Accounting Certificate Program is a competitive and rigorous course of study that develops skills in critical thinking, problem-solving, written and oral communication, and decision making, in addition to developing the necessary tools to engage in lifelong learning after completion. The program also develops an understanding of accounting theory, technical procedures, and the professional standards and ethics essential to becoming a successful professional in public, industry, government, and not-for-profit accounting.

Program Learning Outcomes: Upon completion of this program students will be able to create accounting reports for external financial and managerial applications; apply account-ing literature for both structured and unstructured problems in external financial reporting, tax, and auditing; analyze ethical problems in practical accounting situations, and select and defend a course of action, analyze financial statements to asses profitability.

Required Core Courses: *(15-16 units):*
BSAD P101 - Introduction to Business .... 3 units
OR
BSAD P160- Introduction to Entrepreneurship ....3 units
BSAD P155 - Business Statistics .... 3 units
OR
MATH P122 – Introduction to Probability
     and Statistics .... 4 units
ACCT P110 - Financial Accounting .... 3 units
ACCT P120 - Managerial Accounting....................... 3 units
INFS P100 - Introduction to Information Systems ..... 3 units
Effective Fall 2023

Administration of Justice

The Administration of Justice Certificate prepares students for careers in law enforcement, probation, parole, and corrections. Career opportunities are expected to continue to be strong in these areas. The curriculum surveys the history, development, theory and practical application of knowledge in areas of law enforcement, corrections, probation and parole. Curriculum is kept current by continuous contact with other colleges and criminal justice agencies. The training programs are certified by the California Commission on Peace Officers Standards and Training *(P.O.S.T.)* and Standards and Training for Corrections *(S.T.C.)*.

Program Learning Outcomes: Identify the procedures involved in the justice system from arrest to release; identify how the criminal justice system works as a system; identify the importance of the collaboration between courts, corrections, and law enforcement.

Certificate of Achievement in Administration of Justice to be awarded upon successful completion of courses from both group 1 and 2 (total of 18.0 units). Courses must be selected from the following groups as indicated:

Group 1 - *12.0 units required*
ADMJ P102 - Introduction to Administration
    of Justice .... 3 units
ADMJ P104 - Criminal Law .... 3 units
ADMJ P107 - Exploring Contemporary
    Multicultural Issues.......................... 3 units
ADMJ P111 - Introduction to
    Behavioral/Correctional Science .... 3 units
ADMJ P121 - Juvenile Delinquency .... 3 units

Group 2 - *6.0 units required*
ADMJ P106 - Legal Aspects of Evidence .... 3 units
ADMJ P108 - Principles of Investigations .... 3 units
ADMJ P117 - Police Operations .... 3 units
ADMJ P122 - Probation and Parole............................ 3 units
Effective Summer 2022

Child Development Associate Teacher

This certificate provides the educational coursework that serves as the core curriculum for the early childhood education field and allows the student to work as a teacher in a private early care and education program. The student is required to complete 18 units in child development with a "C" or better grade in each course. Some of the courses may have prerequisites.

Program Learning Outcomes: Supporting Early Learning and Development; planning and guiding early learning and development; creating and maintaining program policies and practices; advancing the early childhood profession.

Twelve *(12)* units required in core courses. Six additional units required in child development support courses. Eighteen *(18)* total units required.

Experience: Associate Teacher Child Development Permit

or Preschool Teacher as required for employment in private centers by the State Department of Social Services **DSS Title 22.

DSS1 Child, Growth and Development: *(3 units):*
CHDV P223 - Child Growth and Development........... 3 units
PSYC P223 - Child Psychology .... 3 units

DSS2 Child, Family and Community: *(3 units):*
CHDV P122* - Child, Family and Community........... 3 units

DSS3 Program and Curriculum: *(6 units):*
CHDV P144 - Introduction to Curriculum *(DSS5)* ...... 3 units

DSS35
CHDV P143* - Practicum/Field Experience .... 3 units

Support Courses: *(select 6 additional units):*
CHDV P117 - Teaching in a Diverse Society.............. 3 units
CHDV P119 - Health, Safety and Nutrition *(DSS7)* .... 3 units

Experience: *(3 units):* Three hours per day for a minimum 50 days within a two-year period.

DSS1 - Three units in Child, Growth and Development
DSS2 - Three units in Child, Family and Community
DSS3 - Six units in Program and Curriculum

For the Child Development Associate Teacher Permit, the student must apply through the State of California Commission on Teacher Credentialing. You can receive evaluation assistance on your permit application to make sure application is complete at Tulare County Office of Education in Visalia, and they will also submit application to the State Commission on Teacher credentialing. For information on California's requirements, call the Commission on Teacher Credentialing at (888) 921-2682 or visit their website.

Effective Summer 2022

Child Development Teacher Permit

This certificate is designed to prepare students to work with young children in a variety of early care and education settings. Completion of the Certificate of Achievement fulfills the child development coursework requirement for the California Child Development Permit at the Teacher level. This Certificate of Achievement requires completion of the major *(24 units)* with a "C" or better grade in each course and seventeen units in general education. Some of the courses may have prerequisites.

Program Learning Outcomes: Supporting Early Learning and Development; planning and guiding early learning and development; creating and maintaining program policies and practices; advancing the early childhood profession.

Twenty-four *(24)* units in child development courses required. Twelve *(12)* units must be from the core courses. Twelve *(12)* additional units required in child development support courses. Seventeen *(17)* units in general education. Experience: At least three hours per day for a minimum of 175 days in a four-year period. Experience: Child Development

Permit: Teacher as required for employment in funded child care programs. State Department of Education, Title V, DSS *(Department of Social Services).*

Core Courses: *(12 units required):*
DSS1 Child, Growth and Development (*3 units):*
CHDV P223 - Child Growth and Development........... 3 units
PSYC P223 - Child Psychology................................. 3 units

DSS2 Child, Family and Community: *(3 units):*
CHDV P122 - Child, Family and Community............. 3 units

DSS3 Program and Curriculum: *(6 units):*
CHDV P144 - Introduction to Curriculum................... 3 units
CHDV P143* - Practicum/Field Experience .... 3 units

Support Courses: *(select 12 additional units):*
CHDV P117 - Teaching in a Diverse Society.............. 3 units
CHDV P119 - Health, Safety and Nutrition (DSS7)... 3 units
CHDV P142* - Principles and Practices of Teaching
          Young Children... 3 units
CHDV P239 - Observation and Assessment............... 3 units
*Includes laboratory

General Education: *(Select 17 units in general education):*
ENGL P101A - Expository Composition..................... 4 units
POLS P101 - American Government......................... 3 units
PSYC P101A - General Psychology .... 3 units
ART P101 - Art Studio Fundamentals .... 3 units
ERSC P110 - Introduction to Earth Science .... 4 units
OR
MATH P122 – Introduction to Probability
          and Statistics ....4 units

Experience: At least three hours per day for a minimum of 175 days in a four-year period.

For the Child Development Teacher Permit, the student must apply through the State of California Commission on Teacher Credentialing. You can receive evaluation assistance on your permit application to make sure the application is complete at Tulare County Office of Education in Visalia, and they will also submit the application to the State Commission on Teacher Credentialing. For information on California's requirements, call the Commission on Teacher Credentialing at (888) 921-2682 or visit their website.

Effective Summer 2022

Commercial Music
Certificate of Achievement

The Commercial Music Certificate of Achievement is designed to prepare students for employment in a variety of commercial music and music production settings such as music performance in rock/pop/jazz bands, music marketing, music sales, music publishing, studio recording, recording studio assistant, and live sound engineering.

Program Learning Outcomes: Upon completion of this certificate students will be able to identify, analyze and interpret the fundamental aspects and principles of music and the music industry, including but not limited to: music theory,

notation, performance practices, publishing, royalties, and contracts; Students will be able to perform and demonstrate their understanding of working in partnership with people at different levels and proficiency.

Required Courses *(16 units)*

Required Core: 10 units
MUSC P101 - Music Theory and Musicianship I.........4 units
CMUS P100 - Introduction to Music Technology........3 units
CMUS P140 - Music Business....................................3 units

List A: 6 units
Select a minimum of six units from the following:
CMUS P150 - Song writing ....2 units
CMUS P130 - Introduction to Recording ....2 units
MUSC P109 - History of Rock and Roll......................3 units
MUSC P143A - Beginning Class Piano........................2 units
MUSC P143B - Intermediate Class Piano ....2 units
MUSC P143C - Advanced Class Piano ....2 units
MUSC P117 - College Choir* .... 1 unit
MUSC P127 - Concert Band*....................................... 1 unit
MUSC P129 - Guitar Ensemble* .... 1 unit
MUSC P130 - College Orchestra* .... 1 unit
BSAD P160 - Introduction to Entrepreneurship...........3 units
*Note: MUSC P117, P127, P129 & P130 are 1 unit per semester and can be repeated 3 times to earn 4 units
Effective Fall 2023
Pending Title IV aid

Communication Studies

The Communication Studies certificate program is designed to enhance a student's ability to communicate in social, professional, and relational contexts. This certificate is intended to enhance the communication skills of students from all majors and career plans. Communication courses focus on how people use messages to generate meaning within and across various contexts, cultures, and channels. Students are required to take four classes for a total of twelve units.

Program Learning Outcomes: Upon completion of this program, students will be able to construct and deliver a presentation with communicative competence and confidence; demonstrate the dynamics of effective communication in a variety of settings and contexts.

Students must satisfy both of the following requirements in order to earn the Communication Studies certificate:

1. Completion of 12 semester units in Communication course-work.

2. Earn a letter grade of "C" or higher in each Communication course.

This program prepares students for careers in Communication Job and career opportunities for students completing a Communication Studies Certificate of Achievement include, but are not limited to:

- Customer service representative
- Hospitality Agent
- Bank Teller
- Employee Trainer
- Administrative assistant
- Clerical
- Supervisor
- Manager

COMM P101 - Introduction to Public Speaking .... 3 units
COMM P102 - Interpersonal Communication .... 3 units
COMM P103 - Persuasion.. 3 units
COMM P105 - Argumentation & Debate.................... 3 units
COMM P106 - Intercultural Communication.............. 3 units
COMM P111 - Introduction to Mass Communication. 3 units
COMM P140 - Small Group Communication............. 3 units
COMM P170 - Oral Interpretation .... 3 units
Communications Studies *(CA)* not approved for Title IV aid.
Effective Summer 2020

Digital Video Production

The Digital Video Production Certificate of Achievement prepares students to work in diverse motion picture industries. With a focus on historical through contemporary cinema and video art genres, students will develop skillsets in documentary, narrative, video art, and remix video formats. After learning techniques in story boarding and script development, students will engage industry standard camera, sound, and lighting equipment. State of the art computer stations and digital video editing software will be used to learn strategic sequencing, color grading, motion graphics, and title, poster, and press kit design to create a mature portfolio of filmic work demonstrating advanced formal, conceptual, and technical development.

Program Learning Outcomes: Use appropriate materials, techniques, and media to create 4D projects; synthesize advanced multidisciplinary knowledge into a portfolio of moving image works; describe, deconstruct, and evaluate historical and contemporary examples of motion media work.

Courses: *(14 units):*
CGRA P110 - Introduction to Digital Art................3 units
PHOT P101 - Introduction to Photography ....3 units
CGRA P113 - Digital Video Production ....3 units
CMRT P102 - Commercial Layout and Design .....2 units
CGRA P114 - Advanced Digital Video Production...3 units
Effective Summer 2022

Early Child Care Administration Specialization

The Early Child Care Administration Specialization Certificate of Achievement is designed to prepare students to work with adults in an early care and education settings. All professionals working with adults are required to have 6 units of specialized course work in Child Development Administration and Supervision and 3 units of course work in Adult Supervision, 350 days of experience within 4 years, including 100 days of supervising adults, and meet the Porterville College Child Development Teacher Permit certificate requirements. Students may meet the requirements of a Master Teacher or Site Supervisor California Child Development Permit. The California Child Development Permit Matrix requirements are reflected in our program allowing students to qualify for the permits required for teaching in programs governed by Title V and funded by contracts with the State of California. Permits are issued by the State Department of Education, California Commission on Teacher Credentialing *(not Porterville College)* and include: Assistant Teacher, Associate Teacher, Teacher, Master Teacher, and Site Supervisor.

Program Learning Outcomes: Develop strategies that promote partnerships between teachers, families, programs, and their communities; integrate an understanding of supervising adults as related to high quality early childhood and after school education and care; apply effective administrative interaction strategies and guidance that will support all teacher and staff self-confidence, self-esteem, and learning; design, implement, and evaluate activities and environments that support positive developmental play and learning outcomes for infants, toddlers, and children within a child care or school age setting; design, implement, and evaluate activities and environments that support positive developmental play and learning outcomes for infants, toddlers, and children.

Required Core Courses: *(33 units):*
CHDV P244 - Adult Supervision .... 3 units
CHDV P245 - Administration I: Programs in Early
       Childhood Education .... 3 units
CHDV P246 - Administration II: Personnel and
       Leadership in Early Childhood Education ... 3 units
CHDV P117 - Teaching in a Diverse Society .... 3 units
CHDV P119 - Health, Safety, and Nutrition .... 3 units
CHDV P122 - Child, Family, and Community .... 3 units
CHDV P142 - Principles and Practices of Teaching
       Young Children .... 3 units
CHDV P143 - Practicum and Field Experiences .... 3 units
CHDV P144 - Introduction to Curriculum................. 3 units
CHDV P223 - Child, Growth and Development........ 3 units
CHDV P239 - Observation and Assessment.............. 3 units
Effective Summer 2022

Early Intervention Assistant

The Early Intervention Assistant Certificate of Achievement is designed to prepare students to work with infants, toddlers and young children with disabilities and other special needs in early intervention settings and inclusive early care and education settings. All professionals working with children are required to have a clean criminal record, to demonstrate freedom from tuberculosis *(TB)*, and to demonstrate the physical ability to perform all of the duties of a professional position working directly with children. Students may want to continue their course work to meet the requirements of a Master Teacher or Site Supervisor California Child Development Permit. The California Child Development Permit Matrix requirements are reflected in our program allowing students to qualify for the permits required for teaching in programs governed by Title V and funded by contracts with the State of California. Permits are issued by the State Department of Education, California Commission on Teacher Credentialing *(not Porterville College)* and include: Assistant Teacher, Associate Teacher, Teacher, Master Teacher, and Site Supervisor.

Program Learning Outcomes: Develop strategies that promote partnerships between teachers, families, programs, and their communities; integrate an understanding of the needs, multiple influences and characteristics on the development of children birth to eight as related to high quality education and care; apply effective interaction strategies and guidance that will support all children's self-confidence, self-esteem, and social learning, identity; design, implement, and evaluate activities and environments that support positive developmental play and learning outcomes for infants, toddlers, and children.

Required Core Courses:*(18 units):*
CHDV P115 - Curriculum and Strategies for Children
       with Special Needs...3 units
CHDV P118 - Introduction to Children with
       Special Needs..3 units
CHDV P121 - Infant/Toddler Development ....3 units
CHDV P161 - Infant/Toddler Care and Education .....3 units
CHDV P223 - Child Growth and Development..........3 units
CHDV P119 - Health, Safety, and Nutrition ....3 units
Effective Summer 2022

Entrepreneurship

Students receive a comprehensive academic experience in entrepreneurship that starts with the classroom and links to the community. It integrates core business concepts around the formation, start-up, and growth of an entrepreneurial firm. The certificate prepares students to conceive, develop and launch new ventures and to turn innovative ideas into products that can be brought to market. Emphasis is placed on the financial, legal, and marketing aspects of start-up businesses. Completion of this certificate will provide the student with the entrepreneurial skills that are required to succeed in the small business area.

Program Learning Outcomes: Analyze business, economic, and financial principles and explain their application in an entrepreneurial setting; apply written and verbal communication skills in an entrepreneurial business relationship, a teamwork setting and entrepreneurial leadership position; apply the importance of ethical behavior in the entrepreneurial business environment; Demonstrate technological competency by using technology effectively in the entrepreneurial business environment.

The certificate program requires 17 units for completion; all are required units

BSAD P160 - Introduction to Entrepreneurship........... 3 units
BSAD P165 - Entrepreneurial Finance........................ 3 units
MKTG P124 - Principles of Marketing .... 3 units
BSAD P161 - Entrepreneur Business Management ..... 3 units
BSAD P162 - Entrepreneurial Mentor / Internship ...... 2 units
BSAD P140 - Business Law.. 3 units
Effective Fall 2013

Fire Technology Structural Fire Fighter

The Fire Technology Structural Fire Fighter Certificate program is intended to provide students with the skills, understanding and hands-on training needed for fire service employment opportunities. The Fire Technology Structural Fire Fighter Certificate program focuses on an introduction to fire protection education, career opportunities in fire protection and related fields, philosophy and history of fire protection, fire loss analysis, organization and function of public and private fire protection services, fire departments as part of local government, laws and regulations affecting the fire service, fire service nomenclature, basic fire chemistry and physics, basic fire control strategy and tactics, and common fire protection systems. Additional emphasis is given to foundation skills and assessment techniques to care for an ill or injured person in the pre-hospital setting and follows state regulations for EMT-I training and leads to certification at the county level.

Program Learning Outcomes: The goal for the Fire Technology Structural Fire Fighter Certificate program is to provide an opportunity for students to complete a short-term, intensive, hands-on program preparing them for employment in the public safety industry. Upon completion of this program students will be able to: Define fire department organization and culture and the expectations of entry-level fire department personnel; demonstrate knowledge of fire department equipment through the selection and application of equipment for given firefighting tasks; analyze and assess fire fighter hazards inherent to the profession; demonstrate the ability to communicate effectively through multiple methods of communication including: written, electronic, face to face, and radio transmitted messages; demonstrate knowledge of strategies, tactics and incident command through the selection and implementation of firefighting methods, and the application of the Emergency Command System; describe the history, purpose and scope of fire departments and their sub functions; describe the educational requirements, duties, and information sources for various occupations in fire protection; identify the basic

components of fire as a chemical reaction, the major phases of fire, and the primary factors that influence fire behavior and fire spread; identify the types of common fire department apparatus, equipment, and personal safety equipment used for firefighting; identify the various organizations, codes, standards and ordinances, which regulate fire protection; identify the various types of public and private fire protection and water supply equipment and systems; describe the basic fire fighting strategies and tactics; describe the basic elements of fire fighter safety and survival; describe and demonstrate the proper patient assessment procedure for medical emergencies, trauma emergencies, airway management, breathing, and circulation interventions; describe and explain the patho-physiology of common diseases in the pre-hospital setting; describe the role and identify the responsibilities of the EMT-Basic.

The certificate program requires 24.5 units for completion.
Required Core Courses:
FIRE P101 - Principles of Emergency Services .... 3 units
FIRE P050 - Fire Fighter I Academy........................ 13 units
EMTC P050 - Emergency Medical
        Technician-Basic .... 8.5 units

Total Units .... 24.5 units
Effective Summer 2021

Human Resource Management

The Human Resource Management Certificate program provides practical, up-to-date information on handling an organization's human resources. Students learn how to minimize potential liabilities in tough areas such as hiring, terminations, workers' compensation, and sexual harassment, best practices in performance appraisals, better hiring techniques, planning benefit packages, and maintaining a safe work environment which can help the Human Resource Manager recruit and retain a top-notch workforce. These are essential tools for becoming a successful Human Resource Manager in a public, private, government, or non-profit organization.

Program Learning Outcomes: Identify the legal and ethical context of Human Resource Management; explain the Federal, State, and local laws that affect public and private employers; describe the importance of staffing an organization, including planning, job analysis, recruitment, and selection of staff; explain labor relations and collective bargaining agreements in the public and private sectors.

Required Core (15-16 units)
BSAD P101 - Introduction to Business .... 3 units
BSAD P122 - Human Resource Management............. 3 units
BSAD P120 - Principles of Management and
        Organization .... 3 units
BSAD P140 - Business Law....................................... 3 units
BSAD P155 - Business Statistics.................................3 units
OR
MATH P122 – Introduction to Probability
        and Statistics ....4 units
Effective Fall 2023

Industrial Maintenance

The Industrial Maintenance Certificate Program will prepare students in electrical control systems, residential and commercial wiring, electrical motor control, hydraulics, pneumatics, piping systems, welding, and programmable logic controllers *(PLC)* to enter into the industrial maintenance workforce.

The goal for the Industrial Maintenance Certificate program is to provide an opportunity for students to complete a short term, intensive, hands-on program preparing them for employment in the Industrial Maintenance field.

Program Learning Outcomes: Identify the terms used in industry in the subject areas of pneumatic, mechanical, welding and electrical control; identify the principles of electrical theory, electrical motor theory, timer controls, industrial sensors, DC motor drives and AC variable frequency drives, and conveyor systems; demonstrate manufacturing processes in the following areas: mechanical devices, refrigeration, air conditioning, pumps, and piping systems; demonstrate the fundamentals of industrial fluid power which includes pneumatics and hydraulics, and electrical theory; identify the functions and a minimum of three methods of entering a PLC program; identify teamwork, communication, and conflict resolution skills.

The certificate program requires 16.5 units for completion; all are required units.

INDT P050 - Industrial Maintenance I .... 5 units
INDT P051 - Industrial Maintenance II .... 4.5 units
INDT P052 - PLC Basics .... 2 units
WELD P116 - Arc and Gas Welding......................... 3 units
OFFT P030 - Human Relations in Business............... 2 units
Effective Summer 2021

Law Enforcement Officer Reserve
Certificate of Achievement

The Law Enforcement Officer Reserve Certificate of Achievement is designed to serve students seeking either to enter or enhance their existing careers in the law enforcement profession. The courses in the certificate provide foundational knowledge for a person to enter the profession of law enforcement as a Level-III or Level-II Reserve Officer through the use of Peace Officer Standards and Training *(POST)* approved training materials.

Program Learning Outcomes: By the completion of the certificate the student will be able to: Identify the procedures and laws involved in the justice system from arrest to release; analyze the importance of the inter-cooperation of all three parts of the criminal justice system; identify the importance of integrity in service for criminal justice professionals.

The certificate program requires 17.5 units for completion; all units are required units.

List A: Required course *(7 units)*
ADMJ P066A - Police Reserve Training, Level III ...... 7 units

List B: Required course *(10.5 units)*
ADMJ P066B - Police Reserve Training, Level II .. 10.5 units

Total Overall Units...17.5 units
Pending Title IV aid

LVN to RN Non-Degree
MISSION

The Porterville College Licensed Vocational Nursing to Registered Nurse *(LVN-RN)* Non-Degree Certificate of Achievement endorses the mission of Porterville college which is: "With students as our focus, Porterville College provides our local and diverse communities quality education that promotes intellectual curiosity, personal growth, and lifelong learning, while preparing student for vocational and academic success."

The Porterville College nursing program adheres to this mission when offering the LVN-RN Non-Degree Certificate of Achievement. The mission of the nursing program is to provide an innovative, student-centered educational program that prepares diverse students as candidates to become Registered Nurses to provide safe, quality, evidence-based nursing care in the current healthcare environment. The program is market-conscious as it prepares students to practice nursing in a variety of healthcare environments with input from the community represented through the program's Advisory Committee. The LVN-RN Non-Degree option provides the Licensed Vocational Nurse *(LVN)* the opportunity to prepare and sit for the National Council Licensure Examination *(NCLEX-RN)* after completing required courses.

This option is available to all LVN's entering the PC Nursing Program. This is a two-semester Program. Students do not need to complete all the Porterville College General Education Requirements for the LVN-RN Non-Degree Certificate of Achievement. This option does not lead to an Associate Degree in Nursing.

A grade of "C" or better is required in each nursing course for progression toward the non-degree option certificate. NOTE: The California Board of Registered Nursing *(BRN)* protects the public by screening applicants for licensure in order to identify potentially unsafe practitioners. The law provides for denial of licensure for crimes or acts, which are substantially related to nursing qualifications, functions or duties. Conviction of any offenses other than minor traffic violations must be reported to the Board of Registered Nursing at the time of application for licensure. Business and Professions Code 480 and Nursing Practice Act article 3 section 2761. For clarification contact the ADN Program Director or the Board of Registered Nursing, P.O Box 944210, Sacramento, California, 94244-2100, (916) 322-3350.

NOTE: Social Security Number *(SSN)* or Individual Taxpayer Identification Number Requirement: Pursuant to Section 30*(c)* of the Business and Professions code the

California Board of Registered Nursing *(BRN)* will not process any application for licensure unless the applicant provides a United State SSN or Individual Taxpayer Identification Number. The Nursing Practice Act provides for a unified examination and licensing application. Once an applicant passes the examination, a license is automatically issued. Under these circumstances the BRN cannot accept applications for the examination and licensure without a SSN or Tax Payer Identification Number.

Career Opportunities
Employment in the field for registered nurses is excellent locally and nationally. The registered nurse enjoys a well-compensated, rewarding, highly flexible career, which should continue in the future. The State of California provides the LVN with an option to sit for the National Council Licensure Examination (NCLEX-RN) after completing no more than 30 college semester units. The LVN seeking this path to RN licensure may not receive reciprocal RN licensure in other states. LVN's considering moving out of state are encouraged to consult with that state's board of nursing for RN licensure requirements before committing to the non-degree option.

Program Learning Outcomes: Provide safe, quality, evidence-based, patient-centered nursing care to diverse patients across the lifespan in a variety of healthcare settings; exercise clinical judgment to make increasingly complex patient-centered care decisions; participate in quality improvement processes to improve patient care outcomes; participate in teamwork and collaboration with members of the inter-professional team, the patient, and the patient's support persons; use information management systems and patient care technology to communicate, manage knowledge, mitigate error, and support decision-making; incorporate leadership, management, legal, and ethical principles to guide practice as a Registered Nurse; promote a culture of caring in all healthcare environments.

ENROLLMENT ELIGIBILITY
To be eligible for enrollment in the program, the student must meet the following criteria:
- Possession of a current clear and active California Vocational Nurse *(LVN)* license at the time of application and throughout program completion.
- A grade of "C" or better in the following science prerequisites
  - o **BIOL P120** *(Human Physiology)*, 5 units at Porterville College or equivalent 4-5 semester unit physiology course at another accredited college.
  - o **BIOL P160** *(General Microbiology),* 5 units at Porterville College or equivalent 4-5 semester unit microbiology course at another accredited college.
- Completion of NURS P171 LVN Transition to RN Program, 3 units at Porterville College or equivalent course at another accredited college.

ENROLLMENT PROCESS
Eligible students are selected for the program according to the following steps:
- Contact the Health Careers Division at 559-791-2321 for an appointment to see the Program Director.
- At the time of this appointment, the student will be provided objective counseling. The counseling will include the admission process, course requirements, the advantages/disadvantages of this route to licensure, and that high school graduation or equivalent is required in order to take the RN national licensing examination.
- An individual evaluation of the applicant's academic deficiencies irrespective of time such courses were completed will occur at the appointment.
- If physiology, microbiology, and previous LVN program were taken at another accredited college, provide official transcripts and course descriptions of courses at the time of the appointment.
- After appointment with Program Director, submit completed application packet during the appropriate application period.
- Pre-enrollment applications and deadlines are available in the Health Careers office and on the program website.
- Only students who meet the educational and pre-nursing requirements and follow the pre-enrollment procedures will be considered for the program. Meeting all these requirements does not guarantee acceptance into the program.
- Selection is based on a random selection process from among the qualified applicants and is subject to space availability. Students must reapply each semester. There is no waiting list.

NOTE: As a condition of enrollment into the Nursing program, the student is required to have a physical examination, inoculations, tuberculosis clearance, drug screen, background check, and current BLS card *(at the student's expense)*.

NOTE: The student is responsible for providing uniforms, laboratory fees, necessary equipment and transportation to off-campus laboratory locations. There are morning, afternoon, evening, and weekend clinical experiences that may change with limited notice.

PROGRAM APPROVAL
The Board of Registered Nursing approves the Porterville College LVN to RN Non-Degree Certificate.

LVN to RN Non-Degree NURSING CORE COURSES
Third Semester
- **NURS P135** Concepts of Mental Health Nursing 3 units
- **NURS P136** Concepts of Nursing Care of the Adult and Older Adult III 6 units

Fourth Semester
- **NURS P138** Concepts of Nursing Care of the Adult and Older Adult IV 6 units
- **NURS P139** Transition to Registered Nurse 1 unit

Challenge/Advanced Placement into the Nursing Program for Military Personnel

In compliance with Senate Bill 466, Military Personnel and Veterans may be eligible for advanced placement into the Porterville College LVN-RN Program. Three pathways have been established to assist with obtaining nursing credit for previous education and experience for the Basic Medical Technician Corpsman, the Basic Medical Technician Corpsman with an active California LVN license, and the Independent Duty Corpsman/Advanced Army Medic/Advanced Airforce Medic.

All applicants must meet all general entrance requirements of the Associate Degree Nursing Program, including completion of designated prerequisites. Students must pass the first and/or second semester written challenge exams with 78% or higher and obtain a satisfactory level of achievement on skills competency. Military Challenge students will not be admitted if they have previously failed a nursing course at another nursing school.

Prerequisite Core Courses:
BIOL P120 - Human Physiology ....4-5 units
BIOL P160 - General Microbiology ....4-5 units
NURS P171 - LVN Transition to RN Program .... 3 units

Total Required Prerequisite..............................11-13 units

Required Core:
NURS P135 - Concepts of Mental Health Nursing..... 3 units
NURS P136 - Concepts of Nursing Practice of the
          Adult and Older Adult III .... 6 units
NURS P138 - Concepts of Nursing Practice of the
          Adult and Older Adult IV .... 6 units
NURS P139 - Transition to Registered Nursing
          Practice..1 unit

Total Nursing Core Courses: ....**16 units**

Total Core Units Required for Degree: ....29 units
Effective Summer 2024

Music

The Certificate of Achievement in Music is designed for students wishing to gain the necessary skills and expertise to work in the field of music. Completion of a Certificate in Music expands career opportunities including *(but not limited to)* private teacher/instructor, solo and/or ensemble performer, accompanist, composer, arranger, publisher, and music administrator.

Program Learning Outcomes: Upon completion of this certificate students will be able to: Demonstrate fluency in the written and performance language of music; identify and explain the similarities and differences among various musical styles, composers, and forms; demonstrate facility at the keyboard *(piano),* voice, or musical instrument; demonstrate knowledge of literature through rehearsal and public performance.

Required Courses: *(16 units):*
Required Core Courses: *(4 units):*
MUSC P101 - Music Theory and Musicianship I.........4 units

Required History: (*6 units):*
Select a minimum of six units from the following:
MUSC P109 - History of Rock and Roll.......................3 units
MUSC P110 - Exploring the World through Music .....3 units
MUSC P111 - Music Appreciation: Music Through 1800........3 units
MUSC P112 - Music Appreciation: 1800 to present ....3 units

Required Piano/Applied Lessons: *(2 units):*
Select a minimum of two units from the following:
MUSC P108 - Applied Lessons* .... 1 unit
MUSC P143A - Beginning Class Piano........................2 units
MUSC P143B - Intermediate Class Piano ....2 units
MUSC P143C - Advanced Class Piano ....2 units

Required Ensemble: *(4 units):*
Select a minimum of four units from the following:
MUSC P117 - College Chorale* .... 1 unit
MUSC P127 - Concert Band*....................................... 1 unit
MUSC P130 - College Orchestra* .... 1 unit
Note: MUSC P108, P117, P127 & P130 are 1 unit per semester and are repeated 3 times to earn 4 units.
Effective Summer 2020

Personal Training

The Personal Training Certificate is designed to prepare students to be employed in the area of fitness training as personal trainers/instructors. The program is designed to provide theory-based training to prepare students to take the NASM *(National Academy of Sports Medicine)* certification, American College of Sports Medicine *(ACSM),* American Council on Exercise *(ACE)* or the NSCA-CPT *(Certified Personal Trainer)* certification preferred by major sports, health, and fitness clubs. The curriculum emphasizes the application of the structure and function of the human body as it applies to movement integrating physiology, anatomy, biomechanics, nutrition, psychology, and methodologies of exercise technique, assessment and programming

Program Learning Outcomes: Administer assessment techniques to gather baseline data with respect to cardiorespiratory endurance, muscular strength and endurance, flexibility and body composition; design an appropriate individual fitness and nutrition plan considering health history, goals and ability.

Complete all courses required for the certificate with a "C" or higher. Complete the core classes outlined below (18.5 units) Complete a minimum of 3 units from the electives outlined below.

Core: *18.5 units*

BIOL P052 - Survey of Human Anatomy
   and Physiology..2 units
BSAD P160 - Introduction to Entrepreneurship............3 units
HLED P112 - Health Education ....3 units
HLED P113 - Sports and Exercise Nutrition ....3 units
KIN P102 - Introduction To Athletic Training ....3 units
KIN P108 - Exercise Testing, Prescription
   and Design ....3 units
KIN P110 - CPR, First Aid and AED ....1.5 units

Electives: *3 units*

KIN P203 - Beginning Weight Training.................... 1-2 units
KIN P205 - Advanced Weight Training .... 1-2 units
KIN P206A - Shape Up-Circuit Training .... 0.5-2 units
KIN P206B - Shape Up-HIIT Exercise.................. 0.5-2 units
Personal Training pending Title IV aid

Effective Summer 2023

Psychiatric Technology

Psychiatric Technology includes the study of nursing science, developmentally disabilities, and the mentally ill. Courses include Anatomy and Physiology, Fundamental Concepts, Nursing Science, Mental Health and Psychiatric Nursing, and Nursing Care of the Client with Developmental Disabilities. This is a three semester certificate program. The program includes classes on the college campus plus clinical training at developmental centers, behavioral health centers, and other approved facilities. Upon completion of the program the graduate is qualified to take the California Psychiatric Technician Licensing Examination.

MISSION

The Porterville College Psychiatric Technology Certificate of Achievement endorses the mission of Porterville college which is: "With students as our focus, Porterville College provides our local and diverse communities quality education that promotes intellectual curiosity, personal growth, and lifelong learning, while preparing student for vocational and academic success." The Porterville College Psychiatric Technology program adheres to this mission when offering the Psychiatric Technology Certificate of Achievement. The mission of the Psychiatric Technician Program is to provide an innovative, student-centered educational program that prepares diverse students as candidates to become Psychiatric Technicians to provide safe, quality, evidence-based care in the current healthcare environment. The program is market-conscious as it prepares students to practice as a Psychiatric Technician in a variety of healthcare environments with input from the community represented through the program's Advisory Committee.

In alignment with the mission of Porterville College, the psychiatric technician program provides a solid base for continued lifelong learning as a Psychiatric Technician. Although the Psychiatric Technician program is not a degree program, the psychiatric technician graduates are prepared with the necessary knowledge, skills, and competencies to continue their education.

This is a three semester certificate program. The program includes classes on the college campus, the developmental center, mental health, behavioral health and other approved clinical facilities.

NOTE: The California Board of Vocational Nursing and Psychiatric Technicians *(BVNPT)* shall issue a psychiatric technicians' license to each applicant who qualifies and successfully passes the licensing examination. An applicant for a psychiatric technician's license shall have the following qualifications *(a)* Be at least 18 years of age, *(b)* have successfully completed an approved general education course of study and training through the 12th grade or the equivalent, *(c)* have successfully completed a prescribed course of study and training in a school approved by the board. Psychiatric Technician Law Business and Professions Code, Division 2, Chapter 10, Article 2.

NOTE: The BVNPT protects the public by screening applicants for licensure in order to identify potentially unsafe practitioners. The law provides for denial of licensure for crimes or acts, which if committed by a licensed psychiatric technician, would be grounds for disciplinary action. Conviction of any offenses other than minor traffic violations must be reported to the Board of Vocational Nursing and Psychiatric Technicians at the time of application for licensure. Psychiatric Technician Law Business and Professions Code, Division 2, Chapter 10, section 4511 and Business and Professions Code Division 2, Chapter 10, Article 3. For clarification contact the Psychiatric Technician Program Director or the Board of Vocational Nursing and Psychiatric Technicians, 2535 Capitol Oaks Drive, Suite 205, Sacramento, CA 95833, (916) 263-7800.

CAREER OPPORTUNITIES

Employment in the field for licensed psychiatric technician is good both locally and regionally. The licensed psychiatric technician enjoys a well-compensated, rewarding, highly flexible career, which should continue in the future.

Program Learning Outcomes: Provide safe, therapeutic, client-centered nursing care to diverse clients across the lifespan utilizing evidence based practice in a variety of healthcare settings; exercise clinical judgment to make client-centered care decisions; participate in quality improvement processes to improve client care outcomes; participate in teamwork and collaboration with members of the interdisciplinary team, the client, and the client's support persons; use information management systems and client care technology to communicate and support safe client care; incorporate professionalism, leadership, management, legal, and ethical principles to guide practice as a Psychiatric Technician.

ENROLLMENT ELIGIBILITY

To be eligible for enrollment in the program, the student must meet the following criteria:

- Graduation from an accredited high school, or successful completion of General Education Development *(GED)* or California High School Proficiency Exam *(CHSPE)*.

- Completion of the prerequisites within the previous five years with a grade of "C" or better in the following prerequisites
  - **BIOL P052** Survey of Human Anatomy and Physiology **OR HCRS P008** Introduction to Anatomy and Physiology for Health Careers, 2 units at Porterville College or equivalent 2 unit semester Anatomy and Physiology course at another accredited college or BVNPT approved Psychiatric Technician or Vocational Nursing program.
  - **HCRS P009** Health Careers Fundamental Concepts, 2 units at Porterville College or equivalent 2 unit semester Fundamental Concepts course at another accredited college or BVNPT approved Psychiatric Technician or Vocational Nursing program.

ENROLLMENT PROCESS

Eligible students are selected for the program according to the following steps:

- Pre-enrollment applications and deadlines for the Psychiatric Technician program are available from the Health Careers Division or program website.
- Selection is based on a random selection process from among the qualified applicants and is subject to space availability. Students must reapply each semester. There is no waiting list.
- Only students who meet the educational and prerequisite requirements and follow the pre-enrollment procedures will be considered for the program. Meeting all these requirements does not guarantee acceptance into the program.

NOTE: As a condition of enrollment into the psychiatric technician program, the student is required to have a physical examination, inoculations, tuberculosis clearance, drug screen, background check, and current BLS card *(at the student's expense)*.

NOTE: The student is responsible for providing uniforms, laboratory fees, necessary equipment and transportation to off-campus laboratory locations. There are morning, afternoon, evening, and weekend clinical experiences that may change with limited notice.

PROGRAM APPROVAL

The Board of Vocational Nursing and Psychiatric Technicians approves the Porterville College Psychiatric Technician program.

First Semester
PSYT P001 - Nursing Concepts............................... 15 units

Second Semester
PSYT P002 - Theories and Concepts of Mental Health and Psychiatric Nursing..18 units

Third Semester
PSYT P003 - Concepts of Nursing Care of the Client with Developmental Disabilities...17 units

POLICY FOR GRANTING CREDIT FOR PREVIOUS EDUCATION AND/OR EXPERIENCE

The Porterville College Psychiatric Technician Program has established criteria for past education and experience within the last five years. The amount of credit granted will not exceed two thirds *(2/3)* of the total program hours. All requests for credit for previous education and/or experience will be initiated by the applicant/student, not by Porterville College or its employees.

Transfer credit shall be given for related previous education completed within the last five years. This includes the following courses:
- Approved vocational or practical nursing courses.
- Approved registered nursing courses.
- Approved psychiatric technician courses.
- Armed services nursing courses.
- Certified nurse assistant courses.
- Other courses the school determines equivalent to courses in the program.

Competency-based credit shall be granted for knowledge and/or skill acquired through experience. Credit shall be determined by written and/or practical examination. *(Psychiatric Technician Law Business and Professions Code Section 2581.1).*

REQUEST FOR CREDIT GRANTING

- The student shall request credit granting and submit official transcripts or other documents verifying course content and supervised theory and clinical hours.
- All requests for granting credit for education or experience and official documents must be submitted to the Program Director with the pre-enrollment application.

PROCESS FOR GRANTING CREDIT FOR PREVIOUS EDUCATION:

- Transcripts and other documentation of course content and evidence of hours satisfactorily completed will be reviewed by the Program Director.
- The number of credit hours granted and the nature of credit granted will be recorded, signed by the Program Director, and maintained in the student file.

PROCESS FOR GRANTING CREDIT FOR PREVIOUS EXPERIENCE:

- Documents will be reviewed for equivalent experience, content, and hours by the Program Director.
- Assessment of knowledge will be conducted by a program instructor who is a content expert in the specific experience area. The assessment may include written and/or practical examinations.
- The number of credit hours granted and the nature of credit granted will be recorded, signed by the Program Director and program instructor, and maintained in the student file.

Effective Summer 2023

CERTIFICATE OF COMPETENCY

High Beginning English as a Second Language *(ESL)*

The Certificate of Competency in High Beginning English as a Second Language is designed to give students the reading, writing, listening and speaking skills necessary for high-beginning workplace communication and to begin study for the Certificate of Competency in High Intermediate English as a Second Language.

Program Learning Outcomes: write a paragraph on a familiar topic with a topic sentence and supporting details; demonstrate knowledge of, and ability to use, correct capitalization and punctuation; use grammar structures at the high-beginning level; apply knowledge of English pronunciation rules at the high-beginning level; and listen to a passage and identify the main ideas and supporting details at the high-beginning level.

Required:
EL2 P090 -Introduction to English for
    Second Language Learners ....90 hours
EL2 P091A - Beginning Grammar and Writing........90 hours
EL2 P092A - Beginning Listening and Speaking....... 90 hours
EL2 P091B - High Begin Grammar and Writing .... 90 hours
EL2 P092B - High Begin Listening and Speaking..... 90 hours
Effective Fall 2017

High Intermediate English as a Second Language *(ESL)*

The Certificate of Competency in High Intermediate English as a Second Language is designed to give students the reading, writing, listening and speaking skills necessary for high-intermediate workplace communication and to begin study for the Certificate of Competency in Advanced English as a Second Language.

Program Learning Outcomes: compose essays which have a clear thesis statement, introduction, body and conclusion; use grammar structures at the high-intermediate level; identify main ideas and supporting details in multi-paragraph reading passages at the high-intermediate level; apply knowledge of English pronunciation rules at the high-intermediate level; and listen to a passage and identify the main ideas and supporting details at the high-intermediate level.

Required:
EL2 P093A - Intermediate Reading and Writing........ 90 hours
EL2 P094A - Intermediate Listening and Speaking... 90 hours
EL2 P093B - High Interm Reading and Writing .... 90 hours
EL2 P094B - High Interm Listening and Speaking.... 90 hours
Effective Fall 2017

Advanced English as a Second Language *(ESL)*

The Certificate of Competency in Advanced English as a Second Language is designed to give students the reading, writing, listening and speaking skills necessary for advanced workplace communication and to transition to credit programs at Porterville College.

Program Learning Outcomes: evaluate academic and literary texts; compose essays that cite outside sources and which have a clear thesis statement, introduction, body and conclusion; revise writing to eliminate errors in syntax and grammatical constructions; identify main ideas and supporting details in multi-paragraph reading passages at the advanced level; apply knowledge of English pronunciation rules at the advanced level; listen to a passage and identify the main ideas and supporting details at the advanced level; and use grammar structures at the advanced level.

Required:
EL2 P095 - Advanced Reading and Writing ....90 hours
EL2 P096 - Advanced Listening and Speaking..........90 hours
Effective Fall 2017

JOB SKILLS CERTIFICATE

Not posted to transcripts and are not approved for Title IV aid.

Accounting

The Accounting Job Skills Certificate program integrates core accounting systems and methods for recording the financial transactions of business.

Program Learning Outcomes: Demonstrate proficiency in financial statement analysis; demonstrate the fundamental concepts and importance of finance as it relates to individuals and business.

Completion of 12 units is required to earn this skills award.

Required Courses:
ACCT P110 - Financial Accounting ....3 units
ACCT P120 - Managerial Accounting.........................3 units
INFS P100 - Introduction to Information Systems ......3 units
BSAD P101 - Introduction to Business ....3 units
OR
BSAD P160 - introduction to Entrepreneurship...........3 units
Effective Summer 2021

Advanced Computing

An Advanced Computing Job Skills Certificate allows students to be more efficient in a wide range of careers which include *(but not limited to):* network technician, programmer, computer support specialist, and help desk specialist.

Designed for students who want to hone their advanced information systems skills, this three-course program provides the student with valuable programming, data networking, computer construction, and hardware/software skills needed

for a range of positions in careers that require a high degree of information systems skills. Completion of this certificate will provide the student with the skills to succeed in an entry-level position that requires advanced information systems skills.

Program Learning Outcomes: demonstrate knowledge of a broad business and real world perspective of information technology; apply knowledge of data design and data management principles; demonstrate knowledge of basic programming principles; demonstrate the ability to select, implement and evaluate appropriate problem solving techniques and tools; design effective and usable IT-based solutions and integrate those components into the user environment; communicate effectively and efficiently with clients, users and peers both verbally and in writing, using appropriate terminology.

Required Core Courses: *(10 units):*
INFS P110 - Information and Communication
    Technology Essentials ....4 units
INFS P113 - Structured Programming ....3 units
INFS P220 - Data Communications and Networking...3 units
Effective Summer 2021

Basic Computing

A Basic Computing Job Skills Certificate allows students to be more efficient in a wide range of careers which include *(but not limited to)*: Business, Law Enforcement, Child Development, Agriculture, Health Careers, Information Systems, and Industrial Technology.

Designed for students who want to hone their information systems skills, this four-course program provides the foundational word processing, spreadsheet, and database design skills you need for a wide range of positions, including computer support specialist, systems administrator, and help desk specialist. Completion of this certificate will provide the student with the information systems skills to succeed in an entry level position that requires basic computing skills.

Program Learning Outcomes: Demonstrate knowledge of a broad business and real world perspective of information technology; Apply knowledge of data design and data management principles, demonstrate knowledge of basic programming principles; demonstrate the ability to select, implement and evaluate appropriate problem solving techniques and tools; design effective and usable IT-based solutions and integrate those components into the user environment; communicate effectively and efficiently with clients, users and peers both verbally and in writing, using appropriate terminology.

Required: *(10 units):*
INFS P010 - Introduction to Word Processing/Word.. 2 units
INFS P020 - Introduction to Spreadsheets/Excel........ 2 units
INFS P100 - Introduction to Information Systems ..... 3 units
INFS P180 - Introduction to Database
    Management Systems .... 3 units
Effective Summer 2021

EMT - Basic

Emergency Medical Technicians provide basic life support services by assessing, treating, and transporting patients to prevent further injury, illness, and/or loss of life. Successful completion of all course requirements will prepare the student for the National Registry of EMT's certification exam. The EMT Job Skills Certificate is awarded for successful course completion with a grade "C" or higher. This certificate is required for the Fire Fighter Academy. The Course Completion Record is issued to students who successfully complete the course and final exam with a grade of "B" or higher, complete 24 hours of supervised clinical experience with 10 patient contacts, and successfully pass all psychomotor competencies. The Course Completion Record is required for certification as a Nationally Registered EMT and subsequent state certification. To be eligible for State of California certification, an individual shall have a valid EMT Course Completion Record, be 18 years of age, complete the criminal history background check requirement, and pass the National Registry EMT certification examination *(California Code of Regulations Title 22, Division 9 Pre-hospital Emergency Medical Services, Chapter 2 Emergency Medical Technician)*

CAREER OPPORTUNITIES
Employment in the field of emergency medical services is good both locally and regionally. Once certified, the student has the opportunity to work on an ambulance, fire apparatus, or in a hospital emergency room. The certified EMT enjoys a rewarding, highly flexible career, which should continue in the future.

NOTE: The National Registry of Emergency Medical Technicians may deny certification or take other appropriate actions in regards to applicants for certification or recertification when a criminal conviction has occurred. Refer to the National Registry of Emergency Medical Technicians Criminal Conviction Policy for additional information.

NOTE: As a condition of enrollment into the EMT-Basic program, the student is required to have a physical examination, inoculations, tuberculosis clearance, drug screen, background check, and current American Health Association BLS Provider card *(at the student's expense).*

NOTE: The student is responsible for providing uniforms, laboratory fees, necessary equipment and transportation to off-campus laboratory locations. There are morning, after-noon, evening, and weekend clinical experiences.

PROGRAM APPROVAL
The Emergency Medical Technician program is approved by Central California Emergency Medical Services Agency.

Program Learning Outcomes: Explain the role and responsibilities of the Emergency Medical Technician-Basic; apply basic human anatomy, physiology, and pathophysiology of common diseases and disorders to assessment and management of patients needing basic emergency care across the lifespan; apply proper assessment and basic emergency management for the acutely ill and the acutely injured patient across the lifespan.

Required Course:
EMTC P050 - Emergency Medical
Technician-Basic..8.5 units
Effective Summer 2023

Entrepreneurship

The Entrepreneurship Job Skills Certificate program integrates core business concepts impacting the formation, start-up, and growth of an entrepreneurial firm. By completing a select group of entrepreneurship courses, the students learn how to launch their own business idea.

Program Learning Outcomes: Analyze financial principles and explain their application in an entrepreneurial setting; apply the importance of ethical behavior in the entrepreneurial business environment; apply written and verbal communication skills in an entrepreneurial business relationship, a teamwork setting and entrepreneurial leadership position.

Completion of 6 units is required to earn this skills award. Students may earn this certificate by completing the required courses with a minimum grade of "C".

Required Courses:
BSAD P160 - Introduction to Entrepreneurship...........3 units
COMM P102 - Interpersonal Communication .... 3 units
Effective Summer 2022

Human Resources

The Human Resources Job Skills Certificate program provides an overview of the functional areas of Human Resource Management. Among the issues discussed are how to recruit and select the best employees, how to determine fair compensation, how to use benefit and performance appraisal systems that reward high performance, how to comply with federal and state employment laws, and how to negotiate and resolve employment disputes. The courses offered are intended to help those interested in creating a work environ-ment that promotes teamwork and encourages employee excellence.

Program Learning Outcomes: Apply the legal and ethical context of Human Resource Management; explain the Federal, State, and local laws that affect public and private employers; demonstrate the importance of staffing an organization, including planning, job analysis, recruitment, and selection of staff; evaluate labor relations and collective bargaining agreements in the public and private sectors.

Required Core Courses: *(9 units):*
BSAD P120 - Prin of Management and Operations......3 units
BSAD P122 - Human Resource Management...............3 units
BSAD P140 - Business Law...3 units
Effective Fall 2023

Industrial Technology

Industrial Maintenance Skills Award prepares individuals for a job as a building or a production line maintenance technician.

Program Learning Outcomes: Identify the terms used in industry in the subject areas of pneumatic, mechanical, welding and electrical control; identify the principles of electrical theory, electrical motor theory, timer controls, industrial sensors, DC motor drives and AC variable frequency drives, and conveyor systems; demonstrate manufacturing processes in the following areas: mechanical devices, refrigeration, air conditioning, pumps, and piping systems; demonstrate the fundamentals of industrial fluid power which includes pneumatics and hydraulics, and electrical theory; identify the functions and a minimum of three methods of entering a PLC program.

Completion of nine and half *(9.5)* units required to receive this skills award.

Students may earn this certificate by completing the required courses with a minimum grade of "C".

Required Courses:
INDT P050 - Industrial Maintenance I..........................5 units
INDT P051 - Industrial Maintenance II ....4.5 units
Effective Summer 2021

Leadership

What do great leaders all have in common? They never stop learning. For great leaders, development lasts a lifetime and draws upon surprising sources that exceed far beyond the day-to-day world. The Job Skills Certificate Program in Leadership at Porterville College teaches students about adaptive leadership, strategic innovation, and change management. It also includes timely discussions on creativity, emotional intelligence, and ethical decision-making. Our world needs more great leaders and courageous innovators and what better place to develop your leadership skills than within the safe and encouraging environment found at Porterville College. Whether your interest is in student senate, Associated Students of Porterville College, campus clubs, community-wide involvement, or beyond, Porterville College's Job Skills Certificate Program in Leadership will be the catalyst to launch you out into the world as a leader.

Program Learning Outcomes: Demonstrate knowledge of parliamentary procedures; exhibit ability to effectively communicate ideas and build collaboration; demonstrate knowledge of intrinsic and extrinsic motivations and how these apply to leadership styles; exhibit ability to effectively institutionalize organizational change.

Students must satisfy both of the following requirements in order to earn the Leadership Job Skills Certificate:

1. Completion of 6 semester units in Leadership coursework

2. Earn a letter grade of "C" or higher in each Leadership course

INST P100 - Introduction to Leadership Development 3 units
INST P101 - Beginning Applied Leadership ....1 unit
INST P102 - Intermediate Applied Leadership ....1 unit
INST P103 - Advanced Applied Leadership ....1 unit
Effective Summer 2014

Welding Technology

Upon successful completion of the Welding Certificate, the student will be able to demonstrate skills in SMAW *(shielded metal arc welding),* OFW and OFC (oxy fuel welding and cutting), Plasma cutting, GMAW *(gas metal arc welding),* and GTAW *(gas tungsten arc welding)* on mild steel, stainless steel, and aluminum in all positions and all joint configurations. Students will receive training for entry-level job employment in welding shops, sheet metal shops, metal fabrication, and maintenance.

Program Learning Outcomes: Demonstrate proficiency in oxyacetylene welding and cutting *(OFW and OFC)*, Shielded Metal Arc Welding *(SMAW)*, Gas Metal Arc Welding (GMAW), and Gas Tungsten Arc Welding *(GTAW)* process; demonstrate safety practices and knowledge in industrial welding technology.

Complete 6 units within 3 years of the first enrollment.

Core Courses:
WELD P116 - Arc and Gas Welding............................3 units
WELD P118 - Inert Gas Arc Welding..........................3 units
Effective Summer 2021

Wildland Firefighter

Wildland Firefighter Skills Award successful completion will result in the student meeting the "Basic 32" training requirements of the Federal fire agencies and issuance of the appropriate related certificates.

Graduates of this Academy will meet the minimum wildland fire training requirements typically necessary to apply for seasonal wildland fire control positions with most State and Federal fire agencies in California.

Program Learning Outcomes: Identify basic fire service organization and command and control systems; identify basic elements of wildland fire behavior; identify basic wildland fire control terminology, principles and procedures; demonstrate ability to perform essential basic fire ground tasks with minimal supervision; demonstrate ability to use, inspect and maintain basic wildland fire fighting tools/equipment; identify basic fire line safety principles and procedures.

Completion of six and one half *(6.5)* units required to receive the skills award. Students may earn this certificate by completing the required course with a minimum grade of "B".

Required Courses:
FIRE P051 - Interagency Basic Wildland
        Firefighter Academy .... 6.5 units

Placement

English Placement

HS GPA[+]	Placement	Options
≥ 260	**English 101A*** **Expository Composition** (4 units)	English 01AX is an option, but should not be recommended.
≥190	**English 101A*** **Expository Composition** (4 units)	English 101A with English 01AX is recommended, but not required.
< 190	**English 101A and 01AX** **Expanded Expository Composition** (4 units and 2 units)	English 101A and 01AX is required. A student must sign an informed consent to take stand-alone English 101A.

* An EAP/CAASPP test score of 4 or better (2718–2862) can also place a student here. (Test Code: PEAE/4)
+ GPA through at least grade 10. Students without a transcript can self-report GPA.

Revised 1/29/2024
Effective spring 2024

English 01AX Informed Consent

English 101AX consists of two courses: English 101A and English 01AX. They are taught like one course and the 01AX portion is designed to provide extra support to the 101A class. The classes are taught by the same instructor and are back-to-back. All students enrolled in the 101A course take the 01AX course together.

I understand that based on my placement, Porterville College strongly recommends that I take English 101A and English 01AX and believe doing so would give me the best opportunity to be successful in English 101A and develop my reading and writing skills to be able to complete college-level academic work; however, having considered this recommendation carefully, I choose to take English 101A without the corequisite support.

I opt not to take the corequisite course for the following reason:
- ☐ I choose to take a different English class instead.
- ☐ I could not find a section of English 101A with 01AX that fit my schedule.
- ☐ I do not think I need English 01AX (the corequisite support course) to be successful in English 101A.
- ☐ Other:

_____

_____

_____

Student name (print): _____

Student ID: @_____

Student signature: _____

Counselor or Advisor: _____

Date: _____

Revised 1/29/2024
Effective spring 2024

CCCApply Code Chart

Revised 1/29/2024
Effective spring 2024

HSHMCP*	Math Equivalent
1	Pre-algebra or lower
2	Algebra 1
3	Integrated Math 1
4	Integrated Math 2
5	Geometry
6	Algebra 2
7	Integrated Math 3
8	Statistics
9	Integrated Math 4
10	Trigonometry
11	Precalculus
12	Calculus or higher
X	None of the above/don't know

*High school highest math course passed

STEM Sequence through Calculus

Revised 1/29/2024
Effective spring 2024
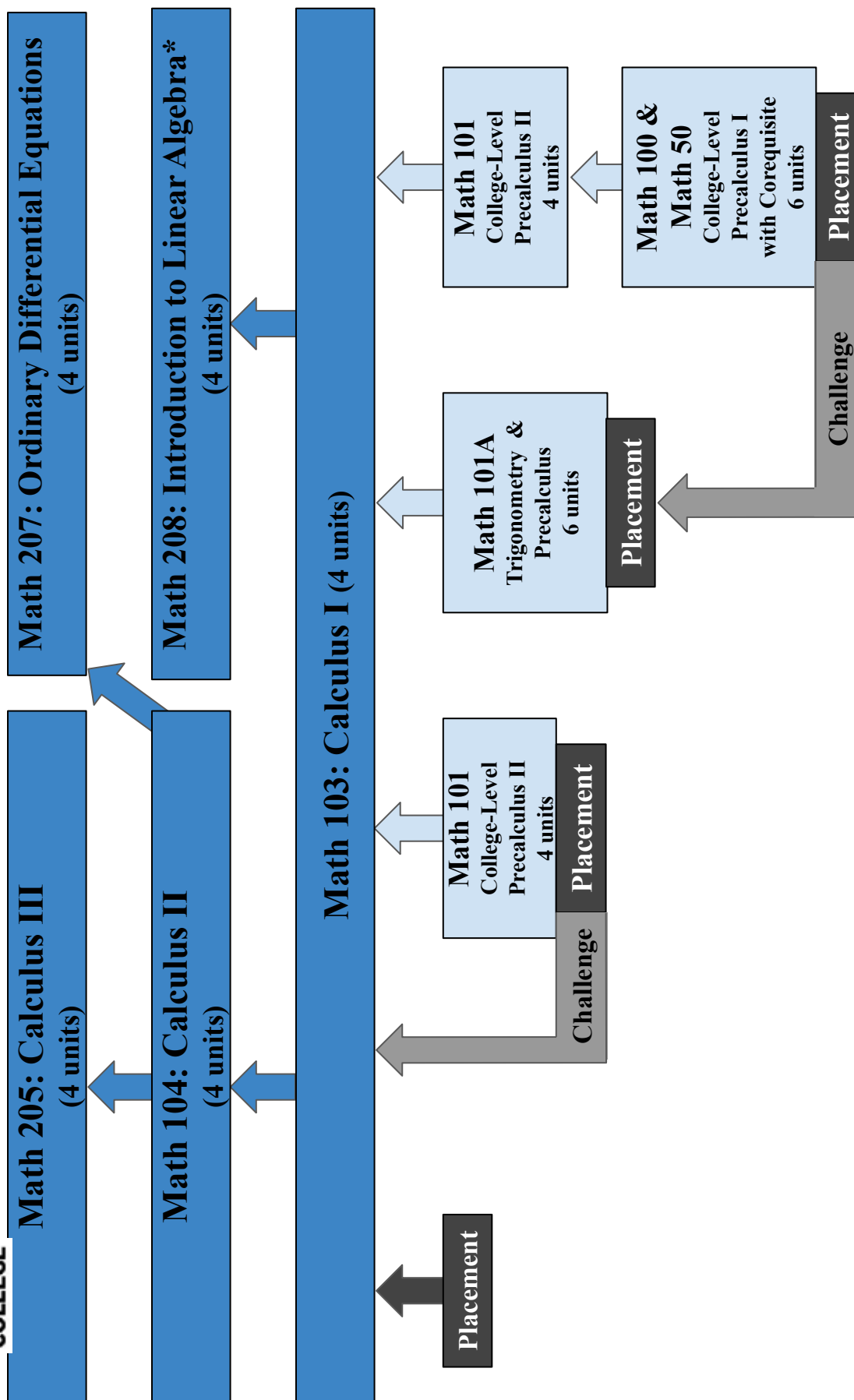
* Math 208 is not required but is recommended for some STEM majors

BSTEM Major Math Placement

Major	Requirement		Placement ‡
STEM	**Trigonometry (HSHMCP 10) AND Precalculus (HSHMCP 11)**		**MATH P103** Calculus (4 units)
	Precalculus (HSHMCP 11)		**MATH P101*** College-Level Precalculus II (4 units)
	Algebra 2 (HSHMCP 6) OR Integrated Math 3 (HSHMCP 7)	≥ 340† OR	**MATH P101A*** Trigonometry and Precalculus (6 units)
	Algebra 2 (HSHMCP 6) OR Integrated Math 3 (HSHMCP 7)	≥ 280† OR	**MATH P100*** College-Level Precalculus I (4 units)
	< 280†		**MATH P100 and P050X** College-Level Precalculus I with Corequisite Support (6 units)
Business	**Algebra 2 (HSHMCP 6) OR Integrated Math 3 (HSHMCP 7)**	≥ 280† OR	**MATH P122** Statistics (4 units) / **BSAD P155** Business Statistics (3 units)
	Algebra 2 (HSHMCP 6) OR Integrated Math 3 (HSHMCP 7)	≥ 280† OR	**MATH P118** Finite Mathematics (4 units) / **BSAD P150** Quant. Methods for Business (3 units)
	< 280†		**MATH P122 & MATH P022X** Statistics with Corequisite Support (6 units) / **MATH P118 & MATH P018X** Finite Mathematics with Corequisite Support (6 units)

Revised 1/29/2024
Effective spring 2024

* An EAP/CAASPP test score of 4 or better (2718–2862) can also place a student here.
† GPA through at least grade 10. Students without a transcript can self-report GPA.
‡ A student can challenge his or her placement with an exam in the Learning Center.

Non-BSTEM Major Math Placement

Major	Requirement			Placement ‡
Education	≥ 280 +			**MATH P115*** Structures and Concepts (3 units)
	Algebra 2 (HSHMCP 6) OR Integrated Math 3 (HSHMCP 7)			**MATH P110 & MATH P010X** College Algebra for Liberal Arts with Corequisite Support (6 units)
	< 280 +			**MATH P110 & MATH P010X** College Algebra for Liberal Arts with Corequisite Support (6 units)
Other Non-BSTEM (Students can choose track: Math 122 OR Math 110)§	≥ 280 +			**MATH P122*§** Statistics (4 units)
	Algebra 2 (HSHMCP 6) OR Integrated Math 3 (HSHMCP 7)			**MATH P122 & MATH P022X§** Statistics with Corequisite Support (6 units)
	< 280 +			
	Algebra 2 (HSHMCP 6) OR Integrated Math 3 (HSHMCP 7)	AND	Algebra 1 (HSHMCP 2) OR Integrated Math 1 (HSHMCP 3) ≥ 280 +	**MATH P110§** College Algebra for Liberal Arts (4 units)
	< 280 +			**MATH P110 & MATH P010X** College Algebra for Liberal Arts with Corequisite Support (6 units)

* An EAP/CAASPP test score of 4 or better (2718–2862) can also place a student here.
† GPA through at least grade 10. Students without a transcript can self-report GPA.
‡ A student can challenge his or her placement with an exam in the Learning Center.
§ The following majors require MATH P122: Social Science and Anthropology. The following majors can take MATH P122 or BSAD P155: Administration of Justice, Agribusiness, Political Science, Sociology, and Advanced Information Systems.

Revised 1/29/2024
Effective spring 2024

Course Descriptions

GENERAL COURSE INFORMATION

COURSE LEVEL

The relative level and applicability of each course are designated by the following letter symbols:

A – Applicable to all Associate degree and Certificate Programs.

UC – Transferable to universities within the University of California System.

CSU – Transferable to universities within the California State University System.

Courses without one of the above designations do not carry certificate or degree-level credit, but may be used to prepare students for further study in an institution of higher education.

Every effort is made to offer all the courses in the catalog at least once every two years. However, the fact that a course is in the catalog does not necessarily mean that it will be offered in a particular semester. Students should check the schedule of classes for current offerings.

COURSE NUMBERING SYSTEM

The course numbering system at Porterville College has been established to indicate the intent of the course and its relationship to the offerings of four-year colleges and universities.

The following numbering systems are generally used for our courses:

-Courses below 100 are non-transferable.
-Courses numbered between 100-399 are transferable courses.
-Courses that end in a Z are non-credit (zero tuition cost) courses.
-Courses that end in an X are co-requisite courses that must be taken with a corresponding parent course.

Course Prefix Listing

Accounting	**ACCT**
Administration of Justice	**ADMJ**
Agriculture	**AGRI**
American Sign Language	**ASL**
Anthropology	**ANTH**
Applied Design	**APDS**
Art	**ART**
Astronomy	**ASTR**
Biology	**BIOL**
Business Administration	**BSAD**
Chemistry	**CHEM**
Child Development	**CHDV**
Commercial Art	**CMRT**
Commercial Music	**CMUS**
Communication	**COMM**
Computer Graphics	**CGRA**
Drama	**DRMA**

Earth Science	**ERSC**
Economics	**ECON**
Education	**EDUC**
Emergency Medical Technician	**EMTC**
English	**ENGL**
English for Second Language Learners	**EL2**
Engineering	**ENGR**
Ethnic Studies	**ETHN**
Fire Technology	**FIRE**
Geography	**GEOG**
Geology	**GEOL**
Health Careers	**HCRS**
Health Education	**HLED**
History	**HIST**
Hospitality	**HOSP**
Industrial Maintenance	**INDT**
Information Systems	**INFS**
Interdisciplinary Studies	**INST**
Kinesiology	**KIN**
Linguistics	**LING**
Management	**MGMT**
Marketing	**MKTG**
Mathematics	**MATH**
Music	**MUSC**
Nursing	**NURS**
Nutrition	**NUTR**
Office Technology	**OFFT**
Philosophy	**PHIL**
Photography	**PHOT**
Physical Science	**PHSC**
Physics	**PHYS**
Political Science	**POLS**
Psychiatric Technology	**PSYT**
Psychology	**PSYC**
Psychiatric Technology/Voc Nursing	**PTVN**
Sociology	**SOCI**
Spanish	**SPAN**
Student Success	**STSS**
Vocational ESL	**VESL**
Vocational Nursing	**VNRS**
Welding	**WELD**

COURSE DESCRIPTION

Unit: Each course carries a specified unit value. This is indicated at the right of the title line. In California Community Colleges, generally, for each unit offered, one hour of lecture per week, three hours of laboratory per week, or an equivalent combination of both per week is required. In laboratory, some physical education and other selected classes, additional hours of in-class work is required. Each hour a student spends in a lecture class presupposes two hours of outside preparation.

When a course may be taken for variable credit, depending on the amount of work assigned, the unit value designation will show two numbers, hyphenated, instead of the usual one number.

Prerequisites: Course prerequisites are intended to ensure that the student will have sufficient preparation before entering a course and to assure a reasonable chance for his/her success. An instructor has the prerogative to refuse admission to class or officially drop a student from class who has not satisfied the course prerequisites as published in the college catalog. Students are advised that credit will not be awarded for courses taken after a higher level course has been completed, e. g. English P050 taken after completion of English P101A, or Beginning Tennis taken after Intermediate Tennis.

COURSE IDENTIFICATION NUMBER C-ID

The Course Identification Numbering System *(C-ID)* is a statewide numbering system independent from the course numbers assigned by local California community colleges. A C-ID number next to a course signals that participating California colleges and universities have determined that courses offered by the other California community colleges are comparable in content and scope to course offered on their own campuses, regardless of their unique titles or local course number. Thus, if a catalog lists a course bearing a C-ID number, for example COMM 110, students at that college can be assured that it will be accepted in lieu of a course bearing the C-ID COMM 110 designation at another community college. In other words, the C-ID designation can be used to identify comparable courses at different community colleges. However, student should always go to *www.assist.org* to confirm how each college's course will be accepted at a particular four-year college or university for transfer credit.

The C-ID numbers system is useful for student attending more than one community college and is applied to many of the transferable courses students need as a preparation for transfer. Because these course requirements may change and because courses may be modified and qualified for or deleted from the C-ID database, students should always check with a counselor to determine how C-ID designation courses fit into their educational plans to transfer.

Students may consult the ASSIST database at *www.assist.org* for specific information on C-ID course designations. Counselors can always help students interpret or explain this information.

ACCOUNTING

P110 – FINANCIAL ACCOUNTING ....3 UNITS
Prerequisite: Elementary Algebra Equivalent or higher. Excluding MATH P122.
Grading: Letter Grade
Total lecture 54 hours. This course is the first part of the introduction to the basics of accounting and provides students with a working knowledge of the concepts, purposes, and basic principles of accounting within the business system. Topics include preparing, analyzing, and interpreting the complete accounting cycles of service and merchandising business; concepts of accruals, deferrals, and valuation; and computerized accounting systems using commercial general ledger software. C-ID ACCT 110. *(A/CSU/UC)*

P120 – MANAGERIAL ACCOUNTING.........3 UNITS
Prerequisite: Accounting P110 or equivalent, with a "C" or better.
Grading: Letter Grade.
Total lecture 54 hours. This is the study of how managers use accounting information in decision-making, planning, directing operations and controlling. Focuses on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. Includes issues relating to cost systems, cost control, profit planning, and performance analysis in manufacturing and service environments. C-ID ACCT 120 *(A/CSU/UC)*

ADMINISTRATION OF JUSTICE

P066A – POLICE RESERVE TRAINING, LEVEL III ....7 UNITS
Prerequisite: None.
Grading: Letter Grade or Pass/No Pass.
Total lecture 108 hours, total laboratory 54 hours. This course provides required training for Level III Police Reserve Officers in accordance with P.C. 832.6 and P.O.S.T. regulations. P.O.S.T. has mandated the curriculum. Approved for pass/no pass grading option. *(A)*

P066B – POLICE RESERVE TRAINING, LEVEL II ....10.5 UNITS
Prerequisite: Administration of Justice P066A.
Grading: Letter Grade or Pass/No Pass.
Total lecture 162 hours, laboratory 81 hours. This is a P.O.S.T. *(Peace Officer Standards and Training)* certified course designed to prepare the student to be a Level II Police Reserve Officer. Areas covered are community relations, victimology/crisis intervention, physical training, property crimes, crimes against children, laws of arrest, search and seizure, presentation of evidence firearms, chemical weapons, weaponless defense and scenario training. Upon successful completion, student will be qualified to apply for a position as a reserve officer. Completion of this course and Administration of Justice P066A will give the student completion of 75 percent of the Basic P.O.S.T. Police Academy and allow the student to take the P.O.S.T. entrance exam to be admitted to level I at a college offering the Basic P.O.S.T. Academy. Approved for pass/no pass grading option. *(A)*

P101 – PUBLIC SAFETY REPORT WRITING .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course is designed to introduce students who are interested in careers in the public safety area to the report writing skills necessary to be successful once they are employed in the fields of law enforcement, corrections or fire technology. The course will review the basics of English grammar, syntax, composition and style. With this refresher, the student will begin to analyze case studies for the proper crime committed and then write a series of crime, incident, hazard and confinement reports. *(A/CSU)*

P102 – INTRODUCTION TO ADMINISTRATION OF JUSTICE................. 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course introduces students to the characteristics of the criminal justice system in the United States. Focus is placed on examining crime measurement, theoretical explanations of crime, responses to crime, components of the system, and current challenges to the system. The course examines the evolution of the principles and approaches utilized by the justice system and the evolving forces which have shaped those principles and approaches. Although justice structure and process is examined in a cross cultural context, emphasis is placed on the US justice system, particularly the structure and function of US police, courts, and corrections. Students are introduced to the origins and development of criminal law, legal process, and sentencing and incarceration policies. Approved for pass / no pass grading option. C-ID AJ 110 *(A/CSU/UC) PC-Area 4;*CSU-D; IGETC-4

P103E – ETHICS IN THE AMERICAN JUSTICE SYSTEM....................................... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Ethics in the American Justice System presents an introduction to the ethical issues arising in the field of law, addressing the methodology by which resolutions are reached within ethical deliberations, and exploring the personal and societal implications of decision-making. The course focuses on the judicial system as an institution, the philosophy of the legal system, criminality, liability, corrections, the role of law enforcement, and current legal issues. *(A/CSU/UC)*

P104 – CRIMINAL LAW .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course will cover historical development, philosophy of law and constitutional provisions; definitions, classifications of crime, and their application to the system of criminology; legal research, study of case law, methodology, and concepts of law as a social force. Law as it affects the correctional component of the justice system will be clearly identified. C-ID AJ 120 *(A/CSU/UC)*

P105 – PRINCIPLES & PROCEDURES OF THE JUSTICE SYSTEM .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course provides an examination and analysis of due process in the criminal proceedings from pre-arrest through trial and appeal utilizing statutory law and state and constitutional law precedents. An in-depth study of the role and responsibilities of each segment within the Criminology System; law enforcement, judicial,corrections. C-ID AJ 122 *(A/CSU)*

P106 – LEGAL ASPECTS OF EVIDENCE ..3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. The origin, development, philosophy and constitutional basis of evidence; constitutional and procedural considerations affecting arrest, search and seizure; kinds and degrees of evidence and rules governing admissibility; admissibility of evidence in the courtroom; procedures for formally admitting evidence during trial; judicial decisions interpreting individual rights and case studies. C-ID AJ 124 *(A/CSU)*

P107 - EXPLORING CONTEMPORARY MULTICULTURAL ISSUES .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. An in-depth exploration of the roles of the 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 will be placed upon the professional image of the system of justice administration and the development of positive relationships between members of the system and the public. C-ID AJ 160 *(A/CSU/UC)* PC-Area 4; CSU-D0; IGETC-4J

P108 – PRINCIPLES OF INVESTIGATION...3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. The study of basic principles of all types of investigations utilized in the Justice System. Coverage will include human aspects in dealing with the public; specific knowledge necessary for handling crime scenes; interviews, evidence, surveillance, follow-up, technical resources, and case preparations. C-ID AJ 140 *(A/CSU)*

P109 – CRIMINAL JUSTICE COMMUNICATIONS .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A course within the Administration of Justice department designed for both the criminal justice student and the individual who wishes to examine the process by which people, acting collectively, make and remake their

social and cultural worlds. Topics include a study of effective oral and written communications, including varied aspects of criminal justice agency interrogation, observation recording field note-taking and current trends in criminal justice reporting. *(A/CSU)* PC-Area 1B

P111 – INTRODUCTION TO BEHAVIORAL AND CORRECTIONAL SCIENCE .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course is designed to provide the student with an overview of the history and trends of adult and juvenile corrections, including probation and parole. It will also explore the theoretical and philosophical explanations of behavior, the correctional system, and its relationship to the criminal offender, as well as modern techniques of controlling crime. It will specifically focus on the legal issues, specific laws, and general operation of correctional institutions. It will survey the occupational field with emphasis on treatment and rehabilitation methods and facilities and opportunities for psychological and sociological services. Finally, the course will explore the relationship between corrections and other components of the judicial system. C-ID AJ 200 *(A/CSU)* PC-Area 4

P117 – POLICE OPERATIONS .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Exploration of theories, philosophies, and concepts related to the role expectations of the line enforcement officer. Emphasis is placed upon patrol, traffic, public service responsibilities and their relationship to the administration of justice system. *(A/CSU)*

P121 – JUVENILE DELINQUENCY................. 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. An in depth study of juvenile delinquency in America. Coverage will include theories of delinquency, social class and delinquency, subcultures and delinquency, delinquencies and gangs among boys, delinquencies of girls, the effects of home and school, community prevention programs, police contact, juvenile courts, probation, and institutional treatment. C-ID AJ 220 *(A/CSU)* CSU-D10

P122 – PROBATION AND PAROLE .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. An in-depth exploration of theories, philosophies, and procedures related to the role of the probation and parole officer. Emphasis is placed upon client contact, motivation, decision making, methods of evaluation, management, treatment, and client supervision. *(A/CSU)*

P123 – CONSTITUTIONAL RIGHTS OF THE ACCUSED .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Landmark U.S. Supreme Court decisions involving constitutional issues relating to: due process, right to counsel, search and seizure, self-incrimination, fair trial, cruel and unusual punishment, double jeopardy, first amendment rights, equal protection, and the critical thinking process of analysis, criticism, advocacy of ideas and reasoning. *(A/CSU)* PC-Area 4; CSU-Area D0

AGRICULTURE

P101 – INTRODUCTION TO AGRIBUSINESS...3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A survey and basic understanding of the business and economics of the agriculture industry. Introduction to the economic aspects of agriculture and their implications to the agricultural producer, consumer and the food system. The management principles encountered in the day-to-day operation of an agricultural enterprise are stressed as they relate to the decision-making process. AG-AB 104 *(A/CSU)*

P102 – AGRICULTURAL ECONOMICS ....3 UNITS

Prerequisite: None.

Recommendation: Math P055.

Grading: Letter Grade.

Total lecture 54 hours. Economic principles of resource allocation, production, cost analysis, and market price equilibrium with primary application to the agriculture sector; supply and demand in commodity pricing under perfect and imperfect competition; survey of agriculture credit, marketing and policy issues. C-ID AG-AB 124 *(A/CSU/UC)* PC-Area 4; CSU-D2; IGETC-4B

P103 – AGRICULTURAL SALES.................. 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course involves the study of principles and practices of the selling process: selling strategies and approaches, why and how people buy, prospecting, territory management, and customer service. Self-management, communication, and interpersonal skills necessary in developing managerial abilities, leadership qualities, and facilitating teamwork within the agribusiness sector will be explored. Students will gain experience through role-play, formal sales presentations, and job shadowing. The course content is organized to give students an in-depth understanding of the factors and influences that affect the agribusiness industry on a day-to-day basis. Communication, leadership, and management skills are basic tools necessary for future career development within the agribusiness sector, as well as other aspects of life. C-ID AG-AB 112 *(A/CSU)* PC-Area 1B

P104 – COMPUTER APPLICATIONS IN AGRICULTURE .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Computer use in the workplace with emphasis on agribusiness situations. Computer applications including word processing, spreadsheets, databases, and presentation managers will be covered. Also included will be accessing information through the Internet and World Wide Web, telecommunications, an introduction to web page design and other software appropriate to agribusiness. C-ID AG-AB 108 *(A/CSU) PC-Area 1B*

P105 – FARM ACCOUNTING........................ 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Focuses on the principles of financial accounting systems that apply to most farming operations, recording single- and double-entry transactions under cash and accrual accounting, preparation and analysis of enterprise records and financial statements to generate management information. C-ID AG-AB 128 *(A/CSU)*

P106 – INTRODUCTION TO SOIL SCIENCE ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours, laboratory 54 hours. The study of physical, chemical and biological properties of soils. Soil classification, derivation, use, function and management including: erosion, moisture retention, structure, cultivation, organic matter and microbiology. Laboratory topics include: soil type, classification, soil reaction, soil fertility and physi-cal properties of soils. C-ID AG-PS 128L *(A/CSU/UC)* PC-Area 5B; CSU-B1; CSU-B3

P107 – AGRICULTURAL MARKETING ...... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Survey of marketing aspects of the agricultural industry. An overview of the structure and institutional aspects of the marketing system including global agricultural markets. Industry studies of the marketing of selected locally grown commodities will be made. *(A/CSU)*

P117 – PLANT PROPAGATION & PRODUCTION ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 45 hours, total laboratory 27 hours. Plant propagation and production practices with emphasis on nursery operations including sexual and asexual reproduction, planting, transplanting, fertilizing, plant pest and disease control, structures and site layout. Preparation and use of propagating and planting mediums. Use and maintenance of common tools and equipment. Regulations pertaining to plant production. *(A/CSU)*

P131 – INTRODUCTION TO PLANT SCIENCE... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course is designed to provide the student with a working knowledge of the fundamental structures and processes of plants. Principles to be applied cover plant structures, physiology *(including, but not limited to: Photosynthesis, Respiration, Translocation)*, heredity *(including, but not limited to: Genetic replication)*, environmental relationship to growth, adaptation, and management of crops. Techniques of research, exploration of plant growth, and identification of economical crops will be included. C-ID AG-PS 104 104 *(A/CSU)* PC Area 5A; CSU-Area B2

AMERICAN SIGN LANGUAGE

P101 – BEGINNING AMERICAN SIGN LANGUAGE... 4 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 72 hours. Fundamentals of American Sign Language *(ASL)*. Introduces the history, *(Deaf)* culture, basic vocabulary and grammatical structure, techniques of signing, and nonverbal aspects of American Sign Language. Outside assignments require practice with videotaped programs. Approved for pass/no pass grading option. *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-6A

P102 – BEGINNING AMERICAN SIGN LANGUAGE II .... 4 UNITS

Prerequisite: ASL P101 with a "C" or higher or demonstrated skill level.

Grading: Letter Grade or Pass/No Pass.

Total lecture 72 hours. Fundamentals of American Sign Language *(ASL)*. Fundamentals of American Sign Language (ASL). This course is a continuation of the study of American Sign Language ASL P101. Emphasis is on the development of ASL vocabulary and receptive skills. Instruction includes a natural approach to teaching a second language by expos-ing students to authentic conversations in the classroom. This course builds students' receptive and expressive skills in ASL and fingerspelling as well as their knowledge of Deaf culture. It is designed for the student or professional interested in working and interacting with Deaf people. Approved for pass/no pass grading option. *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-6A

P103 – INTERMEDIATE AMERICAN SIGN LANGUAGE... 3UNITS

Prerequisite: ASL P102.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Continuation of ASL P101 and ASL P102. Emphasis is on expanding conversation adeptly and comfortably in a wide variety of situations in the Deaf community. *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-6A

P104 – ADVANCED AMERICAN SIGN LANGUAGE..3 UNITS

Prerequisite: ASL P103.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Emphasis on fluency in functional conversation skills in cultural context. Morphology and grammar of American Sign Language will be explored in depth. *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-6A

ANTHROPOLOGY

P101 – INTRODUCTION TO BIOLOGICAL ANTHROPOLOGY ....3 UNITS

Prerequisite: None.

Recommendation: Eligible for English P101A or equivalent.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course introduces evidence, methods of research, and explanations in modern science for understanding human biological evolution. The course will review the scientific method, the historical development of evolutionary theory, recognized mechanisms producing genetic change, adaptation, and speciation, comparative analysis of primate anatomy and behavior, the fossil and archaeological record for human origins, human bio-cultural adaptations, and modern human biological variation. C-ID ANTH 110 *(A/CSU/UC)* PC-Area 5A; CSU-B2; CSU-D1; CSU-E; IGETC-5B

P102 – INTRODUCTION TO CULTURAL ANTHROPOLOGY ....3 UNITS

Prerequisite: None.

Recommendation: Eligible for English P101A or equivalent.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course is an introduction to how anthropologists research and explain human cultural diversity globally. Students will learn about Anthropology's development as a discipline and, through ethnographic field studies, the insights gained from the study of non-Western cultures, the consequences of colonialism and globalization, and perspectives on understanding ethnocentrism and cultural conflicts globally. Topics may include ethnographic research methods and the anthropological study of family, kinship systems, gender roles, political and economic organization, art, religion, the nature of culture change, and the ethical obligations of research on human subjects, individually and culturally. Applications of the research methods of cultural anthropologists to modern culture will also be considered. C-ID ANTH 120 *(A/CSU/UC)* PC Area 4*;* CSU-C2; CSU-D1; CSU-E1; IGETC-3B

P103 – INTRODUCTION TO ARCHAEOLOGY...3 UNITS

Prerequisite: None.

Recommendation: Eligible for English P101A or equivalent.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course is an introduction to the study of the human past through archaeology. Through global examples of research and discovery, the course will demonstrate how archaeologists conduct field and laboratory research and explain human behavior scientifically through the archaeological record and material culture. Archaeological methods and theories are emphasized, as well as the public role and ethical responsibilities of archaeologists in the modern world. C-ID ANTH 150 *(A/CSU/UC)* PC Area 4*;* CSU-D1; CSU-D6; IGETC-4A

P104 – PREHISTORY AND ANCIENT CIVILIZATIONS ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course provides an archaeological perspective on the origins and early evolution of human cultures, from the first humans to the origins of agriculture and the formation of early civilization in each of the major regions of the world, including Europe, Africa, Asia, Oceania, and the Americas. The cultural diversity of the past, the development of complex societies, and role of archaeology in the present-day understanding of ancient cultures are among the themes emphasized. *(A/CSU/UC)* PC-Area 3; PC-Area 4; CSU-D1; IGETC-4A

P105 – NATIVE CULTURES OF NORTH AMERICA .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course uses an interdisciplinary perspective to provide an overview of the Native Cultures or First Nations Peoples of North America, with a particular emphasis on California and the United States. Historical and cultural diversity and social aspects relating to race and ethnicity, gender, sexuality, religion, spirituality, and art will be surveyed. Contemporary movements relating to resistance, social justice, solidarity, liberation, and anti-racism will be highlighted. [Equivalent to ETHN P105] *(A/CSU/UC)* PC-Area 4*;* PC-Area 7; CSU-D; CSU-F; IGETC-4; IGETC-7

P107 – ANTHROPOLOGY OF RELIGION AND RITUAL .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course provides a cross-cultural perspective in understanding the human experience with the supernatural, with an emphasis on cultural practices from daily rituals, beliefs, and symbolism to organized forms of collective religious expression. Ethnographic studies of non-Western religious expression will be compared to Western

concepts of religion. Anthropological perspectives for the origins and evolution of religion will be examined, as well as the impact of Globalization on traditional religious beliefs and rituals, and the role of religious identity in cultural conflicts and movements around the world. *(A/CSU/UC)* PC Area 4*;* CSU-D1; IGETC-4A

ART

P101 – ART STUDIO FUNDAMENTALS......3 UNITS
Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course is an introduction to art across time and diverse cultures, through its processes and media, and through its language and themes. This foundation course is for all studio art classes. C-ID ARTH 100 *(A/CSU/UC)* PC-Area 3; CSU-C1; IGETC-3A

P103 – FUNDAMENTALS OF DRAWING ....3 UNITS
Prerequisite: None.

Grading: Letter Grade.

*Total lecture 36 hours, total laboratory 54 hour*s. This course will introduce principles, elements, and practices of drawing, employing a step-by-step approach that progressively builds technical and observational skills and trains visual perception. Exploring a variety of subject matter and drawing media, this course provides a solid foundation for individual creative expression and is required for the Studio Art AA-T and for the Commercial Art AA. C-ID ARTS 110 *(A/CSU/UC)*

P106 – 2-D DESIGN..3 UNITS
Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 54 hours. Introduction to the concepts, applications, and historical references related to two-dimensional art and composition, including the study of the basic principles and elements of line, shape, texture, value, color and spatial illusion. Development of a visual vocabulary for creative expression through lecture presentations, studio projects, problem solving, and written assignments. Required course for the Studio Art major and for the Commercial Art major. C-ID ARTS 100 *(A/CSU/UC)*

P107 – 3-D DESIGN....................................... 3 UNITS
Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 54 hours. Introduction to the concepts, applications, and historical references related to three-dimensional design and spatial composition, including the study of the elements and organizing principles of design as they apply to three-dimensional space and form. Development of a visual vocabulary for creative expression through lecture presentations and use of appropriate materials for non-representational three-dimensional studio projects. Required course for the Studio Art major. C-ID ARTS 101 *(A/CSU/UC)*

P113 – PRE-HISTORIC TO MEDIEVAL ART HISTORY ....3 UNITS
Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course provides an overview of western art and architecture from prehistory through the medieval period. The course follows a historical chronology with illustrated lectures, discussions, and readings. The course is required for the Studio Art AA-T. C-ID ARTH 110 *(A/CSU/UC)* PC-Area 3; CSU-C1; IGETC-3A

P114 – RENAISSANCE TO CONTEMPORARY ART HISTORY .... 3 UNITS
Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course provides an overview of art and architecture from the Renaissance to the Contemporary period. The course follows a historical chronology with illustrated lectures, discussions, and readings. The course is required for the Studio Art AA-T and Commercial Art AA. C-ID ARTH 120 *(A/CSU/UC)* PC-Area 3; CSU-C1; IGETC-3A

P116 – INTRODUCTION TO PAINTING.......3 UNITS
Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 54 hours. Introduction to principles, elements, and practices of painting. Focus on exploration of painting materials, perceptual skills and color theory, paint mixing and technique, as well as creative responses to materials and subject matter. The course is recommended for the Studio Art AA-T and the Commercial Art AA. C-ID ARTS 210 *(A/CSU/UC)*

P117 – ADVANCED DRAWING..................... 3 UNITS
Prerequisite: Art P103.

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 54 hours. Exploration of artistic concepts, styles, and creative expression through the making of complex two-dimensional imagery using a variety of drawing mediums, techniques, and methodologies. Students in this course will build on fundamental drawing skills to develop personalized approaches to content and materials in exercises covering multiple historical and contemporary approaches to drawing. Recommended for Commercial Art majors. C-ID ARTS 205 *(A/CSU/UC)*

P119 – ADVANCED PAINTING ....2 UNITS
Prerequisite: Art P116.

Grading: Letter Grade.

Total lecture 18 hours, total laboratory 54 hours. Painting used as a vehicle in the exploration and expression of ideas. Originality, self-expression, experimentation, and skill refinement will be emphasized in the creation of two- and three-dimensional imagery. Instruction is individualized. Recommended for Commercial Art majors. *(A/CSU/UC)*

P123 – INTRODUCTION TO SCULPTURE .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours, laboratory 54 hours. Introduction to three-dimensional sculptural principles, techniques, and concepts utilizing a wide range of materials and practices. Various sculpture methods are practiced with attention to creative self-expression and historical context. The course is recommended for the Studio Art AA-T. *(A/CSU/UC)*

P124 – FIGURE DRAWING ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 54 hours. Introduction to drawing the human figure from observation using a wide variety of drawing media and techniques. Topics include an introduction to human anatomy and the historical and contemporary roles of figure drawing in the visual arts. Students in this course will learn both descriptive and interpretive approaches to drawing the figure. The course is recommended for the Studio Art AA-T and Commercial Art AA. C-ID ARTS 200 *(A/CSU/UC)*

ASTRONOMY

P101 – ELEMENTARY ASTRONOMY .... 4 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours, total laboratory 54 hours. An introduction to the origin, characteristics, and evolution of the solar system, the stars, the galaxies, and the universe, and historical milestones in the science of astronomy from ancient astronomers to space probes of today. *(A/CSU/UC)* PC-Area 5B; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C

BIOLOGY

P052 – SURVEY OF HUMAN ANATOMY AND PHYSIOLOGY ....2 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 27 hours, total laboratory 27 hours. The course will cover basic anatomy and physiology of the human body. It is designed to fulfill the requirements of students preparing to enroll in the Vocational Nurse and Psychiatric Technician programs. Previously ANAT P052. *(Does not meet the Associate in Arts degree requirement in science. Course is approved for pass/no pass grading option.) (A)*

P110 – PRINCIPLES OF BIOLOGY.............. 4 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours, total laboratory 54 hours. An introduction to the general concepts of biology as related to the chemical nature of life, the cell, molecular genetics, heredity and reproduction, ecology, diversity of life, and evolution. Includes a survey of organismal structure and function, and the phylogenetic relationships of major groups. Special reference to the bearing of biology on human life. Primarily intended for students majoring in liberal studies for teacher education and to meet general education biological science requirements. *(A/CSU/UC)* PC Area 5A*;* CSU-B2; CSU-B3; IGETC-5B; IGETC-5C; No UC credit for BIOL P110 if taken after BIOL P105 or BIOL P106

P115 – ENVIRONMENTAL SCIENCE...........3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course is an introduction to environmental issues from a scientific perspective, focusing on Earth processes, the interaction between humans and these processes, and the role of science in finding sustainable solutions. Topics include human population and consumption, ecological principles, biodiversity, climate change, sustainability, energy resources, water resources, air and water pollution, and solid waste management. [Equivalent to ERSC P115] *(A/CSU/UC)* PC Area 5A

P119 – HUMAN ANATOMY   4 UNITS

Prerequisite: None.

Recommendation: BIOL P052 or BIOL P110.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours, laboratory 54 hours. The essential features of human anatomy, including the gross and microscopic anatomy of all the body systems. Laboratory study of animal and human preserved specimens, models, and dissection of the cat. Designed for students majoring in nursing, physical education, and the para-medical professions. Approved for pass/no pass grading option. Previously ANAT P110. C-ID BIOL 110B *(A/CSU/UC)* PC Area 5A*;* CSU-B2; CSU-B3; IGETC-5B; IGETC-5*C*

P120 – HUMAN PHYSIOLOGY.................... 5 UNITS

Prerequisite: None.

Recommendation: CHEM P105 or CHEM P106 and BIOL P119.

Grading: Letter Grade.

Total lecture 54 hours, laboratory 108 hours. Basic functions of human body systems with an emphasis on homeostatic mechanisms and systems integration. A detailed study of the physical and chemical basis of life. Previously PHYL P101. C-ID BIOL 120B *(A/CSU/UC)* PC Area 5A*;* CSU-B2; CSU-B3; CSU-E; IGETC-5B; IGETC-5C

P135 – GENERAL BIOLOGY I......................5 UNITS

Prerequisite: Eligible for standalone college-level math course or placement by Porterville College multiple measures.

Grading: Letter Grade.

Total lecture 54 hours, total laboratory 108 hours. The course covers the molecular basis of cells and organisms, prokaryotic and eukaryotic cell structure and function, cell reproduction and its controls, cellular communication, classical/Mendelian genetics, patterns of inheritance, and popula-

tion genetics. It includes a survey of the biology and diversity of prokaryotic organisms and the protist and animal kingdoms, with reference to structure, physiology, classification, and evolutionary relationships, reproduction, and development. The principles and mechanisms of evolution are reviewed. The philosophy of science, methods of scientific inquiry, and experimental design are foundational. One of two semesters of introductory biology typically required for biology majors, as well as pre-medical, pre-dental, pre-pharmacy, and pre-veterinary students. Previously BIOL P105. C-ID BIOL 135S [BIOL P135+BIOL P136] *(A/CSU/UC)* PC-Area 5*;* CSU-B2; CSU-B3; IGETC-5B; IGETC-5C

P136 – GENERAL BIOLOGY II .... 5 UNITS

Prerequisite: Eligible for standalone college-level math course or placement by Porterville College multiple measures.

Grading: Letter Grade.

Total lecture 54 hours, total laboratory 108 hours. This course covers ecology and environmental biology *(including interactions between organisms and their environment),* molecular genetics and genetic technologies, cell metabolism, including photosynthesis and respiration, and homeostasis. It includes a survey of the biology and diversity of the fungal and plant kingdoms with reference to structure, physiology, classification, and evolutionary relationships. The philosophy of science, methods of scientific inquiry, and experimental design are foundational. One of two semesters of introductory biology typically required for biology majors, as well as pre-medical, pre-dental, pre-pharmacy, and pre-veterinary students.Previously BIOL P106. C-ID BIOL 135S [BIOL P135+BIOL P136] *(A/CSU/UC)* PC-Area 5*;* CSU-B2; CSU-B3; IGETC-5B; IGETC-5C

P160 – GENERAL MICROBIOLOGY .... 5 UNITS

Prerequisite: CHEM P105 or CHEM P106.

Recommendation: BIOL P110 or equivalent.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours, total laboratory 108 hours. An introduction to microbiology dealing with morphology, physiology, classification, and importance of bacteria, viruses, and multicellular parasites and immunology. Recommended for students entering allied health fields. Approved for pass/ no pass grading option. Previously MICR P106. *(A/CSU/UC)* PC Area 5A*;* CSU-B2; CSU-B3; IGETC-5B; IGETC-5C

BUSINESS ADMINISTRATION

P101 – INTRODUCTION TO BUSINESS .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Introductory study of American business providing a multidisciplinary examination of how culture, society, economic systems, legal, international, political, financial institutions, and human behavior interact to affect a business organization's policy and practices within the U.S. and a global society. Demonstrates how these influences impact the primary areas of business including: organizational structure and design; leadership, human resource management, organized labor practices; marketing; organizational communication; technology; entrepreneurship; legal, accounting, financial practices; the stock and securities market; and therefore affect a business' ability to achieve its organizational goals. C-ID BUS 110 *(A/CSU/UC)*

P120 – PRINCIPLES OF MANAGEMENT AND ORGANIZATION .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A basic course of management and supervision to help managers and supervisors in both public and private sectors build professional expertise in the areas of management and organization. *(A/CSU)*

P122 - HUMAN RESOURCES MANAGEMENT ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course provides an overview of the functional areas of Human Resource Management. Topics included are legislation, organizational strategy, labor, global issues, recruiting, training, compensation, benefits, performance appraisal, and termination. *(A/CSU)*

P132 – BUSINESS COMMUNICATIONS .....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course includes oral and written communications development through individual and group performance. Topics include development of sentence and paragraph structure, patterns and formats of business messages, report writing, oral communication and public speaking/ presentations, global and cross-cultural communication guidelines and techniques, technology-enabled communication with differing media, and business research methods. Development of business-related vocabulary and spelling is emphasized in all student work. C-ID BUS 115 *(A/CSU)*

P140 – BUSINESS LAW .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. The primary purpose of this course is to examine the basic principles of law that are applicable to specific subjects. Topics included are the nature, development and source of law, methods of enforcement in the civil court system, contracts, agency, criminal law, torts and business torts, administrative law in economic regulation, labor and employment, and aspects of international business transactions. Discussion, analysis, and case studies. C-ID BUS 125 *(A/CSU/UC)*

P150 – QUANTITATIVE METHODS FOR BUSINESS DECISION MAKING .... 3 UNITS

Prerequisite: Intermediate Algebra or equivalent course or appropriate math placement as determined by the PC multiple measures process.

Grading: Letter Grade.

Total lecture 54 hours. Presents a study of the techniques of calculus with emphasis placed on the application of these concepts to business and management related problems. The applications of derivatives and integrals of functions including polynomials, rational, exponential and logarithmic functions are studied. C-ID MATH 140 *(A/CSU/UC)* PC-Area 1B; PC-Area 2; CSU-B4; IGETC-Area 2A

P155 - BUSINESS STATISTICS..................3 UNITS

Prerequisite: Intermediate Algebra or equivalent course or appropriate math placement as determined by the PC multiple measures process.

Grading: Letter Grade.

Total lecture 54 hours. This course is intended for Business Administration majors or anyone who wishes to gain an understanding of elementary data analysis, probability, and statistics. It delivers sound statistical methodology, a proven problem-scenario approach, and meaningful applications that clearly demonstrate how statistical information informs decisions in actual business practice, emphasizing statistical results that provide guidance for business decisions or suggest solutions to contemporary business and economic problems. Topics include descriptive statistics, probability and sampling distributions, statistical inference, correlation and linear regression, analysis of variance, chi-square and t-tests, statistical analysis including the interpretation of the relevance of the statistical findings as related to business applications, and application of technology for statistical analysis. C-ID MATH 110 *(A/CSU/UC)* PC-Area 1B; PC-Area I; CSU-B4; IGETC-2A

P160 – INTRODUCTION TO ENTREPRENEURSHIP ....3 UNITS

Recommendation: None.

Grading: Letter Grade.

Total lecture 54 hours. This course will introduce students to the world of business from the point of view of running a business as an entrepreneur. Students will create a business plan for a hypothetical company. This plan will include a description of the business, location, products, services, analysis of competition, market survey, marketing strategies, organizational structure, legal issues, business forms, financial plans, and financial projections. Activities will include reading, writing, discussion, direct and indirect research of the following topics: raising capital, financial analysis, negotiation, marketing, budgeting, business math, accounting principles, team work, problem solving, and decision making. *(A/CSU)* PC-Area 1B

P161 – ENTREPRENEUR BUSINESS MANAGEMENT ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course focuses on creating and maintaining a sustainable competitive advantage in a small business. Topics include an overview of the entrepreneurial process beginning with the initial idea through start-up, growth, and harvesting the business. Using the business plan as a primary learning vehicle, students learn to manage all elements of a business in the entrepreneurial context.

P162– ENTREPRENEURIAL MENTOR/ INTERNSHIP..2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 18 hours, total laboratory 54 hours. The primary objective of this course is to give students practical experience working in an entrepreneurial operation and relate their college learning experience to the world of work. Students will intern at a paid or non-paid academically related work station *(business, government, or nonprofit agency)* and meet with an instructor weekly to prepare a reflective journal, final report, and work station evaluation. Course may be repeated three times. *(A/CSU)*

P163 – GLOBAL SUSTAINABLE ENTREPRENEURSHIP ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Social entrepreneurship is the process and responsibility of recognizing and resourcefully pursuing opportunities to create innovative responses to address social problems and to create social value. Social entrepreneurs as-sume the responsibility to be change agents towards solutions that support people, protect the environment, and produce profits. This course will cover social entrepreneurship strate-gies and ventures with an emphasis on Human Centered Design and empathy as the cornerstone. *(A/CSU)*

P165 – ENTREPRENEURIAL FINANCE......3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course provides students with an understanding of the core financial aspects of business entrepreneurship. Topics include evaluating operating and financial performance, financial statements, break-even analysis, working capital management, time value of money, managing cash flow, valuing early-stage ventures, and capital budgeting. *(A/CSU)*

P166 – INTERNATIONAL ENTREPRENEURSHIP EXPERIENCE ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. The course covers the global context of entrepreneurial businesses, national cultures, human resources, marketing, and supply chain logistics, contrasting the differences between domestic versus international entrepreneurial business practices. This course emphasizes the global competencies utilizing cognitive, social-emotional, moral, and ethical dimensions of, empathy, decision making, cross-cultural inquiry, continuous learning, reflection, collaborative problem-solving, and resilience. [Equivalent to BSAD P167]. *(A/CSU)*

P167 – INTERNATIONAL ENTREPRENEURSHIP EXPERIENCE ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. The course covers the global context of entrepreneurial businesses, national cultures, human resources, marketing, and supply chain logistics, contrasting the differences between domestic versus international entrepreneurial business practices. This course emphasizes the global competencies utilizing cognitive, social-emotional, moral, and ethical dimensions of, empathy, decisions making, cross-cultural inquiry, continuous learning, reflection, collaborative problem-solving, and resilience. [Equivalent to BSAD P166] *(A/CSU)*

P168 – GLOBAL CROSS-CULTURAL MANAGEMENT ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course is designed for students interested in developing knowledge and skills appropriate to working in cross-cultural environments. The course focuses on fundamental principles to understand the diverse cultures that comprise the global workplace. The emphasis will be on cultivating strong cultural awareness, ensuring effective communication, appreciating cultural diversity, and learning strategies for accommodating diversity both domestically and internationally. *(A/CSU)*

CHEMISTRY

P101A – GENERAL CHEMISTRY I..............5 UNITS

Prerequisite: CHEM 105 or CHEM 106 or equivalent, Intermediate Algebra or equivalent.

Grading: Letter Grade.

Total lecture 54 hours, laboratory 108 hours. Usually required for pre-med, pre-dental, pre-pharmacy, engineering and science majors. Stresses the concepts and principles of chemistry: chemical formulas and equations, thermochemistry, behavior of gases, electronic structures of atoms, solutions, chemical bonding, and physical properties. C-ID CHEM 110; C-ID CHEM 120 S [CHEM P101A+P101B] *(A/CSU/UC)* PC-Area 5A; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C

P101B – GENERAL CHEMISTRY II .... 5 UNITS

Prerequisite: Grade of "C" or higher in Chemistry P101A.

Grading: Letter Grade.

Total lecture 54 hours, laboratory 108 hours. Usually required for pre-med, pre-dental, pre-pharmacy, engineering and science majors. Stresses the concepts and principles of chemistry: reaction rates, equilibrium, thermodynamics, reaction spontaneity, solubility, acids and bases, coordination compounds, electro-chemistry, and nuclear chemistry. C-ID CHEM 120 S [CHEM P101A+P101B] *(A/CSU/UC)* PC-Area 5A; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C

P105 – INTRODUCTION TO GENERAL, ORGANIC, AND BIOLOGICAL CHEMISTRY......................................5 UNITS

Prerequisite: Intermediate Algebra *(MATH P051)* or higher.

Grading: Letter Grade.

Total lecture 72 hours, laboratory 54 hours. This course is designed primarily for allied health science majors. General, organic, and biological chemistry are studied with an emphasis placed on medical applications. Topics covered in general chemistry include the modern view of the atom, molecules, chemical compounds, reactions, and calculations. Organic and biochemistry topics include hydrocarbons, alcohols, aldehydes and ketones, amines, carboxylic acids and their derivatives, carbohydrates, lipids, proteins, nucleic acids, and metabolism. Laboratory activities supplement lecture topics. This course is not intended for students planning to take Chemistry P101A. *(A/CSU/UC)* PC-Area 5A; CSU-B1; CSU-B3

P106 – INTRODUCTION TO CHEMICAL PRINCIPLES......................................4 UNITS

Prerequisite: Elementary algebra equivalent or higher.

Grading: Letter Grade.

Total lecture 54 hours, laboratory 54 hours. Emphasis on concepts and principles of chemistry: measurement, chemical formulas and equations, stoichiometry, energy, chemical reactions, atomic structure, bonding, molecular geometry, and properties of solids, liquids, and gases. C-ID CHEM 101 *(A/CSU/UC)* PC-Area 5B; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C; No UC credit for CHEM P106 if taken after CHEM P101A

CHILD DEVELOPMENT

P115 – CURRICULUM AND STRATEGIES FOR CHILDREN WITH SPECIAL NEEDS............3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course covers curriculum and intervention strategies for working with children with special needs in partnership with their families. It focuses on the use of observation and assessment in meeting the individualized needs of children in inclusive and natural environments. It includes the role of the teachers as a professional working with families, collaboration with interdisciplinary teams, and cultural competence. *(A/CSU)*

P117 – TEACHING IN A DIVERSE SOCIETY .. 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Examines the historical and current perspectives on diversity and inclusion and the impact of systemic societal influences on children's development, learning, and school experiences. Strategies for developmentally, culturally, and linguistically appropriate anti-bias curriculum will be explored as well as approaches to promote inclusive and anti-racist classroom communities. Includes self-reflection on the influence of teachers' own culture and life experiences on teaching and interactions with children and families. C-ID ECE 230 *(A/CSU)* PC-Area j

P118 – INTRODUCTION TO CHILDREN WITH SPECIAL NEEDS ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Introduces the variations in development of children with special needs ages birth through eight and the resulting impact on families. Includes an overview of historical and societal influences, laws relating to children with special needs, and the identification and referral process. This course is approved for pass/no pass grading option. *(A/CSU)*

P119 – HEALTH, SAFETY AND NUTRITION ...3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Laws, regulations, standards, policies, procedures, and best practices related to health, safety, and nutrition in care and education settings for children birth through middle childhood. Includes the teacher's role in prevention strategies, nutrition and meal planning, integrating health safety and nutrition experiences into daily routines, and overall risk management. C-ID ECE 220 *(A/CSU)*.

P121 – INFANT/TODDLER DEVELOPMENT ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Applies current theory and research to the care and education of infants and toddlers in group settings. Examines essential policies, principles and practices that lead to quality care and developmentally appropriate curriculum for children birth to 36 months. Course is approved for pass/no pass grading option. *(A/CSU)*

P122 – CHILD, FAMILY AND COMMUNITY .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

*Total lecture 54 hours. T*he processes of socialization focusing on the interrelationship of family, school, and community. Examines the influence of multiple societal contexts. Explores the role of collaboration between family, community, and schools in supporting children's development, birth through adolescence. This course is also taught online. Not open to students with credit in Child Development 42. C-ID CDEV 110 *(A/CSU/UC)* PC-Area 4; CSU-D

P142 – PRINCIPLES AND PRACTICES OF TEACHING YOUNG CHILDREN............3 UNITS

Prerequisite: None

Grading: Letter Grade.

Total lecture 54 hours. Historical contexts and theoretical perspectives of developmentally appropriate practice in early care and education for children birth through age eight. Explores the typical roles and expectations of early childhood educators. Identifies professional ethics, career pathways, and professional standards. Introduces best practices for developmentally appropriate learning environments, curriculum, and effective pedagogy for young children including how play contributes to children's learning, growth, and development. C-ID ECE 120 *(A/CSU)*

P143 – PRACTICUM/FIELD EXPERIENCE ..3 UNITS

Prerequisite: CHDV P122, CHDV P142, CHDV P144, and CHDV P223.

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 54 hours. Demonstration of developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Reflective practice will be emphasized as student teachers design, implement, and evaluate approaches, strategies, and techniques that promote development and learning. Includes exploration of career pathways, professional development, and teacher responsibilities. C-ID ECE 210 *(A/CSU)*.

P144 – INTRODUCTION TO CURRICULUM.. 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Developmentally appropriate curriculum and environments for children birth through age eight. Students will use knowledge of children's development, theories of learning and development, and examples from various models of developmentally appropriate practice to plan environments and curriculum in all content areas to support children's development and learning integrated throughout indoor and outdoor settings. C-ID ECE 130 *(A/CSU)*

P161 – INFANT/TODDLER CARE & EDUCATION ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 54 hours. Applies current theory and research to the care and education of infants and toddlers in group settings. Examines essential policies, principles and practices that lead to quality care and developmentally appropriate curriculum for children birth to 36 months. *(A/CSU)*

P223 – CHILD GROWTH AND DEVELOPMENT ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Examines the progression of development in the physical, cognitive, social, and emotional domains and identifies developmental milestones for children from conception through adolescence. Emphasis on interactions between biological processes and environmental factors. Students will observe children, evaluate individual differences, and analyze characteristics of development at various stages according to developmental theories. Course is also offered online. [Equivalent to Psychology P223] C-ID CDEV 100 *(A/CSU/UC)* PC-Area 4; CSU-D

P239 – OBSERVATION & ASSESSMENT ...3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours, laboratory 54 hour. This course focuses on the appropriate use of assessment and observation strategies to document development, growth, play and learning in order to join with families and professionals in promoting children's success and maintaining quality programs. Recording strategies, rating systems, portfolios, and multiple assessment methods are explored. C-ID ECE 200 *(A/CSU)*

P244 – SUPERVISION OF ADULTS ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Methods and principles of supervising student teachers, volunteers, staff, and other adults in early care and education settings. Emphasis is on the roles and development of early childhood professionals as mentors and leaders. *(A/CSU)*

P245 – ADMINISTRATION I: PROGRAMS IN EARLY CHILDHOOD EDUCATION ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Introduction to the administration of early childhood programs. Covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. Examines administrative tools, philosophies, and techniques needed to organize, open, and operate an early care and education program. This course is approved for pass/no pass grading option. *(A/CSU)*

P246 – ADMINISTRATION II: PERSONNEL AND LEADERSHIP IN EARLY CHILDHOOD EDUCATION ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Effective strategies for personnel management and leadership in early care and education settings. Includes legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for a diverse and inclusive early care and education program.

Designed to meet the California State Child Development Permit Matrix requirements for Site Supervisors. Approved for pass/no pass grading option. *(A/CSU)*

COMMERCIAL ART

P102 – COMMERCIAL LAYOUT AND DESIGN .... 2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 18 hours, total laboratory 54 hours. This course is for those interested in how design layouts are produced in advertising, print media, the web, etc. Basic design concepts and methods used in the construction of layouts are explored through both digital and traditional media. Required for the Commercial Art major. *(A/CSU)*

P103 – ILLUSTRATION ....2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 18 hours, total laboratory 54 hours. This introductory course in illustration balances an emphasis on concept and individual expression with continuous development of skills. Students will work in drawing, painting, and digital media to produce illustrations with commercial applications, such as for books, magazines, and graphic novels, and for advertising, editorial, and technical purposes. Required for the Commercial Art major. *(A/CSU)*

COMMERCIAL MUSIC

P100 – INTRODUCTION TO MUSIC TECHNOLOGY ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This introductory course examines the terminology, equipment, techniques, and concepts related to music technology. Topics include principles and practices of sound, MIDI, synthesis, notation, and audio recording utilizing hardware and software platforms. *(A/CSU)*

P130 – INTRODUCTION TO RECORDING ....2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total laboratory 108 hours. This course is an introduction to audio recording. It covers fundamental concepts and techniques, including basic acoustics, signal flow, microphone principles and usage, studio equipment, signal processing, recording console functions, and multi-track recording procedures. *(A/CSU)*

P140 – MUSIC BUSINESS ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. An overview of the music industry including publishing, music merchandising, contracts and licenses, retail concerns, and live entertainment. Additional examination of duties and responsibilities of producers, agents, managers, promoters, and performing artists. Emphasis on new media marketing and exposure to diverse careers and streams of income within the industry. Students build portfolios in preparation for careers in the music industry. C-ID CMUS 140X *(A/CSU)*

P150 – SONGWRITING ....2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours. This course explores the process of songwriting. Songs will be analyzed on chord structure, form, rhythm, melody, harmony, and lyrics. Original compositions and performances are expected from all students. *(A/CSU)*

COMMUNICATION

P101 – INTRODUCTION TO PUBLIC SPEAKING..3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course provides a practical introduction to the fundamental principles of public speaking through an audience-centered approach, and a forum for practicing public speaking skills. Through a variety of instructional strategies and presentations, students learn the process by which effective speeches are conceived, and researched, as well as the actual planning, rehearsing, and presentation of formal and informal speeches to specific audiences. Listening, speaking, and critiquing abilities are emphasized. C-ID COMM 110 *(A/CSU/UC)*. PC-Area 1B; CSU-A1; IGETC-1C

P102 – INTERPERSONAL COMMUNICATION...3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course in interpersonal communication offers a unique opportunity to understand ourselves, our relationships with others and the situations in which we find ourselves. The course will examine how the process of communication shapes individual behavior, how individuals interact in interdependent communication situations, and how individuals can improve their interpersonal communication skills. The function of varying messages in the initiation, development, maintenance and termination of interpersonal relationships are emphasized. C-ID COMM 130 *(A/CSU/UC)* PC-Area 1B; CSU-A1; CSU-E

P103 – PERSUASION ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course is an introduction to persuasion and will examine historical and contemporary approaches to persuasive messages throughout time. It will also focus on the presentation of persuasive appeals, and learning to construct, deliver, and critique persuasive messages. C-ID COMM 190 *(A/CSU/UC)* PC-Area 1B; CSU-A1; IGETC-1C

P105 – ARGUMENTATION AND DEBATE ....3 UNITS

Prerequisite: None.

Recommendation: COMM P101.

Grading: Letter Grade.

Total lecture 54 hours. Argumentation is designed to provide students with methods of critical inquiry and advocacy. Emphasis is placed on analysis, presentation and evaluation of oral and written argumentation. This course focuses on identifying fallacies, testing evidence, and advancing a reasoned position while defending and refuting arguments. Students are required to write a minimum of 6,000 words during the course of the semester. C-ID COMM 120 *(A/CSU/UC)* PC-Area C; PC-Area 1B; CSU-A3

P106 – INTERCULTURAL COMMUNICATION.. 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Study of basic theory and skills of intercultural communication. Emphasis is given to communicating effectively in diverse social and professional environments. Focus will also be given to the analysis and comparisons of message perception and transmission in interactions between people from different cultures. Practical application of these skills will also be highlighted. C-ID COMM 150 [Equivalent to ETHN P106] *(A/CSU/UC)* PC-Area 4; CSU-D3; CSU-D7; IGETC-4C; IGETC-4G

P111 – INTRODUCTION TO MASS COMMUNICATION.. 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Survey of mass communication and the interrelationships of media and society, including history, structure, and trends in a digital age. Discussion of theories and effects, economics, technology, law and ethics, global media, media literacy, and social issues, including gender and cultural diversity. *(A/CSU/UC)*

P140 – SMALL GROUP COMMUNICATION... 3 UNITS

Prerequisite: None

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Principles of communication in a variety of group contexts. Theory, application, and evaluation of group communication processes, including problem solving, conflict management, decision making, and leadership. *(A/CSU)* PC-AREA 1B

P170 – ORAL INTERPRETATION.................3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Introduction to performance studies; analysis, appreciation, and application of theories of interpretive performance of various forms of literature including poetry, prose, and drama (plays, scripts and screenplays). C-ID COMM 170 *(A/CSU/UC)* PC-Area 3

COMPUTER GRAPHICS

P110 – INTRODUCTION TO DIGITAL ARTS .....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours, laboratory 54 hours. This introductory course will teach basic theory and techniques for producing art and design using the computer. The student will work with digital imaging and graphics software applications such as Adobe Photoshop, Illustrator, and Indesign to create bitmap images and vector graphics for art projects in print media and the digital environment. Required for the Commercial Art AA, and recommended for the Studio Art AA-T. C-ID ARTS 250 *(A/CSU/UC)*

P111 – DIGITAL GRAPHIC DESIGN .... 3 UNITS

Prerequisite: Computer Graphics P110.

Grading: Letter Grade.

Total lecture 36 hours, laboratory 54 hours. This course explores the tools, techniques, and concepts of graphic art and design created on the computer. The student will use Adobe Illustrator and its vector-based environment to create graphic art and design projects. Through a series of lessons and projects, students will develop a proficiency in computer illustration and design. Recommended for the Commercial Art major. *(A/CSU)*

P113 – DIGITAL VIDEO PRODUCTION ....3 UNITS

Prerequisite: None..

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 54 hours. Introduction to the tools and techniques of Digital Media. Includes basic computer skills, digital image capture, image manipulation, illustration, layout, time-based media, 3D, and emerging technologies. Recommended for the Commercial Art major. *(A/CSU/UC)*

P114 – ADVANCED DIGITAL VIDEO PRODUCTION .... 3 UNITS

Prerequisite: Computer Graphics P113.

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 54 hours. Advanced Digital Video Production examines historical filmmaking and time-based media that challenge and reinvent established cinematic genres. With a focus on experiential learning, students will study the core production tactics of documentary and experimental film practices. Through a survey of pre-WWII to contemporary cinema, students will explore notions of narrative, recording and observation, image-sound dissociation, advanced editing techniques, temporal fragmentation, and the construction of new cinematic possibilities through experimentation and abstraction. This course is required for the Digital Video Production Certificate of Achievement and recommended as an elective for Commercial Art AA. *(A/CSU/UC)*

DRAMA

P101 – INTRODUCTION TO THEATRE ...... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Survey of major dramatic forms and works for the theatre. Study of historical literary periods and their relationships to the socio-economic, religious, and political issues of the times. Introduction to the literature of significant playwrights. C-ID THTR 111 *(A/CSU/UC)* PC-Area 3; CSU-C1; IGETC-3A

EARTH SCIENCE

P110 – INTRODUCTION TO EARTH SCIENCE... 4 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours, total laboratory 54 hours. This course is a general introduction to the earth sciences: geology, oceanography, meteorology, and astronomy. Together this class and the accompanying lab will give students a well-rounded understanding of the earth environment that surrounds them and how they can interact with that environment for the betterment of themselves and their fellow citizens. The course is designed for, but not limited to, liberal studies majors who are seeking an Elementary Teaching Credential. Course is approved for pass/no pass grading option.C-ID GEOL 121 *(A/CSU/UC)* PC-Area 5B; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C

P114 – PHYSICAL GEOGRAPHY................ 3 UNITS

Prerequisite: None..

Grading: Letter Grade or Pass/No Pass.

Total Lecture 54 hours. This course is a basic study of physical geography and the earth as a system. Important elements include the origin of the earth's major geological and climatological patterns and their influence upon the characteristics of landforms, vegetation, and soils. Finally,

the course will deal with human impact on the earth over time and the implications for the future. Approved for pass/no pass grading option. [Equivalent to GEOG P114] *(A/CSU/UC)* PC-Area 5B; CSU-D5; IGETC-4E

P115 – ENVIRONMENTAL SCIENCE ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course is an introduction to environmental issues from a scientific perspective, focusing on Earth processes, the interaction between humans and these processes, and the role of science in finding sustainable solutions. Topics include; human population and consumption, ecological principles, biodiversity, climate change, sustainability, energy resources, water resources, air and water pollution, and solid waste management. [Equivalent to BIOL P115] *(A/CSU)*

ECONOMICS

P101 – PRINCIPLES OF MICROECONOMICS.....................................3 UNITS

Prerequisite: Elementary Algebra or equivalent or appropriate math placement as determined by the PC Multiple Measures Process.

Grading: Letter Grade.

Total lecture 54 hours. This introductory economics course focuses on economic choices at the individual, firm, and industry levels. Topics include scarcity, supply and demand, market equilibrium, elasticity, production and cost theory, market structures, specialization and trade, factor markets, and market failure. This course is required of all business administration majors. C-ID ECON 201 *(A/CSU/UC)* PC-Area 4; CSU-D; IGETC-4B

P102 – PRINCIPLES OF MACROECONOMICS .... 3 UNITS

Prerequisite: Elementary Algebra or equivalent or appropriate math placement as determined by the PC Multiple Measures Process.

Grading: Letter Grade.

Total lecture 54 hours. This introductory course focuses on economic issues from the viewpoint of the whole economy. Topics include: market systems, GDP and other macroeconomic measures of production, macroeconomic equilibrium, unemployment, inflation, economic growth, monetary and fiscal policy, financial institutions, and international economics. C-ID ECON 202 *(A/CSU/UC)*. PC-Area 4; CSU-D; IGETC-4B

EDUCATION

P110 – INTRODUCTION TO ELEMENTARY EDUCATION........................ 3 UNITS

Prerequisite: None.

Prerequisite: ENGL P101A or equivalent.

Grading: Letter Grade.

Total lecture 54 hours. This course introduces students to the concepts and issues related to teaching diverse learners in today's contemporary schools, Kindergarten through grade 12 (K-12). Topics include teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary educational issues, California's content standards and frameworks, and teacher performance standards. In addition to class time, the course requires a minimum of 45 hours of structured fieldwork in public school elementary classrooms that represent California's diverse student population, and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher. This course requires additional student costs and successful completion of Porterville Unified School District requirements to work in K-12 classrooms including TB and LiveScan testing. Any associated costs are the responsibility of the student. C-ID EDUC 200 *(A/CSU/UC)* PC-Area A

EMERGENCY MEDICAL TECHNICIAN

P050 – EMERGENCY MEDICAL TECHNICIAN - BASIC .... 8.5 UNITS

Prerequisite: California Code of Regulations Title 22 requires that students be 18 years of age before they can be certified. Current American Heart Association Basic Life Support Provider certification.

Grading: Letter Grade.

Total lecture 144 , total laboratory 27 hours. This course provides instruction in pre-hospital techniques in the evaluation and emergency medical care through the recognition of signs and symptoms of illnesses and injuries. The course also includes instruction in the care rendered on scene and during transportation by EMT personnel. A requirement for ambulance personnel and appropriate for many first responders such as law enforcement and fire personnel. The content of the course meets the objectives contained in the U.S. Department of Transportation *(DOT)* National EMS Education Standards. The student must meet Health Careers Division health requirements and criminal history background clearance to participate in the laboratory section of the course. Any expenses involved in meeting the health requirements and background clearance are the student's expense. To be eligible for State of California certification, an individual shall have a valid EMT course completion record, be 18 years of age, complete the criminal history background check requirement, and pass the National Registry EMT certification examination *(California Code of regulations Title 22, Division 9 Pre-hospital Emergency Medical Services, Chapter 2 Emergency Medical Technician). (A)*

ENGINEERING

P110–INTRODUCTION TO ENGINEERING .... 2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours. The course explores the branches of engineering, the functions of an engineer, and the industries in which engineers work. Explains the engineering education pathways and explores effective strategies for students to reach their full academic potential. Presents an introduction to the methods and tools of engineering problem solving and design including the interface of the engineer with society and engineering ethics. Develops communication skills pertinent to the engineering profession. C-ID ENGR 110 *(A/CSU/UC)*

P120 – INTRODUCTION TO PROGRAMMING CONCEPTS AND METHODOLOGIES FOR ENGINEERS..4 UNITS

Prerequisite: MATH P101, MATH P101A or equivalent.

Grading: Letter Grade.

Total lecture 54 hours, laboratory 54 hours. Introduces the basics of software development using a high level programming language and the interaction of software with the physical world *(e.g., the use of sensors).* C-ID ENGR 120 *(A/CSU/UC)* PC-Area 1B

P132 – PROGRAMMING CONCEPTS AND METHODOLOGY II......................................3 UNITS

Prerequisite: ENGR P120 or equivalent.

Grading: Letter Grade.

Total lecture 54 hours. Application of software engineering techniques to the design and development of large programs; data abstraction and structures and associated algorithms. *(A/CSU/UC)* PC-Area 1B

P260–CIRCUIT ANALYSIS.............................3 UNITS

Prerequisite: PHYS P104B.

Corequisite: MATH P206.

Grading: Letter Grade.

Total lecture 54 hours. An introduction to the analysis of electrical circuits. Use of analytical techniques based on the application of circuit laws and network theorems. Analysis of DC and AC circuits containing resistors, capacitors, inductors, dependent sources, operational amplifiers, and/or switches. Natural and forced responses of first and second order RLC circuits; the use of phasors; AC power calculations; power transfer; and energy concepts. C-ID ENGR 260 *(A/CSU/UC)*

P260L–CIRCUIT ANALYSIS LAB.................1 UNIT

Prerequisite: ENGR P260.

Grading: Letter Grade.

Total laboratory 54 hours. An introduction to the construction and measurement of electrical circuits. Basic use of electrical test and measurement instruments including multi-meters, oscilloscopes, power supplies, and function generators. Use of circuit simulation software. Interpretation of measured and simulated data based on principles of circuit analysis for DC, transient, and sinusoidal steady-state (AC) conditions. Elementary circuit design. Practical considerations such as component value tolerance and non-ideal aspects of laboratory instruments. Construction and measurement of basic operational amplifier circuits. C-ID ENGR 260 L *(A/CSU/UC)*

ENGLISH

P01AX – EXPANDED EXPOSITORY COMPOSITION.. 2 UNITS

Prerequisite: Concurrent enrollment in English 101A.

Grading: Pass/No pass.

Total lecture 36 hours. Intensive instruction in advanced reading and writing skills for students who are currently taking English 101A. This course is designed to help English 101A students further hone their craft as writers and readers. Success in this course will be based on attendance and satisfactory completion of in-class reading and writing assignments. The class is primarily geared toward students who have basic skills needs such that they need additional support in order to take a transfer-level English course, but who are able to enter English 101A immediately without first taking a separate basic skills class. The aim is to offer a streamlined path for students to complete their transfer-level English requirements by shortening their development sequence if they wish. Credits do not count toward the associate degree.

P34BZ – ACADEMIC FORMAT AND CITATION ....0 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total 18 hours. This class introduces MLA style and instructs in proper format and citation for collegiate-level papers based on the fluent use of the latest MLA style guidelines. Also includes a brief overview of style guidelines used in other disciplines. *Nontransferable. Course offered with a standard letter grade only.*

P34CZ – REVISING AND EDITING ....0 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total 18 hours. This course is an introduction to revising and editing. Students will learn how to revise and edit their own work as well as how to review others' writing and how to apply those skills to papers in a variety of disciplines. *Nontransferable. Course offered with a standard letter grade only.*

P100R – COLLEGE READING: LOGICAL ANALYSIS AND EVALUATION ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A transfer level general education course in critical thinking and critical reading. Emphasis is placed on learning the strategies necessary to analyze and evaluate the validity and logic of written language. *(A/CSU)* *PC-Area 1B*; CSU-A3

P101A – EXPOSITORY COMPOSITION .....4 UNITS

Prerequisite: Appropriate English placement as determined by the Porterville College multiple measures process.

Grading: Letter Grade.

Total lecture/discussion 72 hours. The study of writing, including paragraph development, essay organization, logic, writing process, and research paper writing. Readings in a variety of rhetorical modes used as models for writing. Instruction and experience in writing research papers. Students will read at least two book length works and write a minimum of 8,000 words, including an argumentative research paper. This course is also offered online. C-ID ENGL 100 *(A/CSU/UC)* PC-Area 1A; CSU-A2; IGETC-1A

P101B – ARGUMENTATIVE WRITING AND CRITICAL THINKING THROUGH LITERATURE...4 UNITS

Prerequisite: Grade of "C" or higher in English 101A.

Grading: Letter Grade.

Total lecture 72 hours. A study of fiction, poetry, and drama representing a variety of cultural experiences from different critical viewpoints with an emphasis on analytical, critical, and argumentative writing and thinking. Students are required to read one book length work and a novel, as well as selected works of literature from different genres. Critical thinking is taught within the context of literary criticism. Course includes advanced instruction in the art of writing, with particular emphasis on argumentation as a means of conveying the students' critical viewpoint, library research, and MLA documentation. Course emphasizes a close reading of literary selections C-ID ENGL 110; C-ID ENGL 120 *(A/CSU/UC)* PC-Area 1B; PC-Area 3; CSU-A3; CSU-C2; IGETC-1B

P101C – ARGUMENTATIVE WRITING AND CRITICAL THINKING ....3 UNITS

Prerequisite: English 101A with a "C-" or better.

Grading: Letter Grade.

Total lecture 54 hours. This course offers instruction in argumentation and critical writing, critical thinking, analytical evaluation of texts, research strategies, information literacy, and proper documentation. Students will write a minimum of 6,000 words. C-ID ENGL 105 *(ENGL 115) (A/CSU/UC)* PC-Area 3; CSU-A3; IGETC-1B

P102 – BEOWULF TO POPE/AGE OF REASON .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. The history of English literature from the earliest examples to the present time with an emphasis on cultural influences in the literature. The course includes a detailed study of Beowulf, Chaucer, Spenser, Shakespeare, Milton, and Swift. Required for students whose major or minor is English. Recommended for students who desire to extend their knowledge of their cultural heritage. C-ID ENGL 160 *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-3B

P103 – SHAKESPEARE SURVEY................3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Read, interpret, and analyze approximately nine key comedies, tragedies, and histories for an understanding of their themes, background, and literary significance. View video productions for discussion of dramatic elements, contrasting productions and dramatic techniques, and for visual reinforcement of the textual elements. Discussion should emphasize Shakespeare's language and poetic style, as well as historical and sociological connections to each of the plays. A brief discussion of Shakespeare's sonnets and contemporaries will also be included. *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-3B

P104 – ENGLISH LITERATURE: ROMANTICS TO PRESENT......................... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A survey of English literature from the late 18th century Romantics to contemporary British writers including 21st century and post-colonial texts. Required for students whose major is English. Recommended for students who wish to extend their knowledge of their cultural inheritance C-ID ENGL 165 *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-3B

P112 – FORMS OF LITERATURE: CHICANO... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course provides a survey of literary portrayals of Chicanos by Chicanos and other writers in three major genres *(poetry, short story, novel)*. The literary analysis of works focuses on four areas: factual content, interpretive aspects, stylistic features, and an overall evaluation of the writer's management of his/her theme*(s)*. *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-3B

P113 – FORMS OF LITERATURE: CHICANO DRAMA ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A study of drama created by Chicanos including the historical origins and social/political influences of individual plays. Students will read and analyze Chicano drama as a literary art form and a philosophical, sociological, psychological, and political expression of the Chicano American experience. Various forms representing several styles will be studied as representing multiple theater movements. *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-3B

P114 – INTRODUCTION TO MYTHOLOGY AND FOLKLORE ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course cultivates a cross-cultural perspective on myths, mythologies, folktales, and folklore from around the world, including folklore of the San Joaquin Valley. This course scrutinizes different theories of cultural meaning and functions of myth and folklore, past and present. It Introduces various ways of interpreting and experiencing myth and folklore texts with oral origins. The assigned reading will cover a range and diversity of mythology and folklore. *(A/CSU/UC)* PC-Area 3; CSU -C2

P115 – FORMS OF LITERATURE: WOMEN WRITERS ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course will address women as writers and characters through the study of basic feminist theory and a variety of genres *(essay, speech, short story, poetry, drama and film)* from the middle ages to the present. Whenever possible, students will attend a nearby conference or art show focused on the works of contemporary women artists. *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-3B

P116 – FORMS OF LITERATURE: THE SHORT STORY ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Study of the short story as a literary art form, emphasizing the contemporary scene. *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-3B

P117 – FORMS OF LITERATURE: AMERICAN INDIAN LITERATURE ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Students explore the American Indian experience as recorded in fiction, non-fiction, poetry, drama, and essay. They will consider how literature created by Native Americans brings to light tribal traditions, values, and practices. While studying the literature they will consider historical, geographical, political, and economic circumstances. *(A/CSU/UC)* PC-Area 3: CSU-C2; IGETC-3B

P118 – THE BIBLE AS LITERATURE ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Exploration of the Bible as a literary work foundational to western culture. Emphasis will be given to the Old Testament and the New Testament Gospels; other New Testament and non-canonical works may be included. *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-3B

P119 – FORMS OF LITERATURE: POETRY .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Study of poetry as a literary art form, emphasizing critical interpretation and recognition of poetic forms and elements. Designed as an elective. *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-3B

P130 – AMERICAN LITERATURE 1 .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Lectures, reading and discussion on major American authors, movements, and trends from the colonial times to the mid-1800s. Literary masterpieces are studied for their intrinsic worth as well as for their significance in American literary development C-ID ENGL 130 *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-3B

P131 – AMERICAN LITERATURE 2 ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Lectures, reading and discussion on major American authors, movements, and trends after mid-1800s to present. Literary masterpieces are studied for their intrinsic worth as well as for their significance in American literary development. C-ID ENGL 135 *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-3B

P134A – INTRODUCTION TO RESEARCH FOR WRITING .... 1 UNIT

Prerequisite: None.

Grading: Letter Grade.

Total lecture 18 hours. This course introduces methods of research, instructs in evaluation of print and online sources, and illustrates the research process to prepare students for academic, personal, and workplace research. *(A/CSU)* PC-Area B

P140 – CREATIVE WRITING.........................3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Instruction in the writing of fiction including the short story, personal narrative, and poetry. In a series of workshops, students will learn and apply the elements of the craft and write for publication; in addition, they will read and critically analyze appropriate models. Intended for those seeking a career in writing. Especially recommended for English majors. C-ID ENGL 200 *(ENGL-CW 100)* *(A/CSU)* PC-Area 3; CSU-C2

P141 – MAGAZINE ARTICLE WRITING .....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Exploration of professional nonfiction magazine article writing, including methods of locating and researching stories for publication in print and online and the relatability to the market. Techniques in writing leads, creating consistent news threads,interviewing multiple sources for stories; understanding newsworthiness, how to cite sources,avoid plagiarism, use AP Stylebook, and how to query a publication. Students will be introduced to the magazine industry and learn how to target their ideas and approaches to various publications in print and online. Students will be exposed to examples of high-quality magazine journalism and practice using literary techniques, such as description and scene setting, in their writing. They will develop skills in generating marketable ideas, reporting, and writing for magazine audiences. Students will produce several articles over the course of the semester with the goal of publication. *(A/CSU)* PC-Area 3

ENGLISH FOR SECOND LANGUAGE LEARNERS

P060 – ADVANCED READING & WRITING..5 UNITS

Prerequisites: EL2 P071B or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Grading: Letter Grade.

Total lecture 90 hours. This course is designed for students at the advanced level of academic English as a second language. The course provides extensive practice in expository essays referencing outside sources, critical analysis of academic reading, and techniques to improve the organization, syntax, and grammar of the essays. *(Non-transferable, non-degree applicable).*

P061 – ADVANCED LISTENING & SPEAKING...5 UNITS

Prerequisite: EL2 P072B or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Grading: Letter Grade.

Total lecture 90 hours. This class is a grammar-based speaking class for the advanced ESL student. Students will further develop listening comprehension and the ability to speak with greater fluency, accuracy, and confidence. *(Non-transferable, non-degree applicable).*

P071A – INTERMEDIATE READING & WRITING .... 5 UNITS

Prerequisite: EL2 P091B or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Grading: Letter Grade.

Total lecture 90 hours. This course focuses on reading and composition for students at the intermediate level of academic English as a second language. The course covers increasingly complex grammatical structures that students incorporate into compositions of one or more paragraphs. *(Non-transferable, non-degree applicable).*

P071B – HIGH INTERMEDIATE READING & WRITING .... 5 UNITS

Prerequisite: EL2 PO71A or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Grading: Letter Grade.

Total lecture 90 hours. This course is designed for students at the high intermediate level of academic English as a second language. The course focuses on thesis-based essays, critical analysis of academic reading, and techniques to improve the organization, syntax, and grammar of essays. Essays are written in response to readings and discussions. *(Non-transferable, non-degree applicable).*

P072A – INTERMEDIATE LISTENING & SPEAKING...5 UNITS

Prerequisite: EL2 P092A or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Grading: Letter Grade.

Total lecture 90 hours. This course is a grammar-based speaking class for the intermediate ESL student. Students will further develop listening comprehension and will demonstrate greater fluency , accuracy, and confidence in oral production. *(Non-transferable, non-degree applicable).*

P072B – HIGH-INTERMEDIATE LISTENING & SPEAKING ....5 UNITS

Prerequisite: EL2 PO72A or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Grading: Letter Grade.

Total lecture 90 hours. This course is a grammar-based speaking class for the high intermediate ESL student. Students will further develop their listening comprehension and will demonstrate greater fluency, accuracy, and confidence in oral production. *(Non-transferable, non-degree applicable)*

P081A – BEGINNING GRAMMAR & WRITING ....5 UNITS

Prerequisite: None.

Recommendation: EL2 P090 or placement through a multiple measure process, including approved scores on an approved ESL placement test.

Grading: Letter Grade.

Total lecture 90 hours. This is a grammar and writing class designed for the beginning ESL student. The course will cover grammar and simple sentence writing. The content of P081A is identical to that of P091A and shall be offered with P091A as a dual roster class. *(Non-transferable, non-degree applicable)*

P081B – HIGH BEGINNING GRAMMAR & WRITING .... 5 UNITS

Prerequisite: None.

Recommendation: EL2 P081A or placement through a multiple measure process, including approved scores on an approved ESL placement test.

Grading: Letter Grade.

Total lecture 90 hours. This is a grammar and writing class designed for the high-beginning ESL student. The course will cover grammar and short paragraphs on familiar topics. The content of P081B is identical to that of P091B and shall be offered with P091B as a dual-roster class. *(Non-transferable, non-degree applicable)*

P082A – BEGINNING LISTENING & SPEAKING .... 5 UNITS

Prerequisite: None.

Recommendation: EL2 P090 or placement through a multiple measure process, including approved scores on an approved ESL placement test.

Total lecture 90 hours. This is a grammar-based speaking class for the beginning ESL student. Listening comprehension and speaking skills will be developed through basic dialogues, modeled tasks, and communicative activities. The content of P082A is identical to that of P092A and shall be offered with P092A as a dual-roster class. *(Non-transferable, non-degree applicable)*

P082B – HIGH BEGINNING LISTENING & SPEAKING .... 5 UNITS

Prerequisite: None.

Recommendation: EL2 P082A or placement through a multiple measure process, including approved scores on an approved ESL placement test.

Grading: Letter Grade.

Total lecture 90 hours. This is a grammar-based speaking class for the high-beginning ESL student. Students will further develop listening comprehension and will increase fluency, accuracy, and confidence in oral production. The content of P082B is identical to that of P092B and shall be offered with P092B as a dual-roster class. *(Non-transferable, non-degree applicable)*

P090 – INTRODUCTION TO ENGLISH FOR SECOND LANGUAGE LEARNERS .... 0 UNITS

Prerequisite: None.

Grading: Pass/No Pass.

Total lecture 90 hours. This noncredit course will introduce adults with minimal English-speaking skills to English instruction for second language learners, focusing on rudimentary aspects of oral and written English to encourage students to seek additional instruction in English.

P091A – BEGINNING GRAMMAR & WRITING .... 0 UNITS

Prerequisite: None.

Recommendation: EL2 P090 or placement through a multiple measure process, including approved scores on an approved ESL placement test.

Grading: Pass/No Pass.

Total lecture 90 hours. This is a grammar and writing class designed for the beginning ESL student. The course will cover grammar and simple sentence writing. *(Non-transferable, non-degree applicable).*

P091B – HIGH BEGINNING GRAMMAR & & WRITING .... 0 UNITS

Prerequisite: None.

Recommendation: EL2 P091A or placement through a multiple measure process, including approved scores on an approved ESL placement test.

Grading: Pass/No Pass.

Total lecture 90 hours. This is a grammar and writing class designed for the high-beginning ESL student. The course will cover grammar and short paragraphs on familiar topics. *(Non-transferable, non-degree applicable).*

P092A – BEGINNING LISTENING & SPEAKING.. 0 UNITS

Prerequisite: None.

Recommendation: EL2 P090.

Grading: Pass/No Pass.

Total lecture 90 hours. This is a noncredit grammar-based speaking class for the beginning ESL student. Listening comprehension, and speaking skills will be developed through basic dialogues, modeled tasks, and communicative activities. *(Non-transferable, non-degree applicable).*

P092B – HIGH BEGINNING LISTENING & SPEAKING.. 0 UNITS

Prerequisite: None

Recommendation: EL2 P092A.

Grading: Pass/No Pass.

Total lecture 90 hours. This is a grammar-based speaking class for the high-beginning ESL student. Students will further develop listening comprehension and will increase fluency, accuracy, and confidence in oral production. *(Non-transferable, non-degree applicable).*

P093A – INTERMEDIATE READING & WRITING .... 0 UNITS

Prerequisite: EL2 P091B or EL2 P081B or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Grading: Pass/No Pass.

Total lecture 90 hours. This course focuses on reading and composition for students at the intermediate level of academic English as a second language. The course covers increasingly complex grammatical structures that students in-corporate into compositions of one or more paragraphs. The content of P093A is identical to that of P071A and shall be offered with P093A as a dual-roster class. *(Non-transferable, non-degree applicable)*

P093B – HIGH INTERMEDIATE READING & WRITING .... 0 UNITS

Prerequisite: EL2 P093A of EL2 P071A or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Grading: Pass/No Pass.

Total lecture 90 hours. This course is designed for students at the high intermediate level of academic English as a second language. The course focuses on thesis-based essays, critical analysis of academic reading, and techniques to improve the organization, syntax, and grammar of essays. Essays are written in response to readings and discussions. The content of P093B is identical to that of P071B and shall be offered with P093B as a dual-roster class. *(Non-transferable, non-degree applicable)*

P094A – INTERMEDIATE LISTENING & SPEAKING.. 0 UNITS

Prerequisite: EL2 P092B or EL2 P082B or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Grading: Pass/No Pass.

Total lecture 90 hours. This course is a grammar-based speaking class for the intermediate ESL student. Students will further develop listening comprehension and will demonstrate greater fluency, accuracy, and confidence in oral production. The content of P094A is identical to that of P072A and shall be offered with P072A as a dual-roster class. *(Non-transferable, non-degree applicable)*

P094B – HIGH INTERMEDIATE LISTENING & SPEAKING.. 0 UNITS

Prerequisite: EL2 P094A or EL2 P072A or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Grading: Pass/No Pass.

Total lecture 90 hours. This course is a grammar-based speaking class for the high intermediate ESL student. Students will further develop listening comprehension and will demonstrate greater fluency, accuracy, and confidence in oral production. The content of P094B is identical to that of P072B and shall be offered with P072B as a dual-roster class. *(Non-transferable, non-degree applicable)*

P095 – ADVANCED READING & WRITING .... 0 UNITS

Prerequisite: EL2 P093B or EL2 P071B or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Grading: Pass/No Pass.

Total lecture 90 hours. This noncredit course is designed for students at the advanced level of academic English as a second language. The course provides extensive practice in expository essays referencing outside sources, critical analysis of academic reading, and techniques to improve the organization, syntax, and grammar of the essays. The content of P095 is identical to that of P060 and shall be offered with P060 as a dual-roster class. *(Non-transferable, non-degree applicable)*

P096 – ADVANCED LISTENING & SPEAKING.. 0 UNITS

Prerequisite: EL2 P094B or EL2 P072B or placement through a multiple-measure process, including an appropriate score on an approved ESL placement test.

Grading: Pass/No Pass.

Total lecture 90 hours. This class is a grammar-based speaking class for the advanced ESL student. Students will further develop listening comprehension and the ability to speak with greater fluency, accuracy, and confidence. The content of P096 is identical to that of P061 and shall be offered with P061 as a dual-roster class. *(Non-transferable, non-degree applicable)*

ETHNIC STUDIES

P105 – NATIVE CULTURES OF NORTH AMERICA.. 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course uses an interdisciplinary perspective to provide an overview of the Native Cultures or First Nations Peoples of North America, with a particular emphasis on California and the United States. Historical and cultural diversity and social aspects relating to race and ethnicity, gender, sexuality, religion, spirituality, and art will be surveyed. Contemporary movements relating to resistance, social justice, solidarity, liberation, and anti-racism will be highlighted. Approved for pass/no pass grading option. [Equivalent to ANTH P105] (*A/CSU/UC*) PC-Area 4; PC-Area 7; CSU-D; CSU-F; IGETC-4; IGETC-7

P106 – INTERCULTURAL COMMUNICATION.. 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Study of basic theory and skills of intercultural communication. Emphasis is given to communicating effectively in diverse social and professional environments. Focus will also be given to the analysis and comparisons of message perception and transmission in interactions between people from different cultures. Practical application of these skills will also be highlighted. [Equivalent to COMM P106] (*A/CSU/UC*) PC-Area 4; CSU-D3; CSU-D7; IGETC-4C; IGETC-4G

P119 – MEXICAN AMERICAN HISTORY ... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A survey of the history of Mexican Americans from Pre-Columbian roots to the present day. The course will focus on lived experiences, social and cultural interactions, contributions, struggles, and achievements to better understand the significance of Mexican Americans in the United States. Topics addressed include the intersection of race and ethnicity with other forms of difference affected by hierarchy and oppression, such as class, gender, sexuality, religion, spirituality, national origin, immigration status, ability and/or age. The course also will explore both historical and current resistance and social justice movements along with contemporary issues affecting Mexican American populations. [Equivalent to HIST P119] (*A/CSU/UC*) PC-Area 4; PC-Area 7; CSU-D; IGETC-4

P150 – RACE & ETHNICITY.......................... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course offers sociological and interdisciplinary analyses of race and ethnic relations in the U.S. Sociological and interdisciplinary approaches, theories, and research will be employed to explore and evaluate the cultural, political and economic practices and institutions that support or challenge racism, racial and ethnic inequalities as well as historical and contemporary patterns of interaction among various racial and ethnic groups. Topics addressed include the genetics of ancestry and the socially constructed nature of race, cultural and geographical diversity, socio-economic status, health status, political conditions of various groups as well as the social psychological impact of social inequality and colonialism. Experiences of Native Americans, African Americans, Latinx Americans, Asian Americans and other groups will be explored. [Equivalent to SOCI P150] C-ID SOCI 150 (*A/CSU/UC*) PC-AREA 4; PC-AREA 7; CSU-D; CSU-F; IGETC-4; IGETC-7

FIRE TECHNOLOGY

P050 – FIRE FIGHTER I ACADEMY.......... 14 UNITS

Prerequisite: FIRE P101, EMTC P050, and current first aid and CPR certification at the Public Safety First Aid level or above as defined by California Health and Safety Code.

Corequisite: Confined Space Awareness (*CA Code of Regulations, Title 8, Section 5157*) Introduction to the Incident Command System (*ICS-100*), FEMA National Incident Management System, An Introduction (*IS-700.A*), FEMA. This meets or exceeds the minimum emergency medical training requirements mandated by the California Office of the State Fire Marshall for this course. Students (*Academy Cadets*) must provide proof of certification at first class session.

Grading: Letter Grade.

Total lecture 180 hours, total laboratory 216 hours. This course provides the skills and knowledge needed for the entry level professional fire fighter to perform his/her duties safely, effectively, and competently. The curriculum is based on the 2013 edition of NFPA 1001 Standard for Fire Fighter Professional Qualifications, the 2012 edition of NFPA 1051 Standard for Wildland Fire Fighter Professional Qualifications, and the 2008 edition of NFPA 472 Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents. The seven overarching themes of the California State Fire Fighter I curriculum are: general knowledge germane to the profession, fire department communications, fireground operations, rescue operations, preparedness and maintenance, wildland suppression activities, and hazardous materials/WMD. (*A*)

P051 – INTERAGENCY BASIC WILDLAND FIREFIGHTER ....6.5 UNITS

Prerequisite: None.

Recommendation: Current first aid and CPR certification at Public Safety First Aid level or above as defined by California Health and Safety Code.

Grading: Letter Grade.

Total lecture 90 hours, total laboratory 81 hours. This course is designed to provide the basic educational and practical training elements required for issuance of the California Department of Forestry and Fire Protection's Basic Wildland Firefighter *("Basic 67")* certificate. Successful completion of this course will also result in the student meeting the "Basic 32" training requirements of the Federal fire agencies and issuance of the appropriate certificates. Graduates of this Academy will meet the minimum wildland fire training requirements typically necessary to apply for seasonal wildland fire control positions with most State and Federal fire agencies in California. *(A)*

P101 – PRINCIPLES OF EMERGENCY SERVICES ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course provides an introduction to fire protection education, career opportunities in fire protection and related fields, philosophy and history of fire protection, fire loss analysis, organization and function of public and private fire protection services, fire departments as part of local government, laws and regulations affecting the fire service, fire service nomenclature, basic fire chemistry and physics, basic fire control strategy and tactics, and common fire protection systems*. (A/CSU)*

P102 – FIRE PREVENTION TECHNOLOGY ..... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course provides fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationships of fire prevention with built-in fire protection systems, fire investigation, and fire and life-safety education. *(A/CSU)*

P103 – FIRE PROTECTION EQUIPMENT SYSTEMS ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course provides information relating to the features of design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers*. (A/CSU)*

P104 – BUILDING CONSTRUCTION FIRE PROTECTION ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course provides the components of building construction that relate to fire and life safety. The focus of this course is on firefighter safety. The elements of construction and design of structures are shown to be key when inspecting buildings, pre-planning fire operations, and operating at emergencies. *(A/CSU)*

P105 – FIRE BEHAVIOR & COMBUSTION ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course explores the theories and fundamentals of how and why fires start, spread, and how they are controlled. *(A/CSU)*

GEOGRAPHY

P113 – CULTURAL GEOGRAPHY ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Introduction to understanding the relationship between human populations and the earth from a geographic perspective, exploring patterns in population dynamics, settlement systems, natural resource exploitation, food production, economic and political organization, language, religion, ethnicity, culture history, and globalization. *(A/CSU/UC)* PC-Area 4; CSU-D5; IGETC-4

P114 – PHYSICAL GEOGRAPHY.................3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total Lecture 54 hours. This course is a basic study of physical geography and the earth as a system. Important elements include the origin of the earth's major geological and climatological patterns and their influence upon the characteristics of landforms, vegetation, and soils. Finally, the course will deal with human impact on the earth as a whole and how human-induced global change will alter the landscape around us. Approved for pass/no pass grading option. Equivalent to ERSC P114. C-ID GEOG 110 *(A/CSU/UC)* PC-Area 5B; CSU-D5; IGETC-4E

P125 – WORLD REGIONAL GEOGRAPHY ..3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course introduces students to a geographic perspective on cultural and natural variation across the Earth. Surveying the major regions of the world, cultural and environmental features will be introduced and analyzed through spatial methods of analysis to understand the processes shaping each region over time. This course provides a foundation for understanding our relationship with the natural world and its implications for the future. C-ID GEOG 125 *(A/CSU/UC)* PC-Area 4; CSU-D; IGETC-4

GEOLOGY

P110 – INTRODUCTION TO GEOLOGY..... 4 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours, laboratory 54 hours. An introduction to the processes and materials which together produce the different topographic and geological features on earth. An emphasis will be placed on the theory of plate tectonics as the unifying model to explain geological phenomena. Laboratory work will include a systematic study of minerals and rocks, as well as the methods of geology. The course is designed as an introductory survey and designed for those students not necessarily majoring in physical sciences and engineering. Course is approved for pass/no pass grading option. C-ID GEOL 101. *(A/CSU/UC)* PC-Area 5B; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C

HEALTH CAREERS

P008 – INTRODUCTION TO ANATOMY & PHYSIOLOGY FOR HEALTH CAREERS .....2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 27 hours, total laboratory 27 hours. This course is designed to provide a basic overview of human anatomy and physiology related to practical nursing and other allied health students. This course provides an understanding of normal body structure and function integrated with nursing concepts. *(A)*

P009 – HEALTH CAREERS FUNDAMENTAL CONCEPTS..2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours. This course provides an introduction to medical language and terminology used by health care professionals. Basic terminology, including prefixes, suffixes and word roots are covered generally and by body system. Math *(dimensional analysis)* utilized when administering medication will be covered. Students will be required to research an assigned topic and write a research paper. This **course is also offered online. (A)**

NOTE: Not open to students with credit in PTVN P009..

HEALTH EDUCATION

P112 – HEALTH EDUCATION..................... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. A course in health education based upon the fundamental concepts of human biology. Includes a study of diseases, sex education, drug abuse, emotional health, environmental health, nutrition, and consumer health. This course is also offered online and as a hybrid. *(A/CSU/UC)* PC-Area 6; CSU-E

P113 – SPORT AND EXERCISE NUTRITION..3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Sport and Exercise Nutrition provides you with an understanding of the key principles of sports nutrition and its practical application across the spectrum of individuals from those following an active lifestyle to competitive athletes. You will learn about the impact of training and competition on exercise metabolism and thus energy and macronutrient, plus micronutrient needs and fluid requirements. Overall, you will develop competencies in understanding the role of nutrition for individuals in terms of enhancing exercise performance, while also addressing the requirements for overall health. *(A/CSU/UC)*

HISTORY

P101 – WORLD HISTORY TO 1500 ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. A comparative survey of the political, economic, social, religious, intellectual, and cultural development of world civilizations from the rise of the first complex societies to 1500 CE. Approved for pass/no pass grading option. C-ID HIST 150 *(A/CSU/UC)* PC-Area 4; CSU-C2; CSU-D; IGETC-3B; IGETC-4

P102 – WORLD HISTORY FROM 1500 TO THE PRESENT ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. A comparative survey of the political, economic, religious, intellectual, and cultural development of world civilizations from 1500 to the present, including the interconnections and interdependencies of the modern world. Approved for pass/no pass grading option. C-ID HIST 160 *(A/CSU/UC)* PC-Area 4; CSU-C2; CSU-D; IGETC-3B; IGETC-4

P104 – HISTORY OF WESTERN CIVILIZATION I ....3 UNITS
Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. A study of cultural, social, economic, religious, philosophical, and political development of Western Civilization from its beginnings to 1648. This class is approved for pass/no pass grading option. C-ID HIST P170 *(A/CSU/UC)* PC-Area 3; PC-Area 4; CSU-C2; CSU-D; IGETC-3B; IGETC-4

P105 – HISTORY OF WESTERN CIVILIZATION II ....3 UNITS
Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. A study of the historical, cultural, social, economic, religious, philosophical, and political development of Western Civilization from 1648 to the present. This class is approved for pass/no pass grading option. C-ID HIST 180 *(A/CSU/UC)* PC-Area 3; PC-Area 4; CSU-C2; CSU-D; IGETC-Area 3B; IGETC-4

P107 – CALIFORNIA HISTORY .... 3 UNITS
Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. A survey of the growth and development of California from 1542 to the present. Approved for pass/no pass grading option. *(A/CSU/UC)* PC-Area 4; CSU-D; IGETC-4

P108 – EARLY LATIN AMERICAN HISTORY .... 3 UNITS
Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. A survey of the social, economic, and political history of Latin America from the Pre-Columbian civilizations, the Iberian conquest and settlement, the 300 years of colonial development, through independence by the 1820s. Approved for pass/no pass grading option. *(A/CSU/UC)* PC-Area 4; CSU-D; IGETC-4

P109 – MODERN LATIN AMERICAN HISTORY .... 3 UNITS
Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. A survey of the social and political history of Latin America from independence through the struggles to create nation-states, the movements of revolution and reform, the tensions between traditionalism and modernization, and the modern social and political transformation of the region. Approved for pass/no-pass grading option. *(A/CSU/UC)* PC-Area 4; CSU-D; IGETC-4

P114 – HISTORY OF WOMEN IN THE UNITED STATES .... 3 UNITS
Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A survey of the history of women in the United States from the pre-colonial period to the present day. The course will focus on the social, cultural, political, and economic aspects of women's history in the United States and will examine the diversity of experiences of women. The course will also explore gender as a social construction and as a category of historical analysis. *(A/CSU)* PC-Area 3; PC-Area 4; CSU-D; IGETC-4

P117 – HISTORY OF THE UNITED STATES TO 1877 ....3 UNITS
Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A survey of the historical, political, and social development of the United States from the beginning of the colonial period to 1877. C-ID HIST 130 *(A/CSU/UC)* PC-Area 4; CSU-D; IGETC-4

P118 – HISTORY OF THE UNITED STATES FROM 1865 ....3 UNITS
Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A survey of the historical, political, and social development of the United States from 1865 to the present. C-ID HIST P140 *(A/CSU/UC)* PC-Area 4; CSU-D; IGETC-4

P119 – MEXICAN AMERICAN HISTORY ....3 UNITS
Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A survey of the history of Mexican Americans from Pre-Columbian roots to the present day. The course will focus on lived experiences, social and cultural interactions, contributions, struggles, and achievements to better understand the significance of Mexican Americans in the United States. Topics addressed include the intersection of race and ethnicity with other forms of difference affected by hierarchy and oppression, such as class, gender, sexuality, religion, spirituality, national origin, immigration status, ability and/or age. The course also will explore both historical and current resistance and social justice movements along with contemporary issues affecting Mexican American populations. [Equivalent to ETHN P119] *(A/CSU/UC)* PC-Area 4; CSU-D; IGETC-4

P120 – HISTORY OF THE MIDDLE EAST ...3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. An introduction to the history, peoples, and cultures of the Middle East from the birth of Mohammad in the 6th century to the present. Examines the development and achievements of Islamic civilization and its interactions with modernity, nationalism, Israel, and the West. *(A/CSU/UC)* PC-Area 3; PC-Area 4; CSU-C2; CSU-D; IGETC-3B; IGETC-4

P121 – HISTORY OF EAST ASIA ....3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A survey of the social and political history of East Asia from the foundations of literate Asian civilization through the transition into modern nations and their adaptation to a changing contemporary world. The course focuses on China, Japan and Korea, giving substantial attention to the philosophical and religious traditions that bestow distinctive characteristics on the East Asian region and on each of the three countries. Approved for pass/no pass grading option. *(A/CSU/UC)* PC-Area 3; PC-Area 4; CSU-C2; CSU-D3; CSU-D6; IGETC-3B; IGETC-4F

P123 – HISTORY OF MEXICO ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Surveys Mexico's historical foundation from the pre-Columbian civilizations through the Spanish conquest and colonial period, independence, nation-building, foreign interventions, the eras of reform, dictatorship, revolution, and modernity to the present. Approved for pass/no-pass grading option. *(A/CSU/UC)* PC-Area 4; CSU-D6; IGETC-4

HOSPITALITY

P050 – CULINARY PRINCIPLES...................3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours, total lab 54 hours. Through a combination of lecture and lab sessions, students are introduced to fundamental culinary principles, techniques, and operations. Students are introduced to and apply skills in product identification, ingredient handling, recipe costing, commercial recipe development, cooking fundamentals, and professional standards of commercial kitchen operations. *(A)*

P100 – HOSPITALITY MANAGEMENT.........3 UNITS

Prerequisites: None.

Grading: Letter Grade.

Total lecture 54 hours. Overview of structure and financial performances of the hospitality industry; food and lodging, resorts, tourism enterprises, attractions, and related operations. Focus on orientation to customer service, cultural/economic trends and career opportunities. C-ID HOSP 100 *(A/CSU)*

P110 – SANITATION & SAFETY ....3 UNITS

Prerequisite: P100.

Grading: Letter Grade.

Total lecture 54 hours. Sanitation practices affecting individual operations. prevention and control of foodborne illnesses through the flow of food and haccp management. Also includes the study of worker safety. C-ID HOSP 110 *(A/CSU)*

P120 – HOSPITALITY COST CONTROL ......3 UNITS

Prerequisite: P100.

Grading: Letter Grade.

Total lecture 54 hours. Analyzing and managing: food, beverage, labor, and other costs within a hospitality operation. emphasis on problem-solving, applying cost control techniques to maximize profits while managing expenses. topics include: establishing standards, cost-volume-profit-analysis, forecasting, purchasing and storage controls, menu costing and pricing, theft prevention, and labor control. C-ID HOSP 120 *(A/CSU)*

P130 – INTRODUCTION TO FOOD & BEVERAGE MANAGEMENT.........................3 UNITS

Prerequisite: P100.

Grading: Letter Grade.

Total lecture 54 hours. Techniques and procedures of management are explored and developed as they relate to commercial and institutional food and beverage facilities. Topics include: functions of management, marketing, menu development, effective cost controls in purchasing, labor, and service techniques. C-ID HOSP 130 *(A/CSU)*

P140 – INTRODUCTION TO HOTEL MANAGEMENT ....3 UNITS

Prerequisite: P100.

Grading: Letter Grade.

Total lecture 54 hours. An introduction to the operating system and components of a hotel-resort facility, which includes: front office, housekeeping, food and beverage, sales and marketing, accounting, property maintenance, human/resource management, and information systems. By providing an overview of the lodging industry, this course will introduce such topics as hotel classifications, accommodations, front and back office operations, logistics, accounting, the food and beverage division, hotel engineering, and the many employment opportunities available in the various sectors of the business. C-ID HOSP 140 *(A/CSU)*

P150 – HOSPITALITY LAW............................3 UNITS

Prerequisite: P100.

Grading: Letter Grade.

Total lecture 54 hours. Explore the Legal Relationship and Considerations of Hotel, Restaurant, Travel and Tourism Operations. Since laws covering the innkeeper restaurateur are very different than most other businesses, this course not only covers the legal ramifications of dealing with patrons, it covers the relationship and responsibilities between employers

and employees. The rapidly developing area of casino/resort law is also covered. By using a preventive approach, this course can keep the legal considerations of hotel and restaurant operations from becoming expensive problems. C-ID HOSP 150 *(A/CSU)*

P160 – CULINARY PRODUCTION & OPERATIONS .... 3 UNITS

Prerequisite: P100.

Grading: Letter Grade.

Total lecture 36 hours, 54 laboratory hours. Through a combination of lecture and lab sessions, you will be introduced to fundamental culinary principles, techniques, and operations. Hands-on cooking, tasting, and evaluating approaches are used to teach students professional cooking techniques. Emphasis is placed on understanding how ingredients and cooking techniques affect product outcomes. The class will examine product identification, ingredient handling, recipe costing, commercial recipe development, cooking fundamentals, and professional standards of commercial kitchen operations. A current food protection manager certification by a nationally recognized food safety organization is required to participate in this class. C-ID HOSP 160 *(A/CSU)*

INDUSTRIAL TECHNOLOGY

P050 – INDUSTRIAL MAINTENANCE I......5 UNITS

Prerequisite: None

Grading: Letter Grade.

Total lecture 54 hours, total laboratory 108 hours. This course provides foundational skills training for maintenance technicians. Topics will include activities focused upon creating foundation skills, math skills, basic electrical skills, basic pneumatics and hydraulics, basic mechanical skills, basic plumbing, air-conditioning, and workplace success skills. Completion of this basic course will prepare students for a job as a building or production line maintenance technician. *(A)*

P051 – INDUSTRIAL MAINTENANCE II..... 4.5 UNITS

Prerequisite: Grade of "C" or higher in Industrial Maintenance P050 or equivalent course in Industrial Maintenance.

Grading: Letter Grade.

Total lecture 54 hours, total laboratory 81 hours. In this course, participants will receive instruction and participate in activities enabling them to build skills in manufacturing maintenance; including pneumatics , mechanical drives, electrical wiring, electronic sensors, HVAC and solar energy. Successful completion of this basic course will prepare students for a job as a building or production line maintenance technician. *(A)*

P052– PROGRAMMABLE LOGIC CONTROLLER BASICS .... 2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours. This course provides a solid foundation in PLC theory, installation, programming, operation, and troubleshooting. Students will become knowledgeable with the fundamentals of installing, programming, and troubleshooting digital and analog PLCs. *(A)*

INFORMATION SYSTEMS

P001 – INTRODUCTION TO COMPUTERS .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course is designed to provide the student with fundamental concepts of microcomputer hardware and software. The software covered is Microsoft Word, Microsoft Excel, and Microsoft PowerPoint. The student is expected to use the computer outside of the classroom to accomplish the assignments and to enhance their understanding of the subject matter. A research project will also be assigned to help the student to critically evaluate the advances of today's computer technology. *(A)* PC-Area 1B

P010 – INTRODUCTION TO WORD PROCESSING/WORD .... 2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours. This course will familiarize students with the basic and advanced functions of Microsoft Word for Windows. Included topics are: creating, editing, illustrating, and formatting letters, tables, memos, outlines, forms, reports, merging word documents, and integrating Word with other programs. *(A)*

P020 – INTRODUCTION TO WINDOWS SPREADSHEET/EXCEL.............................. 2 UNITS

Prerequisite: None.

Recommendation: Information Systems P001.

Grading: Letter Grade.

Total lecture 36 hours. This course is designed to provide students with an overview of the spreadsheet using the most current version of Microsoft Excel. A task-driver approach will be employed throughout the course. By working through realistic cases, students will learn how to apply knowledge and skills in situations they are likely to encounter in the workplace. Weekly projects and case problems will be assigned to reinforce classroom instruction and to facilitate students' understanding of common business applications in the real world. *(A)*

P052 – INTRODUCTION TO WEB DESIGN......... 3 UNITS

Prerequisite: None.

Recommendation: Information Systems P001.

Grading: Letter Grade.

Total lecture 54 hours. This course provides hands-on learning in web design and publishing using several web authoring tools, including Dreamweaver; as well as examining other programs. Students will learn how to create web pages with various links, pictures, images, tables, and CSS layout. Use of HTML, XHTML, and CSS will be discussed. Students will be required to complete weekly homework assignments. As a part of the course, students will also demonstrate their ability in creating a properly designed and fully functional web site. *(A)*

P055 – INTERNET RESEARCH................... 2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours. This course instructs students in a wide variety of Internet research techniques. Students will learn web search strategies and the use of appropriate search engines and directories. The course also covers evaluation techniques for web resources, and MLA / APA citation formats for web resources. *(A)*

P100 – INTRODUCTION TO INFORMATION SYSTEMS............................3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours, laboratory 54 hours. Examination of information systems and their role in business. Focus on information systems, database management systems, networking, e-commerce, ethics and security, computer systems hardware and software components. Application of these concepts and methods through hands-on projects developing computer-based solutions to business problems. C-ID ITS 120 *(A/CSU/UC)* PC-Area 1B

P110 – INFORMATION & COMMUNICATION TECHNOLOGY ESSENTIALS .... 4 UNITS

Prerequisite: None

Grading: Letter Grade.

Total lecture 72 hours. This course provides an introduction to the computer hardware and software skills needed to help meet the growing demand for entry-level ICT professionals. The fundamentals of computer hardware and software as well as advanced concepts such as security, networking, and the responsibilities of an ICT professional will be introduced. Preparation for the CompTIA A+ certification exams. C-ID ITIS 110 *(A/CSU)*

P113 – STRUCTURED PROGRAMMING.... 3 UNITS

Prerequisite: Information Systems P100.

Grading: Letter Grade.

Total lecture 54 hours. An introduction to the fundamental concepts and models of application development including the basic concepts of program design, data structures, programming, problem solving, programming logic, and fundamental design techniques for event-driven programs. Hands-on experience with a modern application programming language and development platform. C-ID ITIS 130 *(A/CSU/UC)* PC-Area I

P164 – INTRODUCTION TO INFORMATION SYSTEMS SECURITY - ETHICAL HACKING ....3 UNITS

Prerequisite: Information Systems P220.

Grading: Letter Grade.

Total 54 lecture hours. An introduction to the fundamental principles and topics of Information Technology Security and Risk Management at the organizational level. It addresses hardware, software, processes, communications, applications, and policies and procedures with respect to organizational Cybersecurity and Risk Management. Preparation for the CompTIA Security + certification exams. *(A/CSU)*

P170 – INTERNET PROTOCOLS & PRINCIPLES .... 3 UNITS

Prerequisite: None.

Recommendation: INFS P100.

Grading: Letter Grade.

Total lecture 54 hours. Overview of the TCP/IP and OSI models, addressing, local and wide-area networks, routing protocols, transport protocols *(TCP/UDP)*, switched and routed networks, name lookup, IPv6, network security, and address translation. *(A/CSU)*

P180 – INTRODUCTION TO DATABASE MANAGEMENT SYSTEMS .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course provides the students with an introduction to the core concepts in data and information management. It is centered around the core skills of identifying organizational information requirements, modeling them using conceptual data modeling techniques, converting the conceptual data models into relational data models and verifying its structural characteristics with normalization techniques, and implementing and utilizing a relational database using an industrial-strength database management system. The course will also include coverage of basic database administration tasks and key concepts of data quality and data security. In addition to developing database applications, the course helps the students understand how large-scale packaged systems are highly dependent on the use of Database Management Systems *(DBMSs)*. Building on the transactional database understanding, the course provides an introduction to data and information management technologies that provide decision support capabilities under the broad business intelligence umbrella. *(A/CSU)*

P210 – SYSTEMS ANALYSIS & DESIGN ... 3 UNITS

Prerequisite: Information Systems P100.

Grading: Letter Grade.

Total lecture 54 hours. The course presents a systematic methodology for analyzing a business problem or opportunity, determining what role, if any, computer-based technologies can play in addressing the business need, articulating business requirements for the technology solution, specifying alternative approaches to acquiring the technology capabilities needed to address the business requirements, and specifying the requirements for the information systems solution in particular, in-house development, development from third-party providers, or purchased commercial-off-the-shelf packages. C-ID ITIS 140 *(A/CSU)*

P220 – DATA COMMUNICATIONS & NETWORKING .... 3 UNITS

Prerequisite: None.

Recommendation: INFS P100.

Grading: Letter Grade.

Total lecture 54 hours. This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP *(Internet Protocol)* addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for further study of computer networks. It uses the OSI *(Open Systems Interconnection)* and TCP *(Transmission Control Protocol)* layered models to examine the nature and roles of protocols and services at the application, network, data link, and physical layers. Preparation for the CompTIA Network+ certification exam. C-ID ITIS 150 *(A/CSU)*

INTERDISCIPLINARY STUDIES

P100 – INTRODUCTION TO LEADERSHIP DEVELOPMENT ....3 UNIT

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course is designed to provide emerging and existing student leaders the opportunity to explore the concept of leadership and to develop and improve their leadership skills for application in multiple roles throughout their lifetime. Students will learn the role that communication, motivation, delegation, self assessment, planning, time management, stress management, evaluation and governance play in developing successful leaders, working relationships, and organizations. Focus will include: parliamentary procedure, program development, stress reduction, and time management. *(A/CSU)* PC-Area A

P101 – BEGINNING APPLIED LEADERSHIP..... 1 UNIT

Prerequisite: None.

Grading: Letter Grade.

Total lecture 18 hours. The course is designed as an introduction to applied leadership to give students the skills and proper knowledge to participate in student government. Students critically reflect on their goals, objectives and action plans and review their own performance along with assessing the organizational environment. *(A/CSU)*

P101Z – BEGINNING APPLIED LEADERSHIP 0 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 18 hours. The course is designed as an introduction to applied leadership to give students the skills and proper knowledge to participate in student government. Students critically reflect on their goals, objectives and action plans and review their own performance along with assessing the organizational environment.

P102 – INTERMEDIATE APPLIED LEADERSHIP .... 1 UNIT

Prerequisite: INST P101 with a "C" or better.

Grading: Letter Grade.

Total lecture 18 hours. The course is designed to give students intermediate leadership skills and proper knowledge to participate in student government. Students critically reflect on their goals, objectives and action plans and review their own performance along with assessing the organizational environment. *(A/CSU)*

P103 – ADVANCED APPLIED LEADERSHIP......1 UNIT

Prerequisite: INST P102 with a "C" or better.

Grading: Letter Grade.

Total lecture 18 hours. The course is designed to give students advanced leadership skills and proper knowledge to participate in student government. Students critically reflect on their goals, objectives and action plans and review their own performance along with assessing the organizational environment. *(A/CSU)*

INTER-COLLEGIATE SPORTS

The following courses are for students who excel in athletic ability and wish to participate in the intercollegiate program competing in conference and practice schedules. No student shall represent this college in any athletic contest unless the student is actively enrolled and attending a minimum of 12 units of coursework.

A student who has previously competed in college athletics must complete a total of 24 units *(18 transferable)* with a 2.0 GPA to be eligible for a second season of competition. A student transferring from another college must have passed 12 units in residence the previous semester. Please contact the Department of Athletics for more specific rules regarding eligibility for intercollegiate athletics.

P301 – OFF SEASON INTERCOLLEGIATE BASEBALL – MEN.................................. 1 - 2 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total 54 activity hours per unit. This course is designed to provide the student with the opportunity for mastering the specific individual baseball skills, team techniques and strategies of baseball at the Intercollegiate level of play. Approved for pass/no-pass grading option. Course may be repeatable three times. Previously KIN P116.*(A/CSU/UC)* PC-Area 6; CSU-E

P302 – VARSITY BASEBALL ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total laboratory 175 hours. Instruction given to develop the necessary skills and knowledge to participate in baseball at the collegiate level. Approved for pass/no pass grading option. Course may be repeated three times. Previously KIN P126. *(A/CSU/UC)* PC-Area 6; CSU-E

P303 – OFF SEASON INTERCOLLEGIATE BASKETBALL – MEN .... 1 UNIT

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total activity 54 hours. This course is designed to provide the student with the opportunity for mastering the specific individual basketball skills, team techniques, and strategies of basketball at the Intercollegiate level of play. Approved for pass/no pass grading option. Course may be repeated three times. Previously KIN P117. *(A/CSU/UC)* PC-Area 6; CSU-E

P304 – VARSITY BASKETBALL FOR MEN .... 1.5 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total laboratory 87.5 hours. Instruction given to develop the necessary skills and knowledge to participate in basketball at the collegiate level. Approved for pass/no pass grading option. Course may be repeated three times. Previously KIN P122. *(A/CSU/UC)* PC-Area 6; CSU-E

P305 – OFF SEASON INTERCOLLEGIATE BASKETBALL-WOMEN .... 1 UNIT

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total 54 activity hours. This course is designed to provide the student with the opportunity for mastering the specific individual basketball skills, team techniques and strategies of basketball at the intercollegiate level of play. Approved for pass/no pass grading option. Course may be repeated three times. Previously KIN P109. *(A/CSU/UC)* PC-Area 6; CSU-E

P306 – VARSITY BASKETBALL FOR WOMEN.. 1.5 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total laboratory 87.5 hours. Instruction given to develop the necessary skills and knowledge to participate in basketball at the collegiate level. Approved for pass/no pass grading option. Course may be repeated three times. Previously KIN P123. *(A/CSU/UC)* PC-Area 6; CSU-E

P307 – OFF SEASON INTERCOLLEGIATE CROSS-COUNTRY .... 1 - 2 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total 54 activity hours per unit. The course is designed to provide the student with the opportunity for mastering the specific skills required to be successful in competitive cross country, including training technique, race planning, and overall fitness. Approved for pass/no-pass grading option. Course may be repeated three times. Previously KIN P113. *(A/CSU/UC)* PC-Area 6; CSU-E

P308 – VARSITY CROSS COUNTRY.......... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total laboratory 175 hours. Instruction given to develop the necessary skills and knowledge to participate in cross country at the collegiate level. Course is approved for pass/no pass option. Course may be repeated three times. Previously KIN P121. *(A/CSU/UC)* PC-Area 6; CSU-E

P309 – OFF SEASON INTERCOLLEGIATE SOFTBALL – WOMEN........................... 1 - 2 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total 54 activity hours per unit. The course is designed to provide the student with the opportunity for mastering the specific individual softball skills, team techniques and strategies of softball at an intercollegiate level of play. Approved for pass/no-pass grading option. Course may be repeated three times. Previously KIN P115. *(A/CSU/UC)* PC-Area 6; CSU-E

P310 – VARSITY SOFTBALL FOR WOMEN..3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total laboratory 175 hours. Instruction given to develop the necessary skills and knowledge to participate in Softball at the collegiate level. Approved for pass/no pass grading option. Course may be repeated three times. Previously KIN 132. *(A/CSU/UC)* PC-Area 6; CSU-E

P313 – OFF SEASON INTERCOLLEGIATE SOCCER-WOMEN .... 2 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total 108 activity hours. This course is designed to provide the student with the opportunity for mastering the specific individual soccer skills, team techniques and strategies of soccer at the intercollegiate level of play. Approved for pass/no pass grading option. Course may be repeated three times. *(A/CSU/UC)* PC-Area 6; CSU-E

P314 – VARSITY SOCCER FOR WOMEN ... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total 175 laboratory hours. Instruction given to develop the necessary skills and knowledge to participate in cross country at the collegiate level. Course is approved for pass/no pass option. Course may be repeated three times. *(A/CSU/UC)* PC-Area 6; CSU-E

P315 – OFF SEASON INTERCOLLEGIATE VOLLEYBALL – WOMEN........................ 1 - 2 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total 54 activity hours per unit. The course is designed to provide the student with the opportunity for mastering the specific individual volleyball skills, team techniques and strategies of volleyball at an intercollegiate level of play. Approved for pass/no-pass grading option. Course may be repeated three times. Previously KIN P114. *(A/CSU/UC)* PC-Area 6; CSU-E

P316 – VARSITY VOLLEYBALL FOR WOMEN.. 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total laboratory 175 hours. Instruction given to develop the necessary skills and knowledge to participate in volleyball at the collegiate level. Approved for pass/no pass grading option. Course may be repeated three times. Previously KIN P130. *(A/CSU/UC)* PC-Area 6; CSU-E

P317– INTERCOLLEGIATE TEAM CONDITIONING .... 1 - 2 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total 54 activity hours per unit. Preparatory conditioning necessary for intercollegiate competition. Development of sport-specific strength, power, endurance, agility and flexibility as well as mental training techniques. Approved for pass/no pass grading. Course may be repeated three times. Previously KIN P143. *(A/CSU/UC)* PC-Area 6; CSU-E

P318 – OFF SEASON INTERCOLLEGIATE TRACK AND FIELD .... 2 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total 108 activity hours. The course is designed to provide the student with the opportunity for mastering the specific individual track and field skills, team techniques and strategies of track and field at an intercollegiate level of play. Approved for pass/no pass grading option. Course may be repeated three times. *(A/CSU/UC)* PC-Area 6; CSU-E

P319 – VARSITY TRACK & FIELD .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total 175 activity hours. Instruction given to develop the necessary skills and knowledge to participate in track and field at the collegiate level. Approved for pass/no pass grading option. Course may be repeated three times. *(A/CSU/UC)* PC-Area 6; CSU-E

P320 – OFF SEASON INTERCOLLEGIATE TENNIS – WOMEN.. 2 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total activity 108 hours. This course is designed to provide the student with the opportunity for mastering the specific individual tennis skills, team techniques, and strategies of tennis at the intercollegiate level of play. Approved for pass/no-pass grading option. Maximum of four credits. Course may be repeated three times. Previously KIN P118. *(A/CSU/UC)* PC-Area 6; CSU-E

P321– VARSITY TENNIS FOR WOMEN ..... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total laboratory 175 hours. Instruction given to develop the necessary skills and knowledge to participate in tennis at the collegiate level. Course is approved for pass/no pass grading option. Course may be repeated three times. Previously KIN P128. *(A/CSU)* PC-Area 6; CSU-E

KINESIOLOGY

P101 – INTRODUCTION TO KINESIOLOGY .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course examines the history and trends in physical education, kinesiology, fitness, and sport. Areas covered include an orientation to major subfields such as exercise physiology, biomechanics, motor learning, sport sociology, and exercise psychology. The course also explores available career opportunities and pathways in the areas of allied health, sport, fitness, physical therapy, teaching, and coaching. C-ID KIN 100 *(A/CSU)*

P102 – FITNESS & SPORT INJURIES........ 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course will examine the professional responsibilities involved in the sport/athletic medicine fields. Typical injuries associated with participation will be examined for anatomy, prevention and treating. *(A/CSU)*

P108 –EXERCISE TESTING, PRESCRIPTION & DESIGN .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Introduction to the essential principles and skills of exercise testing and prescription. This is a lecture course designed to provide students with a basic understanding of laboratory and field assessment techniques used in exercise physiology, fitness/wellness facilities, and--to a minor extent clinical situations. This course will emphasize fitness assessment and exercise program design principles for cardiovascular fitness, muscular strength and endurance, body composition, balance, and flexibility for apparently healthy individuals. Students acquire knowledge of and skill in risk factor and health status identification and fitness appraisal. Students demonstrate the ability to incorporate suitable and innovative activities that will improve an individual's functional capacity. *(A/CSU)*

P110 – CPR, FIRST AID & AED .... 1.5 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 18, hours, 27 laboratory hours. This course involves the theory and detailed demonstration of the first aid care of the injured. The student will learn to assess a victim's condition and incorporate proper treatment. Standard first aid, C.P.R. and AED certification(s) will be granted upon successful completion of requirements. Students may retake the course twice when certification has expired. *(A/CSU)*

P203 – BEGINNING WEIGHT TRAINING........1-2 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total 54 activity hours per unit. Development of muscular knowledge, proper techniques, safety and training programs. Course is approved for pass/no-pass grading option. *Previously KIN P103. (A/CSU/UC)* PC-Area 6; CSU-E

P205 – ADVANCED WEIGHT TRAINING.....1-2 UNITS

Prerequisite: KIN P203 with a 'C' or better.

Grading: Letter Grade or Pass/No Pass.

Total 54 activity hours per unit. Fundamentals of an advanced weight training program. Application of strength training using weight machines and free weights. Anatomy and physiology associated with weight training and safe lifting procedures, along with the design of an individualized strength training program. Course is approved for pass/ no pass grading option. Previously KIN P105. *(A/CSU/UC)* PC-Area 6; CSU-E

P206A – SHAPE UP-CIRCUIT TRAINING .... .5-2 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total 27 activity hours per 1/2 unit. This course is designed to develop physical fitness parameters of cardiovascular fitness, flexibility, aerobic and general good health. Emphasis will be placed on safety for fitness programs, aerobic conditioning, and evaluation of individual aerobic fitness levels. This course is offered on a pass/no-pass grading basis. Student may petition for a letter grade. *Previously KIN P106A. (A/CSU/UC)* PC-Area 6; CSU-E

P206B – SHAPE UP - HIIT EXERCISE .... .5-2 UNITS

Prerequisite: KIN P206A with a "C" or better.

Grading: Letter Grade or Pass/No Pass.

Total 27 activity hours per 1/2 unit. This course is designed to maintain physical fitness parameters of cardiovascular and aerobic/anaerobic fitness while adding muscular fitness, strength/power, endurance, flexibility, and general good health. Emphasis will be placed on safety for fitness programs, strength training, anaerobic conditioning, and evaluation of individual fitness levels. This course is offered on a pass/no-pass grading basis. Student may petition for a letter grade. Previously KIN P106B. *(A/CSU/UC)* PC-Area 6; CSU-E

P211A – BEGINNING BASKETBALL......................1 UNIT

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total 54 activity hours per unit. This course is designed to introduce the student to all the basic elements of the sport of basketball. The Intent of this course will engage the students in the practice of all the basic skills through individual and group drills. Course is approved for Pass/No Pass grading option. Previously KIN 111A. *(A/CSU/UC)* PC-Area 6; CSU-E

P212A – BEGINNING TENNIS .... 1 UNIT

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total laboratory 54 hours. Tennis as a lifelong physiological, psychological and social activity. Student will learn basic tennis skills, rules, strategies and etiquette. Approved for Pass/No Pass grading. Previously P112A. *(A/CSU/UC)* PC-Area 6; CSU-E

P212B – INTERMEDIATE TENNIS ....1 UNIT

Prerequisite: KIN P112A or equivalent.

Grading: Letter Grade or Pass/No Pass.

Total laboratory 54 hours. Review of beginning level skills and introduction of intermediate level tennis strokes and strategy. Approved for Pass/No Pass grading. Previously KIN P112B. *(A/CSU/UC)* PC-Area 6; CSU-E

P219 – CARDIO KICKBOXING.........................1 UNIT

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total laboratory 54 hours. This course provides instruction and practice in the fundamental skills of cardio kickboxing. Students will have an understanding of basic kickboxing footwork and techniques. Approved for pass/no pass grading option. Previously KIN P119. *(A/CSU/UC)* PC-Area 6; CSU-E

P220 – MARTIAL ARTS TAEKWONDO..........1 UNIT

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total laboratory 54 hours. This course provides instruction and practice in the fundamental skills of the Korean martial art of Taekwondo. As a beginning level course students will learn about various kicks, punches, blocks, stances, self-defense and sparring techniques. Approved for pass/no pass grading option. Previously KIN P120. *(A/CSU/UC)* PC-Area 6; CSU-E

P247A – BEGINNING SOCCER....................... 1 UNIT

Prerequisite: None

Grading: Letter Grade or Pass/No Pass.

Total laboratory 54 hours. Instruction and practice in the basic fundamentals of soccer. Includes game rules, terminology, participation and competition drills, fundamental soccer skills, conditioning, principles of play, and appropriate sportsmanship. Course is approved for pass/no pass grading option. Previously KIN P147A. *(A/CSU/UC)* PC-Area 6; CSU-E

P260 – BODY MOVEMENT: COUNTRY WESTERN LINE DANCING........ 1 UNIT

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total laboratory 54 hours. This course is designed to develop cardiovascular endurance, flexibility and muscular strength through Country Western Line Dancing. Approved for Pass/No Pass grading. Previously KIN P160. *(A/CSU/UC)* PC-Area 6; CSU-E

LINGUISTICS

P100 – INTRODUCTION TO LINGUISTICS .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course serves as an introduction to the study of language, its origins, development, structure, social implications, and real-life applications. Students will gain a solid knowledge base about the main linguistics topics such as phonetics, phonology, morphology, syntax, semantics, pragmatics, as well first and second language acquisition. *(A/CSU/UC)* PC-Area 3

MARKETING

P124 – PRINCIPLES OF MARKETING....... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course is designed to provide an active-learning approach involving students in the operational, promotional and developmental problems of marketing from the entrepreneurial perspective to the corporate perspective; focusing on local, national, and global issues. Topics include buying, pricing, sales promotion, salesmanship, public relations, stock control and record keeping. *(A/CSU)*

MATHEMATICS

P10X - COLLEGE ALGEBRA FOR LIBERAL ARTS CO-REQUISITE SUPPORT.............................2 UNITS

Corequisite: Concurrent enrollment in Math P110.

Grading: Pass/No Pass.

Total lecture 36 hours. In-time remediation of core prerequisite skills, competencies, and concepts needed in Math P110. Additional emphasis is on solving linear and quadratic equations, operations with polynomials, and solving systems of equations. *Non-transferable/non-degree applicable. Course offered on a pass/no pass basis only.*

P18X - FINITE MATHEMATICS COREQUISITE ....2 UNITS

Prerequisite: None.

Corequisite: Math P118.

Grading: Pass/No Pass.

Total lecture 36 hours. A review of the core prerequisite skills, competencies, and concepts needed in Finite Mathematics. Intended for majors in business, science, technology, engineering, and mathematics who are concurrently enrolled in MATH P118, Finite Mathematics at Porterville College. *Non-transferable/non-degree applicable. Course offered on a pass/no pass basis only.*

P22X – JUST-IN-TIME SUPPORT-STATISTICS.................................2 UNITS

Prerequisite: Concurrent enrollment in Math P122 or appropriate math placement as determined by the PC multiple measures process AND eligible for level 2,3, or 4 MATH.

Grading: Pass/No Pass.

Total lecture 36 hours. In-time remediation of the core prerequisite skills, competencies, and concepts needed in statistics. Concepts are taught through the context of descriptive data analysis. Additional emphasis is placed on solving and graphing linear equations and modeling with linear functions. *Nontransferable/non-degree applicable. Course offered on a pass/no pass basis only.*

P050X – COLLEGE PRECALCULUS I CO-REQUISITE SUPPORT .... 2 UNITS

Corequisite: Concurrent enrollment in Math P100 College PreCalculus I.

Grading: Pass/No Pass.

Total lecture 36 hours. In-time remediation of core prerequisite skills, competencies, and concepts needed in PreCalculus I. Additional emphasis is on solving linear and quadratic equations, operations with polynomials, and solving systems of equations. *Non-transferable/non-degree applicable. This is a pass/no pass course.*

P100 – COLLEGE PRECALCULUS I .... 4 UNITS

Prerequisite: Intermediate Algebra *(Math P051)* or equivalent course or appropriate math placement as determined by the PC multiple measures process.

Grading: Letter Grade.

Total lecture 72 hours. College level course in algebra for majors in science, technology, engineering, and mathematics: polynomial, rational, radical, exponential, absolute value, and logarithmic functions; systems of equations; theory of polynomial equations; analytic geometry. *(A/CSU/UC)* PC Area 1B; PC Area 2; CSU-B4; IGETC-2A

P101 – COLLEGE PRECALCULUS II .... 4 UNITS

Prerequisite: College PreCalculus I *(MATH P100)*, or appropriate placement as determined by the PC multiple measures process.

Grading: Letter Grade.

Total lecture 72 hours. A study of the meaning of trigonometric ratios, unit circle relations, graphs of the trigonometric and inverse trigonometric functions, trigonometric identities and equations, solving right and oblique triangles, introduction to polar coordinates, complex numbers in the plane, introduction to vectors, conic sections, exponential and logarithmic functions. *(A/CSU/UC)* PC-Area IB; PC Area 2; CSU-B4

P101A – PRE-CALCULUS AND TRIGONOMETRY .... 6 UNITS

Prerequisite: Intermediate Algebra *(MATH P051)* or the equivalent or appropriate math placement as determined by the PC multiple measures process.

Grading: Letter Grade.

Total lecture 108 hours. Preparation for calculus: the study of polynomial, absolute value, radical, rational, exponential, and logarithmic functions, analytic geometry, and polar coordinates. The study of trigonometric functions, their inverses and their graphs, identities and proofs related to trigonometric expressions, trigonometric equations, solving right triangles, solving triangles using the Law of Cosines and the Law of Sines, and introduction to vectors. *(A/CSU/UC)* PC-Area 1B; PC Area 2; CSU-B4; IGETC-2A

P102 – PRECALCULUS FUNCTIONS/GRAPHS .... 4 UNITS

Prerequisite: Mathematics P101 or appropriate math placement as determined by the PC multiple measures process.

Grading: Letter Grade.

Total lecture 72 hours. The course is a rigorous preparation for a 3-semester calculus sequence. Main topics include the following: functions and their graphs-- logarithmic, exponential, radical, absolute value, linear, polynomial, and trigonometric as well as analytic geometry and polar coordinates. *(A/CSU/UC)* PC-Area 1B; PC Area 2; CSU-B4; IGETC-2A

P103 – CALCULUS 1 WITH ANALYTIC GEOMETRY .... 4 UNITS

Prerequisite: Precalculus II *(MATH P101),* or Pre-Calculus and Trigonometry *(MATH 101A)*, or appropriate math placement as determined by the PC multiple measures process.

Grading: Letter Grade.

Total lecture 90 hours. Begins a sequence of three courses in calculus. Coverage includes the study of limits, continuity, derivatives, and integration. Extensive applications of the calculus to include related rates; optimization of functions of one variable; calculation of areas, volumes, arc length, surface area, work, fluid force, and centers of mass. C-ID MATH 211 *(A/CSU/UC)* PC-Area 1B; PC Area 2; CSU-B4; IGETC-2A

P104 – CALCULUS 2 WITH ANALYTIC GEOMETRY .... 4 UNITS

Prerequisite: Calculus 1 with Analytic Geometry (Math P103).

Grading: Letter Grade.

Total lecture 72 hours. Continues the study of calculus begun in MATH P103. Attention and greater detail is given to the techniques of integration and applications of integration. Other topics include the study of exponential, logarithmic, and inverse trigonometric functions; infinite series and the expansion of functions into power series; parametric and polar representations of curves. C-ID MATH 221 *(A/CSU/UC)* PC-Area 1B; PC Area 2; CSU-B4; IGETC-2A

P110 - GENERAL COLLEGE ALGEBRA.... 4 UNITS

Prerequisite: Intermediate Algebra equivalent or higher or appropriate math placement as determined by the PC multiple measures process.

Grading: Letter Grade.

Total lecture 72 hours. College level course in algebra for majors in the Liberal Arts: polynomial, rational, radical, exponential, absolute value, and logarithmic functions; systems of equations; theory of polynomial equations; analytic geometry. This course is also offered in an online or hybrid format, in addition to face-to-face. *(A/CSU/UC)* PC-Area 1B; PC-Area 2; CSU-B4; IGETC-2A

P115 - STRUCTURES & CONCEPTS.......... 3 UNITS

Prerequisite: Intermediate Algebra equivalent or higher or appropriate math placement as determined by the PC multiple measures process.

Grading: Letter Grade.

Total lecture 45 hours, laboratory 27 hours. Development of quantitative reasoning skills including real number systems, basic number theory, rational numbers, problem solving, modeling, national and state curriculum standards for elementary school math. Designed for prospective elementary school teachers and liberal studies majors. C-ID MATH 120 *(A/CSU/UC)* PC-Area 1B; PC Area 2; CSU-B4

P116 - STRUCTURES & CONCEPTS II .... 3 UNITS

Prerequisite: Math P115.

Grading: Letter Grade.

Total lecture 45 hours, laboratory 27 hours. This course continues topics from MATH 115 and includes statistics, probability, geometry, measurement, transformations, congruence, and coordinate geometry. Designed for prospective elementary school teachers and liberal studies majors. *(A/CSU/UC)* PC-Area 1B; PC Area 2

P118 – FINITE MATHEMATICS .... 4 UNITS

Prerequisite: Intermediate Algebra *(Math P051)* or equivalent course or Co-requisite MATH 18X Coreq Support for Finite Mathematics.

Grading: Letter Grade.

Total lecture 72 hours. MATH P118 Finite Mathematics focuses on linear functions, systems of linear equations and inequalities, matrices, linear programming, mathematics of finance, sets and Venn diagrams, combinatorial techniques and an introduction to probability. Applications in business, economics and social sciences. *(A/CSU/UC)* PC-Area 1B; PC-Area 2; CSU-B4; IGETC-2A

P122 – INTRODUCTION TO PROBABILITY & STATISTICS .... 4 UNITS

Prerequisite: Intermediate Algebra *(MATH P051)* or equivalent course or appropriate math placement as determined by the PC Multiple Measures process.

Grading: Letter Grade.

Total lecture 72 hours. A study of basic descriptive and inferential statistics. Topics will include graphs and frequency distributions, measures of central tendency and variation, probability, Baye's Theorem, discrete and continuous probability distributions, including the normal and binomial distributions, hypothesis testing with one and two samples, estimation, linear correlation and regression, chi-square procedures *(tests for goodness of fit and independence),* analysis of variance, non-parametric statistics and conducting a study. Each student must have a TI 84 or 84 Plus calculator or a calculator with equivalent statistical functions *(with division approval).* This course is also offered online. C-ID MATH 110 *(A/CSU/UC)* PC-Area 1B; PC Area 2; CSU-B4; IGETC-2A

P205 – CALCULUS 3 WITH ANALYTIC GEOMETRY .... 4 UNITS

Prerequisite: Calculus 2 with Analytic Geometry *(MATH P104)*.

Grading: Letter Grade.

Total lecture 72 hours. Vector valued functions, calculus of functions of more than one variable, partial derivatives, multiple integration, Green's Theorem, Stokes' Theorem, divergence theorem. C-ID MATH 230 *(A/CSU/UC)* PC-Area 1B; PC Area 2; CSU-B4; IGETC-2A

P207 – ORDINARY DIFFERENTIAL EQUATIONS .... 4 UNITS

Prerequisite: Calculus II With Analytic Geometry *(MATH P104)*.

Grading: Letter Grade.

Total lecture 72 hours. The course is an introduction to ordinary differential equations including both quantitative and qualitative methods as well as applications from a variety of disciplines. Introduces the theoretical aspects of differential equations, including establishing when solution*(s)* exist, and techniques for obtaining solutions, including, series solutions, and singular points, Laplace transforms and linear systems. *C-ID MATH 240 (A/CSU/UC)* PC-Area 1B; PC-Area 2; CSU-B4; IGETC-2A

P208 – INTRODUCTION TO LINEAR ALGEBRA .... 4 UNITS

Prerequisite: Calculus I With Analytic Geometry *(MATH P103)*.

Grading: Letter Grade.

Total lecture 72 hours. This course develops the techniques and theory needed to solve and classify systems of linear equations. Solution techniques include row operations, Gaussian elimination, and matrix algebra. Investigates the properties of vectors in two and three dimensions, leading to the notion of an abstract vector space. Vector space and matrix theory are presented including topics such as inner products, norms, orthogonality, eigenvalues, eigenspaces, and linear transformations. Selected applications of linear algebra are included. C-ID MATH 250 *(A/CSU/UC)* PC-Area 1B; PC-Area 2; CSU-B4; IGETC-2A

MUSIC

P100 – FUNDAMENTALS OF MUSIC THEORY .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course will introduce students to concepts, nomenclature, and techniques that are considered prerequisite to a formal, college-level study of music theory, and is also recommended as a transfer-level, foundational course in music for non-music majors. This course covers the basic elements of music, including pitch and rhythm notation, scales, major and minor keys and key signatures, transpositions, intervals, chords, and an introduction to the keyboard. No previous musical training is necessary. C-ID MUS 110 *(A/CSU/UC)* PC-Area 3

P101 – MUSIC THEORY & MUSICIANSHIP I .... 4 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 72 hours. This course will include a review of music fundamentals incorporating the following concepts: rhythm and meter; basic properties of sound; intervals; diatonic chords; basic cadential formulas and phrase structure; seventh chords; figured bass symbols; and non-harmonic tones. All analytical concepts will be developed and applied through ear training, sight-singing, dictation and rhythmic performance. C-ID MUS 120; MUS 125 *(A/CSU/UC)* PC-Area 3

P102 – MUSIC THEORY & MUSICIANSHIP II .... 4 UNITS

Prerequisite: Music P101.

Grading: Letter Grade.

Total lecture 72 hours. This is the second in a series of three courses, intended primarily for music majors. The course will include: musical form; non-chord tones; an introduction to two-part counterpoint; voice leading involving four-part choral writing; diatonic seventh chord functions; secondary function chords and modulation. All analytical concepts will be developed and applied through ear training, sight-singing, dictation and rhythmic performance. C-ID MUS 130; C-ID MUS 135 *(A/CSU/UC)* PC-Area 3

P103 – MUSIC THEORY & MUSICIANSHIP III .... 4 UNITS

Prerequisite: Music P102.

Grading: Letter Grade.

Total lecture 72 hours. This is the third in a series of three courses, intended primarily for music majors. The course will focus on chromatic harmony and will include: secondary functions; modulations of all types; analysis of larger forms; mode mixture, Neapolitan and augmented sixth chords. All analytical concepts will be developed and applied through ear training, sight singing, dictation and rhythmic performance. C-ID 140, MUS 145 *(A/CSU/UC)* PC-Area 3

P108 – APPLIED MUSIC .... 1 UNIT

Prerequisite: None.

Grading: Letter Grade.

Total laboratory 54 hours. Individual and group instruction in solo performance for music majors culminating in a juried performance final. Includes instruction in technique, repertoire, and performance practice. The course is repeatable for a maximum of 3 times. C-ID MUS 160 *(A/CSU/UC)* PC-Area 3

P109 – HISTORY OF ROCK & ROLL .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course is a general overview of rock and roll music and includes study of the impact of rock and roll on social, economic, cultural and political structures, as well as a chronological history of rock music. No previous musical training is necessary. *(A/CSU/UC)* PC-Area 3; CSU-C1; IGETC-3A

P110 – EXPLORING THE WORLD THROUGH MUSIC .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. Surveys the music that is unique to different parts of the world. There will be emphasis on the elements of each kind of music, the instruments, form, style and the role that each music plays in its society. *(A/CSU/UC)* PC-Area 3; CSU-C1: IGETC-3A

P111 – MUSIC APPRECIATION: MUSIC THROUGH 1800 .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A survey of music throughout western civilization. Music from antiquity through the classical period. Required of music majors and minors. Meets a general education requirement. C-ID MUS 105; C-ID MUS 100 *(MUSC P111+MUSC P112) (A/CSU/UC)* PC-Area 3; CSU-C1; IGETC-3A

P112 – MUSIC APPRECIATION: 1800 TO PRESENT .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A survey of music throughout western civilization. Music from 1800 through the contemporary period. Required of music majors and minors. Meets a general education requirement. C-ID MUSC 106; C-ID MUS 100 *(MUSC P111+MUSC P112) (A/CSU/UC)* PC-Area 3; CSU-C1; IGETC-3A

P117 – COLLEGE CHOIR .... 1 UNIT

Prerequisite: None. Vocal placement to be made during first week of class.

Grading: Letter Grade.

Total laboratory 54 hours plus 18 hours arranged. The chorale participates in major concerts, performs for school and community organizations and may tour during the spring semester. Different literature will be studied each semester. Vocal techniques, including posture, breath support, vowel and consonant formation, pitch evaluation and interpretation are emphasized. Participation at public performances is required. The course is repeatable for credit the maximum times allowable by regulation. C-ID MUS 180 (A/CSU/UC) PC-Area 3; CSU-C1

P118 – CHAMBER SINGERS .... 1 UNIT

Prerequisite: Concurrent enrollment in Music P117. Vocal placement by audition.

Grading: Letter Grade.

Total laboratory 54 hours. Vocal placement to be made during first week of class. This select vocal ensemble typically numbers between 18 and 24 singers, selected from the College Choir, and performs many concerts throughout the school year. Interested students should contact the choral director for additional information. Participation at public performances is required. Vocal audition required. *(A/CSU/UC)*

P127 – CONCERT BAND .... 1 UNIT

Prerequisite: None. Placement to be made during first week of class.

Grading: Letter Grade.

Total laboratory 54 hours. This course requires additional hours outside of the arranged hours for rehearsal and performances. The band participates in major concerts, performs for school and community organizations and may tour during the spring semester. Different literature will be studied each semester. Instrumental techniques, including playing posture, embouchure and/or playing technique, fingerings, and interpretation are emphasized. Participation at public performances is required. The course is repeatable for a maximum of 3 times. C-ID MUS 180 *(A/CSU/UC)*

P127Z – COMMUNITY BAND .... 0 UNITS

Prerequisite: None. Placement to be made during first week of class.

Grading: Pass/No Pass.

Total laboratory 54 hours plus 18 hours arranged. This course requires additional hours outside of the arranged hours for rehearsal and performances. The band participates in major concerts, performs for school and community organizations and may tour during the spring semester. Different literature will be studied each semester. Instrumental techniques, including playing posture, embouchure and/or playing technique, fingerings, and interpretation are emphasized. Participation at public performances is required. This course is repeatable. This is a non-credit course designed for older adults. *Course offered on a pass/no pass basis only.*

P129 – GUITAR ENSEMBLE .... 1 UNIT

Prerequisite: None.

Grading: Letter Grade.

Total laboratory 54 hours. Audition required. A guitar course is designed to teach the student how to play the guitar. Correct right and left-hand technique, how to read guitar music, basic chords, finger-picking, scales, arpeggios, slurs, bar chords, and strumming. Students taking this course perform together in small and large group formats. Music selected to perform will be in a variety of styles including classical, jazz, popular, and international folk genres. Emphasis on group playing and the development of individual style will be encouraged. A suitable acoustic guitar is required. This course may be repeated up to three times. C-ID MUS 180 *(A/CSU/UC)*

P130 – COLLEGE ORCHESTRA .... 1 UNIT

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total laboratory 54 hours, plus 18 hours arranged. The string ensemble participates in major concerts, performs for school and community organizations and may tour during the semester. Different literature will be studied each semester. Instrumental techniques, including playing posture, fingerings, and interpretation are emphasized. Participation at public performances is required. This course requires additional hours outside of the arranged hours for rehearsal and performances. Course approved for pass/no grading option. *(A/CSU/UC)* PC-Area 3

P143A – BEGINNING CLASS PIANO .... 2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours. This course is designed to develop skills through practical keyboard facility, music reading, knowledge of major keys and primary chords, and performance of easy piano literature. This course is designed for music majors not specialized in piano but who need to fulfill minimum degree requirements, students who will be working toward elementary or single-subject music teacher certification, or those interested in learning to play a keyboard instrument for pleasure. C-ID MUS 170 *(A/CSU/UC)*

P143B – INTERMEDIATE CLASS PIANO.... 2 UNITS

Prerequisite: Music P143A or equivalent proficiency.

Grading: Letter Grade.

Total lecture 36 hours. This course is designed to continue developing basic skills through practical keyboard facility, music reading, knowledge of major keys and primary chords, and performance of easy piano literature. This course is designed for music majors not specialized in piano but who need to fulfill minimum degree requirements, students who will be working toward elementary or single-subject music teacher certification, and students who wish to improve piano skills for personal fulfillment. C-ID MUS 171 *(A/CSU/UC)*

P143C – ADVANCED CLASS PIANO .... 2 UNITS

Prerequisite: Music P143B or equivalent proficiency.

Grading: Letter Grade.

Total lecture 36 hours. A course to further develop keyboard techniques, sight reading, knowledge of major and minor keys, melodic harmonization, and performance of advanced piano literature. This course is designed for music majors not specialized in piano but who need to fulfill minimum degree requirements, students who will be working toward elementary or single-subject music teacher certification, and students who wish to improve piano skills for personal fulfillment. C-ID MUS 172 *(A/CSU/UC)*

NURSING

P100 – STRATEGY / SUCCESS/NURSING PROGRAM .... 2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours. This course is designed to prepare students for successful completion of the nursing program. The student will be given an overview of the program requirements and expectations, and the student will acquire information and skills that facilitate student success once admitted into the program. Students will also explore nursing career options which will guide the development of their educational plan. *(A/CSU)*

P130 – FUNDAMENTAL CONCEPTS OF NURSING PRACTICE .... 4 UNITS

Prerequisite: Acceptance in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 108 hours. This course focuses on fundamental concepts necessary for safe, patient-centered nursing care for a diverse patient population with well-defined healthcare concerns, with an introduction to the legal and ethical responsibilities of the Registered Nurse. The student is introduced to the use of clinical judgment applied to nursing, the nursing process, cultural diversity, and communication techniques used when interacting with patients, families, other support persons, and members of the inter-professional team. Other program concepts such as evidence-based care, teamwork/collaboration, and information technology are also introduced. Selected nursing skills are taught in the skills laboratory with opportunities to apply fundamental concepts to basic nursing skills in the clinical setting. *(A/CSU)*

P131 – CONCEPTS OF NURSING CARE OF THE ADULT & OLDER ADULT I .... 4 UNITS

Prerequisite: Appropriate standing in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 108 hours. This course builds on the concepts of nursing practice for the acquisition and application of adult health nursing theory, communication, collaboration, and clinical judgment necessary for safe, patient-centered nursing care for adults and older adults with stable healthcare conditions. The course incorporates the legal and ethical responsibilities of the Registered Nurse in the care of adults and older adults, their families, and other support persons. Application of knowledge and skills occurs in a variety of clinical settings. *(A/CSU)*

P132 – CRITICAL THINKING FOR THE REGISTERED NURSE .... 2 UNITS

Prerequisite: Acceptance in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Grading: Letter Grade.

Total lecture 36 hours. This course introduces the learner to critical thinking and strategies at the Registered Nurse level that underscore the clinical judgment represented in the nursing process as well as dealing with aspects of the healthcare system for safe practice in the current healthcare environment. The major purpose of the course is to teach students the clinical judgment needed to predict and manage potential complications and decrease the failure to rescue rate which results in improved patient outcomes. This course is the foundation for the thinking processes applied throughout all nursing courses. *(A/CSU)*

P133 – CONCEPTS OF NURSING CARE OF THE ADULT & OLDER ADULT II .... 6 UNITS

Prerequisite: Appropriate standing in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Grading: Letter Grade.

Total lecture 54 hours, total laboratory 162 hours. This course is a continuation of Concepts of Nursing of the Adult and Older Adult I building on concepts of nursing practice for the acquisition and application of adult health nursing theory, communication, collaboration, and clinical judgment necessary for safe, patient-centered nursing care of adults and older adults with acute and chronic healthcare issues. The course incorporates the legal and ethical responsibilities of the Registered Nurse in the care of adults and older adults, their families, and other support persons. Application of knowledge and skills occurs in a variety of clinical settings. *(A/CSU)*

P134 – CONCEPTS OF NURSING CARE OF THE REPRODUCING FAMILY .... 3.5 UNITS

Prerequisite: Appropriate standing in the Registered Nursing (AS) Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Grading: Letter Grade.

Total lecture 27 hours, total laboratory 108 hours. This course builds on concepts of nursing practice for the acquisition and application of family, reproductive health, and maternal/child nursing theory, communication, collaboration, and clinical judgment necessary for safe, patient-centered nursing care of the reproducing family and other support persons. The course incorporates the legal and ethical responsibilities of the Registered Nurse in the care of reproducing families. Application of knowledge and skills occurs in a variety of clinical settings. *(A/CSU)*

P135 – CONCEPTS OF MENTAL HEALTH NURSING .... 3 UNITS

Prerequisite: Appropriate standing in the Registered Nursing *(AS)* Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Grading: Letter Grade.

Total lecture 27 hours, total laboratory 81 hours. This course builds on concepts of nursing practice for the acquisition and application of mental health nursing theory, communication, collaboration, and clinical judgment necessary for safe, patient-centered nursing care of diverse patients needing various levels of mental health promotion and mental illness management, their families, and other support persons. The course incorporates the legal and ethical responsibilities of the Registered Nurse in mental health nursing. Application of knowledge and patient care skills occurs in a variety of clinical settings. *(A/CSU)*

P136 – CONCEPTS OF NURSING CARE OF THE ADULT & OLDER ADULT III .... 6 UNITS

Prerequisite: Appropriate standing in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience

Grading: Letter Grade.

Total lecture 54 hours, total laboratory 162 hours. This course is a continuation of Concepts of Nursing Care of the Adult and Older Adult, building on concepts of nursing practice for the acquisition and application of adult health nursing theory, communication, collaboration, and clinical judgment necessary for safe, patient-centered nursing care expanding on the acute and chronic issues common to adults and older adults. The course incorporates the legal and ethical responsibilities of the Registered Nurse in the care of adults, their families, and other support persons. Application of knowledge and skills occurs in a variety of clinical settings. *(A/CSU)*

P137 – CONCEPTS OF PEDIATRIC NURSING .... 3.5 UNITS

Prerequisite: Appropriate standing in the Registered Nursing (AS) Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 81 hours. This course builds on concepts of nursing practice for the acquisition and application of pediatric nursing theory, communication, collaboration, and clinical judgment necessary for safe, patient-centered nursing care of diverse children, their families, and other support persons. The course incorporates legal and ethical responsibilities of the Registered Nurse in the care of children. Application of knowledge and skills occurs in a variety of clinical settings. *(A/CSU)*

P138 – CONCEPTS OF NURSING CARE OF THE ADULT & OLDER ADULT IV .... 6 UNITS

Prerequisite: Appropriate standing in the Associate Degree Nursing Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Grading: Letter Grade.

Total lecture 54 hours, total laboratory 162 hours. This is a continuation of Concepts of Nursing Care of the Adult and Older Adult III, building on concepts of nursing practice for the acquisition and application of adult health nursing theory, communication, collaboration, and clinical judgment necessary for safe, patient-centered nursing care of adults and older adults with complex healthcare issues. *(A/CSU)*

P139 – TRANSITION TO REGISTERED NURSING PRACTICE .... 1 UNIT

Prerequisite: Appropriate standing in the Registered Nursing (AS) Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Education and/or Experience.

Grading: Letter Grade.

Total lecture 18 hours. This advanced, comprehensive course provides a synthesis of all concepts and nursing content taught throughout the program. This course enables the individual student to recognize areas that need enhancement prior to entering Registered Nursing practice. Includes a review for the National Council Licensure Examination-Registered Nursing and strategies for success. *(A/CSU)*

P171 – LICENSED VOCATIONAL NURSE *(LVN)* TRANSITION TO REGISTERED NURSE *(RN)* PROGRAM .... 3 UNITS

Prerequisite: Licensed Vocational Nurse with Intravenous certification or Registered Nursing student with evaluation of skills and knowledge as outlined per the Program Policy of Granting credit for previous education and/or experience.

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 54 hours. This course is required for all Licensed Vocational Nurses seeking advanced placement in the nursing program. Upon successful completion of this course students enter into the third semester of the nursing program. This course presents concepts and thinking required of the nursing courses at the end of the first year. The course also includes content specific to RN education not included in an LVN program. It also builds on the care of the patients across the life span including the reproducing family, children, adults, and the elderly. Advanced nursing skills are taught in the skills laboratory and course content is applied to patient care in the simulation laboratory. Not open to students with credit in NURS P170. *(A/CSU)*

NUTRITION

P110 – INTRODUCTION TO NUTRITION SCIENCE..3 UNITS

Prerequisite: Eligible for ENGL P101A standalone course or placement by Porterville College multiple measures.

Total lecture 54 hours. A scientific study of the basic chemical and physiological concepts of human nutrition. Includes adaptation of these concepts to the changing needs experienced from infancy to older adult. Previously BIOL P118. C-ID NUTR 110 *(A/CSU/UC)*

OFFICE TECHNOLOGY

P030 – HUMAN RELATIONS IN BUSINESS ....2 UNITS

Prerequisite: None

Grading: Letter Grade.

Total lecture 36 hours. This course is designed to provide insight, experience, and skills in dealing with people in the business world. Includes techniques to become employed, how to be promoted, how to deal effectively with employers, colleagues, and the public. Role-playing, lecture, discussion, group and individual case studies used. Recommended for all business majors. *(A)*

PHILOSOPHY

P106 – INTRODUCTION TO PHILOSOPHY... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. An overview of the central issues and movements in philosophy. Epistemology *(the study of knowledge)*, metaphysics *(the study of reality)*, ethics *(the study of morality)*, philosophy of religion, and political philosophy are typically covered. Approved for pass/no pass grading option. C-ID PHIL 100 *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-3B

P107 – INTRODUCTION TO LOGIC............ 3 UNITS

Prerequisite: English P101A with "C" or better.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Traditional and basic fundamentals of modern logic are considered with an emphasis on their relationships to language, thought, and argument. The following material is covered: What is logic? Use of language and definition and problems with informal fallacies; deductive logic and the deductive method, including propositional or class calculus or propositional functions and quantifiers; inductive logic involving probable inference, casual connections, hypothesis, and probability. Students are required to write a minimum of 5000 words. Approved for pass/no pass grading option. C-ID PHIL 110 (A/CSU/UC) PC-Area 1B; CSU-A3

P108 – INTRODUCTION TO THE PHILOSOPHY OF RELIGION ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. An introduction to philosophical thinking about important issues in religion. The emphasis of the course is upon an analytic approach to the concepts and belief systems of religion, religious experience, and the various uses of religious language. Readings will focus on both classical and contemporary religious and philosophical thinkers. *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-3B

P109 – EXISTENCE AND REALITY ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. An introduction to the problems of metaphysics *(the study of reality and existence)* and epistemology (the study of knowledge). Surveys major philosophical problems typically including the existence of God, freedom versus determinism, the mind/body problem, problems of knowledge, and appearance versus reality. *(A/CSU/UC)* PC-Area 3 CSU-C2; IGETC-3B

P110 – INTRODUCTION TO ETHICS.......... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Examination of the philosophical approach to morality. Study of the meaning of ethics and morality and methods used in ethical theorizing and reasoning. Emphasizes major ethical issues and theories. Instructs how to set up an ethical system. Course is approved for pass/no-pass grading option. C-ID PHIL 120 *(A/CSU/UC)* PC-Area 1B; PC-Area 3; CSU-C2; IGETC-3B

P112 – THE ETHICS OF LIVING AND DYING ....3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. A philosophical yet practical approach to some of the major medical-ethical problems facing human beings today, such as, what patients should be told, the nature and importance of informed consent, the meaning and criteria for living, dying, and death including caring for the dying and allowing to die, mercy death, and mercy killing. Permeating these problems will be a study of the basis for ethical relationships among human beings through a study of what morality is, consequentialist and non-sequentialist theories of morality, and how to set up an ethical system. Special emphasis will be placed on the relationship of professional and the well to the sick, dying and bereaved. *(A/CSU/UC)* PC-Area 3; CSU-C2; CSU-E; IGETC-3B

P113 – INTRODUCTION TO THE WORLD'S RELIGIONS .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. A survey of three Western religions – Judaism, Christianity, and Islam, and two Eastern religions – Hinduism and Buddhism. Examines each religion's history, sacred scriptures, geographic dispersion, primary theological concepts and spiritual practices, and contemporary role. Emphasis on understanding the distinct belief and practice of an individual in each of these religious traditions. Course is also offered online. *(A/CSU/UC)* PC-Area 3; PC-Area M; CSU-C2; IGETC-3B

P114 – HISTORY OF ANCIENT PHILOSOPHY.. 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course addresses ancient philosophy with emphasis on the development of Greek philosophy from the Pre-Socratics through Aristotle and may also include Hellenistic, Roman, medieval or non-western thinkers. This course is approved for pass/no pass grading option. C-ID PHIL 130 *(A/CSU/UC)* CSU-C2; IGETC-3B

PHOTOGRAPHY

P101 – INTRODUCTION TO PHOTOGRAPHY .... 3 UNITS

Prerequisite: None. Camera is required.

Grading: Letter Grade.

Total lecture 36 hours, laboratory 54 hours. Introduction to the processes, principles, and tools of photography. Topics include the development of technical and aesthetic skills, elements of design and composition, camera technology, darkroom procedures and techniques, film concepts, other photographic materials and equipment, and contemporary trends in photography. Recommended for the Studio Art major and the Commercial Art major. Camera is required. *(A/CSU/UC)*

P103 – ADVANCED PHOTOGRAPHY......... 3 UNITS

Prerequisite: Photography P101.

Grading: Letter Grade.

Total lecture 36 hours, laboratory 54 hours. More advanced applications of techniques on various media such as color, graphics, large format, studio and cinema/film and digital photography. Recommended for the Commercial Art major. Camera is required. *(A/CSU)*

PHYSICAL SCIENCE

P112 – PHYSICAL SCIENCE .... 4 UNITS

Prerequisite: Elementary Algebra or equivalent.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours, laboratory 54 hours. An investigation of basic principles of physics and chemistry including matter, physical and chemical properties, energy, motion, light, atomic structure, bonding, solutions and chemical reactions. The inter-dependence of chemistry and physics will be emphasized. This course is intended for non-science majors. Course is approved for pass/no pass grading option. C-ID PHYS 140 *(A/CSU/UC)* PC-Area 5B; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C; No UC credit if taken after a college level course in Astronomy, Chemistry, Geology or Physics.

PHYSICS

P102A – GENERAL COLLEGE PHYSICS... 4 UNITS

Prerequisite: Math P101 or equivalent.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours, total laboratory 54 hours. A non-calculus study of the physics of mechanics, heat, and sound. Course is approved for pass/no-pass grading option. *C-ID PHYS 105; C-ID PHYS 100 S [PHYS P102A+PHYS P102B] (A/CSU/UC)* PC-Area 5B; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C

P102B – GENERAL COLLEGE PHYSICS... 4 UNITS

Prerequisite: Physics P102A or equivalent.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours, total laboratory 54 hours. The non-calculus based study of the physics of electricity and magnetism, light and optics, relativity, and atomic and nuclear structure. Course is approved for pass/no-pass grading option. *C-ID PHYS 110; C-ID PHYS 100 S [PHYS P102A+PHYS P102B](A/CSU/UC)* PC-Area 5B; IGETC-5A; IGETC-5C

P104A – PHYSICS FOR SCIENTISTS AND ENGINEERS .... 4 UNITS

Prerequisite: MATH P103 or equivalent.

Recommended: High school physics or PHYS 102A or equivalent.

Grading: Letter Grade.

Total lecture 54 hours, laboratory 54 hours. Analysis of mechanics using methods in calculus, Newton's laws of motion, energy, momentum, rotation, gravity, oscillations, wave mechanics, and fluid mechanics. The first of a three-semester sequence. C-ID PHYS 205 *(A/CSU/UC)* PC-Area 5B; CSU-B1; CSU-B3; IGETC-5A; IGETC-5C

P104B – PHYSICS FOR SCIENTISTS AND ENGINEERS .... **4 UNITS**

Prerequisite: Physics P104A and Math P104, or equivalent.

Grading: Letter Grade.

Total lecture 54 hours, laboratory 54 hours. Topics in classical physics including heat and thermodynamics, electrostatics, electric fields and potential, electric currents, AC and DC electric circuits, magnetic fields, electromagnetic induction, and electromagnetic waves. The second of a three-semester sequence. C-ID PHYS 210 *(A/CSU/UC)* PC-Area 5B; IGETC-5A; IGETC-5C

POLITICAL SCIENCE

P101 – AMERICAN GOVERNMENT............ **3 UNITS**

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course is an introduction to American and California Government. It incorporates a comprehensive survey of the dynamics of the American political process at the federal and state level. This course satisfies the educational code requirement in the U.S. Constitution, and state and local government of California. This course may also be offered online. Approved for pass/no pass grading option. C-ID POLS 110 *(A/CSU/UC)* PC-Area 4; CSU-D8; IGETC-4H

P102 – INTRODUCTION TO COMPARATIVE POLITICS .... **3 UNITS**

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course is an introduction to the comparative analysis of different types of political systems. It analyzes various forms of government in selected countries taking into account their differing political institutions, their processes and policies, their domestic and international environments, the economic systems with which they interact, and the consequences of their differing forms. C-ID POLS 130 *(A/CSU/UC)* PC-Area 4; CSU-D8; IGETC-4H

P103 – INTRODUCTION TO INTERNATIONAL POLITICS .... **3 UNITS**

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. A comprehensive introduction to international relations. The course introduces the student to contending theoretical approaches to international relations. It examines the characteristics and the roles of national, international, transnational, sub-national and individual level actors as they relate to international politics. C-ID POLS 140 *(A/CSU/UC)* PC-Area 4; CSU-D8; IGETC-4H

PSYCHIATRIC TECHNOLOGY

P001 – NURSING SCIENCE CONCEPTS.. **15 UNITS**

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Educations and/or Experience.

Grading: Letter Grade.

Total lecture 162 hours, laboratory 324 hours. This course focuses on concepts necessary for safe, client-centered nursing care for a diverse client population with stable healthcare concerns, with an introduction to the legal and ethical responsibilities of the Psychiatric Technician. The student is introduced to the use of clinical judgment applied to nursing, the nursing process, cultural diversity, and communication techniques used when interacting with clients, families, other support persons, and members of the interdisciplinary team. Other program concepts such as evidence-based care, teamwork/collaboration, and information technology are also introduced. Selected nursing skills are taught in the skills laboratory with opportunities to apply fundamental concepts to basic nursing skills in the clinical setting. *(A)*

P002 – THEORIES AND CONCEPTS OF MENTAL HEALTH AND PSYCHIATRIC NURSING .... **18 UNITS**

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Educations and/or Experience.

Grading: Letter Grade.

Total lecture 216 hours, laboratory 324 hours. This course builds on concepts of nursing science for the acquisition and application of mental health theory and psychiatric nursing, communication, collaboration, and clinical judgment necessary for safe, client-centered nursing care of diverse clients needing various levels of mental health nursing. Application of knowledge and client care skills occur in a variety of settings. *(A)*

P003 – CONCEPTS OF NURSING CARE OF THE CLIENT WITH DEVELOPMENTAL DISABILITIES... **17 UNITS**

Prerequisite: Appropriate standing in the Psychiatric Technician Program or evaluation of skills and knowledge as outlined per the Program Policy of Granting Credit for Previous Educations and/or Experience.

Grading: Letter Grade.

Total lecture 198 hours, laboratory 324 hours. This course builds on the concepts of nursing science and psychiatric nursing for the acquisition and application of developmental disability theory, communication, collaboration, and clinical judgment necessary for safe, client-centered nursing care of diverse developmentally disabled clients their families, and other support persons. The course incorporates the legal and

ethical responsibilities of the Psychiatric Technician in the care of clients with developmental disabilities. Application of knowledge and skills occurs in a variety of clinical settings. *(A)*

P009 – NURSING FUNDAMENTAL CONCEPTS.. 2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours. Introduction to basic concepts that form the foundation of nursing practice. A brief history of the nursing profession is discussed. Concepts relating to professionalism and nursing ethics are outlined in relationship to health care providers. The nursing process is introduced and related to critical thinking. Math utilized when administering medications will be covered. Basic terminology relevant to the nursing field of practice is covered generally and by body systems. Student resources important to their education in the health field are outlined. Students will also be required to research an assigned topic and write a research paper. This course is also offered online. *(A)*

Note: This course is typically only offered during the fall semester.

PSYCHOLOGY

P101A – GENERAL PSYCHOLOGY .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Psychology is the scientific study of behavior and mental processes. The content focuses on the exploration of major psychological theories and concepts, methods, and research findings in psychology. Topics include the biological bases of behavior, perception, cognition and consciousness, learning and memory, emotion, motivation, development, personality, social psychology, psychological disorders and therapeutic approaches, and applied psychology. Course is approved for pass/no pass grading option. This course is also offered online or as a hybrid course. C-ID PSY 110 *(A/CSU/UC)* PC-Area 4; CSU-D9; CSU-E; IGETC-4I

P110 – ABNORMAL PSYCHOLOGY........... 3 UNITS

Prerequisite: None.

Advisories/Recommendations: English, one level below transfer *(i.e., eligibility for English composition (C-ID ENGL 100))* and reading *(a course with an exiting skill of ability to read a college level text)*

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course provides an overview of the causes, symptoms and treatments of psychological disorders based on the biological, cognitive, and behavioral theoretical perspectives. Focus is on the description, classification and assessment of anxiety disorders, mood disorders, substance abuse and addiction, eating disorders, schizophrenia and other psychotic disorders, personality disorders, and sexual disorders. It incorporates use of the Diagnostic and Statistical Manual, 5th ed., *(DSM-5)*, and discussions of legal issues pertaining to civil and criminal commitment. C-ID PSY 120 *(A/CSU/UC)* PC-Area 4

P126 – LIFESPAN HUMAN DEVELOPMENT.. 3 UNITS

Prerequisite: None.

Advisories/Recommendations: English, one level below transfer *(i.e., eligibility for English composition (C-ID ENGL 100))* and reading *(a course with an exiting skill of ability to read a college level text).*

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Surveys the developmental process from conception to death, with an emphasis on the physical, cognitive, and psychosocial changes of the normal individual. Students will apply the major theoretical perspectives of psychology to human development, and analyze research findings utilizing various research methods. C-ID PSY 180 *(A/CSU/UC)* PC-Area 4; CSU-D9; CSU-E

P133 – PSYCHOLOGY OF PERSONAL AND SOCIAL ADJUSTMENT................................ 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course is designed with an applied focus for students interested in how psychology is used in everyday life and is related to other social sciences. The course surveys different psychological perspectives and theoretical foundations and how these are applied across a person's life, taking into account the influence of factors such as culture, gender, ethnicity, historical cohort, and socio-economic status. A broad understanding of how scientists, clinicians, and practitioners study and apply psychology is emphasized. Approved for pass/no pass grading option. *(A/CSU/UC)* PC-Area 4; CSU-D9; IGETC-4I

P223 – CHILD PSYCHOLOGY......................3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. Examination of the major developmental milestones for children, both typical and atypical, from conception through adolescence in the areas of physical, psychosocial, and cognitive development, emphasizing interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages. Course is also offered online. [Equivalent to CHDV P223]. C-ID CDEV 100 *(A/CSU/UC)* PC-Area 4; CSU-D; IGETC-4

SOCIOLOGY

P101 – THE SOCIAL WORLD..................... 3 UNITS

Prerequisite: None.

Recommendation: Eligible for English P101A or equivalent.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. As a survey course, The Social World provides an introduction to the discipline of sociology. This course examines the human experience as it emerges in groups by exploring fundamental concepts related to the study of modern societies, including social institutions, social structure, culture, social power, social class and social change. The course will familiarize students with the major contributors, theories, and methods of the discipline and students will learn about them as they collect their own data and analyze it in the context of their readings. Approved for pass/no pass grading option. C-ID SOCI 110 *(A/CSU/UC)* PC-Area 4; CSU-D0; IGETC-4J

P102 – SOCIAL PROBLEMS .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course offers a critical analysis of the conditions of society that lead to negative human consequences for a significant number of people. Sociological theories, research methods and critical thinking will be employed to evaluate current challenges facing local, U.S. and global communities. Students will demonstrate an understanding of the relationship between evidence and social analysis. Issues addressed include social inequality, deviance, healthcare, education, politics, media, environmental crises, war and terrorism, and cross-cultural analysis. Approved for pass/no pass grading option. C-ID SOCI 115 *(A/CSU/UC)* PC-Area 4; CSU-D0; CSU-E; IGETC-4J

P130 – FAMILY & SOCIETY .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course offers a sociological analysis of the family, including historical and recent changes, present nature and the socio-cultural and economic forces shaping these changes. Issues addressed include the family as a social institution, the social construction of gender, partnership and marriage, sexuality, work, parenting, violence, and aging. Interdisciplinary approaches to studying the family reveal cultural variations in families both over time and across groups and societies and their place in the human community. Course is approved for pass/no pass grading option. C-ID SOCI 130 *(A/CSU/UC)* PC-Area 4; CSU-D; IGETC-4

P140 – GENDER & SOCIETY...................... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course offers a sociological analysis of gender in contemporary society, including a brief survey of the feminist movement and the stories of some of its earliest leaders. Issues addressed include gender as a social institution, the social construction of gender, gender and sexuality, social inequality, and the effects of gendered thinking in contemporary mainstream culture on the structure of social institutions and on public perception of social issues and political systems. By studying gender, the course reveals cultural distinctions among men's and women's perspectives and the political consequences of those differences for women's and men's experiences related to health, families, religion, education, politics and work, among others. Approved for pass/no pass grading option.C-ID SOCI 140 *(A/CSU/UC)* PC-Area 4; CSU-D4; CSU-D7; CSU-D10; CSU-E; IGETC 4J

P150 – RACE & ETHNICITY.......................... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 54 hours. This course offers a critical analysis of race and ethnic relations and examines inter-sectionality between race and ethnicity and other axes of inequality such as social class, gender, sexuality, immigration status, religion, ability and age among others in the U.S. Sociological and interdisciplinary approaches, theories, and research will be employed to explore and evaluate the cultural, political and economic practices and institutions that support or challenge racism, racial and ethnic inequalities as well as historical and contemporary patterns of interaction among various racial and ethnic groups. Topics addressed include issues of social justice and liberation as expressed by Native Americans, African Americans, Latinx Americans, Asian Americans among other communities of color as well as economic status, health status, political conditions and the social psychological impact of social inequality and colonialism. [Equivalent to ETHN P150] C-ID SOCI 150 *(A/CSU/UC)* PC-Area 4; CSU-D4; CSU-D7; CSU-D0; CSU-E; IGETC-4; IGETC-7

P160 – CRIME & SOCIETY............................ 3 UNITS

Prerequisite: None,

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. This course offers a sociological analysis of crime, criminal behavior, and the criminal justice system. By exploring the concepts of social control and related topics such as social norms, deviance, and social inequality as well the history and social construction of crime and criminality, the course examines the definition of crime and its violations and the laws and methods used to control criminal behavior. The course also explores the measurement of crime and basic theoretical explanations of criminal behavior. Approved for pass/no pass grading option. C-ID SOCI 160 *(A/CSU/UC)* PC-Area 4; CSU-D0; IGETC 4J

P170 – COMMUNITY & SOCIAL PSYCHOLOGY .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade or Pass/No Pass.

Total lecture 54 hours. As an introduction to social psychology, this course considers individual human behavior in relation to community and other social environments from sociological and psychological perspectives. The concepts of the individual and collective psyche will be examined in the context of the influence of the situation, of other individuals and the social group. Emphasized topics include power, culture, aggression, prejudice and stereotypes, interpersonal attraction, attitudes and attitude change, conformity, group phenomena, gender, cultural norms, perception and cognition, as well as application of group and community intervention processes. Approved for pass/no pass grading option. C-ID PSY 170 *(A/CSU/UC)* PC-Area 4; CSU-D7; CSU-D9; CSU-D0; CSU-E; IGETC-4J

SPANISH

P101 – ELEMENTARY SPANISH .... 4 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 63 hours, laboratory 27 hours. Introduction to Spanish language and culture. Students will learn basic grammar and vocabulary for speaking, reading, understanding and writing at the beginning level as well as learn about the culture and civilization of the Spanish-speaking world. This course may have an online component which requires the student to access the Internet weekly. C-ID SPAN 100 *(A/CSU)* PC-Area 3; CSU-C2

P102 – ELEMENTARY SPANISH .... 4 UNITS

Prerequisite: Spanish P101 with a grade of "C-" or better; or equivalent as assessed by the instructor/advisor.

Grading: Letter Grade.

Total lecture 63 hours, laboratory 27 hours. This course is a continuation of the introduction to the Spanish language and culture presented in Spanish P101. Students will continue to focus on the grammar and vocabulary necessary for speaking, reading, understanding, and writing at the high-beginner level as well as learning about the culture and civilization of the Spanish-speaking world. The course may have an online component which requires the students to access the Internet weekly. C-ID SPAN 110 *(A/CSU)* PC-Area 3; CSU-C2; IGETC-6A

P103 – INTERMEDIATE SPANISH .... 4 UNITS

Prerequisite: None.

Recommendation: Grade of "C-" or higher in Spanish P102; or equivalent as assessed by the instructor/advisor.

Grading: Letter Grade or Pass/No Pass.

Total lecture 72 hours. This course facilitates language acquisition through listening, speaking, reading, and writing within a cultural context. Intensive grammar review of the Spanish language supplemented with cultural readings and literary reading selections of Spanish and Latin American authors with the purpose of nourishing an understanding of the Spanish culture, and helping students make cross-cultural comparisons. This class will be taught entirely in Spanish. C-ID SPAN 200 *(A/CSU/UC)* PC-Area 3; CSU-C2; IGETC-6A.

P104 – INTERMEDIATE SPANISH .... 4 UNITS

Prerequisite: Spanish P103 with a grade of "C-" or higher; or equivalent proficiency as assessed by the instructor/advisor.

Grading: Letter Grade or Pass/No Pass.

Total lecture 72 hours. This course is a continuation of Spanish P103. It continues to facilitate language acquisition through listening, speaking, reading, and writing within a cultural content. Intensive grammar review in addition to more sophisticated vocabulary will increase the students' accuracy with major communicative functions of the Spanish language. Continued exposure to literary readings from Spanish and Latin American writers to help students to think critically and to make cross-cultural comparisons. This class will be taught entirely in Spanish. C-ID SPAN 210 *(A/CSU)* PC-Area 3; IGETC-6A

P105 – SPANISH FOR SPANISH SPEAKERS .... 4 UNITS

Prerequisite: Spanish P102 with a grade of "C-" or better or equivalent; or Spanish native speaker proficiency as assessed by the instructor/advisor.

Grading: Letter Grade.

Total lecture 72 hours. Designed for students whose native language is Spanish, but need to improve their writing, reading, grammar, vocabulary, and spelling skills. Strong emphasis will be placed on punctuation, accent rules, composition, grammar, and reading of Spanish and Latin-American literature including modern novels and plays. This course is taught within a Hispanic cultural context to increase a deeper understanding and appreciation of Hispanic cultural heritage. Course taught entirely in Spanish. C-ID SPAN 220 *(A/CSU/UC)* PC-AREA 3; IGETC-6A

P106 – SPANISH FOR SPANISH SPEAKERS .... 4 UNITS

Prerequisite: Spanish P105 with a grade of "C-" or better or equivalent; or Spanish native speaker proficiency as assessed by the instructor/advisor.

Grading: Letter Grade.

Total lecture 72 hours. This course is a continuation of Spanish P105 and is designed for students whose native language is Spanish but need to improve their academic skills in the language. The course will continue to further their fluency through vocabulary building, spelling and accentuation rules, grammar, composition, and readings of Spanish and Latin-American literature. It is taught within a Hispanic cultural context to increase a deeper understanding and appreciation of Hispanic cultural heritage. The course is taught entirely in Spanish. C-ID SPAN 230 *(A/CSU/UC)*. PC-AREA 3

P107 – CONVERSATIONAL SPANISH....... 3 UNITS

Prerequisite: None

Grading: Letter Grade.

Total lecture 54 hours. This course is designed for students who need to understand and speak Spanish confidently at a basic level. Emphasis will be made on oral practice, pronunciation and vocabulary building through the use of everyday situations. This course is neither a prerequisite nor equivalent to SPAN P101 and can be taken concurrently with SPAN P101. *(A/CSU/UC)* PC-Area 3

STUDENT SUCCESS

P105 – COLLEGE PLANNING & SUCCESS STRATAGIES .... 1 UNIT

Prerequisite: None.

Grading: Letter Grade.

Total lecture 18 hours. Designed for goal setting, college skill building and exercises in critical thinking and stress management, and making informed decisions about academic planning for college and career success. New students should complete the class during their first semester. Not open to students with credit in EDUC P101 or INST P105 *(A/CSU/UC)*

P106 – PERSONAL & CAREER EXPLORATION .... 2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours. This course is designed for students who are interested in exploring and examining careers and investigate factors that often determine career choices. This class will give students a broad overview of career selection as well as financial literacy. Not open to students with credit in EDUC P102 or INST P106. *(A/CSU/UC)*

P107 – STRATEGIES FOR PERSONAL & ACADEMIC SUCCESS................................ 2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours. This is a comprehensive survey course that focuses on academic as well as personal growth and development strategies as they relate to personal and academic values and priorities, college culture and diversity, procrastination, motivation, self-responsibility and awareness, behavior modification, problem-solving, goal setting and planning, critical analysis, time management, probation policies, and study skills. Recommended for students in transition from high school to college, and re-entry adults returning to school. Not open to student with credit in EDUC P107 or INST P107 *(A/CSU)*

P152 – COLLEGE & CAREER READINESS .... 2 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours. This classroom-based, guidance experience teaches students a quantifiable decision-making process that will help them identify and plan for their career and education goals. The culmination of this process is the development of an online career and education 10-year plan that can be used for advisory and academic coaching purposes and updated as students change, and/or face transitions. The personalized 10-year plan provides the focus and intrinsic motivation to succeed in college, at work, and in life. *(A/CSU)*

VOCATIONAL ENGLISH AS A 2ND LANGUAGE

P91A – WORK READINESS & COMMUNICATION SKILLS MODULE A ....0 UNITS

Prerequisites: EL2 P081B and EL2 P082B or EL2 P091B and EL2 P092B or equivalent placement using the ESL Guided Self-Placements.

Grading: Pass/No Pass.

Total lecture 72 hours. Language, communication and cultural skills for successful employment. Topics in Module A include common work-related vocabulary, workplace oral and written communication skills, self-assessment, career research and planning, and job search strategies. *(Nontransferable and nondegree applicable)* who are interested in exploring and examining careers and investigate factors that often determine career choices. This class will give students a broad overview of career selection as well as financial literacy. Not open to students with credit in EDUC P102 or INST P106. *(A/CSU/UC)*

P91B – WORK READINESS & COMMUNICATION SKILLS MODULE B ....0 UNITS

Prerequisites: VESL P91A.

Grading: Pass/No Pass.

Total lecture 72 hours. Language, communication, and cultural skills for successful employment. Topics in Module B include workplace vocabulary, job interviews, employee benefits, employment forms, workplace culture and etiquette, workers' rights, oral and written on-the-job communication skills, critical thinking, team building, and problem solving. *(Nontransferable and nondegree applicable)*

P92A – INTRODUCTION TO KEYBOARDING ....0 UNITS

Prerequisites: EL2 P081A and EL2 P091A or equivalent placement using the ESL Guided Self-Placements.

Grading: Pass/No Pass.

Total lecture 72 hours. This course is a development in basic keyboarding skills using the touch method. Students will focus on mastering keyboarding to improve accuracy. *(Nontransferable and nondegree applicable)*

**P92B – COMPUTER BASICS FOR
ENGLISH LANGUAGE LEARNERS .... 0 UNITS**

Prerequisites: VESL P92A or equivalent placement using the ESL Guided Self-Placements.

Grading: Pass/No Pass.

Total lecture 72 hours. VESL P92B is a computer literacy course specially designed for English language learners. Students will gain knowledge about computers through vocabulary and keyboarding and improve their independent computing skills. (Nontransferable, non-degree applicable)

WELDING

P116 – ARC & GAS WELDING .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 54 hours. This course covers the basic theory of oxyacetylene and arc welding equipment and processes. It also includes welding and/or cutting of mild steel in flat, vertical and overhead positions in sheet, plate and pipe. *(A/CSU)*

P118 – INERT GAS ARC WELDING .... 3 UNITS

Prerequisite: None.

Grading: Letter Grade.

Total lecture 36 hours, total laboratory 54 hours. This course is the Gas Metal Arc Welding *(GMAW, MIG)*, Gas Tungsten Arc Welding *(GTAW, TIG),* and Flux Cored Arc Welding *(FCAW)* processes, in the flat, horizontal, vertical and over head positions. Plasma cutting , practical and theoretical, is part of the instruction. It also includes safety procedures, electrode selection, MIG and TIG process set-ups, Joint fit-up, materials identification, weld quality and testing. The focus is on theory and practice. *(A/CSU)*

GLOSSARY

GLOSSARY OF TERMS

For those who have never attended college before, the following brief explanation of common terms used at Porterville College is provided.

A.A., Associate in Arts: Degree granted by California Community Colleges.

A.A.-T, Associate in Arts for Transfer: Degree granted by California Community Colleges and intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus.

A.S., Associate in Science: Degree granted by California Community Colleges.

A.S.-T, Associate in Science for Transfer: Degree granted by California Community Colleges and intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus.

Academic Disqualification: Students are placed in this status after being on probation for three consecutive semesters.

Academic Probation: Status of students who have cumulative GPAs below 2.00. A meeting with a counselor is required to register for any future semester.

Articulation: Articulation agreements identify specific courses or sequences of courses at one institution that are considered comparable to, or acceptable in lieu of, a course or course sequence at another institution.

Assessment: The process of collecting student information through standardized tests, academic transcripts, surveys, and interviews for the purpose of assisting students with the development of educational plans.

ASSIST: ASSIST is a computerized student-transfer information system that can be accessed over the World Wide Web *http://www.assist.org*. It displays reports of how course credits earned at one California college or university can be applied when transferred to another. ASSIST is the official repository of articulation for California's colleges and universities and, therefore, provides the most accurate and up-to-date information available about student transfer in California. For further information, see a counselor.

Bachelor's Degree: Degree granted by four-year colleges. Usually the Bachelor of Arts *(B.A.)* or the Bachelor of Science *(B.S.)*.

Catalog Rights: Refers to the right of the student to elect to meet the graduation requirements in effect the academic year of first enrollment, as long as continuous enrollment is maintained, or at the time of graduation. Catalog rights apply only to Porterville College graduation and program requirements. If other institutions change their requirements for entrance, graduation, satisfaction of general education patterns or in other ways, it may be necessary for the student to meet the new requirements upon transfer, even if continuous enrollment has been maintained.

Certificate of Achievement: A certificate of achievement is awarded for the completion of a formal instructional program, with a minimum of 8 units, which is designed to give the learner the skills, knowledge and attitudes required for a specific field or endeavor.

Class Schedule: The listing of courses including hours, instructors, and room assignments offered each semester.

Community Education Classes: Fee-funded vocational and recreational classes. These classes carry no credit value.

Credit Course: Courses for which units are granted.

Electives: Courses taken by the student which do not fulfill any specific requirement but provide units toward the degree.

General Education: Certain groups of courses required of all degree candidates regardless of their major. These may differ for the A.A. and A.S. Degrees and for transfer.

Grade Point Average *(G.P.A.)*: The average of a student's grades.

Hybrid Course: A course utilizing more than one mode of instructional delivery. Instruction may be delivered by such modes as, for example, the Internet, email, video, and the classroom.

Hyflex Course: Do you have trouble guaranteeing childcare? Is your work schedule unpredictable? Porterville College is here to support the unpredictability in your life. Hyflex allows you to choose between online and face-to-face! Your Professor will be on campus during the scheduled time. You can choose to come to class, engage online, or anything in between! You can decide by the week if you want to be face-to-face or online! Hyflex is here to meet you where you're at regardless of how life changes for you.

Job Skills Certificate: The Job Skills Certificate *(less than 18 units)* document the satisfactory completion of training in a specific area of study. Job Skills Certificates are not included on transcript.

Lower Division: The first two years of college work, i.e., freshman and sophomore years and/or courses. By law, only lower division work can be offered at Porterville College.

Major: The major field of study a student plans to pursue, i.e., biology, nursing, etc.

Non-Credit *(ungraded)* Course: Course for which no units are given.

Online: Courses delivered via the Internet. Students must have access to a computer and Internet Service Provider *(ISP)* with an e-mail address. Online courses allow students to attend class "anytime, anywhere." Course content and requirements are the same as traditional Face To Face *(F2F)* courses on the main campus.

Open Entry/Open Exit: Open entry/open exit allows a student to enroll in a class any day or evening throughout the school year and to finish a course any time during the school year.

Orientation: Orientation is recommended for all new students and should be done after assessment testing.

Pass No-Pass Grading: A grading system allowing a course to be taken for a grade of Pass No-Pass rather than for a letter grade of A, B, C, D, F.

Placement: The process of advising a student to enroll in a particular course based on valid prerequisites, valid standardized tests, and other multiple measures.

Prerequisite: A requirement which must be completed prior to enrollment in a course. If required, it is listed in the course description. Prerequisites are expressed as minimum require-ments. For example, with a grade of "C" means that a grade of "C" or higher is acceptable.

Progress Disqualification: Status of students with 50 percent or more of their units with grades of W, I, or NC for three consecutive semesters. Students can only be readmitted by petition.

Progress Probation: Status of students with 50 percent or more of their units with grades of W, I, or NC. Students must see a counselor before they can register for a future semester.

Recommended: If a course has "recommended preparation" it means that it is possible, but difficult, to successfully complete the course without the recommended preparation.

Semester Unit: In general, a semester unit represents one hour of lecture or three hours of laboratory per week for a semester. Graduation requires that at least 60 semester units be completed. One semester unit is equivalent to one-and-a-half quarter units.

Student Educational Plan: A plan developed for each student which identifies the student's educational objectives and the courses, services, and programs to be used to achieve them.

Student Success: A process to assist students in attaining their educational goals consisting of orientation, assessment, counseling and student educational plans.

Transcript *(of Record)***:** Copy of student's college record prepared by the Admissions and Records (portervillecollege. edu) .

Update: Students must update their basic information before they can register for any semester. This can be done in the Counseling Office.

Upper Division: The last two years of college work, i.e., junior and senior years and/or courses. Upper division work is not offered nor generally accepted in transfer at Porterville College.

ADMINISTRATION, FACULTY AND STAFF

CONFIDENTIAL/CLASSIFIED MANAGEMENT/ADMINISTRATION

Aguillon, Karen .... *Budget Analyst*
B.S., California State University, Fresno

Angeles, Debbie Lou .... *Assistant Director,*
Academic Technology and Professional Development
M.A., California State University, San Jose

Battisti, Maria .... *Vice-President,*
Finance and Administrative Services
B.A, Grand Canyon University,
M.A., Colorado Technical University

Behrens, Kim .... *Associate Dean, Nursing / Allied Health*
B.S.N., Humboldt State University,
M.S.N., Graceland University

Braidi, Marie .... *Director,*
Enrollment Services
Two Master's degrees in Cyber Forensics & Security and
Information Technology and Management.

Carley, Michael .... *College Institutional Researcher*
B.A., California State University, Fresno;
M.A. Stanford University

Cascio, Joseph .... *Director, Athletics*
A.A., El Camino College;
B.A., CSU Dominguez Hills

Chiapa, Ramona .... *Executive Director, Foundation*
B.A., University of California, Santa Barbara;
M.A., University of Southern California, Los Angeles

Del Valle, Osvaldo .... *Dean of Instruction*
B.A., University of Illinois, Chicago;
M.A., De Paul University;
M. Ed., De Paul University

Dozier, Reagen .... *Program Director, Title V*
B.A., University of California, Berkeley;
M.S., University of California, Berkeley

Jimenez, Fernando .... *Executive Director,*
Maintenance & Operations
A.A., Fresno City College

Vacant .... *Human Resources Manager*

Garza, Gloriann .... *Gear-Up Program Manager*
B.A., California State University, Bakersfield
M.S., California State University, Bakersfield

Griffith, Nick .... *Director, Career & Technical Education*
M.Ed., National University

Habib, Claudia .... *President*
B.A., California State University, Fresno;
M.A., National University
Ed.D., California State University, Fresno

Hernandez Maribel .... *Administrative Assistant, President*
B.A., California State University, San Bernardino

Haynes, Tiffany .... *Director, Financial Aid*
B.A., Chapman University, Orange;
M.A., Fresno Pacific University

Kerwin, Kevin .... *Accounting Manager*
B.S., California State University, East Bay

Miller-Galaz, Michelle .... *Dean of Instruction*
B.S., Cameron University, Lawton OK;
MBA, University of Phoenix, Bellevue Campus, WA;
Master of Education, WGU;
Ed.D., Northeastern University, Boston MA

Monarrez Primavera ..... *Vice-President, Student Services*
B.S., California State University, Bakersfield;
M.S., California State University, Bakersfield

Vacant .... *Director,*
Information Technology

Osborne, Cur'Neisha .... *Program Manager,*
Outreach & Rising Scholars
M.A., Capella University

Perez, Roger .... *Director,*
Communications and Community Relations
B.A., University of Pittsburgh

Quinones, Jasmin .... *Program Manager,*
Student Life and Leadership
B.A., University of the Pacific;
MA, University of the Pacific

Ramirez, Frank .... *Director, Student Services*
B.A., California State University, Bakersfield;
MPA, California State University, Bakersfield

Russell, James (Thad) .... *Vice-President, Instruction*
B.S., Pittsburg State University;
M.S., Kansas State University;
Ed.D., National American University

Warren, Tamara .... *Director, Dual Enrollment*
& Early College
B.A., Point Loma Nazarene University
M.A., Western Governors University

Wingfield, Erin .... *Dean of Student Success*
and Counseling
B.A., University of Phoenix;
M.A., Fresno Pacific University

FACULTY

Abugho, Seth *(Professor)* .... *Agriculture Sciences*
Ph.D., Texas A&M University, Texas

Acres, Dustin *(Professor)* ....*Mathematics*
B.A., California State University, Bakersfield;
M.A., California State University, Bakersfield:
Ed.D., California State University, Bakersfield

Bady, Terry *(Professor)* .... *Nursing*
A.S.N., Ventura Community College;
B.S.N., California State University, Dominguez Hills;
M.S.N., F.N.P. California State University, Dominguez Hills

Baird, Rebecca *(Professor)* .... *History*
B.A., University of California, Los Angeles;
M.A., University of Connecticut;
Ph.D., Arizona State University

Bishop, Karen *(Professor)* ....*Sociology*
B.A., University of West Florida, Pensacola;
M.A., University of Connecticut, Storrs;
M.A., Depth Psychology, Pacifica Graduate Institute, Carpinteria

Black, Melissa *(Professor)* .... *English*
B.A., University of Redlands;
M.A., San Francisco State University

Buchanan, Elizabeth *(Professor)* ..*Reading and Basic Skills*
B.A., California State University, Fullerton;
M.A., California State University, Fullerton;

Burgess, "Paden" Ellery *(Professor)* .... *Engineering*
B.S., Cal Poly, San Luis Obispo;
M.S, West Texan A&M University;
M.A, California State University, Fresno;
Ph.D.,California State University, Fresno

Burgess, Sherie *(Professor)* ....*Mathematics*
A.S., Porterville College;
B.S., Cal Poly, San Luis Obispo;
M.S., California State University, Long Beach;
Ed.D., California State University, Fresno

Cabunoc, Billyjean *(Assistant Professor)* *Counselor (COF)*
M.A., State University, Kansas

Callison, Shaunna *(Professor)* .... *Biological Science*
A.S., Porterville College;
B.A., California State University, Fresno;
M.A., California State University, Fresno

Camarena, Leah *(Associate Professor)*................ *Counselor*
B.A., California State University, Northridge;
M.S., California State University, Northridge

Carranza, Araceli *(Professor)*............................ *Counselor*
B.S., California State University, Fresno
M.A., California State University, Bakersfield

Carson, James *(Professor)* .... *Information Systems*
B.S., California State University, Fresno;
M.B.A., California State University, Bakersfield

Cartwright, Shannon *(Associate Professor)* .... *Nursing*
B.S., Western Governors University;
M.S., Western Governors University

Ceballos, Ana *(Professor)* .... *Counselor*
A.A., Porterville College;
B.A., California State University, Fresno;
M.S., California State University, Fresno;

Cisneros, Bulmaro *(Professor)* .... *ESL*
M.A., Santa Barbara University;
Ed.D., Northcentral University, Preston

Cortez, Stepahanie *(Associate Professor)* .... *Business*
B.A., Fresno Pacific University;
M.B.A., Grand Canyon University

Davis, Bret *(Professor)* .... *Physical Education*
B.S., San Jose State University;
M.S., California State University, Hayward

Dugan, Vickie *(Professor)* .... *Women's Softball Coach*
B.A., Fort Hays Kansas State University, Hays;
B.S., Fort Hays Kansas State University, Hays;
M.Ed., Utah State University, Logan

Ebert, Christopher *(Professor)*............................ *Librarian*
B.A., California State University, Fresno;
M.A., California State University, San Jose

Entz, James *(Professor)* .... *Art*
A.A., Cuesta College;
B.S., University of California, Irvine;
M.F.A., Otis College of Art and Design, Los Angeles

Figueroa-Fernandez, Katherine *(Associate Professor)*
Counseling
B.S., California State University, Bakersfield;
M.S., California State University, Bakersfield

Flummer, Matthew *(Professor)* ..*Engineering/Mathematics*
B.S., Jacksonville State University;
M.Div., New Orleans Baptist Theological Seminary;
M.A., University of Missouri, St. Louis;
Ph.D., Florida State University

Guillen, Lupe *(Professor)* .... *Nursing*
A.S., College of the Sequoias;
B.S.N., California State University, Fresno;
M.S.N., University of California, San Francisco

Gutierrez, Maria "Connie" *(Professor)* ....*Spanish*
A.A., College of the Sequoias, Visalia;
B.A., California State University, Fresno;
M.A., California State University, Fresno

Haberkorn, Manuela *(Professor)* .... ***Nursing***
B.A., University of Phoenix;
M.A., University of Phoenix

Haney, Kendra *(Professor)* .... ***Chemistry***
B.S., Washington & Lee University, Lexington;
M.S., Virginia Commonwealth University, Richmond

Hartsell, Ethan *(Professor)* .... ***Communications***
B.A., University of California, Santa Barbara
M.A., University of California, Santa Barbara
Ph.D., University of California, Santa Barbara

Hernandez, Jonathan *(Professor)*............... ***Communication***
A.A., Reedley College;
B.A., California State University, Fresno;
M.A., California State University, Fresno
Ph.D., California State University, Fresno

Hughes, William *(Professor)* .... ***English***
B.A., Seattle University, Washington
M.A., Fordham University, New York
Ph.D., University of California, Davis

Jackson, Denise *(Professor)* .... ***Biology***
B.S, Kent State University, Ohio
Ph.D., University of California, Riverside

Jacobs, Jeffrey *(Associate Professor)*
Administration of Justice
B.S, University of University, Los Angeles;
M.S., Lynn University

Jordan, Mary Jo *(Professor)* .... ***Child Development***
M.A., Pacific Oaks College

Kavern, David *(Professor)* .... ***Physical Education***
A.A., Porterville College;
B.A., California State University, Sacramento;
M.S., Ohio University

Keele, Elizabeth *(Professor)*..................................... ***Nursing***
B.S., Brigham Young University
M.S., New York Chiropractic College

Keele, Jeffrey *(Professor)* ......***Political Science / Economics***
B.A., Brigham Young University;
M.A., University of California, Berkeley;
Ph.D., University of California, Berkeley

LaClare, Denis *(Professor)*.................................. ***Education***
B.A., University of Saskatchewan;
M.A., Providence Theological Seminary;
Ph.D., Biola University

Lawrence, Joy *(Professor)*....................................... ***English***
A.A., Bakersfield College;
B.A., California State University, Fresno;
M.A, California State University, Fresno

Leggs, Janessia *(Associate Professor)*
Psychiatric Technician
A.A., West Hills Community College;
A.S., West Hills Community College

Long, Melissa *(Professor)*... ***English***
B.A., California State University, Chico;
M.A., California State University, Chico

Lozano, Vira *(Professor)* .... ***Psychology***
A.A., College of the Sequoias, Visalia;
B.A.., California State University, Fresno;
M.A., California State University, Fresno

Lyons, Diran *(Associate Professor)*....................................***Art***
B.A., California State University, Fresno;
M.F.A., University of California, Santa Barbara

McVay, Betty *(Professor)*..................................... ***Psych Tech***
A.S., West Hills College, Coalinga;
B.A., Brandman University, Irvine

Mouanoutoua, Kongming *(Professor)* .... ***Counselor/EOPS***
A.A., Oakland City University;
B.A., National University, Fresno;
M.A., Fresno Pacific University

Okialda, Christine *(Associate Professor)* ....***Counselor***
B.A., California State University, Fresno;
M.S., California State University, Fresno

Oliver, David *(Associate Professor)* .... ***Earth Science***
B.A., Michigan State University;
M.S., California State University, Fresno

Olmedo-Hinde, Stephanie *(Professor)* ....***Counselor***
A.S., Porterville College;
B.S., California State University, Bakersfield;
M.S., California State University, Bakersfield

Olmos, John (*Associate Professor***)**
Administration of Justice-COF
B.S., Kaplan University, Illinois;
M.S., Trident University International, Arizona

Onizuka, Ian *(Professor)* .... ***Mathematics***
B.S., Whitman College, Walla Walla
M.A.Ed, University of Phoenix

Pascua, Jeannie *(Associate Professor)* .... ***Nursing***
Nursing Science Clinical Instructor
A.S., Porterville College;
A.S., College of the Sequoias;
BSN, Western Governors University, Utah;
MSN-Ed., Western Governors University, Utah

Pelon, Leslie *(Assistant Professor)* ....***History***
B.A., Brigham Young University;
M.A., Southern New Hampshire University

Piersol, Christopher *(Professor)* .... ***Chemistry***
B.S., Purdue University, West Lafayette;
M.S., University of California, Los Angeles

Pummill, Cindy *(Professor)*

Mathematics / Physical Education
B.A., Concordia College;
M.S., California State University, Fullerton

Queenan, Elisa *(Professor)* .... ***Business Economics***
B.S., California State University, Bakersfield;
M.B.A., Northcentral University;
M.A., American Military University
Ed.D., California State University, Bakersfield

Reagan, Di Phan *(Professor)* .... ***Mathematics***
B.A., California State University, San Bernardino;
M.A., California State University, San Bernardino

Rector, Sarah *(Professor)* .... ***Music***
B.A., California State University, Fresno;
M.M., University of Memphis

Rice, Daniel *(Professor)* .... ***English***
B.A., California State University, Bakersfield;
M.A., National University, LaJolla

Ruelas, Miguel *(Professor)* .... ***Mathematics***
B.S., U.C.L.A.;
M.A., University of California, Santa Cruz

Satko, Jon *(Professor)* .... ***Physics / Astronomy***
B.S., College of William and Mary;
M.S., University of Colorado, Colorado Springs

Serrano, Fernando *(Professor)* .... ***Ethnic Studies***
B.A., California State University, San Diego;
M.A., University of California, Los Angeles
Ph.D., University of California, Los Angeles

Serrato, Patricia *(Professor)* .... ***Counselor***
A.A., Porterville College;
B.A., Cal Poly, San Luis Obispo;
M.S., California State University, Bakersfield

Severance, Vicky *(Associate Professor)*

Nursing Psychiatric Technician
B.S., Western Governor's University

Shaw, Richard *(Assistant Professor)* ...... ***Commercial Music***
B.S., California State University, Sacramento

Simpkins, Robert *(Professor)* .... ***Anthropology***
B.A. California State University, San Jose;
M.A., University of Wisconsin;
Ph.D., University of Wisconsin

Syrdahl, Rickelle *(Professor)* .... ***Biology***
B.A., University of California, Santa Barbara;
M.S., California State University, Chico

Tatro-Duarte, Rachel *(Professor)* .... ***English***
B.A., California State University, Bakersfield;
M.A., California State University, Bakersfield

Thompson, James *(Professor)*..................... ***Communication***
B.A., California State University, Fresno;
M.A., California State University, Fresno

Vanni, Chris *(Professor)* .... ***Biology***
A.S., Porterville College;
B.S., California State University, Bakersfield;
M.S., California State University, Bakersfield

Vasquez, Yolanda *(Professor)*......... ***EOPS / Care Counselor***
A.A., Porterville College;
B.S., California State University, Fresno;
M.A., California State University, Fresno

Vaughn, Debra *(Professor)*...................... ***Nursing / Sim Cord***
A.S., Porterville College;
B.S.N, University of Phoenix;
M.S.N Ed., University of Phoenix

Wiens, Joel *(Professor)* .... ***Anatomy***
B.A., Tabor College;
M.A., California State University, Fresno;
Ed.D., Pepperdine University

Woods, Heather *(Associate Professor)*..................... ***Nursing***
B.S., Western Governor's University

Yang, Ko *(Professor)*.................................... ***Counselor (COF)***
B.A., California State University, Fresno;
M.A., California State University, Fresno;
Ph.D., California State University, Fresno

CLASSIFIED PERSONNEL

Anaya, Andrea – Admissions & Records Technician II

Arellano-Chung, Kristina – Library Technician II

Arredondo-Lona, Araceli – Administrative Assistant

Baca, Rosaura – Educational Advisor

Bolanos, Lurdes – Program Technician

Bailly, Eric – Skilled Crafts Worker

Baarton, Sariena – Admissions & Records Technician II

Bean, Tera – Department Assistant II

Beas Nunez, Stephanie – Program Coordinator

Beavers, Brooklynne – Executive Secretary

Becerril, Liliana - Program Technician

Beltran, Arthur – Custodian I

Bolanos, Luros - Program Technician

Britt, Nicholas – Program Technician

Brown, Mallory – Learning Center Technician

Butler, Levern "Vern" – Systems Support Spec II

Cabrera, Diana – Department Assistant III

Cabunoc, Billyjean – Educational Advisor

Campus, Nicole – Department Assistant III

Caceres, Manuel – System Support Specialist II

Castaneda, Christian – Custodian II

Caudillo, Alexander – Custodian I - Evening

Cervantez, Salvador – Groundsworker II

Covington, Kristi – Education Advisor, Outreach

Cruz, Rebekah – Financial Aid Technician

Cruz, Veronica – Admissions & Records Technician

Daniels, Monica – Education Advisor

Escalante, Lisa – Human Resources Assistant

Ezpinosa, Leonardo – Public Safety Officer II

Fallert, Judy – Instruction Office Specialist

Garcia, Heriberto – Alt Media Specialist

Garcia, Yair – Custodial Services Evening Assistant Supervisor

Gonzalez-Torres, Mario – Learning Center Technician

Griggs, Cherise – Admissions & Records Technician II

Goebal, Anja – Athletic Trainer

Guerrero Duran, Irene – Library Technician II

Halopoff, Janice – Education Advisor

Hunter, Gina – Financial Aid Technician

Isla, Dominic – Department Assistant II

Jones, Kimberly – Program Technician

Jones, Robin – Human Resources Assistant

King, Hilary – Athletic Trainer

Leon, Oscar – Computer Lab Assistant

Logan, Jodie – Administrative Assistant

Macias Jr., Jorge – Financial Aid Technician

Medrano, Victor – Computer Lab Assistant

Meurer, Dolores – Graphics Technician

Minchew, Todd – Groundsworker II

Moya, Ayla – Executive Secretary

Narvaiz, Alex – Grounds Maintenance Supervisor

Nelms, Robert "Arnie" – Custodian I

Ortega, John – Financial Aid Technician

Ott, Kevin – Web Content Editor

Palomino, Victoria – Custodian I

Perez, Samuel – Learning Center Technician

Peters, Jacqueline – Administrative Assistant

Pettit, Brandon – Systems Support Spec I

Pimentel, Maria – Gear-Up Program Technician

Plunk, Kristen – Executive Secretary

Ramirez, Efren – Groundsworker I

Ramirez, Isaura Ramos – Department Assistant III - M&O

Ramirez, Juan – Maintenance Worker

Rivera, Annabelle – Admissions & Records Technician I

Rojas, Vincent – Custodian I

Salazar, Antonio – Education Advisor

Sandoval, Jacob – Educational Advisor

Short, Sydney – Financial Aid Technician

Tallerico, Dena – Accounting Technician II

Tanguma, Amy – Department Assistant III, Admissions & Records

Tanguma, Joe – Custodian II

Tristao, Christina – Accounting Technician II

Vanderwerff, DJ – Institutional Research Analyst

Vasquez, Aurora – Custodian I

Velasco, Rebecca – Executive Secretary, Health Careers

Verduzco Alanis, Jacqueline – Laboratory Technician I

Warren, Miranda – Administrative Assistant

Weatherford, Kelsee – Program Technician

Williams, Shauna – Sign Language Interpreter I

Wright, Jolene – Admissions & Records Assistant

Zavala, Cristopher – Groundsworker I

TELEPHONE DIRECTORY

TELEPHONE DIRECTORY

ADMINISTRATION

President..791-2316

Vice President, Instruction.....................................791-2307

Vice President, Student Services............................791-2208

ADMISSIONS AND RECORDS

Admissions-Registration...791-2220

FINANCIAL AID

Financial Aid..791-2301

CAMPUS SECURITY

Campus Security...791-2440

Safety Manager...791-2459

INFORMATION CENTER

Information Center..791-2330

STUDENT SERVICES

Placement...791-3663

Athletic Director..791-2260

Bookstore...791-2252

Counseling..791-3663

Disabled Student Programs and Services 791-2215

EOPS...791-2224

Learning Center..791-2227

Library..791-2318

Lost and Found...791-2330

ASPC..791-2325

Veterans Affairs..791-2222

Veterans School Certifying Official........................791-2402

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