# COLLEGE of

# Nevrat Indian Valley Campu

Transfer & General Education Programs Offered Evenings & Weekends See page 111

INSIDE How to Enroll, pages 4-5 Important Dates, page 3 Celebrating 85 Years of Excellence (1926-2011), page 2 **CREDIT/NONCREDIT** CLASSES

**FALL 2011** AUG 15-DEC 16

# **President's** Welcome



Dear Students, Prospective Students, and Community Members:

College of Marin is celebrating 85 years of providing excellent higher education opportunities for Marin residents. The college first opened its doors in August 1926 at its Kentfield campus with an enrollment of 87 students. Today we serve over 12,000 students annually at two campuses and offer a wide range of academic programs and services to a diverse community of learners.

The cover of this class schedule features College of Marin's new Main Building at the Indian Valley Campus (IVC). Located at 1800 Ignacio Blvd., in Novato, IVC has seen steady growth over the past five years. Enrollment has more than doubled since 2005 from about 750 credit students to more than 1500 students today.

This fall semester we are launching an exciting new program at IVC that will allow busy working students to complete their transfer requirements at night and on weekends in just two years. This is the latest step in the ongoing evolution of IVC. For more information about the new twoyear transfer preparation program at IVC see page 111.

I invite you to celebrate with us the joy of learning throughout the year by enrolling in classes at our Kentfield and Indian Valley Campuses or by attending one of our premier performing arts or other events. For more information on how to enroll see page 4.

Jurie Crain Com

Sincerely, David Wain Coon, Ed.D. Superintendent/President

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COVER PHOTOS: David Paul Morris ON THE COVER: Indian Valley Campus Main Building

COLLEGE OF MARIN 835 COLLEGE AVENUE KENTFIELD, CA 94904-2590 INDIAN VALLEY CAMPUS 800 IGNACIO BOULEVARD NOVATO, CA 94949 415.457.8811 WWW.MARIN.EDU

# **Important Dates**

#### Fall 2011 Credit Program Important Dates

EOPS, DSPS, Athletes, and Veterans Students register, mycom.ma	arin.eduApril 18
Continuing Students begin registering according to priority,	I
mycom.marin.edu	Beginning April 19
New and Readmit Students register for classes,	
mycom.marin.edu	
Concurrently enrolled high school students register, in person on	
Kentfield or Indian Valley Campus	
California Residency Determination Date	-
First Day of Instruction for Weekday Classes	
First Day of Instruction for Weekend Classes	
Last day for dismissed students to file a Petition to Return	Aug 26
Last day to drop or reduce course work to qualify for a refund of e	
fees, nonresident tuition, and international student tuition	-
File application for fall graduation	-
Last day to add a full-term class	
Holiday - campuses closed	Sep 5
Last day to drop a full-term class without a W symbol.	
Date equivalent to 30 percent of term for short-term classes	
Last day to request P/NP grade	
Last day file a Petition to Add Late	
End of Mid-term period	Oct 14
Mid-term Grades Available: mycom.marin.edu	Oct 21
Holiday-campuses closed	Nov 11
Last day to drop a full-term class with a W symbol.	
Date equivalent to 75 percent of term for short-term classes	
Holiday-campuses closed	
Last day of classes before Final Exams	
Final Exams	Dec 12-16
Holiday - campuses closed	Dec 23-Jan 2
Final Grades available: mycom.marin.edu	Jan 9
Note: Deadline dates listed above apply to full-term classes only.	
classes, please consult the deadline dates on the Short-Term Clas	ses listing on pages

classes, please consult the deadline dates on the Short-Term Classes listing on pages 18-19 of this schedule.

August 2011							
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				

September 2011								
				1	2	3		
4	5	6	7	8	9	10		
11	12	13	14	15	16	17		
18	19	20	21	22	23	24		
25	26	27	28					

#### October 2011

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2011							
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30				

#### December 2011

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Class days are shaded. Holidays are bold.

### **Complete Your Transfer Requirements at Night!**

COM is offering all of the evening classes that you need to transfer to the University of California and California State University systems. Look inside for evening class sections, which are indicated in bold type and shaded. For information about transferring to a four-year university, talk to a College of Marin counselor and see pages 92 to 95. For a detailed listing of all evening courses refer to the html version of the fall 2011 credit/noncredit class schedule available online at www.marin.edu/schedule.

# Admissions

# How to Enroll

#### Continuing Student Priority Registration Begins April 19, 2011

Students may register online at mycom. marin.edu, by fax 415.460.0773, or in person. After the initial registration students may add classes to their program online until the first class meeting.

Note: It is strongly recommended that you register on your priority registration date since you will have a better chance of enrolling in your first choice of classes.

#### Continuing and Readmitted Student Priority Registration Dates

To determine your continuing or readmitted student priority registration date please log into your MyCOM Portal account and click on the Student Tab, then click on the Registration Status link list under the Registration Tools channel.

# **New Students**

New and Readmitted Students— Enrolling at College of Marin is Easy If you have never enrolled for credit classes at the College of Marin (Kentfield Campus or Indian Valley Campus), or if you are enrolling after an absence of a year or more, please follow these simple steps to enroll.

# STEP 1

#### Complete an Application for Admission.

- Online at: mycom.marin.edu;
   Note: Processing your Application for
   Admissions online will expedite your
   registration and greatly increase your
   chances of enrolling in the classes of
   your choice. Please allow one business
   day following submission for processing.
- Or fax your application to 415.460.0773;
- Or mail your application to: Office of Admissions and Records College of Marin 835 College Avenue Kentfield, CA 94904
- Or submit your application in person to the Office of Admissions and Records at either the Kentfield Campus or the Indian Valley Campus. You may download an Application for Admissions at http://www.marin.edu/ PDFs/85\_Cr\_Apln\_05\_08.pdf

**Important:** If you choose to submit your Application for Admissions in person, by fax, or by mail; allow five business days following submission for processing.

#### **Student Identification Number:** Students will be assigned a College of Marin Student Identification Number

**NOTE:** If you choose not to disclose your Social Security Number on the Application for Admissions it will not be printed on your 1098T tax credit form or official academic transcripts. Students applying for Financial Aid, Veterans Benefits, and College Student Employment must disclose their Social Security Number on the Application for Admissions.

## STEP 2

#### Complete Orientation and Placement Test

#### For Native English Speakers:

- Obtain a College of Marin Student ID Number.
- Complete the Online Orientation at www.marin.edu/orientation
- Print out the Certificate of Completion.
- Fax certificate to 415.456.7770 or bring it to Counseling Services at KTD, SS 211.
- Call the Testing Office at 415.485.9469 or Counseling Services at 415.485.9436 to schedule your College of Marin Math and English Placement Tests.
- See the pre-test sample questions at www.collegeboard.com/student/testing/ accuplacer/index.html.

#### For Credit ESL Students:

- Obtain a College of Marin Student ID Number.
- Call the Testing Office at 415.485.9469 to make an appointment for one of the ESL Workshops listed on page 7.

# STEP 3

#### Meet with an Academic Counselor

- Call Counseling Services (415.485.9432) or come to KTD, SS 212, to make a counseling appointment.
- Indicate that you are new and have completed your orientation and placement testing.

Discuss your academic goals, previous educational experience, and develop an educational plan for selecting your courses.

Exemption from Steps 2 and 3: You may be exempted from Steps 2 and 3 if you:

- Have an Associate Degree or higher; or
- Have completed 15 units or more at COM or from another college/ university;
- Or are not enrolling in English, ESL, math, or any course that has these subjects as a prerequisite.

### STEP 4

#### **Register for classes**

New Student Registration begins May, 24, 2011. Once you have submitted an application for admissions, you will receive a COM Welcome Letter with your username and temporary password for creating a MyCOM portal account. New students can register anytime on or after May 24, 2011. The Welcome Letter will be sent via E-mail or by US mail if no e-mail address is provided. Please note: you must provide a valid e-mail address to create a student portal account.

## STEP 5

### Waitlist Option

When a class is full, you may place yourself on a waitlist to register for the class. If a space opens up in the class, you will be notified by e-mail that is sent to your MyCOM.marin.edu email account.

#### NEW WAITLIST FEATURES:

- You should meet course pre-requisites prior to placing yourself on a waitlist.
- You have 72 hours to respond to email with registration opportunity.
- Failure to act by the 72 hour deadline will result in your name being removed from the waitlist.

# STEP 6

#### Pay your fees

- Online at mycom.marin.edu;
- Or in person with a MC/VISA credit card, MC/VISA debit card, personal check, cash, cashiers check, or money order.

# Students Who Must Register In Person

If you are a concurrently enrolled high school student or a dismissed student, you must register in person.

# **Confirmation of Enrollment**

A confirmation of enrollment may be obtained at anytime through the Student Portal at mycom.marin.edu.

### **Open Enrollment/Add Period**

Monday, August 15 through Monday, September 5 Last Day to Add Full-Term Classes is: Friday, September 2, In-person Monday, September 5, Online

Students who did not enroll in a class before the first class meeting, may attend the first class meeting to see if space is available. Instructors may admit students by issuing an add authorization code, then students must complete enrollment online through the Student Portal at mycom. marin.edu using the add authorization code by the deadline date. For short-term classes, please refer to last day to add on the short-term classes listing on pages 18-19.

#### **Important Notice**

Students who owe any outstanding fees will have a HOLD placed on their student records and will be prohibited from enrolling in any classes until all fees are paid in full.

If you attempt to add a class and you receive the following message:

#### "You may not add or drop classes due to holds on your record".

You may view the hold(s) by clicking on the [View Holds] link.

# **Other Admissions Information**

#### **First Class Meeting**

Failure to attend may result in a "no show drop" by the instructor. If a student cannot attend the first class meeting, the student may request that their place be held in the class by contacting the instructor prior to the first class meeting. See Faculty & Staff Directory page on our website for contact information: http://www.marin.edu/ EmployeeDirectory

# Please note: instructors are generally not on campus between terms.

Instructors take roll for students officially enrolled and on the waiting list at the first class meeting. By attending the first class meeting on time, students may avoid losing their place to another student.

#### Failure to attend a class does not constitute an automatic drop

Students must drop classes online by the refund deadline or the state requires fees be assessed. See Important Dates on page 3 to avoid fees and a penalty grade.

#### **Dropping Classes**

Students may drop a class online at mycom.marin.edu. Note: Students must provide a valid e-mail address to create a student portal account. Full-term classes dropped by September 9 will not be issued a W symbol. Full-term classes dropped between September 9 and November 14, will be issued a W symbol. Full-term classes may not be dropped after November 14. See drop dates for Short-term Classes on pages 18-19.

Not attending a class does not constitute an automatic drop. Students are also responsible for any outstanding fees for courses theydid not attend, but did not drop by the refund deadline.

#### **Course Repetitions**

Generally, students may enroll in a course only one time. Specific activity courses may be taken four times. Check the college catalog for exceptions and the Course Repetition Policy.

#### **Closed Classes**

Classes are closed when they reach the enrollment limit. Students may choose to place themselves on a wait-list and attend the frist class meeting to see if there's space available.

# NEW Automated Waitlist Function

When a class is full, you may place yourself on a waitlist. If a space opens up in the class prior to the first day that the class meets, you will be notified by e-mail that is sent to your MyCOM.marin.edu email account. NEW WAITLIST FEATURES:

- You must meet course prerequisites prior to placing yourself on a waitlist.
- You have 72 hours from the date/time that the space availability e-mail is sent to enroll.
- If you do not enroll by the 72 hour deadline, you will automatically be dropped from the waitlist.
- It is important that you log onto the MyCOM Portal on a daily basis prior to the start of the class to check your inbox messages to see if you were sent an e-mail.
- You may not put yourself on a waitlist for more than one section of the same course.
- Once you are on a waitlist for a course, you must drop yourself before enrolling in another section of the same course.
- You may not put yourself on a waitlist that conflicts in time with another course.

#### **Course Conflicts**

As a general rule, the State of California prohibits student's attendance in two or more courses which meet at the same or overlapping time for which a California community college will claim funding for that student's attendance. However, it is recognized that without an occasional overlap in schedule, students could be denied the opportunity to complete their studies in a reasonable period of time. In order to accommodate this possibility, College of Marin will permit a student to enroll in overlapping courses if: (a) rationale justification (scheduling convenience is not considered one) on a student-by-student basis can be established and can be documented by the college, and (b) the college maintains documentation that each student made up the hours of overlap in the course (partially or wholly not attended as scheduled) at some other time during the same week under the supervision of the instructor of the course. Students must complete and submit a Time Conflict Petition to the office of Admissions. (Available online on the Admissions page at www.marin.edu or at the Admissions Offices at either campus)

#### **Registration Hours**

#### **Web Registration** 24 hours a day, 7 days a y

24 hours a day, 7 days a week mycom.marin.edu

**Fax Registration** Processed during normal business hours 415.460.0773

#### Kentfield Campus Walk-in

Registration Student Services Building M,T, F 8 am - 4:30 pm W,Th 8 am - 6 pm Closed Fridays June 3 - August 5, Evenings June 27 - August 5 & July 4

Indian Valley Campus Walk-in Registration Student Services Center M-T 8 am - 6 pm

W,Th,F 8 am - 4:30 pm Closed Fridays June 3 - August 5, Evenings June 27 - August 5 & July 4 For information about expanded hours during heavy check our website: www.marin.edu/admissions

# Cómo matricularse

# La matriculación de prioridad para los estudiantes que continúan comienza el 16 de noviembre de 2010

Los estudiantes pueden matricularse por Internet en mycom.marin.edu, por fax al 415.460.0773 o personalmente. Después de la matriculación inicial los estudiantes pueden agregar clases a su programa por Internet hasta el primer día de la clase.

**Nota:** Se recomienda mucho que se matricule en su fecha de matriculación de prioridad ya que t endrá más posibilidades de conseguir los cursos que desee.

# Fechas de matriculación de prioridad para los estudiantes que continúan y que retornan

Para determinar su fecha de matriculación si continúa o retorna por favor entre en su cuenta de Portal MyCOM y haga clic en Student, luego en Registration Status en el canal de Registration Tools.

# Estudiantes que retornan y nuevos—matricularse en el College of Marin es fácil.

Si nunca se ha matriculado en cursos recibiendo crédito en el College of Marin (en el campus de Kentfield o en el de Indian Valley) o si se está matriculando después de una ausencia de un año o más, por favor siga estos simples pasos para matricularse.

# PASO 1

#### Complete una Solicitud de Admisión

• Por Internet en mycom.marin.edu; Nota: Procesar su solicitud de admisión por Internet acelerará su matriculación y aumentará en gran medida sus posibilidades de obtener las clases que desea. El proceso de matriculación se realizará el día siguiente al día en que se matricule.

Nota a estudiantes que retornan: Los estudiantes a quienes se les ha otorgado nombre de usuario y contraseña para MyCOM pueden usar ese nombre y contraseña para entrar en el portal MyCOM. Si los han olvidado, por favor comuníquense con la Oficina de Admisión llamando al 415.457.8811, interno 8822

- O envíe su solicitud por fax al 415.460.0773;
- O por correo a: Oficina de Admisión, College of Marin, 835 College Avenue, Kentfield, CA 94904
- O presente la solicitud personalmente en la Oficina de Admisión en el campus de Kentfield o en el de Indian Valley. Puede bajar una Solicitud de Admisión de http://www.marin.edu/ PDFs/85\_Cr\_Apln\_05\_08.pdf

Importante: Si presenta su solicitud de admisión en persona, por fax o por correo, deje pasar aproximadamente 5 días después de presentarla antes de inscribirse en las clases. Nº de identificación del estudiante: Se les asignará a los estudiantes un número de identificación del College of Marin. NOTA: Si usted elige no dar a conocer su número de Seguro Social, no será impreso en su formulario de crédito impositivo 1098T ni en el expediente académico oficial con sus calificaciones. Los estudiantes que solicitan ayuda financiera, beneficios de veteranos y empleo estudiantil en el College deben dar su número de Seguro Social en la Solicitud de Admisión

## PASO 2

# Complete la prueba de Orientación y Ubicación

#### Para los estudiantes de habla inglesa:

- Obtenga un Nº de identidad del College of Marin.
- Complete la orientación por Internet en www.marin.edu/orientation
- Imprima un Certificado de Conclusión
- Envíelo por fax (415.456.7770) o llévelo a Servicios de Consejeros en KTD, SS 211.
- Llame a la oficina de Pruebas (415.485.9469) o a Servicios de Consejeros (415.485.9436) para concertar sus pruebas de ubicación en matemáticas e inglés en el College of Marin.
- Ver el ejemplo de preguntas previas a la prueba en www.collegeboard.com/ student/testing/accuplacer/index.html.

# Para los estudiantes de ESL por crédito:

- Obtenga un Nº de identidad del College of Marin.
- Llame a la oficina de Pruebas (415.485.9469) para concertar su asistencia a uno de los talleres de ESL mencionados en la página 7.

### PASO 3

#### Reúnase con un consejero académico.

- Llame a Servicios de Consejeros (415.485.9432) o vaya a KTD, SS 212, para concertar una cita con un consejero.
- Indique que es nuevo y que ya ha completado sus pruebas de orientación y ubicación.

Discuta sus metas académicas, su experiencia educacional previa y desarrolle un plan para seleccionar sus cursos. Exención de los pasos 2 y 3: Puede ser eximido de los pasos 2 y 3 si:

- Tiene ya título de Associate o más alto;
- Ha completado 15 unidades o más en el COM o en otro college o universidad.

## PASO 4

#### Matricúlese en los cursos.

La matriculación de los nuevos estudiantes comienza el 24 de mayo de 2011. Una vez que haya presentado la solicitud de ad¬misión recibirá una carta de bienvenida del COM, con su nombre de usuario y una con¬traseña provisoria para crear una cuenta de Portal en MyCOM. Los nuevos estudiantes pueden matricularse en cualquier momento a partir del 24 de mayo de 2011. La carta de bienvenida se le enviará por e-mail, o por correo si no provee una dirección de e-mail.

Por favor note: debe proveer una dirección de e-mail válida para crear una cuenta de portal estudiantil

# PASO 5

#### Opción de Lista de Espera

Cuando una clase esté completa, puede poner su nombre en la lista de espera para matricularse en la clase. Si se desocupa un lugar en la clase, se le notificará por e-mail, enviada a su cuenta en MyCOM.marin. edu. Nuevas características de la Lista de Espera:

- Debe satisfacer los requisitos previos para el curso antes de poner su nombre en la lista de espera.
- Para tener la oportunidad de matricularse tiene que responder al e-mail en menos de 72 horas.
- Si no responde en las 72 horas de plazo su nombre será borrado de la lista de espera.
- Por favor vea información IMPORTANTE sobre la lista de espera en la página 5.

#### PASO 6

#### Pague los gastos de matrícula:

- Por Internet en mycom.marin.edu;
- O personalmente, con tarjeta de crédito VISA o MC, con tarjeta de débito VISA o MC, con cheque personal, dinero en efectivo, cheque bancario o giro postal.

## Estudiantes que deben matricularse en persona.

Si usted asiste al mismo tiempo a la escuela secundaria, o si ha sido echado, debe matricularse en persona.

### Confirmación de matriculación

Puede obtener en cualquier momento una confirmación de su matriculación a través del Portal del estudiante en mycom.marin. edu.

# Período de matriculación abierta y de agregar clases

Los estudiantes que no se matricularon en un curso antes del primer día de clase pueden asistir a la primera clase para ver si hay lugar disponible. Los instructores pueden admitir estudiantes dándoles un código de autorización para agregar la clase, y luego los estudiantes deben completar la matriculación por Internet a través del portal del estudiante en mycom. marin.edu, usando el código de autorización para agregar la clase antes de la fecha de plazo. Por favor vea las fechas de plazo para agregar clases de otoño dadas en las páginas 18 y 19.

#### Notificación importante

A los estudiantes que deben honorarios previos no se les entregarán sus calificaciones y se les prohibirá matricularse en clases hasta que hayan pagado todo lo que deben. Si usted trata de agregar una clase y recibe el siguiente mensaje:

#### "You may not add or drop classes due to holds on your record".

Puede averiguar el problema haciendo clic en el vínculo [View Holds] en el Portal.

# **Student Success Workshop Schedules**

Credit ESL Student Success Workshop (Intermediate to Advanced ESL Students)

The Credit ESL Student Workshop is an orientation to College of Marin and a Credit English as a Second Language (ESL) Test.	CREDIT ESL STUDENT SUCCESS WORKSHOP SCHEDULE (Intermediate to Advanced ESL Students)			
<ul> <li>Please complete a College of Marin Admissions Application and receive your Student ID # before you schedule your appointment.</li> </ul>	DATE	CAMPUS / ROOM*	ТІМЕ	
• You must sign up for a Credit ESL Student Workshop in advance:	Saturday, May 21	KTD / FH 120	9 am - 1 pm	
<ul> <li>By Phone at 415.485.9642 (ESL Office), or 415.485.9432 (Counseling Office), or 415.485.9469 (Assessment and Testing Office) OR</li> </ul>	Tuesday, June 14	KTD / FH 120	9 am - 1 pm	
	Wednesday, July 20	KTD / FH 120	5-9 pm	
• In Person at the ESL Office (Harlan Center 101), or	Wednesday, August 3	KTD / FH 120	9 am-1 pm	
at the Counseling Office (Student Services 212), or Assessment and Testing Office (Student Services	Tuesday, August 9	KTD / FH 120	5-9 pm	
238)	Saturday, August 13	KTD / FH 120	9 am-1 pm	
	Wednesday, August 17	KTD / TB 101	5-9 pm	

\* Check in for test 15 minutes before it is scheduled to begin. \*Room number subject to change.

#### Noncredit ESL Student Success Workshop (Beginning to Low-Intermediate ESL Students)

The Noncredit ESL Workshop is an orientation to College of Marin and a Noncredit (English as a Second Language (ESL) Test. • No appointment is necessary for this workshop	NONCREDIT ESL STUDENT SUCCESS WORKSHOP SCHEDULE (Beginning to Low-Intermediate ESL Students)		
<ul> <li>Arrive early as there is limited seating</li> <li>Please see the Noncredit ESL class listing in the back of this schedule</li> </ul>	DATE	CAMPUS / ROOM*	TIME
• For more information please call 415.485.9642	Saturday, June 4	KTD / FH 120	9 am – 11:30am
Examen de Inglés como Segundo Idioma Sin Crédito (para estudiantes de nivel principiante hasta nivel intermedio bajo)	Wednesday, June 8	KTD / FH 120	6 pm – 8:30pm
<ul> <li>Examen de Inglés como Segundo idioma y orientación sobre College of Marin</li> </ul>	Tuesday, July 26, Martes, 26 de Julio	KTD** / FH 120	6-8:30 pm
<ul> <li>No es necesario solicitar una cita</li> <li>Favor de llegar temprano ya que el cupo es</li> </ul>	Saturday, July 30, Sábado, 30 de Julio	KTD / FH 120	9 am-11:30 am
limitado • Favor de ver las clases de Inglés como Segundo	Wednesday, August 3, Miercoles, 3 de Agosto	KTD / FH 120	6-8:30 pm
Idioma Sin Crédito en la parte posterior de este horario	Monday, August 8, Lunes, 8 de Agosto	KTD / FH 120	6-8:30 pm
<ul> <li>Para más información favor de llamar al 415.485.9642</li> </ul>	Saturday, September 24, Sábado, 24 de Septiembre	KTD / FH 120	9 am-11:30 am

\*Room number subject to change. \*El aula puede cambiar sin previo adviso. \*\*KTD = Kentfield Campus

# Fees, Fee Exemptions, and Waivers

# New Convenient Payment Plan To Help You Pay for College Fees

To help you meet your education expenses, College of Marin is pleased to offer Nelnet Business Solutions e-Cashier deferred payment plan. It is not a loan; therefore, you have no debt. Additionally, no interest or finance charges are assessed and there is no credit check.

The cost to budget monthly payments is a \$20 per semester nonrefundable enrollment fee. The enrollment fee is automatically deducted from your account within 14 DAYS of your agreement being posted to the FACTS/NBS system.

Your payment will be automatically deducted on the 5th of each month from a checking or savings account. You must have a minimum balance of \$600 to participate in a monthly payment plan.

To enroll in this convenient payment plan, simply register online through your MyCOM portal account. For additional information regarding paying your enrollment fees please go to http://www.marin. edu/Admissions/reginfo.htm or call Nelnet Business Solutions/FACTS at 800.609.8056.

# **Costs of College**

The enrollment and other fees you pay to attend College of Marin and all community colleges in the State are set by the California State Legislature. Fees may be paid by Mastercard/Visa, cash, check, or cashiers check.

#### **Registration Fees**

Enrollment Fee\$36/unit
Health Fee\$17
International Student Application Fee
(nonrefundable)\$50
Materials Feevaries
Nonresident, U.S. Citizen
Tuition Fee \$198/unit
Nonresident, Non-U.S. Citizen
Tuition Fee \$201/unit
Student Representation Fee\$1
Student Activities Fee (Optional) \$8

#### **Fees for Other Services**

Credit by Exam ......\$36/unit Document/Verification Fee .......\$6 Rush Document/Verification Fee ......\$15 Parking Fee .....\$3/daily, \$50/semester Returned Checks/Declined VISA/ Mastercard or Debit Card Fee .....\$15 Service Fee for Processing Refunds and

Deferred Fees for Dropped Classes.......\$10 Transcript Fee (first 2 copies free) ............\$6 Rush Transcript Fee

(next business day) ..... \$15

#### Please note:

- Transcripts will be delayed until all delinquencies are cleared.
- Returned check/credit card delinquencies may not be paid with another personal check, but must be cleared with cash, money order, or cashier's check.
- In addition to the above fees, students must purchase their own books and supplies. Fees are subject to change without notice.

#### **Student Representation Fee**

Money collected for the student representation fee shall be expended to provide support for students or representatives who may be stating their positions and viewpoints before city, county, and district government, and before offices and agencies of the state and federal government.

Students have the right to refuse to pay the fee for religious, political, moral or financial reasons. A Student Representation Fee Waiver Form must be submitted at the time of registration for each semester in which the student does not wish to pay this fee.

#### **Student Activities Fee**

Money collected for the student activities fee shall be expended to provide support for educational and social events for the campus community and to support campus clubs and organizations, student related activities and intercollegiate athletics.

Students have the right to refuse to pay this optional fee. A Student Activities Fee Waiver Form must be submitted at the time of registration for each semester in which the student does not wish to pay this fee.

#### Fees Paid by an Agency

If an agency or program is to pay your fees, a voucher or "authorization to bill" must be provided at the time of registration. Remember to keep a copy of the voucher or authorization. College of Marin will invoice the agency or program within the appropriate time lines.

#### **Military Fee Exemption**

Dependents of deceased/disabled veterans (with an eligibility letter) will only be charged materials fees, if applicable.

Contact your local county Veterans Services Office (located in the "Government Listings" section of your telephone book under "County Government Offices") to obtain applications, information, and how to apply for benefits under this program.

#### California Nonresident Exemption/ AB540

Students not otherwise eligible for resident status who have attended a California high school for three years and graduated may apply for an AB 540 fee exemption. Students must complete the California Nonresident Exemption Request form.

## Tax Credit

#### Eligibility

In accordance with federal tax credit legislation, College of Marin will mail a verification 1098T form at the end of January to each student registered at least half-time on census day who has paid registration fees.

Please check with your tax preparer to determine if you are eligible to take advantage of this credit.

#### **Change of Address**

For tax credit and other important communications from the college, it is important that the college have your current address. If you have moved, you may update your address and phone number through your MyCOM portal account or by completing and submitting a green change form to the Office of Admissions and Records.

#### Social Security Numbers

Social security numbers of students who have chosen not to disclose their social security number will not be printed on the 1098T.

# **Enrollment Fee Waivers**

#### **Board of Governors**

See page 11 for BOGW form. Students required to pay out-of-state fees or who receive an AB 540 fee exemption are not eligible. The California Community Colleges Board of Governors provides a waiver of enrollment fees for students who are residents of the State of California and meet one or more of the following criteria:

- 1. Student or student's family receives TANF, SSI, or General Assistance benefits.
- 2. Income for 2009 was below the limits identified in the table.
- 3. Student files Financial Aid Application and is determined eligible by the Financial Aid Office.

Financial Aid and Fee Waiver information is available in Spanish. All Financial Aid Students are still required to pay any materials fees and the health fee. Contact the Financial Aid Office at 415.485.9409 for additional information.

The above information is subject to change in the event of new federal or state regulations.

#### 2010/2011 Income Standards\* for BOGFW Part B Eligibility

Family Size	2009 Income
1	\$16,245
2	\$21,855
3	\$27,465
4	\$33,075
5	\$38,685
6	\$44,295
7	\$49,905
8	\$55,515
For each additional family member	Add \$5,610

\*These standards are based upon the federal poverty guidelines as published each year by the U.S. Department of Health and Human Services. Per Title 5 of the California Code of Regulations, the Income Standards for the bogfw program equal 150 percent of the federal poverty guidelines for the base year. Additional information on the poverty guidelines can be obtained from http://aspe.hhs.gov/poverty/00poverty.htm

# **Refund Policy**

#### **Refund Service Fee**

A \$10 per semester service fee and any outstanding balance due the college will be deducted from all refunds. No service fee is charged if the class is cancelled by the college. **The service fee also applies to students who drop classes when fees have not been paid.** 

#### Short-Term Classes

In accordance with state law, refund requests for short-term classes will be granted if the class is dropped before completion of 10 percent of the course. See drop dates for short-term classes on pages 18-19.

#### **Materials Fees**

Provided that no materials have been used, refund of materials fees will be granted through August 30, 2011, for full-term classes, or before completion of 10 percent of the class for short-term classes. **Please note that Financial Aid Fee Waivers do not cover health or materials fees.** 

#### **Financial Aid Students**

Prior to refunding any enrollment fee or tuition, the district may determine if the student received federal Title IV funds during the term of enrollment. If funds were received, the refund may be held up to 30 days while the district determines if any institutional or student return to the federal Title IV programs is due under Section 485 of the Higher Education Amendments of 1998, P.L. 105-244.

If a return is deemed to be required, the amount of enrollment fee refund may first be used to meet any return obligation of the district and, if an amount of enrollment fee refund remains after the district obligation has been met, that amount may be used to meet any return obligation of the student.

If an enrollment fee refund amount remains after all return obligations have been met, the student shall receive the remainder.

#### Nonresident Tuition Refunds

The college will not grant refunds after the deadline date listed on the important dates listing on page 3. See drop dates for short-term classes on page 18-19.

#### Parking Permit Refund

Students may request a refund of Term Parking Permit Fees under the following conditions:

- The college has canceled a class and the student is no longer enrolled in any credit, noncredit, community education or emeritus college class.
- The student has dropped all classes on or before the last day to qualify for a fee refund or by the 10 percent point of the length of a class for a short-term class. Note: The Parking Permit Sticker must be returned to the Office of Admissions & Records when requesting the refund.

# Illegal Distribution of Copyrighted Materials

College of Marin students are prohibited from using the college's information network to illegally download or share music, video, and all other copyrighted intellectual property. College of Marin supports the Higher Education Opportunity Act and Digital Millennium Copyright Act, including efforts to eliminate the illegal distribution of copyrighted material. Under the law, college administrators may be obligated to provide copyright holders with information about users of the college's information network who have violated the law.

Be aware that illegal forms of downloading and file sharing, as well as the unauthorized distribution of copyrighted materials, are violations of the law and may subject you to academic sanctions from the college as well as criminal and civil penalties, including a lawsuit against you by the Recording Industry Association of America (RIAA). Learn more at www.campusdownloading.com. In addition to being illegal, file sharing drains the network bandwidth, which slows computer connections for students and employees who are using the network for legitimate academic purposes and ultimately costs the college money. There are plenty of easy, affordable ways to get music online legally. For a list of sources that offer legal downloading sites, access www.riaa.com

# **Financial Aid**

Need help with enrollment fees? Contact the College of Marin Financial Aid Office for additional information on fee waivers and other financial aid programs. Call 415.485.9409 or 415.883.2211 ext. 8118 or e-mail financial.aid@marin.edu.

#### **Student Financial Assistance**

All students enrolling or wishing to enroll in an academic or vocational program at College of Marin may apply for financial assistance. Students meeting financial and other eligibility requirements receive funds from a variety of federal, state, and community programs to help cover school and living expenses. College of Marin offers students funding from the following programs.

# Financial Aid Application Deadline

Applications are still being accepted for this term. Apply for fall 2011 online www.fafsa.ed.gov.

# Financial Aid Programs/ Grants and Scholarships

#### Federal Pell Grants

Grants range from \$400 to \$5,550 per year depending on eligibility.

#### Federal Supplemental Educational Opportunity Grants (SEOG)

Grants range from \$400 to \$2,000 per year for students with the highest financial need who also qualify for Pell Grants.

# Extended Opportunity Programs & Services Grants (EOPS)

This program provides book grants and counseling services to students who qualify. (See page 100 for additional information.)

#### Board of Governors Fee Waivers (BOGW)

Eligible California residents receive a waiver of enrollment. See additional information on page 8, and for your convenience a BOGW form is on page 11.

#### **Cal Grants**

The State of California provides grants ranging from \$530 to \$1550 per year for eligible students.

# Apply online for Financial Aid

Free application for Federal Student Aid at www.fafsa.ed.gov

### 10,000 Degrees Grants

Residents of Marin County may apply for 10,000 Degrees grants ranging from \$400 to \$4,000 per year. For more information call 415.459.4240.

#### College of Marin Foundation Scholarships

The College of Marin Foundation solicits funding from the community for scholarships that are awarded to students who meet need and academic criteria. Scholarships range from \$250 to \$1000 per year and are available to students who are transferring to a four-year institution or continuing at COM. For more information call 415.485.9382.

# Federal Student Loans

### Student Loans Must Be Repaid

Before considering a student loan, it is important to develop a financing plan for your education that takes into account the total amount of debt that you will be able to afford to repay when you reach your final educational goal.

#### **Subsidized Stafford Student Loans** Students who qualify on the basis of financial need may borrow up to \$3500 per year for freshman year and up to \$4500 per year for sophomore year at a variable interest rate. Principal and interest are deferred until six months after the last day of enrollment as at least a half-time student in an educational program.

**Unsubsidized Stafford Student loans** Independent students who do not meet financial need criteria for a Subsidized Stafford Loan or need additional loan assistance may borrow all or part of that amount under the Unsubsidized Stafford Loan Program up to \$6,000 per year. Interest becomes due when the loan is borrowed. Principal is deferred until six months after the student ceases to be enrolled at least half-time in an educational program.

# Work Programs

#### Federal College Work-Study Program Federal funds provide a limited number of part-time jobs on campus for students who qualify. Some jobs are available off campus. Students work up to 25 hours per week.

#### Job Placement Office

The Job Placement Office provides students with information on a large number of jobs that are available throughout the community.

#### Work Experience

Students may enroll in Work Experience classes to obtain credit for current employment.

# Additional Financial Assistance

### **Application Procedures**

Students must file a Federal Student Aid Application [Free Application for Federal Student Aid (FAFSA)]. Some programs [Marin Education Fund (MEF), COM Foundation Scholarships, Cal Grants, loan programs] may have additional application forms. Once the initial form is filed, the Financial Aid Office may request additional forms and verifying documentation. The FAFSA is available at www.fafsa. ed.gov. Forms for the next academic year are available in January.

#### **Additional Information**

For paper application forms and additional information, please contact the Financial Aid Office at either the Kentfield Campus or the Indian Valley Campus.

#### **College of Marin Emergency Loans**

Associated Students College of Marin (ASCOM) and the College of Marin Foundation have provided funds for the college's emergency loan program. Thirtyday loans are available for up to \$100 for students who qualify.

# Tax Credit

For tax credit information see page 8.

# California Community Colleges 2010-2011 Board of Governors Fee Waiver Application

This is an application to have your **ENROLLMENT FEES WAIVED**. This **FEE WAIVER** is for California residents only. If you need money to help with books, supplies, food, rent, transportation and other costs, please complete a FREE APPLICATION FOR FEDERAL STUDENT AID (**FAFSA**) immediately. Contact the Financial Aid Office for more information. **The FAFSA is available at www.fafsa.ed.gov or at the Financial Aid Office**.

**Note:** Students who are exempt from paying nonresident tuition under **Education Code Section 68130.5 (AB 540)** are NOT California residents. If you are NOT a California resident, you are not eligible for a fee waiver. Do not complete this application. You may apply for financial aid by completing the FAFSA.

Name:				Student ID #							
La	ast	First	Middle Initial								
Email (if availat	ole):			Telephone Number: ()							
Home Address:	:			Date of Birth: /							
	Street	City	Zip Code								
Has the Admis	Has the Admissions or Registrar's Office determined that you are a California resident? 🛛 🔲 Yes 🗅 No										

#### IMPLEMENTATION OF THE CALIFORNIA DOMESTIC PARTNER RIGHTS AND RESPONSIBILITIES ACT

The California Domestic Partner Rights and Responsibilities Act extends new rights, benefits, responsibilities and obligations to individuals in domestic partnerships registered with the California Secretary of State under Section 297 of the Family Code. If **you** are in a Registered Domestic Partnership (RDP), you will be treated as an Independent married student to determine eligibility for this Enrollment Fee Waiver and will need to provide income and household information for your domestic partner. If you are a dependent student and your parent is in a Registered Domestic Partnership, you will be treated the same as a student with married parents and income and household information will be required for the parent's domestic partner.

Note: These provisions apply to state student financial aid ONLY, and not to federal student financial aid.

Are you or your parent in a Registered Domestic Partnership with the California Secretary of State under Section 297 of the Family Code? (Answer "Yes" if you or your parent are separated from a Registered Domestic Partner but have **NOT FILED** a Notice of Termination of Domestic Partnership with the California Secretary of State's Office.)

If you answered "Yes" to the question above treat the Registered Domestic Partner as a spouse. You are required to include your domestic partner's income and household information or your parent's domestic partner's income and household information in Questions 4, 11, 12, 13, 14, 15, 16, 17.

Student Marital Status: Single Married Divorced Separated Widowed Registered Domestic Partnership

#### DEPENDENCY STATUS

The questions below will determine whether you are considered a Dependent student or Independent student for fee waiver eligibility and whether parental information is needed. If you answer "Yes" to **ANY** of the questions 1-10 below, you will be considered an INDEPENDENT student. If you answer "No" to all questions, you will be considered a Dependent student thereby reporting parental information and should continue with Question 11.

1.	Were you born before January 1, 1987? (If "Yes," skip to question 13)		Yes		No
2.	As of today, are you married or in a Registered Domestic Partnership (RDP)?				
	(Answer "Yes" if you are separated but not divorced or have not filed a termination notice to dissolve p	artner	ship.	Also	, if yo
	answer "Yes," skip to question 13.)		Yes		No

- 3. Are you a veteran of the U.S. Armed Forces or currently serving on active duty for purposes other than training? (If "Yes," skip to question 13)
- Do you have children who will receive more than half of their support from you between July 1, 2010-June 30, 2011, or other dependents who live with you (other than your children and spouse/RDP) who receive more than half of their support from you, now and through June 30, 2011? (If "Yes," skip to question 13)
   Yes I No
- 5. At any time since you turned age 13, were both your parents deceased, were you in foster care or were you a dependent or ward of the court ? (If "Yes," skip to question 13)
- 6. Are you or were you an emancipated minor as determined by a court in your state of legal residence?
   (If "Yes," skip to question 13)
   Yes I No

### DEPENDENCY STATUS (Continued)

7.	Are you or were you in legal guardianship as determined by a court in your state of legal residence? ( <i>If "Yes," skip to question 13</i> )		Yes		No	
8.	At any time on or after July 1, 2009, did your high school or school district homeless liaison unaccompanied youth who was homeless? ( <i>If "Yes," skip to question 13</i> )	determine			were No	an
9.	At any time on or after July 1, 2009, did the director of an emergency shelter or transitional housing pr Department of Housing and Urban Development determine that you were an unaccompanied youth w ( <i>If "Yes," skip to question 13</i> )	ho was ho		s?		
10.	At any time on or after July 1, 2009, did the director of a runaway or homeless youth basic center determine that you were an unaccompanied youth who was homeless or were self-supporting and ( <i>If "Yes," skip to question 13</i> )			g ho		

- If you answered "Yes" to any of the questions 1 10, you are considered an INDEPENDENT student for enrollment fee waiver purposes and must provide income and household information about yourself (and your spouse or RDP if applicable). Skip to Question #13.
- If you answered "No" to all questions 1 10, complete the following questions:

11.	If your parent(s) or his/her RDP filed or will file a 2009 U.S. Income Tax Return, we	ere you	, or will you be	e clain	ned on	thei	r tax return
	as an exemption by either or both of your parents?		Will Not File		Yes		No
12.	Do you live with one or both of your parent(s) and/or his/her RDP?		Yes 🖵 No	)			

- If you answered "No" to questions 1 10 and "Yes" to either question 11 or 12, you must provide income and household information about your PARENT(S)/RDP. Please answer questions for a DEPENDENT student in the sections that follow.
- If you answered "No" or "Parent(s) will not file" to question 11, and "No" to question 12, you are a dependent student for all student aid except this enrollment fee waiver. You may answer questions as an INDEPENDENT student on the rest of this application, but please try to get your PARENT information and file a FAFSA so you may be considered for other student aid. You cannot get other student aid without your parent(s') information.

#### METHOD A ENROLLMENT FEE WAIVER

13. Are you (the student **ONLY**) currently receiving monthly cash assistance for yourself or any dependents from:

TANF/CalWORKs?	Yes	No
SSI/SSP (Supplemental Security Income/State Supplemental Program)?	Yes	No
General Assistance?	Yes	No

- 14. If you are a dependent student, are your parent(s)/RDP receiving monthly cash assistance from TANF/CalWORKs or SSI/SSP as a primary source of income?
- If you answered "Yes" to question 13 or 14 you are eligible for an ENROLLMENT FEE WAIVER. Sign the Certification at the end of this form. You are required to show current proof of benefits. Complete a FAFSA to be eligible for other financial aid opportunities.

#### METHOD B ENROLLMENT FEE WAIVER

- 15. **DEPENDENT STUDENT:** How many persons are in your parent(s)/RDP household? (Include yourself, your parent(s)/RDP, and anyone who lives with your parent(s)/RDP and receives more than 50% of their support from your parents/RDP, now and through June 30, 2011.)
- 16. **INDEPENDENT STUDENT:** How many persons are in your household? (Include yourself, your spouse/RDP, and anyone who lives with you and receives more than 50% of their support from you, now and through June 30, 2011.) \_\_\_\_\_

#### 17. 2009 Income Information

(Dependent students should not include their income information for Q 17 a and b below.)

- Adjusted Gross Income (If 2009 U.S. Income Tax Return was filed, enter the amount from Form 1040, line 37; 1040A, line 21; 1040EZ, line 4).
- b. All other income (Include ALL money received in 2009 that is not included in line (a) above (such as disability, child support, military living allowance, Workman's Compensation, untaxed pensions).

**TOTAL** Income for 2009 (Sum of a + b)

DEPENDENT STUDENT:	INDEPENDENT STUDENT:
PARENT(S)/ RDP	STUDENT (& SPOUSE'S/
INCOME ONLY	RDP) INCOME
\$	\$
\$	\$
\$	\$

The Financial Aid Office will review your income and let you know if you qualify for an ENROLLMENT FEE WAIVER under Method B. If you do not qualify using this simple method, you should file a FAFSA.

SP	ECIAL CLASSIFICATIONS ENROLLMENT FEE WAIVERS				
18.	Do you have certification from the CA Department of Veterans Affairs that you are eligible for a dependent's Submit certification.	s fee	waive Yes		No
19.	Do you have certification from the National Guard Adjutant General that you are eligible for a dependent's f Submit certification.	ee w		?	No
20.	Are you eligible as a recipient of the Congressional Medal of Honor or as a child of a recipient? Submit documentation from the Department of Veterans Affairs.		Yes		No
21.	Are you eligible as a dependent of a victim of the September 11, 2001, terrorist attack? Submit documentation from the CA Victim Compensation and Government Claims Board.		Yes		No
22.	Are you eligible as a dependent of a deceased law enforcement/fire suppression personnel killed in the line Submit documentation from the public agency employer of record.	of d			No
p	f you answered "Yes" to any of the questions from 18-22, you are eligible for an ENROLLMEN perhaps other fee waivers or adjustments. Sign the Certification below. Contact the Financial Aig questions.				

#### CERTIFICATION FOR ALL APPLICANTS: READ THIS STATEMENT AND SIGN BELOW

I hereby swear or affirm, under penalty of perjury, that all information on this form is true and complete to the best of my knowledge. If asked by an authorized official, I agree to provide proof of this information, which may include a copy of my and my spouse/registered domestic partner and/or my parent's/registered domestic partner's 2009 U.S. Income Tax Return(s). I also realize that any false statement or failure to give proof when asked may be cause for the denial, reduction, withdrawal, and/or repayment of my waiver. I authorize release of information regarding this application between the college, the college district, and the Chancellor's Office of the California Community Colleges.

I understand the following information (please check each box):

- Federal and state financial aid programs are available to help with college costs (including enrollment fees, books & supplies, transportation and room and board expenses). By completing the FAFSA, additional financial assistance may be available in the form of Pell and other grants, work study and other aid.
- □ I may apply for and receive financial assistance if I am enrolled, either full time or part time, in an eligible program of study (certificate, associate degree or transfer).
- **□** Financial aid program information and application assistance is available in the college financial aid office.

Applicant's Signature

Date

Parent Signature (Dependent Students Only)

Date

#### CALIFORNIA INFORMATION PRIVACY ACT

State and federal laws protect an individual's right to privacy regarding information pertaining to oneself. The California Information Practices Act of 1977 requires the following information be provided to financial aid applicants who are asked to supply information about themselves. The principal purpose for requesting information on this form is to determine your eligibility for financial aid. The Chancellor's Office policy and the policy of the community college to which you are applying for aid authorize maintenance of this information. Failure to provide such information will delay and may even prevent your receipt of financial assistance. This form's information may be transmitted to other state agencies and the federal government if required by law. Individuals have the right of access to records established from information furnished on this form as it pertains to them.

The officials responsible for maintaining the information contained on this form are the financial aid administrators at the institutions to which you are applying for financial aid. The SSN may be used to verify your identity under record keeping systems established prior to January 1, 1975. If your college requires you to provide an SSN and you have questions, you should ask the financial aid officer at your college for further information. The Chancellor's Office and the California community colleges, in compliance with federal and state laws, do not discriminate on the basis of race, religion, color, national origin, gender, age, disability, medical condition, sexual orientation, domestic partnership or any other legally protected basis. Inquiries regarding these policies may be directed to the financial aid office of the college to which you are applying.

	FOR OFFICE USE ONLY													
BOGFW-A	BOGFW-B	Special Classification	RDP		Student is not									
TANF/CalWORKs		Veteran National Guard	Student		eligible									
GA GA		Dependent	□Parent											
SSI/SSP	BOGFW-C	Medal of Honor 9/11 Dependent												
		Dep. of deceased law enforcement/fire personnel												

Comments: \_\_\_\_

Certified by: \_\_\_\_\_

# Who May Enroll

# College of Marin Serves Students of All Ages with or without a High School Diploma

Anyone 18 years of age or older, with or without a high school diploma, is eligible to enroll at College of Marin. For information concerning enrollment of students under age 18, call the Office of Admissions and Records or the Counseling Department.

# **High School Students**

#### Advanced Scholastic and Vocational Programs

College of Marin has a special program which allows students attending high school to enroll in college courses in advanced scholastic and vocational programs before earning their high school diploma. Concurrently enrolled students are restricted from credit physical education classes, and remedial classes numbered below 100.

#### **In Person Registration**

Each term a high school student must submit a completed College Credit Program (CCP) form signed by a parent, high school principal or designee, and college counselor to the Office of Admissions and Records. New students must submit a Credit Application for Admissions.

#### No Enrollment Fee

Concurrently enrolled high school students will not be charged the Enrollment Fee. High school students who are not legal residents of the State will be subject to nonresident tuition charges.

# **International Students**

All documents must be received by the stipulated deadlines.

#### Admission

International students seeking admission to the credit program must provide the following:

- Evidence of completion of a high school education, or equivalent.
- Transcripts of all U.S. colleges and universities attended.
- A score of 500 or higher on the Test of English as a Foreign Language (TOEFL).

- Documentation verifying adequate financial support for housing, food, tuition, and medical care.
- Completed International Student Application.

#### Tuition

International students are subject to international student tuition of \$201 per unit, a \$36 per unit enrollment fee, a \$50 application fee, a \$17 health fee, a \$ student representation fee, and an \$8 student activities fee. Fees must be paid at the time of registration. Credit F1 students are required to maintain enrollment in a minimum of 12 units.

#### **Medical Insurance**

Medical insurance is required and payable with class registration. The cost of annual medical insurance will be approximately \$953. A refund, less a service fee, of the medical insurance will be issued for students who withdraw from the college through the second week of the semester as long as no benefits were used.

#### **Intensive English**

Students scoring below 500 on the TOEFL can contact the International Student not-for-credit Intensive English Program, phone 415.457.8811, ext. 8822 or e-mail paulette.foster@marin.edu. Applications for the program are at www.marincommunityed.org.

#### **Residence Information**

In general, to be considered a California resident for tuition purposes, a student must have lived continuously in California for one year immediately preceding the residence determination date of August 14, 2011.

The student must also provide evidence (as defined by California Education Code) proving the student's intention to make California the student's permanent home. Documented intent must start at least one year before the residency determination date. Non-U.S. Citizens on certain visas are ineligible to enroll in credit classes.

Please review the college catalog for more information.

# Student's Right to Privacy

Occasionally, College of Marin receives requests from various entities or private persons seeking directory information on our students. These entities can be public, private, or governmental in origin, e.g., private scholarship search companies, public and private colleges and universities, U.S. Military (Department of Defense and others).

#### **Directory Information Defined**

Directory information is defined as information contained in an educational record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to, the student's name, address, telephone listing, date and place of birth, level of education, major field of study, participation in officially recognized activities and sports, weight and height if a member of an athletic team, dates of attendance, degrees and awards received, and most recent previous educational agency or institution attended.

#### **Release of Directory Information**

Directory information may be released at the discretion of the college; however, under Federal and State law, a student has the right to request that College of Marin withhold directory information on behalf of the student.

Once a request is made, directory information will be withheld from all entities. The college assumes no liability for honoring a student's request that such information be withheld.

#### Request to Withhold Directory Information

A request to withhold directory information must be directed to the Dean of Enrollment Services in writing. The request must be signed and dated by the student. Students may also come to the Admissions and Records Office at the Kentfield Campus or Indian Valley Campus and complete a Request to Withhold Directory Information form. Forms are available online at: http://www. marin.edu/admissions/index.htm

# Late-Starting Classes

All classes listed below begin after the first week of the semester, and are of varying lengths. Please see course listings beginning on page 20 for complete information. The dates given are the start dates. After the semester begins, short-term classes may be added online or in-person until the first class meeting without an instructor's approval. Students registering after the first class meeting must obtain an add authorization code and add online or in-person by the last day to add. See pages 18-19 for Refund/Add/Drop dates for short-term classes.

CRN	Course ID Course Title			
81697	AUTO 239	Bureau of Automotive Repair (B.A.R.) 2011-2012 Update Training Course	10/29	
80034	BIOL 099	General Science	09/13	
80632	BUS 137	Managing Groups and Teams	10/12	
80892	BUS 114	Beginning Computer Accounting	10/12	
81291	BUS 114	Beginning Computer Accounting	10/11	
81763	BUS 127	Create A Business Plan	10/17	
80622	BOS 114	Beginning Word Processing	10/12	
80624	BOS 115	Intermediate Word Processing	10/17	
80894	COMM 160	Images of Race, Gender, and Class in the Media	08/30	
80004	CIS 101	Introduction to Personal Computers and Operating Systems	10/12	
80013	CIS 101	Introduction to Personal Computers and Operating Systems	10/12	
80026	CIS 113	Presentations and Publications	10/13	
80035	CIS 118	Introduciton to Spreadsheet Design	10/17	
80043	CIS 126	Introduction to Windows	10/11	
80045	CIS 127	Intermfediate Database Design	10/11	
80057	CIS 128	Intermediate Spreadsheet Design	10/17	
81551	CIS 118	Introduction to Spreadsheet Design	10/15	
81553	CIS 143	Designing Web Sites	10/15	
81560	CIS 162	Computer Opewrating Systems	10/11	
81766	CIS 155	Designing Security for a Personal Computer Server Operating System	10/11	
80110	COUN 125	How to Study Effectively	08/23	
80114	COUN 133B	Career Exploration	10/27	
80980	COUN 125	How to Study Effectively	10/04	
80981	COUN 130	Career Life Skills Planning	09/14	
80705	COUR 167	Procedures and Ethics for the Court/ Deposition/CART Reporter	10/11	
80910	DANC 241A	Dance Company A	09/15	
80911	DANC 241B	Dance Company B	09/15	
80913	DANC 241D	Dance Company D	09/15	
81657	DANC 241C	Dance Company C	09/15	
81858	DANC 160A	Introduction to Dance Performance Skills	09/15	
80879	DRAM 129	Voice for the Stage	10/17	
81411	DRAM 160	Production Stagecraft	10/17	
81665	Production Proparation Sats and		10/17	
81667	DRAM 162	Production Preparation - Costumes and Hair	10/17	
81669	B1669 DRAM 163 Production Preparation - Ligi Sound		10/17	
81671	DRAM 164	Production Crew	10/17	
81857	DRAM 246	Rehearsal and Performance of a Modern Comedy	10/18	
81483	ECE 261	Early Childhood Education Conference Course	11/19	

CRN	Course ID	Course ID Course Title			
81639	ECE 100	Licensing and Permits: Introduction to Childcare Programs	10/01		
81777	ECE 217	Fostering Creativity in the Classroom	08/27		
81778	ECE 225	Guidance and Limit Setting in the Early Childhood Classroom	09/10		
81658	ENGG 111	Computer Tools for Scientists and Engineers: Spreadsheets	09/07		
80163	ENGL 092	Reading and Writing Skills	08/30		
80250	ESL 058B	Pronunciation for Non-Native English Speakers II	10/12		
81601	ELND 110B	Introduction to Environmental Landscaping	10/14		
80122	GEOL 099	General Science	09/13		
80802	JOUN 160	Images of Race, Gender, and Class in the Media	08/30		
81424	MUS 191	Musical Production: Orchestra	09/11		
81425	MUS 193	Musical Production: Cast	09/11		
81426	MUS 193	Musical Production: Cast	09/11		
80480	NE 090	Introduction to Nursing Education and Practice	08/29		
80490	NE 138	Introduction to Pharmacology and Medication Administration for Nurses	09/16		
80526	NE 212	Nursing in Mental Health and Nursing of the Older Adult	10/13		
80527	NE 212L	Nursing in Mental Health and Nursing of the Older Adult Clinical Laboratory	10/12		
80529	NE 214	Nursing III: Advanced Concepts in Mobility, Sensation, and Cognition	10/13		
80531	NE 214L	Nursing III: Clinical Laboratory - Advanced Concepts in Mobility, Sensation and Cognition	10/11		
80532 NE 214L A		Nursing III: Clinical Laboratory - Advanced Concepts in Mobility, Sensation and Cognition	10/11		
80536	NE 216	Nursing III: Advanced Concepts in Cardiovascular Oxygenation and Renal Function	10/13		
80539	NE 216L	Nursing III: Advanced Concepts in Cardiovascular Oxygenation and Renal Function Laboratory	10/11		

# Weekend Classes

Some of our most popular courses are given on weekends for the convenience of employed students who cannot attend during traditional school hours. Beginning on page 20, these courses are listed under their department headings with their course description, class times, and course reference numbers (CRN).

#### ART

ART 116-Jewelry Design I 81503 S 9:10am-12:00pm 81503 S 1:10pm-4:00pm ART 117-Jewelry Design II 81504 S 9:10am-12:00pm 81504 S 1:10pm-4:00pm ART 130-Drawing and Composition I 81880 S 9:10am-12:00pm 81880 S 1:10pm-4:00pm ART 131-Drawing and Composition II 81886 S 9:10am-12:00pm 81886 S 1:10pm-4:00pm ART 170-Ceramics I 80147 S 9:10am-12:00pm 80147 S 1:10pm-4:00pm ART 171-Ceramics II 80150 S 9:10am-12:00pm 80150 S 1:10pm-4:00pm ART 216-Jewelry Design III 80215 S 9:10am-12:00pm 80215 S 1:10pm-4:00pm ART 217-Jewelry Design IV 80218 S 9:10am-12:00pm 80218 S 1:10pm-4:00pm ART 270-Ceramics III 80249 S 9:10am-12:00pm 80249 S 1:10pm-4:00pm ART 271-Ceramics IV 80254 S 9:10am-12:00pm 80254 S 1:10pm-4:00pm ART 295-Advanced Projects in Art 81714 S 9:10am-12:00pm 81714 S 1:10pm-4:00pm AUTOMOTIVE COLLISION REPAIR TECHNOLOGY ACRT 106-Metal Fabrication 81805 S 8:10am-10:00am 81805 S 10:10am-5:00pm AUTOMOTIVE TECHNOLOGY AUTO 239-B.A.R. 2011-2012 Update 81697 SU 8:10am-1:00pm (10/29-10/30) 81697 SU 1:40pm-5:30pm (10/29-10/30)

BIOLOGY **BIOL 120-Human Anatomy** 80405 S 9:40am-2:20pm **BUSINESS BUS 112-Financial Accounting** 80124 S 9:10am-1:00pm CHEMISTRY CHEM 110-Chemistry/Allied Health Sci 80469 S 10:10am-11:00am 80469 S 11:10am-2:00pm COMPUTER INFORMATION SYSTEMS **CIS 101-Intro Personal Computers** 80003 S 9:10am-11:00am (08/20-10/08) CIS 118-Introduction to Spreadsheets 81551 S 9:10am-11:00am (10/15-12/10) CIS 122-Networking Essentials 80038 S 9:10am-12:00pm (08/20-10/08) CIS 143-Designing Web Sites 81553 S 9:10am-11:20am (10/15-12/10) COUNSELING COUN 130-Career Life Skills Planning 80981 S 9:00am-3:00pm (11/19-11/19) 80981 S 9:00am-3:00pm (12/10-12/10) DANCE DANC 122-Jazz Dance I 81832 S 9:10am-12:00pm DANC 123-Jazz Dance II 81860 S 9:10am-12:00pm DRAMA DRAM 246-Rehears/Perf Modern Comedy 81857 U 5:30pm-8:30pm (10/18-12/18) EARLY CHILDHOOD EDUCATION ECE 100-ECE Licensing and Permits 81639 S 8:40am-4:55pm (10/01-10/01) ECE 217-Fostering Creativity 81777 S 8:10am-3:30pm (08/27-11/12) ECE 225-Guidance & Limit Setting 81778 S 8:10am-3:30pm (09/10-11/05) ECE 261-ECE Conference Course 81483 S 8:40am-4:55pm (11/19-11/19) ELECTRONICS TECHNOLOGY ELEC 110-Solar Installation/Integration 81501 S 9:00am-3:25pm (08/20-10/15) ENVIRONMENTAL LANDSCAPING ELND 150-Integrated Pest Management 81807 S 8:10am-10:00am 81807 S 10:10am-1:00pm FIRE TECHNOLOGY FIRE 112-Emergency Medical Tech I 80850 U 8:30am-1:30pm 80850 U 1:40pm-5:00pm 80851 S 9:00am-5:00pm FIRE 120A-EMT-1 Refresher A 81640 S 10:00am-2:00pm

FIRE 120B-EMT-1 Refresher B 81661 S 10:01am-2:00pm MATHEMATICS MATH 115-Probability and Statistics 81683 S 9:00am-1:00pm MULTIMEDIA STUDIES MMST 114-Intro to Game Design 81815 S 10:10am-1:00pm MUSIC MUS 191-Mus Production: Orchestra 81424 U 6:10pm-9:00pm (09/11-11/06) MUS 193-Mus Production: Cast 81425 U 6:10pm-9:00pm (09/11-11/06) 81426 U 6:10pm-9:00pm (09/11-11/06) NURSING: REGISTERED (R.N.) NE 090-Intro to Nursing Ed 81241 S 9:10am-1:00pm (08/20-09/17)

# **New Courses**

#### For detailed descriptions, prerequisites, times, dates, and section numbers, see class listings beginning on page 20.

ACRT 101 Basic Sheet Metal Operations for Automotive Collision Repair ACRT 102 Introduction to Automotive **Collision Repair** ACRT 103 Non-Structural Analysis and Damage Repair ACRT 104 Structural Analysis and Damage Repair ACRT 106 Metal Fabrication ACRT 201 Automotive Painting Waterborne, Clearcoats and Detailing ECE 226 Exploration and Discovery in Math and Science ELND 150 Integrated Pest Management in Landscapes, Farms and Gardens MMST 146 Video and Sound I: Editing SPAN 228C Advanced Spanish Conversation and Culture Through Film

# **Short-Term Classes**

After the semester begins, short-term classes may be added online or in-person until the first class meeting without an instructor's approval. Students registering after the first class meeting must obtain an add code from the instructor and add the class online by the Last Day to Add.

Course ID	CRN	Refund Date	Last Day to Add	Request drop w/out W & P/NP	Last Drop w/W	Course ID	CRN	Refund Date	Last Day to Add	Request drop w/out W & P/NP	Last Dro w/W
ART 138	81887	08/17/11	08/17/11	08/24/11	11/16/11	COUR 167	80705	10/11/11	10/18/11	10/18/11	11/15/11
AUTO 114	80609	08/30/11	09/05/11	09/09/11	11/14/11	COUR 169C	80707	08/16/11	08/23/11	08/23/11	09/20/1
AUTO 228	80611	08/30/11	09/05/11	09/09/11	11/14/11	COUR 282B	81432	08/16/11	08/23/11	08/23/11	09/20/1
AUTO 229	80612	08/23/11	09/02/11	09/16/11	11/04/11	DANC 160A	81858	09/22/11	10/03/11	10/11/11	11/22/1
AUTO 239	81697	10/29/11	10/29/11	10/29/11	10/30/11	DANC 241A	80910	09/22/11	10/03/11	10/11/11	11/22/1
BEHS 252	80007	08/23/11	09/06/11	09/13/11	11/15/11	DANC 241B	80911	09/22/11	10/03/11	10/11/11	11/22/1
BIOL 099	80034	09/13/11	09/27/11	10/04/11	11/22/11	DANC 241C	81657	09/22/11	10/03/11	10/11/11	11/22/1
BOS 114	80621	08/15/11	08/22/11	08/22/11	09/26/11	DANC 241D	80913	09/22/11	10/03/11	10/11/11	11/22/1
BOS 114	80622	10/12/11	10/19/11	10/19/11	11/16/11	DRAM 129	80879	10/17/11	10/24/11	10/24/11	11/21/1
BOS 115	80624	10/17/11	10/24/11	10/24/11	11/21/11	DRAM 137	81842	08/16/11	08/23/11	08/23/11	09/20/1
BUS 114	80892	10/12/11	10/19/11	10/19/11	11/16/11	DRAM 160	80884	08/15/11	08/22/11	08/22/11	09/26/1
BUS 114	81291	10/13/11	10/20/11	10/27/11	11/29/11	DRAM 160	81411	10/17/11	10/24/11	10/31/11	11/28/1
BUS 127	81763	10/19/11	10/24/11	10/31/11	11/23/11	DRAM 161	81664	08/15/11	08/22/11	08/22/11	09/26/1
BUS 131	80630	08/17/11	08/24/11	08/24/11	09/21/11	DRAM 161	81665	10/17/11	10/24/11	10/31/11	11/28/1
BUS 137	80632	10/12/11	10/19/11	10/19/11	11/16/11	DRAM 162	81666	08/15/11	08/22/11	08/22/11	09/26/1
CIS 101	80003	08/20/11	08/27/11	08/27/11	09/24/11	DRAM 162	81667	10/17/11	10/24/11	10/31/11	11/28/1
CIS 101	80004	10/12/11	10/19/11	10/19/11	11/16/11	DRAM 163	81668	08/15/11	08/22/11	08/22/11	09/26/1
CIS 101	80009	08/15/11	08/22/11	08/22/11	09/26/11	DRAM 163	81669	10/17/11	10/24/11	10/31/11	11/28/1
CIS 101	80013	10/12/11	10/19/11	10/19/11	11/16/11	DRAM 164	81670	08/15/11	08/22/11	08/22/11	09/26/1
CIS 101	81550	08/16/11	08/23/11	08/23/11	09/20/11	DRAM 164	81671	10/17/11	10/24/11	10/31/11	11/28/1
CIS 113	80026	10/13/11	10/20/11	10/20/11	11/17/11	DRAM 245	81849	08/19/11	08/25/11	09/01/11	09/29/1
CIS 117	81552	08/16/11	08/23/11	08/23/11	09/20/11	DRAM 246	81857	10/21/11	10/27/11	11/03/11	12/04/1
CIS 118	80035	10/17/11	10/24/11	10/24/11	11/21/11	ECE 100	81639	10/01/11	10/01/11	10/01/11	10/01/1
CIS 118	80036	08/15/11	08/22/11	08/22/11	09/26/11	ECE 217	81777	08/27/11	09/03/11	09/17/11	10/22/1
CIS 118	81551	10/15/11	10/22/11	10/22/11	11/19/11	ECE 225	81778	09/10/11	09/17/11	09/24/11	10/22/1
CIS 122	80038	08/20/11	08/27/11	08/27/11	09/24/11	ECE 261	81483	11/19/11	11/19/11	11/19/11	11/19/1
CIS 126	80043	10/11/11	10/18/11	10/18/11	11/15/11	ECE 280	80051	08/31/11	09/09/11	09/22/11	11/16/1
CIS 127	80045	10/11/11	10/18/11	10/18/11	11/15/11	ELEC 110	81501	08/20/11	08/27/11	09/03/11	10/01/1
CIS 128	80057	10/17/11	10/24/11	10/24/11	11/21/11	ELEC 110	81502	08/18/11	08/25/11	09/01/11	09/29/1
CIS 141	80059	08/18/11	08/25/11	08/25/11	09/22/11	ELND 110A	81600	08/19/11	08/26/11	08/26/11	09/23/1
CIS 143	81553	10/15/11	10/22/11	10/22/11	11/19/11	ELND 110B	81601	10/14/11	10/21/11	10/21/11	12/02/1
CIS 151	81556	08/16/11	08/23/11	08/23/11	09/20/11	ENGG 111	81658	09/07/11	09/14/11	09/21/11	10/26/1
CIS 155	81766	10/11/11	10/18/11	10/18/11	11/15/11	ENGL 092	80163	09/06/11	09/15/11	09/27/11	11/15/1
CIS 161	81559	08/18/11	08/23/11	08/30/11	09/22/11	ESL 058A	80245	08/17/11	08/22/11	08/29/11	09/26/1
CIS 162	81560	10/13/11	10/18/11	10/25/11	11/22/11	ESL 058B	80250	10/17/11	10/19/11	10/26/11	11/21/1
COMM 160	80894	09/06/11	09/15/11	09/27/11	11/10/11	GEOL 099	80122	09/13/11	09/27/11	10/04/11	11/22/1
COUN 115B	81793	08/15/11	08/15/11	08/22/11	09/12/11	JOUN 160	80802	09/06/11	09/15/11	09/27/11	11/10/1
COUN 125	80110	08/23/11	08/25/11	09/01/11	09/20/11	MATH 025	80339	08/16/11	08/18/11	08/18/11	09/01/1
COUN 125	80980	10/04/11	10/06/11	10/13/11	11/01/11	MEDA 249A	81761	08/25/11	09/07/11	09/20/11	11/15/1
COUN 130	80981	09/21/11	09/28/11	10/12/11	11/19/11	MMST 101	81045	08/18/11	08/24/11	08/30/11	09/23/1
COUN 133B	80114	10/27/11	11/17/11	10/27/11	11/10/11	MUS 191	81424	09/11/11	09/18/11	09/25/11	10/23/1
COUR 166	80704	08/16/11	08/23/11	08/23/11	09/20/11	MUS 193	81425	09/11/11	09/18/11	09/25/11	10/23/1

Course ID	CRN	Refund Date	Last Day to Add	Request drop w/out W & P/NP	Last Drop w/W
MUS 193	81426	09/11/11	09/18/11	09/25/11	10/23/11
MUS 249C	81757	08/30/11	09/05/11	09/09/11	11/14/11
NE 090	80480	09/01/11	09/08/11	09/15/11	10/13/11
NE 090	81241	08/20/11	08/20/11	08/27/11	09/10/11
NE 095	80481	08/08/11	08/08/11	08/08/11	08/09/11
NE 103	81062	08/08/11	08/08/11	08/08/11	08/10/11
NE 138	80490	09/16/11	09/23/11	09/23/11	10/21/11
NE 210	80496	08/18/11	08/22/11	08/29/11	09/22/11
NE 210L	80525	08/16/11	08/17/11	08/23/11	09/21/11
NE 212	80526	10/17/11	10/20/11	10/27/11	11/21/11
NE 212L	80527	10/14/11	10/19/11	10/26/11	11/23/11
NE 214	80528	08/18/11	08/22/11	08/29/11	09/26/11
NE 214	80529	10/17/11	10/20/11	10/27/11	11/21/11
NE 214L	80530	08/17/11	08/23/11	08/30/11	09/21/11
NE 214L	80531	10/12/11	10/19/11	10/25/11	11/23/11
NE 214L	80532	10/12/11	10/19/11	10/25/11	11/23/11

Course ID	CRN	Refund Date	Last Day to Add	Request drop w/out W & P/NP	Last Drop w/W
NE 216	80533	08/18/11	08/22/11	08/29/11	09/26/11
NE 216	80536	10/17/11	10/20/11	10/27/11	11/21/11
NE 216L	80538	08/17/11	08/23/11	08/30/11	09/21/11
NE 216L	80539	10/12/11	10/19/11	10/25/11	11/23/11
NE 216L	80540	08/17/11	08/23/11	08/30/11	09/21/11
NE 220B	80541	08/25/11	09/01/11	09/15/11	10/27/11
PSY 252	80092	08/23/11	09/06/11	09/13/11	11/15/11
WE 298A	80765	08/23/11	08/30/11	09/13/11	11/08/11
WE 298B	80768	08/23/11	08/30/11	09/13/11	11/08/11
WE 298C	80771	08/23/11	08/30/11	09/13/11	11/08/11
WE 298D	80774	08/23/11	08/30/11	09/13/11	11/08/11
WE 299A	80777	08/23/11	08/30/11	09/13/11	11/08/11
WE 299B	80780	08/23/11	08/30/11	09/13/11	11/08/11
WE 299C	80783	08/23/11	08/30/11	09/13/11	11/08/11

# Skills Certificates

# Less Than 18 Unit Credit Skills Certificates

Skills Certificates may be part of a "ladder" of skills, beginning with job entry skills and leading to a full Certificate of Achievement Program or may constitute a skill set that enables a student to upgrade or advance in an existing career. Skills Certificates are shorter in duration and narrower in scope than the Certificate of Achievement that provides full preparation for employment in a career. Contact the specific department for detailed information.

# Business and Information Systems Department Skills Certificates

**Business/Business Office Systems** Administrative Assistant, 5 units Management and Supervision, 9 units Medical Transcriber, 8 units

**Computer Information Systems** Desktop A+ Centered, 7.5 units Microsoft Access Database, 4.5 units Microsoft Office Database Specialist, 6.5 units Microsoft Office Specialist, 6 units Network Security, 7.5 units Print Production, 5 units Web Programming, 4.5 units

#### **Real Estate**

Real Estate Appraisal, 9 units Real Estate Finance, 9 units Real Estate Law, 9 units Real Estate Property Management, 9 units

# Career Education Department Skills Certificates

Automotive Collision Repair Technology Mechanical and Electrical Components, 13.5 units Nonstructural Damage Repair, 16 units Painting and Refinishing, 12 units Structural Damage Repair, 9 units Automotive Technology

Automotive Service Advisor, 13 units Brakes and Suspension, 13 units Drive Trains, 15 units Electrical/Performance, 17 units Engine Repair, 11 units Heating and Air Conditioning, 9.5 units

**Environmental Landscaping** Design, 15 units

Multimedia Studies Multimedia 3-D, 9 units Multimedia Foundation, 9 units Multimedia Print Design, 12 units Multimedia Video Production, 9 units Multimedia Web Authoring, 9 units

# Health Sciences Department Skills Certificates

Early Childhood Education Core, 12 units Emergency Medical Technician Training Course, 6 units IV Insertion: Demonstrated competency and completion of NE 203 and 225L (must be enrolled in RN Program) Medical Terminology, 6 units MediSoft, 5.5 units

### Life and Earth Sciences Department Skills Certificates

Environmental Science, 16 units

# Physical Education Department Skills Certificates

Personal Fitness Trainer, 17.5 units

# Social Science Department Skills Certificates

Education, 6 units

# **Course Listings**

ADMINISTRATION OF JUSTICE
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ARCHITECHURE
ART
ASTRONOMY
AUTOMOTIVE COLLISION REPAIR
TECHNOLOGY29
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GEOGRAPHY60GEOLOGY60HEALTH EDUCATION61HIGH SCHOOL EQUIVALENCYPREPARATION/BASIC SKILLSPREPARATION/BASIC SKILLS87HISTORY61HUMANITIES62INDEPENDENT STUDY62ITALIAN63JAPANESE63JOURNALISM63MACHINE AND METALS TECHNOLOGY64MATHEMATICS64MEDICAL ASSISTING68MULTIMEDIA STUDIES69MUSIC71NURSING EDUCATION REVIEW COURSES.89
GEOGRAPHY60GEOLOGY60HEALTH EDUCATION61HIGH SCHOOL EQUIVALENCYPREPARATION/BASIC SKILLSPREPARATION/BASIC SKILLS87HISTORY61HUMANITIES62INDEPENDENT STUDY62ITALIAN63JAPANESE63JOURNALISM63MACHINE AND METALS TECHNOLOGY64MATHEMATICS64MEDICAL ASSISTING68MULTIMEDIA STUDIES69MUSIC71
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GEOGRAPHY         60           GEOLOGY         60           HEALTH EDUCATION         61           HIGH SCHOOL EQUIVALENCY         PREPARATION/BASIC SKILLS           PREPARATION/BASIC SKILLS         87           HISTORY         61           HUMANITIES         62           INDEPENDENT STUDY         62           ITALIAN         63           JAPANESE         63           JOURNALISM         63           MACHINE AND METALS TECHNOLOGY         64           MATHEMATICS         64           MEDICAL ASSISTING         68           MULTIMEDIA STUDIES         69           MUSIC         71           NURSING EDUCATION REVIEW COURSES.89           NURSING: REGISTERED (R.N.)         74           PHILOSOPHY         76           PHYSICAL EDUCATION         76           PHYSICS         79           POLITICAL SCIENCE         80           REAL ESTATE         81           SOCIOLOGY         82
GEOGRAPHY       60         GEOLOGY       60         HEALTH EDUCATION       61         HIGH SCHOOL EQUIVALENCY       PREPARATION/BASIC SKILLS         PREPARATION/BASIC SKILLS       87         HISTORY       61         HUMANITIES       62         INDEPENDENT STUDY       62         ITALIAN       63         JAPANESE       63         JOURNALISM       63         MACHINE AND METALS TECHNOLOGY       64         MATHEMATICS       64         MEDICAL ASSISTING       68         MULTIMEDIA STUDIES       69         MUSIC       71         NURSING EDUCATION REVIEW COURSES.89         NURSING: REGISTERED (R.N.)       74         PHILOSOPHY       76         PHYSICS       79         POLITICAL SCIENCE       80         REAL ESTATE       81         SOCIOLOGY       82         SPANISH.       82
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GEOGRAPHY         60           GEOLOGY         60           HEALTH EDUCATION         61           HIGH SCHOOL EQUIVALENCY         PREPARATION/BASIC SKILLS           PREPARATION/BASIC SKILLS         87           HISTORY         61           HUMANITIES         62           INDEPENDENT STUDY         62           ITALIAN         63           JAPANESE         63           JOURNALISM         63           MACHINE AND METALS TECHNOLOGY         64           MEDICAL ASSISTING         68           MULTIMEDIA STUDIES         69           MUSIC         71           NURSING EDUCATION REVIEW COURSES.89           NURSING: REGISTERED (R.N.)         74           PHILOSOPHY         76           PHYSICAL EDUCATION         80           REAL ESTATE         81           SOCIOLOGY         82           SPANISH         82           SPANISH         82           SPANISH         83           STATISTICS
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# ADMINISTRATION OF JUSTICE

#### AJ 110 3.0 Units Introduction to Administration of Justice The history and philosophy of administration of justice in America. Transfer Credit: CSU/UC 81786 W Kosta Lec T 6:40pm-9:30pm, IVC/BLDG13/226 AJ 111 3.0 Units **Criminal Law** Historical development, philosophy of law, and definition of the elements of crime. Transfer Credit: CSU/UC 81785 E Berberian Lec M 6:40pm-9:45pm, KTD/HC165 AJ 116 3.0 Units **Juvenile Law and Procedures** A course in juvenile law, juvenile court procedures and delinquency control.

81787 R Ravani Lec W 6:40pm-9:30pm, IVC/ BLDG13/226

# **AMERICAN SIGN** LANGUAGE

#### ASL 101

#### 5.0 Units **Elementary Sign Language I**

An introductory course that emphasizes visual readiness skills for recognition and expression of appropriate facial expression and body movements, response to commands, communicative functions, vocabulary, grammar, and cultural aspects of the deaf community. Transfer Credit: CSU/UC 80270 P Sirianni

Lec TR 4:10pm-6:00pm, KTD/HC129 Lab 3 hrs/wk TBA, KTD/LC150

80916 J Leighton Lec MW 4:10pm-6:00pm, KTD/HC165 Lab 3 hrs/wk TBA, KTD/LC150

81701 J Leighton Lec MW 6:10pm-8:00pm, KTD/HC172 Lab 3 hrs/wk TBA, KTD/LC150

#### ASL 102

#### 5.0 Units

#### **Elementary Sign Language II** Prerequisite: ASL 101.

ASL 101 continuation. Everyday communication in ASL; exchanging information, identifying others, making requests, giving reasons, options, simple directions, and asking for clarification. Discussions revolve around classes, the campus, home, work and transportation, physical descriptions of people and objects, general conversation skills, and visual perception and specific specialization skills, and the continuation

of the cultural study of the deaf community. Transfer Credit: CSU/UC

#### 81394 P Sirianni

Lec TR 6:10pm-8:00pm, KTD/HC161 Lab 3 hrs/wk TBA, KTD/LC150

# ANTHROPOLOGY

#### **ANTH 101** 3.0 Units Introduction to Physical/Biological Anthropology

The study of human evolution, variation, nonhuman primates, genetics, advances in the genome study, fossil record, scientific inquiry, archeological methodology, and the fallacy of race. Students will learn about primates including behavior and anatomy, plus how to interpret selected features of the skeletal system. The nature of scientific discoveries and the changing nature of the field will expose students to new information as well as what has been learned from prior research. The department has an extensive collection of fossil casts that will enable students to view materials that few community colleges can offer. This course fulfills continuing education requirements for registered nurses. Transfer Credit: CSU/UC 80542 L Taylor

Lec MW 11:10am-12:30pm, KTD/OH108 80544 J Park

Lec MW 9:40am-11:00am, KTD/OH108 80545 J Park

Lec TR 9:40am-11:00am, KTD/OH108

#### 1.0 Unit **ANTH 101L** Physical/Biological Anthropology Laboratory

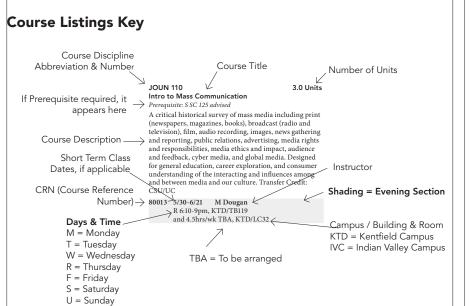
Prerequisite: ANTH 101 or concurrent enrollment.

A hands-on study with laboratory exercises in the fields of genetics, nonhuman primates, human skeletons, forensics, scientific method, research design, fossils related to human evolution, primate skeletons, and behavior. This course is designed to give students an idea of some of the activities, skills, and techniques that are employed by physical and biological anthropologists. Field trips may be arranged. This course is supplemental to Anthropology 101. Transfer Credit: CSU/UC

#### 80550 K Soluri

Lec T 6:10pm-9:00pm, KTD/OH108 80925 J Park

Lab R 12:40pm-3:30pm, KTD/OH108



#### ANTH 102 3.0 Units Introduction to Cultural Anthropology

A survey of human behavior using a crosscultural perspective looking at belief systems, customs, socialization, and related topics with an emphasis upon non-Western societies both contemporary and traditional. Transfer Credit: CSU/UC

80555 K Soluri

Lec TR 4:10pm-5:30pm, KTD/OH108 80559 J Park

Lec TR 11:10am-12:30pm, KTD/OH108

#### ANTH 103 3.0 Units Globalization and Peoples and Cultures of the World

This course is designed to explore what is happening to cultural groups from diverse regions around the world. The focus will be on cultural change, the impact of technology, external and regional pressures and how they impact local groups. Transfer Credit: CSU/UC

81418 L Taylor

Lec MW 12:40pm-2:00pm, KTD/OH107

#### ANTH 110 3.0 Units Introduction to Archaeology and Prehistory

This course includes the methods of recovery, analysis and interpretation of material culture, current research questions, current controversies, frauds of the past, ethical problems confronting the archaeologist and some of the spectacular discoveries. Questions to be explored include the origin of art and writing, the evolution of tool making, how and why agriculture began, why civilizations rose and fell, and who settled the Americas. Transfer Credit: CSU/UC 81417 J Park

Lec MW 12:40pm-2:00pm, KTD/OH108

# ANTH 208 3.0 Units Magic, Folklore, and Healing

A survey course which will examine belief systems and practices in society covering magic, witchcraft, shamanistic traditions, healers, and folkloric traditions. A crosscultural approach will be used with an anthropological perspective. Transfer Credit: CSU/UC

#### 80566 C Milner-Rose

Lec W 6:10pm-9:00pm, KTD/OH105

# ARCHITECHURE

#### ARCH 110 4.0 Units Beginning Architectural Design

This design course explores fundamental principles and issues of architectural design through the use of abstract design projects. Students interested in architecture, interior design, landscape design, engineering, building construction, gallery or theatre design, sculpture and other fine arts create their own design solutions, moving from beginning sketches, through development, to final models. Students learn to develop architectural "vocabulary" and thinking in a group studio environment, and address formal, symbolic and contextual concepts of architecture. Transfer Credit: CSU/UC 80598 G Goldberg

L/L TR 8:10am-11:00am, KTD/FA215

### Indian Valley Campus Classes

 College

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 Marin

 DUM VALLEL CAMINS

In the midst of unprecedented growth and facility construction at the College of Marin Indian Valley Campus (IVC), a philosophy of sustainability weaves through the curriculum of workforce development classes.

Students in traditional trade courses such as Auto Technology and Auto Collision Repair Technology have been working with students in electronics classes to design and build alternativelypowered vehicles. At the same time, the new Solar Technology program is active with students learning the latest best practices for the industry, while Environmental Landscaping students are learning about sustainable soil and water management practices. A new two-acre organic farm offers students the opportunity to learn and grow at the on-site Center for Sustainable Horticulture.

Indian Valley Campus now offers a variety of classes that will transfer to four-year universities. You can save thousands of dollars on the cost of your baccalaureate degree by attending College of Marin for the first two years of your college education.

For a complete listing of Fall 2011 IVC classes go to www.marin.edu.

#### **ARCH 111** 4.0 Units Intermediate Architectural Design Prerequisite: ARCH 110 AND 120.

This design course explores local urban and rural architectural design projects through the use of lectures, design projects, site visits, individual and group critiques, model building and drawings. Human needs, social factors, public/private issues, contexture, historic precedent, and aesthetic perception will be emphasized. Students will learn about design methodology, site and program analysis and presentation techniques. Students further address formal, symbolic and contextual issues of architecture. Transfer Credit: CSU 80599 G Goldberg

L/L TR 8:10am-11:00am, KTD/FA215

#### 4.0 Units **ARCH 120** Beginning Architectural Drafting

This course will introduce students interested in architecture, interior design, landscape architecture, construction, engineering, and other related fields to the fundamentals of architectural drafting. Students will learn hard-line drafting skills and architectural conventions. They will learn the appropriate applications for the following architectural drawings: plan, section, elevation, paraline, and perspective. Emphasis will be placed on the importance of drawings in the communication between designers, clients and builders, and on the relationship between three dimensional form and its two dimensional representation on paper. Transfer Credit: CSU (Material Fee: \$10)

81861 G Goldberg L/L TR 11:10am-2:00pm, KTD/FA215

#### **ARCH 121**

4.0 Units Intermediate Architectural Drafting Prerequisite: ARCH 120. Advisories: ARCH 110

and 130. A continuation of Architecture 120, involving working drawings for a small wood frame building. Emphasis is on the development, organization and execution of contract development. Portfolio of blueprints is required at the end of semester. Transfer Credit: CSU (Material Fee: \$10) 81862 G Goldberg

L/L TR 11:10am-2:00pm, KTD/FA215

#### **ARCH 130** 3.0 Units Introduction to Architecture and **Environmental Design**

This course provides a foundation for future architecture, interior design, landscape architecture, and city planning courses. It explores the basic elements of architecture and the built environment including form, organizational principles, context, materials, and the sensory qualities of design. The design process and professional practice are also addressed. Emphasis is placed on the process of developing one's personal approach to design, the ways in which people experience architecture, and the relationship of architecture to society. Transfer Credit: CSU/UC (Material Fee: \$10) 80603 E Doermann

Lec F 9:10am-12:00pm, KTD/FA215

#### **ARCH 220** 4.0 Units Advanced Architectural Drafting Prerequisite: ARCH 120 and 121.

By the end of this class, students will be able to create accurate architectural drawings using drafting tools. They will learn what is required and how to produce architectural presentation drawings to demonstrate a design to clients. Students will learn what is required and how to prepare working drawings or construction documents used for the construction of buildings. Transfer Credit: CSU (Material Fee: \$10)

81865 G Goldberg

L/L TR 11:10am-2:00pm, KTD/FA215

# ART

#### **ART 101** History of Ancient Art

This course is a survey of ancient art and visual culture including: Prehistoric, Near Eastern, Egyptian, Aegean, Greek, Etruscan, Roman, Early Christian, and Byzantine. Transfer Credit: CSU/UC (Material Fee: \$2) 81874 J Rapko

3.0 Units

3.0 Units

Lec W 7:10pm-10:00pm, KTD/FA201

#### 3.0 Units **ART 102** History of European Art

This course surveys the visual creations of a variety of European cultures from 1100 to the mid-nineteenth century. Emphasis will be placed on enhancing the student's ability to observe and describe visual works, and to understand them in their social and historical context. Transfer Credit: CSU/UC (Material Fee: \$2) 80052 D Loft

Lec TR 9:40am-11:00am, KTD/FA201

#### **ART 103** History of Modern Art

This course is a survey of art and visual culture from the mid-nineteenth century to the present. (For focus on recent art, see ART 105.) Emphasis will be placed on enhancing the student's ability to observe and describe visual works, and to understand them in their social and historical context. Transfer Credit: CSU/UC (Material Fee: \$2)

80056 J Rapko

Lec MW 11:10am-12:30pm, KTD/FA201 81703 A Vikram

Lec TR 11:10am-12:30pm, KTD/FA201

#### **ART 105** 3.0 Units History of Contemporary Art

This course covers recent art, focusing on art and visual culture of the last thirty years. Emphasis is on new concepts and techniques by a diverse selection of artists. The visual and social issues raised by contemporary art will be considered. There will be several field trips to art galleries or other points of interest. Transfer Credit: CSU/UC (Material Fee: \$2)

80061 A Vikram

Lec TR 12:40pm-2:00pm, KTD/FA201

## Explore the art and architecture of the Americas



**ART 108** Arts of the Americas

3.0 Units

A survey of the arts and architecture of the Americas -- North, Central, Caribbean, and South-- focusing on a selection of works from the major Pre Columbian, Spanish Colonial, and modern cultures. Art of the United States will focus on works from the culturally diverse peoples of the Bay Area. (CSU/UC) (Material Fee: \$2)

#### 81875 K Wagner

**ART 112** 

Lec T 7:10pm-10:00pm, KTD/FA201

#### 4.0 Units

2-D Art Fundamentals An introductory level studio course that encourages students to express themselves by using and understanding the elements of 2-D art: line, shape, texture, value, color, perspective and space. Principles of composition such as balance, repetition, variation and proportion will be explored using a wide variety of media that may include ink, pencil, charcoal, painting, collage, printmaking, papier-mache, and found material mixed media. This course is required for art majors and highly recommended for all art students. Transfer Credit: CSU/UC (Material Fee: \$10)

80062 D Aten

L/L MW 8:10am-11:00am, KTD/FA312 80065 K Wagner

L/L TR 11:10am-2:00pm, KTD/FA312

### Take the first step to becoming an interior designer!



#### ART 114 Interior Design I

4.0 Units

Introduction to interior design, theory and practice; contemporary architecture and furniture design, color theory and application, construction methods, materials and terminology, introduction to drafting practices. Discussion/lecture, slides, design materials and projects, field trips, and guest lecturers. Transfer Credit: CSU. (Material Fee: \$10)

80072 B Ruder

L/L MW 2:10pm-5:00pm, KTD/FA215

#### **ART 115** Interior Design II

4.0 Units

4.0 Units

Period design in the Western world from antiquity through the Victorian era. Discussion/lecture, slides, visual projects, and field trips. Transfer Credit: CSU (Material Fee: \$10)

80075 D Aten, B Ruder,

L/L MW 11:10am-2:00pm, KTD/FA312

#### **ART 116** Jewelry Design I

Involves the design and creation of jewelry utilizing basic construction and casting techniques. Transfer Credit: CSU (Material Fee: \$20)

80081 M Chaille, A Widenhofer Lec F 8:10am-11:00am, KTD/FA123 Lab F 12:10pm-3:00pm, KTD/FA123 Meets 6 hours plus a 1-hour lunch. 80083 L DAgostino

L/L TR 8:10am-11:00am, KTD/FA123 81503 L DAgostino, M Chaille

Lec S 9:10am-12:00pm, KTD/FA123 Lab S 1:10pm-4:00pm, KTD/FA123 Meets 6 hours plus a 1-hour lunch.

#### **ART 117** Jewelry Design II

Prerequisite: ART 116.

Advanced design and creation of jewelry with emphasis on developing technical,

functional, conceptual, and aesthetic aspects of metal object designing. Transfer Credit: CSU (Material Fee: \$20)

(For advanced sections see further listings)

- 80085 M Chaille, A Widenhofer Lec F 8:10am-11:00am, KTD/FA123 Lab F 12:10pm-3:00pm, KTD/FA123 Meets 6 hours plus a 1-hour lunch.
- 80086 L DAgostino L/L TR 8:10am-11:00am, KTD/FA123
- 81504 L DAgostino, M Chaille Lec S 9:10am-12:00pm, KTD/FA123 Lab S 1:10pm-4:00pm, KTD/FA123 Meets 6 hours plus a 1-hour lunch.

#### **ART 118** 4.0 Units

Art Gallery Design and Management I Students are encouraged, but not required, to attend receptions at the COM Fine Art Gallery. Class designs and installs art exhibits at the College of Marin Fine Art Gallery. Students learn about exhibiting their own artwork at various art venues and are kept abreast of the contemporary art scene in the Bay Area. Transfer Credit: CSU

81876 A Antonaccio-Benge

Lec F 9:10am-12:00pm, KTD/FA201 Lab F 1:10pm-4:00pm, KTD/FA201 Meets 6 hours plus a 1-hour lunch.

# **ART 119**

4.0 Units Art Gallery Design and Management II Prerequisite: ART 118.

Advanced continuation of ART 118. This class will design exhibits, handle publicity, construct props, and install exhibits. Meets 6 hours plus a 1-hour lunch break. Transfer Credit: CSU

80090 A Antonaccio-Benge

Lec F 9:10am-12:00pm, KTD/FA201 Lab F 1:10pm-4:00pm, KTD/FA201 Meets 6 hours plus a 1-hour lunch.

4.0 Units

#### ART 130 Drawing and Composition I

The development of drawing skills, form, light and shadow, composition and perspective. Exploration of graphic approaches and materials; both traditional and experimental means of expression will be examined. Required of all art majors. A nonobligatory donation check of \$20 to the College of Marin Foundation will be requested at the first meeting to help pay model fees. Transfer Credit: CSU/UC (Material Fee: \$15)

#### 81877 W West

- L/L MW 6:10pm-9:00pm, KTD/FA214 81878 W West
- L/L TR 11:10am-2:00pm, KTD/FA214 81879 C Lefkowitz
- L/L MW 2:10pm-5:00pm, KTD/FA214 81880 Staff, C Unterscher

Lec S 9:10am-12:00pm, KTD/FA214 Lab S 1:10pm-4:00pm, KTD/FA214 Meets 6 hours plus a 1-hour lunch. 81881 I Scott

L/L TR 8:10am-11:00am, KTD/FA214

### ART 131

# Drawing and Composition II

Prerequisite: Art 130 or Art 112

Continued development and refinement of drawing skills, formal elements of drawing and composition, using a variety of subject matter. Exploration of graphic methods and materials including black and white media, color, and collage. Both traditional and experimental means of expression will be examined. A nonobligatory donation check of \$20 to the College of Marin Foundation will be requested at the first meeting to help pay model fees. Transfer Credit: CSU/UC (Material Fee: \$15)

#### 81882 W West

- L/L MW 6:10pm-9:00pm, KTD/FA214 81883 W West
- L/L TR 11:10am-2:00pm, KTD/FA214 81884 C Lefkowitz
- L/L MW 2:10pm-5:00pm, KTD/FA214 81885 J Scott
- Lec TR 8:10am-11:00am, KTD/FA214 81886 Staff, C Unterscher Lec S 9:10am-12:00pm, KTD/FA214

Lab S 1:10pm-4:00pm, KTD/FA214 Meets 6 hours plus a 1-hour lunch.

# ART 134

# 4.0 Units

**Life Drawing I** *Prerequisite: ART 130.* 

Study of the anatomy, proportion and structure of the human figure in various drawing media and techniques. Transfer Credit: CSU/UC (Material Fee: \$10)

80109 S Lacke, T Bykle

L/L MW 8:10am-11:00am, KTD/FA214

# ART 135 Life Drawing II

4.0 Units

4.0 Units

Prerequisite: ART 134.

Study of the anatomy, proportion and structure of the human figure in various drawing media and techniques. Transfer Credit: CSU/UC (Material Fee: \$10)

(For advanced sections see further listings) 80120 S Lacke, T Bykle

L/L MW 8:10am-11:00am, KTD/FA214

#### ART 138 Advanced Critique

A monthly critique/seminar designed for intermediate to advanced students of painting, drawing, sculpture, ceramics, textiles, photography, jewelry, and mixed media to have their work reviewed and participate in the review from a variety of perspectives. "Advanced" means that the student has taken a number of courses in art or is a working artist not enrolled here who wants feedback on his/her work. Transfer Credit: CSU

# 81887 08/17-12/07 K Wagner

Lec W 7:10pm-10:00pm, KTD/FA312 Class meets six Wednesdays: 8/17, 24; 9/21; 10/26; 11/16; 12/7.

#### ART 140 Painting I

Prerequisite: ART 112 or 130.

Introductory course in which painting materials and techniques will be explored; both objective and subjective means of expression will be examined in oil, acrylic, and mixed media. Transfer Credit: CSU/UC (Material Fee: \$15)

80130 J Scott

Lec F 9:10am-12:00pm, KTD/FA301 Lab F 1:10pm-4:00pm, KTD/FA301 Meets 6 hours plus a 1-hour lunch. 80131 C Arnold

L/L TR 11:10am-2:00pm, KTD/FA/301 81455 C Arnold

L/L TR 7:10pm-10:00pm, KTD/FA/301

# ART 141

Painting II Prerequisite: ART 140.

Emphasis on developing individual concepts, personal style and means of expression in various techniques and media. Transfer Credit: CSU/UC (Material Fee: \$15)

(For advanced sections see further listings) 80133 I Scott

Lec F 9:10am-12:00pm, KTD/FA301 Lab F 1:10pm-4:00pm, KTD/FA301 Meets 6 hours plus a 1-hour lunch.

80134 C Arnold L/L TR 11:10am-2:00pm, KTD/FA/301

81456 C Arnold

#### L/L TR 7:10pm-10:00pm, KTD/FA/301

### ART 144 Watercolor I

4.0 Units

1.0 Unit

4.0 Units

4.0 Units

### Exploring watercolor techniques and materials; emphasis on transparency and flow, as well as general painting issues of color handling and composition. Transfer Credit:

4.0 Units

4.0 Units

4.0 Units

4.0 Units

CSU/UC (Material Fee: \$15)

81888 C Lefkowitz L/L MW 11:10am-2:00pm, KTD/FA301

# ART 145

Watercolor II Prerequisite: ART 144.

In this course students will continue to explore watercolor techniques and materials. Emphasis on transparency, flow, and layering, as well as general painting issues of color handling and composition. Transfer Credit: CSU/UC (Material Fee: \$15)

(For advanced sections see further listings) 81889 C Lefkowitz

L/L MW 11:10am-2:00pm, KTD/FA301

### ART 146 Life Painting I

Prerequisite: ART 140. The development and refinement of painting skills, form, and composition using the human figure as subject matter. Both traditional and experimental means of expression will be examined. Lectures, demonstrations, critiques, and supervision of work in progress. Painting and/ or a portfolio of work in and out of class may be required. Transfer Credit: CSU/UC (Material Fee: \$15)

81890 S Lacke

Lec F 9:10am-12:00pm, IVC/ BLDG13/122 Lab F 1:10pm-4:00pm, IVC/BLDG13/122 Meets 6 hours plus a 1-hour lunch.

ART 147 Life Painting II

Prerequisite: ART 146.

Continued development and refinement of painting skills, form, and composition using the human figure as a subject matter. Both traditional and experimental means of expression will be examined. Lectures, demonstrations, critiques, and supervision of work in progress. Painting and/or a portfolio of work in and out of class may be required. Transfer Credit: CSU/UC (Material Fee: \$15)

(For advanced sections see further listings) 81891 S Lacke

> Lec F 9:10am-12:00pm, IVC/ BLDG13/122 Lab F 1:10pm-4:00pm, IVC/BLDG13/122 Meets 6 hours plus a 1-hour lunch.

#### ART 152 Printmaking I

L/L TR 2:10pm-5:00pm, KTD/FA312

Basic concepts of color theory, various con-

trasts of hue/value/intensity. This course

includes color mixing and matching, vi-

Transfer Credit: CSU/UC (Material Fee:

sual phenomena and spatial relationships.

Prerequisite: ART 130.

81463 K Wagner

**ART 148** 

\$20)

**Color Theory** 

Introductory course in basic concepts and techniques. Instruction and studio work includes intaglio (etching, dry point, and engraving), relief (linocut and woodcut), collagraph and monotype methods. Transfer Credit: CSU/UC (Material Fee: \$20) 80140 T Bykle

L/L MW 11:10am-2:00pm, KTD/FA313

#### ART 153 Printmaking II

Prerequisite: ART 152.

Introductory course in basic concepts and techniques. Instruction and studio work includes intaglio (etching, dry point, and engraving), relief (linocut and woodcut), collagraph and monotype methods. Transfer Credit: CSU/UC (Material Fee: \$20)

(For advanced sections see further listings) 80141 T Bykle

L/L MW 11:10am-2:00pm, KTD/FA313

### ART 165 Fiber Sculpture I

Construction processes involved with interworking of flexible elements by such techniques as layering, bonding, plaiting, stitching, and weaving, in a scale that may range from personal object to installation. Transfer Credit: CSU (Material Fee: \$15) 80142 C Beadle

Lec F 9:10am-12:00pm, KTD/FA312 Lab F 1:10pm-4:00pm, KTD/FA312 Meets 6 hours plus a 1-hour lunch

# ART 166

# Fiber Sculpture II

Advisory: ART 165.

Open to all art disciplines including textiles, who seek to integrate construction with sculpture, painting, and crafts, etc. An exploration of flexible, fragile, or fibrous materials such as cloth, paper, plastic, reed, wire, and threads. Transfer Credit: CSU (Material Fee: \$15)

(For advanced sections see further listings) 80144 C Beadle

Lec F 9:10am-12:00pm, KTD/FA312 Lab F 1:10pm-4:00pm, KTD/FA312 Meets 6 hours plus a 1-hour lunch

#### ART 170 Ceramics I

4.0 Units

4.0 Units

4.0 Units

4.0 Units

4.0 Units

Introductory course involving the student in technical, functional, and aesthetic aspects of clay object designing. Basic wheel throwing, hand building, and glazing. Transfer Credit: CSU/UC (Material Fee: \$35)

- 80145 W Abright
- L/L MW 2:10pm-5:00pm, KTD/FA131 80147 R Wood

Lec S 9:10am-12:00pm, KTD/FA131 Lab S 1:10pm-4:00pm, KTD/FA131 Meets 6 hours plus a 1-hour lunch.

# 81028 A Widenhofer

## L/L MW 6:10pm-9:00pm, KTD/FA131

#### ART 171 Ceramics II

# Prerequisite: ART 170. Advisory: ART 112 or concurrent enrollment.

A second semester beginning ceramics course for those who wish to continue developing the basic techniques of wheel throwing and slab building methods, with an emphasis on increasingly advanced projects. Direct participation in glaze preparation and kiln firing. It is expected that students will produce work reflecting an intermediate understanding of ceramic design and explore individual project resolutions through drawings and group discussion. Transfer Credit: CSU/UC (Material Fee: \$35)

(For advanced sections see further listings) 80149 W Abright

L/L MW 2:10pm-5:00pm, KTD/FA131 80150 R Wood

Lec S 9:10am-12:00pm, KTD/FA131 Lab S 1:10pm-4:00pm, KTD/FA131

Meets 6 hours plus a 1-hour lunch. 81032 A Widenhofer

L/L MW 6:10pm-9:00pm, KTD/FA131

# ART 176

# Pottery on the Wheel

Advisory: ART 112 or 113; and ART 130. This course will concentrate on the use of the potter's wheel in the creation of functional and sculptural ceramic objects. Techniques of wheel throwing cups, bowls, vases, lidded forms, closed forms, and plates will be demonstrated. Students will be required to use basic design and drawing skills in the development of their assignments. Emphasis will be on the creative refinement of technique and the development of a personal aesthetic rather than quantity. Transfer Credit: CSU/UC (Material Fee: \$25)

80151 W Abright L/L MW 8:10am-11:00am, KTD/FA131

### ART 177 Hand Built Ceramics

4.0 Units

4.0 Units

Advisories: ART 112 or 113; and 130. This course will concentrate on the use of handbuilding in the creation of functional ceramic ware and sculptural objects. Techniques of handbuilding cups, bowls, vases, pitchers, lidded forms, teapots and plates will be demonstrated as well as handle making and methods of embellishment. Students will be required to use basic design and drawing skills in the development of their assignments. Emphasis will be on exploration and creative refinement of technique. Covers basic clay bodies, glaze development, kiln loading, stoneware and soda firing. Transfer Credit: CSU/UC (Material Fee: \$35)

- 81472 W Abright
  - Lec F 9:10am-12:00pm, KTD/FA131 Lab F 1:10pm-4:00pm, KTD/FA131 Meets 6 hours plus a 1-hour lunch.

#### ART 180 Sculpture I

4.0 Units

Students are invited to explore various materials and processes which may include clay, plaster, stone, wood, wax, and metal. Emphasis on development of the individual as an artist. Group discussions, historical surveys, visiting artists, and field trips to museums and galleries. Transfer Credit: CSU/UC (Material Fee: \$40)

81892 R Hall

- L/L TR 11:10am-2:00pm, KTD/FA121 81893 E Lazarre
- L/L MW 2:10pm-5:00pm, KTD/FA121 81894 R Hall

L/L TR 2:10pm-5:00pm, KTD/FA121

ART 181 Sculpture II

#### 4.0 Units

Study of the structure of form as manifest in self-expression. Survey of the history of sculpture, including contemporary directions. Instruction in basic techniques of stone and wood carving, modeling, moldmaking, welding, bronze casting, and plaster. Visiting artists will participate, and field trips to museums and galleries will be planned. Transfer Credit: CSU/UC (Material Fee: \$40)

(For advanced sections see further listings) 81895 R Hall

L/L TR 11:10am-2:00pm, KTD/FA121 81896 E Lazarre

L/L MW 2:10pm-5:00pm, KTD/FA121 81897 R Hall

L/L TR 2:10pm-5:00pm, KTD/FA121

4.0 Units

4.0 Units

#### ART 185 Life Sculpture I

#### 4.0 Units

In this class both a classical and contemporary approach to figure sculpture will be studied. Working from live models, students will learn to interpret the pose, study spatial relationship and proportion, experiment with scale, and learn to compose as they examine human form. Materials may include clay, wax, and plaster. Historical and contemporary approaches to the figure will be studied in slide lectures and readings. Transfer Credit: CSU/UC (Material Fee: \$40)

80158 E Lazarre

L/L MW 11:10am-2:00pm, KTD/FA121

#### ART 186

#### 4.0 Units

Life Sculpture II Prerequisite: ART 185.

Continuation of Life Sculpture I. Continued exploration of development and technique with emphasis on individual investigation of content. Students have an opportunity to move toward abstraction to explore basic concepts of modern sculpture. Transfer Credit: CSU/UC. (Material Fee: \$40)

(For advanced sections see further listings) 80159 E Lazarre

L/L MW 11:10am-2:00pm, KTD/FA121

ART 190

4.0 Units

4.0 Units

Black and White Photography I An introduction to black and white photography, including camera basics, and darkroom use. This course includes film and print development, awareness of light and composition, and a brief overview of major photographers. Transfer Credit: CSU/UC (Material Fee: \$35)

80206 P Steinmetz

Lec F 9:10am-12:00pm, KTD/FH016 Lab F 1:10pm-4:00pm, KTD/FH016 Meets 6 hours plus a 1-hour lunch.

80207 P Steinmetz

L/L MW 2:10pm-5:00pm, KTD/FH016

#### ART 191

Black and White Photography II Prerequisite: ART 190.

Designed to help photography students gain control over technique as well as improve aesthetics. Explore new methods of film exposure and printing techniques. We will look at a number of different photographers' works as well as discuss their philosophies. Bring your previous course work. Transfer Credit: CSU/UC (Material Fee: \$35)

81473 P Steinmetz

L/L MW 2:10pm-5:00pm, KTD/FH016 81474 P Steinmetz

> Lec F 9:10am-12:00pm, KTD/FH016 Lab F 1:10pm-4:00pm, KTD/FH016 Meets 6 hours plus a 1-hour lunch.

#### ART 192 4.0 Units Black and White Photography III Prerequisite: ART 190.

An emphasis on the development of concept including individual artistic expression. Continued development of individual strengths and future projects are introduced through assignments. Basic adjustable film camera and lens is required. Transfer Credit: CSU/UC (Material Fee: \$35)

(For advanced sections see further listings) 81475 P Steinmetz

L/L MW 2:10pm-5:00pm, KTD/FH016 81476 P Steinmetz

Lec F 9:10am-12:00pm, KTD/FH016 Lab F 1:10pm-4:00pm, KTD/FH016 Meets 6 hours plus a 1-hour lunch.

#### ART 193 4.0 Units Beginning Digital Photography

Advisory: Basic computer skills and ART 112, 187 and 190.

The exploration of digital imaging techniques as applied to the art of photography. Emphasis is placed on the creative process while exploring electronic image making as an effective mode of communication used by photographers, artists, and designers today. Software: Adobe Photoshop. Transfer Credit: CSU (Material Fee: \$35)

80210 P Steinmetz

L/L MW 11:10am-2:00pm, KTD/FA315

#### ART 194 4.0 Units Intermediate Digital Photography Prerequisite: Art 193

The continued exploration and development of individual photographic digital projects. Emphasis is balanced between improving technical skill and continuing the creative process. Continued discussion through critique. A basic digital camera is required. Transfer Credit: CSU/UC (Material Fee: \$35)

81707 P Steinmetz

L/L MW 11:10am-2:00pm, KTD/FA315

3.0 Units

# ART 200

Portfolio Development

Through lecture, research and critiques, students will develop a professional portfolio

dents will develop a professional portfolio that reflects their interests, skills and career goals. This course is for students who have accomplished creative skills and wish to develop strategies of self-promotion for their area of expertise. Transfer Credit: CSU **81735 I Helmer** 

Lec M 7:10pm-9:40pm, IVC/ BLDG27/129

# ART 214

#### **Interior Design III** *Prerequisite: ARCH 120, ART 114 and 115. Advisory: ART 112 and 130.*

Is a seminar class format in residential design for advanced students. Creative projects include space planning, drafting, architectural lettering, color, furnishings/ equipment selection, budget specifications, and presentation. Fall only. Transfer Credit: CSU (Material Fee: \$10)

81723 D Aten, B Ruder

L/L MW 11:10am-2:00pm, KTD/FA312

# 4.0 Units

4.0 Units

**Jewelry Design III** *Prerequisite: ART 117.* 

**ART 216** 

Advanced design and creation of jewelry, exploring advanced forming techniques as well as further developing conceptual and aesthetic ideas into metalwork. Transfer Credit: CSU (Material Fee: \$20)

- 80214 M Chaille, A Widenhofer Lec F 8:10am-11:00am, KTD/FA123 Lab F 12:10pm-3:00pm, KTD/FA123 Meets 6 hours plus a 1-hour lunch.
- 80215 L DAgostino, M Chaille Lec S 9:10am-12:00pm, KTD/FA123 Lab S 1:10pm-4:00pm, KTD/FA123 Meets 6 hours plus a 1-hour lunch.
- 81505 L DAgostino L/L TR 8:10am-11:00am, KTD/FA123

#### ART 217

4.0 Units

**Jewelry Design IV** *Prerequisite: ART 216.* 

Advanced proficiency with various types of construction skills and stone setting skills. Concentration on individual projects that illustrate more comprehensive aesthetic understanding. Transfer Credit: CSU (Material Fee: \$20)

- 80217 M Chaille, A Widenhofer Lec F 8:10am-11:00am, KTD/FA123 Lab F 12:10pm-3:00pm, KTD/FA123 Meets 6 hours plus a 1-hour lunch.
- 80218 L DAgostino, M Chaille Lec S 9:10am-12:00pm, KTD/FA123 Lab S 1:10pm-4:00pm, KTD/FA123 Meets 6 hours plus a 1-hour lunch.
  81506 L DAgostino
  - L/L TR 8:10am-11:00am, KTD/FA123

#### ART 234 Life Drawing III

4.0 Units

Prerequisite: ART 135.

Drawing from undraped models stressing expressive qualities of figure, drawing accurately, sensitively; various media. Transfer Credit: CSU/UC (Material Fee: \$10) 80219 S Lacke, T Bykle

L/L MW 8:10am-11:00am, KTD/FA214

#### **ART 235** Life Drawing IV

#### Prerequisite: ART 234.

Drawing from undraped models stressing expressive qualities of figure, drawing accurately, sensitively; various media. Transfer Credit: CSU/UC (Material Fee: \$10) 80220 S Lacke, T Bykle

L/L MW 8:10am-11:00am, KTD/FA214

#### **ART 240** Painting III

Prerequisite: ART 141.

Emphasis on developing individual concepts, personal style and means of expression in various techniques and media. Transfer Credit: CSU/UC (Material Fee: \$15) 80230 J Scott

Lec F 9:10am-12:00pm, KTD/FA301 Lab F 1:10pm-4:00pm, KTD/FA301 Meets 6 hours plus a 1-hour lunch. 80231 C Arnold

L/L TR 2:10pm-5:00pm, KTD/FA/301 81457 C Arnold

L/L TR 7:00pm-10:00pm, KTD/FA/301

### ART 241 Painting IV

Prerequisite: ART 240.

Emphasis on developing individual concepts, personal style and means of expression in various techniques and media. Transfer Credit: CSU/UC (Material Fee: \$15)

80233 I Scott Lec F 9:10am-12:00pm, KTD/FA301 Lab F 1:10pm-4:00pm, KTD/FA301 Meets 6 hours plus a 1-hour lunch. 80234 CArnold

L/L TR 2:10pm-5:00pm, KTD/FA/301 81459 C Arnold

L/L TR 7:10pm-10:00pm, KTD/FA/301

#### **ART 244** Watercolor III

Prerequisite: ART 145.

Continue to explore and master watercolor techniques and materials. Emphasis on transparency, flow, and layering as well as general painting issues of color handling and composition. Transfer Credit: CSU/UC (Material Fee: \$15)

81898 C Lefkowitz

L/L MW 11:10am-2:00pm, KTD/FA301

### ART 245 Watercolor IV

4.0 Units

4.0 Units

4.0 Units

4.0 Units

Prerequisite: ART 244.

In this course, students will continue to explore and master watercolor techniques and materials. Emphasis on transparency, flow, and layering, as well as general painting issues of color handling and composition. Transfer Credit: CSU/UC (Material Fee: \$15)

81899 C Lefkowitz

L/L MW 11:10am-2:00pm, KTD/FA301

**ART 246** 4.0 Units

### Life Painting III

Prerequisite: ART 147.

Offers advanced instruction in painting the human figure. Experimentation in new techniques is encouraged. Transfer Credit: CSU/UC (Material Fee: \$15) 81039 S Lacke Lec F 9:10am-12:00pm, IVC/ BLDG13/122 Lab F 1:10pm-4:00pm, IVC/BLDG13/122 Meets 6 hours plus a 1-hour lunch. **ART 247** 4.0 Units Life Painting IV

Offers advanced instruction in painting the human figure. Experimentation in new techniques is encouraged. Transfer Credit: CSU/UC (Material Fee: \$15)

Lec F 9:10am-12:00pm, IVC/ BLDG13/122 Lab F 1:10pm-4:00pm, IVC/BLDG13/122

Meets 6 hours plus a 1-hour lunch.

#### **ART 252**

Printmaking III Prerequisite: ART 153.

An in-depth continuation of ART 152-153 exploring lithography, environmentally friendly photo etching, digital imaging, advanced monotype/monoprinting techniques and other experimental processes. Emphasis is on personal expression and professional presentation of work. Transfer Credit: CSU/ UC (Material Fee: \$15)

80240 T Bykle

L/L MW 11:10am-2:00pm, KTD/FA313

#### **ART 253** Printmaking IV

Prerequisite: ART 252.

An in-depth continuation of ART 152-153 exploring lithography, environmentally friendly photo etching, digital imaging, advanced monotype/monoprinting techniques and other experimental processes. Emphasis is on personal expression and professional presentation of work. Transfer Credit: CSU/ UC (Material Fee: \$15) 80241 T Bvkle

L/L MW 11:10am-2:00pm, KTD/FA313

4.0 Units ART 265 **Fiber Sculpture III** Advisory: ART 166.

Experimental media in the textile construction field encourage ideas not bound by a vast history and lend themselves to fresh and spontaneous ways of working with surface and structure. Application of skills and personal direction to advanced level work. Emphasis on developing individual concepts and expression. Transfer Credit: CSU (Material Fee: \$15)

80243 C Beadle

Lec F 9:10am-12:00pm, KTD/FA312 Lab F 1:10pm-4:00pm, KTD/FA312 Meets 6 hours plus a 1-hour lunch.

#### **ART 266**

4.0 Units

4.0 Units

**Fiber Sculpture IV** Advisory: ART 265.

Emphasis will be placed on the design process, and development of a personal strategy for problem solving. Problems pertaining to perception, use of the imagination and expanding imagery will be given in areas of construction technique as well as dyeing and surface treatment. These are all-day, 6-hour classes plus a 1-hour lunch break. Transfer Credit: CSU (Material Fee: \$15) 80246 C Beadle

Lec F 9:10am-12:00pm, KTD/FA312 Lab F 1:10pm-4:00pm, KTD/FA312 Meets 6 hours plus a 1-hour lunch.

#### **ART 270** Ceramics III

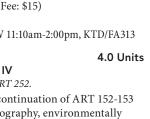
Prerequisite: ART 171.

Advanced and in-depth interpretation of the common class project, with greater expectations of further technical and conceptual development. Mentoring of beginning students, lab assistance in glaze preparation, kiln loading and firing. Transfer credit: CSU/UC (Material Fee: \$35) 80248 W Abright

L/L MW 2:10pm-5:00pm, KTD/FA131 80249 R Wood

Lec S 9:10am-12:00pm, KTD/FA131 Lab S 1:10pm-4:00pm, KTD/FA131 Meets 6 hours plus a 1-hour lunch. 81035 A Widenhofer

L/L W 6:10pm-9:00pm, KTD/FA131





4.0 Units

- Prerequisite: ART 246.

81040 S Lacke

4.0 Units

# ART 271

# Ceramics IV

Prerequisite: ART 270.

Advanced and in-depth interpretation of the common class project, with greater expectations of further technical and conceptual development. Mentoring of beginning students, lab assistance in glaze preparation, kiln loading and firing. Transfer Credit: CSU/UC (Material Fee: \$35)

80251 W Abright

L/L MW 2:10pm-5:00pm, KTD/FA131 80254 R Wood

Lec S 9:10am-12:00pm, KTD/FA131 Lab S 1:10pm-4:00pm, KTD/FA123 Meets 6 hours plus a 1-hour lunch.

#### 81036 A Widenhofer

L/L MW 6:10pm-9:00pm, KTD/FA131

#### ART 275

4.0 Units

4.0 Units

**Ceramic Sculpture** *Prerequisite: ART 171.* 

Advanced study with a focus on the technical and aesthetic considerations of ceramics as a sculptural medium. Intended for students already well grounded in forming techniques who would benefit from a more critical assessment of their work. May involve unusual scheduling to accommodate field trips to artists' studios, shows, and conferences. Transfer Credit: CSU/UC (Material Fee: \$25)

80291 W Abright

Lec F 9:10am-12:00pm, KTD/FA131 Lab F 1:10pm-4:00pm, KTD/FA131 Meets 6 hours plus a 1-hour lunch.

#### ART 276

#### Advanced Wheel Thrown Ceramics Prerequisite: ART 171.

Advanced study with a focus on the technical and aesthetic considerations of ceramics as a functional medium. Intended for students already well grounded in forming techniques who would benefit from a more critical assessment of their work. May involve field trips to artists' studios, shows, and conferences. Transfer Credit: CSU/UC (Material Fee: \$25)

80292 W Abright

L/L MW 8:10am-11:00am, KTD/FA131

#### ART 280 Sculpture III

4.0 Units

Students are invited to explore various materials and processes which may include clay, plaster, stone, wood, wax, and metal. Emphasis on development of the individual as an artist. Group discussions, historical surveys, visiting artists, and field trips to museums and galleries. Transfer Credit: CSU (Material Fee: \$40)

4.0 Units

4.0 Units

81900 R Hall

L/L TR 11:10am-2:00pm, KTD/FA121 81901 E Lazarre

L/L MW 2:10pm-5:00pm, KTD/FA121 81902 R Hall

L/L TR 2:10pm-5:00pm, KTD/FA121

#### ART 281 Sculpture IV

#### Students are invited to explore various materials and processes which may include clay, plaster, stone, wood, wax, and metal. Emphasis on development of the individual as an artist. Group discussions, historical surveys, visiting artists, and field trips to museums and galleries. Transfer Credit: CSU (Material Fee: \$40)

81903 R Hall

Lec TR 11:10am-2:00pm, KTD/FA121 81904 E Lazarre

L/L MW 2:10pm-5:00pm, KTD/FA121 81906 R Hall

L/L TR 2:10pm-5:00pm, KTD/FA121

# ART 285

4.0 Units

4.0 Units

**Life Sculpture III** *Prerequisite: ART 186.* 

Continuation of Life Sculpture I. Continued exploration of development and technique with emphasis on individual investigation of content. Students have an opportunity to move toward abstraction to explore basic concepts of modern sculpture. Transfer Credit: CSU/UC (Material Fee: \$40) 80303 E Lazarre

L/L MW 11:10am-2:00pm, KTD/FA121

# ART 286

Life Sculpture IV Prerequisite: ART 285.

Continuation of Life Sculpture I. Continued exploration of development and technique with emphasis on individual investigation of content. Students have an opportunity to move toward abstraction to explore basic concepts of modern sculpture. Transfer Credit: CSU/UC (Material Fee: \$40) 80308 E Lazarre

L/L MW 11:10am-2:00pm, KTD/FA121

#### ART 290 4.0 Units Black and White Photography IV Prerequisite: ART 190.

Projects in creative photography with emphasis on photographic philosophy and trends in contemporary photography. Bring your portfolio to class. Transfer Credit: CSU/UC (Material Fee: \$35)

81477 P Steinmetz

- L/L MW 2:10pm-5:00pm, KTD/FH016 81479 P Steinmetz
  - Lec F 9:10am-12:00pm, KTD/FH016 Lab F 1:10pm-4:00pm, KTD/FH016 Meets 6 hours plus a 1-hour lunch.

4.0 Units

#### ART 295 Advanced Projects in Art

Prerequisite: Completion of highest course level in area of study, such as Art 131, 215, 217, 235, 241, 245, 247, 271, 281, or 290. Advisory: Art 138 and 118.

This course will provide advanced students with the opportunity to design and implement individual creative projects under the direction of the instructor. It will provide a forum for exploring and testing potential project ideas that students will take from concept to final product. Intended for students who are ready to plan, design, and execute independent projects such as exhibitions, publications, and installations. May be taken four times for credit with a distinctive project required each time. Transfer Credit: CSU (Material Fee: \$45)

81712 C Lefkowitz

- L/L MW 11:10am-2:00pm, KTD/FA301 81713 W Abright
- Lec MW 2:10pm-5:00pm, KTD/FA131 81714 R Wood
  - Lec S 9:10am-12:00pm, KTD/FA131 Lab S 1:10pm-4:00pm, KTD/FA131 Meets 6 hours plus a 1-hour lunch.
- 81715 A Widenhofer
- L/L MW 6:10pm-9:00pm, KTD/FA131 81717 R Hall
- L/L TR 2:10pm-5:00pm, KTD/FA121 81718 E Lazarre
- L/L MW 2:10pm-5:00pm, KTD/FA121 81719 E Lazarre

L/L MW 11:10am-2:00pm, KTD/FA121

#### AUTOMOTIVE COLLISION REPAIR TECHNOLOGY

# **ASTRONOMY**

#### **ASTR 101** Introduction to Astronomy

### 3.0 Units

This is a descriptive, qualitative, and nonmathematical introduction to the science of astronomy for the nonscience student. Topics covered include motions in the sky, historical astronomy, Newton's laws, gravitation, light, the solar system, stellar evolution, galaxies, and cosmology. Transfer Credit: CSU/UC

80591 C Farriss

- Lec TR 8:10am-9:30am, KTD/SC101 80592 C Farriss
- Lec MW 12:40pm-2:00pm, KTD/SC102 80593 A Fuller

Lec T 6:10pm-9:00pm, KTD/SC102 81615 C Farriss

Lec W 6:10pm-9:00pm, IVC/BLDG15/181

1.0 Unit

#### **ASTR 117L**

Introduction to Astronomy Lab Prerequisite: ASTR 101 or 105 or PHYS 110 or

concurrent enrollment.

This course is an introduction to some of the techniques astronomers use to observe and investigate the universe, including experimentation, data gathering and interpretation, telescopes and astro-photography. Transfer Credit: CSU/UC

#### 80595 G Grist

Lab W 2:10pm-5:00pm, KTD/SC120 80596 A Fuller

Lab R 6:10pm-9:00pm, KTD/SC120

# **AUTOMOTIVE COLLISION REPAIR** TECHNOLOGY

#### **ACRT 101** 2.0 Units **Basic Sheet Metal Operations for Automotive Collision Repair**

This course introduces basic metalworking techniques and their usefulness in other applications. It will include basic metal straightening fundamentals and introduce students to tools, techniques, and theories of metalworking. Transfer Credit: CSU

#### 81800 Staff

Lec M 6:10pm-7:00pm, IVC/BLDG03/152 Lab M 7:10pm-10:00pm, IVC/ BLDG01/103

#### **ACRT 102** 2.0 Units Introduction to Automotive Collision Repair

This course introduces basic auto body repair techniques and their usefulness in other applications. The course will include basic panel repair and introduce students to tools, techniques, and theories of body repair and priming. Transfer Credit: CSU

81801 S Brady, K Cooper

Lec M 1:10pm-2:00pm, IVC/BLDG03/152 Lab M 2:10pm-5:00pm, IVC/ BLDG01/103

#### 2.0 Units **ACRT 103** Non-Structural Analysis and Damage Repair

This course introduces nonstructural analysis techniques and their usefulness in other applications. The course will include basic metal repair fundamentals, and will introduce students to tools and techniques. Transfer Credit: CSU

81802 S Brady

Lec W 1:10pm-2:00pm, IVC/BLDG03/152 Lab W 2:10pm-5:00pm, IVC/ BLDG01/103

#### **ACRT 104** 2.0 Units Structural Analysis and Damage Repair This course introduces structural analysis techniques and their usefulness in other applications. The course will include basic

metal straightening fundamentals, and will introduce students to tools, techniques, and theories of damage repair. Transfer Credit: CSU

#### 81803 S Brady

Lec W 6:10pm-7:00pm, IVC/BLDG03/152 Lab W 7:10pm-10:00pm, IVC/ BLDG01/103

2.0 Units

#### **ACRT 106** Metal Fabrication

This course introduces advanced metal fabrication techniques and their usefulness in other applications. The course will include basic metal straightening fundamentals, and introduce students to tools, techniques, and theory of metal fabrication. Transfer Credit: CSU

81805 Staff

Lec S 8:10am-10:00am, IVC/BLDG03/152 Lab S 10:10am-5:00pm, IVC/ BLDG01/103 Meets 8 Saturdays: 8/27; 9/10, 24; 10/8, 22; 11/12, 19; 12/10

#### **ACRT 171** 2.0 Units **Dent and Damage Repair**

This course is designed for the beginning student in auto body repair. Manipulative skills in welding, metal bumping, metal finishing and plastic filling. Analysis of minor body and fender damages, involving sequences and procedures essential to proper metal damage repair. NO painting will be done in this class. Through the practicum experience, students will have the opportunity to integrate their classroom knowledge in a workplace environment. Transfer Credit: CSU

#### 80313 T Behr

Lec F 6:10pm-7:00pm, IVC/BLDG03/251 Lab F 7:10pm-10:00pm, IVC/ BLDG01/103

#### **ACRT 180 Panel Replacement**

2.0 Units

Vehicle design, construction, and theory, with emphasis on safety and decision-making between repair, complete replacement and splicing of panels or sections installed at the factory. Through the practicum experience, students will have the opportunity to integrate their classroom knowledge in a workplace environment. Transfer Credit: CSU

#### 81579 T Behr

Lec R 6:10pm-7:00pm, IVC/BLDG03/251 Lab R 7:10pm-10:00pm, IVC/ BLDG01/103

#### **ACRT 201**

#### 4.0 Units Automotive Painting Waterborne, **Clearcoats and Detailing**

This course is an introduction to the highly-skilled field of automotive spot painting and refinishing. It includes a comprehensive study of the materials, equipment, and techniques necessary for the successful application of automotive refinishing material. The course also includes auto body care and maintenance: buffing, rubbing, and polishing. Transfer Credit: CSU

81804 R Palmer, K Cooper

Lec T 1:10pm-3:00pm, IVC/BLDG06/108 Lab T 3:10pm-5:00pm, IVC/BLDG01/103 Lab S 8:10am-5:00pm, IVC/BLDG01/103 Meets 7 Saturdays: 8/20; 9/3, 17; 10/1, 15, 29; 11/5

# Learn How to Service and **Maintain Electric Vehicles**



#### **ACRT 290** 3.0 Units **Electrical Vehicle COMvert**

This course will provide an overview of the electric vehicle and teach the basic steps to convert a gasoline engine vehicle to an electrically powered vehicle. The emphasis is on a practical, affordable conversion using existing components. Additional state of the art designs and components will be studied. Transfer Credit: CSU

# 81784 M Barrall, R Palmer

Lec T 6:10pm-7:00pm, IVC/BLDG06/108 Lab T 7:10pm-10:00pm, IVC/ BLDG01/103

# **AUTOMOTIVE** TECHNOLOGY

#### **AUTO 113 Specialized Electronic Training**

5.0 Units

This course introduces principles, terminology, and measurement of electrical circuits and electronic systems used on current automotive vehicles. Transfer Credit: CSU

#### 80608 R Palmer

Lec MW 6:10pm-8:00pm, IVC/ BLDG06/108 Lab MW 8:10pm-9:30pmIVC/ BLDG06/108

#### **AUTO 114** 4.0 Units **Automotive Basic Fuel Systems**

An intensive study of modern fuel systems, including fuel injection, fuel delivery, and emission systems. Current diagnostic tools will be used. Transfer Credit: CSU 80609 08/16-12/06 G Hritz Lec TR 1:10pm-2:00pm, IVC/ BLDG03/255

Lab TR 2:10pm-5:00pm, IVC/ BLDG02/210 Lab S 8:10am-5:00pm, IVC/BLDG02/210 Class meets every Tues and Thurs and one Saturday, 12/03.

#### **AUTO 118** 6.0 Units Brakes, Alignment and Suspension

Students will learn to balance wheels; operate wheel aligners, including four-wheel computer aligners; repair and service disc, drum, and anti-lock brake systems; and service rack-and-pinion and worm-gear steering gears. Transfer Credit: CSU 80610 R Palmer, R Willits

Lec MWF 1:10pm-2:00pm, IVC/ BLDG06/108 Lab MWF 2:10pm-5:00pm, IVC/ BLDG02/210

#### **AUTO 228** 4.0 Units **Automotive Computer Controls**

An intensive study of automotive computer control systems. The course covers the use of scan tools, digital multimeters, and digital storage oscilloscopes. Transfer Credit: CSU

80611 08/15-12/05 G Hritz Lec MW 8:10am-9:00am, IVC/ BLDG03/255 Lab MW 9:10am-12:00pm, IVC/ BLDG02/210 Lab S 9:10am-5:00pm, IVC/BLDG02/210 Class meets every Mon and Wed and one Saturday, 10/8.

# Learn the Skill of Automotive Troubleshooting



#### **AUTO 229** 4.0 Units Automotive Systems, Troubleshooting and Diagnosis

This course covers the diagnostic thought process used to test and repair automotive electric and electronic systems. Transfer Credit: CSU

80612 08/16-12/06 G Hritz

Lec TF 8:10am-9:00am, IVC/ BLDG03/255

Lab TF 9:10am-12:00pm, IVC/

BLDG02/210 Lab S 8:10am-5:00pm, IVC/BLDG02/210 Class meets every Tues and Fri and one Saturday, 11/19.

# Learn to Service Modern **Computer Controlled Light Duty Diesel Vehicles**



#### AUTO 230 2.0 Units Light Duty Diesel Engine Performance and Emissions

Advisory: AUTO 113 and 116.

This course provides training in diagnosing and servicing modern computer-controlled light duty diesel vehicles. This is a skillcompetency based curriculum. Transfer Credit: CSU

#### 81586 R Willits

Lec W 6:10pm-7:00pm, IVC/ BLDG03/255 Lab W 7:10pm-10:00pm, IVC/ BLDG02/210

### **AUTO 235**

#### 2.5 Units Automotive Air Conditioning

This course covers construction, function and principles of operation, heating and air conditioning components and electrical controls. Transfer Credit: CSU

80613 R Willits Lec M 6:10pm-8:00pm, IVC/ BLDG03/255 Lab M 8:10pm-9:30pm, IVC/ BLDG02/210

#### **AUTO 239** 0.5 Unit Bureau of Automotive Repair (B.A.R.) 2011-2012 Update Training Course

All Smog Check technicians renewing their license after December 31, 2010 must successfully complete this course prior to renewal. Transfer Credit: CSU 81697 10/29-10/30 R Willits

Lec SU 8:10am-1:00pm, IVC/ BLDG03/255 Lab SU 1:40pm-5:30pm, IVC/ BLDG02/210 Meets Sat 10/29 and Sun 10/30.

# **BEHAVIORAL SCIENCE**

#### BEHS 103 Human Sexuality

# 3.0 Units

This course will cover topics in human sexuality such as sexual functions, behavioral attitudes, development, health problems, and contemporary sexual issues from psychological, social, cultural, and biological perspectives. Fulfills continuing education requirements for nurses. Transfer Credit: CSU/UC

80001 V Coad

Lec MW 9:40am-11:00am, KTD/HC165 Students may receive credit for BEHS 103 or BIOL 108A, but not both courses.

80006 C Finley Lec TR 12:40pm-2:00pm, KTD/OH105 Students may receive credit for BEHS 103 or BIOL 108A, but not both courses.

#### 81419 S Rahman

Lec R 6:10pm-9:00pm, IVC/OH/096 Students may receive credit for BEHS 103 or BIOL 108A, but not both courses.

#### BEHS 252 3.0 U Seminar and Fieldwork Experience

Corequisite: PSY 110 or 112 or SOC 110.

Students actively participate at a community organization and are supervised by employees of the social agency, school, or youth group. Transfer Credit: CSU

80927 M Russell

Lec T 12:40pm-2:00pm, KTD/FH110 Arr 4.5 hrs/wk, KTD/TBA May be taken as BEHS 252 or PSY 252; students receive credit for only one course.

# BIOLOGY

#### BIOL 099 General Science

3.0 Units

3.0 Units

Many students feel unprepared to take college level science courses. This is an introductory course designed for students who have not taken or were previously unsuccessful in other science courses, and for students who have been away from school for an extended period of time. The class covers basic scientific principles and concepts of the physical and life sciences and prepares students to move into other science classes with the information, understanding, and skills required to succeed. Introductory topics in biology, chemistry, geography, geology, meteorology, and physics are discussed. This course also provides an excellent overview of the most important topics in science today for anyone interested in learning more about the natural world.

#### 80034 09/13-12/13 A Gearhart

Lec T 6:10pm-9:30pm, KTD/SC104 Late start. Meets 14 weeks. May also be taken as GEOL 99. Students receive credit for only one course.

#### BIOL 100 Nutrition

An in-depth study of the basic principles of nutrition in health and disease. Topics include nutrients, vitamins, digestion, metabolism, food safety, diets, eating disorders, and changing nutritional needs throughout life. This general education course is recommended for anyone curious or concerned about nutrition. Transfer Credit: CSU/UC 80029 F Agudelo-Silva

Lec MW 12:40pm-2:00pm, KTD/SC101 80891 S Harms

Lec T 6:10pm-9:00pm, KTD/SC101

# How and why do epidemics occur?



BIOL 104 3.0 Units The Ecology of Infectious Diseases

Through the study of microorganisms and their ecology, students will gain an understanding of the distribution, spread and control of infectious diseases, including past and current epidemics such as: Lyme disease, plague, malaria, ebola, and hanta virus disease. This course will enable students to understand the difficulties surrounding vaccination programs, and the impact of infectious diseases on the human experience. It will also provide a solid foundation for those students wishing to pursue careers in microbiology, public health, biomedical sicence, or urban planning. Transfer Credit: CSU

80918 J Deneris

Lec W 2:10pm-5:00pm, KTD/SC191

#### BIOL 107 Human Biology

3.0 Units

3.0 Units

This course is designed to provide nonbiology majors with an introduction to the structure, function and development of the human body. The course will give students the foundational concepts to explore personal and societal issues involving human biology. It covers anatomy and physiology concepts useful in preparing for careers in wellness-related fields such as personal training, group fitness instruction, and massage therapy. Transfer Credit: CSU/UC

80365 F Agudelo-Silva

Lec MW 2:10pm-3:30pm, KTD/SC133 May also be taken as PE 107. Students receive credit for only one course.

#### BIOL 108A Human Sexuality

3.0 Units

This course will cover topics in human sexuality such as sexual functions, behavioral attitudes, development, health problems, and contemporary sexual issues from psychological, social, cultural, and biological perspectives. Fulfills continuing education requirements for nurses. Transfer Credit: CSU/UC

80370 A Gearhart

Lec TR 12:40pm-2:00pm, KTD/SC133 Students may receive credit for BIOL 108A or BEHS 103, but not both courses.

#### BIOL 110 Introduction to Biology

#### 3.0 Units

Advisory: Concurrent enrollment in BIOL 110L. An introduction to the science of biology for nonmajors as well as a prerequisite course for majors courses in biology. Subjects include ecology, human ecology, evolution, molecular, cell biology, genetics, life kingdoms review, and human physiology. Transfer Credit: CSU/UC

80378 J Mueller

Lec TR 9:40am-11:00am, KTD/SC101 80379 P da Silva

Lec MW 9:40am-11:00am, KTD/SC101 80380 R Webster

Lec MW 12:40pm-2:00pm, KTD/SC104 81389 F Agudelo-Silva

- Lec T 6:10pm-9:00pm, KTD/SC133
- 81731 F Agudelo-Silva
  - Lec MW 3:40pm-5:00pm, KTD/SC101

#### **BIOL 110L** 1.0 Unit Introduction to Biology Laboratory

Advisory: BIOL 110 or concurrent enrollment. An introduction to biology experimentation for nonmajors. Experiments and field studies are selected from ecology, molecular, cell biology, genetics, plant anatomy and identification, and human physiology topics. Transfer Credit: CSU/UC

- 80383 S Boyce
- Lab T 2:10pm-5:00pm, KTD/SC184 80386 S Boyce
- Lab W 2:10pm-5:00pm, KTD/SC184 80387 S Boyce
- Lab M 2:10pm-5:00pm, KTD/SC184 80384 R Webster
- Lab R 11:10am-2:00pm, KTD/SC184 80388 V Smith
- Lab R 2:10pm-5:00pm, KTD/SC184 80389 E Rodriguez
- Lab W 11:10am-2:00pm, KTD/SC184 80390 B Richards
- Lab R 6:10pm-9:00pm, KTD/SC184 80391 J Cunningham
- Lab M 6:10pm-9:00pm, KTD/SC184 81390 V Smith
- Lab T 6:10pm-9:00pm, KTD/SC184 81391 J Cunningham
  - Lab W 6:10pm-9:00pm, KTD/SC184

# **BIOL 112B**

#### 5.0 Units

**Biology for Biology Majors II** Prerequisite: MATH 103 or 103AB or 103XY. Advisory: BIOL 110 and 110L, and CHEM 131. This is the second in a three-semester sequence equivalent to the majors' biology sequences at other colleges and universities. This semester covers basic topics in general ecology as well as fundamentals of anatomy, physiology, classification, evolution, and ecology of the major groups of algae, plants, and fungi. Transfer Credit: CSU/UC 81843 P da Silva, F Agudelo-Silva

Lec TR 12:40pm-2:00pm, KTD/SC190 Lab TR 2:10pm-5:00pm, KTD/SC190

#### **BIOL 112C**

#### 5.0 Units

**Biology for Biology Majors III** Prerequisite: MATH 103 or MATH 103AB or MATH 103XY; CHEM 131. Advisory: BIOL 110 and BIOL 110L

This introductory lecture/laboratory based course for biology majors covers the fundamentals of molecular and cell biology, genetics and molecular evolution, DNA technology, and the biology of viruses, bacteria, and archaea. Students incorporate lecture concepts into laboratory experiments which they design, carry out, analyze and report. Transfer Credit: CSU/UC

81844 J Williams

Lec TR 12:40pm-2:00pm, KTD/SC191 Lab TR 2:10pm-5:00pm, KTD/SC191

#### **BIOL 120** Human Anatomy

5.0 Units

Prerequisite: BIOL 110 and 110L. Advisory: Completion of ENGL 98 or equivalent. Study of gross and microscopic structure of the tissues, organs and organ systems of the human body, including major functions. The class will make use of models, slides, prosections and dissection (including human cadavers). Includes introduction to related fields such as histology and embryology. Appropriate for students going into allied health fields, kinesiology, anthropology, and art. Transfer Credit: CSU/UC 80402 J Chinn

Lec TR 8:10am-9:30am, KTD/SC176 Lab TR 9:40am-12:30pm, KTD/SC176 80405 E Mahmoud

Lec F 5:40pm-8:40pm, KTD/SC176 Lab S 9:40am-2:20pm, KTD/SC176

Lab F 9:00pm-10:00pm, KTD/SC176 80407 B Messana

Lec MW 5:40pm-7:00pm, KTD/SC176 Lab MW 7:10pm-10:00pm, KTD/SC176 80411 D Egert

Lec TR 12:40pm-2:00pm, KTD/SC176 Lab TR 2:10pm-5:00pm, KTD/SC176 80917 A Gamal

Lec MW 12:40pm-2:00pm, KTD/SC176 Lab MW 2:10pm-5:00pm, KTD/SC176

#### **BIOL 138**

### 4.0 Units

Introduction to Environmental Science This science-based course takes an interdisciplinary approach to understanding the environmental crisis that confronts us all. Our studies combine ideas and information from natural sciences (such as biology, chemistry and geology) and social sciences (such as economics, politics, and ethics) to present a general idea of how nature works and how humans and ecosystems are interconnected. Transfer Credit: CSU/UC

80413 J Mueller

Lec T 3:10pm-6:00pm, KTD/SC130 Lab R 3:10pm-6:00pm, KTD/SC130 May also be taken as GEOL 138. Students receive credit for only one course.

# Go Green: Study Marin's Ag Systems



#### **BIOL 148** 3.0 Units Marin County Agriculture

This course provides a detailed introduction to one of Marin County's most significant uses of natural resources, providers of livelihood, shapers of the landscape and suppliers of valued products to the general population. Information is grouped by product and region, with full discussion of biological, social and economic interactions within production systems and between production systems and their environments. Includes field trips to notable local farms. Transfer Credit: CSU

#### 81845 P da Silva

Lec W 6:10pm-7:50pm, KTD/SC191 Lab W 8:00pm-9:00pm, KTD/SC191 Arr 2 hrs/wk, KTD/TBA

#### **BIOI 169A**

3.0 Units Introduction to Ornithology A Advisory: BIOL 110.

This course on the basics of bird biology will explore bird form and function, anatomy, physiology, flight mechanics, and migration. Field trips will concentrate on migrating shorebirds and raptors and wintering waterfowl. Transfer Credit: CSU

#### 81847 J Mueller

Lec R 6:10pm-8:00pm, KTD/SC190 Lab R 8:10pm-9:00pm, KTD/SC190 And 32 hours of field trips. Tentative dates are Sat 9/17 9am-12noon; Sun 9/25 9am-12noon; Sat 10/8 9am-12noon; Sat 11/5 9am-3pm; Sun 11/13 9am-3pm; Sat 12/3 9am-3pm; and Sun 12/11 9am-3pm.

#### **BIOL 224 Human Physiology**

#### 5.0 Units

Prerequisite: BIOL 110 and 110L and CHEM 110. This course involves the study of the structure and function of the human body. Emphasis is on the physiochemical and homeostatic mechanisms occurring in the human body. The laboratory will introduce clinical and research techniques for study-

3.0 Units

ing and measuring various physiological parameters, along with technical writing skills. Transfer Credit: CSU/UC

80449 Staff

Lec MW 8:40am-10:00am, KTD/SC191 Lab MW 10:10am-1:00pm, KTD/SC185 80452 D Egert

Lec MW 11:10am-12:30pm, KTD/SC166 Lab MW 1:10pm-4:00pm, KTD/SC185

#### 80456 L Waldman

Lec MW 5:40pm-7:00pm, KTD/SC185 Lab MW 7:10pm-10:00pm, KTD/SC185

### **Discover your local marine** plant and animal communities



#### **BIOL 235** General Marine Biology Prerequisite: BIOL 110.

This laboratory and field course is designed to give biology majors as well as nonmajors an overview of marine plant and animal communities. Topics investigated include fundamental physical oceanography, marine ecology, marine zoology, marine botany, and field studies. Emphasis is on local marine communities and the identification and natural history of marine invertebrates. Transfer Credit: CSU/UC

#### 81846 J Mueller

Lec M 3:10pm-6:00pm, KTD/SC190 Lab W 3:10pm-6:00pm, KTD/SC190 PLEASE NOTE: This class includes field trips to coastal intertidal areas on Wednesday afternoons, so students should use caution when scheduling and be sure to plan for up to 1 hour of travel time before the 3:10pm meeting time. To take best advantage of tides, some weekend field trips will be offered in lieu of the prior Wednesday lab period. The dates are: Sat 10/1, 5-8pm, Sat 10/29, 5-8pm, and a Monterey field trip Fri/Sat 12/8 and 12/9, both days all day.

#### **BIOL 240** Microbiology

Prerequisite: BIOL 110 and 110L plus CHEM 110 or 114.

Microorganisms are key to life on the entire planet; a few cause devastating illnesses in both plants and animals. This is a lecture/ laboratory-based course designed for biology and health science majors. This course covers the fundamentals of microbial taxonomy, ecology, anatomy, physiology, genetics, and biotechnology. Emphasis is on the role that microorganisms play in human health and disease. Transfer Credit: CSU/UC 80458 I Deneris

Lec TR 2:30pm-4:00pm, KTD/SC124 Lab TR 11:10am-2:00pm, KTD/SC185 80461 J Deneris

Lec TR 5:10pm-6:30pm, KTD/SC166 Lab TR 6:40pm-9:30pm, KTD/SC185

#### **BIOL 251 Biological Psychology**

3.0 Units

3.0 Units

5.0 Units

The study of the human nervous and endocrine systems as they relate to psychological topics including consciousness, cognition, drugs, learning, language, sexuality, dreams, and health. Transfer Credit: CSU/ UC

81215 C Finley

4.0 Units

Lec TR 11:10am-12:30pm, KTD/OH107 May be taken as BIOL 251 or PSY 251; students receive credit for only one course.

# BUSINESS

#### **BUS 101**

Introduction to Business

This course surveys the evolution of our capitalist system and the environment in which business operates focusing on globalization, management, marketing, accounting, and finance. The course includes a management/economic computer simulation component designed to provide students with experience operating a simulated business. Transfer Credit: CSU/UC (Material Fee: \$2)

- 80116 N Pacula, N Willet Lec TR 8:10am-9:30am, KTD/BC105 Lab 1 hr/wk TBA, KTD/LC035
- 80117 N Pacula, N Willet Lec MW 9:40am-11:00am, KTD/BC105
- Lab 1 hr/wk TBA, KTD/LC035 80118 N Pacula, N Willet Lec MW 12:40pm-2:00pm, KTD/BC105
- Lab 1 hr/wk TBA, KTD/LC035 80119 N Pacula, N Willet
- Lec M 6:10pm-9:00pm, KTD/BC105 Lab 1 hr/wk TBA, KTD/LC035

#### **BUS 107 Business Law**

Study the law of contracts, negotiable instruments, real property and partnerships. Fulfills California Department of Real Estate requirements for salesperson/broker license. Transfer Credit: CSU/UC 80121 N Willet

Lec R 6:10pm-9:00pm, KTD/HC171

#### **BUS 112 Financial Accounting**

4.0 Units

Fundamental accounting concepts including financial statements, internal control, elements of the accounting cycles for merchandising and service enterprises, assets, liability and equity formation for different economic entities. This course is designed to be the first course in accounting for transfer business students, vocational bookkeeping students, as well as small business owners and managers. Transfer Credit: CSU/UC

80123 CLi

- Lec TR 9:10am-11:00am, KTD/LC039 80124 S Forsyth
  - Lec S 9:10am-1:00pm, KTD/BC105 No class meeting on 11/26.
- 80125 M Cairns

Lec TR 6:10pm-8:00pm, KTD/BC105 80126 S Forsyth

Lec MW 6:10pm-8:00pm, IVC/ BLDG27/116

**BUS 113** 

#### 5.0 Units

Managerial Accounting Prerequisite: BUS 112.

Managerial cost concepts, cost accounting systems, cost profit relationships, budgeting, and standard costs analysis. Transfer Credit: CSU/UC

80127 CLi

Lec TR 12:40pm-3:00pm, KTD/LC039

# **BUS 114**

1.5 Units

#### **Beginning Computer Accounting** Advisory: BUS 112.

A first course in the operation of the computerized accounting software, QuickBooks. This course is designed for business entrepreneurs who will be using a computerized accounting system in their business as well as students training to be professional accountants. Subjects will include an overview of the software, setting up a company, entering, working with lists, setting up inventory, paying bills, payroll, and preparation of reports and graphs. Transfer Credit: CSU (Material Fee: \$4)

#### 80892 10/12-11/30 M Cairns

Lec W 6:10pm-8:00pm, KTD/HC165 Lab 3 hrs/wk TBA, KTD/BC104

81291 10/11-12/16 Staff Lec TR 12:10pm-1:00pm, KTD/HC165 Lab 3 hrs/wk TBA, KTD/BC104

#### **BUSINESS OFFICE SYSTEMS**

#### BUS 121 New Venture Creation

This course focuses on the entrepreneur and the concepts, skills, know-how, information, attitudes, alternatives, and resources that are relevant for success in starting, operating, and managing a new venture. Covers the environment, resources, business plan, accounting, financing, marketing, management, and legal aspects. This course includes industry and market research and requires students (teams) to write a business plan. Transfer Credit: CSU

80893 S Whitescarver

Lec TR 12:40pm-2:00pm, KTD/BC105 Lab 1 hrs/wk TBA, KTD/BC104

# BUS 127

#### Create A Business Plan

This course guides students through the process of actually writing a business plan. This is accomplished by a series of lectures and discussions, research assignments, the utilization of computer software and individual consultation by the instructor. Transfer Credit: CSU

81763 10/17-12/07 R Goodwin Lec MW 10:10am-11:00am, KTD/HC161 Lab 3 hrs/wk TBA, KTD/LC035

#### BUS 131

1.5 Units

1.5 Units

3.0 Units

3.0 Units

1.5 Units

Supervision and Management A course for anyone wishing to learn the essentials of management and supervision, especially as they relate to the management of people in all types of organizations. Transfer Credit: CSU

80630 08/17-10/05 R Goodwin

Lec W 6:10pm-9:00pm, KTD/OH103

#### BUS 137

#### Managing Groups and Teams

A course for those who need to learn how to successfully lead and facilitate work groups and teams in the workplace. Transfer Credit: CSU

80632 10/12-11/30 R Goodwin

Lec W 6:10pm-9:00pm, KTD/OH096

#### **BUS 144**

Business Communications Advisory: ENGL 079.

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Students will learn to write letters, memoranda, resumes, reports, and other business documents easily and effectively. Uses Word 2010. Transfer Credit: CSU

80861 B Wilson

Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

# BUSINESS OFFICE SYSTEMS

Develop Competency with Word 2010 for the Production of Business and Personal Use



#### BOS 114 Beginning Word Processing

1.5 Units

1.5 Units

Advisory: Ability to keyboard by touch. Microsoft Word for Windows is used in this eight-week course designed to develop competency in the production of a variety of business and personal-use documents, such as letters, memos, reports, tables, and mail merge. Students learn basic Word features while creating realistic and useful documents. This course is Microsoft certified and provides the student with material needed to pass the Microsoft Office User Specialist core exam in Microsoft Word 2010. Transfer Credit: CSU (Material Fee: \$4)

80621 08/15-10/10 B Wilson

Lec M 6:40pm-8:30pm, KTD/BC102 Lab 3 hrs/wk TBA, KTD/BC104 80622 10/12-11/30 B Wilson

Lec W 11:10am-1:00pm, KTD/BC102 Lab 3 hrs/wk TBA, KTD/BC104

#### BOS 115 Intermedi

Intermediate Word Processing Advisory: BOS 114.

Intermediate and advanced features of Word are featured in this course that emphasizes the production of a variety of business and personal projects such as template letters and memos, resumes, tables, reports, newsletters, and charts. Topics include formatting with styles, working with and sharing long documents, working with desktop publishing features and graphics, creating and using forms, and customizing Word. This course is Microsoft certified. Transfer Credit: CSU (Material Fee: \$4)

#### 80624 10/17-12/05 B Wilson

Lec M 6:10pm-8:00pm, KTD/BC102 Lab 3 hrs/wk TBA, KTD/BC104

#### BOS 035 1.0 Unit Web Quest: Beginning Internet Skills

Learn how to use the Internet to research projects and develop basic information literacy skills. (Material Fee: \$4) 80616 B Wilson

Lab 3 hrs/wk TBA, KTD/BC104

1.0 Unit

#### **Skill Building for Keyboarders** *Advisory: Touch typing.*

The purpose of this course is to develop a high-level keyboarding skill needed for workforce applications or for personal use. Keyboarding software focuses on speed development and error reduction and control. (Material Fee: \$4)

81346 B Wilson Lab 3 hrs/wk TBA, KTD/BC104.

#### BOS 070A Spelling

**BOS 044** 

1.0 Unit

This self-paced course helps students to learn the rules of spelling and principles of pronunciation, improve accuracy in spelling business and college level words, improve dictionary skills, develop proofreading skills, and remediate individual spelling limitations.

81285 B Wilson

Lab 3 hrs/wk TBA, KTD/BC104

#### BOS 070B Vocabulary Building

1.0 Unit

#### Vocabulary Building This self-paced vocabulary cla

This self-paced vocabulary class emphasizes the acquisition of vocabulary needed for business courses and careers. 81286 B Wilson

Lab 3 hrs/wk TBA, KTD/BC104

#### BOS 076 Electronic 10 Key

1.0 Unit

Students develop proficiency in the use of the electronic printing calculator and how to input numbers using the ten-key touch method. (Material Fee: \$2)

81287 B Wilson

Lab 3 hrs/wk TBA, KTD/104

#### BOS 120 Computer Keyboarding

#### 1.0 Unit

Students learn how to keyboard by touch at a minimum speed of 20 words-a-minute. Transfer Credit: CSU (Material Fee: \$4) 80625 B Wilson

Lab 3 hrs/wk TBA, KTD/BC104 81220 B Wilson Lab R 3:10pm-6:00pm, IVC/BLDG27/125

#### **BUSINESS OFFICE SYSTEMS SUPERVISED OPEN LAB – KENTFIELD CAMPUS**

The following individualized and self-paced courses provide students with both foundation skills needed for employment in office support occupations, as well as skills valuable for academic and personal use. Courses may be added through September 2nd, in person; September 5th, online. Students will complete assignments by working with the instructor during the lab hours listed in the chart below. Plan to spend at least 2 of the required 3 hours per week during the T, W, Th class times listed. For the third required hour, students may work during any of the open lab hours posted on the door of BC 102. Monday through Friday, 9am-12:30pm and 1:30pm-5pm. You must attend one of the REQUIRED orientation sessions listed below to learn how to get started in your class and to avoid being dropped on the first day:

REQUIRED ORIENTATION DATES AND TIMES FOR KTD/BC 102:					
Т	8/16	11:00 a.m.	Wilson		
W	8/17	5:30 p.m.	Wilson		

#### **BUSINESS OFFICE SYSTEMS INSTRUCTOR HOURS KTD/BC 102/104**

TIME	MON.	TUE.	WED.	THU.	FRI.	
11-12:30pm		B Wilson		B Wilson		
12:30-2pm		B Wilson		B Wilson		
5:30-8:30pm	Closed	Closed	B Wilson	Closed	Closed	

#### **BOS 122A** Machine Transcription

# 1.0 Unit

1.0 Unit

1.0 Unit

Advisory: Touch typing and limited to the number of transcription machines available. This course is designed to prepare students

to become efficient operators of transcribing machines and to be able to transcribe mailable business correspondence from predictated material on the computer. Transfer Credit: CSU (Material Fee: \$4) 80626 B Wilson

Lab 3 hrs/wk TBA, KTD/BC104

#### **BOS 122B**

**Machine Transcription** 

Advisory: BOS 122A and limited to the number of transcription machines available.

This course is designed to further improve a student's competency in transcribing specialty documents from transcription tapes while working on the computer. Transfer Credit: CSU (Material Fee: \$4)

80627 B Wilson

Lab 3 hrs/wk TBA, KTD/BC104

#### **BOS 122C**

#### **Machine Transcription**

Advisory: BOS 122B and limited to the number of transcription machines available.

This course is designed to further improve a student's competency in transcribing specialty documents from transcription sources while working on the computer. Transfer Credit: CSU (Material Fee: \$4)

#### 80628 B Wilson

Lab 3 hrs/wk TBA, KTD/BC104

#### **BOS 163A** 1.0 Unit **Professional Office Procedures**

This course develops the office support skills needed to efficiently perform office services in today's workplace. Transfer Credit: CSU 80629 B Wilson

Lab 3 hrs/wk TBA, KTD/BC104

1.0 Unit

1.0 Unit

#### **BOS 163B Records Management**

#### Students learn the American Records Management Association's rules for alphabetic, numeric, subject, and geographic electronic filing methods. Transfer Credit: CSU 80633 B Wilson

Lab 3 hrs/wk TBA, KTD/BC104

#### BOS 163C 1.0 Unit **Travel and Conference Arrangements**

This course is designed to enable students to become proficient in planning and arranging business travel and setting up business conferences. Transfer Credit: CSU 80634 B Wilson

Lab 3 hrs/wk TBA, KTD/BC104

#### **BOS 230A** Medical Terminology

This course offers an orientation to medical terminology, basic structure of medical terms and their components--roots, prefixes, suffixes and combining forms. Emphasis on analysis, meaning, spelling, and pronunciation for building a medical vocabulary needed for medical transcription. Transfer Credit: CSU (Material Fee: \$2) 80635 B Wilson

Lab 3 hrs/wk TBA, KTD/BC104

#### **BOS 230B** Medical Terminology Advisory: BOS 230A

1.0 Unit

1.0 Unit

This course continues the study of medical terminology, basic structure of medical terms and their components--roots, prefixes, suffixes, and combining forms in various medical specialties. Transfer Credit: CSU (Material Fee: \$2) 80636 B Wilson

Lab 3 hrs/wk TBA, KTD/BC104

#### **BOS 231A** Medical Transcription Advisory: BOS 120

Building upon a current knowledge of medical terminology, students will gain competency in using transcription technology to transcribe basic transcription reports in chosen medical specialties (Level 1) for use in medical offices, hospitals, and in freelance endeavors. Transfer Credit: CSU (Material Fee: \$2) 80637 B Wilson

Lab 3 hrs/wk TBA, KTD/BC104

#### **BOS 231B** Medical Transcription

1.0 Unit

Advisory: BOS 231A Building upon a current knowledge of medical terminology, students will gain competency in using transcription technology to transcribe basic transcription reports in chosen medical specialties (Level 2) for use in medical offices, hospitals, and in freelance endeavors. Transfer Credit: CSU (Material Fee: \$2) 80638 B Wilson

Lab 3 hrs/wk TBA, KTD/BC104

# BOS 231C Medical Transcription

1.0 Unit

# Advisory: BOS 231B.

This course is designed to further improve a student's competency in transcribing documents from transcription tapes in chosen medical specialties (Level 3) for use in medical offices, hospitals, and in freelance endeavors. Transfer Credit: CSU (Material

Fee: \$2)

80639 B Wilson Lab 3 hrs/wk TBA, KTD/BC104

#### **BUSINESS OFFICE SYSTEMS** SUPERVISED OPEN LAB -- INDIAN VALLEY CAMPUS

The following individualized and self-paced course, BOS 120 provides students with both foundation skills needed for employment in office support occupations, as well as skills valuable for academic and personal use. Courses may be added through September 2, in person; September 5 online. Students will complete assignments by working with the instructor during the lab hours listed in the chart below. Plan

#### CHEMISTRY

to spend at least 2 of the required 3 hours per week during the Thursday class times listed. For the third required hour, students may work during any of the open lab hours in the Media Center, Building 27, Monday through Thursday, 8-7:30pm and Friday, 8-5pm. Plan to spend an average of 3 hours per week per unit enrolled.

#### **REQUIRED ORIENTATION DATES AND TIMES** FOR IVC/ BLDG 27, ROOM 125. R 8/18 3:10pm B. Wilson

BUSINESS OFFICE SYSTEMS INSTRUCTOR HOURS-IVC/BLDG 27, 125-Supervised Lab					
TIME	MON	TUE	WED	THU	FRI
3:10pm- 6pm				B Wilson	

# **CHEMISTRY**

#### 3.0 Units **CHEM 105 Chemistry in the Human Environment**

A one-semester non-mathematical course for liberal arts and non-science majors, with or without lab (CHEM 105L), to fulfill G.E. requirements in physical sciences. Stresses a humanistic approach to chemistry, introducing concepts via important social and environmental contexts. Transfer Credit: CSU/UC

80464 E Dunmire

Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

Gain First-Hand Experience in the Application of Chemistry **Principles to the Human** Environment



#### **CHEM 105L** 1.0 Unit Chemistry in the Human Environment: Laboratory

Prerequisite: CHEM 105 or concurrent enrollment.

Optional lab to accompany CHEM 105. This course includes experimental examination of some chemical materials and consumer products. Satisfies general education requirement in physical sciences with a laboratory component. Transfer Credit: CSU/ UC

81347 M Meyers Lab F 1:10pm-4:00pm, KTD/SC154

# **CHEM 110**

5.0 Units

**Chemistry for Allied Health Sciences** Prerequisite: Completion of Math 101 with a grade of C or higher or eligibility for Math 103 based on the Math Placement test. Note: on the FIRST day of instruction, students are required to present to the instructor confirmation that the prerequisite of

This introductory one-semester survey of the fundamental concepts and laboratory techniques of general, organic, and biochemistry will emphasize applications within the Health Sciences. The course is designed to meet the admission requirements for the A.S. program in Registered Nursing and other Allied Health Sciences. It also fulfills the general elective requirement in natural sciences. Transfer Credit: CSU 80466 N Subramanian

Lec TR 11:10am-12:30pm, KTD/SC104 Lec R 1:10pm-2:00pm, KTD/SC104 Lab R 2:10pm-5:00pm, KTD/SC158

80467 N Subramanian

Lec TR 11:10am-12:30pm, KTD/SC104 Lec T 1:10pm-2:00pm, KTD/SC104 Lab T 2:10pm-5:00pm, KTD/SC155

#### 80468 K Hrovat

Lec T 6:10pm-9:00pm, KTD/SC125 Lec R 6:10pm-7:00pm, KTD/SC130 Lab R 7:10pm-10:00pm, KTD/SC158 80469 P Khazaeli Parsa

Lec F 6:10pm-9:00pm, KTD/SC133 Lec S 10:10am-11:00am, KTD/SC130 Lab S 11:10am-2:00pm, KTD/SC158

# **CHEM 114**

#### Introduction to Chemistry Prerequisite: Eligibility for Math 103.

One semester of basic principles of inorganic chemistry designed to prepare the student for CHEM 115 or CHEM 131. CHEM 114/115 represent one year of chemistry for health occupations. Transfer Credit: CSU/ UC

#### 80470 J Loeser

Lec TR 11:10am-12:30pm, KTD/SC101 Lec R 1:10pm-2:00pm, KTD/SC130 Lab R 2:10pm-5:00pm, KTD/SC155

- 80471 J Arrick Lec MW 11:10am-12:30pm, KTD/SC125 Lec W 1:10pm-2:00pm, KTD/SC125 Lab W 2:10pm-5:00pm, KTD/SC158
- 80472 K Opong Mensah
  - Lec T 6:10pm-9:00pm, KTD/SC177 Lec R 6:10pm-7:00pm, KTD/SC177 Lab R 7:10pm-10:00pm, KTD/SC155
- 81535 J Loeser, P Kelly Lec TR 11:10am-12:30pm, KTD/SC101 Lec F 10:10am-11:00am, KTD/SC130 Lab F 11:10am-2:00pm, KTD/SC155

#### **CHEM 131**

#### 5.0 Units

5.0 Units

3.0 Units

5.0 Units

General Chemistry I Prerequisite: CHEM 114 or Chemistry placement exam and MATH 103 or Math placement test. First semester of the one-year college chemistry course for science and engineering majors. Transfer Credit: CSU/UC

80473 J Loeser

Lec WF 11:10am-12:30pm, KTD/SC124 Lab W 2:10pm-5:00pm, KTD/SC155 Lab F 2:10pm-5:00pm, KTD/SC124

### 80474 A Ho

Lec MW 5:40pm-7:00pm, KTD/SC125 Lab M 7:10pm-10:00pm, KTD/SC158 Lab W 7:10pm-10:00pm, KTD/SC130 80475 E Dunmire

Lec TR 12:40pm-2:00pm, KTD/SC125 Lab T 2:10pm-5:00pm, KTD/SC158 Lab R 2:10pm-5:00pm, KTD/SC125

### **CHEM 132**

# General Chemistry II

Prerequisite: CHEM 131.

Second semester of the one-year college chemistry course for science and engineering majors. Transfer Credit: CSU/UC

### 80476 S Serafin

Lec MW 5:40pm-7:00pm, KTD/SC124 Lab M 7:10pm-10:00pm, KTD/SC155 Lab W 7:10pm-8:00pm, KTD/SC125

# **CHEM 132E**

General Chemistry II, Lecture Only Prerequisite: CHEM 131.

Lecture material of the second semester of the one-year college chemistry course for some engineering majors. Transfer Credit: CSU/UC

#### 80477 S Serafin

Lec MW 5:40pm-7:00pm, KTD/SC124

#### **CHEM 231**

#### 5.0 Units

#### **Organic Chemistry I**

Prerequisite: CHEM 132. Advisory: A collegelevel English course.

First semester of a one-year organic chemistry course for chemistry, chemical engineering, biology, and pre-professional majors. Transfer Credit: CSU/UC

#### 80478 P Kellv

Lec MW 5:40pm-7:00pm, KTD/SC104 Lab MW 2:10pm-5:00pm, KTD/SC154

#### 80479 P Kelly

Lec MW 5:40pm-7:00pm, KTD/SC104 Lab MW 7:10pm-10:00pm, KTD/SC154

## **CHINESE**

**CHIN 101** 

#### 5.0 Units **Elementary Chinese Mandarin I**

A variety of teaching strategies and activities will be used to introduce, reinforce, and apply basic vocabulary, phrases and dialogues that are used in daily situations. Pinyin will be used to facilitate pronunciation, differentiation of tones (or pitch) and learning of Chinese characters. Transfer Credit: CSU/UC

80273 S Liu

Lec MW 4:10pm-6:00pm, KTD/OH105 Lab 3 hrs/wk TBA, KTD/LC150

#### **CHIN 102**

### 5.0 Units

**Elementary Chinese Mandarin II** Prerequisite: CHIN 101.

A variety of teaching strategies and activities will be used to introduce, reinforce and apply basic vocabulary, phrases and dialogues to daily situations. Pinyin will be used to facilitate pronunciation, differentiation of tones (or pitch) and learning of Chinese characters. Transfer Credit: CSU/ UC

#### 80274 S Liu

Lec MW 6:10pm-8:00pm, KTD/HC129 Lab 3 hrs/wk TBA, KTD/LC150

## COMMUNICATIONS

#### **COMM 110**

Introduction to Mass Communication Advisory: ECON 125 or ETST 125 or HIST 125 or POLS 125 or SSC 125.

3.0 Units

A critical historical survey of mass media, including print (newspapers, magazines, books), broadcast (radio and television), film, audio recording, images, news gathering and reporting, public relations, advertising, media rights and responsibilities, media ethics and impact, audience and feedback, cyber media, and global media. Designed for general education, career exploration, and consumer understanding of the interaction and influences among and between media and our culture. Transfer Credit: CSU/UC

#### 80077 M Dougan

Lec T 6:10pm-9:00pm, KTD/HC165 May be taken for credit as COMM 110 or IOUN 110. Students receive credit for only one course.

#### **COMM 160** 3.0 Units Images of Race, Gender, and Class in the Media

In this course we will explore how gender, race, class, sexual orientation, ethnicity, and other social positions affect media coverage, portrayals, production and reception. The course focuses on historical roots of stereotyping, theories, methods of analysis, media representations of various groups, and topics of current interest. Students conduct research projects in their chosen area of interest and develop expertise in media literacy and criticism with respect to issues of multiculturalism and gender. May be taken for credit as COMM 160 or JOUN 160. Students receive credit for only one course. Transfer Credit: CSU/UC

80894 08/30-12/08 M Dougan

Lec TR 12:10pm-1:55pm, KTD/PE091 Late start. Meets for 15 weeks May be taken for credit as COMM 160 or JOUN 160. Students receive credit for only one course.

## COMPUTER COURSES

Credit courses that provide training in computer usage and various software applications are listed under the following discipline headings: Architecture, Art, Business, Business Office Systems, Computer Information Systems, Computer Science, Multimedia Studies, and Statistics.

## COMPUTER **CERTIFICATION** PROGRAMS

In addition to Departmental Skills Certificates shown in the College Catalog, the Computer Information Systems program provides courses to prepare students for the following certifications.

- 1. Microsoft Certified Systems Administrator (MCSA): CIS 150,
- 2. 158, and 151 or 159 leading to COMPTIA Security Plus certification, or 161, 162, 163, 164 leading to COMPTIA A+ certification.
- 3. Microsoft Certified Systems Engineer (MCSE): CIS 150, 151, 153,
- 4. 155, 158, 159 leading to COMPTIA Security Plus certification.
- 5. CompTIA A+ Computer Technician: CIS 161, 162, 163, and 164.
- 6. Microsoft Certified Desktop Support Technician: CIS 110, 117, 122, 126, 150, 162, and 164.
- 7. Microsoft Office Specialist: (Varies for Master, Expert, and Core certification) CIS 117, 127, or CIS 118, 128, or BOS 114, 115.

#### Competencies

The following competencies are advised for successful completion of CIS 113, 117, 118, 122, 126, 141.

- 1. Use the mouse and keyboard to interact with the operating system of a microcomputer.
- 2. Understand the basic use of the Windows file management system and the Windows Explorer program. The student should be able to access, load, save, and delete files on the computer.
- 3. Understand the basic hardware components and their relationships for a PC.
- 4. Perform the tasks of inserting a CD, DVD, or USB drive in the computer, formatting it (as needed), and accessing data.
- 5. Use at least one software application to prepare some output and print it.
- 6. Understand the use of menus, dialog boxes and icons to interact with application software.
- 7. Understand the basic concepts of a local area network and be able to log on to the network and access applications.
- 8. Understand the file concept including naming and accessing files and the relationship of files to application software.

## COMPUTER **INFORMATION SYSTEMS**

#### **CIS 101** 1.5 Units Introduction to Personal Computers and Operating Systems

Introduction to the hardware, operating systems, and application software environment of the personal computer for students with little or no previous experience with microcomputers. Uses Windows 7 on the IBM PC. Transfer Credit: CSU (Material Fee: \$2)

80003 08/20-10/08 Staff Lec S 9:10am-11:00am, KTD/LC038 Lab 3 hrs/wk, TBA, KTD/LC035

80004 10/12-11/30 Staff Lec W 11:10am-1:00pm, KTD/LC039 Lab 3 hrs/wk, TBA, KTD/LC035

80009 08/15-10/10 A Ritchie Lec M 11:10am-1:00pm, KTD/LC038 Lab 3 hrs/wk, TBA, KTD/LC035

### 81550 08/16-10/04 Y Ortiz

Lec T 6:10pm-8:00pm, KTD/LC039 Lab 3 hrs/wk, TBA, KTD/LC035

80013 10/12-11/30 Staff

Lec W 6:10pm-8:00pm, IVC/BLDG16/214 Lab 3 hrs/wk, TBA, IVC/BLDG14/144

#### **CIS 110**

#### 3.0 Units Introduction to Computer Information Systems

A general introduction to computers and information processing for all students, this transfer level course will allow students to work with personal computers using application software for word processing, spreadsheets, and databases. Transfer Credit: CSU/ UC (Material Fee: \$3)

80016 M Ransom

Internet Course, 4hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based courses.htm

80018 M Ransom Lec MW 9:40am-11:00am, KTD/LC038 Lab 1 hr/wk, TBA, KTD/LC035

80020 M Ransom Lec TR 9:40am-11:00am, KTD/LC038 Lab 1 hr/wk, TBA, KTD/LC035

80022 A Ritchie Lec W 6:10pm-9:00pm, KTD/LC038 Lab 1 hr/wk, TBA, KTD/LC035

#### **CIS 113**

#### 1.5 Units **Presentations and Publications**

Advisory: CIS 101.

This course introduces the fundamental design and layout requirements for the creation of effective computer-generated presentations and printed documents for business and other professions. Transfer Credit: CSU (Material Fee: \$2)

### 80026 10/13-12/08 Y Ortiz

Lec R 6:10pm-8:00pm, KTD/LC039 Lab 3 hrs/wk, TBA KTD/LC035

### Learn to Use Access **Creating Business Database** Applications



#### **CIS 117** 1.5 Units Introduction to Database Design and Programming

Use of the personal computer database software program Access, to design, create, access, query, and create reports for typical business applications. This course is Microsoft certified and together with CIS 127 provides the student with the material needed to pass the Microsoft Certification Exam for Access 2010. Transfer Credit: CSU (Material Fee: \$2)

#### 81552 08/16-10/04 A Ritchie

Lec T 6:10pm-8:00pm, KTD/LC038 Lab 3 hrs/wk, TBA, KTD/LC035 Uses Access 2010

### **Create Business Spreadsheets** with Excel 2010



**CIS 118** 1.5 Units Introduction to Spreadsheet Design Advisory: CIS 101 or 110.

Use of a personal computer spreadsheet software program, EXCEL, to design, create and use spreadsheets for accounting and other business applications. This course is Microsoft certified and provides the student with the material needed to pass the Microsoft Office Specialist - Excel Core Exam. Uses Excel 2010. Transfer Credit: CSU (Material Fee: \$2)

- 80035 10/17-12/05 A Ritchie
  - Lec M 11:10am-1:00pm, KTD/LC038 Lab 3hrs/wk TBA, KTD/LC035
- 80036 08/15-10/10 M Ransom Lec M 6:10pm-8:00pm, KTD/LC039
- Lab 3 hrs/wk TBA, KTD/LC035 81551 10/15-12/10 Staff
  - Lec S 9:10am-11:00am, KTD/LC038 Lab 3 hrs/wk TBA, KTD/LC035 No class meeting on Saturday 11/26.

#### **CIS 122**

### **Networking Essentials** Advisory: CIS 101.

#### 1.5 Units

This class will cover the basic concepts of Networks through a case study. Topics covered will include: LAN hardware, Network operating systems, and Network applications. This course meets the requirements for the Network+ Certification Exam. Transfer Credit: CSU

80038 08/20-10/08 J Hinds Lec S 9:10am-12:00pm, KTD/LC039

# **CIS 126**

### 1.5 Units

#### Introduction to Windows Advisory: CIS 101.

This course provides an introduction to Windows. Includes topics on Windows environment, menus and dialog boxes, folder management, Explorer, disk maintenance, and other Windows tools. Uses Window 7 on the IBM PC. Transfer Credit: CSU (Material Fee: \$2)

### 80043 10/11-11/29 Y Ortiz

Lec T 6:10pm-8:00pm, KTD/LC020 Lab 3 hrs/wk, TBA, KTD/LC035

#### **CIS 127** 1.5 Units Intermediate Database Design Prerequisite: CIS 117.

This course is a continuation of CIS 117, building the foundation for developing business database applications. Features such as custom forms, reports, advanced queries, and macros are covered. CIS 117 and 127 provide the material necessary to pass the MS Access Certification Exam. Transfer Credit: CSU (Material Fee: \$2)

#### 80045 10/11-11/29 A Ritchie

Lec T 6:10pm-8:00pm, KTD/LC038 Lab 3 hrs/wk, TBA, KTD/LC035 Uses Access 2010.

#### **CIS 128** 1.5 Units Intermediate Spreadsheet Design Advisory: CIS 118.

Building on the concepts and techniques learned in CIS 118, students will learn to design and create business-oriented spreadsheets that apply more advanced techniques for programming custom applications. This course is Microsoft certified and prepares the student for the Microsoft Office Specialist Exam in EXCEL. Transfer Credit: CSU (Material Fee: \$2)

80057 10/17-12/05 M Ransom Lec M 6:10pm-8:00pm, KTD/LC039 Lab 3 hrs/wk, TBA, KTD/LC035 Uses Excel 2010.

#### **CIS 141**

#### 1.5 Units Introduction to HTML Programming

Advisory: CIS 101 or 110.

Students will learn how to design, code, and implement Web pages using Hypertext Markup Language. The focus of this beginning class will be creating pages with textual and limited inline image data and links for both Internet and Local Area Network intranet applications. Transfer Credit: CSU (Material Fee: \$2)

#### 80059 08/18-10/06 Y Ortiz

Lec R 6:10pm-8:00pm, KTD/LC038 Lab 3 hrs/wk, TBA, KTD/LC035

1.5 Units

#### **CIS 143**

**Designing Web Sites** 

Advisory: CIS 142.

Students who understand how to use a simple text editor to develop source documents incorporating HTML, JavaScript, DHTML and server-side form handlers will learn how to use Microsoft FrontPage to create static and dynamic pages. Additionally, FrontPage's site management features will be fully explored. Transfer Credit: CSU (Material Fee: \$5)

81553 10/15-12/10 J Hinds Lec S 9:10am-11:20am, KTD/LC039 Lab 3 hrs/wk, TBA, KTD/LC035 No class meeting on Saturday 11/26.

#### **CIS 151** 1.5 Units Implementing and Administering a Network Infrastructure for a Personal Computer Server OS

Prerequisite: CIS 150.

This is a course designed to prepare the student to install, configure, test and maintain network services including DHCP, DNS, Remote Access, Network Protocols, IP routing and Net Bios naming conventions within a personal computer network server based operating environment. This course will provide the student with the material to pursue appropriate certification in a server operating system infrastructure administration and maintenance. This course is Microsoft certified and needed to pass the Microsoft Certified Professional Exam. Transfer Credit: CSU (Material Fee: \$5)

#### 81556 08/16-10/04 J Hinds

Lec T 6:10pm-8:00pm, IVC/BLDG16/214 Lab 3 hrs/wk, TBA, IVC/BLDG14/144

**CIS 155** 1.5 Units Designing Security for a Personal **Computer Server Operating System** Prerequisite: CIS 150. Advisory: BUS 101 and 112

A course for students who will design and implement a security system to meet the business requirements of a network server operating system infrastructure. This course includes analysis of a security system requirements, auditing access to resources, and authenticating users and encryption. This course will provide the student with the material to pursue appropriate certification in server operating system infrastructure administration and maintenance. Transfer Credit: CSU (Material Fee: \$5)

81766 10/11-11/29 J Hinds

Lec T 6:10pm-8:00pm, IVC/BLDG14/144 Lab 3 hrs/wk, IVC/BLDG14/144

#### **CIS 161** 1.5 Units Introduction to Computer System Hardware

This course teaches students, through lectures, discussions, demonstrations, and exercises, the skills and knowledge necessary for A+ certification. It is a study of the computer--its hardware and software--from its earliest beginnings, through the advent of mainframe and personal computers, up to the latest class of microprocessor-based machines. Transfer Credit: CSU (Material Fee: \$3)

81559 08/16-10/06 J Hinds

Lec T 10:40am-12:30pm, IVC/ BLDG14/144 Lab R 10:40am-1:30pm, IVC/ BLDG14/144

#### **CIS 162** 1.5 Units **Computer Operating Systems**

This course teaches students, through lectures, discussions, demonstrations, and exercises, the skills and knowledge necessary for A+ certification. It is a study of computer operating systems exploring Windows 98, 2000 and XP operating systems. Topics include how the operating system functions, the structure for managing files and directories, how programs are read and executed, and the basics of installing and configuring the operating system. Transfer Credit: CSU (Material Fee: \$3)

81560 10/11-12/08 J Hinds Lec T 10:40am-12:30pm, IVC/ BLDG14/144 Lab R 10:40am-1:30pm, IVC/ BLDG14/144

#### **CIS 215**

3.5 Units Visual BASIC Programming

Advisory: CIS 110. This course is an introduction to Visual BASIC.NET for Windows, an object-orient-

ed event-driven language for the development of Windows-based programs. Transfer Credit: CSU/UC (Material Fee: \$3)

### 80069 A Ritchie

Lec M 6:10pm-9:00pm, KTD/LC038. Lab 2 hrs/wk, TBA, KTD/LC035

## COMPUTER SCIENCE

**COMP 130** 

4.0 Units

### Introduction to Computer Programming Using C++ Prerequisite: MATH 103 or 103XY.

An introductory course in computer programming aimed at structured and objectoriented programming using C++, to solve real-world problems. Transfer Credit: CSU/ UC (Material Fee: \$2)

#### 81357 M Chia

Lec MW 7:10pm-8:30pm, KTD/SC124 Lab MW 8:40pm-10:00pm, KTD/SC144

### **COMP 135**

4.0 Units Introduction to Programming in JAVA

Prerequisite: MATH 103 or 103XY.

Introduction to computer programming using JAVA for computer science majors and computer professionals. Course concepts include program design, data types and operations, arrays, control structures, applets, file IO, exceptions, classes, objects, and inheritance. Transfer Credit: CSU/UC

81634 D Thayer Lec TR 7:10pm-8:30pm, KTD/SC124

Lab TR 8:40pm-10:00pm, KTD/SC144

#### COUNSELING

#### COMP 160 3.0 Units Computer Organization: An Assembly Language Perspective

Prerequisite: COMP 130 or 135 or 150.

Computer architecture and assembly language programming as applied with Intel microprocessors. Topics include virtual memory, pipelines, caches, and multitasking; IA-32 hardware architecture (bus, memory, stack, I/O, interrupts); design of structured assembly language code, arithmetic instructions, simple data transfer, and disk processing concepts. Transfer Credit: CSU/UC

#### 81633 D Thayer

Lec W 7:10pm-10:00pm, KTD/SC177

#### **COMP 220**

### 3.0 Units

3.0 Units

Data Structures and Algorithms Prerequisite: COMP 130 or 135 or 150.

This is a second computer science course after a high-level language programming course, such as C++ or JAVA. Data structures and their implementations as abstract data types are presented, including lists, stacks, queues, trees, graphs, heaps, and hash tables. Some common efficient algorithms for sorting and searching are discussed, and their space- and time-complexities analyzed. Transfer Credit: CSU/UC **81696 M Chia** 

Lec T 5:40pm-8:30pm, KTD/SC144

## **COUNSELING**

#### COUN 114 College Success Investigations

This course is an in-depth guide designed to introduce students to the role of higher education in society as well as their own role within the academic community. This course will integrate personal growth and values, academic strategies and self understanding as the students develop a network system that will enhance their transfer success from community college to a four year institution. Transfer Credit: CSU/UC 80103 B Furuya

Lec F 9:10am-12:00pm, KTD/OH105

#### COUN 115B 1.0 Unit Planning for Success in College

This course will focus on how to successfully prepare to transfer to UC, CSU, and private universities and colleges. Topics will include developing an educational plan and selecting courses for transfer, admission criteria and the review process, choosing a college major, developing an effective personal statement, completing applications, and use of Internet resources. Transfer Credit: CSU **81793 08/15-09/19 Staff** 

Lec M 5:40pm-7:30pm, Off Campus

#### COUN 125 How to Study Effectively

Proven study techniques, time budgeting for maximum output, listening, lecture note taking, efficient textbook reading, preparing for exams, improving concentration and memory. Transfer Credit: CSU 80110 08/23-09/29 M Olsen

1.0 Unit

- Lec TR 11:10am-12:25pm, KTD/SC130 Class meets for 6 weeks.
- 80980 10/04-11/10 M Olsen Lec TR 9:40am-10:55am, KTD/SC130 Class meets for 6 weeks.
- 81427 L Moreno

Lec W 1:10pm-2:00pm, KTD/HC165 This is a Puente Project course, with course materials that focus on the Latino/Chicano experience. The course is open to all interested students. Students must enroll in both the ENGL 120 (CRN 80187) and COUN 125 (CRN 81427) classes. For approval to enroll and for information about the Puente Project and to enroll, contact Luz Moreno at (415) 485-9666 or luz. moreno@marin.edu.

#### COUN 130 3.0 Units Career Life Skills Planning

This course focuses on the determination of personal and professional life goals using a reflective model of decision-making that integrates theory and practice that is applicable in a variety of situations over an individual's lifespan, addressing linkages to choosing a college major, educational planning, and changing jobs/career fields. This comprehensive approach to career planning will include exploration of interests, personality traits, values, and motivations. Transfer Credit: CSU (Material Fee: \$40) 80981 09/14-12/10 L Hlavachek

Lec W 3:10pm-6:00pm, IVC/BLDG3/154 Lec S 9:00am-3:00pm, IVC/BLDG3/154 Students must purchase the textbooks by the first class meeting. Class meets Wednesdays plus 2 Saturdays, 11/19, 12/10, 9-3pm.

#### COUN 133B Career Exploration

1.0 Unit

This course provides the student with a practical approach to making career and educational decisions. Self-assessment inventories and assignments will help students discover their interests, values, skills, and personality style. Students will learn to make career decisions that are compatible with their unique personality and interests. Transfer Credit: CSU (Material Fee: \$40)

80114 10/27-11/17 J Tenison-Scott

Lec R 5:30pm-9:20pm, KTD/SSA&B Meets 4 Thursdays: 10/27, 11/3, 11/10 and 11/17.

## COURT REPORTING

Arrangement must be made for the rental or purchase of a shorthand machine at the student's expense prior to the first class meeting. Acquisition of a machine will be discussed at the Orientation Meeting listed below.

# ORIENTATION MEETING FOR NEW AND TRANSFER STUDENTS:

Thursday, August 11, 2011 6:30-8:00pm

Indian Valley Campus, Bldg 27, Room: 229

In order for a person to qualify from a school to take the state licensing examination, the person shall complete a program at a recognized school. For information concerning the minimum requirements that a court reporting program must meet in order to be recognized, contact: The Court Reporters Board of California; 2535 Capitol Oaks Dr., Suite 230, Sacramento, CA 95833; (916) 263-3660.

The College of Marin Court Reporting Program is recognized by the Court Reporters Board of California.

Note to Students: Please refer to the following link to see the Court Reporting Schedule:

http://www.marin.edu/schedule/Fall2011/ CourtDatesandTimesFall2011.htm

A MINIMUM OF EIGHT UNITS OF MACHINE SHORTHAND IS A REQUIRED COREQUISITE FOR ALL OF THE SKILL-BASED COURT REPORTING CLASSES OFFERED THIS FALL.

### COURT REPORTING CHALLENGING — REWARDING



"A career oasis in an economic desert"

- San Jose Mercury News, 8/28/10

#### COURT REPORTERS

- Work in a variety of settings: Court, Deposition, Broadcast Captioning,
- Communication Access for the Deaf and Hard-of-Hearing
- Enjoy flexibility and high earning potential
- Provide state-of-the-art information management and litigation support

Listed by US News & World Report as one of the 50 best careers for the coming decade.

For more information, call 415-883-2211, Ext. 8226, or e-mail kristin. acredolo@marin.edu

8.0 Units

#### **COUR 110**

Theory of Machine Shorthand Prerequisite: Type 30 words-a-minute.

Goal: 60 wam on three-minute Literary test with at least 90% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Students will arrange for the rental or purchase of a stenotype machine at the student's expense prior to the first class meeting. Transfer Credit: CSU (Material Fee: \$4)

80028 K Acredolo, E Boero, S Vartanian Lab MW 11:40am-2:00pm, IVC/ BLDG27/229 Lec TF 11:40am-2:00pm, IVC/ BLDG27/229

#### COUR 115F 2.0 Units Beginning Machine Shorthand Four-Voice: Level II-F

Prerequisite: COUR 112. Total of 8 units of machine shorthand required.

Goal: 100 wam on four-minute unfamiliar 4-Voice tests with at least 90% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1) 80663 C Barr-Vickers

> Lec 3 hrs/wk, IVC/BLDG27/228 Lab 2 hrs/wk, IVC/BLDG27/228

#### COUR 115 I 2.0 Units Beginning Machine Shorthand Jury Charge: Level II-J

Prerequisite: COUR 110. Total of 8 units of machine shorthand required.

Goal: 100 wam on four-minute Jury Charge tests with at least 90% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1) 80666 K Acredolo

Lec 2 hrs/wk, IVC/BLDG27/228 Lab 3 hrs/wk, IVC/BLDG27/228

#### **COUR 115S** 2.0 Units **Beginning Machine Shorthand Literary:** Level II-S

Prerequisite: COUR 112. Total of 8 units of machine shorthand required.

Goal: 100 wam on four-minute unfamiliar Literary tests with at least 92.5% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1) 80668 L Jimenez-Aguirre

Lec 2 hrs/wk, IVC/BLDG27/228 Lab 3 hrs/wk, IVC/BLDG27/228

#### **COUR 115T** 2.0 Units Beginning Machine Shorthand Two-Voice: Level II-T

Prerequisite: COUR 110. Total of 8 units of machine shorthand required.

Goal: 100 wam on four-minute 2-Voice tests with at least 90% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1) 80671 K Acredolo

Lec 2 hrs/wk, IVC/BLDG27/228 Lab 3 hrs/wk, IVC/BLDG27/228

#### **COUR 125F** 2.0 Units Intermediate Machine Shorthand Four-Voice: Level III-F

Prerequisite: COUR 115F. Total of 8 units of machine shorthand required.

Goal: 125 wam on five-minute unfamiliar 4-Voice tests with at least 97.5% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1) 80672 C Barr-Vickers

> Lec 1 hrs/wk, IVC/BLDG27/228 Lab 2.5 hrs/wk, IVC/BLDG27/228

#### COUR 125 I 2.0 Units Intermediate Machine Shorthand Jury Charge: Level III-J

Prerequisite: COUR 115J. Total of 8 units of machine shorthand required.

Goal: 125 wam on five-minute Jury Charge tests with at least 95% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1)

80676 E Boero

Lec 4 hrs/wk, IVC/BLDG27/228 Lab 4 hrs/wk, IVC/BLDG27/228

#### **COUR 125S** 2.0 Units Intermediate Machine Shorthand Literary: Level III-S

Prerequisite: COUR 115S. Total of 8 units of machine shorthand required.

Goal: 125 wam on five-minute unfamiliar Literary tests with at least 95% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1) 80678 L Jimenez-Aguirre

> Lec 2 hrs/wk, IVC/BLDG27/228 Lab 4 hrs/wk, IVC/BLDG27/228

#### **COUR 125T**

#### 2.0 Units Intermediate Machine Shorthand Two-Voice: Level III-T

Prerequisite: COUR 115T. Total of 8 units of machine shorthand required.

Goal: 125 wam on five-minute 2-Voice tests with at least 98.2% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1) 80681 E Boero

Lec 2 hrs/wk, IVC/BLDG27/228

Lab 4 hrs/wk, IVC/BLDG27/228

#### **COUR 150F** 2.0 Units Intermediate Machine Shorthand Four-Voice: Level IV-F

Prerequisite: COUR 125F. Total of 8 units of machine shorthand required.

Goal: 150 wam on seven and one-half-minute unfamiliar 4-Voice tests with at least 97.5% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1)

80683 K Acredolo

Lec 2 hrs/wk, IVC/BLDG27/228 Lab 4 hrs/wk, IVC/BLDG27/228

#### **COUR 150J** 2.0 Units Intermediate Machine Shorthand Jury Charge: Level IV-J

Prerequisite: COUR 125J. Total of 8 units of machine shorthand required.

Goal: 150 wam on five-minute Jury Charge tests with at least 95% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1)

80701 E Boero

Lec 2 hrs/wk, IVC/BLDG27/228 Lab 4 hrs/wk, IVC/BLDG27/228

#### **COUR 150S** 2.0 Units Intermediate Machine Shorthand Literary: Level IV-S

Prerequisite: COUR 125S. Total of 8 units of machine shorthand required.

Goal: 150 wam on five-minute unfamiliar Literary tests with at least 95% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1) 80702 S Vartanian

> Lec 2 hrs/wk, IVC/BLDG27/228 Lab 4 hrs/wk, IVC/BLDG27/228

#### **COUR 150T** 2.0 Units Intermediate Shorthand Two-Voice: Level IV-T

Prerequisite: COUR 125T. Total of 8 units of machine shorthand required.

Goal: 150 wam on five-minute 2-Voice tests with at least 97.5% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1)

80703 E Boero

Lec 2 hrs/wk, IVC/BLDG27/228 Lab 4 hrs/wk, IVC/BLDG27/228

### **COUR 166** Law Library Skills

1.5 Units

Introduction to the law library as a resource; forms of court case reports; judicial decisions; state, federal, and local legislation; legal encyclopedias, periodicals, and summaries; field trips to the law library; and may include field trips to courthouses, jails and prisons. Transfer Credit: CSU (Material Fee: \$1)

80704 08/16-10/04 R Dowling Lec T 2:10pm-5:00pm, IVC/BLDG27/228

#### **COUR 167** 1.0 Unit Procedures and Ethics for the Court/ **Deposition/CART Reporter**

Fulfills the California Court Reporter's Board requirement in the study of procedures and ethics for court reporters. Transfer Credit: CSU

80705 10/11-11/29 S Vartanian Lec T 2:10pm-4:00pm, IVC/BLDG27/229

#### **COUR 169B** 1.0 Unit **Transcript Preparation/Formatting** Corequisite: COUR 170.

Upon successful completion of this course, the learner will be able to efficiently produce verbatim transcripts of depositions, hearings, and judicial proceedings with word processing and/or court reporting software. Transfer Credit: CSU (Material Fee: \$5) 80706 S Vartanian

Lec W 2:10pm-3:00pm, IVC/BLDG27/125

#### **COUR 169C** Rapid Data Entry

0.5 Unit

1.0 Unit

Prerequisite: COUR 110 and 169A. Corequisite: COUR 170.

Prepare to do computer-data entry at 140+ words a minute. Develop proficiency in the use of rapid-data-entry software, using the stenotype keyboard as the input and editing device. Transfer Credit: CSU (Material Fee: \$5)

80707 08/16-10/04 S Vartanian Lec T 2:10pm-3:00pm, IVC/BLDG27/125

**COUR 169D** Stenocaptioning I

Prerequisite: COUR 169A and 169C.

This course will develop the knowledge and skill to stenographically record with accuracy and conflict resolution. Transfer Credit:

CSU (Material Fee: \$5)

80708 S Vartanian Lab W 4:10pm-5:00pm, IVC/

> BLDG27/125 Arr 2 hrs/wk, IVC/BLDG27/125

#### **COUR 170** Microtranscription

Corequisite: COUR 169A or 169B or 169C. Goal: Demonstrate the basic features of court reporting computer-aided translation and editing software. Apply appropriate style and format to computer-generated transcripts from stenotype notes. Develop and refine personal stenotype-to-English translation dictionary in order to improve translation percentage. Transfer Credit: CSU

80709 S Vartanian

Lab W 3:10pm-4:00pm, IVC/ BLDG27/125 Arr 2 hrs/wk, IVC/TBA

#### **COUR 175F** 2.0 Units Intermediate Machine Shorthand Four-Voice: Level V-F

Prerequisite: COUR 150F. Total of 8 units of machine shorthand required.

Goal: 175 wam on ten-minute unfamiliar 4-Voice tests with at least 97.5% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1)

80710 L Jimenez-Aguirre Lec 2 hrs/wk, IVC/BLDG27/233 Lab 4 hrs/wk, IVC/BLDG27/233

### **COUR 175J**

2.0 Units Intermediate Machine Shorthand Jury

2.0 Units

Charge: Level V-J

Prerequisite: COUR 150J. Total of 8 units of machine shorthand required.

Goal: 175 wam on five-minute Jury Charge tests with at least 95% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1)

80711 S Vartanian Lec 2 hrs/wk, IVC/TBA Lab 4 hrs/wk, IVC/TBA

## **COUR 175S**

Intermediate Machine Shorthand Literary: Level V-S

Prerequisite: COUR 150S. Total of 8 units of machine shorthand required.

Goal: 175 wam on five-minute unfamiliar Literary tests with at least 95% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1) 80712 C Barr-Vickers

Lec 2 hrs/wk, IVC/BLDG27/233 Lab 4 hrs/wk, IVC/BLDG27/233

1.0 Unit

#### COUR 175T 2.0 Units Intermediate Machine Shorthand Two-Voice: Level V-T

Prerequisite: COUR 150T. Total of 8 units of machine shorthand required.

Goal: 175 wam on five-minute 2-Voice tests with at least 97.5% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$1)

80713 L Jimenez-Aguirre Lec 2 hrs/wk, IVC/BLDG27/233 Lab 4 hrs/wk, IVC/BLDG27/233

#### COUR 210A 8.0 Units Advanced Machine Shorthand Five Minute Four-Voice: Level VII-A

Prerequisite: COUR 175F. Total of 8 units of machine shorthand required.

Goal: 200 wam on five-minute 4-Voice and 2-voice tests with at least 97.5% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$4) 80716 C Barr-Vickers, L Jimenez-Aguirre

Lec 4 hrs/wk, IVC/BLDG27/233 Lab 6 hrs/wk, IVC/BLDG27/233

#### COUR 210B 8.0 Units Advanced Machine Shorthand Seven and One-Half Minute Four-Voice: Level VII-B

Prerequisite: COUR 210A. Total of 8 units of machine shorthand required.

Goal: 200 wam on seven and one-half-minute 4-Voice tests with at least 97.5% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$4)

80717 C Barr-Vickers, L Jimenez-Aguirre Lec 14 hrs/wk, IVC/BLDG27/233 Lab 2 hrs/wk, IVC/BLDG27/233

## COUR 210C

### Advanced Machine Shorthand Ten Minute Four-Voice: Level VII-C

8.0 Units

Prerequisite: COUR 210B. Total of 8 units of machine shorthand required.

Goal: 200 wam on ten-minute 4-Voice tests with at least 97.5% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$4)

80718 C Barr-Vickers, L Jimenez-Aguirre Lec 4 hrs/wk, IVC/BLDG27/233 Lab 6 hrs/wk, IVC/BLDG27/233

#### COUR 225J 8.0 Units Advanced Machine Shorthand Five Minute Jury Charge: Level VIII-J Prerequisite: COUR 200J. Total of 8 units of machine developed neuronal

machine shorthand required. Goal: 225 wam on five-minute Jury Charge tests with at least 95% accuracy; develop stenotype machine dexterity, and the abil-

ity to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$4) 80719 C Barr-Vickers, L Jimenez-Aguirre

Lec 4 hrs/wk, IVC/BLDG27/233 Lab 6 hrs/wk, IVC/BLDG27/233

#### COUR 2255 8.0 Units Advanced Machine Shorthand Five Minute Literary: Level VIII-S

Prerequisite: COUR 175S. Total of 8 units of machine shorthand required.

Goal: 200 wam on five-minute Literary tests with at least 95% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$4)

80720 C Barr-Vickers, L Jimenez-Aguirre Lec 4 hrs/wk, IVC/BLDG27/233 Lab 6 hrs/wk, IVC/BLDG27/233

#### COUR 225T 8.0 Units Advanced Machine Shorthand Five Minute Two-Voice: Level VIII-T

Prerequisite: COUR 2007. Total of 8 units of machine shorthand required.

Goal: 225 wam on five-minute 2-Voice tests with at least 95% accuracy; develop stenotype machine dexterity, and the ability to read stenotype notes fluently. Transfer Credit: CSU (Material Fee: \$4)

80721 C Barr-Vickers, L Jimenez-Aguirre Lec 4 hrs/wk, IVC/BLDG27/233 Lab 6 hrs/wk, IVC/BLDG27/233

#### COUR 282B 1.0 Unit CSR/RPR Exam Preparation - Test Strategy and Specialized Terminologies

A comprehensive review of test strategy and specialized terminologies in preparation for the Certified Shorthand Reporter and the Registered Professional Reporter examinations. Transfer Credit: CSU 81432 08/16-10/04 C Barr-Vickers

Lec T 1:10pm-3:00pm, IVC/BLDG27/233

## DANCE

#### DANC 108 3.0 Units Dance History: Dancing - The Pleasure, Power, and Art of Movement

Dance History probes the traditions of dance in communities around the world in an attempt to understand the oldest and most compelling of languages...the art of communication called dance. The course is offered via the internet and requires that each student have access to a computer and a connection to the internet. There are no on campus attendance requirements for this course. Transfer Credit: CSU/UC 81434 S Weldon

Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

81831 S Weldon Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

## Hip Hop: An Introduction



1.5 Units

#### DANC 112 Dancing in America

This course introduces the basic skills of a variety of dance styles indigenous to America, to be selected from such dance forms as street dance, ballroom, movement games, jazz, and tap. Two to three of these forms will be selected for emphasis per semester for examination of their historical and socio-cultural backgrounds, movement theory, and execution of technique and style. Transfer Credit: CSU/UC 81823 S Weldon

L/L TR 3:40pm-5:00pm, KTD/ MS3DANCE (Hip Hop emphasized)

#### **DANC 117** Dancercise

1.5 Units

1.5 Units

An introduction to a variety of dance styles including Latin, Swing, Hip Hop, Jazz and Disco with an emphasis on total fitness, endurance, strength and flexibility. Some Yoga and Pilates techniques introduced for stress reduction, relaxation and prevention of injury. Instructor supervised demonstrations and performances are designed to assist the student in reaching a satisfactory level of skill through repeated practice. Transfer Credit: CSU/UC

81642 S Weldon L/L TR 12:40pm-2:00pm, KTD/ MS3DANCE

#### **DANC 121 Popular Dance Styles**

A beginning level dance class focusing on the exploration of a variety of popular dance styles of the twentieth century. Transfer Credit: CSU/UC

81824 D Jones

L/L R 7:10pm-10:00pm, KTD/ MS3DANCE (Broadway, music video, and poplar dance styles emphasized.)

81827 D Jones

L/L T 7:10pm-10:00pm, KTD/ MS3DANCE

(Hip Hop emphasized) 81828 D Jones

L/L W 7:10pm-10:00pm, KTD/ MS3DANCE (Salsa emphasized)

### 1.5 Units

1.5 Units

#### **DANC 122** Jazz Dance I

Students will learn rhythmic exercises, sequences, isolations, turns, combinations, and polyrhythmic movement. Transfer Credit: CSU/UC

81832 D Jones L/L S 9:10am-12:00pm, KTD/ MS3DANCE

#### **DANC 123** Jazz Dance II

Advisory: DANC 122.

Enhances the development of intermediate level jazz dance technique. Students will learn intermediate level jazz choreography. Transfer Credit: CSU/UC

## 81833 A Scofield

L/L R 6:10pm-9:00pm, IVC/BLDG15/170 81860 D Jones L/L S 9:10am-12:00pm, KTD/ MS3DANCE

#### **DANC 126** Ballet I

Introduction to classical ballet for beginners. Students learn the vocabulary and movements of elementary barre and center work with emphasis on proper body alignment, increased flexibility, and fluidity of movement. Transfer Credit: CSU/UC 81834 S Tanner Mack

L/L MW 3:40pm-5:00pm, KTD/ MS3DANCE

#### **DANC 127A** 1.5 Units Ballet II

Advisory: DANC 126.

Intermediate ballet technique with emphasis on body alignment and placement, foot articulation, leg rotation, strength, flexibility and the fluid execution of steps. Transfer Credit: CSU/UC

81836 D Graham

L/L TR 2:10pm-3:30pm, KTD/ MS3DANCE

## **DANC 127B**

Ballet II

Advisory: DANC 126.

Intermediate ballet technique with emphasis on alignment, placement, leg articulation, strength, and flexibility. Transfer Credit: CSU/UC

81835 K Kuhn

L/L MW 5:10pm-7:00pm, KTD/ MS3DANCE

#### **DANC 130A** Modern Dance I

1.5 Units

1.5 Units

1.5 Units

Development of proficiency in the beginning level of modern dance technique -- positioning, alignment, centering and balance as applied to turns, falls, extensions and movement in and through space. Transfer Credit: CSU/UC

80900 K Kuhn

L/L MW 9:40am-11:00am, KTD/ MS3DANCE

## **DANC 131A**

Modern Dance II A Advisory: DANC 130A or 130B.

Intermediate technique, adding falls and the sight reading of simple movement phrases to skills developed in Modern I. Continued emphasis on alignment, centering, balance, and sensitivity to space-time-energy in movement. Transfer Credit: CSU/UC

### 80901 A Scofield

L/L F 4:10pm-7:00pm, KTD/MS3DANCE (Limon Technique emphasized)

#### **DANC 131B** 2.0 Units Modern Dance II B

Advisory: DANC 130A or 130B. Development of proficiency in the intermediate level of modern dance technique. Transfer Credit: CSU/UC 80902 K Kuhn, S Tanner Mack

L/L TR 5:10pm-7:00pm, KTD/ MS3DANCE

#### **DANC 160A** 1.0 Unit Introduction to Dance Performance Skills

Basic skills of rehearsal and performance. Development of projection, stage presence, mastering stage space, and artistic expression. Students perform in and/or choreograph for group, small group, duet, or solo pieces which are presented in a studio venue. Transfer Credit: CSU

> Lab 4 hrs/wk, KTD/MS3 Community Outreach Performance. Rehearsals beginning Sept 15th.

### **DANC 161 Beginning Ballroom Dance**

Introduction to ballroom dance for beginners. Students will learn the vocabulary and movements for the elementary level of partner dances such as the waltz, the cha cha, the fox trot, and the swing. Historical perspective of these dances will be considered as well as their relationship to the dance world in general. No partner necessary. Transfer Credit: CSU/UC

81837 S Weldon

L/L M 7:10pm-10:00pm, KTD/ MS3DANCE

## **DANC 224**

1.5 Units

Jazz Dance III Advisory: DANC 123.

Enhances the development of advanced level jazz dance technique. Students will learn advanced level jazz choreography. Transfer Credit: CSU/UC

81839 A Scofield

L/L R 6:10pm-9:00pm, IVC/BLDG15/170

### **DANC 225** Jazz Dance IV

1.5 Units

Advisory: DANC 224.

Emphasis on the development of high-level advanced jazz dance technique. Students will learn professional level jazz choreography. Transfer Credit: CSU/UC

### 81859 A Scofield

L/L R 6:10pm-9:00pm, IVC/BLDG15/170

2.0 Units

81858 09/15-12/16 D Jones



#### **DANC 228B** Ballet III B

### Advisory: DANC 127A or 127B.

Principles of ballet movement covered in DANC 127 are carried into advanced technique and vocabulary. Emphasis on fluidity of movement and on integration of the physical, mental, and emotional skills that create the total dancer. Transfer Credit: CSU/UC

#### 80898 K Kuhn

L/L MW 5:10pm-7:00pm, KTD/ MS3DANCE

#### **DANC 229B** Ballet IV

## 2.0 Units

Advisory: DANC 228A or 229B.

Acontinuation skills developed in DANC 228B. Emphasis on integrating the dancers' physical skills of equilibrium, extension, elevation and endurance with the intellectual and emotional skills that create the artistry of the advanced dancer. Transfer Credit: CSU/UC

#### 80899 K Kuhn

L/L MW 5:10pm-7:00pm, KTD/ MS3DANCE

#### **DANC 232A** Modern Dance III

Advisory: DANC 131AB.

Advanced modern dance technique. Focuses on centering and energy flow as they function in alignment, turns, falls, extensions, elevations and movements through space. Emphasis on learning to trust the uniqueness of one's own movement expression. Transfer Credit: CSU/UC

#### 81654 A Scofield

L/L F 4:10pm-7:00pm, KTD/MS3DANCE (Limon Technique emphasized)

#### **DANC 232B** Modern Dance III

Advisory: DANC 131AB.

Advanced modern dance technique. Focuses on centering and energy flow as they function in alignment, turns, falls, extensions, elevations and movements through space. Emphasis on learning to trust the uniqueness of one's own movement expression. Transfer Credit: CSU/UC

81684 K Kuhn, S Tanner Mack L/L TR 5:10pm-7:00pm, KTD/ MS3DANCE

#### DANC 240A Modern Dance IV

2.0 Units

1.5 Units

2.0 Units

Advisory: DANC 232AB.

Skills and training in semiprofessional modern technique, learning technical control as it relates to anatomical structure. Attention given to development of technically and artistically proficient performers. Transfer Credit: CSU/UC

#### 81656 A Scofield

L/L F 4:10pm-7:00pm, KTD/TBA (Limon Technique emphasized)

#### **DANC 240B** Modern Dance IV

Advisory: DANC 232AB.

Skills and training in semiprofessional modern technique, learning technical control as it relates to anatomical structure. Attention given to development of technically and artistically proficient performers. Transfer Credit: CSU/UC

81685 K Kuhn, S Tanner Mack

L/L TR 5:10pm-7:00pm, KTD/ MS3DANCE

### **DANC 241A**

**Dance Company A** Prerequisite: Audition.

Students rehearse and perform faculty choreography in a formal concert (predetermined number of scheduled performances). Focus on technique, choreographic phrasing, artistry and performance presence. Audition required, to be held F 8/26 at 6pm and Sat 8/27 at 12 noon MS3. (Attend one audition only.) Rehearsals are TBA. For dancers at intermediate level and above in modern, ballet, jazz or musical theater styles. (Please refer to the DANCE repeatability policy in the catalog for requirements and limitations to repeat this course.) Performances F's & Sat's; 10/28, 29; 11/4, 5 at 8pm in the Fine Arts Theater, Kentfield. For further information call 457-8811 ext 7734. Contact Person: Kuhn.Transfer Credit: CSU/UC

80910 09/15-12/16 K Kuhn Lab 10.13 hrs/wk, KTD/MS3DANCE Late start 9/15.

#### **DANC 241B**

**Dance Company B** Prerequisite: Audition.

Students rehearse and perform faculty choreography in a formal concert (predetermined number of scheduled performances). Focus on technique, choreographic phrasing, artistry and performance presence. Audition required, to be held F 8/26 at 6pm and Sat 8/27 at 12 noon MS3. (Attend one audition only.) Rehearsals are TBA. For dancers at intermediate level and above in modern, ballet, jazz or musical theater styles. (Please refer to the DANCE repeatability policy in the catalog for requirements and limitations to repeat this course.) Performances F's & Sat's; 10/28, 29; 11/4, 5 at 8pm in the Fine Arts Theater, Kentfield, For further information call 457-8811 ext 7734. Contact Person: Kuhn.Transfer Credit: CSU/UC

80911 09/15-12/16 S Tanner Mack Lab 13.5 hrs/wk, KTD/MS3DANCE Late start 9/15

#### **DANC 241C** Dance Company C Prerequisite: Audition.

Students rehearse and perform faculty choreography in a formal concert (predetermined number of scheduled performances). Focus on technique, choreographic phrasing, artistry and performance presence. Audition required, to be held F 8/26 at 6pm and Sat 8/27 at 12 noon MS3. (Attend one audition only.) Rehearsals are TBA. For dancers at intermediate level and above in modern, ballet, jazz or musical theater styles. (Please refer to the DANCE repeatability policy in the catalog for requirements and limitations to repeat this course.) Performances F's & Sat's; 10/28, 29; 11/4, 5 at 8pm in the Fine Arts Theater, Kentfield. For further information call 457-8811 ext 7734. Contact Person: Kuhn. Transfer Credit: CSU/UC

81657 09/15-12/16 D Jones, A Scofield Lab 16.82 hrs/wk, KTD/MS3DANCE Late start 9/15.

#### **DANC 241D** Dance Company D Prerequisite: Audition.

Students rehearse and perform faculty choreography in a formal concert (predetermined number of scheduled performances). Focus on technique, choreographic phrasing, artistry and performance presence. Audition required, to be held F 8/26 at 6pm and Sat 8/27 at 12 noon MS3. (Attend one audition only.) Rehearsals are TBA. For dancers at intermediate level and above in modern, ballet, jazz or musical theater styles. (Please refer to the DANCE repeatability policy in the catalog for requirements and limitations to repeat this course.) Performances F's & Sat's: 10/28, 29; 11/4, 5 at 8pm in the Fine Arts Theater, Kentfield. For further information call 457-8811 ext 7734. Contact Person: Kuhn. Transfer Credit: CSU/UC

80913 09/15-12/16 S Weldon Lab 20.26 hrs/wk, KTD/MS3DANCE Late start 9/15.

4.0 Units

5.0 Units

2.0 Units

1.5 Units

2.0 Units

3.0 Units

## DENTAL ASSISTING; REGISTERED

### DENTISTS NEED TRAINED DENTAL ASSISTANTS



Upon completion of the program, the student will earn the following:

- Certificate of Completion
- Dental Radiology Certificate
- Coronal Polish Certificate
- Ultrasonic Scaling Certificate
- Pit and Fissure Sealant Certificate

A dental assisting career offers career mobility, flexibility and variety with FT or PT employment opportunities

Complete the program in 10 or 19 months. Brand new facilities at Indian Valley Campus. Financial aid is available for qualifying students.

Call 415.883.2211, extension 8427 for more information and an Interview appointment.

4.0 Units

#### DENT 172 Dental Science I

Prerequisite: Eligibility for ENGL 98 or 98SL. The study of head and neck anatomy as it relates to dentistry. The study of control measures for pathogenic microorganisms as related to sterilization and disinfection in accordance with OSHA Standards. Transfer Credit: CSU

80862 M Wilgis

Lec F 8:10am-12:00pm, IVC/ BLDG27/224

#### **DENT 174**

## 2.0 Units

Dental Materials: Lecture Prerequisite: Eligibility for ENGL 98 or 98SL, and DENT 176 or concurrent enrollment. Corequisite: DENT 174L (Students must also register for DENT 174L).

Introduction to the physical and chemical properties of dental materials and their application for dental procedures to include: gypsum, impressions, cements, bases, liners, composites/bond agents, temporary restorations, and crown and bridge procedures. Transfer Credit: CSU

80863 E La Rochelle

Lec W 11:30am-1:20pm, IVC/ BLDG27/224

## DENT 174L

**Dental Materials Application Lab** *Prerequisite: Eligibility for ENGL 98 or 98SL, and DENT 176 or concurrent enrollment. Corequisite: DENT 174 (Students must also register for DENT 174).* 

This course provides hands-on experience in the preparation, manipulation, and delivery of dental materials. It prepares the student for the fabrication of provisional restorations and crowns/bridges as allowed by the State Dental Practice Act. Transfer Credit: CSU (Material Fee: \$55)

80864 E La Rochelle

Lab W 8:10am-11:00am, IVC/ BLDG27/220

80865 E La Rochelle

Lab W 1:40pm-4:30pm, IVC/ BLDG27/220

#### DENT 176 2.0 Units Dental Morphology, Histology, and Recordings

Prerequisite: Eligibility for ENGL 098 or 098SL. Corequisite: DENT 176L (Students must also register for DENT 176L).

Instruction includes dental tooth morphology and histology of oral tissues, tooth nomenclature systems, charting techniques, cavity classifications, patient's vital signs, oral inspection and treatment planning as it relates to dental auxiliaries and the patient's records. Transfer Credit: CSU 80866 K Roonev

Lec M 8:10am-10:00am, IVC/ BLDG27/224

#### DENT 176L 1.0 Unit Dental Morphology, Histology and Recordings Lab

Prerequisite: Eligibility for ENGL 98 or 98SL. Corequisite: DENT 176 (Students must also register for DENT 176).

The student will identify tooth morphology, tooth nomenclature systems, and cavity classifications. The student will record dental charting, perform preliminary oral mouth inspections, obtain vital readings and record findings as part of the patient's dental record. Transfer Credit: CSU (Material Fee: \$25)

80867 K Rooney

Lab M 10:10am-1:00pm, IVC/ BLDG27/224

#### DENT 180 Chairside I

Prerequisite: Eligibility for ENGL 98 or 98SL, and DENT 176 or concurrent enrollment. Corequisite: DENT 180L (Students must also register for DENT 180L).

This course provides the basic skills for an introductory level of dental chairside assisting. Transfer Credit: CSU 80868 G Hom Lec T 11:30am-1:20pm, IVC/ BLDG27/224

#### DENT 180L Chairside I Lab

1.0 Unit

Prerequisite: Eligibility for ENGL 98 or 98SL, and DENT 176 or concurrent enrollment. Corequisite: DENT 180 (Students must also register for DENT 180).

This course provides hands-on experience of instrument transfers, oral evacuation, topical anesthetic application, tray set ups, and chair positions. Students will demonstrate and practice the placement and removal of rubber dams, matrix retainers, and provisional restorations. Students will practice chairside assisting for amalgam, composite and endodontic procedures. Transfer Credit: CSU (Material Fee: \$25) 80869 G Hom

Lab T 8:10am-11:00am, IVC/ BLDG27/220

80870 G Hom

Lab T 1:40pm-4:30pm, IVC/ BLDG27/220

#### DENT 182 Dental Radiology

## 1.0 Unit

1.0 Unit

Prerequisite: Eligibility for ENGL 98 or 98SL, and DENT 176 or concurrent enrollment. Corequisite: DENT 182L (Students must also register for DENT 182L).

Instruction includes the principles of radiation production, protection, exposure, mounting and processing techniques. Instruction also includes identification of normal dental anatomy visible on dental radiographs. Transfer Credit: CSU 80871 G Hom

Lec R 11:10am-12:00pm, IVC/ BLDG27/224

#### DENT 182L Dental Radiology Lab

Prerequisite: Eligibility for ENGL 98 or 98SL, and DENT 176 or concurrent enrollment. Corequisite: DENT 182 (Students must also register for DENT 182).

This course provides hands-on practice for students to expose dental radiographs on teaching manikins/patients employing various intraoral exposure techniques. The student will also be able to process, mount and evaluate intraoral dental films. Transfer Credit: CSU (Material Fee: \$60)

### 80872 G Hom

2.0 Units

Lab R 8:10am-11:00am, IVC/ BLDG27/220

80873 G Hom

Lab R 12:30pm-3:30pm, IVC/ BLDG27/220

- 80874 M Wilgis
  - Lab F 12:20pm-3:20pm, IVC/ BLDG27/220

80875 G Hom

Lab M 1:10pm-4:00pm, IVC/ BLDG27/220

### 1.0 Unit

## DRAMA

# PRODUCTION SCHEDULE INFORMATION

### ARABIAN NIGHTS

Author: Mary Zimmerman Directed by: Molly Noble

CRN 81849 DRAM 245 - Rehearsal and Performance

Auditions: Thursday, August 11, 7 pm - 10 pm, PA 150

Callbacks: Saturday, August 13, 11 am – 2 pm, PA 150

Rehearsals Beginning: Tuesday, August 16, 6:40 pm–9:30 pm

Performances: September 29 (Pay What You Will Preview), 30, October 1, 7, 8, 14, and 15 at 8 pm, October 9 and 16 at 2 pm

Location: Performing Arts Theatre, PA 150, Kentfield

## THE CHERRY ORCHARD

Author: Anton Chekhov Directed by: W. Allen Taylor

CRN 81857 DRAM 246 - Rehearsal and Performance of a Modern Comedy

Auditions: Monday, October 10, 7 pm-10 pm, PA32

Callbacks: Saturday, October 15, 10 am - 2 pm, PA 32

Rehearsals Beginning: Tuesday, October 18, 6:40 pm-9:30 pm

Performances: December 1 (Pay What you Will Preview), 2, 3, 9, 10, 16 and 17 at 8 pm; December 11 and 18 at 2 pm

Location: Studio Theatre, PA 32, Kentfield

#### FOR INFO CALL THE DRAMA DEPARTMENT (415) 485-9555

#### DRAM 110 Introduction to the Th

3.0 Units

Introduction to the Theatre

A survey course designed to develop an appreciation of theatre for majors and nonmajors. Transfer Credit: CSU/UC 81840 K Sonkin

> Lec M 12:40pm-3:30pm, KTD/ PA134/136

#### DRAM 125 Stage Movement

**Stage Movement** Study and practice the art of physical the-

2.0 Units

ater. Laban, Grotowski, Suzuki and others will be explored in this movement intensive. Required for theater majors. Transfer Credit: CSU/UC

80933 J Bihr

Lab W 9:40am-12:30pm, KTD/PA032 Lec 1 hr/wk, KTD/PA032

# DRAM 126 3.0 Units Improvisation for the Theatre

A participatory class in which students acquire and practice skills necessary to support improvised performances. The class will focus on relaxation, concentration, spontaneity, and honesty, culminating in a series of live performances. Transfer Credit: CSU/UC

80877 P Killam Lec R 3:40pm-6:30pm, KTD/PA032

## DRAM 128

Improvisation II

Advisory: DRAM 126.

An intermediate improvisation class for students with prior improv experience. We will explore ensemble performance and become adept at different improv genres: narrative, long form, social commentary, and dramatic improv. Transfer Credit: CSU/UC 81841 P Killam

Lec W 3:40pm-6:30pm, KTD/PA032

### DRAM 129 Voice for the Stage

Prerequisite: DRAM 131.

This class teaches students how to control the instrument that is their voice. It is recommended for all actors and required for all drama majors. Transfer Credit: CSU 80879 10/17-12/05 M Noble

Lec M 10:10am-12:00pm, KTD/PA032

#### DRAM 130 3.0 Units Theory and Practice in Acting I Corequisite: DRAM 134.

This course includes exercises in characterization, pantomime, improvisation, voice projection, and body movement. Attendance at the first class meeting is mandatory. Transfer Credit: CSU/UC 80880 I Bihr

Lec T 12:40pm-3:30pm, KTD/PA134/136

#### DRAM 134 0.5 Unit Acting for the Director's Workshop

This course involves audition, rehearsal and performance in scenes from DRAM 240. Transfer Credit: CSU/UC

80881 W Taylor

Lab 1.5 hrs/wk, KTD/PA134/136 First meeting Thursday 8/18, 12:00-1:00pm in PA 134.

# Enhance your onstage fighting skills

#### DRAM 137 Stage Combat

0.5 Unit

This class covers the history, theory and practice of recreating fights for the stage. Students will learn about a controlled simulated approach to performing punches, slaps, falls and choreographed sword work. The history of personal combat will also be covered. Recommended for drama majors. (CSU)

#### 81842 08/16-10/04 Staff

Lab T 4:10pm-6:00pm, KTD/PA032 Lec 1 hr/wk TBA, KTD/TBA

#### DRAM 150

3.0 Units

**Introduction to Stagecraft** *Advisory: DRAM 160.* This course is a survey of basic theatrical

This course is a survey of basic theatrical production techniques in scenery, lighting, and costumes. Transfer Credit: CSU 81388 P Polen, R Krempetz

Lec TR 9:40am-11:00am, KTD/PA032

### DRAM 160 Production Stagecraft

#### 1.0 Unit

*Advisory: DRAM 150.* Participate in backstage production work for current college drama production.

Transfer Credit: CSU/UC 80884 08/15-10/16 R Krempetz, P Polen Lab M 6:40pm-9:30pm, KTD/PA150 Lab 3 hrs/wk TBA, KTD/PA150

81411 10/17-12/18 R Krempetz, P Polen Lab M 6:40pm-9:30pm, KTD/PA032 Lab 3 hrs/wk TBA, KTD/PA032

3.0 Units

1.0 Unit

#### EARLY CHILDHOOD EDUCATION

#### **DRAM 161** 1.0 Unit **Production Preparation - Sets and** Properties

#### Prerequisite: DRAM 160.

Participate in the construction of scenery and properties for a production; backstage crew assignment during the performances of a production. Transfer Credit: CSU/UC

#### 81664 08/15-10/16 R Krempetz, P Polen Lab M 6:40pm-9:30pm, KTD/PA150

Lab 3 hrs/wk TBA, KTD/PA150

81665 10/17-12/18 R Krempetz, P Polen Lab M 6:40pm-9:30pm, KTD/PA032 Lab 3 hrs/wk TBA, KTD/PA032

#### **DRAM 162** 1.0 Unit **Production Preparation - Costumes and** Hair

Prerequisite: DRAM 160.

Participate in the construction of costumes for a production. Involves backstage crew assignment during the run of a production. Transfer Credit: CSU/UC

- 81666 08/15-10/16 R Krempetz, P Polen Lab M 6:40pm-9:30pm, KTD/PA150 Lab 3 hrs/wk TBA, KTD/PA150
- 81667 10/17-12/18 R Krempetz, P Polen Lab M 6:40pm-9:30pm, KTD/PA032 Lab 3 hrs/wk TBA, KTD/PA032

#### **DRAM 163** 1.0 Unit **Production Preparation - Lights and**

Sound Prerequisite: Drama 160

Participate in preproduction preparation of lighting and sound and crew work during the run of a production. Transfer Credit: CSU/UC

- 81668 08/15-10/16 R Krempetz, P Polen Lab M 6:40pm-9:30pm, KTD/PA150 Lab 3 hrs/wk TBA, KTD/PA150
- 81669 10/17-12/18 R Krempetz, P Polen Lab M 6:40pm-9:30pm, KTD/PA032 Lab 3 hrs/wk TBA, KTD/PA150.

#### **DRAM 164 Production Crew**

1.0 Unit

Advisory: DRAM 150.

Participate as a member of the running crew for the current department production. Crewing assignments include, Lighting and Sound Technicians, Dressers, Wardrobe Asst., Properties Management, Stage Manager, and Backstage Crew. Transfer Credit: CSU/UC

- 81670 08/15-10/16 R Krempetz, P Polen Lab M 6:40pm-9:30pm, KTD/PA150 Lab 3 hrs/wk TBA, KTD/PA150
- 81671 10/17-12/18 R Krempetz, P Polen Lab M 6:40pm-9:30pm, KTD/PA032 Lab 3 hrs/wk TBA, KTD/PA032

#### **DRAM 166** Stage Makeup: Theory/Practice

1.0 Unit

Designed for students interested in the application of stage makeup. The course will cover basic, old age, and character makeup for various-sized theatres. Also includes animals, fantasy, Kabuki, and Chinese opera. Students are required to purchase makeup supplies following instructorâ€<sup>™</sup>s guidelines. May be taken four times for credit. (CSU/UC) (Material Fee: \$75) 81848 P Polen

Lab F 9:40am-12:30pm, KTD/PA

#### **DRAM 240** Directing for the Stage

Advisory: DRAM 110, 130 and 134. The fundamentals of the directing process that results in the transference of the written script into live action on the stage. Transfer Credit: CSU/UC

80889 W Taylor

L/L R 12:40pm-3:30pm, KTD/PA134/136 Lab 2 hrs/wk TBA, KTD/PA134/136

#### **DRAM 245**

3.0 Units

3.0 Units

**Rehearsal and Performance** Prerequisite: Standard audition. Corequisite: DRAM 160 or 161 or 162 or 163 or 164.

This course involves acting in the scheduled production of a play. Students will also participate in the technical production areas covered by the corequisites: sets, lights, costumes, or crew. Transfer Credit: CSU/UC 81849 08/16-10/16 M Noble

Lab 16hrs/wk TBA, KTD/PA150

#### **DRAM 246** 3.0 Units Rehearsal and Performance of a Modern Comedy

Prerequisite: Audition based on a standardized level of performance for College productions. Corequisite: DRAM 160 or 161 or 162 or 163 or 164.

This course involves acting in the scheduled department production of a modern comedy play. Students will also participate in the technical production areas covered by the corequisites: sets, lights, costumes, or crew. Transfer Credit: CSU/UC 81857 10/18-12/18 W Taylor

Lab 16hrs/wk TBA, KTD/PA032

## EARLY CHILDHOOD **EDUCATION**

ECE 100 0.5 Unit Licensing and Permits: Introduction to **Childcare Programs** 

This course provides information about licensing and Child Development permits. Coursework requirements for an A.S. degree and Certificate of Achievement are also reviewed. It is required for majors in Early Childhood Education and is recommended for providers already working in the field and for people wishing to learn more about career options in Early Childhood Education. Transfer Credit: CSU 81639 10/01-10/01 M Dodge

Lec S 8:40am-4:55pm, KTD/HC165 Meets 1 Saturday, 10/01/11.

3.0 Units ECE 101 Introduction to Child Development

Introductory level course explains ages and stages of development, birth through adolescence, describing physical, intellectual, social, and emotional growth. Emphasis on practical application of principles and adult roles in supporting optimal growth. This course meets Department of Social Services licensing requirements for coursework in early childhood education. It also meets requirements for all levels of the Child Development Permits. Transfer Credit: CSU 81054 S Johnson

Lec T 6:40pm-9:30pm, KTD/OH105

## ECE 101

3.0 Units

Introduccion al Desarrollo del Nino Curso introductorio que explica las edades y etapas del desarrollo, desde el nacimiento hasta la adolescencia, describiendo el crecimiento físico, intelectual, emocional y social. El enfoque es en la aplicación práctica de principios y en el papel de los adultos como apoyo al desarrollo óptimo. Este curso satisface los requisitos de licencia del Departamento de Servicios Sociales para el estudio en la educación de los principios de la infancia. Además, satisface los requisitos para todos los niveles de Permisos para el Desarrollo del Niño. Transfer Credit: CSU 81055 J Briffa

> Lec T 6:40pm-9:30pm, KTD/TB101 This class is taught in Spanish. Esta clase se enseña en español. Los estudiantes deben al mismo tiempo estar enlistados en una clase de ESL. Por favor, entregue un documento oficial que verifique su registro en una clase de ESL.

#### EARLY CHILDHOOD EDUCATION

#### **ECE 112**

#### 3.0 Units

Child, Family, and Community

Explores the impact of many aspects of society on young children and their families. Topics include different family structures, parenting styles, cultural diversity, the effects of school, media, and public policies on children and their families. This course is required by the Department of Social Services to satisfy licensing requirements for coursework in early childhood education and for a Child Development Permit. Transfer Credit: CSU

81566 S Edwards

Lec W 8:10am-10:55am, KTD/LC039

#### **ECE 114** 3.0 Units Introduction to Early Childhood Education

Introduction to best and promising teaching and care practices as defined within the field of early care and education including an historic overview, range of delivery systems, program philosophies, and ethical standards. Evaluating quality of programs, role of play, guidance strategies and the observation-planning-evaluation sequence are included. Transfer Credit: CSU

#### 81480 S Edwards

Lec R 6:40pm-9:30pm, IVC/BLDG12/100

#### **FCF 114** 3.0 Units Introduccion al Curriculo de la **Educacion Temprana**

Se propone este curso como introducción a las mejores y más prometedoras prácticas de enseñanza y cuidado de acuerdo a la definición interna del campo del cuidado a una edad temprana y la educación incluyendo un resumen histórico, rango de sistemas de entrega, filosofías de los programas, y estándares éticos. La evaluación de programas de calidad, la importancia del juego, estrategias de orientación positiva y la secuencia observación-planeación- evaluación están incluidos. Transfer Credit: CSU

#### 81732 J Briffa

Lec R 6:40pm-9:30pm, IVC/BLDG03/255 This class is taught in Spanish. Esta clase se enseña en español. Los estudiantes deben al mismo tiempo estar enlistados en una clase de ESL. Por favor, entregue un documento oficial que verifique su registro en una clase de ESL.

### **FCF 116**

### 3.0 Units

**Observation and Assessment** Prerequisite: ECE 101 or 110.

This course explores an array of child observation and study methods and provides theoretical framework for understanding the connection between effective observations, curriculum planning and child guidance in early childhood education and care settings. Advantages and disadvantages

of observation techniques, observer bias, and cultural considerations are discussed. Transfer Credit: CSU

81571 M Dodge

Lec M 8:10am-10:55am, KTD/HC169

#### 3.0 Units **ECE 208 Exploring Cultural Diversity in the Early Childhood Classroom**

This course examines societal and personal attitudes, beliefs, values, assumptions and biases about culture, language, identity, family structures, ability and socio-economic status. It focuses on the concepts of cultural competency in the early childhood classroom, and culturally sensitive/competent approaches to working with diverse populations of children and their families. Ideas and examples for creating culturally diverse and anti-bias curriculum, materials and environments are featured. Transfer Credit: CSU

#### 80048 S Edwards

Lec T 6:40pm-9:30pm, IVC/BLDG12/100

#### ECE 217 2.0 Units Fostering Creativity in the Classroom

This course offers a variety of strategies and hands-on ideas for fostering creativity in young children. It examines aspects of creative thinking and provides methods for planning creative activities in all areas of the curriculum. Course satisfies "Program and Curriculm" requirement for licensing and Children's Center permit. Transfer Credit: CSU

81777 08/27-11/12 S Johnson Lec S 8:10am-3:30pm, KTD/TB119 Class meets Saturdays: 8/27, 9/17, 10/08, 10/22, 11/12.

#### **ECE 220A** 3.0 Units Early Childhood Administration A

An overview of preschool programs; methods for staffing and budgeting and for setting up preschool environments. Licensing requirements, the role of an administrator, and planning for children are also covered. Course can be applied both toward licensing requirements in ECE administration and the administration course requirement for the Children's Center Supervisor permit. Transfer Credit: CSU

### 81776 S Edwards

Lec M 6:40pm-9:30pm, KTD/HC170

#### 2.0 Units **ECE 225** Guidance and Limit Setting in the Early **Childhood Classroom**

Strategies and approaches for guiding and setting limits with young children in classroom settings are presented and explored in this course. Guidance and limit-setting techniques for working with toddlers, preschoolers, and school-aged children are included. Also featured are methods for assisting young children in conflict resolution. Transfer Credit: CSU

81778 09/10-11/05 S Edwards Lec S 8:10am-3:30pm, KTD/HC170 Class meets Saturdays: 9/10, 9/24, 10/15, 10/29, 11/5

### Learn About Math and Science Suitable for Young Children



#### ECE 226 3.0 Units Exploration and Discovery in Math and Science

#### Prerequisites: ECE 101 or 110.

Students actively explore math and science concepts suitable for young children. They will develop and implement age-appropriate activities to explore those concepts. Transfer Credit: CSU

#### 81779 M Dodge

Lec R 6:40pm-9:30pm, KTD/HC126

## **FCF 261**

#### 0.5 Unit Early Childhood Education Conference Course

This is a conference format course. Topics and content of this course will vary. This course may also be used to meet "Professional Growth" requirements for renewal of the Teacher, Master Teacher, Site Supervisor or Director level of the Child Development Permit issued by the California Commission on Teacher Credentialing. Transfer Credit: CSU 81483 11/19-11/19 M Dodge

Lec S 8:40am-4:55pm, OFF/MCOE/ MCFR

Class meets one Saturday; 11/19, Off Campus Marin County Office of Education, Hollis Hall. Special Topic: Teacher as Curriculum Developer; Integrating Best Practices

#### ECE 280 3.0 Units **Early Childhood Education Fieldwork** and Seminar I: Beginning Practicum

Prerequisite: ECE 115. Advisory: ECE 116. Student must provide evidence of physical exam and TB test within the past 6 months and upto-date immunization records; must complete Criminal Record Clearance statement prior to fieldwork placement.

This course is designed to provide the opportunity for the student to plan, prepare, implement and evaluate various curriculum activities and techniques with young children in an early education and care setting, including developing effective classroom management and child guidance techniques. Course also includes six hours weekly working directly with children in the campus Children's Centers or in California Early Childhood Mentor Program classrooms. In cases of extreme hardship, students can petition for placement at their early childhood workplace. Contact ECE Program Coordinator or Health Sciences Department Administrative Assistant for placement request, physical, criminal record clearance and petition forms. Transfer Credit: CSU

#### 80051 08/17-12/16 M Dodge

Lec W 6:40pm-8:30pm, KTD/HC169 Lab 6hrs/wk TBA Meets Wednesdays: 8/17, 8/31, 9/14, 9/28, 10/12, 10/26, 11/09, 11/30, and 12/14. Hardship petitions require the workplace provide a Master Teacher Permit-qualified supervising teacher for ECE 280 students in the classroom (6 hrs/wk). Hardship petitions due 8/12/11.

## **ECONOMICS**

#### **ECON 101**

3.0 Units **Principles of Macroeconomics** 

Advisory: Eligibility for ENGL 120 and eligibility for MATH 103.

An introduction to macroeconomic analysis. A study of the determinants of GDP, employment, income, savings, and investment. ECON 102 may be taken before ECON 101. Transfer Credit: CSU/UC

80852 N Pacula

- Lec TR 9:40am-11:00am, KTD/BC105 80853 N Pacula
- Lec MW 11:10am-12:30pm, KTD/BC105 80854 C Mortimer
  - Lec T 6:10pm-9:00pm, KTD/HC170

#### **ECON 102 Principles of Microeconomics**

3.0 Units

3.0 Units

Advisory: Eligibility for ENGL 120 and eligibility for MATH 103.

An introduction to microeconomic analysis. The study of scarcity, demand, supply, equilibrium price, and the allocation of resources in market structures. ECON 101 and 102 may be taken in either order. Transfer Credit: CSU/UC

80855 S Whitescarver

Lec TR 11:10am-12:30pm, KTD/BC105 81327 S Whitescarver

Lec MW 12:40pm-2:00pm, KTD/OH105

## **EDUCATION**

#### **EDUC 111** Foundations of Teaching

This course explores teaching as a profession from training and certification to professional practice. Transfer Credit: CSU/UC 80856 S Boyd

Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

## ELECTRONICS **TECHNOLOGY**

Learn How to Convert Your Home or Business to Solar Power



#### 3.0 Units **FLEC 110** Solar Installation and Integration

This course is designed as an introductory course targeted to entry-level photovoltaic installers with the intent to provide a foundation of skills in trades involved in solar installation. Transfer Credit: CSU

81501 08/20-10/15 M Barrall Lec S 9:00am-3:25pm, IVC/BLDG06/108 Class does not meet on Saturday 9/24. 81502 08/18-10/13 M Barrall

Lec R 4:10pm-10:30pm, IVC/

BLDG06/108

Class does not meet on Thursday 9/22.

#### **ELEC 290** 3.0 Units **Electrical Vehicle COMvert**

This class teaches the basic steps to convert a gasoline engine vehicle to an electricallypowered vehicle. Its emphasis is on a practical, affordable conversion using existing components. Additional state-of-the art designs and components will be studied. Transfer Credit: CSU

#### 81795 M Barrall, R Palmer

Lec T 6:10pm-7:00pm, IVC/BLDG06/108 Lab T 7:10pm-10:00pm, IVC/ BLDG01/103

## **ENGINEERING**

#### ENGG 110A 1.0 Unit Introduction to the Engineering Profession

This course provides an overview of the engineering profession, including a survey of career fields and a discussion of academic requirements at College of Marin and other institutions. The intent of the course is to aid students in developing career goals, academic plans, and personal success strategies. Transfer Credit: CSU/UC

### 81908 09/14-11/2 W Witort

Lec W 5:10pm-7:00pm, KTD/SC111 Late-start course. Meets 8 Wednesdays. Class begins Septermber 14th, 2011.

#### **ENGG 111**

1.0 Unit **Computer Tools for Scientists and Engineers: Spreadsheets** Prerequisite: MATH 103.

An introduction to computer tools and techniques useful for data analysis, problem solving, and communication in science/ engineering coursework and professional activities. Students learn to use spreadsheet software (such as Microsoft Excel) to perform routine data analysis, including use of mathematical equations, statistical analysis, graphing, curve fitting, and a variety of numerical problem-solving techniques. Transfer Credit: CSU

81658 09/07-11/16 E Dunmire Lec W 12:40pm-2:00pm, KTD/SC144 Late-start course. Meets 11 Wednesdays: September 7 through November 11, 2011.

#### **ENGG 125** 4.0 Units Introductory Engineering Graphics

This course introduces orthographic and perspective projections, helping the student develop 3-D visualization design drawing skills. Students will learn industry ANSI and ISO standards used in creating detail and assembly drawings. Auxiliary and section views, mechanical tolerancing and dimensioning are learned through extensive 2-D CAD and solid 3-D modeling with Inventor. Important teamwork skills are fostered through group projects and documentation of the entire design process. Transfer Credit: CSU/UC

#### 80858 R Banos

Lec TR 5:40pm-7:00pm, KTD/SC111 Lab TR 7:10pm-8:30pm, KTD/SC143

#### **ENGG 235**

3.0 Units

**Engineering Mechanics: Statics** Prerequisite: PHYS 207A, and MATH 124 or concurrent enrollment.

An introduction for engineering students to applied vector mechanics of rigid bodies in static equilibrium. Students will learn standard engineering techniques for the analysis of external and internal forces in structures, distributed force problems, friction, centroids, and moments of inertia. Transfer Credit: CSU/UC

80860 E Dunmire Lec TR 9:40am-11:00am, KTD/SC111

81864 E Dunmire Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

### NEED HELP WITH **RESEARCH?**

Stop by the Library's Reference Desk for guidance, instruction and encouragement.

If you are not at the Kentfield Campus, call the reference Desk at 415.485.9475.

Check out the links on the Library's home page: www.marin.edu/lrc

For Library hours and general questions about the Library, call the Loan and Reserve Desk at 415.485.9656.

## ENGLISH

ESL classes are listed under English as a Second Language.

The College of Marin offers an English assessment testing service to provide prospective students with information to make informed decisions when enrolling in English courses. Students are provided with their own individual test scores. Students who need help interpreting their individual placement test scores and/or in deciding whether to register for or remain enrolled in an English course may seek assistance from a counselor.

For information about the English Assessment Test, please call the Testing Office at 415.485.9469 (located in the Student Services Center, Room 238, Kentfield Campus) for test information on both campuses.

Some English skills courses are offered as individualized, self-paced instruction in the English Skills Lab (LC120/KTD or BLDG17 ROOM 100/IVC).

#### **ENGL 062** 5.0 Units **Developmental Reading and Writing** Corequisite: ENGL 062L.

Students will learn how to understand academic reading, and how to write correct sentences and paragraphs.

80148 M Timmel

Lec TR 9:40am-11:55am, KTD/HC129

#### 1.0 Unit **ENGL 062L Developmental Reading and Writing** Lab

Corequisite: ENGL 062.

This lab component will reinforce and extend the reading and writing skills learned in English 062.

80160 M Timmel

Arr 3 hrs/wk TBA, KTD/LC120

### Gain a deeper understanding of what you read



ENGL 092 5.0 Units **Reading and Writing Skills** Corequisite: ENGL 092L.

Students will develop their ability to analyze and respond to reading material in a variety of disciplines, and to write paragraphs using correct grammar and sentence structure.

80161 A Pasquel

Lec MW 9:40am-11:55am, KTD/HC156 To enroll in this Transfer Prep Academy Learning Community course (CRN 80161), students must also enroll in Speech 110 (CRN 81603).

80162 K Koenig

- Lec TR 9:40am-11:55am, KTD/OH103 80163 08/30-12/16 B Woodlief
- Lec TR 9:40am-12:20pm, KTD/HC127 80164 L Drisdell
- Lec MW 12:40pm-2:55pm, KTD/HC127 80165 A Insull

Lec MW 7:10pm-9:25pm, KTD/OH104

#### ENGL 092L

**ENGL 070** 

**ENGL 072** 

1.0 Unit **Reading and Writing Skills Lab** Corequisite: ENGL 092.

Students practice and extend the reading, grammar, and writing skills introduced in ENGL 092, and receive personal help with their assignments. 80166 M Timmel

Arr 3 hrs/wk TBA, KTD/LC120

### 1.0 Unit

Phonics 81073 M Timmel Arr 3 hrs/wk, KTD/LC120

1.0 Unit

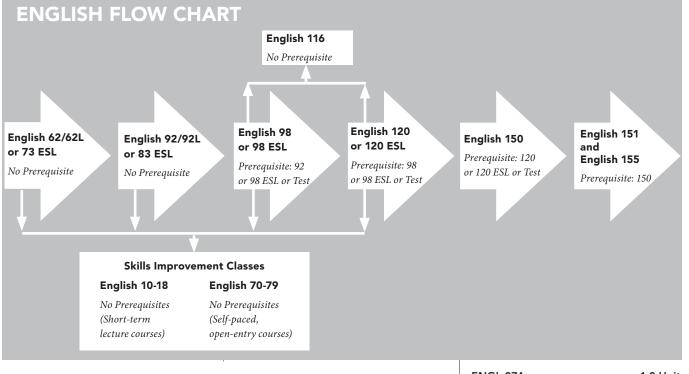
**ENGL 071** Spelling I 81079 M Timmel Arr 3 hrs/wk, KTD/LC120

1.0 Unit

1.0 Unit

Spelling II 81082 M Timmel Arr 3 hrs/wk, KTD/TBA

**ENGL 073** Vocabulary I 81089 M Timmel Arr 3 hrs/wk, KTD/LC120



### ENGLISH SKILLS LAB – KENTFIELD CAMPUS

These courses are designed to help students develop the reading and writing skills necessary for success and confidence in their college experience. Classes taught in the lab are individualized and self-paced. Diagnostic tests are available to guide students in their choice of course. Classes may be started and ended any time during the semester, or started one semester and completed the next. Each class requires approximately 48 hours. Students work at their own pace during any supervised time listed on the time chart. Once enrolled, students must spend at least two hours per week in the lab.

NOTE: Students should see an English Skills Lab teacher before buying books. For English 77 and English 78, students must have a signed contract with a lab teacher before enrolling.

ENGLISH SKILLS LAB TIME CHART – KENTFIELD CAMPUS, LC 120 For Self-paced Minicourses and Lab Component of ENGL 62 and 92					
TIME	MON	TUES	WED	THUR	FRI
9-10am	Timmel	Mueller	Timmel	Mueller	Bonander
10-11am	Timmel	Mueller	Timmel	Mueller	Bonander
11-12noon	Timmel	Mueller	Timmel	Saligman	Bonander
12-1pm	Timmel	Timmel	Timmel	Saligman	Bonander
1-2pm	Timmel	Timmel	Timmel	Saligman	Bonander
2-3pm	Timmel	Borenstein	Timmel	Koenig	Closed
3-4pm	Drisdell	Borenstein	Borenstein	Koenig	Closed
4-5pm	Drisdell	Closed	Borenstein	Closed	Closed
5-6pm	Hoffman	Closed	Borenstein	Closed	Closed
6-7pm	Hoffman	Closed	Carlson	Closed	Closed
7-8:30pm	Hoffman	Closed	Carlson	Closed	Closed

ENGL 074 Vocabulary II 81090 M Timmel Arr 3 hrs/wk, KTD/LC120	1.0 Unit
ENGL 075 Reading Improvement 81096 M Timmel Arr 3 hrs/wk, KTD/LC120	1.0 Unit
ENGL 076 Reading Comprehension 81098 M Timmel Arr 3 hrs/wk, KTD/LC120	1.0 Unit
ENGL 077 Independent Reading 81100 M Timmel Arr 3 hrs/wk, KTD/LC120	1.0 Unit
ENGL 078 Special Interest Workshop 81105 M Timmel Arr 3 hrs/wk, KTD/LC120	1.0 Unit
ENGL 079 Grammar Review 81108 M Timmel Arr 3 hrs/wk, KTD/LC120	1.0 Unit

#### CAMPUS Call 883-2211, ext. 8326 for more information. To avoid confusion, please see the English Skills Lab instructor before buying your books. ENGLISH SKILLS LAB TIME CHART-INDIAN VALLEY CAMPUS, BLDG17/100 For Self-paced Minicourses DAY TIME INSTRUCTOR Thurs 11:30am - 3:30pm Tjernell Fri 11:30am – 3:30pm Tjernell **ENGL 070** 1.0 Unit Phonics 81111 L Tjernell Arr 3 hrs/wk, IVC/BLDG17/100 **ENGL 071** 1.0 Unit Spelling I 81113 L Tjernell Arr 3 hrs/wk, IVC/BLDG17/100 **ENGL 072** 1.0 Unit Spelling II 81114 L Tjernell Arr 3 hrs/wk, IVC/BLDG17/100 **ENGL 073** 1.0 Unit Vocabulary I 81115 L Tjernell Arr 3 hrs/wk, IVC/BLDG17/100 **ENGL 074** 1.0 Unit Vocabulary II 81116 L Tjernell Arr 3 hrs/wk, IVC/BLDG17/100 **ENGL 075** 1.0 Unit **Reading Improvement** 81207 L Tjernell Arr 3 hrs/wk, IVC/BLDG17/100 **ENGL 076** 1.0 Unit **Reading Comprehension** 81208 L Tjernell Arr 3 hrs/wk, IVC/BLDG17/100 **ENGL 077** 1.0 Unit Independent Reading 81117 L Tjernell Arr 3 hrs/wk, IVC/BLDG17/100 **ENGL 078** 1.0 Unit **Special Interest Workshop** 81118 L Tjernell Arr 3 hrs/wk, IVC/BLDG17/100 **ENGL 079** 1.0 Unit **Grammar Review**

**ENGLISH SKILLS LAB – INDIAN VALLEY** 

81119 L Tiernell Arr 3 hrs/wk, IVC/BLDG17/100

Advanced Spelling Advisory: ENGL 071 or 072. 81120 L Tjernell Arr 3 hrs/wk, IVC/BLDG17/100				
ENGL 096 1.0 Advanced Vocabulary Advisory: ENGL 073 or 074 or 75th percenti pretest. 80167 L Tjernell				
Arr 3 hrs/wk, IVC/BLDG17/100				
ENGL 097 Critical Reading Advisory: ENGL 076 or 75th percentile o pretest.	<b>1.0 Unit</b>			
81122 L Tjernell Arr 3 hrs/wk, IVC/BLDG17/100				
ENGL 098A Grammar and Usage Prerequisite: ENGL 092, or completion of 80-level courses, or English placement t Review of the eight parts of speech, function in sentences, and common problems. 81124 L Tjernell	<i>est.</i> their			
Lec 1.5 hrs/wk, IVC/BLDG17/10 <b>ENGL 098B</b> <b>Sentence Structure and Punctua</b> <i>Prerequisite: ENGL 092, or completion a</i> <i>80-level courses, or English placement t</i> Review of sentence parts and types; tence combining; identifying and co common errors in sentences; and re punctuation. 81125 L Tjernell Lec 1.5 hrs/wk, IVC/BLDG17/10	<b>1.0 Unit</b> <b>tion</b> of ESL est. sen- prrecting view of			
<b>THE ENGLISH WRITING CENTER</b> Please note that the English Writing starts the second week of classes. Students enrolled in English 98, 985	gCenter			

1.0 Unit

**ENGL 095** 

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English 120, 120SL will be required to attend one hour of English Writing Center per week at their convenience during ANY of the times listed in the chart.

Students enrolled in critical thinking courses (English 151, 155) may seek assistance with papers and other tasks in labs supervised by the following instructors: Douglass, Gallagher, Steinberg, Sutherland, and Tipton.

#### THE ENGLISH WRITING CENTER - KTD LEARNING RESOURCES CENTER KTD/ LC #120 (Library Bldg.)

DAY	ТІМЕ	INSTRUCTOR
MON	8:00 – 10:30am	L Tjernell
	10:30 - 11:30am	S Douglass
	11:30 - 12:30pm	R Southard
	12:30 - 2:00pm	V Ariano
	2:00 - 4:00pm	B Woodlief
	4:00 - 6:00pm	V Ariano
TUES	8:00 – 10:00am	J Sutherland
	10:00 – 11:00am	l Kelly
	11:00 – 12:00pm	C Statucki
	12:00 - 1:00pm	T Miller
	1:00 - 2:00pm	J Tipton
	2:00 - 3:00pm	l Kelly
	3:00 - 4:00pm	V Ariano
	4:00 - 6:00pm	J Bowsher
WEDS	8:00 – 10:30am	L Tjernell
	10:30 – 12:00pm	B Jahn
	12:00 - 2:00pm	N Robertson
	2:00 – 6:00pm	K Gallagher
THURS	8:00 - 10:00am	J Sutherland
	10:00 – 11:00am	I Kelly
	11:00 – 12:00pm	C Statucki
	12:00 - 1:00pm	T Miller
	1:00 - 2:00pm	J Tipton
	2:00 - 3:00pm	I Kelly
	3:00 - 4:00pm	E Sheofsky
	4:00 - 7:00pm	N Robertson
FRI	10:00 – 12:00am	Staff
	12:00 - 2:00pm	Anthes

\* ADDITIONAL TUTOR HOURS LOCATED IN HC 218

#### THE ENGLISH WRITING CENTER - IVC INDIAN VALLEY CAMPUS, BLDG17 **ROOM 100**

DAY	TIME	INSTRUCTOR	
TUES	4:00 – 6:00pm	Staff	

#### **ENGL 098** 3.0 Units Introduction to College Reading and Composition I

Prerequisite: ENGL 092, or completion of ESL 80-level courses, or English placement test. Students will practice reading, writing, and critical thinking to improve reading comprehension and to develop composing techniques for effective academic writing. Course is designed to prepare students for college level academic reading and writing and requires one hour weekly of guided practice in the Writing Center.

80169 N Smith

Lec MW 8:10am-9:25am, KTD/HC165 Lab 1 hr/wk, KTD/LC120

80170 I Kelly

Lec TR 11:10am-12:25pm, KTD/BC101 Lab 1 hr/wk, KTD/LC120

- 80172 A Pasquel
  - Lec TR 9:40am-10:55am, KTD/OH109 Lab 1 hrs/wk, KTD/LC120
- 80173 I Kelly Lec TR 12:40pm-1:55pm, KTD/BC101 Lab 1 hr/wk, KTD/LC120
- 81555 S McGreevy Lec M 6:10pm-9:00pm, IVC/BLDG27/118 Lec 1 hr/wk, IVC/BLDG17/100
- 80175 N Smith Lec R 6:10pm-9:00pm, KTD/HC129 Lab 1 hr/wk, KTD/LC120

### 3.0 Units

#### ENGL 098SL Introduction to College Reading and **Composition I - for Non-Native English Speakers**

Prerequisite: ENGL 092 or ESL 089A or ESL 083 or English placement test.

Designed for non-native English speakers. Students practice reading, writing and critical thinking to improve reading comprehension and develop academic writing skills. Prepares students for success in college-level reading and writing tasks and requires one hour weekly of guided practice in the ESL Lab and/or Writing Center Lab. See Time Chart.

### 81780 R Britton

Lec MW 11:10am-12:25pm, KTD/OH101 Lab 1 hr/wk TBA, KTD/HC128

#### 81781 C Statucki

Lec W 6:10pm-9:00pm, KTD/HC166 Lab 1 hr/wk TBA, KTD/HC128

## **Strengthen Your Reading** Skills



#### **ENGL 116 College Reading**

3.0 Units

Develop and improve reading skills, comprehension, reading rate, critical reading skills, and vocabulary development. Transfer Credit: CSU 80181 K Koenig

Lec TR 12:40pm-1:55pm, KTD/OH103

#### **FNGI 120** 3.0 Units Introduction to College Reading and **Composition II**

Prerequisite: ENGL 098 or 098SL or English placement test.

Students sharpen their skills in reading, writing, and critical thinking to improve reading comprehension and to develop composing techniques for effective academic writing. Course is designed to prepare the students for success in college level academic reading and writing, emphasis being placed on thinking clearly and logically and on the construction of cogent arguments. Requires one hour weekly of guided practice in the Writing Center. Transfer Credit: CSU 80183 L Tjernell

Lec TR 8:10am-9:25am, KTD/BC102 Lab 1 hr/wk TBA, KTD/LC120 81216 L Drisdell

- Lec MW 9:40am-10:55am, KTD/HC170 Lab 1 hr/wk TBA, KTD/LC120 80184 B Jahn
- Lec MW 8:10am-9:25am, KTD/HC170 Lab 1 hr/wk TBA, KTD/LC120
- 80185 A Walker
- Lec M 6:10pm-9:00pm, IVC/BLDG27/219 Lab 1 hr/wk TBA, IVC/BLDG17/100 80187 B Woodlief
  - Lec MW 11:10am-12:25pm, KTD/HC170 Lab 1 hr/wk TBA, KTD/LC120 This is a Puente Project course, with course materials that focus on the Latino/Chicano experience. The course is open to all interested students. Students must enroll in both the ENGL 120 and COUN 125 classes. For information about the Puente Project and to enroll, contact Luz Moreno at (415) 485-9666 or luz.moreno@marin.edu.

- 80188 E Sheofsky Lec TR 12:40pm-1:55pm, KTD/PE092
- Lab 1 hr/wk TBA, KTD/LC120 80189 R Anthes
- Lec TR 11:10am-12:25pm, KTD/HC170 Lab 1 hr/wk TBA, KTD/LC120 80190 S McGreevy
- Lec MW 12:40pm-1:55pm, KTD/OH103 Lab 1 hr/wk TBA, KTD/LC120
- 80191 R Southard
- Lec T 6:10pm-9:00pm, KTD/BC104 Lab 1 hr/wk TBA, KTD/LC120 81345 S Rizzo
  - Lec TR 9:40am-10:55am, KTD/BC102 Lab 1 hr/wk TBA, KTD/LC120

## Sharpen Your Reading, Writing and Critical Thinking



#### ENGL 120SL 3.0 Units Introduction to College Reading and Composition II - for Non-Native English **Speakers**

Prerequisite: ENGL 098 or 098SL or English placement test.

This course is for non-native English speakers. Students sharpen their skills in reading, writing, and critical thinking to improve reading comprehension and to skills needed for effective academic writing. Course prepares students for success in college level academic reading and writing. Requires one hour weekly of guided practice in the ESL Lab and/or Writing Center Lab. See Time Chart. Transfer Credit: CSU/UC 80193 B Woodlief

Lec MW 9:40am-10:55am, KTD/HC126 Lab 1 hr/wk TBA, KTD/HC128

### **ENGL 150**

#### 3.0 Units

Reading and Composition (1A) Prerequisite: ENGL 120 or 120SL or English placement test.

This course is intended to develop and refine writing, reading, and critical thinking abilities. Various works will be read and discussed. Student writing is principally expository and argumentative. Methods of gathering, evaluating and documenting evidence will be emphasized. Transfer Credit: CSU/UC

\*Please note: English classes scheduled in BC 101, the Computer Writing Center, are conducted using computers as a primary

3.0 Units

mode. Writing, editing, collaborating, researching, and other activities involve computer use on a regular basis. No special skills with computers are required for enrollment.

81074 I Kelly

Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listing online at http://www.marin.edu/distance/web\_ based\_courses.htm

81075 I Kellv Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listing online at http://www.marin.edu/distance/web\_ based courses.htm 81076 N Robertson

- Lec MW 8:10am-9:25am, KTD/FA201 81077 F Allen
- Lec TR 8:10am-9:25am, KTD/HC170 81078 F Allen
- Lec TR 9:40am-10:55am, KTD/HC169 81080 K Gallagher
- Lec MW 9:40am-10:55am, KTD/HC171 81081 C Steinberg
- Lec TR 11:10am-12:25pm, KTD/OH105\* 81083 J Sutherland
- Lec MW 11:10am-12:25pm, KTD/BC101\* 81085 T Saldana
- Lec MW 11:10am-12:55pm, KTD/PE091 81086 T Saldana

Lec T 6:10pm-9:00pm, KTD/HC169 81348 C Statucki

- Lec TR 9:40am-10:55am, KTD/HC161 81256 E Sheofsky
- Lec TR 11:10am-12:25pm, KTD/LC039 81557 T Saldana
- Lec M 6:10pm-9:00pm, IVC/BLDG16/214 81349 I Kelly
  - Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listing online at http://www.marin.edu/distance/web\_ based\_courses.htm
- 81350 H Salem Lec TR 12:40pm-1:55pm, KTD/TB119 81539 N Robertson

Lec MW 9:40am-10:55am, KTD/FA201

4.0 Units

#### **ENGL 151**

#### Reading and Composition (1B) Prerequisite: ENGL 150.

This is a course in critical thinking and composition which applies the skills and vocabulary of critical thinking to works of the imagination, as well as to traditional argument and persuasion. Students develop skills in analysis, interpretation and reasoning, exploring texts that range from straight forward pro and con arguments or subtler, more emotional discourses where views may be implied or even masked. These texts will be viewed from multiple perspectives, such as psychological, historical, or philosophical. Students will write essays of various lengths reflecting their own arguments and

analysis and incorporating, through research, the views of others. Transfer Credit: CSU/UC

\*Please note: English classes scheduled in BC 101, the Computer Writing Center, are conducted using computers as a primary mode. Writing, editing, collaborating, researching, and other activities involve computer use on a regular basis. No special skills with computers are required for enrollment.

- 80195 C Steinberg
- Lec TR 8:10am-10:00am, KTD/HC126 80196 H Salem
- Lec TR 9:40am-11:30am, KTD/TB119 80197 K Gallagher
- Lec MW 11:10am-1:00pm, KTD/HC161 80198 J Tipton
- Lec TR 11:10am-1:00pm, KTD/HC169 80199 R Southard
- Lec MW 9:40am-11:30am, KTD/HC127 80200 J Bowsher
- Lec T 6:10pm-10:00pm, KTD/BC101\* 80201 A Klinger
  - Internet Course, 4hrs/wk TBA. For log on instructions, please see the Distance Education listing online at http://www.marin.edu/distance/web\_ based\_courses.htm
- 80202 A Klinger Internet Course, 4hrs/wk TBA. For log on instructions, please see the Distance Education listing online at http://www.marin.edu/distance/web\_ based\_courses.htm
- 81561 J Tipton Lec MW 1:10pm-3:00pm, KTD/HC169
- 81563 T Miller
  - Lec TR 9:40am-11:30am, KTD/PE092

#### **ENGL 155** 4.0 Units **Critical Thinking and Composition** Prerequisite: ENGL 150.

This course helps students reason cogently, write clearly and persuasively, and develop understanding and insight into written texts. Students study informal logic concepts, including the structure of arguments, logical fallacies, impediments to critical thinking, drawing from literary texts for examples and illustrations. Students also examine world views, ethical questions, current debates, and the uses of language as a way to deepen thinking and understanding. Student essays will be expected to present complex ideas in a clearly reasoned, coherent manner, aptly supported by convincing evidence. Transfer Credit: CSU/UC 80203 S Douglass

- Lec MW 8:10am-10:00am, KTD/HC161 81094 J Sutherland
  - Lec TR 11:10am-1:00pm, KTD/HC126

#### **ENGL 202 Creative Writing I**

Prerequisite: Eligibility for ENGL 150. This reading and writing course engages eligible students in both the study and the practice of the craft of fiction, poetry, or drama. Transfer Credit: CSU/UC 80204 J Tipton

Lec TR 2:10pm-3:25pm, KTD/HC170 81097 J Tipton

Lec R 7:10pm-10:00pm, KTD/HC169

### **ENGL 203** Creative Writing II

3.0 Units

Prerequisite: Eligibility for ENGL 150.

This reading and writing course engages eligible students in both the study and practice of the craft of fiction, poetry, or drama. Transfer Credit: CSU/UC

80205 J Tipton

Lec TR 2:10pm-3:25pm, KTD/HC170 81099 J Tipton

Lec R 7:10pm-10:00pm, KTD/HC169

### Discover Early English Literature



**ENGL 222** Survey of English Literature

3.0 Units

Prerequisite: Eligibility for ENGL 120 or equivalent.

This is a survey course in the language and literature of England and includes the reading of typical works from each of the important periods of literary development beginning with Beowulf and ending with twentieth century literature. Lectures supply the background necessary for appreciation of the works that are read and suggest the wealth of literary material which is available to the intellectually curious reader or to the student of literature. The course is divided into two parts: ENGL 222 is given the first semester and ENGL 223 in the second. Either part may be taken separately, but the student who plans to continue a study of literature is advised to take both and to take them in chronological order. Transfer Credit: CSU/UC

81789 L Tjernell

Lec MW 11:10am-12:30pm, KTD/OH105

## **Experience the Bard**



**ENGL 230** 3.0 Units Survey of Shakespeare Prerequisite: Eligibility for ENGL 150. This survey covers the scope and variety

of Shakespeare's work, studying in detail popular and reproductive plays as texts and as scripts for performance. Transfer Credit: CSU/UC

81788 J Sutherland

Lec MW 12:40pm-1:55pm, KTD/HC170

## **ENGLISH AS A SECOND** LANGUAGE

The College of Marin offers an English as a Second Language assessment testing service to provide students with information to make informed decisions when enrolling in English as a Second Language courses. The students are provided with their own individual test scores. Students who need help in interpreting their placement test scores and/or in deciding whether to register for, or remain enrolled in, English as a Second Language courses can seek assistance from a counselor or their English as a Second Language instructor.

For information about the English as a Second Language Assessment Test, students can call the Testing Office at 415.485.9469 (located in the Student Services Center, Room 238, Kentfield Campus) for test information on both campuses.

Credit English as a Second Language cours-

es have the same goals as do classes for native English speakers but will provide students with special help regarding the difficulties of learning English.

## ESL 040L

## 0.5-1 Unit

Low Intermediate ESL Skills Lab Low intermediate students will improve their English skills in this ESL computer lab. 80226 J Reisinger, E Terplan, L Lieberman Lab 3 hrs/wk, KTD/HC128

#### **FSI 053** 4.0 Units Intermediate ESL: Writing and Grammar

Advisorv: ESL Placement Test.

This ESL course introduces standard English sentence structure and correct use of tenses to intermediate ESL students and reviews basic grammar structures. One lab hour is required each week.

80228 B Bonander

Lec TR 8:10am-10:00am, KTD/LC036 Lab 1 hr/wk TBA, KTD/HC128

#### 80229 C Massion

Lec MW 6:40pm-8:30pm, KTD/HC127 Lab 1 hr/wk TBA, KTD/HC128

#### ESL 056 4.0 Units Intermediate ESL: Words I (Vocabulary, Spelling, Reading, and Discussion) Advisory: ESL Placement Test

Designed to improve the vocabulary and reading comprehension of nonnative speakers of English. This course will include reading skills, study skills, and short writing exercises.

### 80242 W Walsh

Lec TR 10:10am-12:00pm, KTD/FH120 80244 R Beal

Lec TR 6:40pm-8:30pm, KTD/HC127

## Speak English More Fluently



#### ESL 058A 2.0 Units Pronunciation for Non-Native English Speakers I

Advisory: ESL Placement Test.

Students will practice the sound system and the rhythm of American English to improve their pronunciation. Open to intermediate to advanced ESL students.

80245 08/15-10/10 W Walsh

- Lec MW 12:40pm-2:30pm, KTD/HC126 Meets 8 weeks.
- 80247 J Cady

Lec TR 8:40pm-9:30pm, KTD/HC127 ESL 058B

#### 2.0 Units Pronunciation for Non-Native English Speakers II

Advisory: ESL Placement Test.

Students will practice stress and intonation patterns of American English to improve their pronunciation. Open to intermediate to advanced ESL students.

80250 10/12-12/05 W Walsh Lec MW 12:40pm-2:30pm, KTD/HC126 Late Start. Meets 8 weeks.

## ESL 060

#### 3.0 Units Intermediate ESL: Listening and Speaking

Advisory: ESL Placement Test.

This is an intermediate course in listening and speaking, recommended for students enrolled in 50- or 60-level ESL courses. Practice in speaking and understanding English through the use of audiovisual materials related to classwork. Emphasis on small group communication.

### 80252 J Cady

Lec TR 12:40pm-1:55pm, KTD/HC161

ENGLISH AS A SECOND LANGUAGE LAB TIME CHART-KTD/HC 128					
TIME	MON	TUE	WED	THU	
9-10am	Fitzpatrick	Patel	Fitzpatrick	Fitzpatrick	
10-11am	Reisinger	Reisinger	Reisinger	Fitzpatrick	
11-12noon	McKinnon	Reisinger	Terplan	Cady	
12-1pm	McKinnon	Walsh	Fitzpatrick	Walsh	
1-2pm	McKinnon	Walsh	Woodlief	Walsh	
5-6pm	Patel	Koffman	Lieberman	Koffman	
6-6:30pm	Patel	Patel	Lieberman	Koffman	

#### ESL 063 4.0 Units High Intermediate ESL: Writing and Grammar

Advisory: ESL Placement Test and completion of all ESL 50-level courses.

This course is designed to improve the writing skills for high intermediate nonnative English speakers. There is an emphasis on grammatical accuracy and on writing a logical sequence of sentences in organized paragraphs. Requires one hour weekly to be arranged in the ESL lab.

#### 80253 L Koffman

Lec MW 8:10am-10:00am, KTD/PV6 Lab 1 hr/wk TBA, KTD/HC128

80255 Staff

Lec MW 6:40pm-8:30pm, KTD/LC036 Lab 1 hr/wk TBA, KTD/HC128

#### ESL 066 4.0 Units High Intermediate ESL: Words II (Vocabulary/Spelling/Reading/ Discussion)

Advisory: ESL Placement Test or completion of all ESL 50-level courses.

Designed to improve the reading comprehension and vocabulary usage of nonnative speakers of English. Students will read stories, short novels, newspapers and other informational articles. Students will gain library and dictionary skills. Completion of all 50-level ESL classes is recommended. 80256 W Walsh

Lec MW 10:10am-12:00pm, KTD/LC036 80257 C Massion

Lec TR 6:40pm-8:30pm, KTD/OH109

#### ESL 073 4.0 Units Low Advanced ESL: Writing and Grammar

Advisory: ESL Placement Test or completion of all ESL 60-level courses.

This course will improve the writing skills of low advanced ESL students by reviewing paragraph writing and introducing the essay. Completion of all 60-level ESL courses or the appropriate score on the ESL Placement Test is recommended. Requires one hour weekly to be arranged in the ESL lab. (See schedule chart for ESL Lab.) 80258 J Reisinger

Lec MW 8:10am-10:00am, KTD/OH103 Lab 1 hr/wk TBA, KTD/HC128

#### 80259 J Cady

Lec TR 6:40pm-8:30pm, KTD/OH103 Lab 1 hr/wk TBA, KTD/HC128

#### ESL 074

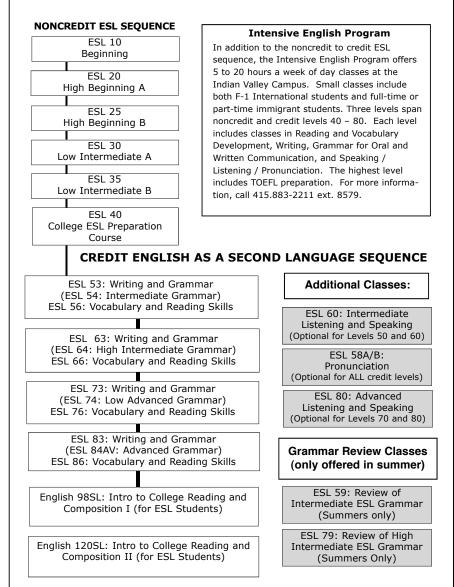
### 3.0 Units

**Low Advanced ESL: Grammar** *Advisory: ESL Placement Test and completion of all ESL 60-level courses.* 

Designed for low advanced ESL students who need to refine their understanding of grammar. Requires one hour weekly to be arranged in the ESL lab. (See time chart in

### ENGLISH AS A SECOND LANGUAGE PROGRAMS Sequence of Classes

The College of Marin ESL course sequence takes students from beginning levels through classes designed to prepare them for freshman composition classes. New students must take a placement test to determine their level before enrolling in classes. For more information, visit us in HC 101 or call 415.485.9642.



schedule for ESL Lab.) Recommended completion of all 60-level ESL courses.

### 81460 J Reisinger

Lec TR 8:40am-9:55am, KTD/HC156 Lab 1 hr/wk TBA, KTD/HC128

ESL 076 4.0 Units Low Advanced ESL: Words III (Vocabulary/Spelling/Reading/ Discussion)

Advisory: ESL Placement Test or completion of all ESL 60-level courses.

Designed to help low advanced ESL students improve reading comprehension and to develop academic vocabulary. In this course, students will read and discuss novels and participate in a group library research project. Completion of all 60-level ESL courses is recommended.

80260 L Lieberman

Lec TR 10:10am-12:00pm, KTD/PV6 80261 LLieberman Lec MW 6:40pm-8:30pm, KTD/HC126 Lab 3hrs/wk TBA.

#### ENVIRONMENTAL LANDSCAPING

#### **FSI 083**

Advanced ESL: Writing and Grammar Advisory: ESL Placement Test or completion of all ESL 70-level courses.

4.0 Units

This ESL course is suitable for the advanced student with a strong foundation in English grammar and writing. The course is designed to review and build upon grammar and writing skills, enabling the student to function in academic courses. Completion of all 70-level ESL courses is recommended. Requires one hour weekly to be arranged in the ESL lab. (See time chart in schedule for ESL Lab.)

80263 B Bonander

Lec MW 8:10am-10:00am, KTD/OH106 Lab 1 hr/wk TBA, KTD/HC128

#### 80264 L Koffman

Lec TR 6:40pm-8:30pm, KTD/LC036 Lab 1 hr/wk TBA, KTD/HC128

#### **FSI 086** 4.0 Units Advanced ESL: Vocabulary and Reading Skills

Advisory: ESL Placement Test or completion of all 70-level ESL courses.

Designed to help advanced ESL students improve textbook reading skills, comprehension, critical thinking, and academic vocabulary.

#### 80267 M Fitzpatrick

Lec MW 10:10am-12:00pm, KTD/OH104 81461 B Patel

Lec MW 6:40pm-8:30pm, KTD/OH109

Please see the English listings for ENGL 098SL and ENGL120SL.

## **ENVIRONMENTAL** LANDSCAPING

#### **ELND 109F**

3.0 Units Fall Principles and Practices of Organic

Farming and Gardening A foundation class on applying the core principles of ecological gardening and environmental landscaping to the establishment of sustainable, organically grown food systems in the Fall. Students will participate in the design, construction, and maintenance of the five-acre Indian Valley Organic Farm and Garden. Transfer Credit: CSU

81637 W Johnson Rudnick, H Wallace Lec W 8:10am-10:00am, IVC/ BLDG16/114 Lab W 10:10am-1:00pm, IVC/28/FARM

#### **ELND 110A** 1.5 Units Introduction to Environmental Landscaping

A foundation class for anyone interested in plants as a career or a hobby. This short course covers environmentally sound principles fundamental for gardening or landscaping. Class addresses career paths in the landscape field, basic plant structure, physiology and identification, principles of soil structure and function. This short class is the first half of a two-part sequence. Students are advised to take the continuation course: ELND 110B. Transfer Credit: CSU

81600 08/19-10/07 F Agudelo-Silva Lec F 9:10am-12:00pm, IVC/BLDG16/214

#### **ELND 110B** 1.5 Units Introduction to Environmental Landscaping

This course covers basic environmentally sound principles fundamental for gardening or landscaping. Class covers topics on garden and landscape design, plant establishment, ecologically integrated methods to manage insects, mites and plant diseases, and pruning principles. Transfer Credit: CSU

81601 10/14-12/16 F Agudelo-Silva Lec F 9:10am-12:00pm, IVC/BLDG16/214

### Learn Trends and **Fundamentals of Landscape** Design



#### **FIND 140** 3.0 Units Introductory Principles of Sustainable Landscape Design

This course covers trends and principles of landscape design, landscape drawing, basic site analysis, plant traits, and sustainability considerations. Transfer Credit: CSU

#### 81806 S Niklasson

Lec M 5:10pm-7:00pm, IVC/BLDG16/114 Lab M 7:10pm-10:00pm, IVC/ BLDG14/144

#### **ELND 150** 3.0 Units Integrated Pest Management in Landscapes, Farms and Gardens

This course covers principles of Integrated Pest Management (IPM), applied to manage a wide variety of life forms including insects, mites, microbes, and unwanted vegetation in landscapes, farms, and gardens. It includes arthropod, microbe and unwanted plant identification, and strategies, tools, and techniques to reduce their impact on plants. Transfer Credit: CSU

81807 S Swain

**ETST 111** 

Lec S 8:10am-10:00am, IVC/BLDG16/114 Lab S 10:10am-1:00pm, IVC/ BLDG14/144

## ETHNIC STUDIES

3.0 Units

#### History of African Americans (A) A historical and political survey course on

the African American experience in the United States from developments on the African continent to the beginning of the 20th century. Transfer Credit: CSU/UC 80845 W Turner

Lec MW 12:40pm-2:00pm, KTD/FH120

#### **ETST 112** 3.0 Units History of African Americans (B)

A historical and political survey course on the African American experience in the United States from the American Revolution through the 21st century. Transfer Credit: CSU/UC

81591 W Turner

Lec MW 9:40am-11:00am, KTD/SC133

#### 3.0 Units **ETST 121** History of Latinos in the United States

A chronological survey of the Latino experience in North America from pre-Columbian beginnings to the contemporary era. Transfer Credit: CSU/UC

#### 80847 R Rivera

Lec W 6:40pm-9:30pm, KTD/OH106

#### **ETST 151** Native American History

3.0 Units

A chronological survey of the Native American experience in North America from pre-European interactions through the contemporary period. Transfer Credit: CSU/UC

#### 80849 N Bigeagle

Lec M 6:40pm-9:30pm, KTD/OH106 81764 N Bigeagle

Lec T 3:10pm-6:00pm, KTD/HC165

## **FILM/VIDEO**

#### COMM 109B 4.0 Units History of Film: 1950 to the Present

This course offers a chronological survey of narrative film as art, business, technology, and politics from post World War II to the present. Classroom screenings of representative films.Transfer Credit: CSU/UC

#### 81284 K Davis

Lec R 6:10pm-10:00pm, KTD/SC101 Can be taken for credit as COMM 109B or HUM 109B, but students receive credit for only one course.

### Learn How to Make Movies



#### COMM 140 Film Direction

3.0 Units

Functions of the director in relation to cast and crew; process of casting, script breakdown, blocking, dramatic and cinematic interpretation of scripted material; practice in crew functions following the professional model. We will explore how the director and crew operate in a variety of genres, i.e. Theatrical, Documentary, Commercial, Training, etc. Transfer Credit: CSU 81771 K Davis

L/L R 10:10am-2:00pm, KTD/LC086

#### COMM 150 4.0 Units Introduction to Filmmaking

In this class students learn the basics of film production. This introductory class is appropriate for anyone who is considering a career in cinema or who wants to take a filmmaking class for fun and personal enrichment. Transfer Credit: CSU/UC (Material Fee: \$7)

80080 B Levner

L/L MW 10:10am-1:00pm, KTD/LC086

#### COMM 161 Film and Television Writing

3.0 Units

Fundamentals of plotting and structuring stories for TV and feature films from story idea to finished screenplay. Transfer Credit: CSU (Material Fee: \$5)

81102 M Dougan F

Lec W 6:40pm-9:30pm, KTD/LC086

#### COMM 240 3.0 Units Advanced Production Projects

Prerequisites: Communications 140, 150, 166, and 170

This class is an advanced level seminar that allows students to work on their second-year film projects. The seminar includes a critical and analytical evaluation of students' films, working as crew on other advanced level students' projects, and completing postproduction work. Transfer Credit: CSU 81770 B Levner

Lec T 10:10am-1:00pm, KTD/LC086

## FIRE TECHNOLOGY

#### FIRE 112

**Emergency Medical Technician I** *Prerequisite: First Aid for Public Safety* 

6.0 Units

Personnel or equivalent and CPR for Health Care Providers. Previous EMT-1, EMT-2, EMT-P accepted.

This course is for people who will be responding to the sick or injured and will work in the capacity of basic life support providers. This can include, but is not limited to, firefighters, police, nurses, trainers, and industrial safety personnel. Transfer Credit: CSU (Material Fee: \$30)

Please note: All FIRE 112 students must go to the college website at http://www.marin. edu/firetech and download and submit all required forms. There will be an informational meeting for all FIRE 112 students on Sat 8/6, Bldg 27 Room 112, 10am-2pm. All forms must be mailed to the College of Marin Health Science Department, Harlan Center 111, 835 College Avenue, Kentfield, CA 94904 prior to registration.

80850 T Peterson

Lec U 8:30am-1:30pm, IVC/BLDG27/112 Lab U 1:40pm-5:00pm, IVC/BLDG27/112 This section taught Sundays, 8:30-5pm beginning 8/14/11. Ten additional hours TBA for ambulance/hospital/observation.

#### 80851 J Pace, M Minoia

Lec MW 6:10pm-10:00pm, IVC/ BLDG27/112

Lab S 9:00am-5:00pm, IVC/BLDG27/112 Ten additional hours TBA for ambulance/hospital/observation. Meets MW and one Sat, 12/10/11, 9-5pm.

#### FIRE 120A 1.5 Units Emergency Medical Technician-1 Refresher A

Prerequisite: Current EMT-1 Certificate in California.

This EMT-1 Refresher course is required for recertification of EMT-1 personnel. The course provides didactic and skills instruction. The student is updated in all areas of emergency room prehospital care, as contained in the EMT-1 scope of practice. Uniform is required. Transfer Credit: CSU (Material Fee: \$30)

#### 81640 J Pace

L/L MW 6:10pm-10:00pm, IVC/ BLDG27/112 L/L S 9:00am-5:00pm, IVC/BLDG27/112 Meets MW and one Sat, 12/10/11, 9-5pm.

#### FIRE 120B 3.0 Units Emergency Medical Technician-1 Refresher B

Prerequisite: Current EMT-1 Certificate in California.

This EMT-1 Refresher course is required for recertification of EMT-1 personnel. The course provides didactic and skills instruction. The student is updated in all areas of emergency room prehospital care, as contained in the EMT-1 scope of practice. Uniform is required. Transfer Credit: CSU (Material Fee: \$30)

#### 81661 J Pace

L/L MW 6:10pm-10:00pm, IVC/ BLDG27/112

L/L S 9:00am-5:00pm, IVC/BLDG27/112 Meets MW and one Sat, 12/10/11, 9-5pm.

#### FIRE 215

3.0 Units

Advanced First Aid/First Responder This course will teach the basics of good patient care and the skills needed to deliver appropriate care to the victim of an accident or sudden illness until more highly trained emergency personnel arrive. First Responder and CPR for the Professional Rescuer Certifications will be awarded upon successful completion of the course. This course is a prerequisite for the Emergency Medical Technician Program. Transfer Credit: CSU/UC (Material Fee: \$30) 81783 L Jessell

Lec R 6:10pm-9:00pm, IVC/BLDG27/112

## FRENCH

#### FREN 101 Elementary French I

5.0 Units

5.0 Units

5.0 Units

3.0 Units

Speaking, understanding, reading, and writing French. Introduction to French culture. Labs, audiovisual materials. Transfer Credit: CSU/UC

80275 D Levin

Lec MW 9:40am-11:30am, KTD/TB119 Lab 3 hrs/wk TBA, KTD/LC150

#### 80276 D Levin

Lec TR 4:10pm-6:00pm, KTD/TB119 Lab 3 hrs/wk TBA, KTD/LC150

#### **FREN 102**

### **Elementary French II**

Prerequisite: FREN 101.

Continued practice in speaking, understanding, reading, and writing French. Further explanation of French culture. Use of labs and audiovisual materials. Transfer Credit: CSU/UC

#### 80277 K Buquen

Lec TR 6:10pm-8:00pm, KTD/OH104 Lab 3 hrs/wk TBA, KTD/LC150

### FREN 203

Intermediate French III

Prerequisite: FREN 102. Advisory: Concurrent enrollment in FREN 114.

Grammar review, speaking, reading, composition, and exploration of French culture. Use of tapes and audiovisual materials for fluency and accuracy. Transfer Credit: CSU/ UC

#### 80279 M Goff

Lec MW 4:10pm-6:00pm, KTD/HC169 Lab 3 hrs/wk TBA, KTD/LC150

#### FREN 225

Advanced French I Prerequisite: FREN 204.

Expand knowledge through study of grammar, literature, and the press, with emphasis on present-day French life and problems. Transfer Credit: CSU/UC

81809 M Goff

Lec MW 4:10pm-5:25pm, KTD/HC169

#### **FREN 226**

Advanced French II

Prerequisite: FREN 225.

Expand knowledge through study of grammar, literature, and the press, with emphasis on present-day French life and problems. Transfer Credit: CSU/UC

#### 81811 M Goff

Lec MW 4:10pm-5:25pm, KTD/HC169

## GEOGRAPHY

## GEOG 101

### The Physical Environment

A survey of the matter, processes, and interrelationships which develop the land, air, water, and natural vegetation patterns of the earth. Transfer Credit: CSU/UC

3.0 Units

1.0 Unit

3.0 Units

80831 A Peri

Lec MW 11:10am-12:30pm, KTD/SC159 80921 D Foss

Lec TR 2:40pm-4:00pm, KTD/SC159

#### GEOG 101L

**Physical Environment Laboratory** *Prerequisite: GEOG 101 or concurrent* 

enrollment.

The geographic grid, atlases, topographic maps, rocks, and tectonic activity. Weather, climate, natural vegetation, and soils are studied. Meets at various locations in Marin County. Students must provide their own transportation. Transfer Credit: CSU/UC 81200 A Peri

Lab M 2:10pm-5:00pm, KTD/SC159

#### GEOG 102 The Human Environment

The course examines interrelationships of

humankind and the environment. It in-

tribution and growth, migrations, envi-

distribution of phenomena such as lan-

banization. Transfer Credit: CSU/UC

81332 V Minasian

ronmental modifications, and the spatial

guage, religion, economic systems, and ur-

Lec TR 12:40pm-2:00pm, KTD/HC173

cludes an examination of population dis-

## GEOLOGY

#### GEOL 099 General Science

3.0 Units

Many students feel unprepared to take college level science courses. This is an introductory course designed for students who have not taken or were previously unsuccessful in other science courses, and for students who have been away from school for an extended period of time. The class covers basic scientific principles and concepts of the physical and life sciences and prepares students to move into other science classes with the information, understanding, and skills required to succeed. Introductory topics in biology, chemistry, geography, geology, meteorology, and physics are discussed. This course also provides an excellent overview of the most important topics in science today for anyone interested in learning more about the natural world.

#### 80122 09/13-12/13 A Gearhart

Lec T 6:10pm-9:30pm, KTD/SC104 Late start. Meets 14 weeks. May also be taken as BIOL 99. Students receive credit for only one course.

#### GEOL 103 Environmental Geology

3.0 Units

3.0 Units

**Environmental Geology** This course centers on how mankind alters the physical environment in order to better suit our immediate needs and how these alterations in turn dictate the course of our future. The emphasis is always on the balance between short-term reward and longterm consequence. Field trips may be offered. Transfer Credit: CSU/UC

#### 81401 D Foss

Lec T 6:40pm-9:30pm, KTD/SC159

#### GEOL 109 General Oceanography

This general survey course in ocean science is open to any student interested in the physical and biological processes that have formed, and maintain the health of, the earth's oceans and seas. The course is particularly important for students considering a career in marine science or technology, and is strongly encouraged for environmental science majors. Transfer Credit: CSU/UC **80923 D Foss** 

Lec R 6:40pm-9:30pm, KTD/SC159

GEOG 1253.0 Units83.0 UnitsIntroduction to Geographic Information<br/>Systems<br/>Advisory: Familiarity with Windows operating<br/>system and software is highly recommended.6of gram-<br/>a emphasis<br/>bblems.An interdisciplinary course that explores<br/>Geographic Information Systems (GIS) used<br/>for acquisition, storage, management, analy-7

for acquisition, storage, management, analysis, modification, and presentation of spatial data. The course addresses how GIS can be used as a tool for diverse academic disciplines. Using lecture with hands-on computer time, the course will introduce the student to GIS through the use of ArcGIS software, Google Earth, and GPS software. The course includes a project module that stresses accession and application of data in the student's chosen academic area of interest. Transfer Credit: CSU/UC

### 80834 N Salcedo

Lec M 5:30pm-8:30pm, KTD/SC144

#### **GEOL 120 Physical Geology**

#### 3.0 Units

1.0 Unit

4.0 Units

A study of the basic principles of geology and the processes responsible for the formation of rocks, minerals, and the natural landforms of the Earth. Transfer Credit: CSU/UC

80822 D Foss

Lec TR 11:10am-12:30pm, KTD/SC159 80823 D Bero

Lec MW 9:40am-11:00am, KTD/SC159

#### GEOL 120L

**Physical Geology Laboratory** Prerequisite: GEOL 120 or concurrent enrollment

A hands-on study of minerals, rocks, maps, and geologic field problems. Skills that will enable students to interpret the geologic condition of their surroundings. Field trips to be arranged. Transfer Credit: CSU/UC 80824 D Foss

Lab TR 12:40pm-2:00pm, KTD/SC159

#### **GEOL 121** Historical Geology

Prerequisite: GEOL 120 and 120L.

This class is the study of the earth's past and the evolution of landscapes and living organisms throughout geologic time. Transfer Credit: CSU/UC

81416 D Bero

Lec MW 12:40pm-2:00pm, KTD/SC159 Lab W 2:10pm-5:00pm, KTD/SC166

### Get out there! Explore NorCal's amazing geology



### **GEOL 125** Field Geology I

2.5 Units

Prerequisite: GEOL 110 or 120 or concurrent enrollment.

Lecture and field trips designed to introduce geologic field studies, and to acquaint students with the geology and geologic history of Northern California. Transfer Credit: CSU/UC with limitations

81907 N Myers

78.75 hours of field investigations TBA over 3 weekends, and 16 lecture hours TBA.

### **GEOL 138**

#### 4.0 Units **Introduction to Environmental Sciences**

This science-based course takes an interdisciplinary approach to understanding the environmental crisis that confronts us all. Our studies combine ideas and information from natural sciences (such as biology, chemistry and geology) and social sciences (such as economics, politics, and ethics) to present a general idea of how nature works and how humans and ecosystems are interconnected. Transfer Credit: CSU/UC

80828 J Mueller

Lec T 3:10pm-6:00pm, KTD/SC130 Lab R 3:10pm-6:00pm, KTD/SC130 May also be taken as BIOL 138. Students receive credit for only one course.

3.0 Units

## **HEALTH EDUCATION**

#### **HED 112 Drugs and Society**

This course will present factual and unbiased information about illegal and legal drugs and their use and abuse in society. All material will be presented in a manner that can be understood without a background in biology or chemistry. Transfer Credit: CSU 80808 S Purcell

Lec TR 11:10am-12:30pm, KTD/OH096

#### **HED 115** 3.0 Units Weight Control, Exercise and Nutrition

This course is designed to act as an educational support program and resource center for individuals who desire to develop or desire to help others develop a new healthier lifestyle, including weight management, exercise, and proper nutritional behaviors. Transfer Credit: CSU/UC

80806 K Smyth

Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

#### **HED 119** 3.0 Units **Effective Teaching Strategies in** Wellness and Fitness

Advisory: HED 116 or PE 116. This course is designed to help students be-

come more effective wellness and fitness professionals by developing a toolbox of practical teaching, learning, and evaluation methods that can be implemented in this field. Transfer Credit: CSU

81294 C Rogow

Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

#### **HED 130** 3.0 Units **Contemporary Health Issues**

This course will provide the individual with the latest research, recommendations, and information on the prevention of illness and the achievement of holistic health for body, mind and spirit. Transfer Credit: CSU/UC 80809 K Smyth

> Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

#### **HED 140** 3.0 Units Stress Management and Health

This course will present information about stress, stress reduction, and physical/emotional problems associated with stress and benefits of stress reduction. All material will be presented in a manner that can be understood without a background in biology or chemistry. Transfer Credit: CSU/UC 81494 C Rogow

> Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

## HISTORY

#### **HIST 100** 3 0 Units Major Trends and Selected Topics in American History

History of the United States from its Native American and colonial background to the present. Social, economic, and political institutions and developments are examined. History 117 and 118 are recommended or required for majors and minors in history, teaching, social science, prelegal, and certain other areas. Transfer Credit: CSU/UC 80810 H Fearnlev

Video Course, 3hrs/wk TBA. For instructions and orientation meeting date and time, please see the Distance Education listings online at http://www. marin.edu/distance/video\_courses.htm 80811 Y Bellisimo

Lec MW 9:40am-11:00am, KTD/HC129 81331 R Ovetz

Lec TR 8:10am-9:30am, KTD/HC165

#### HIST 101 4.0 Units World History I: Origins of the Major Traditions

This course is a historical survey of early Near Eastern, Indian, Chinese, Mediterranean, Sub-Saharan, pre-Columbian, Islamic, and Medieval traditions; their origins, expansions, interactions, and transformations through the fifteenth century C.E. Transfer Credit: CSU/UC

#### 80812 V Minasian

Lec T 6:10pm-10:00pm, KTD/HC173

#### HIST 110 3.0 Units Western Civilization I: to 1350

This course investigates Western Civilization from Middle Eastern origins through classical Greek and Roman civilizations and the Middle Ages. Transfer Credit: CSU/UC

81593 H Fearnley Lec MW 12:40pm-2:00pm, KTD/HC173

## How we got here: US History



#### HIST 117 3.0 Units History of the United States I

An economic, political, social, and cultural survey of the United States from its pre-Columbian beginnings through the Civil War. Transfer Credit: CSU/UC

80816 W Turner

- Lec TR 11:10am-12:30pm, KTD/TB101 80817 Y Bellisimo
- Lec MW 11:10am-12:30pm, KTD/HC165 81335 R Ovetz
  - Lec R 6:40pm-9:30pm, KTD/HC165

#### HIST 118 3.0 History of the United States II

3.0 Units

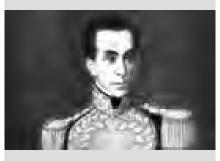
An economic, political, social, and cultural survey of the United States from 1865 to the present. Transfer Credit: CSU/UC

80818 W Turner

Lec MW 11:10am-12:30pm, KTD/TB101 80947 H Fearnley

Lec TR 2:10pm-3:30pm, KTD/HC169

## Learn about Latin America's evolving identity



#### HIST 214 History of Latin America

3.0 Units

A historical survey of Latin America beginning with pre-Columbian societies. The survey investigates European colonization, colonial culture combined with native cultures and national emergence in the nineteenth century. It also covers the economic maturity of the twentieth century, the emergence of indigenous culture, and Latin America's striving for independent identity. Transfer Credit: CSU/UC

80820 Y Bellisimo

Lec TR 11:10am-12:30pm, KTD/HC161

### Where it all began: African history from the beginning to now



#### HIST 238 History of Africa

3.0 Units

A historical, social, and political survey of the African continent from its early geographical and anthropological background to contemporary developments in the 21st century. Transfer Credit: CSU/UC 80948 W Turner

Lec TR 9:40am-11:00am, KTD/HC170

## HUMANITIES

#### HUM 109B 4.0 Units History of Film: 1950 to the Present

This course offers a chronological survey of narrative film as art, business, technology, and politics from post World War II to the present. Classroom screenings of representative films. Taught concurrently with COMM 109B. Transfer Credit: CSU/UC **81508 K Davis** 

> Lec R 6:10pm-10:00pm, KTD/SC101 Can be taken for credit as HUM 109B or COMM 109B, but students receive credit for only one course.

## INDEPENDENT STUDY

Offered for one to three units. Limit to Enrollment: one course in the discipline and/or prerequisite(s) determined by the appropriate discipline. Three laboratory hours weekly per unit.

Independent study courses are offered in most disciplines and are designed to give students an opportunity to participate in independent study and in enriched academic experiences not covered within the scope of the curriculum offerings as described in the general catalog. Students plan and execute a project under an instructor's direction. Students interested in registering for Independent Study should contact the discipline Department Chair to obtain an Application for Independent Study (instructor contract). The completed Application for Independent Study and an Add Card must then be submitted to the Office of Admissions and Records prior to the census date.

Independent study courses may be taken more than once for credit provided the same topic is not repeated. Students are limited to four enrollments of Independent Study (maximum of 12 units). Transfer Credit: CSU/UC with limitations.

## ITALIAN

### Enrich yourself culturally: learn Italian



**ITAL 101** Elementary Italian I 5.0 Units

Speaking, understanding, reading, and writing Italian. An introduction to Italian culture and realities. Labs and audiovisual materials. Transfer Credit: CSU/UC 80280 C Labriola

- Lec MW 10:10am-12:00pm, KTD/PV6 Lab 3 hrs/wk TBA, KTD/LC150
- 81397 R Pagani Lec TR 10:10am-12:00pm, KTD/OH104
- Lab 3 hrs/wk TBA, KTD/LC150 80282 C Labriola

Lec TR 6:10pm-8:00pm, IVC/ BLDG27/233 Lab 3 hrs/wk TBA, IVC/BLDG27/125

### **ITAL 102**

5.0 Units

**Elementary Italian II** Prerequisite: ITAL 101.

Continued practice in speaking, understanding, reading, and writing Italian. Further exploration of Italian culture. Use of labs and audiovisual materials. Transfer Credit: CSU/UC

80283 R Pagani Lec MW 9:40am-11:30am, KTD/OH109 Lab 3 hrs/wk TBA, KTD/LC150

## **JAPANESE**

### **JPNS 101**

**Elementary Japanese I** 

5.0 Units

Speaking, understanding, reading, and writing Japanese. Understanding aspects of Japanese culture and realities. Use of labs and audiovisual materials. Transfer Credit: CSU/UC

#### 80285 K Prince

Lec TR 4:10pm-6:00pm, KTD/HC170 Lab 3 hrs/wk TBA, KTD/LC150

#### 80286 S Nicholson

Lec MW 4:10pm-6:00pm, KTD/HC171 Lab 3 hrs/wk TBA, KTD/LC150

#### **JPNS 102 Elementary Japanese II** Prerequisite: JPNS 101.

Continued practice in speaking, understanding, reading, and writing Japanese. Further explanation of Japanese culture. Use of labs and audiovisual materials. Transfer Credit: CSU/UC

80287 S Nicholson

Lec MW 6:10pm-8:00pm, KTD/SC101 Lab 3 hrs/wk TBA, KTD/LC150

5.0 Units

5.0 Units

3.0 Units

3.0 Units

#### **JPNS 203**

Intermediate Japanese III Prerequisite: JPNS 102.

Understanding, speaking, reading and writing in modern Japanese, covering basic grammatical patterns and vocabulary, along with an exploration of cultural aspects of Japan and the Japanese. Transfer Credit: CSU/UC

#### 80289 K Prince

Lec TR 6:10pm-8:00pm, KTD/HC172 Lab 3 hrs/wk TBA, KTD/LC150

## JOURNALISM

#### **JOUN 110**

Introduction to Mass Communication Advisory: ECON 125 or ETST 125 or HIST 125 or POLS 125 or SSC 125.

A critical historical survey of mass media including print (newspapers, magazines, books), broadcast (radio and television), film, audio recording, images, news gathering and reporting, public relations, advertising, media rights and responsibilities, media ethics and impact, audience and feedback, cyber media, and global media. Designed for general education, career exploration, and consumer understanding of the interacting and influences among and between media and our culture. Transfer Credit: CSU/UC

#### 80798 M Dougan

Lec T 6:10pm-9:00pm, KTD/HC165 May be taken as JOUN 110 or COMM 110. Students receive credit for only one course.

#### **JOUN 115 News Reporting/Writing**

Students will gain knowledge about writing and reporting for modern media, including newspapers, wire services, television, radio, magazines, public relations, advertising and photojournalism. The principal focus will be on writing and reporting for newspapers, and will include story-writing assignments for the student newspaper or other media. Transfer Credit: CSU

80799 M Dougan

Lec MW 1:10pm-2:25pm, KTD/LC039

### **Become a Newspaper** Reporter



#### **JOUN 122** 2.5 Units Newspaper Production, Writing

Students will gain practical experience in producing the student newspaper. They will apply their knowledge in news reporting and writing, and develop their knowledge and skills in the fundamentals of headlines, text, photos and cutlines; story design; page design for a tabloid format; photos and art; packaging; special effects; and infographics. Students in this course serve as the editorial board of the school newspaper. Together with students in "Newspaper Production," they produce the student newspaper. Transfer Credit: CSU

80800 M Dougan

Lab MW 11:10am-12:25pm, KTD/LC032 Lab 4.5 hrs/wk, KTD/LC032

2.5 Units

## **JOUN 123**

## Newspaper Production

Students will gain practical experience in producing the student newspaper. They will develop knowledge and skills in a variety of nonwriting functions relating to newspaper production: advertising, circulation, graphics, photography, desktop publishing, and word processing. They also will gain knowledge and skills in all aspects of newspaper design including fundamentals of headlines, text, photos, and cutlines; story design; page design for a tabloid format; photos and art; packaging; special effects; and infographics. Together with students in "Newspaper Production, Writing," they produce the student newspaper. Transfer Credit: CSU 80801 M Dougan

> Lab MW 11:10am-12:25pm, KTD/LC032 Lab 4.5 hrs/wk, KTD/LC032

#### **JOUN 160** 3.0 Units Images of Race, Gender, and Class in the Media

In this course, we will explore how gender, race, class, sexual orientation, ethnicity, and other social positions affect media coverage, portrayals, production and reception. The course focuses on historical roots of stereotyping, theories, methods of analysis, media representations of various groups, and topics of current interest. Students conduct research projects in their chosen area of interest and develop expertise in media literacy and criticism with respect to issues of multiculturalism and gender. Transfer Credit: CSU/UC

80802 08/30-12/08 M Dougan

Lec TR 12:10pm-1:55pm, KTD/PE091 Late start. Meets for 15 weeks. May be taken for credit as JOUN 160 or COMM 160. Students receive credit for only one course.

## MACHINE AND METALS **TECHNOLOGY**

## Learn the Basics of Machine Technology



### **MACH 120** Machine Technology I

Practice on drilling machines, lathes, milling machines, grinders, bench operations, and precision measurements. Transfer

### Credit: CSU

80952 A Lutz Lec TR 7:40pm-8:30pm, IVC/ BLDG06/111 Lab TR 8:40pm-10:00pm, IVC/ BLDG04/160

#### **MACH 121** Machine Technology II Prerequisite: MACH 120.

Develop advanced skills in machining techniques utilizing lathes, milling and drilling machines, and grinders. Transfer Credit: CSU

#### 80953 A Lutz

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Lec TR 7:40pm-8:30pm, IVC/
BLDG06/111
Lab TR 8:40pm-9:30pm, IVC/
BLDG04/160
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#### **MACH 130** Welding I

2.0 Units

2.0 Units

Introduction to oxy-fuel welding and cutting; basic arc welding. Transfer Credit: CSU

#### 80963 S Peterson, K Cooper Lec M 6:10pm-7:00pm, IVC/BLDG06/111 Lab M 7:10pm-10:00pm, IVC/ BLDG04/167

80965 K Cooper

Lec T 6:10pm-7:00pm, IVC/BLDG06/111 Lab T 7:10pm-10:00pm, IVC/

#### BLDG04/167 81188 K Cooper

Lec W 6:10pm-7:00pm, IVC/BLDG06/111 Lab W 7:10pm-10:00pm, IVC/ BLDG04/167

81189 S Peterson Lec R 1:10pm-2:00pm, IVC/BLDG06/111 Lab R 2:10pm-5:00pm, IVC/BLDG04/167

## **MACH 131**

#### 2.0 Units

4.0 Units

### Welding II

Prerequisite: MACH 130.

Welding skill advancement and continued practice toward employment in industry. Transfer Credit CSU

81796 S Peterson

Lec R 1:10pm-2:00pm, IVC/BLDG06/111 Lab R 2:10pm-5:00pm, IVC/BLDG04/167

### **MACH 140**

3.0 Units

#### Intermediate Machine Tool Processes Advisory: MACH 120.

This is a course in theory and practice of machine tool technology, with emphasis on lathes, mills, grinders, and drilling machines. Transfer Credit: CSU

### 81185 A Lutz

Lec M 5:40pm-7:30pm, IVC/ BLDG03/254 Lab TWR 5:40pm-7:30pm, IVC/ BLDG04/160

#### **MACH 145** 3.0 Units **Computer Numerical Control** Machining/Mill

Learn to do Computer Numerical Control (CNC) operations on the milling machine utilizing machine tool principles with CAD-CAM principles. Transfer Credit: CSU 80957 A Lutz

Lec W 7:40pm-10:30pm, IVC/ BLDG03/255

#### **MACH 165**

2.0 Units **Blueprint Reading for the Machine** 

This is a basic course in blueprint reading for the machine trades. Transfer Credit: CSU

### 80958 A Lutz

Lec M 7:40pm-9:30pm, IVC/ BLDG03/254

### **MACH 230**

Advanced Welding

2.0 Units

Prerequisite: MACH 131.

Welding skill advancement and continued practice toward employment in industry. Transfer Credit: CSU

## 80967 S Peterson

Lec R 6:10pm-7:00pm, IVC/BLDG06/111 Lab R 7:10pm-10:00pm, IVC/ BLDG04/160

81808 S Peterson Lec R 1:10pm-2:00pm, IVC/BLDG06/111 Lab R 2:10pm-5:00pm, IVC/BLDG04/167

#### **MACH 250** 2.0 Units **Applications of Machine Tool** Technology

Laboratory for advanced techniques in machine tool technology. Transfer Credit: CSU 80969 A Lutz

Lec TWR 5:40pm-7:30pm, IVC/ BLDG04/160

## MATHEMATICS

All mathematics courses may be taken for a letter grade or pass/no pass.

### NOTICE TO MATHEMATICS **STUDENTS**

Students who enroll in mathematics courses may be asked to provide evidence that prerequisites are satisfied in order to maximize their chances for success. The prerequisite course must have been passed with a grade of "C," "P" (Pass), or higher. Students who have received a "NP" (No Pass), "D," or "F" in a prerequisite course at COM must subsequently complete that course with a grade of "C," "P" (Pass), or higher prior to enrolling in the course for which it is a prerequisite.

The COM counselors can provide valuable help in choosing the appropriate mathematics course. For testing appointments, call 415.485.9469. For counseling appointments call 415.485.9432.

Note: Some precalculus level mathematics courses are offered in two modes of instruction — traditional lecture, and self-paced in the Math Lab. Except for the mode of instruction, such courses are equivalent. Traditional lecture courses have days and times listed.

#### MATH 025 0.5 Unit Coping with Math Anxiety

A four-week course designed to help all students from all areas confront and deal with their fears and anxieties with mathematics.

80339 08/16-09/08 I Lansing Lec TR 11:10am-12:00pm, KTD/SC177

### MATH 085 2.0 Units Arithmetic Skills

Advisory: COUN 125.

Fundamentals of arithmetic with emphasis on computational skills. Topics include addition, subtraction, multiplication, and division of whole numbers, problem-solving, applications, and an introduction to decimals.

81659 J Armendariz

Lec MW 9:40am-11:00am, KTD/SC124 81660 S Lloyd

Lec MTR 10:10am-11:00am, KTD/PV7

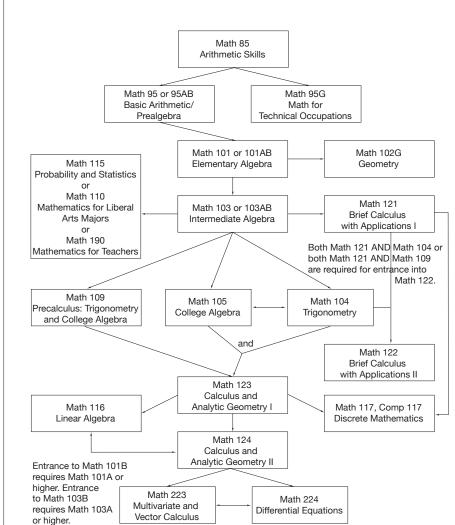
#### MATH 095 2.0 Units Basic and Intermediate Math Skills

Prerequisite: MATH 85 or satisfactory score on the Math Assessment Test.

This course covers addition, subtraction, multiplication, and division of whole numbers, fractions, mixed numerals, and decimals; square roots, percents, and applications of arithmetic to include ratio and proportion; some pre-algebra topics; and measurement to include area and volume. 80342 J Armendariz

Lec TR 9:40am-11:00am, KTD/SC102 81829 G Golitzin

Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm



Kentfield Ca	mpus, Math La	b, Austin Scie	ence Center, R	oom 115	
TIME	MON	TUES	WED	THURS	FRI
10:00-11:00am	Blackburn	Nelson	Blackburn	Nelson	Young
11:00-12:00pm	Schmitt	Schmitt	Schmitt	Schmitt	Young
12:00-12:30pm	Blackburn	Nelson	Blackburn	Nelson	Young
12:30-1:00pm	Wang	Nelson	Wang	Nelson	Young
1:00-2:00pm	Wang	Armendariz	Wang	Armendariz	Young
2:00-4:00pm	Lloyd	Armendariz	Wang	Armendariz	Closed
4:00-6:00pm	Closed	Closed	Closed	Closed	Closed
6:00-7:00pm	Ordin	Closed	Contini	Closed	Closed
7:00-8:00pm	Lloyd	Closed	Contini	Closed	Closed
8:00-9:00pm	Goodale	Closed	Goodale	Closed	Closed

#### MATH PROGRAM FLOWCHART

#### MATHEMATICS

## MATH 101

### **Elementary Algebra**

Prerequisite: MATH 95 or 95B or 95Y or satisfactory score on the Math Assessment Test. Elementary algebra through quadratic equations.

80344 I Lansing Lec MTWRF 9:10am-10:00am, KTD/ SC104

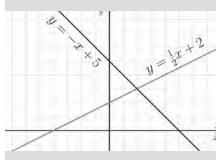
#### 80346 Y Russakovskii

Lec MW 6:10pm-8:30pm, KTD/SC133

80347 G Golitzin
 Internet Course, 5hrs/wk TBA.
 For log on instructions, please see the
 Distance Education listings online at
 http://www.marin.edu/distance/web\_
 based\_courses.htm

80348 C Nelson Lec TR 2:10pm-4:30pm, IVC/ BLDG03/255

# You do use it! Learn the basics of algebra



#### MATH 101A Elementary Algebra I

Prerequisite: MATH 95 or 95B or 95Y or satisfactory score on the Math Assessment Test.

1.5 Units

1.5 Units

The first course in a one-year sequence of elementary algebra through linear systems. Taken with Math 101B this course is equivalent to Math 101. It is designed for the student who wishes to take more time to learn elementary algebra.

81462 V Contini

Lec MW 12:40pm-3:00pm, KTD/SC124 81464 M Allen

Lec TR 9:40am-12:00pm, KTD/SC124

#### **MATH 101B**

Elementary Algebra II Prerequisite: MATH 101A or 101X.

The second course in a one-year sequence of elementary algebra from polynomials to quadratic equations. Taken with MATH 101A this course is equivalent to MATH 101. It is designed for the student who wishes to take more time to learn elementary algebra.

81679 J Armendariz

Lec MW 11:10am-1:30pm, KTD/SC177

#### MATH 103 Intermediate Algebra

3.0 Units

## 5.0 Units

Prerequisite: MATH 101 or 101AB or 101XY or satisfactory score on the Math Assessment Test. This course is an extension of many of the concepts introduced in elementary algebra. New topics include algebraic, logarithmic and exponential functions and their graphs, linear systems and applications.

80355 M Allen

Internet Course, 5hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

#### 81469 M Freedman

Lec MW 6:10pm-8:30pm, IVC/ BLDG14/140

- 81529 A Wang
- Lec MWF 10:10am-11:40am, KTD/SC104 81530 I Roderick
  - Lec MW 12:40pm-3:00pm, KTD/TB101

# Deepen your knowledge of algebra



## MATH 103A

2.5 Units

2.5 Units

3.0 Units

Intermediate Algebra Prerequisite: MATH 101 or 101AB or 101XY or Math Placement Test.

This is the first part of a two-part sequence, Math 103AB. The course is an extension of many of the concepts introduced in elementary algebra. New topics include absolute value inequalities, systems of linear equations with matrix elimination methods, linear programming, functions and graphs. 81680 J Kostyrko

#### Lec TR 3:40pm-6:00pm, KTD/SC104 81466 L Ordin

- Lec MW 8:10am-10:30am, KTD/SC102 81470 G Golitzin
- Lec TR 2:10pm-4:30pm, KTD/SC102 81514 B Blackburn
  - Lec MW 12:40pm-3:00pm, KTD/PE092

### MATH 103B

Intermediate Algebra

Prerequisite: MATH 103A or 103X.

This is the second part of a two-part sequence, Math 103AB. Quadratic, radical, and quadratic form equations; relations, functions, inverses and their graphs; graphs and equations of lines, parabolas and circles; exponential and logarithmic functions; applications.

#### 81467 M Allen

Lec MW 12:40pm-3:00pm, KTD/SC111 81468 L Ordin

Lec MW 3:40pm-6:00pm, KTD/SC102

#### MATH 104

#### Plane Trigonometry

Prerequisite: MATH 103 or 103AB or 103XY or Math Placement Test.

Trigonometric functions including graphs, equations, identities, applications and DeMoivre's Theorem. Calculator with trig keys required. Transfer Credit: CSU 80358 J Goodale

Lec T 6:10pm-9:00pm, KTD/SC130

#### **MATH 105** College Algebra

#### 4.0 Units

Prerequisite: MATH 103 or 103AB or 103XY or satisfactory score on the Math Assessment Test. A foundations course for the precalculus student. Topics to include functions and their inverses, roots of equations, graphing, the binomial theorem, series, conic sections, exponential and logarithmic functions. Transfer Credit: CSU/UC

#### 81682 J Goodale

Lec MW 6:10pm-8:00pm, KTD/SC102

#### **MATH 109** 5.0 Units Pre-Calculus College Algebra and Trigonometry

Prerequisite: MATH 103 or 103AB or 103XY or Math Placement Test.

An intensive course covering the topics from precalculus algebra and trigonometry necessary for the Calculus 123, 124, 223, 224 sequence. Calculator with trig function keys required. Transfer Credit: CSU/UC. 80359 I Roderick

Lec MWF 9:30am-11:00am, KTD/TB101

#### **MATH 115**

4.0 Units

**Probability and Statistics** Prerequisite: MATH 103 or 103AB or 103XY or Math Placement Test.

Descriptive statistics, probability distributions, data sampling, estimation, and hypothesis testing. Statistics calculator required. Transfer Credit: CSU/UC

80361 I Lansing

Lec MW 11:10am-1:00pm, KTD/PV3 Statistics calculator required.

80362 F Schmitt Lec TR 12:10pm-2:00pm, KTD/SC102 Statistics calculator required.

80363 F Schmitt Lec MW 12:10pm-2:00pm, KTD/SC133 Statistics calculator required.

80364 I Roderick Video Course, 4hrs/wk TBA. For instructions and orientation meeting date and time, please see the Distance Education listings online at http://www. marin.edu/distance/video\_courses.htm 80366 I Lansing

Internet Course, 4hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based courses.htm

81683 N Psomas Lec S 9:00am-1:00pm, KTD/SC133 Statistics calculator required.

#### 81061 J Kostyrko

Lec TR 6:10pm-8:00pm, IVC/ BLDG14/140 Statistics calculator required. **MATH 116** Linear Algebra

Prerequisite: MATH 123.

Systems of linear equations, matrix algebra, vector spaces, inner product spaces, linear transformations, and eigenvalue problems with applications. Transfer Credit: CSU/UC 80367 F Schmitt

3.0 Units

3.0 Units

5.0 Units

Lec MW 9:40am-11:00am, KTD/SC177

### **MATH 121**

**Calculus I with Applications** Prerequisite: MATH 103 or 103AB or 103XY or Precalculus Assessment Test.

Graphing functions; limits, derivatives, integrals of functions; exponential, logarithmic functions; applications. Transfer Credit: CSU/UC

80368 L Ordin

Lec MW 11:10am-12:30pm, KTD/SC102 80369 J Armendariz

Lec R 6:10pm-9:00pm, KTD/SC102

#### **MATH 123**

5.0 Units Analytic Geometry and Calculus I

Prerequisite: MATH 104 or 104XY and MATH 105 or 109 or satisfactory score on Precalculus and Trigonometry Placement Test.

Introduction to analytic geometry and differential and integral calculus of functions of one real variable. Transfer Credit: CSU/ UC

80371 I Lansing

Lec MTWR 7:55am-9:00am, KTD/SC124 80372 G Golitzin

Lec TR 6:10pm-8:30pm, KTD/PV7

### **MATH 124** Analytic Geometry and Calculus II

Prerequisite: MATH 123. A continuation of MATH 123 with empha-

sis on the calculus of transcendental functions, introduction to first order ordinary differential equations, sequences, series and power series functions. Transfer Credit: CSU/UC

80373 I Roderick

Lec MWF 7:30am-9:00am, KTD/SC125

#### **MATH 199** 2.0 Units **Seminar for Tutors**

Special training for all new math tutors. 80374 L Ordin

Lec F 9:10am-11:00am, KTD/SC133

#### **MATH 223** 5.0 Units Analytic Geometry, Vector Analysis and Calculus III

Prerequisite: MATH 124.

Includes solid analytic geometry, vector functions, partial derivatives, multiple integrals, and vector analysis. Transfer Credit: CSU/UC 80375 M Allen

Lec MWF 7:30am-9:00am, KTD/SC130

## THE INDIVIDUALIZED **MATHEMATICS PROGRAM**

### **KENTFIELD CAMPUS**

These courses are individualized and selfpaced. Repeat testing is used. Attendance is very important. Failure to meet required hours will affect a student's grade. Instructors and tutors are available to help students. All of the courses are open-entry and open-exit classes. All classes are in the Math Lab in the Austin Science Center Building, Room SC 115.

STUDENTS WHO PRE-REGISTER FOR A COURSE IN THIS PROGRAM MUST CHECK IN WITH AN INSTRUCTOR OR INSTRUCTIONAL ASSISTANT DURING THE FIRST WEEK OF THE SEMESTER TO AVOID BEING DROPPED.

#### **SELF-PACED COURSES:**

The MATH 95XY sequence is equivalent to MATH 95; the MATH 101XY sequence is equivalent to MATH 101; and the MATH 103XY sequence is equivalent to MATH 103.

Each unit of the MATH 95XYG sequence requires an average of four hours weekly in the Math Lab for eight weeks or until the course is completed. MATH 101X, 101Y, 103X, and 103Y each require an average of six hours weekly in the Math Lab for eight weeks or until the sequence is completed.

For example, if the student plans to enroll and earn three units of MATH 101XY by the end of the semester, then the student must attend an average of six hours per week until the course work is completed. For MATH 103XY it is also an average of six hours per week. A student may add one or more units any time prior to the last three weeks of the semester.

Class hours required may be selected from any combination of the supervised times listed on the time chart.

### **MATH 095G**

#### 1.0 Unit

#### **Medical Assisting Applications** Prerequisite: MATH 85 or Placement Test. 80392 L Ordin

Self-paced, 4hrs/wk TBA, KTD/SC115

### **MATH 095X**

1.0 Unit

**Basic Math Skills** Prerequisite: MATH 85 or Placement Test. 81675 L Ordin

Self-paced, 4hrs/wk TBA, KTD/SC115

## **MATH 095Y**

1.0 Unit

#### Intermediate Math Skills Prerequisite: MATH 95X or 95A. 81677 L Ordin Self-paced, 4hrs/wk TBA, KTD/SC115

#### MATH 101X Elementary Algebra

Prerequisite: MATH 95 or 95B or 95Y or Math Placement Test. May be enrolled in MATH 101Y. 80394 L Ordin

Self-paced, 6hrs/wk TBA, KTD/SC115

MATH 101Y

**Elementary Algebra** *Prerequisite: MATH 101X or 101A or concurrent enrollment.* 

80395 L Ordin Self-paced, 6hrs/wk TBA, KTD/SC115

**MATH 103X** 

**MATH 104Y** 

#### Intermediate Algebra

Prerequisite: MATH 101 or 101XY or 101AB or Math Placement Test. May be enrolled in MATH 101Y. 80396 L Ordin

Self-paced, 6hrs/wk TBA, KTD/SC115

#### MATH 103Y Intermediate Algebra

Prerequisite: MATH 103X, 103A, or concurrent enrollment. 80397 L Ordin Self-paced, 6hrs/wk TBA, KTD/SC115

1.5 Units

3.0 Units

1.5 Units

1.5 Units

2.0 Units

Plane Trigonometry Prerequisite: MATH 104X or concurrent enrollment. 80400 L Ordin Self-paced, 4hrs/wk TBA, KTD/SC115

## THE INDIVIDUALIZED MATHEMATICS PROGRAM

### INDIAN VALLEY CAMPUS

These courses are individualized and selfpaced. Repeat testing is used. Instructors and student tutors are available to help students. All of the courses are open-entry and open-exit classes. All classes are in the Math Lab in Building 17, Room 100.

STUDENTS WHO PRE-REGISTER FOR A COURSE IN THIS PROGRAM MUST CHECK IN WITH AN INSTRUCTOR OR INSTRUCTIONAL ASSISTANT DURING THE FIRST WEEK OF THE SEMESTER TO AVOID BEING DROPPED.

### SELF-PACED COURSES:

The MATH 95XY sequence is equivalent to MATH 95; the MATH 101XY sequence is equivalent to MATH 101; and the MATH 103XY sequence is equivalent to MATH 103.

Each unit of the MATH 95XYG sequence requires an average of four hours weekly in the Math Lab for eight weeks or until the course is completed. MATH 101X, 101Y, 103X, and 103Y each require an average of six hours weekly in the Math Lab for eight weeks or until the sequence is completed.

For example, if the student plans to enroll and earn three units of MATH 101XY by the

#### MATH TIME CHART OF SUPERVISED HOURS Indian Valley Campus, BLDG 17, Room 100 (Internet Café)

indian valley campus, bebc 17, koom too (internet care)				
TIME	MON	TUES	WED	THURS
5:00-6:30PM	Closed	Ordin	Closed	Blackburn
6:30-8:00PM	Closed	Ordin	Closed	Goodale
8:00-9:00PM	Closed	Ordin	Closed	Contini
Notes Final average for all calf paged moth classes are hold in the Math Lab on T 12/12 4 0mm				

Note: Final exams for all self-paced math classes are held in the Math Lab on T 12/13, 6-9pm

end of the semester, then the student must attend an average of six hours per week until the course work is completed. For MATH 103XY it is also an average of six hours per week. A student may add one or more units any time prior to the last three weeks of the semester.

Class hours required may be selected from any combination of the supervised times listed on the time chart.

If you have any questions regarding the operating procedures, please see the instructor or a teaching assistant.

MATH 095G

1.0 Unit

Medical Assisting Applications Prerequisite: MATH 85 or Placement Test. 80406 L Ordin Self-paced, 4hrs/wk TBA, IVC/ BLDG17/100

MATH 095X

Basic Math Skills Prerequisite: MATH 85 or Placement Test. 81676 L Ordin Self-paced, 4hrs/wk TBA, IVC/

### **MATH 095Y**

BLDG17/100

1.0 Unit

1.0 Unit

Intermediate Math Skills Prerequisite: MATH 95X or 95A. 81678 L Ordin Self-paced, 4hrs/wk TBA, IVC/ BLDG17/100

#### MATH 101X 1.5 Units Elementary Algebra

Prerequisite: MATH 95 or 95B or 95Y or Math Placement Test. May be enrolled in MATH 101Y. 80410 L Ordin Self-paced, 6hrs/wk TBA, IVC/

BLDG17/100

### MATH 101Y

1.5 Units

**Elementary Algebra** *Prerequisite: MATH 101X or 101A or concurrent enrollment.* 

80412 L Ordin Self-paced, 6hrs/wk TBA, IVC/ BLDG17/100 MATH 103X 2.0 Units Intermediate Algebra Prerequisite: MATH 101 or 101XY or 101AB or Math Placement Test. May be enrolled in MATH 101Y. 80414 L Ordin

Self-paced, 6hrs/wk TBA, IVC/ BLDG17/100

3.0 Units

Intermediate Algebra Prerequisite: MATH 103X, 103A, or concurrent enrollment. 80416 L Ordin Self-paced, 6hrs/wk TBA, IVC/ BLDG17/100

## MATH 104Y

**MATH 103Y** 

1.5 Units

Plane Trigonometry Prerequisite: MATH 104X or concurrent enrollment. 80419 L Ordin Self-paced, 4hrs/wk TBA, IVC/ BLDG17/100

## MEDICAL ASSISTING

#### MEDA 110 2.0 Units Administrative Medical Office Procedures

*Corequisite: MEDA 110L.* This course introduces the student to the medical office and medical front office procedures common to clinical practice. Transfer Credit: CSU 80420 Staff

Lec M 11:10am-1:00pm, IVC/ BLDG27/219

### MEDA 110L 1.0 Unit Administrative Medical Office Procedures Laboratory

Corequisite: MEDA 110.

This laboratory course will provide practical exercises for the student to develop administrative medical front office skills. Transfer Credit: CSU 80784 Staff

Lab M 2:10pm-5:00pm, IVC/ BLDG27/219

#### **MEDA 120** Medical Terminology I

#### 3.0 Units

This course introduces the student to the fundamentals of medical word analysis and word construction. Emphasis is placed upon

spelling, anatomical, pathological, surgical, and diagnostic terminology. Material is presented in a systems approach with units on anatomical directional terms, integumentary, respiratory, cardiovascular, digestive, nervous, and musculoskeletal systems. Systems studied are different than MEDA 121; this course may be taken before or after MEDA 121. Transfer Credit: CSU 80785 B Muller

Lec F 1:10pm-4:00pm, IVC/BLDG27/118

#### **MEDA 121** Medical Terminology II

3.0 Units

This course introduces the student to the fundamentals of medical word analysis and word construction. Emphasis is placed upon spelling, anatomical, pathological, surgical, and diagnostic terminology. Material is presented in a systems approach with units on the urinary system, male and female reproductive systems, obstetrics and neonatology, eye, ear and the endocrine system. Systems studied are different than MEDA 120; this course may be taken before or after MEDA 120. Transfer Credit: CSU

80787 J Miller

Lec W 2:40pm-5:30pm, IVC/BLDG27/118

#### **MEDA 125** 1.0 Unit **Medical Financial Procedures**

Corequisite: MEDA 125L.

This theory course will examine the basic financial procedures of a medical office including bookkeeping, health insurance systems, procedural and diagnostic coding, and health insurance claim management. Transfer Credit: CSU

80788 B Muller

Lec T 2:10pm-3:00pm, IVC/BLDG27/219

#### MEDA 125L **Medical Financial Procedures** Laboratory

Corequisite: MEDA 125.

This laboratory course will provide the basic skills to manage patient financial accounts including posting transactions, coding procedures and diagnoses, and completing insurance forms. Transfer Credit: CSU 80789 B Muller

Lab T 3:10pm-6:00pm, IVC/BLDG27/219

## **MEDA 126**

**Medical Office Computers - MediSoft** Corequisite: MEDA 126L. Advisory: MEDA 125. This theory course will introduce the student to the use of computers in the medical office. The course will focus on the basic functions of the MediSoft program which include recording patient information to create and update patient records, entering financial transactions, and scheduling appointments. Transfer Credit: CSU. 81547 J Miller

> Lec W 10:10am-12:00pm, IVC/ BLDG27/118

### MEDA 126L

#### 0.5 Unit **Medical Office Computers - MediSoft** Laboratory

Corequisite: MEDA 126.

This laboratory class will apply theory learned in MEDA 126 and provide students with practical exercises on the computer using the MediSoft program. Transfer Credit: CSU

81548 J Miller

Lab W 12:10pm-1:30pm, IVC/ BLDG27/125

#### **MEDA 135 Clinical Procedures I**

Corequisite: MEDA 135L.

This theory course covers common clinical procedures necessary to medical back-office assisting in a family practice medical office. Transfer Credit: CSU 80791 Staff

Lec T 11:10am-1:00pm, IVC/BLDG27/219

#### **MEDA 135L**

**Clinical Procedures I Laboratory** Corequisite: MEDA 135.

This skills laboratory course covers common clinical procedures necessary to medical back-office assisting in a family medical office. Transfer Credit: CSU (Material Fee: \$10)

80792 Staff

1.0 Unit

Lab W 9:10am-11:30am, IVC/ BLDG27/219 Lab W 12:10pm-2:00pm, IVC/

BLDG27/219

80793 Staff Lab R 9:10am-11:30am, IVC/

BLDG27/219

Lab R 12:10pm-2:00pm, IVC/ BLDG27/219

81536 Staff

Lab F 9:10am-11:30am, IVC/BLDG27/219 Lab F 12:10pm-2:00pm, IVC/ BLDG27/219

## **MEDA 150**

2.0 Units

1.5 Units

**Pharmacology for Medical Assistants** Advisory: Concurrent enrollment in MEDA 145. This course introduces the student to common drugs/medications used in outpatient medical care and their simple mathematical computations. Transfer Credit: CSU 81772 Y Chang

Lec M 8:10am-9:30am, IVC/BLDG27/118

## **MULTIMEDIA STUDIES**

#### **MMST 101 Orientation to Multimedia**

0.5 Unit

Orientation to digital media tools, techniques and resources. In this self-paced, Internet-based course, students will examine and evaluate a variety of digital media including blogs, search engines, streaming audio and video, podcasts, internet telephony, 2d and 3d animation and more. May be taken once for credit. Transfer Credit: CSU (Material Fee: \$5)

81045 08/15-10/07 J Gonzalez

Internet Course, 3 hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

#### **MMST 110** Introduction to Multimedia

3.0 Units

Multimedia is the new and exciting synthesis of art, video, sound and animation. This class will explore the important components and issues in designing and producing multimedia, including markets, content and phases of production. Through lecture and demonstration, students will gain an understanding of the process of building multimedia as well as insight into its aesthetic and historical frameworks. Transfer Credit: CSU (Material Fee: \$5)

81047 J Gonzalez Lec R 9:10am-12:00pm, IVC/ BLDG27/129

### **MMST 112**

#### 3.0 Units **Fundamentals of Multimedia Design**

This course provides fundamental knowledge of design as it applies to multimedia and visual design. Assignments involve the creation of original work using current digital software tools. Transfer Credit: CSU (Material Fee: \$8) 81439 J Loiselle

L/L MW 9:35am-12:00pm, IVC/ BLDG27/129

Software: Adobe Illustrator, Photshop CS5

2.0 Units

1.5 Units

#### MULTIMEDIA STUDIES

#### MMST 114 3.0 Units Introduction To Game Design

This course will introduce students to the basics of game design and theory using analysis, research, critiques and group based projects. Students will learn about the Game Industry through assignments that simulate employment by a game developer. Transfer Credit: CSU (Material Fee: \$5)

81815 D Maxwell

L/L S 10:10am-1:00pm, IVC/BLDG27/129

#### MMST 124 3.0 Units Beginning Modeling, Texturing, and Animation in 3DS Max

This foundation class provides working knowledge, resources, and learning techniques for 3D software. The content presupposes no experience in 3D. The class covers beginning 3D modeling and texturing to create models appropriate for real-time and pre-rendered contexts. Transfer Credit: CSU (Material Fee: \$8)

80425 J Abouaf

L/L F 10:10am-3:30pm, IVC/BLDG27/129 Software: Autodesk 3DS MAX 2010

#### MMST 125 3.0 Units Intermediate Modeling and Texturing in 3DS Max

Prerequisite: MMST 124.

This course emphasizes modeling/texturing usable assets for real-time and pre-rendered contexts. Animating non-character assets, using the broad toolset available to 3D animators, and/or character animation using simple deformations. Transfer Credit: CSU (Material Fee: \$8)

81724 J Abouaf

**MMST 131A** 

L/L F 10:10am-3:30pm, IVC/BLDG27/129 Software: Autodesk 3DS MAX 2010

## 3.0 Units

Web Design I Advisory: MMST 101.

This course will provide an introduction to designing Web pages. Students will evaluate the design of existing Web sites and use current professional-level software to design and develop a small working Web site that is attractive, functional, and easy to use. Transfer Credit: CSU (Material Fee: \$5)

81440 J Gonzalez

L/L TR 1:10pm-3:30pm, IVC/ BLDG27/129 Software: Adobe Dreamweaver CS5, Fireworks CS5, Flash CS4

#### 81443 J Gonzalez

L/L 5 hrs/wk, DL/TBA Internet Course, 5 hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm Software: Adobe Dreamweaver CS5, Fireworks CS5, Flash CS4W

### MMST 131B Web Design II

Prerequisite: MMST 131A.

This is a second semester Web design course providing more intermediate-level information and resources for designing, developing, and maintaining attractive and effective Web sites. Students will use current professional-level software to create small Web sites formatted with cascading style sheets and employing HTML templates. Transfer Credit: CSU (Material Fee: \$5)

3.0 Units

3.0 Units

3.0 Units

81441 J Gonzalez

L/L TR 1:10pm-3:30pm, IVC/ BLDG27/129 Software: Adobe Dreamweaver CS5, Fireworks CS5, Flash CS4

81445 J Gonzalez

Internet Course, 5hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm Software: Adobe Dreamweaver CS5, Fireworks CS5, Flash CS4

#### MMST 131C Web Design III

Prerequisite: MMST 131B.

An in-depth continuation of MMST 131B providing advanced information and resources for creating medium to large Web sites. Students will use content management software and CSS templates to design, create and manage database-driven sites such as online magazines, blogs, Web portals, online stores and other sites requiring frequent and dynamic updating of content. Transfer Credit: CSU (Material Fee: \$5)

81442 J Gonzalez

L/L TR 1:10pm-3:30pm, IVC/ BLDG27/129 Software: Adobe Dreamweaver CS5, Flash CS5, and Leading Content Management

81446 J Gonzalez Internet Course, 5hrs/wk TBA.

For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm Softeware: Adobe Dreamweaver CS5, Flash CS5, and Leading Content Management

#### MMST 134A Interactive Media Design I Advisory: MMST 101.

This project-based class introduces the processes, techniques, and software applications for designing and creating a variety of interactive media for the World Wide Web and other media. Students will use current professional-level software to create a variety of interactive media, including web graphics, 2-D animation, streaming audio, animated user interfaces and more. Transfer Credit: CSU (Material Fee: \$5) 81447 J Gonzalez

Lec TR 4:10pm-6:30pm, IVC/ BLDG27/129 Software: Adobe Flash CS5

#### MMST 134B

#### Interactive Media Design II Prerequisite: MMST 134A.

An in-depth continuation of MMST 134A providing intermediate-level information and techniques for creating digital content containing graphics, text, sound, animation, video and user interactivity. Students will use current professional-level software to create vector graphics, animated interfaces, media players, small interactive Web sites and much more. Transfer Credit: CSU

(Material Fee: \$5)

81448 J Gonzalez

Lec TR 4:10pm-6:30pm, IVC/ BLDG27/129 Software: Adobe Flash CS5 and ActionScripting 3.0

#### MMST 134C Interactive Media Design III

3.0 Units

3.0 Units

#### Prerequisite: MMST 134B. An in-depth continuation of MMST 134B providing advanced-level information and techniques for scripting fully interactive, fully animated Web sites, games, and movies using vector-based graphics. Scripting and production skills will be developed through a variety of short scripting projects emphasizing sound programming principles and design. Transfer Credit: CSU (Material Fee: \$5)

### 81812 J Gonzalez

L/L TR 4:10pm-6:30pm, IVC/ BLDG27/129 Software: Adobe Flash CS5

MMST 146 Video and Sound I: Editing 3.0 Units

A conceptual and practical framework for artistic and production video techniques. The course will provide experience in the various production techniques of video editing. Topics also include organization, source material, audio, exporting, logging, and archiving. Transfer Credit: CSU (Material Fee: \$5)

#### 81814 J Helmer

L/L MW 7:10pm-9:30pm, IVC/ BLDG27/129 Software: Final Cut Pro and Adobe Premier

#### **MMST 150** 3.0 Units **Digital Imaging Techniques with** Photoshop

Advisory: MMST 123.

This course will provide intermediate knowledge of imaging techniques for creative results of images and artwork. Design skills will be developed through hands-on exercises and projects using analysis, research, and critiques. Transfer Credit: CSU (Material Fee: \$15)

80429 Staff

L/L MW 1:10pm-3:30pm, IVC/ BLDG27/129 Software: Advanced PhotoShop CS5

#### **MMST 156**

Video and Sound II: Editing Prerequisite: MMST 146.

This course offers intermediate and advanced video editing techniques. Topics include asset management, HD and/or 3D source material, stereo and surround audio, exporting to various formats, and color correction. The course will develop advanced video editing for increased creative and technical skills. Skill and knowledge will be developed through hands-on exercises and projects. Transfer Credit: CSU (Material Fee: \$5)

#### 81830 J Helmer

Lec MW 7:10pm-9:30pm, IVC/ BLDG27/129 Software: Final Cut Pro and Adobe Premier

#### **MMST 160** 3.0 Units **Digital Image Calibration and Printing** Prerequisite: MMST 150.

This course will provide advanced knowledge of techniques and practices for successful printing of digital images and artwork for design and visual art. Design and technical skills will be developed through hands-on exercises and projects. Transfer Credit: CSU (Material Fee: \$30)

80430 Staff

L/L MW 1:10pm-3:30pm, IVC/ BLDG27/129 Software: PhotoShop CS5

#### **MMST 200** Portfolio Development

Through lecture, research and critiques, students will develop a professional portfolio that reflects their interests, skills and career goals. Transfer Credit: CSU

#### 80431 J Helmer

Lec M 7:10pm-9:40pm, IVC/BLDG27/129

#### **MMST 210 Advanced Project**

This course is for students who are ready to plan, design and implement independent, advanced multimedia projects such as CD-ROMs, DVDs, Web sites and more. Lab activities will involve taking a project idea, either individually or as a group, from design to delivery. Transfer Credit: CSU (Material Fee: \$3)

81813 Staff

Arr 1.5 hrs/wk, IVC/TBA

## MUSIC

3.0 Units

Notes: The old Fine Arts building is now the Performing Arts building, and is designated as "PA" in the schedule (examples: PA 120, PA 150). The new Fine Arts building is designated as "FA" (examples: FA 201, FA 301).

To take Music Placement Test, contact Test Center at 415.485.9469. Major performing ensembles are Music 162, 163, 165, 166, 167, 168, 169, and 177. Students in eligible music classes who need to rent a musical instrument should contact the Music Department at 415.485.9460 for information and fees.

#### 3.0 Units **MUS 101** Introduction to Classical Music

Appreciate and enjoy classical music; a study of elements, musical forms, vocal and instrumental styles and the lives and music of great composers. Transfer Credit: CSU/ UC

80432 D Delaney

- Lec TR 9:40am-10:55am, KTD/PA072 81850 P Smith, L Noble Brown
  - Lec T 7:10pm-10:00pm, IVC/BLDG15/181 (Class will meet in alternate location on 8/23)

## **MUS 105**

Rock, Pop and Jazz A multicultural study of the evolution of American musical styles, including blues, salsa, samba, rock, jazz, pop, rhythm and blues, country, and folk. Transfer Credit:

#### CSU/UC 80433 R Schleeter

Lec T 6:10pm-9:00pm, KTD/PA072

#### **MUS 106**

3.0 Units

**Music Fundamentals** 

Includes basic study of the rudiments of music, musical notation and terminology,

elementary harmony and introduction to the piano keyboard. Transfer Credit: CSU/ UC

#### 80434 Staff

Lec T 7:10pm-10:00pm, KTD/PA177

#### 0.5 Unit **MUS 111** Theory I

Prerequisite: Read Simple Music. Advisory: Concurrent enrollment in: MUS 121, 171, and a Major Performing Ensemble.

Beginning music theory. Scales, intervals, triads, and harmonic progressions using primary triads. Transfer Credit: CSU/UC 80435 D Delaney

Lec MWF 10:10am-11:00am, KTD/ PA177

### **MUS 116** Desktop Musician I

3.0 Units

3.0 Units

2.0 Units

1.5 Units

Basic concepts of acoustics, techniques and history of electronic music; recording and mixing with digital audio; recording to CD; MIDI (sequencing). Transfer Credit: CSU 80437 A Kelly

L/L W 7:10pm-10:00pm, KTD/FA315 Lec 2 hrs/wk, KTD/FA315

## **MUS 117**

**Desktop Musician II** Prerequisite: MUS 116.

Continued study of digital recording including MIDI. Emphasis on editing, mixing, plug-ins and their application. Course culminates in recording to CD. Performance/ application is a requirement. Transfer Credit: CSU

#### 81745 A Kelly

L/L W 7:10pm-10:00pm, KTD/FA315 Lab 2 hrs/wk, KTD/FA315

#### **MUS 121** Ear Training I

Prerequisite: Read simple music, know major scales. Advisory: MUS 106.

Instruction includes rhythmic and melodic sight reading; rhythmic, melodic, and harmonic aural perception; and some keyboard harmony, reinforcing practical application of material introduced in Music 106. Transfer Credit: CSU/UC

80438 J Ivry

L/L MWF 9:10am-10:00am, KTD/PA177

#### **MUS 162** Band

Prerequisite: Standardized audition.

Daytime concert band for intermediate and advanced players. One performance is required. Transfer Credit: CSU/UC 81851 D Delanev

L/L MW 11:10am-12:40pm, KTD/PA075 and W 12/7, 11:10-2pm Students must participate in a performance on Wednesday, 12/7 at noon

Advisory: MUS 163.

#### MUSIC

4.0 Units

3.0 Units

3.0 Units

#### **MUS 163 College Chorus**

The rehearsal and performance of a variety of choral music. Techniques of choral singing are emphasized. Transfer Credit: CSU/ UC

80441 B Jarrell

Lab MW 12:40pm-1:55pm, KTD/PA072 and Thurs 11/17, 11-1pm, and Tues 12/13, 6-10pm. Students must participate in a performance on Tues, 12/13 at 6:30pm. Students who need special attention

with pitch matching will be advised to take a pitch master tutorial.

#### **MUS 165 Piano Ensemble**

### 2.0 Units

1.0 Unit

Prerequisite: Standardized audition.

Study, rehearsal and performance of music for piano ensemble. Music majors who are pianists may satisfy two semesters of the major performing ensemble with this course. Transfer Credit: CSU/UC 80442 P Smith

Lab T 2:40pm-4:30pm, KTD/PA072 Lab 3.3 hrs/wk, KTD/PA072 and Wed 11/16, 11-2pm Students must participate in a performance on Wed 11/16 at 12 noon.

## Be part of a community orchestra



#### **MUS 167** 1.5 Units Symphony Orchestra

Prerequisite: Standardized audition.

Symphony orchestra and chamber orchestra, performing music from a wide selection of musical periods and styles. Students must participate in public performances. Transfer Credit: CSU/UC

### 81852 P Smith, J Ivry

L/L M 6:40pm-10:00pm, KTD/PA075 and Fri 11/18, 7-10pm, Sat 11/19, 6-10pm, Sun 11/20, 3-7pm Students must participate in dress rehearsal on Fri 11/18 and performances on Sat 11/19 at 7-10pm, and Sun 11/20, 4pm.

### **MUS 168**

1.0 Unit

1.0 Unit

2.0 Units

2.0 Units

1.0 Unit

## **Community Symphonic Band**

Prerequisite: Standardized audition. This course is an advanced ensemble for wind and percussion players. Public performance required. Transfer Credit: CSU/UC

#### 80444 D Delaney

Lab W 6:40pm-10:00pm, KTD/PA075 Students must participate in a performance Wednesday 12/14 at 7:30pm.

### **MUS 169**

**Community Chorus** Prerequisite: Standardized audition.

Rehearsal and performance of masterpieces of choral literature, usually with orchestral accompaniment. Public performance required. Transfer Credit: CSU/UC

### 80448 B Jarrell

Lab W 7:10pm-10:00pm, KTD/PA072 and F 12/9, Sat 12/10, 6-10pm; Sun 12/11, 2-6pm

Students must participate in dress rehearsal on Fri 12/9 and performances on Sat 12/10 at 7pm, and Sun 12/11at 3pm.

### MUS 171

### Piano I

Prerequisite: MUS 106. MUS 171 is a prerequisite for MUS 172.

Develop mental and physical skills, musicianship, and habits leading to keyboard competence and foundation for further music studies. Transfer Credit: CSU/UC 80450 P Smith

> Lab TR 10:10am-11:00am, KTD/PA188 Lab 3.5 hrs/wk, KTD/TBA New piano students: see instructor Thursday 8/11, 11:00-12:30pm, in room FA 188 for appropriate piano class level.

#### MUS 172 Piano II

Prerequisite: MUS 171.

Develop mental and physical skills, musicianship, and habits leading to keyboard competence and foundation for further music studies. Transfer Credit: CSU/UC 80451 P Smith

Lab TR 11:10am-12:00pm, KTD/PA188 Lab 3.5 hrs/wk, KTD/TBA New piano students: see instructor Thursday 8/11, 11:00-12:30pm, in room FA 188 for appropriate piano class level.

#### **MUS 177** Jazz Ensemble

Prerequisite: Standardized audition. Corequisite: Major performing ensemble most appropriate to student's performing medium.

Ensemble and some solo experience in the jazz idiom. Transfer Credit: CSU/UC 80459 D Delanev

Lab TR 11:10am-12:25pm, KTD/PA075 and Tues 12/6 6-10pm Students must participate in a performance Tuesday 12/6 at 7:30pm.

#### **MUS 178**

**Class Instrument Instruction: Strings** Prerequisite: Ability to read simple music. Advisory: MUS 106.

Beginning instruction on the violin, viola, cello, or string bass. Transfer Credit: CSU/ UC

### 80462 J Ivry

Lab M 4:10pm-6:00pm, KTD/PA075 Lab 1 hr/wk, KTD/TBA

# **MUS 180**

2.0 Units

1.0 Unit

1.0 Unit

## **Chamber Music Ensemble** Prerequisite: Standardized audition. The study, rehearsal and performance of

repertoire for small instrumental ensembles (may include voice with prior approval). Transfer Credit: CSU/UC

### 81681 J Ivry

L/L R 6:40pm-10:00pm, KTD/PA072 and Fri 12/2, Sat 12/3, 6-10pm Students must participate in performance(s) Friday 12/2 and/or Saturday 12/3 at 7:30pm

#### **MUS 181** Voice I

Advisory: Read Simple Music, or MUS 106 Instruction in the fundamentals of singing, principles of tone production, voice development, and techniques of song learning.

81854 L Noble Brown

Lab MW 2:10pm-3:00pm, KTD/PA072

#### **MUS 182** Voice II

1.0 Unit

2.0 Units

Advisory: MUS 181

Continued instruction in the fundamentals of singing, principles of tone production, voice development, and techniques of song learning. Transfer Credit: CSU/UC 81855 L Noble Brown

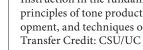
Lab MW 2:10pm-3:00pm, KTD/PA072

#### **MUS 183 Chamber Singers**

Prerequisite: Standardized audition

A small select choir of mixed voices performing music written for small choral ensembles. Participation in a public performance is required. Transfer Credit: CSU/UC 80503 B Jarrell

L/L T 6:40pm-10:00pm, KTD/PA075 and Thurs 11/17, 11:10-1:30pm, and Tues 12/13, 6-10pm. Students must participate in a performance Tues 12/13 at 7:30pm.



2.0 Units

#### **MUS 187 Chamber Orchestra** Prerequisite: MUS 179.

#### 1.0 Unit

An orchestra of mostly stringed instruments, designed for the player who has basic skills but needs experience playing orchestral music and developing his/her technique before playing in the community symphony orchestra. Transfer Credit: CSU/UC

#### 80504 J Ivry

Lab M 4:10pm-6:00pm, KTD/PA075 1 hr/wk TBA, and Fri 12/9, 10-1pm.

#### **MUS 191**

### 1.0 Unit

1-2 Units

## **Musical Production: Orchestra**

Prerequisite: Standardized audition. Rehearsal and performance of orchestral accompaniment to staged musical productions. Public performance required. Amahl and the Night Visitors, Directed by Paul Smith. Transfer Credit: CSU/UC

#### 81424 10/16-12/11 P Smith

Lab U 5:10pm-8:00pm, KTD/PA072 Lab 2 hrs/wk, KTD/PA072 and Fri 12/9, Sat 12/10, Sun 12/11, 1-4pm Directed by Paul Smith. Auditions are on Sunday 10/16, 6-8pm or by appointment. Most rehearsals are on Sundays from 5-8pm, beginning Oct 16. Performances are Dec 9, 10, 11. For additional information contact Paul Smith at pianosmith@ aol.com or 485-9460.

#### **MUS 193**

#### **Musical Production: Cast**

Prerequisite: Standardized audition. Rehearse and perform all vocal music aspects of staged musical production. Public performance required. Amahl and the Night Visitors, Directed by Paul Smith. Auditions are on Sunday 10/16, 6-8pm or by appointment. Most rehearsals are on Sundays from 5-8pm, beginning Oct 16. Performances are Dec 9, 10, 11. For additional information contact Paul Smith at pianosmith@aol.com or 485-9460. Transfer Credit: CSU/UC

#### 81425 10/16-12/11 P Smith Lab U 5:10pm-8:00pm, KTD/PA072 Lab 2 hrs/wk, KTD/PA072 and Fri 12/9, Sat 12/10, Sun 12/11, 1-4pm

81426 10/16-12/11 P Smith Lab U 5:10pm-8:00pm, KTD/PA072 Lab 8 hrs/wk, KTD/PA072 and Fri 12/9, Sat 12/10, Sun 12/11, 1-4pm Offered for 2.0 units.

#### MUS 211 Theory III

Prerequisite: MUS 112. Advisory: concurrent enrollment in MUS 221 and 271 and a major performing ensemble.

Study of diatonic sevenths, and basic chromatic harmony. Exercises, analysis, keyboard harmony, and composition are included. Transfer Credit: CSU/UC

81856 B Jarrell

Lec MW 10:10am-11:00am, KTD/PA178 Lec 1 hr/wk, KTD/TBA

#### MUS 221 Ear Training III

Prerequisite: MUS 122. MUS 221 is a prerequisite for MUS 222.

Instruction includes rhythmic and melodic sight reading; rhythmic, harmonic, and melodic aural perception; and some keyboard harmony, paralleling the concepts and materials taught in Music Theory III (MUS 211). Transfer Credit: CSU/UC

80510 L Noble Brown

L/L MWF 9:10am-10:00am, KTD/PA178

#### **MUS 261**

#### **Small Ensemble Techniques**

Prerequisite: Standardized audition. This class focuses on improving skills of the musician in a small ensemble. Recommended for students who have already had chamber music or other small ensemble experience. Transfer Credit: CSU 81866 D Delaney

Lab 3.5 hrs/wk, KTD/TBA 81867 P Smith

- Lab 3.5 hrs/wk, KTD/TBA 81868 J Ivry
- Lab 3.5 hrs/wk, KTD/TBA 81869 B Jarrell
- Lab 3.5 hrs/wk, KTD/TBA 81870 L Noble Brown
  - Lab 3.5 hrs/wk, KTD/TBA

### **MUS 262**

### Large Ensemble Techniques

Prerequisite: Standardized audition.

This class is designed to improve the practice, rehearsal, and performance skills of musicians in large ensembles. Previous large ensemble experience is recommended. Transfer Credit: CSU

- 81871 P Smith
  - Lab 3.5 hrs/wk, KTD/TBA
- 81872 B Jarrell Lab 3.5 hrs/wk, KTD/TBA
- 81873 D Delaney
  - Lab 3.5 hrs/wk, KTD/TBA

#### 3.0 Units **MUS 271** Piano III

Prerequisite: MUS 172. MUS 271 is a prerequisite for MUS 272.

A continuation of Music 172. Further development of functional musical knowledge. Structure, melody, rhythm, harmony, and form. Transfer Credit: CSU/UC

80521 P Smith

Lab TR 12:40pm-1:30pm, KTD/PA188 Lab 3.5 hrs/wk, KTD/TBA New piano students: see instructor Thursday 8/11, 11:00-12:30pm, in room FA 188 for appropriate piano class level.

#### **MUS 272** Piano IV

2.0 Units

#### Prerequisite: MUS 271.

Further development of functional musical knowledge. Structure, melody, rhythm, harmony, and form. Transfer Credit: CSU/UC 80522 P Smith

> Lab TR 1:40pm-2:30pm, KTD/PA188 Lab 3.5 hrs/wk, KTD/TBA New piano students: see instructor Thursday 8/11, 11:00-12:30pm, in room FA 188 for appropriate piano class level.

#### **MUS 281** Voice III

1.0 Unit

1.0 Unit

1.0 Unit

Advisory: Music 182.

A continuation of MUS 182, Voice II. Fundamentals, principles of tone production, and voice development. Transfer Credit: CSU/UC

80523 L Noble Brown

## L/L MW 11:10am-12:00pm, KTD/PA072

### **MUS 282** Voice IV

Advisory: Music 281.

A more advanced development and refinement of the fundamentals of singing, principles of tone production, and voice development with emphasis on more advanced vocal literature. Credit: CSU/UC

80524 L Noble Brown L/L MW 11:10am-12:00pm, KTD/PA072

## **MUS 288**

#### Advanced Voice Workshop Advisory: Music 282.

An advanced practicum on singing vocal literature, highlighting vocal development, style characteristics, and development of performance techniques, with emphasis on advanced vocal literature. Transfer Credit: CSU

81909 L Noble Brown

L/L MW 11:10am-12:00pm, KTD/PA072

1.5 Units

1.5 Units

2.0 Units

## NURSING: REGISTERED (R.N.)

#### NE 090 1.0 Unit Introduction to Nursing Education and Practice

This course is designed to help the prospective nursing student succeed in the College of Marin Registered Nursing Program by presenting an overview of the A.D.N. program, outline the required enrollment and admission information and the transfer requirements. This course also provides a realistic perspective of the Registered Nurse, including the demographics, the educational pathways, the economic and political factors, regulatory agencies and the varied roles and responsibilities of the RN, with emphasis on patient centered care, safety, teamwork, collaboration, and evidence based practice.

80480 08/29-10/27 J Langinger

Lec R 5:10pm-8:30pm, KTD/FH120 Meets 5 Thursdays: 10/13, 20, 27; 11/3, 10. Purchase syllabus in the Kentfield Campus bookstore.

81241 08/20-09/17 C Carrouche Lec S 9:10am-1:00pm, KTD/FH120 Meets 4 Saturdays: 8/20, 27; 9/10, 17. Purchase syllabus in the Kentfield Campus bookstore.

#### NE 095 Effective Strategies for Success in the

## **Registered Nursing Program**

This course focuses on the College of Marin Registered Nursing Critical Thinking Model, test taking strategies, and tips to survive and enjoy nursing school. It is highly recommended for the beginning nursing student.

80481 08/08-08/10 C Carrouche

Lec MTW 8:40am-11:55am, KTD/HC165 Lec MTW 1:10pm-3:25pm, KTD/HC165 Meets one MTW: 8/8, 9, & 10.

## **NE 101**

Level I Nursing Skills Laboratory

1.0 Unit

Corequisite: NE 135 and 138. To enroll in this course, students must be enrolled in the COM Registered Nursing Program.

Learn and practice the basic assessment and technical skills required for Registered Nursing. Emphasis is placed on developing communication and clinical reasoning skills through the use of clinical simulations and case scenarios. Note: Students must contact Nursing Department for their assigned section. Transfer Credit: CSU (Material Fee: \$75)

80482 S Lefkowitz

Lab T 9:10am-12:00pm, KTD/HC174 Students must contact Nursing Department for their assigned section. Final Exam: T 12/13, 9am-12pm. 80483 S Lefkowitz

Lab W 9:10am-12:00pm, KTD/HC174 Students must contact Nursing Department for their assigned section. Final Exam: W 12/14, 9am-12pm. 80484 D Ridley

Lab R 12:10pm-3:00pm, KTD/HC174 Students must contact Nursing Department for their assigned section. Final Exam: R 12/15, 1-4pm. 80485 Staff

Lab M 12:10pm-3:00pm, KTD/HC174 Students must contact Nursing Department for their assigned section. Final Exam: M 12/12, 1-4pm.

#### **NE 103 Open Skills Laboratory**

1.0 Unit

### 0.5 Unit

Corequisites: NE 101 and/or 102. To enroll in this course, students must be enrolled in the COM Registered Nursing Program.

This course provides additional opportunities for students to learn and practice the clinical skills required for the registered nurse. Students may enroll in NE 103 during the first and second semesters of the RN program. Transfer Credit: CSU (Material Fee: \$40)

81062 08/08-08/11 D Ridley Lab MTWR 9:10am-12:00pm and 1:10pm-3:00pm, KTD/HC174 Class meets 4 days; 8/8, 9, 10 and 11. This section reserved for 2nd year students. 80486 M Pieper-Warren

Lab F 10:40am-12:00pm, KTD/HC174 This section reserved for 1st year students.

81273 M Pieper-Warren Lab F 12:10pm-1:30pm, KTD/HC174 This section reserved for 1st year students.

### NE 135

Nursing I: Fundamentals of Nursing Prerequisite: ENGL 150; BIOL 120, 224, 240; CHEM 110; and NE 090. Advisory: CIS 101. Corequisite: NE 138. To enroll in this course, students must be enrolled in the COM Registered Nursing Program.

4.0 Units

2.5 Units

This is a foundation course for nursing practice. The course presents concepts related to clients within the context of their environments, including growth and development, culture, and health-illness; and to the health care delivery system and the political, economic, and social factors that affect it. The course introduces caring in nursing, critical thinking in applying the nursing process and managing client care, communication, client education, and legal and ethical pracice. Students learn how to perform an age-specific health assessment and basic physical examination, to recognize alterations in these assessments, and to engage in therapeutic interventions that promote and maintain clients' health. Transfer Credit: CSU

80487 C Carrouche, S Lefkowitz Lec M 9:10am-11:00am, KTD/PV4 Lec R 9:10am-11:00am, KTD/PV4

#### **NE 135L Nursing I: Fundamentals Clinical** Laboratory

Corequisite: NE 101 and NE 135. To enroll in this course, students must be enrolled in the COM Registered Nursing Program.

This course is the clinical laboratory for NE 135. Students learn to perform an agespecific health assessment and a basic physical examination, to recognize alterations in these assessments, and to engage in activities that promote and maintain clients' health. The first 4 weeks of lab are held on Kentfield campus. Transfer Credit: CSU 80488 J Langinger

Lab T 7:15am-2:45pm, HOSP/TBA Lab T 8:10am-4:00pm, KTD/HC172

80489 D Ridley Lab T 6:30am-2:00pm, HOSP/TBA

Lab T 8:10am-4:00pm, KTD/HC174 81063 J Langinger

Lab W 7:15am-2:45pm, HOSP/TBA Lab W 8:10am-4:00pm, KTD/HC172

- 81064 D Ridley Lab W 6:30am-2:00pm, HOSP/TBA Lab W 8:10am-4:00pm, KTD/HC174
- 81065 Staff, C Johnson, Lab T 6:30am-2:00pm, HOSP/TBA Lab T 8:10am-4:00pm, KTD/HC166
- 81066 Staff, C Johnson Lab W 6:30am-2:00pm, HOSP/TBA Lab W 8:10am-4:00pm, KTD/PV7

#### NE 138 1.0 Unit Introduction to Pharmacology and **Medication Administration for Nurses** Prerequisite: MATH 101. Corequisite: NE 135. To

enroll in this course, students must be enrolled in the COM Registered Nursing Program.

This course focuses on basic pharmacology principles, legal and ethical considerations, and the registered nurse's role in administering medications safely to clients across the lifespan. Drug dosage calculation is emphasized. Transfer Credit: CSU 80490 09/16-11/04 D Ridley

Lec F 8:10am-10:00am, KTD/HC165 Final Exam: F 11/18.

#### **NE 203**

#### 0.5 Unit Level III Nursing Skills Laboratory

Corequisites: NE 210, 212, 214 and 216. To enroll in this course, students must be enrolled in the COM Registered Nursing Program. Learn and practice the advance assessment and technical skills required for Registered

Nursing. Emphasis is placed on developing communication and clinical reasoning skills through the use of clinical simulations and case scenarios. Transfer Credit: CSU (Material Fee: \$125)

80491 F Haghighi

Lab R 8:10am-9:30am, KTD/HC174 Students must contact the Nursing Department for their assigned section. Final Exam: R 12/15. 80492 D Ridley

Lab M 8:10am-9:30am, KTD/HC174 Students must contact Nursing Department for their assigned section. Final Exam: M 12/12.

80493 C Johnson Lab R 9:40am-11:00am, KTD/HC174 Students must contact Nursing Department for their assigned sections. Final Exam: R 12/15.

80494 Staff Lab M 9:40am-11:00am, KTD/HC174 Students must contact Nursing Department for their assigned sections. Final Exam: M 12/12.

NE 205

## 0.5 Unit

**Open Skills Laboratory** Corequisite: NE 203. To enroll in this course, students must be enrolled in the COM Registered Nursing Program.

This course provides additional opportunities for students to learn and practice the clinical skills required for the registered nurse. Students may enroll in NE 205 during the intersession following completion of their second semester skills lab, NE 102, during the third semester concurrent with the NE 203 nursing skills lab, and for additional practice during the fourth semester of the RN Program. Transfer Credit: CSU (Material Fee: \$40)

80495 M Pieper-Warren

Lab F 9:10am-10:30am, KTD/HC174 This section reserved for 2nd year students.

#### NE 210

#### 2.0 Units Nursing Care of the Childbearing Family

Prerequisite: NE 140. Corequisite: NE 210L. To enroll in this course, students must be enrolled in the COM Registered Nursing Program.

This course presents nursing care for the childbearing family during prenatal, labor and birth, postpartum, newborn, family planning, and women's reproductive health periods. The normal process and complications that may occur at each stage of childbearing are emphasized. Transfer Credit: CSU

80496 08/15-10/06 C Johnson

Lec M 1:10pm-3:15pm, KTD/LC038 Lec R 1:10pm-3:00pm, KTD/LC038 Final Exam: TBA.

#### NF 2101 2.0 Units Nursing Care of the Childbearing **Family Clinical Laboratory**

Corequisites: NE 102 and 210 or 203. To enroll in this course, students must be enrolled in the COM Registered Nursing Program.

This course is the clinical laboratory that accompanies the childbearing family course. Students apply nursing concepts to the care of the childbearing family during the prenatal, labor and delivery, postpartum, neonatal, planning for a family, and reproductive health areas of practice. Transfer Credit: CSU (Material Fee: \$15)

80525 08/16-10/05 C Johnson

1st Week: Lab T 8/16 9:00am-4:00pm, IVC/ BLDG05/188 (IVC Simulation Center) Lab W 8/17 9:00am-4:00pm, KTD/ LC020 2nd Week: Lab T 8/23 9:00am-4:00pm, KTD/LC020 1st Clinical Day: Lab W 8/24 7:00am-7:00pm, Marin General Hospital Clinical Schedule 8/31-10/5: Lab W 7:00am-7:00pm, Marin General Hospital

#### **NE 212** 2.0 Units Nursing in Mental Health and Nursing of the Older Adult

Prerequisite: NE 140. To enroll in this course, students must be enrolled in the COM Registered Nursing Program.

This course presents nursing care for pediatric and adult clients with selected mental disorders, for older adults with multisystem problems, and for clients across the life-span at end-of-life. Emphasis is placed on health promotion, collaborative care, and nursing protocols for best practice. Transfer Credit: CSU

80526 10/13-12/08 C Carrouche Lec R 3:10pm-5:00pm, KTD/HC172 Lec M 3:10pm-5:00pm, KTD/HC172 Final Exam: TBA.

#### **NE 212L** 2.0 Units Nursing in Mental Health and Nursing of the Older Adult Clinical Laboratory Prerequisite: NE 140. Corequisites: NE 212 and

102 or 103. To enroll in this course, students must be enrolled in the COM Registered Nursing Program.

This course is the clinical laboratory that accompanies NE 212. Students apply the nursing process to the care of pediatric and adult clients with selected mental disorders, to the care of older adults in acute and community settings, and to the care of clients at end of life and their families. Transfer Credit: CSU 80527 10/12-12/09 C Carrouche

Lab W 3:00pm-9:30pm, HOSP/TBA Lab F 3:00pm-9:30pm, HOSP/TBA

#### **NE 214**

2.0 Units

#### Nursing III: Advanced Concepts in Mobility, Sensation, and Cognition Prerequisite: NE 140. To enroll in this course, students must be enrolled in the COM Registered Nursing Program.

This course presents medical-surgical nursing care for the pediatric and adult client emphasizing acute and chronic diseases of the neurological, musculoskeletal, sensory and immunological systems. The role of the nurse within a multidisciplinary health care team and in a variety of healthcare settings is explored. Transfer Credit: CSU

80528 08/15-10/10 M Pieper-Warren, S Lefkowitz

Lec M 11:10am-1:00pm, KTD/HC169 Lec R 8/18-9/08, 9:10am-11:00am, KTD/ PV5B (Pieper-Warren) Lec R 9/15-10/6, 1:10pm-3:00pm, KTD/

- PV5B (Lefkowitz) 80529 10/13-12/08 S Lefkowitz
  - Lec M 11:10am-1:00pm, KTD/HC169 Lec R 1:10pm-3:00pm, KTD/HC165 Final Exam: TBA.

#### **NE 214L** 2.5 Units Nursing III: Clinical Laboratory -Advanced Concepts in Mobility, Sensation and Cognition

Corequisite: NE 214 and 102 or 203. To enroll in this course, students must be enrolled in the COM Registered Nursing Program.

This course is the clinical laboratory that accompanies the Nursing III: Advanced Concepts in Mobility, Sensation, and Cognition course. Students apply nursing concepts to the care of the medical surgical patient with acute and chronic neurological, orthopedic and immunologic health problems with an emphasis on the acute care setting. Transfer Credit: CSU

80530 08/16-10/05 M Pieper-Warren Lab TW 6:30am-2:00pm, UCSF Medical Center

80531 10/11-12/07 M Pieper-Warren Lab TW 2:00pm-9:30pm, Marin General Hospital.

80532 10/11-12/07 Staff Lab TW 6:30am-2:00pm, UCSF Medical Center.

#### **NE 216**

#### 2.0 Units Nursing III: Advanced Concepts in Cardiovascular Oxygenation and Renal Function

Prerequisite: NE 210, 212 or 214. To enroll in this course, students must be enrolled in the COM Registered Nursing Program.

This course presents advanced concepts related to the nursing management and collaborative care of clients across the life-span with select critical and/or complex cardiovascular, respiratory, and renal problems. There is an emphasis on prioritizing and organizing care and resolving clinical problems within complex client health situations. Transfer Credit: CSU

- 80533 08/15-10/10 J Ruddle, S Lefkowitz Lec MR 1:10pm-3:10pm, KTD/HC165 Final Exam: TBA.
- 80536 10/13-12/08 S Lefkowitz, J Ruddle Lec MR 1:10pm-3:10pm, KTD/LC038 Final Exam: M 12/12, 1-4pm.

#### NF 216 2.5 Units Nursing III: Advanced Concepts in Cardiovascular Oxygenation and Renal Function Laboratory

Corequisite: NE 216; 203 for students enrolled in NE 216L in fall (third semester of program). Students enrolled in NE 216L during spring (fourth semester of program) will have completed NE 203. To enroll in this course, students must be enrolled in the COM Registered Nursing Program.

This course is the clinical laboratory that accompanies NE 216. Students apply the nursing process to the care of adult and pediatric clients with select critical and/or complex cardiovascular, respiratory, and renal problems. Transfer Credit: CSU

80538 08/16-10/05 J Ruddle

Lab TW 6:45am-2:15pm,

Class meets at Marin General Hospital. 80539 10/11-12/07 J Ruddle

Lab TW 6:45am-2:15pm, HOSP/TBA 80540 08/16-10/06 Staff

Lab TW 2:00pm-9:30pm, HOSP/TBA

#### **NE 220B** Pharmacology in Nursing

Prerequisite: NE 138. To enroll in this course, students must be enrolled in the COM Registered Nursing Program.

1.0 Unit

3.0 Units

The purpose of this course is to provide students with a sound understanding of the pharmacologic properties of drug classes, with special emphasis on the clinical application of drug therapy through the nursing process and clinical case studies. Transfer Credit: CSU

80541 08/18-12/01 J Langinger Lec R 11:10am-12:30pm, KTD/PV4 No class 9/1. Final Exam: F 12/2.

## PHILOSOPHY

## **PHIL 110**

Introduction to Philosophy Prerequisite: ENGL 98.

An introduction to major thinkers, movements and ideas in the western philosophical tradition. Transfer Credit: CSU/UC

- 80537 A Johnson Lec MW 8:10am-9:25am, KTD/HC173
- 80543 J Marmysz

Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

81068 J Marmysz

Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www. marin.edu/distance/web\_based\_courses.htm

- 81365 J Marmysz
  - Lec TR 11:10am-12:25pm, KTD/OH109

#### **PHIL 111** 3.0 Units Introduction to Ethics

Prerequisite: ENGL 98 or 120.

An introduction to ethical thinking in the western philosophical tradition. Transfer Credit: CSU/UC

- 81790 A Johnson
- Lec MW 9:40am-11:00am, KTD/HC166 81791 J Marmysz

Lec TR 12:40pm-1:55pm, KTD/HC129

**PHIL 112** 

#### 3.0 Units

Introduction to Logic Prerequisite: ENGL 120 or 120SL.

An introduction to the logical analysis and evaluation of arguments. Topics covered include argument diagramming, categorical logic, sentential logic, and formal and informal fallacies. Transfer Credit: CSU/UC 81070 J Marmysz

Lec MW 11:10am-12:25pm, KTD/HC129

#### **PHIL 117** 3.0 Units History of Philosophy: Late Modern to Contemporary

Prerequisite: ENGL 98 or 98SL.

The history of philosophy from the end of the eighteenth century through the contemporary period. Transfer Credit: CSU/UC

81067 J Marmysz

Lec W 6:10pm-9:00pm, IVC/ BLDG12/100

## PHYSICAL EDUCATION

Note: All Physical Education courses are COED unless otherwise noted.

#### **REHABILITATION FITNESS** (PE 70.72.74)

A complete fitness program for disabled students, emphasizing coordination, mental, emotional and social attitudes for improving healthy, independent, daily living functions. Physician's recommendations required.

No pre-registration for first time students; call Disabled Students Program at 415.485.9406.

#### PE 070 Adapted Aquatics

0.5 Unit

Prerequisite: Recommendation of student's physician and completed medical form. Aquatic activity with emphasis on developing strength, endurance, flexibility, increased independence, and personal safety. Recommended for students with physical disabilities. Transfer Credit: CSU/UC 81725 M Gray

Lab TR 2:10pm-3:00pm, KTD/PE/POOL

3.5 Units

#### PE 072

#### 0.5 Unit

Adapted General Conditioning Prerequisite: Recommendation of student's physician and completed medical form.

This is a general fitness class, designed to meet the overall fitness needs of students with disabilities. Transfer Credit: CSU/UC 80549 I Navthons

Lab MW 9:40am-10:30am, KTD/PE040 81186 J Navthons

Lab TR 9:40am-10:30am, KTD/PE040 81612 J Navthons

Lab MW 10:40am-11:30am, KTD/PE040 81613 J Navthons

Lab TR 10:40am-11:30am, KTD/PE040

#### PE 074

**Adapted Yoga** 

Prerequisite: Recommendation of student's physician and completed medical form.

This course is a gentle stretching and relaxation class for the physically disabled adult. Emphasis on breathing, mind/body connection, and increasing strength and flexibility. Transfer Credit: CSU/UC

80552 J Naythons

Lab MW 11:40am-12:30pm, KTD/PE060 81050 J Navthons

Lab TR 11:40am-12:30pm, KTD/PE060

#### PE 107 **Human Biology**

#### 3.0 Units

1 Unit

0.5 Unit

This course is designed to provide nonbiology major students with an introduction to the structure, function, and development of the human body. The course will give students the foundational concepts to explore personal and societal issues involving human biology as well as cover anatomy and physiology concepts useful in preparing for careers in wellness-related fields such as personal training, group fitness instruction, and massage therapy. Transfer Credit: CSU/UC

80561 F Agudelo-Silva Lec MW 2:10pm-3:30pm, KTD/SC101 May be taken as PE 107 or BIOL 107; students receive credit for only one course.

#### **PE 110** Mat Pilates

This course is designed to introduce the student to the beginning Pilates method of body conditioning. Pilates mat work emphasizes core musculature as it applies to everyday movement. Transfer Credit: CSU/UC 80562 I Navthons

Lab MW 2:10pm-3:30pm, KTD/PE060 81734 J Naythons

Lab TR 8:10am-9:30am, KTD/PE060

#### PE 112 Zumba Fitness

Zumba is a fusion of Latin and international music-dance themes creating a dynamic, exciting, effective fitness system. The routines feature easy-to-follow aerobic/fitness interval training with a combination of fast and slow rhythms that tone and sculpt the body. Zumba utilizes the principles of fitness interval training and resistance training to maximize caloric output, fat burning, and total body toning. Transfer Credit: CSU/UC 81517 M Vaughan-Shannon

Lab TR 8:10am-9:30am, KTD/PE030

#### PE 117 Basketball

This course is designed for all students interested in playing basketball. Emphasis will be on fundamental basketball skills, oneon-one and zone defense. Team play will be emphasized. Transfer Credit: CSU/UC 81818 C Bird Lab TR 12:40pm-2:00pm, KTD/PE030

#### PE 119 3.0 Units **Effective Teaching Strategies in** Wellness and Fitness Advisory: PE 116.

This course is designed to help students become more effective wellness and fitness professionals by developing a toolbox of practical teaching, learning, and evaluation methods that can be implemented in this field. Transfer Credit: CSU

81326 C Rogow

Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm May be taken as PE 119 or HED 119; stu-

dents receive credit for only one course.

#### **PE 120** 3.0 Units Introduction to Sport and Exercise Psychology

This course provides an introduction to the theoretical and applied aspects of psychology in sport and exercise settings. Transfer Credit: CSU

80567 C Rogow

Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm May be taken as PE 120 or PSY 130; stu-

dents receive credit for only one course.

## PE 121

1 Unit

2.0 Units

Personal Trainer Certification Course Advisory: BIOL 107 or PE 107.

This course is designed to prepare students to meet the stringent certification standards set forth by the American Council on Exercise (ACE). Through a variety of health and fitness training and evaluation techniques, students engage in an assortment of practical experiences, while developing a thorough understanding of core exercise concepts and principles. Transfer Credit: CSU

#### 80568 K Smyth

Lec M 6:40pm-7:30pm, KTD/PE020 Lab M 7:40pm-9:00pm, KTD/TBA Lec 2 hrs/wk TBA (Internet component) Note: This class is offered in a hybrid format, which is a combination of inclass meetings and Internet instruction. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

#### **PE 125A** Fitness

1-2 Units

Students will participate in exercises and activities designed to improve their cardiovascular fitness and their muscular strength. The course will include jogging, hiking, power walking and strength and flexibility routines. Exercise routines may also be performed with cardio machines, free weights, physio balls. Transfer Credit: CSU/UC 81607 G Adams

- Lab MW 2:10pm-3:30pm, KTD/PE020 81302 K Smyth
- Lab MW 8:10am-9:30am, KTD/PE020 81303 K Smyth
- Lab TR 8:10am-9:30am, KTD/PE020 81304 K Smyth

Lab MTWR 8:10am-9:30am, KTD/PE020 Offered for 2.0 student units.

#### PE 125H

## 1 Unit

Fitness, Cross Training This course is designed to introduce principles and guidelines for improving fitness through a multi-sport approach. Students will participate in a variety of activities designed to improve their endurance, strength, speed, balance, and flexibility. Transfer Credit: CSU/UC

#### 81610 W Lager

Lab TR 2:10pm-3:30pm, IVC/BLDG21/ POOL1

#### 81733 A Powers

Lab MW 12:40pm-2:00pm, KTD/PE060

#### PHYSICAL EDUCATION

#### PE 126 Plyometric Training

This "boot camp"-style course is designed for the competitive athlete who wants to improve their speed, explosiveness, acceleration, deceleration, footwork, agility, vertical movement and lateral movement. Transfer Credit: CSU/UC

81608 C Bird

Lab MWF 7:10am-8:00am, KTD/PE020

#### PE 129 1 Unit Golf

This course is designed to assist the student in the development and improvement of individual skills. Additional focus will be on understanding the rules of golf for active participation and enjoyment in the sport. Transfer Credit: CSU/UC

80573 P Limm

Lab MW 9:40am-11:00am, KTD/PE/ AUXFLD

#### PE 132 Individual Activities

This course is designed for the student who is unable to enroll in a regularly scheduled physical activity class. Individual fitness programs are developed and logged by each student with guidance from the instructor to meet personal fitness goals. Students will be required to meet with the instructor throughout the semester to monitor their progress toward achieving their personal fitness goals. Transfer Credit: CSU/UC 81611 W Lager

Arr 3 hrs/wk, IVC/BLDG21/POOL Students can contact the instructor at lagersmith@comcast.net or call 415.883.2211 ext. 8258 for questions. Mandatory orientation meeting (please attend one): Thursday, August 18 at 11:00am, or Thursday, August 25 at 5:00pm, at IVC Building 21, Room 149.

#### PE 147 Soccer

1 Unit

This course emphasizes the development of soccer technical skills, knowledge of game rules, indoor and outdoor soccer team tactics, and systems of play. Transfer Credit: CSU/UC

81822 G Adams

Lab TR 2:10pm-3:30pm, KTD/PE/ AUXFLD

#### PE 155 Swimming

1 Unit

1 Unit

This course will present a variety of strokes and skills necessary to be competent in the aquatic environment. An emphasis will be placed on stroke and endurance development. Transfer Credit: CSU/UC

- 81624 W Lager
  - Lab MW 2:10pm-3:30pm, IVC/BLDG21/ POOL
- 81630 W Lager
  - Lab MW 8:10am-9:30am, IVC/BLDG21/ POOL
- 81631 J Naythons Lab MW 8:10am-9:30am, KTD/PE/ POOL

#### PE 156

1-2 Units

1 Unit

**Instructional Lap Swimming** *Prerequisite: Knowledge and demonstration of efficient swim skills.* 

Designed to provide stroke and cardiovascular development for students at all swimming levels. U.S. Master's Swimming Program will be available for those interested in the competitive aspects of swimming. Transfer Credit: CSU/UC

- 81619 W Lager Lab MW 12:40pm-2:00pm, IVC/ BLDG21/POOL
- 81620 W Lager Lab TR 12:40pm-2:00pm, IVC/BLDG21/ POOL
- 81621 W Lager Lab MTWR 12:40pm-2:00pm, IVC/ BLDG21/POOL
- Offered for 2.0 student units. 81625 A Powers Lab MW 11:10am-12:30pm, KTD/PE/ POOL
- 81626 J Haley Lab TR 11:10am-12:30pm, KTD/PE/ POOL
- 81627 A Powers, J Haley Lab MTWR 11:10am-12:30pm, KTD/PE/ POOL
- Offered for 2.0 student units. 80643 W Lager

Lab TR 6:10pm-7:30pm, IVC/BLDG21/ POOL

- 80644 A Powers
  - Lab TR 12:40pm-2:00pm, KTD/PE/ POOL

#### PE 160 Tennis

1 Unit

This course will emphasize the fundamental skills and strategy of the game of tennis while focusing on team play for all skill levels. Transfer Credit: CSU/UC 80645 R Shaver Lab TR 11:10am-12:30pm, KTD/PE/ TENNIS Attend first class meeting at tennis

#### PE 169 Weight Training

Weight training will introduce students to the basics of strength and endurance training. Emphasis will be placed on safety, flexibility, and the development of a personal training program. Transfer Credit: CSU/UC 81490 K Smyth

1-2 Units

Lab MTWR 9:40am-11:00am, KTD/ PE020

- Offered for 2.0 student units.
- 81489 K Smyth
- Lab MW 9:40am-11:00am, KTD/PE020 80654 K Smyth
- Lab TR 9:40am-11:00am, KTD/PE020 80658 G Adams
- Lab MW 11:10am-12:30pm, KTD/PE020 80659 G Adams
- Lab TR 11:10am-12:30pm, KTD/PE020 80660 G Adams
  - Lab MTWR 11:10am-12:30pm, KTD/ PE020
- Offered for 2.0 student units. 80662 G Adams
- Lab TR 12:40pm-2:00pm, KTD/PE020 80664 G Adams
- Lab MW 12:40pm-2:00pm, KTD/PE020
- 80665 G Adams Lab MTWR 12:40pm-2:00pm, KTD/ PE020
- Offered for 2.0 student units. 80667 G Adams
- Lab TR 5:10pm-6:30pm, KTD/PE020 80669 G Adams
- Lec MW 5:10pm-6:30pm, KTD/PE020 80670 G Adams
  - Lab MTWR 5:10pm-6:30pm, KTD/ PE020 Offered for 2.0 student units.
  - Offered for 2.0 student units

#### PE 173A Yoga, Beginning

1 Unit

### A class in the physical aspects of yoga with emphasis on building flexibility, strength, and endurance. Transfer Credit: CSU/UC 80673 A Rocky

- Lab MW 8:10am-9:30am, KTD/PE060 80677 J Naythons
- Lab TR 12:40pm-2:00pm, KTD/PE060 80679 A Rocky
- Lab MW 9:40am-11:00am, KTD/PE060 80682 A Rocky
  - Lab MW 5:10pm-6:30pm, KTD/PE060

courts.

1.0 Unit

#### PE 176 2.0 Units Intercollegiate Athletics Basketball (Men and Women)

Prerequisite: Team member.

A class that develops an understanding of the mechanics, rules, and principles of competitive basketball and physical conditioning. Transfer Credit: CSU/UC

80684 D Granucci, B Furuya

Arr 10 hrs/wk, KTD/PE030 For more information, please e-mail the instructor at granucci15@hotmail.com, or call (415) 485-9760, or call PE department at (415) 485-9580. (MEN)

80685 T Nelson Arr 10 hrs/wk, KTD/TBA For more information, please e-mail the instructor at tannea1500@msn.com, or call (415) 485-9586, or call PE department at (415) 485-9580. (WOMEN)

## 2.0 Units

#### Intercollegiate Athletics Soccer (Men and Women)

Prerequisite: Team member. A course designed to teach the skills that comprise the game of soccer, covering the fundamental skills for each position. Transfer Credit: CSU/UC

80687 B Studholme Arr 10 hrs/wk, KTD/TBA For information on first class meeting please e-mail the instructor at ben. studholme@marin.edu or call (415)485-9584. (MEN)

80688 C Campos Arr 10 hrs/wk, KTD/TBA For information on first class meeting, please e-mail the instructor at closcampos@hotmail.com or call (415) 485-9758 or (415)485-9580. (WOMEN)

#### PE 182

PF 180

#### 2.0 Units

Intercollegiate Volleyball (Women) Prerequisite: Team member.

This course is designed for the volleyball athlete interested in playing at a highly competitive level.

Transfer credit: CSU/UC

81616 L Bacigalupi

Arr 10 hrs/wk, KTD/TBA For information on first class meeting, please e-mail the instructor at lindsay. bacigalupi@marin.edu or call (415) 485-9585. (WOMEN)

#### **PE 190A Baseball Theory**

An intensive course designed to train persons in the development of a baseball program: philosophy, practice plans, preseason and season weight program, baseball drills, classroom and fieldwork will be included. Transfer Credit: CSU/UC 80690 S Berringer

Arr 4 hrs/wk, KTD/TBA For information on orientation meeting, please e-mail the instructor at steve. berringer@marin.edu or call (415) 485-

#### **PE 192A Basketball Theory**

9589.

Develop individual and team skills in the fundamental aspects of the game of basketball. Transfer Credit: CSU/UC

81031 D Granucci, T Nelson Arr 4 hrs/wk, KTD/TBA For information on first class meeting, please e-mail the instructor at granucci15@hotmail.com or call (415) 485-9760 or (415) 485-9580.

### 2.0 Units

4.0 Units

2.0 Units

2.0 Units

#### Softball Theory Prerequisite: Team member.

PE 196

An intensive course designed to train students in the development of a softball program: philsophy, practice plans, preseason and season weight program, softball drills, classroom and fieldwork will be included. Transfer Credit: CSU/UC

81617 N Hartfield Arr 4 hrs/wk, KTD/TBA For information on the first class meeting, please e-mail the instructor at nicole.hartfield@marin.edu or call (415) 485-9585.

## PHYSICS

#### **PHYS 108A General Physics I**

Prerequisite: MATH 104. Advisory: MATH 121.

An introduction to topics in physics including motion, forces, energy, waves and oscillations, fluids, heat, and thermodynamics. Coursework emphasizes problem-solving using algebra and trigonometry, and laboratory investigations. Transfer Credit: CSU/ UC

80694 G Grist

Lec MW 12:40pm-2:00pm, KTD/SC130 Lab M 2:10pm-5:00pm, KTD/SC120 80695 M Fairbanks

Lec TR 5:40pm-7:00pm, KTD/SC124 Lab T 7:10pm-10:00pm, KTD/SC120

#### **PHYS 108AC** General Physics I (Calculus Supplement)

Prerequisite: PHYS 108A or concurrent enrollment and completion of MATH 121. An introduction to the fundamental concepts with calculus of mechanics, heat, sound and the properties of matter. Required for biology and other majors. Transfer Credit: CSU/UC

## 80696 S Yassa

Lec R 7:10pm-8:00pm, KTD/SC111 81354 S Yassa

Lec W 10:10am-11:00am, KTD/SC111

#### **PHYS 110** Introductory Physics

3.0 Units

A survey of the fundamental concepts of physics including motion, energy and the physics of atoms. Additional topics will be selected from electricity, magnetism, light, sound, relativity, atomic and nuclear physics. Intended for liberal arts majors. Transfer Credit: CSU/UC

80697 C Marlow

Lec MW 11:10am-12:30pm, KTD/SC120

#### **PHYS 207A** 5.0 Units **Mechanics and Properties of Matter**

Prerequisite: MATH 123, and MATH 124 or concurrent enrollment.

Introduction to the fundamental concepts of mechanics and the properties of matter. Calculus is used in problem solving. Required for engineering, physics, chemistry, and other majors. Transfer Credit: CSU/ UC

80698 C Marlow

Lec TR 9:40am-11:00am, KTD/SC125 Lec T 1:10pm-2:00pm, KTD/SC120 Lab T 2:10pm-5:00pm, KTD/SC120

## **PHYS 207B**

### 5.0 Units **Electricity and Magnetism**

Prerequisite: PHYS 207A and MATH 223. MATH 223 may be taken concurrently.

Calculus-based introduction to fields, circuits, EM radiation. For physics, engineering, physical science majors and others. Transfer Credit: CSU/UC 80699 C Marlow

Lec TR 11:10am-12:30pm, KTD/SC125 Lec R 1:10pm-2:00pm, KTD/SC120 Lab R 2:10pm-5:00pm, KTD/SC120

## POLITICAL SCIENCE

## Become a more informed citizen



POLS 100 3.0 Units American Political Institutions

The study of American politics, emphasizing political power, political values, and current events. Transfer Credit: CSU/UC 80551 P Cheney

- Lec MW 4:40pm-6:00pm, KTD/FH110
- 81594 M Paules Lec TR 12:40pm-2:00pm, KTD/HC170
- 80560 R Proctor
- Lec MW 8:10am-9:30am, KTD/HC129 81336 M Paules

Lec M 6:40pm-9:30pm, IVC/ BLDG27/228

## 3.0 Units

#### **POLS 101** Introduction to the Government of the **United States**

This course is an introduction to political science, with a focus on American government. Emphasis is given to political culture, political institutions, political behavior, and public policy. Transfer Credit: CSU/UC 80729 H Fearnley

Video Course, 3hrs/wk TBA For instructions and orientation meeting date and time, please see the Distance Education listings online at http://www. marin.edu/distance/video\_courses.htm

- 80730 P Cheney Lec MW 9:40am-11:00am, KTD/OH105
- 80731 P Cheney Lec T 6:40pm-9:30pm, KTD/OH106
- 81338 Y Bellisimo
- Lec TR 9:40am-11:00am, KTD/HC165

#### **POLS 102** 3.0 Units **Comparative Political Systems**

This course is an introduction to comparative politics, using the methods of political science to compare the social, political, and economic conditions of selected countries. Transfer Credit: CSU/UC

80732 Y Bellisimo

Lec MW 12:40pm-2:00pm, KTD/HC129

#### **POLS 103 Political Theory**

3.0 Units

3 0 Units

3.0 Units

An introduction to the theory and practice of government as seen through the ideas of the great political thinkers of the past. Transfer Credit: CSU/UC

80956 H Fearnley

Lec MW 11:10am-12:30pm, KTD/HC166

## **POLS 104**

**International Relations** 

An examination of the forces and players that influence international politics. Power, war, diplomacy, terrorism, international organizations, trade, environment, and immigration are just some of the factors discussed in this course. Transfer Credit: CSU/ UC

81340 H Fearnlev

Lec TR 11:10am-12:30pm, KTD/OH106

#### **POLS 117** The Middle East: A Political Perspective

A survey of the major political developments in the Middle East in their historical and cultural context from the rise of Islam to the present, emphasizing the developments of the twentieth century. Transfer Credit: CSU/UC

#### 81794 M Paules

Lec W 6:40pm-9:30pm, KTD/HC170

## **PSYCHOLOGY**

#### **PSY 110**

3.0 Units Introduction to Psychology

This course is a scientific overview of basic topics in psychology, including development, personality, abnormality, learning, cognition, perception, motivation, and brain functioning. Transfer Credit: CSU/UC 80002 D Martin

Lec MW 8:10am-9:30am, KTD/FH110 80010 D Martin

- Lec TR 8:10am-9:30am, KTD/FH110 80012 D Martin
- Lec TR 9:40am-11:00am, KTD/FH110 80015 D Martin
- Lec MW 2:10pm-3:30pm, KTD/FH110 80019 S Purcell
- Lec TR 12:40pm-2:00pm, KTD/OH096 80030 A Mielke
- Lec T 6:10pm-9:00pm, IVC/BLDG27/116 81511 C Finley

Lec TR 4:10pm-5:30pm, KTD/FH110

#### PSY 111 3.0 Units Personality Dynamics and Effective **Behavior**

This course will emphasize the current perspectives on personality description, development, dynamics, and change. The focus of this course is on the individual and will include such issues as self-concept, self-esteem, identity, social and cultural influences, coping mechanisms, personality change, relationships, and mental health. The material is presented through a combination of lecture, discussion, and activities. Transfer Credit: CSU/UC

80037 D Martin

Lec MW 9:40am-11:00am, KTD/FH110 Students may not receive credit for both PSY 111 and 116.

- 3.0 Units **PSY 112** Child and Adolescent Psychology
- The understanding of children and adolescents through the study of psychological and developmental changes. Prenatal development will also be covered. Transfer

## Credit: CSU/UC

80040 D Broderick

- Lec TR 12:40pm-2:00pm, KTD/OH106 Students may not receive credit for both PSY 112 and 114.
- 80041 V Coad Lec MW 11:10am-12:30pm, KTD/OH106 Students may not receive credit for both PSY 112 and 114.
- 80928 T Morin
  - Lec W 6:40pm-9:30pm, KTD/HC161 Students may not receive credit for both PSY 112 and 114.

3.0 Units

## **PSY 114**

#### The Psychology of Human **Development: Lifespan**

Physical, intellectual, social, and personality development from conception through old age. Transfer Credit: CSU/UC

80053 Y Van Ecke

Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based courses.htm Students may not receive credit for both

#### PSY 114 and 112. 80055 S Purcell

- Lec M 6:10pm-9:00pm, KTD/OH105 Students may not receive credit for both PSY 114 and 112.
- 81582 Y Van Ecke InternetCourse, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based courses.htm Students may not receive credit for both PSY 114 and 112.

#### **PSY 116** 3.0 Units **Theories of Personality**

A survey of the major theories of personality. Transfer Credit: CSU/UC

80070 D Martin Lec TR 11:10am-12:30pm, KTD/FH110 Students may not receive credit for both PSY 116 and 111.

#### **PSY 125**

**Psychology of Violence** 

## 3.0 Units

**PSY 230** 

CSU/UC

**PSY 251** 

UC

80087 C Finley

**PSY 252** 

course.

80082 P Christensen

course.

**Biological Psychology** 

Social Psychology

This is an interdisciplinary course cover-

ing altruism; attitude formation and atti-

tude change; conformity; person perception

and social labeling; reference groups; social

conflict and conflict resolution; human ag-

gression; intergroup processes; intragroup

processes; interpersonal attraction; social

development of the self. Transfer Credit:

networks, statuses and roles; and the social

Lec MW 11:10am-12:30pm, KTD/FH110

May be taken as PSY 230 or SOC 230;

students receive credit for only one

The study of the human nervous and endo-

crine systems as they relate to psychologi-

cal topics including consciousness, cogni-

tion, drugs, learning, language, sexuality,

dreams, and health. Transfer Credit: CSU/

Lec TR 11:10am-12:30pm, KTD/OH107

May be taken as PSY 251 or BIOL 251;

students receive credit for only one

Seminar and Fieldwork Experience

Students actively participate at a communi-

ployees of the social agency, school, or youth

Lec T 12:40pm-2:00pm, KTD/FH110

May be taken as PSY 252 or BEHS 252;

students receive credit for only one

ty organization and are supervised by em-

Corequisite: PSY 110 or 112 or SOC 110.

Arr 4.5 hrs/wk, KTD/TBA

group. Transfer Credit: CSU

80930 M Russell

course

What is violence, what are its causes, and how can violence be prevented? This course will examine the psychology of violent acts including self-mutilation, suicide, domestic violence, child and elder abuse, sexual assault, violence in schools and in the workplace, and hate crimes. Transfer Credit: CSU 80074 D Broderick

Lec TR 11:10am-12:30pm, KTD/LC038

#### **PSY 130** 3.0 Units Introduction to Sport and Exercise Psychology

This course provides an introduction to the theoretical and applied aspects of psychology in sport and exercise settings. Transfer Credit: CSU

81736 C Rogow

Internet Course, 3hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm May be taken as PSY 130 or PE 120; students receive credit for only one course.

#### **PSY 140** 3.0 Units Marriage, Family, and Intimate **Relationships**

The examination of a variety of intimate social and family relationships and how they function. Transfer Credit: CSU/UC

#### 81769 P Christensen

Lec T 6:10pm-9:00pm, KTD/FH120 May be taken as PSY 140 or SOC 140; students receive credit for only one course.

A survey of the major diagnostic disorders

chotherapeutic methods. Transfer Credit:

and theories of causes of mental illness; psy-

Lec W 6:10pm-9:00pm, KTD/FH120

Lec MW 9:40am-11:00am, KTD/PV5A

#### **PSY 204**

CSU/UC

#### Abnormal Psychology

Advisory: PSY 110.

80078 D Broderick

81584 T Morin

3.0 Units

**REAL ESTATE** 

#### The following courses meet educational requirements described by the California Department of Real Estate for sales and broker's license and renewal. For general license information from the California Department of Real Estate, call (916) 227-0931; for salesperson exam information, (916) 227-0900; for broker exam information, (916) 227-0899; for appraisal license or certification information, call (916) 552-9000

#### **REAL 115 Real Estate Principles**

3.0 Units

This course emphasizes the basic concepts needed to understand the complexities of the real estate profession. The Department of Real Estate requires this course and Real Estate Practice (Real Estate 116), plus one other elective course to be taken prior to sitting for the Real Estate Salesperson's Exam. This course can also be used as one of the eight courses required for the Real Estate Broker's Exam. Specific course content is applicable towards Real Estate Appraiser Licensing but check with real estate instructors for content and subject categories based on Office of Real Estate Appraiser's requirements. Transfer Credit: CSU

80095 J Rusting Lec R 6:40pm-9:30pm, KTD/FH110

#### **REAL 116 Real Estate Practice** Advisory: REAL 115.

3.0 Units

3.0 Units

This course introduces students to the dayto-day practice in a real estate office. It include understanding agency obligations inherent in real estate practice and provides practice in the basic skills necessary to succeed in a real estate career. The Department of Real Estate requires this course and Real Estate Principles (Real Estate 115), plus one other elective course to be taken prior to sitting for the Real Estate Salesperson's Exam. It can also be used as one of the eight courses required for the Real Estate Broker's Exam. Specific course content is applicable towards Real Estate Appraiser Licensing but check with real estate instructors for content and subject categories based on Office of Real Estate Appraiser's requirements. Transfer Credit: CSU

#### 80101 C Rollins

Lec W 6:40pm-9:30pm, KTD/HC171

#### **REAL 117** Legal Aspects of Real Estate Advisory: REAL 115.

A study of California real estate law and its application in Real Estate transactions is covered in the broadest sense in this course. this course is one of the acceptable electives for obtaining a Real Estate Sales to sit for the Real Estate Broker's Exam. Specific course content is applicable towards Real Estate Appraiser Licensing (check with real estate instructors for content and subject categories based on Office of Real Estate Appraiser's requirements). Transfer Credit: CSU

#### 80111 G Oswald

Lec R 6:40pm-9:30pm, KTD/HC170

3.0 Units

3.0 Units

3.0 Units

#### SOCIOLOGY

#### **REAL 212** Real Estate Appraisal I

This introductory course includes the purposes of appraisals, the appraisal process, and the approaches, methods, and techniques used to determine the value of various types of property. Applies toward the educational requirement for real estate broker's and sales licenses and toward the appraiser's license requirement. Transfer Credit: CSU

#### 80959 J Rusting

Lec T 6:40pm-9:30pm, KTD/FH110

#### **REAL 215**

**Real Estate Economics** Advisory: REAL 115.

This course provides the means to interpret economic activities for the mutual benefit of property owners, investors, and real estate professionals. Includes relating business and real estate cycles to forecasting land use and capital growth patterns; the clash of land use controls; the dynamics of community demographics; and property investment alternative analysis. Required for real estate broker's license application. Partially satisfies the 18-month provisional real estate sales license requirements. Transfer Credit: CSU

#### 81767 C Rollins

Lec M 6:40pm-9:30pm, KTD/FH110

## SOCIOLOGY

#### **SOC 110**

3.0 Units

3.0 Units

#### 3.0 Units Introductory Sociology, Individual and Society

This course will explore the relationship between sociological explanations of human behavior and the methods and results of sociological inquiry when used to examine behavior. Transfer Credit: CSU/UC

80747 P Christensen Lec MW 9:40am-11:00am, KTD/FH120

80751 S Rahman Lec MW 12:40pm-2:00pm, KTD/OH106

80752 P Christensen

Lec TR 2:10pm-3:30pm, KTD/FH110 80753 P Christensen

Lec M 6:10pm-9:00pm, KTD/FH120

#### SOC 112 3.0 Units **Social Deviance and Problems**

This is the study of atypical behavior labeled deviant or problematic by members of a community and/or society -- e.g. sex, drugs, crime, and violence. Transfer Credit: CSU/UC 80756 P Christensen

Lec TR 11:10am-12:30pm, KTD/HC173

#### 3.0 Units SOC 140 Marriage, Family, and Intimate Relationships

The examination of a variety of intimate social and family relationships and how they function. Transfer Credit: CSU/UC

#### 81773 P Christensen

Lec T 6:10pm-9:00pm, KTD/FH120 May be taken as SOC 140 or PSY 140; students receive credit for only one course.

#### SOC 230 Social Psychology

3.0 Units

This is an interdisciplinary course covering altruism; attitude formation and attitude change; conformity; person perception and social labeling; reference groups; social conflict and conflict resolution; human aggression; intergroup processes; intragroup processes; interpersonal attraction; social networks, statuses and roles; and the social development of the self. Transfer Credit: CSU/UC

#### 80757 P Christensen

Lec MW 11:10am-12:30pm, KTD/FH110 May be taken as SOC 230 or PSY 230; students receive credit for only one course.

## **SPANISH**

#### **SPAN 101 Elementary Spanish I**

5.0 Units

This course involves speaking, understanding, reading, and writing Spanish with an introduction to Hispanic culture. Labs and audiovisual materials are included. Transfer Credit: CSU/UC

#### 80290 J Phelps

Lec MW 10:10am-12:00pm, KTD/OH103 Lab 3 hrs/wk TBA, KTD/LC150 80294 M Martinisi

- Lec TR 10:10am-12:00pm, KTD/LC036 Lab 3 hrs/wk TBA, KTD/LC150
- 80298 M Martinisi, C Copenhagen Lec TR 4:10pm-6:00pm, KTD/HC169 Lab 3 hrs/wk TBA, KTD/LC150
- 80300 R Ostojic-Portello Lec TR 8:10am-10:00am, KTD/OH106 Lab 3 hrs/wk TBA, KTD/LC150
- 80302 N Morales

Lec TR 6:10pm-8:00pm, IVC/ BLDG27/228

- Lab 3 hrs/wk TBA, IVC/BLDG27/125
- 80304 C Copenhagen Lec MW 6:10pm-8:00pm, KTD/TB119 Lab 3 hrs/wk TBA, KTD/LC150
- 81405 R Ostojic-Portello

In-Class Lec M 4:10pm-6:00pm, KTD/ LC036

- Lec 2 hrs/wk TBA (Internet component) Lab 3 hrs/wk TBA, KTD/LC150 Note: This class is offered in a hybrid format, which is a combination of inclass meetings and Internet instruction. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm
- 81698 Staff
  - Lec MW 12:40pm-2:30pm, KTD/OH109 Lab 3 hrs/wk TBA, KTD/LC150

5 0 Units

## **SPAN 102**

**Elementary Spanish II** Prerequisite: SPAN 101.

Continued practice in speaking, understanding, reading, and writing Spanish. Further explanation of Hispanic culture. Use of labs and audiovisual materials. Transfer Credit: CSU/UC 80305 M Martinisi

- Lec TR 12:40pm-2:30pm, KTD/LC036 Lab 3 hrs/wk TBA, KTD/LC150
- 80306 J Petrovsky Lec MW 4:10pm-6:00pm, KTD/HC170
- Lab 3 hrs/wk TBA, KTD/LC150 81699 N Morales Lec TR 10:10am-12:00pm, KTD/HC156
  - Lab 3 hrs/wk TBA, KTD/LC150

### 81819 C Copenhagen

Lec TR 6:10pm-8:00pm, KTD/TB119 Lab 3 hrs/wk TBA, KTD/LC150

#### SPEECH

#### **SPAN 120** 3.0 Units Spanish for Health Care Professionals I

This is a Spanish conversation course tailored to the needs of all healthcare professionals and workers who wish to learn Spanish with the goal of applying it in their working environment. No prior knowledge of Spanish is needed. Each lesson is accompanied by a set of listening exercises. This course fulfills continuing education requirements for registered nurses. Transfer Credit: CSU

#### 81817 Staff

Lec T 6:10pm-9:00pm, KTD/HC129

#### **SPAN 121** Spanish for Health Care Professionals II

Prerequisite: SPAN 101 or 120.

This is the second semester continuation course for those health care professionals who have achieved a basic level of proficiency and wish to communicate more efficiently with their Spanish speaking patients. Emphasis is placed on communication. Each lesson is accompanied by a set of listening exercises. Transfer Credit: CSU 81820 M Koorhan

Lec T 6:10pm-9:00pm, KTD/HC126

#### 5.0 Units

3.0 Units

**SPAN 203** Intermediate Spanish III Prerequisite: SPAN 102.

Grammar review, speaking, reading, composition, and exploration of Hispanic culture. Use of tapes and audiovisual materials for fluency and accuracy. Transfer Credit: CSU/UC

80320 R Pagani Lec MW 12:40pm-2:30pm, KTD/HC156 Lab 3 hrs/wk TBA, KTD/LC150

#### **SPAN 204** 4.0 Units Intermediate Spanish IV Prerequisite: SPAN 203.

Continued grammar review, conversation, composition, reading. History and culture of the Spanish-speaking world. Transfer Credit: CSU/UC

81700 R Pagani

Lec TR 12:40pm-2:30pm, KTD/OH109

#### **SPAN 228C** 3.0 Units Advanced Spanish Conversation and **Culture Through Film**

Prerequisite: SPAN 203 or equivalent. This course introduces traditional and modern trends in Spanish and Latin American film, and establishes connections between socio-cultural and political changes in

Spanish-speaking countries and their films--the most artistic and expressive medium of the past century. Transfer Credit: CSU/UC 81821 J Petrovsky

Lec M 6:10pm-9:00pm, KTD/HC171

## SPEECH

## **SPCH 110**

## Introduction to Speech Communication

3.0 Units

This survey course introduces practical verbal communication skills with an emphasis on speech performance. Transfer Credit: CSU/UC

80325 PO'Keefe

- Lec MW 9:40am-11:00am, KTD/HC173 80326 P O'Keefe
- Lec MW 11:10am-12:25pm, KTD/HC173 80327 V Epperson Beyries
- Lec R 6:10pm-9:00pm, KTD/HC173 81084 P O'Keefe
- Lec MW 2:10pm-3:25pm, KTD/HC173 81603 C Glenn

Lec TR 9:40am-11:00am, KTD/SC133 To enroll in this Transfer Prep Academy Learning Community course (CRN 81603), students must also enroll in ENGL 92 (CRN 80161).

#### **SPCH 120** 3.0 Units

#### Interpersonal Communication

This course introduces principles of effective communication in interpersonal relationships. It is the study of verbal and nonverbal communication, person perception, conflict resolution, listening, and communication barriers. Students will learn to identify communication behaviors and patterns in interpersonal relationships, both theirs and others. Transfer Credit: CSU/UC

80328 V Epperson Bevries

- Lec W 6:10pm-9:00pm, IVC/ BLDG27/219 80329 R Gaiz
  - Lec TR 8:10am-9:25am, KTD/HC171
- 80330 B Borenstein
- Lec T 6:10pm-9:00pm, KTD/HC171
- 80331 B Borenstein Lec M 6:10pm-9:00pm, KTD/HC173 81525 R Gaiz

Lec MW 11:10am-12:25pm, KTD/HC171

#### **SPCH 122** 3.0 Units Public Speaking

A survey course designed to introduce students to three specific areas of public speaking: informative speaking, persuasive speaking, and entertainment speaking. Emphasis is on developing, researching, outlining, and presenting topics to an audience. In addition, the audience develops critical listening skills and provides oral and written feedback to the speaker. Transfer Credit: CSU/UC

- 80332 PO'Keefe Lec TR 12:40pm-1:55pm, KTD/HC171 81768 R Gaiz
  - Lec TR 9:40am-10:55am, KTD/HC171

#### **SPCH 128** 3.0 Units Intercultural Communication

This introductory course surveys the basic theories and research in the area of intercultural communication, focusing on the application of this knowledge in understanding and improving human interaction in both domestic and international contexts. Students learn to develop the skills necessary to achieve positive outcomes when communicating with others from diverse cultural, ethnic, racial, and social backgrounds. Transfer Credit: CSU/UC 80333 R Gaiz

Lec TR 11:10am-12:25pm, KTD/HC171 80335 R Gaiz

Lec MW 12:40pm-1:55pm, KTD/HC171 80336 B Borenstein

Lec W 6:10pm-9:00pm, KTD/HC173

#### **SPCH 132 Argumentation and Persuasion**

3.0 Units

Increase critical thinking abilities by using sound reasoning and persuasive techniques. Transfer Credit: CSU/UC

80338 PO'Keefe

Lec TR 9:40am-10:55am, KTD/HC173

## **STATISTICS**

### Aquire a Useful Job Skill — Statistical Analysis with Excel 2010



STAT 1154.0 UnitsIntroduction to StatisticsPrerequisite: MATH 103 or 103G or 103XY.

An introduction to statistics for students in social science and business. Students will be instructed in the use of computer spreadsheet software to solve statistical and data analysis problems taken from the various social sciences and from business. The course covers descriptive statistics, probability, hypothesis testing, linear and multiple regression, correlation, sampling, statistical inference and time series analysis. Also see Mathematics 115. Please note that students may receive credit for STAT 115 or MATH 115, but not both courses. Transfer Credit: CSU/UC

80762 R Goodwin

Lec MW 2:10pm-4:00pm, KTD/BC102

## STUDY SKILLS

#### STSK 161 Seminar for Tutors

to become ef

2.0 Units

This course teaches students to become effective peer tutors by completing online assignments and participating in training workshops. Students apply what they are learning by tutoring a minimum of two hours per week in a supervised setting. Transfer Credit: CSU

81792 B Reetz

Arr 4 hrs/wk TBA, KTD/LC160 Before registering for class please contact instructor at (415)485-9633.

# WORK EXPERIENCE EDUCATION

#### WE 298A

1.0 Unit

**Occupational Work Experience A** *Prerequisite: Enrolled in 7 units and employed for 5hrs/wk.* 

Earn college credit while working, whether paid or volunteer! Learn new skills and improve job knowledge. Personalized learning objectives are developed in cooperation with work supervisors and college instructors. Students must be enrolled in a minimum of seven units, including Work Experience. Transfer Credit: CSU

80764 S Boyd

Internet Course, 5 hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

80765 08/16-12/06 S Boyd

Lec T 4:10pm-6:00pm, IVC/BLDG16/212 Class meets 8/16, 8/23, 8/30, 9/13, 10/4, 10/18, 11/22, and 12/6.

WE 298B 2.0 Units Occupational Work Experience B Prerequisite: Enrolled in 7 units and employed

Prerequisite: Enrolled in 7 units and employed for 10hrs/wk.

Earn college credit while working, whether paid or volunteer! Learn new skills and improve job knowledge. Personalized learning objectives are developed in cooperation with work supervisors and college instructors. Students must be enrolled in a minimum of seven units, including Work Experience. Transfer Credit: CSU

80767 S Boyd

Internet Course, 10 hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

#### 80768 08/16-12/06 S Boyd

Lec T 4:10pm-6:00pm, IVC/BLDG16/212 Class meets 8/16, 8/23, 8/30, 9/13, 10/4, 10/18, 11/22, and 12/6.

#### WE 298C 3.0 Units Occupational Work Experience C

Prerequisite: Enrolled in 7 units and employed for 15hrs/wk.

Earn college credit while working, whether paid or volunteer! Learn new skills and improve job knowledge. Personalized learning objectives are developed in cooperation with work supervisors and college instructors. Students must be enrolled in a minimum of seven units, including Work Experience. Transfer Credit: CSU

81450 S Boyd

Internet Course, 15 hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

80771 08/16-12/06 S Boyd Lec T 4:10pm-6:00pm, IVC/BLDG16/212 Class meets 8/16, 8/23, 8/30, 9/13, 10/4, 10/18, 11/22, and 12/6.

## WE 298D

**Occupational Work Experience D** *Prerequisite: Enrolled in 7 units and employed* 

4.0 Units

Prerequisite: Enrolled in 7 units and employed for 20hrs/wk.

Earn college credit while working, whether paid or volunteer! Learn new skills and improve job knowledge. Personalized learning objectives are developed in cooperation with work supervisors and college instructors. Students must be enrolled in a minimum of seven units, including Work Experience. Transfer Credit: CSU

80773 S Boyd

Internet Course, 20 hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

#### 80774 08/16-12/06 S Boyd

Lec T 4:10pm-6:00pm, IVC/BLDG16/212 Class meets 8/16, 8/23, 8/30, 9/13, 10/4, 10/18, 11/22, and 12/6.

#### WE 299A

### 1.0 Unit

### General Work Experience A

Prerequisite: Enrolled in 7 units and employed for 5hrs/wk.

Earn college credit while at work by learning or improving job knowledge or skills. Any type of work is suitable for General Work Experience. Personalized learning objectives are developed in cooperation with work supervisors and college instructors. Students must be enrolled in a minimum of seven units, including Work Experience. Transfer Credit: CSU

#### 80776 S Boyd

Internet Course, 5 hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

### 80777 08/16-12/06 S Boyd

Lec T 4:10pm-6:00pm, IVC/BLDG16/212 Class meets 8/16, 8/23, 8/30, 9/13, 10/4, 10/18, 11/22, and 12/6.

#### WE 299B

#### 2.0 Units

General Work Experience B

Prerequisite: Enrolled in 7 units and employed for 10hrs/wk.

Earn college credit while at work by learning or improving job knowledge or skills. Any type of work is suitable for General Work Experience. Personalized learning objectives are developed in cooperation with work supervisors and college instructors. Students must be enrolled in a minimum of seven units, including Work Experience. Transfer Credit: CSU

80779 S Boyd

Internet Course, 10 hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

#### 80780 08/16-12/06 S Boyd

Lec T 4:10pm-6:00pm, IVC/BLDG16/212 Class meets 8/16, 8/23, 8/30, 9/13, 10/4, 10/18, 11/22, and 12/6.

## WE 299C

General Work Experience C

Prerequisite: Enrolled in 7 units and employed for 15hrs/wk.

Earn college credit while at work by learning or improving job knowledge or skills. Any type of work is suitable for General Work Experience. Personalized learning objectives are developed in cooperation with work supervisors and college instructors. Students must be enrolled in a minimum of seven units, including Work Experience. Transfer Credit: CSU

#### 80782 S Boyd

Internet Course, 15hrs/wk TBA. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

#### 80783 08/16-12/06 S Boyd

Lec T 4:10pm-6:00pm, IVC/BLDG16/212 Class meets 8/16, 8/23, 8/30, 9/13, 10/4, 10/18, 11/22, and 12/6.

Instructions for Distance Education Courses are online at http://www.marin.edu/distance/ web\_based\_courses.htm

## Distance Education

## You can choose Internet Courses and Video Courses

## **Innovative Education**

#### The Latest Technology

College of Marin is using the latest technology to help you realize your educational goals. Now you can use your computer or television to get the courses you need to finish that certificate or degree.

Course descriptions for the Distance Education courses listed in this section may be found under their department headings on pages 20-80. Please see the Distance Education listings online at http://www. marin.edu/distance/web\_based\_courses. htm

#### Beyond the Traditional Classroom

Our Distance Education program reaches beyond the traditional classroom in order to fill the educational and career needs of people who are not being served by more conventional approaches. Distance Education courses provide an excellent alternative for students who are unable to attend classes during regular hours, or who like to take additional units in a time-efficient manner.

#### **High Academic Standards**

All courses maintain the high academic standards of the College and most are transferable (see a counselor for details). Collegelevel courses are available in a variety of convenient formats.

## Verifying Internet Course Enrollment

You Must Verify Enrollment: After registering for your Internet course, email the instructor with current email contact information on or before the first day of class to verify enrollment and to receive class log on instructions. If this is not completed by the first day of classes, you will not be officially registered for the course this semester. After the first day of the semester, students must obtain an add authorization code from the instructor and enter it online or present it with their enrollment card to enroll.

## **Internet Courses**

If you have access to an Internet connection, you can take selected College of Marin courses anywhere, anytime. There are a limited number of slots for some Internet courses. Please see online course instructions for confirming your spot in a Distance Education course and and for requesting a place on a waitlist at http://www.marin.edu/ student\_services/index.htm



## ONLINE COURSES JUST GOT EASIER

College of Marin is excited about moving to Moodle for its online course delivery. The Moodle Learning Management System (LMS) is praised for its user-friendly features and superior functionality. Effective Fall 2011, a full range of Distance Education courses will be offered in Moodle with more to come in Spring 2012.

3.0 Units

#### WORK EXPERIENCE EDUCATION

#### Video Courses

Students may purchase the complete set of History/Political Science courses from Intelecom. To place an order 24 hours a day, 7 days a week, visit the web site at www. intelecom.org and access the Student Store. Enrollments will remain open for the first two weeks of the semester.

#### **Student Support Services**

Are you new to Distance Education? Please see "Tips for Being a Successful Online Learner" at http://www.marin.edu/distance/ de-tips.html

For information about student services such as counseling, tutoring, financial aid, the Online Writing Center, and other student support services, go to the Student Services page at http://www.marin.edu/student\_services/index.htm

Instructions for Distance Education Courses are online at http://www.marin.edu/distance/ web\_based\_courses.htm

Internet (	Courses
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BUS 144 Business Communications ~Advisory: ENGL 079. 80861 B Wilson	3.0 Units
CHEM 105 Chemistry in the Human Envir 80464 E Dunmire	3.0 Units onment
CIS 110 Introduction to Computer Info Systems (Material Fee: \$3) 80016 M Ransom	3.0 Units ormation
DANC 108 Dance History: Dancing - The Power, and Art of Movement 81434 S Weldon 81831 S Weldon	3.0 Units Pleasure,
EDUC 111 Foundations of Teaching 80856 S Boyd	3.0 Units
ENGG 235 Engineering Mechanics: Static	3.0 Units

ENGG 235 3.0 Uni Engineering Mechanics: Statics Prerequisite: PHYS 207A, and MATH 124 or concurrent enrollment. 81864 E Dunmire

ENGL 150 Reading and Composition (1 Prerequisite: ENGL 120 or 120SL of placement test. 81074 I Kelly 81075 I Kelly 81349 I Kelly	3.0 Units A) or English
ENGL 151 Reading and Composition (1 Prerequisite: ENGL 150. 80201 A Klinger 80202 A Klinger	4.0 Units B)
HED 115 Weight Control, Exercise an 80806 K Smyth	3.0 Units d Nutrition
HED 119 Effective Teaching Strategie Wellness and Fitness Advisory: HED 116 or PE 116. 81294 C Rogow	3.0 Units is in
HED 130 Contemporary Health Issues 80809 K Smyth	3.0 Units
HED 140 Stress Management and Hea 81494 C Rogow	3.0 Units alth
MATH 095 Basic and Intermediate Matl Prerequisite: MATH 85 or satisfac the Math Assessment Test. 81829 G Golitzin	
MATH 101 Elementary Algebra Prerequisite: MATH 95 or 95B or 9 satisfactory score on the Math Asso 80347 G Golitzin	
MATH 103 Intermediate Algebra Prerequisite: MATH 101 or 101AB satisfactory score on the Math Asso 80355 M Allen	
MATH 115 Probability and Statistics Prerequisite: MATH 103 or 103AB Math Placement Test. 80366 I Lansing	<b>4.0 Units</b> or 103XY or
MMST 101 Orientation to Multimedia (Material Fee: \$5) 81045 08/15-10/07 J Gonzalez	0.5 Unit
MMST 131A Web Design I Advisory: MMST 101. (Material Fee: \$5) 81443 J Gonzalez	3.0 Units

MMST 131B Web Design II Prerequisite: MMST 131A. (Material Fee: \$5) 81445 J Gonzalez 3.0 Units

3.0 Units

MMST 131C Web Design III Prerequisite: MMST 131B. (Material Fee: \$5) 81446 J Gonzalez

PHIL 110 3.0 Units Introduction to Philosophy Prerequisite: ENGL 98. 80543 J Marmysz 81068 J Marmysz

PE 119 3.0 Units Effective Teaching Strategies in Wellness and Fitness Advisory: PE 116. 81326 C Rogow

PE 120 3.0 Units Introduction to Sport and Exercise Psychology 80567 C Rogow

PE 121 3.5 Units Advisory: BIOL 107 or PE 107. **Personal Trainer Certification Course** 80568 K Smyth In-Class Lec M 6:40pm-7:30pm, KTD/ PE020 Lab M 7:40pm-9:00pm, KTD/TBA Internet Lec 2 hrs/wk TBA Note: This class is offered in a hybrid format, which is a combination of inclass meetings and Internet instruction. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm **PSY 114** 3.0 Units

The Psychology of Human Development: Lifespan 80053 Y Van Ecke 81582 Y Van Ecke

PSY 130 3.0 Units Introduction to Sport and Exercise Psychology 81736 C Rogow

#### **SPAN 101** 5.0 Units **Elementary Spanish I**

81405 R Ostojic-Portello

In-Class Lec M 4:10pm-6:00pm, KTD/ LC036 Internet Lec 2 hrs/wk TBA (Internet component)

Lab 3 hrs/wk TBA, KTD/LC150 Note: This class is offered in a hybrid format, which is a combination of inclass meetings and Internet instruction. For log on instructions, please see the Distance Education listings online at http://www.marin.edu/distance/web\_ based\_courses.htm

#### WE 298A 1.0 Unit

**Occupational Work Experience A** Prerequisite: Enrolled in 7 units and employed for 5hrs/wk. 80764 S Boyd

#### WE 298B

2.0 Units

**Occupational Work Experience B** Prerequisite: Enrolled in 7 units and employed for 10hrs/wk. 80767 S Boyd

WE 298C 3.0 Units **Occupational Work Experience C** Prerequisite: Enrolled in 7 units and employed for 15hrs/wk. 81450 S Boyd

## WE 298D

**Occupational Work Experience D** Prerequisite: Enrolled in 7 units and employed for 20hrs/wk. 80773 S Boyd

WE 299A 1.0 Unit **General Work Experience A** Prerequisite: Enrolled in 7 units and employed

for 5hrs/wk. 80776 S Boyd

WE 299B

2.0 Units

4.0 Units

#### **General Work Experience B** Prerequisite: Enrolled in 7 units and employed

for 10hrs/wk. 80779 S Boyd

WE 299C

3.0 Units

**General Work Experience C** Prerequisite: Enrolled in 7 units and employed for 15hrs/wk. 80782 S Boyd

## VIDEO COURSES

#### **HIST 100**

3.0 Units **Major Trends and Selected Topics in** American History

80810 H Fearnley

Orientation Meeting: Please see the Distance Education page at http://www. marin.edu/distance/video\_courses.htm for orientation meeting date and time.

#### **MATH 115**

4.0 Units **Probability and Statistics** 

Prerequisite: MATH 103 or 103AB or 103XY or Math Placement Test.

80364 I Roderick

Orientation Meeting: Please see the Distance Education page at http://www. marin.edu/distance/video\_courses.htm for orientation meeting date and time.

#### **POLS 101** 3.0 Units Introduction to the Government of the **United States**

80729 H Fearnley Orientation Meeting: Please see the Distance Education page at http://www. marin.edu/distance/video\_courses.htm for orientation meeting date and time.

## Noncredit Courses

## **HIGH SCHOOL** EQUIVALENCY PREPARATION/BASIC SKILLS

ESBS 3010 0.0 Unit **GED** (General Educational **Development) Preparation** 

Do you need to have a high school diploma for a certain job? Get qualified to enter a vocational program? Brush-up to start college? Show your parents (or kids) that you can do it? Just feel better about yourself? If so, free help is available! This Open-Entry Class lets you enroll at any time during the semester. Pretesting determines your skill levels. An Individual Study Plan focuses on your needs and goals. Instructor assistance and guidance is available at all listed times. Self- Paced Improvement removes time pressure.Practice Testing assures your readiness. The Drop-in Learning Lab allows flexible scheduling. Call 415.485.9363 (lab) or 415.485.9445.

81262 08/15-12/16 M Timmel

Lab 3 hrs/wk, KTD/LC120 Lab Schedule: MW 9am-8:30pm; TR 9am-4:00pm; F 9am-2:00pm; Math help available on MW 9am-3pm only.

#### ESBS 3020 **Basic Skills**

0.0 Unit

This program offers free instruction to any adult wishing to improve pre-college skills such as reading comprehension, writing, math. Class structure is the same as the High School Equivalency Preparation learning lab described above.

81263 08/15-12/16 M Timmel

Lab 3 hrs/wk, KTD/LC120 Lab Schedule: MW 9am-8:30pm; TR 9am-4:00pm; F 9am-2:00pm; Math help available on MW 9am-3pm only.

## ENGLISH AS A SECOND LANGUAGE -NONCREDIT

The noncredit English as a Second Language Program offers free classes for beginning to intermediate level students. To register for Noncredit ESL classes, please contact the ESL Office, Harlan Center, Room 101, or call 415.485.9642.

New students must take a noncredit ESL placement test to assess their level before registering for classes. Registration will be completed after taking the placement test. Please visit Harlan Center Room 101 or call 415.485.9642 for more information and test dates. Note: Due to space limitations, students may only register for one class at their level.

Classes are held on both the Indian Valley and Kentfield campuses as well as at the following off-site locations:

Mary Todd Senior Center (MTSC) 1560 Hill Road, Novato

**Conservation Corps, Northbay (CNNB)** 27 Larkspur ST., San Rafael

Whistlestop (WSTP) 930 Tamalpais Ave., San Rafael

#### ESLN 010 Beginning ESL

Advisory: NC ESL Placement Test or teacher recommendation.

This course will introduce beginning English learners to basic everyday English vocabulary, expressions and instructions to describe everyday actions, needs and abilities.

80983 08/15-12/06 K Hayne

- Lec MTWR 8:10am-10:45am, KTD/PV1 80984 08/15-12/06 M Sukoski
- Lec MTWR 6:10pm-8:45pm, KTD/PV1 80986 08/15-12/05 A Singer
- Lec MW 6:10pm-9:00pm, KTD/HC156 80989 08/16-12/06 M Kaufmann
- Lec TR 6:10pm-9:00pm, KTD/TB104 80990 08/13-12/10 C Statucki
- Lec S 9:00am-12:50pm, KTD/HC127 80991 08/13-12/10 L Escobar
- Lec S 9:00am-12:50pm, KTD/HC129 80993 08/15-12/05 M Shea

Lec MW 6:10pm-8:25pm, IVC/ BLDG27/233

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80996 08/16-12/06 C Dutton
Lec TR 6:40pm-8:30pm, OFF/CCNB
81182 08/15-12/05 K Hayne
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Lec MW 2:00pm-4:00pm, OFF/WSTP
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ESLN 020 0.0 Unit High Beginning ESL A

Advisory: NC ESL Placement Test or teacher recommendation.

In this high beginning ESL course, students will learn to ask for and give basic information about yesterday, today and tomorrow and to express basic likes, wants, needs, abilities and obligations in conversation and in written form.

80997 08/15-12/06 I Saligman Lec MTWR 8:10am-10:45am, KTD/ PE091

- 80998 08/15-12/06 J McMillan
- Lec MTWR 6:10pm-8:45pm, KTD/PV5B 80999 08/15-12/07 K Privitt
- Lec MWR 6:40pm-8:55pm, KTD/PE091 81000 08/15-12/05 D Leung
- Lec MW 6:10pm-9:00pm, KTD/LC020 81001 08/16-12/06 F Fahouris
- Lec TR 6:10pm-9:00pm, KTD/HC156
- 81002 08/13-12/10 M Russell
- Lec S 9:00am-12:50pm, KTD/HC156 81003 08/13-12/10 D Quinn
- Lec S 9:00am-12:50pm, KTD/HC126 81004 08/15-12/05 S Reilly
- Lec MW 6:10pm-8:30pm, IVC/ BLDG03/251
- 81005 08/16-12/06 B Roberts
- Lec TWR 2:40pm-4:30pm, OFF/MTSC 81006 08/15-12/05 N Jacunski
- Lec MW 6:40pm-8:30pm, OFF/CCNB 81183 08/15-12/05 H Eskildsen Lec MW 2:00pm-4:00pm, OFF/WSTP
- ESLN 025

0.0 Unit

#### 0.0 Unit

**High Beginning ESL B** Advisory: NC ESL Placement Test or teacher recommendation.

In the second part of high beginning ESL, students will practice expressing basic likes, wants, needs, abilities and obligations and talking about yesterday, today and tomorrow. They will also begin to negotiate and interact on the telephone, at work and in the community.

- 81007 08/15-12/05 G Lopez Gutierrez Lec MW 6:10pm-9:00pm, KTD/PV3
- 81329 08/16-12/06 C Tudor

Lec TR 6:10pm-9:00pm, KTD/PV3 81008 08/13-12/10 K Privitt

Lec S 9:00am-12:50pm, KTD/HC173

#### ESLN 030 0.0 Unit Low Intermediate ESL A

Advisory: NC ESL Placement Test or teacher recommendation.

ESLN 030 students know everyday survival English, but want to learn to talk about their experiences in life and at work. They learn to describe how their lives were before they came to this country. The focus is on learning more verbs and verb forms.

- 81009 08/15-12/06 H Eskildsen Lec MTWR 8:10am-10:45am, KTD/PV3 81010 08/15-12/06 C Schiff
- Lec MTWR 6:10pm-8:45pm, KTD/PV5A 81011 08/15-12/05 R Beal
- Lec MW 6:10pm-9:00pm, KTD/PE092 81013 08/16-12/06 G Lopez Gutierrez
- Lec TR 6:10pm-9:00pm, KTD/PE092 81014 08/13-12/10 M Levin
- Lec S 9:00am-12:50pm, KTD/HC166 81239 08/15-12/05 L Burnett
- Lec MW 2:00pm-4:00pm, OFF/WSTP 81604 08/16-12/06 P Johnson
  - Lec TR 6:10pm-8:25pm, IVC/ BLDG27/118

#### **ESLN 035**

#### Low Intermediate ESL B

Advisory: NC ESL Placement Test or teacher recommendation.

0.0 Unit

ESLN 035 is the second part of the low intermediate level. Students will review and build upon basic English skills and survival skills covered in Levels 010-030. They may read and discuss short adapted fiction or nonfiction in class and write about personal abilities and experiences.

81015 08/15-12/07 H Casper

- Lec MWR 8:10am-11:00am, KTD/TB104 81605 08/15-12/05 S Chan
- Lec MW 6:10pm-9:00pm, KTD/PV4 81016 08/16-12/06 Staff
- Lec TR 6:10pm-9:00pm, KTD/PV4 81017 08/13-12/10 T Rivera
  - Lec S 9:00am-12:50pm, KTD/HC169

### ESLN 040

### 0.0 Unit

**Credit ESL Preparation Course** *Advisory: NC ESL Placement Test or teacher recommendation.* 

Students in ESLN 040 will continue to develop their intensive and extensive reading skills, make oral presentations and use an English dictionary, the library and the internet for simple research projects. In preparation for transitioning to credit ESL, regular attendance, homework and group participation are strongly encouraged. 81018 08/15-12/07 H Middleton

- Lec MWR 8:10am-11:00am, KTD/OH101 81019 08/15-12/07 S McKinnon
- Lec MWR 6:10pm-9:00pm, KTD/BC101 81020 08/15-12/06 G Cooper
- Lec MTR 6:10pm-9:00pm, KTD/HC166 81339 08/16-12/07 E Rivera
- Lec TWR 8:10am-11:00am, KTD/OH107 81021 08/13-12/10 S Chan
- Lec S 9:00am-12:50pm, KTD/HC171 81252 08/13-12/10 P Seery

Lec S 9:00am-12:50pm, KTD/OH105

#### ESLN NCLAB ESL Noncredit Lab

Advisory: ESL Placement Test.

The ESL Lab is a self-paced, individualized, open-entry/open-exit course. Students will be able to use ESL software, audio tapes, videos and reading material to develop their skills in English.

81022 08/15-12/06 S Carlson Lec MT 10:00am-2:00pm, OFF/CCNB/C Open Mondays and Tuesdays 10am-2pm.

#### 81023 08/15-12/06 J Molloy

Lec MT 5:30pm-7:30pm, OFF/CCNB/C Open Mondays and Tuesdays 5:30-7:30pm.

### ESLN PRON

### 0.0 Unit

0.0 Unit

**Noncredit ESL Pronunciation** *Advisory: ESL Placement Test.* 

This course will provide Noncredit ESL students from ESLN Levels 020-040 with practice in English pronunciation. The primary goal will be to help ESL students to be understood when they are speaking English. 81193 08/15-12/6 H Eskildsen

Lec MW 11:10am-12:00pm, KTD/PV1 81194 08/17-11/30 N Hilty

Lec W 6:10pm-8:00pm, KTD/PV6 81797 08/16-12/07 H Eskildsen

Lec TR 11:10am-12:00pm, KTD/PV1 81192 08/16-11/29 N Hilty

Lec T 6:10pm-8:00pm, KTD/PV6

## **ESL VOCATIONAL**

### ESLV 001

**ESL for Hotel and Restaurant Workers** *Advisory - ESLN 20 and above* 

This course will emphasize English as a Second Language for those who are in the hotel and restaurant fields and those who are seeking positions in these fields. 81746 08/13-12/10 K Bradley

Lec S 9:00am-12:00pm, KTD/PV7

81798 08/16-11/29 K Bradley

Lec R 6:10pm-9:00pm, KTD/LC020 81799 08/17-11/30 K Bradley

Lec W 6:10pm-9:00pm, KTD/OH101

#### ESLV 003 0.0 Unit Communication Skills for Healthcare Workers

Advisory: ESLN 20 or above

Designed for health care workers and others interested in health care fields, this course will focus on language skills necessary to function in a medical/dental environment. Emphasis on social and cultural skills for successful interaction with patients and coworkers.

81748 08/18-12/06 Staff

Lec R 8:10am-11:00am, KTD/HC166

#### ESLV 004

English for Childcare A Advisory: ESLN 20, 25 or 30

This class is for high beginning English language learners who as parents, babysitters and childcare workers need to be able to communicate with young children, coworkers and parents.

81749 08/13-10/08 A Singer Lec S 9:00am-12:00pm, KTD/PV1

### ESLV 005 English for Childcare B

Advisory: ESLN 35 and above This class is for low intermediate English language learners who as parents, babysitters and childcare workers need to be able to communicate with young children, co-workers

and parents. 81750 10/15-12/10 A Singer Lec S 9:00am-12:00pm, KTD/PV1

## ESLV 006

**ESL-ECE Bridge Class A** *Advisory: ESL levels 40 - 60* 

This course is designed to prepare students interested in the Early Childhood Education Program for classes which are only offered in English. Note: It is intended as a supplement (not a replacement) to the regular credit ESL program. 81751 08/13-12/10 Staff

Lec S 9:00am-12:00pm, KTD/PV6

#### ESLV 007 ESL-ECE Bride

0.0 Unit

0.0 Unit

0.0 Unit

0.0 Unit

0.0 Unit

ESL-ECE Bridge Class B

0.0 0111

*Advisory: ESL levels 50 - 70* This is the second level course to prepare students interested in the Early Childhood Education Program for classes which are only offered in English. Note: It is intended as a supplement (not a replacement) to the regular credit ESL program.

81752 08/13-12/10 Staff

Lec S 9:00am-12:00pm, KTD/PV5A

## NURSING EDUCATION REVIEW COURSES

VOCN 6010 0.0 Unit Review of Nursing Care and Skills for RN Students

This course offers the RN student additional practice in the clinical/laboratory setting. It is designed to provide remediation in topics ranging from assessment, nursing care planning, documentation, communication, medication administration, nursing skills, and organization to critical thinking and clinical decision making. Students are recommended to this course by their clinical instructor.

81275 08/15-12/16 P Hemphill Arr 3 hrs/wk, KTD/TBA Students must be enrolled in RN Program.

## Academic Information

## Catalog

Although this schedule contains a summary of important policies and procedures, students are encouraged to review the college catalog. The current catalog is available on-line at www.marin.edu.

## **Graduation Deadlines**

### Apply for Fall 2011 Degree/ Certificate

August 31 – October 31

Students who have met the degree/ certificate requirements, and have filed an Application for Graduation by the deadline date, will be eligible to receive an Associate in Arts/ Science Degree or a Certificate of Achievement. Information is available in the Counseling Office.

## Prerequisites, Corequisites & Advisories

#### Prerequisite

A prerequisite is a condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a particular course or program.

The college requires students to complete prerequisite courses with a grade of C, P, or higher prior to registering in the course requiring the prerequisites. Examples of courses which may require prerequisites:

- Courses for which specific prerequisites have been justified by content review, the appropriate level of scrutiny and any other validation procedures required by law (Title 5, 55201 a-f).
- Sequential courses in a degree-applicable program.
- Courses requiring a prerequisite to transfer to a four-year college.
- Courses requiring preparation to protect health and safety.
- Technical or vocational courses or programs that require special preparation.

#### **Equivalent Course Work**

Some prerequisites may be satisfied by equivalent course work from an accredited institution other than College of Marin. Before enrolling in classes, please contact a counselor at 415.485.9432 for more information.

#### **Prerequisite Challenges**

Students have the right to challenge prerequisites on certain, specified grounds and following necessary procedures. Please see the college catalog or contact the Challenge Office at 415.485.9431 for more information.

#### Prerequisite Challenge Deadline

Prerequisite challenges must be initiated no later than 4 p.m., Thursday, August 11, 2011.

#### Corequisite

A corequisite is a condition of enrollment consisting of a course that a student is required to take simultaneously in order to enroll in another course. Courses which may require corequisites include: courses that are part of a closely related lecturelaboratory pairing requiring concurrent enrollment.

#### Advisory

An advisory is a condition of enrollment that a student is advised, but not required, to meet before or in conjunction with enrollment in a course or educational program.

#### **Other Limitations**

Other limitations on enrollment may include:

- Courses that require public performance or competition.
- Blocks of courses for which enrollment is limited in order to create a cohort of students.

## **Probation & Dismissal**

#### **Standards For Probation**

A student shall be placed on academic probation if he or she has attempted a minimum of 12 semester units of work and has a grade point average of less than C (2.0).

A student shall be placed on progress probation if he or she has enrolled in 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.

#### Standards for Removal of Probation

A student who is placed on academic probation shall be removed from probation when the student's accumulative grade point average is 2.0 or better. A student on progress probation shall be removed from probation when the percentage of units in the categories of W, I, NC, or NP drops below 50 percent.

#### Standards for Dismissal

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, I, NC, or NP are recorded in at least three consecutive semesters reaches or exceeds 50 percent.

A student who is subject to dismissal may submit a written appeal to the Dean of Enrollment Services. Dismissal may be postponed and the student continued on probation if the student completes a petition that provides evidence of extenuating circumstances and/or that shows significant improvement in academic achievement.

## Readmission after Dismissal

**Deadline Date: August 26, 2011** In order to be considered for readmission, dismissed students must:

- 1. Meet with a counselor and complete or update a Student Educational Plan (SEP) and submit the SEP with their Petition to Return to the Dean of Enrollment Services.
- 2. File a Petition to Return no later than the August 26, 2011, deadline date. (Forms available online or at the Office of Admissions and Records). Students who fail to petition by the deadline or fail to show for their appointments will be denied and dropped from their classes.
- 3. Readmitted students may not be enrolled in more than 12 units. (Students may be limited to fewer units and other restrictions may also be imposed.)

### **Honor List**

Students will be placed on a term honor list when their semester GPA is 3.0 or higher. These students may not be on probation or have any I, NP, or F grades, and must be enrolled in 12 units of lettergraded classes at the college.

## Grading

#### **In Progress Grades**

An IP grade is only assigned for openentry/open-exit classes or classes that span two terms. Students who receive an IP grade must re-enroll in the subsequent term or they will receive the alternative grade assigned by the instructor. The enrollment fee will be charged for reenrollment.

#### **Incomplete Grades**

Students who received an Incomplete grade may not re-enroll in the same course until the incomplete work is completed and/or a final grade is posted to the student's academic record.

#### **Pass/No Pass Option**

In those courses which permit a student to be evaluated either on a P/NP or a letter graded basis, a student must select the P/NP option no later than 30 percent of the class. The option can be selected online during the registration period. After classes begin, students must submit a Change of Grading Option form to the Office of Admissions and Records. The option cannot be changed after the deadline date. To receive a pass grade, course work must be C level or higher.

Note: Some colleges and universities will not grant transfer credit for courses with pass/no pass grades.

#### Midterm & Final Grades

Midterm and final grades will be available online at mycom.marin.edu. Check the calendar on page 3 for dates.

### **Transcripts**

Please order your transcripts early to avoid any delays during peak periods. Students may receive two copies of their transcripts for free. Additional copies are \$6 per copy. Rush transcripts are \$15 per copy. Transcript requests may be faxed. For instructions, go to the college website: www. marin.edu/admissions/transcript.htm.

# Student Appeals and Grievances

Appeals and Grievances in the following areas should be directed to the Dean of Enrollment Services: academic progress, academic dismissal, admissions, attendance, financial aid, graduation, fee payment, refunds, California residency determination, and student records.

Grade Appeals and Grievances must be directed to the appropriate department and/or academic dean. Guidelines for filing an academic grievance, a student complaint against another student, cases of sexual harassment/discrimination, and unsafe assignments should be directed to the Dean of Student Development & Special Programs.

Please refer to the current college catalog for more detailed information.



## Graduation/ Transfer Information

#### **Transfer Admission Support**

As a means to support transfer admissions, College of Marin participates in guaranteed admissions to specific University of California campuses, California State Universities, and private universities. College of Marin also offers cross enrollment at UC Berkeley to qualified students. Contact the COM Counseling Office for more information. In addition, the Counseling Department works with the Transfer Center, staffed for the purpose of helping students research transfer and admissions requirements.

## A.A./A.S. Graduation Requirements

The Associate in Arts (A.A.) degree or Associate in Science (A.S.) degree will be awarded to any student upon satisfactory completion of all of the following seven requirements:

- 1. Units—The Associate in Arts (A.A.) degree and the Associate in Science (A.S.) degree require a minimum of 60 lower division units to include all the requirements indicated below and any additional elective units needed to satisfy the 60 unit minimum. Courses numbered 0-99 are not applicable to the Associate degree.
- Major Requirement—At least 18 units must be taken in a single discipline or related disciplines as indicated in the COM Catalog.
- 3. Scholarship—An overall grade point average (G.P.A.) of 2.0 (C average) in all degree-applicable courses (numbered 100 and above) taken at COM and in all acceptable lower division courses transferred from other colleges.
- 4. **Residence**—Successfully complete at least 12 units in the major requirements at COM.

5. Mathematics Proficiency— One of the following options:
(a) A satisfactory score on the Math Assessment Test, i.e. eligibility for a level beyond Intermediate Algebra (103), such as Math 104, 110, 115, 121, or 123 or
(b) Completion of Intermediate Algebra (Math 103 or Math 103A plus 103B or Math 103X plus 103Y) with a grade of C or higher.

6. **General Education**—A minimum of 19 units of general education is required for the A.A. or A.S. degree. See the following general education categories and course listings.

7. Application for Graduation—It is the student's responsibility to submit an Application for Graduation by making an appointment with a counselor in the Counseling Department. All official transcripts from other colleges must be available in the Counseling Office by the application deadline date. All petitions and waivers must be attached to the application form by the deadline date.

#### **General Education Courses**

Please note that one of the general education courses must be a cross-cultural studies course. Most cross-cultural studies courses will satisfy the Cross-Cultural Studies Requirement and one other general education requirement. If a cross-cultural studies course is not found in another general education category, then additional units of general education are needed to meet the A.A. or A.S. degree.

#### **A. Natural Sciences**

Three units minimum—select one course. Anthropology 101, 101L Astronomy 101, 105\*\*, 117F++, 117L++ Biology 100, 101, 105\*\*, 107+, 108A, 109, 110, 110L, 115, 116, 120, 138\*, 159, 162, 169A, 169B, 224, 235, 240 Chemistry 105, 105L, 110, 114, 131 Geology 103, 105\*\*, 109, 110, 114, 120, 120L, 121, 138\* Physical Education 107+ Physics 108A, 110, 207A

Geography 109 may be used to satisfy Category A or Category B, but not both. ++, \*\*, \*: Natural Science credit is awarded for only one course in the groups listed above:

#### **B.** Social and Behavioral Sciences

Three units minimum—select one course. Anthropology 102, 103, 110, 204, 215 Behavioral Science 103 Biology 251 **Business** 101 Early Childhood Education 110, 112 Economics 101, 102 Ethnic Studies 110, 111, 112, 121, 151, 154, 242 Geography 102, 109 History 100, 101, 102, 103, 109, 110, 111, 112, 117, 118, 206, 211, 214, 215, 216, 238 Political Science 100, 101, 102, 103, 104, 201, 203, 210, 211, 220 Psychology 110, 111, 112, 114, 116, 140, 145, 204, 205, 230, 251 Sociology 110, 112, 114, 140, 205, 230,

The following courses may be used to satisfy Category B or Category F, but not both: Ethnic Studies 111, 112, 121, 151; History 100, 117, 118; Political Science 100, 101.

Geography 109 may be used to satisfy Category A or Category B, but not both. Psychology 205 and Sociology 205 may be used to satisfy Category B or Category E, but not both. Social and Behavioral Science credit is awarded for only one course in each of the following sets: Biology 251 or Psychology 251 History 211 or Political Science 211 Psychology 111 or Psychology 116 Psychology 112 or Psychology 114 Psychology 120 or Sociology 140 Psychology 205 or Sociology 205 Psychology 230 or Sociology 230

#### C. Humanities

Three units minimum—select one course. American Sign Language 101, 102, 110, 203, 204 Architecture 100, 101, 102, 131 Art 101, 102, 103, 104, 105, 106, 107, 108 Biology 145 Chinese 101, 102 Communications 108 (3 units), 109A, 109B, 110, 160 Dance 108 Drama 110, 116, 117, 119 English 151, 208, 212, 214, 218, 219, 220, 221A, 221B, 222, 223, 224, 225, 230, 235, 237, 240, 242 Ethnic Studies 154 French 101, 102, 108A, 108B, 203, 204, 225, 226 Geology 145 Humanities 100A, 100B, 107, 108, 109A, 109B, 114, 118, 125, 242 Italian 101, 102, 108 (3 units), 203, 204, 225, 226, 228 Japanese 101, 102, 108 (3 units), 203, 204 Journalism 110, 160 Music 101, 102, 105, 106 Philosophy 110, 111, 117 Spanish 101, 102, 203, 203HB, 204, 225, 226, 228A, 228B, 228C, 230A, 230B, 230C Speech 128, 140, 141 English 151 may be used to satisfy Category C or *Category E, but not both:* 

Humanities credit is awarded for only one course in each of the following sets:

Art 108 or Humanities 108 Biology 145 or Geology 145 Communications 109A or Humanities 109A Communications 109B or Humanities 109B Communications 110 or Journalism 110 Communications 160 or Journalism 160 English 242 or Humanities 242 Speech 128 may be used to satisfy Category C or Category E, but not both. Ethnic Studies 154 may be used to satisfy Category C or Category B, but not both.

#### D. Composition, Written

*Three units minimum.* English 150 is required for the Associate degree, and must be completed with a grade of "C" or higher.

## E. Communication & Analytical Thinking

Three units minimum—select one course.

Computer Information Systems 215 Computer Science 130, 135, 200, 232 English 130, 151, 155 Mathematics 103, 103A and 103B, 103X and 103Y, 104, 104X and 104Y, 105, 109, 110, 114, 115, 116, 121, 122, 123, 124, 190 Philosophy 112 Psychology 205 Sociology 205 Speech 110, 120, 122, 128, 130, 132 Statistics 115

English 151 may be used to satisfy Category C or Category E, but not both. Psychology 205 and Sociology 205 may be used to satisfy Category B or Category E, but not both. Credit is awarded for only one course. Speech 128 may be used to satisfy Category C or Category E, but not both.

#### F. American Institutions

Three units minimum—select one course. Ethnic Studies 111, 112, 121, 151 History 100, 117, 118 Political Science 100, 101

All courses listed in Area F may be used to satisfy Area B or Area F, but not both.

#### G. Cross-Cultural Studies

*Three units minimum—select one course.* Cross-cultural studies courses which are listed in other general education categories will satisfy both the Cross-Cultural Studies Requirement and the requirement of one other category. American Sign Language 110 Anthropology 204, 215 Art 108 **Communications 160** English 235, 237 Ethnic Studies 110, 111, 112, 121, 151, 154 History 109 Humanities 108 Journalism 160 Music 105 Speech 128

#### H. Physical Activity

One unit minimum—select one course. This requirement may be satisfied by degree-applicable activity courses in physical education or dance.

## California State University General Education Pattern

Students should be aware that this list is subject to change and does not apply to the University of California System.

#### **CSU** General Education Certification

Approximately 124 semester units are required for a baccalaureate degree at a California State University, of which 48 units must be in general education within a prescribed pattern. **Thirtynine units may be completed and certified in whole or in part at College of Marin.** The remaining nine units must be taken as upper division courses after transfer to the four year university. Community colleges may certify no more than 30 units of general education from Subject Areas B, C, and D combined. The remaining units may be taken from Areas A and/or E. Completion of 39 units of general education for the California State University System is not a requirement for admission. Students must make a request for certification prior to attending California State University by completing two forms: 1. Request for Transcripts; 2. Request for General Education Certification.

#### CSU United States History, Constitution, and American Ideals Requirement

In addition to general education, state universities and colleges also require United States History, and Constitution and American Ideals for graduation. Courses at College of Marin that fulfill the two-course requirement are:

- 1. One course in United States History to be chosen from the following: Ethnic Studies 111 or 112 or 121 or 151; History 100 or 117 or 118.
- 2. One course in Constitution and American Ideals to be chosen from the following: Political Science 100 or 101.

#### AREA A—COMMUNICATION IN THE ENGLISH LANGUAGE AND CRITICAL THINKING

Nine semester or 12-15 quarter units required with at least one course each from A1, A2 and A3 Speech 132 may be used for A1 or A3, but not both.

#### A1-Oral Communication

Speech 110, 120, 122, 130, 132 **A2—Written Communication** English 150 **A3—Critical Thinking** English 130, 151, 155 Philosophy 112 Speech 132

## AREA B—SCIENTIFIC INQUIRY AND QUANTITATIVE REASONING

Nine semester or 12-15 quarter units required with at least one course each from B1, B2 (at least one to contain a laboratory component identified in B3; laboratory courses are marked by an asterisk) and B4.

Astronomy 105, Biology 105, or Geology 105 may be used in B1 or B2, but not both. Credit is given for only one course in each of the following sets: Astronomy 105, Biology 105 or Geology 105 Biology 107 or Physical Education 107 Biology 138 or Geology 138 Biology 160 or Environmental Landscaping 160 Computer Science 117 or Math 117

#### **B1**—Physical Sciences

Astronomy 101, 105, 117F\*, 117L\* Biology 105, 138\*, 160 Chemistry 105, 105L\*, 110\*, 114\*, 115\*, 131\*, 132\*, 132E, 231\*, 232\*, 232E Environmental Landscaping 160 Geography 101, 101L\*, 112 Geology 103, 105, 109, 110, 120, 120L\*, 121\*, 138\*, 201\* Physics 108A\*, 108AC, 108B\*, 108BC, 110, 207A\*, 207B\*, 207C\*

#### B2—Life Science (Biological)

Anthropology 101, 101L\* Astronomy 105 Biology 105, 107, 109, 110, 110L\*, 112A\*, 112B\*, 112C\*, 115\*, 116\*, 120\*, 138\*, 162\*, 224\*, 235\*, 240\* Geology 105, 138\* Physical Education 107

#### **B3**—Laboratory Activity

Laboratory courses marked with an asterisk (\*) are included in B1 and B2 and will satisfy B3.

## B4—Mathematics/Quantitative Reasoning

Computer Science 117 Math 104 or 104XY, 105, 109, 110, 114, 115, 116, 117, 121, 122, 123, 124, 223, 224 Statistics 115

#### Area C—Arts and Humanities

9 semester or 12-15 quarter units required with at least one course each in C1 or C2. Credit is given for only one course in each of the following sets: Art 108 or Humanities 108 Communications 109A or Humanities 109A Communications 109B or Humanities 109B Humanities 114 or Humanities 118 English 242, Humanities 242 American Sign Language 110 may be used for C-2 or D-1, but not both.

#### C1-Arts (Art, Dance, Music, Theatre)

Architecture 100, 101, 102 Art 101, 102, 103, 104, 105, 106, 107, 108, 110, 112, 113, 114, 116, 118, 130, 134, 140, 144, 146, 148, 152, 165, 170, 180, 185, 190 Communications 109A, 109B Dance 108, 119, 121, 122, 126, 130A, 130B, 132, 135 Drama 110, 130, 150, 160, 161, 245, 260 Humanities 108, 109A, 109B Music 101, 102, 105, 106

## C2—Humanities (Literature, Philosophy, and Foreign Language)

American Šign Language 101, 102, 110, 203 Chinese 101, 102 Drama 116, 117 English 208, 212, 214, 218, 219, 220, 221A, 221B, 222, 223, 224, 225, 230, 235, 237, 240, 242 Ethnic Studies 154 French 101, 102, 108A, 108B, 203, 204, 225, 226 Humanities 100A, 100B, 114, 118, 125, 242 Italian 101, 102, 203, 204, 225, 226 Japanese 101, 102, 203, 204 Philosophy 110, 111, 117 Spanish 101, 102, 203, 203HB, 204, 225, 226, 228B, 228C, 230A, 230B, 230C Speech 140, 141

#### AREA D-SOCIAL SCIENCES

Nine semester or 12-15 quarter units required with courses to be selected from at least 2 disciplines

Credit is given in Area D or Area E, but not both for the following courses:

Behavioral Science 103, 114; Biology 108A; Psychology 110, 111, 112, 114, 140, 145;

Sociology 140

Credit is given for only one course in each of the following sets:

Behavioral Science 103 or Biology 108A Biology 251 or Psychology 251 Communications 110 or Journalism 110 Communications 160 or Journalism 160 History 211 or Political Science 211 Psychology 111 or Psychology 116 Psychology 140 or Sociology 140 Psychology 205 or Sociology 205 Psychology 230 or Sociology 230 See catalog description for Psychology 112 credit

limitation.

Courses listed in multiple groups in Area D may not be certified in more than one group. American Sign Language 110 may be used for

D-1 or C-2, but not for both.

Communications 160/Journalism 160 may be used for D-3 or D-4, but not both.

Ethnic Studies 111, 112, 121, 151 may be used for D-3 or D-6, but not both.

History 211/Political Science 211 may be used for D-4 or D-6 or D-8, but not all three areas.

D0—Sociology and Criminology

Administration of Justice 204 Sociology 110, 112, 205

D1—Anthropology and Archeology

American Sign Language 110 Anthropology 102, 103, 110, 204, 208, 215

D2—Economics Economics 101

#### D3-Ethnic Studies

Communications 160 Ethnic Studies 110, 111, 112, 121, 151 Journalism 160

#### **D4-Gender Studies**

Communications 160 History 211 Journalism 160 Political Science 211

**D5—Geography** Geography 102, 109

#### D6-History

Ethnic Studies 111, 112, 121, 151 History 100, 101, 102, 109, 110, 111, 112, 117, 118, 206, 211, 214, 215, 216, 238 Political Science 211

#### D7—Interdisciplinary Social or

Behavioral Science Behavioral Science 103, 114 Biology 108A Business 101 Communications 110 Early Childhood Education 110, 112 Ethnic Studies 242 Journalism 110 Political Science 201 Psychology 140, 230 Sociology 114, 140, 230 Speech 128

## D8—Political Science, Government, and Legal Institutions

History 211 Political Science 100, 101, 102, 103, 104, 117, 210, 211, 220

D9—Psychology Biology 251

Psychology 110, 111, 112, 114, 116, 145, 204, 205, 251

#### AREA E—LIFELONG UNDERSTANDING AND SELF-DEVELOPMENT

3 semester or 4-5 quarter units Credit is given is Area D or Area E, but not both for the following courses: Behavioral Science 103, Behavioral Science 114, Biology 108A, Psychology 110, 111, 112, 114, 140, 145, Sociology 140 Credit is given for only one course in each of the following sets: Behavioral Science 103 or Biology 108A Psychology 140 or Sociology 140 See catalog description for Psychology 114 credit limitation. Behavioral Science 103, 114 Biology 100, 108A Counseling 130 Dance 119, 121, 122, 126, 132, 135 Health Education 112, 130, 140 Psychology 110, 111, 112, 114, 140, 145 Sociology 140

## Transfer Curriculum for the University of California and California State University

The Intersegmental General Education Transfer Curriculum (IGETC) is a program that College of Marin transfer students can use to fulfill lower division general education requirements at both the University of California and the California State University. There are other options that fulfill general education requirements, but none of the options cover both the University of California and California State University.

The IGETC will permit a student to transfer from College of Marin to a campus in either the University of California or the California State University System without the need, after transfer, to take additional courses to satisfy campus lower division general education requirements. The IGETC is not an admission requirement to the University of California or California State University. Existing campus specific admission requirements for transfer students remain unchanged.

It is not advisable for all transfer students to follow the IGETC. The IGETC is not recommended for students planning to major in Engineering, Biological or Physical Sciences, or majors that require extensive lower division preparation. Contact a College of Marin counselor for further information regarding University of California or California State University schools where completion of the IGETC is not recommended.

#### **IGETC Certification**

All course work applicable to the IGETC must be completed and certified in its entirety prior to transfer in order to be accepted by the University of California or California State University. Certification indicates that all lower division general education requirements for the University of California or California State University have been met. Courses certified for IGETC must be completed with a grade of "C" or higher. It shall be the student's responsibility to request certification when requesting the last transcript from College of Marin prior to entering the University of California or California State University system. Students should contact the Counseling department to initiate IGETC certification.

In addition to the course requirements for each subject area, full certification for California State University must include completion of the Oral Communication Requirement. For the University of California, Oral Communication is not required, but the certification must include satisfactory completion of a Language Other Than English Requirement. Courses taken at other institutions may be used to fulfill the IGETC. Students should be aware, however, that placement of courses within IGETC subject areas may vary from college to college. Placement of a course will be based on the college of attendance and its IGETC pattern at the time the course was completed. Completion of the IGETC program will be certified by the last community college that the student attends. As a general rule, IGETC can be certified for California community college transfer students who have completed transfer units at a University of California, California State University, or independent college provided that the student has completed most of the transfer units at one or more California community colleges.

#### **Advanced Placement Test**

Advanced Placement Test (APT) scores can be used to satisfy certain areas under IGETC. Please see the AP Chart listed in the current 2011-2012 catalog. Contact a College of Marin counselor for further information regarding use of AP test scores.

#### **IGETC Program**

Students should be aware that this course list is subject to change.

#### Symbols:

- (+) Indicates that either the University of California or the California State University or both will limit transfer credit. Please refer to Courses from College of Marin Acceptable at the University of California (All Campuses)in the catalog, or consult a counselor.
- (\*) Courses listed in multiple areas shall not be certified in more than one area except for courses in Language Other Than English, which can be certified in both areas 3B and 6A.
- (o) Note: Courses approved for Fall 91 may be taken prior to Fall 91. Courses approved for Fall 92 or later may not be taken prior to Fall 92.

#### AREA 1—ENGLISH COMMUNICATION

Students transferring to the University of California must complete one course from Group A and one course from Group B. Students transferring to the California State University must complete one course each from Groups A, B, and C.

Group A—English Composition English 150

Group B—Critical Thinking/English Composition English 151, 155\*

Group C—Oral Communication (CSU Requirement Only)

Speech 110, 120, 122, 130, 132\*

#### AREA 2—MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING

Three semester units—select one course. Computer Science 117 Math 105, 109, 114, 115+, 116, 117, 121+, 122+, 123+, 124+, 223, 224 Statistics 115+

#### **AREA 3—ARTS AND HUMANITIES**

Nine semester units—select three courses. Include at least one course from Group A and one course from Group B.

#### Group A-Arts

Architecture 100+, 101+, 102+ Art 101, 102, 103, 104, 105, 106, 107, 108+, 110 Communications 109A, 109B Dance 108 Drama 110 Humanities 108+, 109A, 109B Music 101, 102, 105

#### Group B—Humanities

American Sign Language 102\*, 203 Chinese 102\* Drama 116, 117 English 208, 212, 214, 218, 220, 221A, 221B, 222, 223, 224, 225, 230, 235, 237, 240, 242+ Ethnic Studies 154 French 102\*, 108A, 108B, 203\*, 204\*, 225\*, 226\* Humanities 100A, 100B, 107, 114+, 118+, 125, 242+ Italian 102\*, 203\*, 204\*, 225\*, 226\* Japanese 102\*, 203, 204 Philosophy 110, 111, 117 Spanish 102\*, 203\*, 203HB\*, 204\*, 225\*, 226\*, 228C, 230A, 230B, 230C Speech 128

## AREA 4—SOCIAL & BEHAVIORAL SCIENCES

Nine semester units-select three courses. Courses must be selected from at least two disciplines. Anthropology 102+, 103+, 110, 204, 208, 215+ Behavioral Science 103+ Biology 108A+, 251 Communications 110\*, 160\* Early Childhood Education 110 Economics 101, 102 Ethnic Studies 110, 111, 112, 121, 151, 242 Geography 102, 109 History 100+, 101, 102, 109, 110, 111, 112, 117+, 118+, 206, 211, 214, 215, 216, 238 Journalism 110\*, 160\* Political Science 100+, 101+, 102, 103, 104, 201, 210, 211, 220 Psychology 110, 111+, 112+, 114+, 116+, 140+, 204, 205+, 230+, 251 Sociology 110, 112, 114, 140+, 205+, 230+ Speech 128

## AREA 5—PHYSICAL & BIOLOGICAL SCIENCES

Seven to nine semester units—select one course from Group A and one course from Group B. At least one of the courses selected must include a laboratory. Courses that are labs or have a lab component are underlined.

#### Group A—Physical Sciences

Astronomy 101, 105+, <u>117F</u>, <u>117L</u> Biology 105+, <u>138+\*</u>, 160 Chemistry 105+, <u>105L</u>, <u>114+</u>, <u>115+</u>, 131, <u>132+</u>, 132E+, <u>231</u>, <u>232+</u> Environmental Landcaping 160 Geography 101, <u>101L</u>, 112 Geology 103, 105+, 109, 110+, 114, 120+, <u>120L</u>, <u>121</u>, <u>138+\*</u>, 201 Physics 108A+, 110+, <u>207A</u>+

#### Group B-Biological Sciences

Anthropology 101, <u>101L</u> Biology 107+, 109, 110+, <u>110L+</u>, <u>112A</u>, <u>112B</u>, <u>112C</u>, <u>115</u>, <u>116</u>, <u>120</u>, <u>138+\*</u>, <u>162</u>, <u>224</u>, <u>235</u>, <u>240</u> Geology <u>138+\*</u> Physical Education 107+

### Language Other Than English

University of California Requirement only May be met by one of the following: -Two years of one language other than English in high school with a grade of C or higher. -Completion of one of the following courses: American Sign Language 101, 102\*, 203, 204; Chinese 101,102\*; French 101, 102\*, 203\*, 204\*, 225\*, 226\*; Italian 101, 102\*, 203\*, 204\*, 225\*, 226\*; Japanese 101, 102\*, 203, 204; Spanish 101, 102\*, 203\*, 203HB\*, 204\*, 225\*, 226\*, 230A, 230B, 230C.

### California State University Graduation Requirement

## In United States History, Constitution, and American Ideals

This is not a part of the IGETC, but may be completed prior to transfer. Select one course from Group A and one course from Group B.

**Group A—United States History** Ethnic Studies 111\*, 112\*, 121, 151\* History 100+\*, 117+\*, 118+\*

## Group B—Constitution and American Ideals

Political Science 100+\*, 101+\*

## Transfer Admission Guarantee (TAG) is available for the University of California at Davis, Irvine, Merced, Riverside, San Diego, Santa Barbara, and Santa Cruz.

Make a planning appointment with a College of Marin counselor now! Call 415.485.9432. TAG information is online at: http://uctransfer. universityofcalifornia.edu/transfer\_ admis\_guar.html.

## Student Activities Program

Meet new people, share ideas, have fun Beyond the classroom, the college encourages students to initiate and join in activities and programs which develop leadership ability, interpersonal skills, and community involvement.

Through involvement with student associations or college clubs, you can participate in a hands-on curriculum designed for your personal and professional development. Learn how to run effective meetings, work successfully with others, manage your time and commitments, assume or delegate responsibility, turn conflict into cooperation, gain self-confidence, and much more.

If you wish to take advantage of this unique aspect of the college curriculum, contact your student association or the Student Affairs Office for more information about the following programs and activities.

- Student Associations
- Student Senate
- Student Senate appointments to College Governance committees
- Clubs/Organizations
- InterClub Council

Student Association Ev

#### ASCOM Student I.D. Card

Your student I.D. card entitles you to discounts from many local business, arts, and entertainment groups. Call 415.485.9390 for more details and updates. \$10 for the first I.D. card; \$5 to renew.

#### **VOTER REGISTRATION**

College of Marin students are encouraged to exercise their constitutional right to vote. Voter registration materials are available in the Offices of Admissions and Records or by calling the toll-free voter registration hot line. 1.800.345.VOTE. Associated Students College of Marin (ASCOM) Kentfield Campus Student Services Bldg. 241 Indian Valley Campus Building 27 Rooms 119/120 415.485.9390

### Office of Student Affairs

Kentfield Campus Student Services Bldg. 250 Inidan Valley Campus Building 27 Room 117 415.485.9376

Emeritus Students College of Marin (ESCOM) Kentfield Campus Student Services Bldg. 146 415.485.9652 Indian Valley Campus Administrative Center 140

415.457.8322

## List or find services on Information Boards

**Sponsored by the Associated Students** For information to post or for posting approval, contact the Student Affairs Office, KTD/SS Center 250, 415.485.9376.

#### On the Kentfield Campus

Student/Faculty Events Board Club News Board

# Expand your educational horizons!

Check out the clubs and activities happening at College of Marin Clubs reflect a wide diversity of interests and focuses for student activity, involvement, and development. They provide a forum for learning beyond the classroom, and hands-on experience for gaining interpersonal and professional skills. Students at College of Marin have the opportunity to join existing clubs or create new clubs in order to explore a particular area of interest. For more information about clubs or student government, contact the Office of Student Affairs at 415.485.9376 or the ASCOM office on the Kentfield Campus at 415.485.9390.

#### Student Clubs and Organizations

The following is a list of organizations at College of Marin.

Accessibility Rights Club Alpha Gamma Sigma Honor Society Artist Honor Society Association of Peer Tutoring Black Student Union Break Dance Club Breast Cancer Awareness Club Campus Greens Car Club - IVC Chess Club Cinema League Film Enthusiasts Club Exposed: Photography Club Metals: Jewelry Club Mud: Ceramics COMET: Journalism Club, Echo Times COM Legal Awareness Center Computer Network Club Dancer's Guild Debate Club Dharma Farm Club Drama Club Environmental Action Club Inky Fingers: Printmakers Club International Society Internet Radio Club Land Sustainability Club Latino Student Union (LSU) Life Drawing Marin Art and Music Alliance (MAMA) Meditation Club Model UN Club Mountain & Road Cycling Club Muslim Student Association Phi Theta Kappa Honor Society Rainbow Alliance: Gay/Lesbian Support Readers and Writers Club R.O.A.R.: Christian Campus Fellowship Rock Climbing Club Sailing Club Sculpture Club Spanish Club: Tertulia Student Art Association Student Nurses Association Students for Social Responsibility Transfer Club Veteran's Club

## Directory of Student Services

## **Admissions & Records Offices**

#### Kentfield Campus

SS Center 254; 415.457.8811, ext. 8822 Open: M,T,F 8 am-4:30 pm W,R 8 am-6 pm Closed: Fridays June 10-July 29, Evenings June 27-July 29; closed July 4

#### **Indian Valley Campus**

Bldg 27 Room 109; 415.457.8811, ext. 8822

Open: M,T 8am–6pm W,R,F 8am–4:30pm

Closed: Fridays June 10-July 29, Evenings June 27-July 29; closed July 4

See Important Dates on page 3 for holidays. Check with Admissions and Records for expanded hours during registration.

Contact Admissions and Records for information regarding admission, registration, academic records, verifications, transcripts, class adds/drops, student petitions, name/address/SS number changes, and refunds.

It is the student's responsibility to keep the college informed of changes in address and/or telephone number(s). Fill out a green change card available in the lobby of the Offices of Admissions and Records or go online at www.mycom.marin.edu when such changes occur.

## **Assessment & Testing Offices**

#### **Kentfield Campus**

SS Bldg Room 238; 415.485.9469

Open: M-R, 9am-noon and 1pm-4pm; May be available other hours by appointment.

The Testing Office provides assessment testing for placement in Math, English, Chemistry, and ESL.

For placement test schedules or other assessment information, call 415.485.9469. Testing is by appointment only and picture identification is required.

## Bookstore

#### Kentfield Campus

LC, First Floor; 415.485.9394 Open M–R 8am–7pm, F 8am–3 pm (or as posted).

Textbooks, supplies, art materials, snacks, college clothing and memorabilia are sold in the Bookstore. As an added convenience, students are able to rent course materials in the store and on the store website. To order books online, follow this link: http://marin.bncollege.com.

**Indian Valley Campus** Call for hours & location: 415.485.9394

## CalWORKS

#### Kentfield Campus

LC 160, 415.485.9605 Open: M–F 9am–4:30pm

#### Indian Valley Campus

Open: T-W 2-5pm, Bldg. 17

College of Marin, in partnership with the county, provides education and support services to students who are participants in the Calworks program. To participate, one must be identified and referred by the Marin County CalWORKs office. Services may include educational programs, internship opportunities, books, and parking vouchers, and are intended to support student success and entry in the workforce.

## **Campus Police Services**

Lost and Found

Kentfield Campus TB-1; 415.485.9455

**Indian Valley Campus** C3 104; 415.883.3179

#### In case of emergency dial 911

At either campus, if you wish to have an officer contact you, call dispatcher at 415.485.9696.

The College Board of Trustees and the Administration are committed to maintaining a safe campus environment. Professional and highly trained police officers are employed to patrol our campuses 24 hours each day. They provide crime prevention education, respond to medical emergencies, and all other incidents requiring police assistance.

The Department also sponsors a Police Cadet Program to assist with traffic related matters and to provide concerned students with an escort to and from the parking lots when available. These services can be arranged by contacting the Police Department at 415.485.9455.

#### **Parking Information**

Parking permits are required at all times, including evenings (except Saturdays, Sundays, and school holidays). Be sure to read the signs at the entrances to parking lots. The signs explain what type of permit is allowed in the lot (staff or student), and include any additional parking regulations. For student parking lot locations, see the campus maps.

Daily permits and semester permits are valid at either campus. All California Vehicle Codes can be enforced in campus parking lots. Obey all signs and markings. All vehicles improperly parked will be cited, and may be towed.

#### **Daily Parking Permits**

You may purchase a daily parking permit from dispensers located in several student parking lots. In the event of a dispenser malfunction, you must purchase a daily permit from a different machine. Please report all malfunctions to the campus police at 415.485.9696. The cost for a daily permit is \$3 (subject to change). Daily permits must be visible on the driver side of the vehicle dashboard.

#### **Term Parking Permits**

A term permit is much more convenient, and will save you money, compared to a daily permit. The term permit may be purchased for \$50 (subject to change) at the Offices of Admissions & Records. Proof of enrollment and valid identification are required (only one permit per person). Summer semester permits are \$25 (subject to change). Term permits must be attached inside the vehicle on the lower left corner of the front windshield. Lost or stolen permits are not replaced. Please see page 9 for the Parking Permit Refund Policy.

#### **Disabled Students Parking**

No parking permits are required for disabled students. A disabled placard or license plate issued by the State of California Department of Motor Vehicles must be displayed.

#### **Financial Aid Students Parking**

Students receiving Financial Aid are permitted to purchase parking permits at half price.

**NOTE:** Due to construction, parking lot closures are in effect on the Kentfield campus. Please refer to the Kentfield campus map for lot closure information. We appreciate your patience.

### **Child Development Program**

The College of Marin Child Development Program provides high quality early education for the infants, toddlers, and preschool age children of COM students, with priority going to low-income student families. Centers are located on the Kentfield and Indian Valley campuses. The centers provide child care during fall and spring semesters and are open M–R, 7:45am–5pm, and on F, 7:45am–3pm.

The Infant Toddler and Preschool Centers serve as demonstration classrooms that provide child observation, research and practicum opportunities, student teacher training, and Work Study jobs for COM students who are taking courses in Early Childhood Education, Pediatric Nursing, Child Psychology/Human Development, Behavioral Science, and related fields.

#### Infant Toddler Center

IVC Early Head Start Infant Toddler Center: Bldg 12; 415.457.8811, ext. 8171

The Early Head Start Center on the Indian Valley Campus provides infant/toddler care to student families with children ages birth to three years. There is no cost to eligible families.

To apply, please call Marin Head Start at 415.883.3791 or visit http://www.camarin. org/headstart.html to download an application. Please be sure to indicate on the application that you are applying for the IVC Early Head Start Center.

#### **Preschool Centers**

Kentfield Children's Center: AC 40, downstairs, 415.485.9468

Indian Valley Children's Center: Bldg 12, 415.457.8811, ext. 8170

The COM Children's Centers are California State Preschool Programs and provide part- and full-day preschool on both the Kentfield and Indian Valley campuses for the preschool age children of COM students. A limited number of fullcost slots are available for COM faculty and staff.

Eligibility for enrollment in the Preschool Centers is based on several factors:

- 1. Child's Age: Children must be three years of age by December 2 of the academic year to be eligible for enrollment.
- 2. Family need for child care—COM employee or COM student status: At least one parent must be either an employee of COM or a COM student. Student parents must be enrolled in at least 6 credit units or at least 9 hours of non-credit ESL

each semester. All courses must lead to a vocational or educational goal, such as an associate degree, a skills certificate, or transfer to a four-year university. COM student parents must make academic progress every semester to continue to be eligible for child care services.

- 3. Family Income: Child care fees are based on family income and may be subsidized or full cost:
  - a. Subsidized fees: Fees for eligible student families are subsidized by the California Department of Education and 10,000 Degrees (formerly Marin Education Fund) and are on a sliding scale that ranges from no cost to full cost, depending on family income and family size. Priority for subsidized child care goes to the lowest income student families.
  - b. Full cost fees: COM students whose incomes exceed state guidelines for subsidized care pay full cost fees, as do faculty and staff.

The Children's Centers offer a play based preschool curriculum that supports children's cognitive, social-emotional, and physical development. The children enjoy age appropriate learning activities and projects that support their developing ideas and interests. Activities include creative arts and music, dramatic play, blocks, games, early literacy, sand and water play, math and science explorations, and large motor play, such as climbing and tricycle riding. Children enjoy a nutritious breakfast, lunch, and afternoon snack each day. Meals are cooked on site and served family style, with teachers joining children at the table for conversation and community building. The program offers parent education and partners with a variety of community-based agencies, such as the Early Childhood Mental Health Program, Parent Services Project, and Raising A Reader, whose services support family success and children's healthy development.

Please see the Child Development Program website to download a Preliminary Application for the Preschool Center: http//www.marin. edu/student\_services/child\_care.htm. For more information, please call the Child Development Program Office at 415.457.8811, ext. 8221.

## **Counseling Services**

#### **Appointment Desk Hours**

Open: M-F, 9am–4pm, KTD, SS 212 Call 415.485.9432 or 415.485.9430 E-mail: kate.dodele@marin.edu

#### **IVC Location**

Bldg 27 Rooms 105/106 (Closed 1st and 3rd Thursdays 11am-12:30pm during Spring and Fall semester.)

**Note:** Counseling Services are available for both Kentfield and Indian Valley Campuses

**Note:** Counselors' hours and schedules vary throughout the year.

If you need help in planning your educational goals, you are urged to make an appointment with a counselor.

There are also a limited number of counselors available on a "drop-in" basis. These drop-in sessions are designed to be brief and should not be viewed as full counseling sessions. Please check at the KTD Counseling Services Office for the current drop-in schedule.

## Disabled Students Programs and Services

#### **Kentfield Campus**

LC 115; 415.485.9406 Open: M-F 8:30am-4:30pm Evenings by appointment.

#### **Indian Valley Campus**

Open: W 1:30-4:30pm, Bldg 17

The Disabled Students Program provides services for students with learning, physical, communicative, and psychological disabilities. Services include academic, vocational, career, and personal counseling as well as diagnostic testing/remediation for the learning disabled. The program also offers accommodations such as readers, note-takers, and interpreters, and provides adaptive equipment loan, and special classes. Please call for information on Adapted Physical Education, Study Skills, and other special classes, as well as services at the Indian Valley Campus.

## **Intensive English Program Class Schedule**

#### Classes taught in Novato, California

#### Welcome au pairs, residents, and F-1 Students!

The Intensive English Program is an international community of English language learners located at the beautiful, naturally landscaped Indian Valley Campus in Novato, California. Small classes, excellent instructors, and fun, but rigorous coursework are key to our 30 years of success in Marin County. Come learn English with us at our wonderful Indian Valley Campus!

For information about classes, please call 415.883.2211, ext 8579, or write sara.oser@ marin.edu. Visit our web site at www.marin.edu/iep or www.marin.edu and click on "Intensive English Program." Program schedule is subject to change.

Time	Tuesday	Wednesday	Thursday	Friday
9:10 am- 11:35 am	Writing with Grammar Practice	Speaking / Listening / Pronunciation	Writing with Grammar Practice	Speaking / Listening / Pronunciation
Lunch 11:35 am - 12:30 pm	Lunch 11:35 am - 12:30 pm	Lunch 11:35 am - 12:30 pm	Lunch 11:35 am - 12:30 pm	Lunch 11:35 am - 12:30 pm
12:30 pm - 2:45 pm	Grammar for Oral and Written Communication	Reading and Vocabulary Development with Topics in American Culture	Grammar for Oral and Written Communication	Reading and Vocabulary Development with Topics in American Culture

#### 16-Week Course August 16 - December 2, 2011

Course Name	Course Fee
IEP 20 hours	\$2500 F-1 Students
IEP 20 hours	\$2325
IEP 15 hours	\$1925
IEP 10 hours	\$1425
IEP 5 hours	\$775

8-Week Course
Session A
August 16 - October 7, 2011

Course Name	Course Fee
IEP 20 hours	\$1175
IEP 15 hours	\$975
IEP 10 hours	\$725
IEP 5 hours	\$375
	\$373

- I-20s available for F-1 students and F-1 transfers. Contact paulette. foster@marin.edu
- TOEFL IBT/Institutional Prep and Testing
- Au pairs and professionals welcome!
- Non F-1 students-including au pairs-choose from one 16-week course or two 8-week courses.

8-Week Course Session B October 11 - Decer	nber 2, 2011
Course Name	Course Fee
IEP 20 hours	\$1175
IEP 15 hours	\$975
IEP 10 hours	\$725

\$375

IEP 5 hours

## ESL—English as a Second Language

For more than twenty years, College of Marin has addressed the needs of English learners through its high quality English as a Second Language (ESL) Programs. The college has helped countless Marin residents and international students from more than 50 countries fulfill their educational, career, and personal goals.

College of Marin offers three ESL programs depending on students' academic goals and language levels:

- 1. Noncredit ESL—This program provides free morning, evening, and Saturday classes, on and off the Kentfield Campus, for students at beginning levels of English. Classes are open-entry/openexit throughout the semester. For more information on classes or registration call 415.485.9642.
- 2. **Credit ESL**—These academic English courses are for intermediate to advanced English speakers. Prior to enrollment, students have their English level assessed to provide them with information to make informed decisions when enrolling in credit ESL courses. For more information see pages 54-55 of this schedule or call 415.485.9642.
- 3. Intensive English Program (ESL)—This program is fee-based with high quality classes in academic English on the Indian Valley Campus for international students and others who already live in the U.S. and desire to improve their English skills for college, work, or general communication. Full program meets Tuesday through Friday, 9 am to 2:45 pm. Part-time programs are also available. Tuition (from \$375 up, depending on program) and testing fee (\$50 for F-1 students, \$25 for others) are payable before classes start. For more information, call 415.883.2211 ext. 8579.

## EOPS—Extended Opportunity Programs & Services

#### **Kentfield Campus**

LC 160; 415.485.9605 Open: M–F 9am–4:30pm

#### **Indian Valley Campus**

Open: T-W 2:00-5:00pm, Bldg. 17

**EOPS** offers assistance to students who meet the EOPS state guidelines for eligibility. Support services may include counseling (academic, personal, and career to assist EOPS students in planning their educational or career goals), tutoring, book grants, and peer advisement.

**CARE** is an additional support program for EOPS eligible students who are also TANF/CalWORKs parents. For students who qualify for CARE, CARE grants may be available for books, transportation, and childcare.

## **Financial Aid Offices**

#### **Kentfield Campus**

SS Bldg Room 236; 415.485.9409 Open: M-F 9am -4pm

Closed: Fridays June 10-July 29; July 4

#### **Indian Valley Campus**

Bldg 27 Room 107; 415.457.8811, ext. 8118

Open: M–R 9:30am–3pm

Students enrolled in degree, transfer, or certificate programs may apply for financial aid. Assistance for school and living expenses is available through a variety of federal and state loans, grants, and work programs awarded to students who meet eligibility and financial need requirements.

#### **Application Procedures**

Students must file a Federal Student Aid Application (Free Application for Federal Student Aid). Some programs (10,000 Degrees Grants, Cal Grants, and loan programs) may have additional application forms. Once the initial form is filed, the Financial Aid Office may request additional forms and verifying documentation. Applications are available from the Financial Aid Office or online at www.fafsa.ed.gov. Forms for the next academic year are available in January. Some programs have a March 1 deadline. Information on the application procedure is available from the Financial Aid Office.

#### **Application Deadline**

Applications are still being accepted for this term. Apply for spring 2011 and fall 2011 online at www.fafsa.ed.gov.

## **Food Service**

#### Kentfield Campus Cafeteria

SS Bldg; 415.456.7661

Open: M–R 7:30am–7pm; F 7:30am–1pm (Hours subject to change) The Student Services Center also has vending machines.

#### **Indian Valley Campus**

Vending Services

Food/Drink vending machines are available in Bldg 27 Room 121; Drink/ Snack vending machines are available in Pomo 150 and a Drink vending machine is located at the pool.

### **Health Center**

#### **Kentfield Campus**

HS, Parking Lot 6; 415.485.9458 Open: M-R 8:30am-4pm: F 8am-noon

#### **Indian Valley Campus**

Open: M 9:00am-12:00pm, R 4:00-7:00pm, AS 121

Please call for hours and location.

The Student Health Center is available to all currently registered students during the semester. We provide first aid, health education, care and treatment for shortterm medical concerns, OTC and some prescription medications, immunizations, TB testing, voluntary insurance plans, physical exams for COM academic programs and college entrance, flu shots, physician appointments, and more. Personal counseling is available through our Counseling Department by calling 415.485.9432 for an appointment.

### Job Placement/Housing Center

#### Kentfield Campus

SS Bldg Room 206; 415.485.9410 Fax 415.457.3896

job.placement@marin.edu www.marin-csm.symplicity.com

#### Office hours for job referrals:

Open: M–F 10:30am–4pm Closed: Fridays June 10-July 29, Evenings June 27-July 29; closed July 4

The Kentfield Campus Job Placement Center helps students, alumni, and community members find employment by maintaining and establishing relationships with Bay Area businesses and the community. A variety of positions including internships are always available in a wide range of fields. In addition to our campus source binders, job fairs, and bulletin boards, students may access job leads electronically through our free online system, www.marin-csm. symplicity.com. The Job Placement Center also maintains off campus housing information.

### Libraries

#### **Kentfield Campus**

LC Second Floor; 415.485.9756 www.marin.edu/lrc

Open: M-R 8am-9pm; F 8am-4pm

**Note:** The Library is closed to patrons during winter break (12/23/11 through 1/23/12). During these times, however, staff may be available for limited hours to process fines and fees. Please call 415.485.9656 to make arrangements.

Registered students and community members may apply at the Library Loan Desk for a free library card which enables cardholders to check out circulating materials and use databases from off-campus. Students enrolled at either campus may borrow books and other materials from the Kentfield Library. IVC students are encouraged to contact the Kentfield Library Reference Desk with any questions related to their research needs at 415.485.9475.

The Library has over 100,000 books available for circulation. Some books and course materials are placed behind the Loan Desk on reserve for limited circulation. Hundreds of magazines, newspapers, and journals are also available in hard copy, as well as electronically.

Wireless access is available in the Library and in other areas of the Learning Resources Center. There are more than 20 computers in the library for limited use by students and visitors. These computers provide access to the online catalog for books, to databases, and to the Internet. Library databases make available—even from off-campus—a variety of reference resources as well as full-text articles from magazines, journals, and newspapers. To access resources visit www.marin.edu/lrc.

Students interested in learning more effective research methods should consider enrolling in Library 110, a self-directed, research skills course (one UC transferable unit).

For more information visit the Library's home page at www.marin.edu/lrc.

#### Indian Valley Campus

For all library related questions call 415.485.9475.

## Media Center/ Language Lab

#### **Kentfield Campus**

LC 120 Second Floor; 415.485.9645 Open: M-R 8am-9pm; F 8am-4pm

The Media Center/Language Lab is a listening and viewing area where students have access to a variety of media materials, including CDs for modern language courses as well as DVDs and videocassettes for media courses. Also available for student use are IBM compatible computers with CD-ROM burners, and two Mac G5s. These computers have software installed on them to meet course needs. A printer is available for student use.

# Outreach and School Relations

#### **Kentfield Campus**

SS Bldg Room 232; 415-485-9663 Open: M–F, 8am–4:30pm www.marin.edu/departments/outreach/

#### **Indian Valley Campus**

Bldg 27 Room 117 Open: F 8am–12pm

The Office of Outreach and School Relations works to develop and nurture contacts with public high schools in and outside of Marin County; establish contacts with community based organizations serving prospective COM students; network with elementary and middle schools in Marin County to develop a pipeline of information and support for prospective students and their parents; sustain the Student Ambassador program as a primary recruitment tool for COM; develop and produce events that highlight college programs and opportunities for potential students; serve as a community public relations agent for COM; assess needs in the community and bring detailed reports to COM administration for review and possible action for new program development; facilitate recruitment and retention programs for minority students; and provide educational presentations to the community on issues of higher education access, financial aid/scholarships, advocacy, immigration, cultural sensitivity, college life, careers, and more.

In support of COM's enrollment management goals, the Office of Outreach and School Relations strategically develops, implements and assesses workshops, presentations, and events for high school students, their parents, and community based organizations who serve high school aged clients, as well as students attending high school diploma and GED programs.

## Phi Theta Kappa Honor Society

Phi Theta Kappa is the world's oldest, largest, and most prestigious association of community college honor students. Phi Theta Kappa provides many academic and personal services to support student success, including scholarships. For more information about becoming a member, please contact the Student Affairs office at 415.485.9376 or visit www.ptk.org.

#### **Student Affairs Office**

#### **Kentfield Campus**

SS Bldg Room 250; 415.485.9376 Open: M–F 8am–4pm

#### **Indian Valley Campus**

Open: M (1st and 3rd of month) 3:00-6:00pm, W (2nd and 4th of month) 9:00am-12:00pm, Bldg. 17

A complete description of student clubs and activities is listed separately in this schedule on page 96.

### **Transfer/Career Center**

#### **Kentfield Campus**

SS Bldg Room 202; 415.485.9671

Call or view Web site www.marin.edu/ student\_services/transfer.htm for current hours.

The Transfer/Career Center provides information and counseling support to all students intending to transfer to a four-year college or university and those interested in investigating career options. An extensive library of college catalogs is maintained, as well as computerized career information. No appointment is needed.

# Tutoring and Learning Center (TLC)

#### Kentfield Campus

LC 160; 415.485.9620 Open: M–F 9am–4:30pm and one evening TBA

#### **Indian Valley Campus**

Open: T-W 2:00-5:00pm, Bldg 17

The Tutoring and Learning Center (TLC) offers FREE drop-in peer tutoring for currently enrolled COM students in a wide range of academic subjects. All tutoring sessions are small groups and the schedules are posted in the TLC. This service provides support and encouragement for students to reach their educational goals.

### **Veterans Office**

#### Indian Valley Campus

Building 27; East Hall 109, 415.457.8811, ext. 8822

College of Marin is approved as an educational facility for veterans and their dependents.

- Eligible new and returning veterans/ dependents are required to complete the Veteran Application Packet (available from the Office of Admissions & Records). The completed packet must be submitted to the Designated School Official (DSO) in the Office of Admissions and Records.
- New and returning veterans/dependents are required to make an appointment with the College of Marin designated veteran counselor. Students must declare a College of Marin, VA-approved educational objective prior to VA certification.
- Each term, continuing veterans/ dependents are required to submit a Veteran Benefit Card to the DSO in the Office of Admissions and Records. If the veteran's/dependent's original educational objective changes, the student is required to meet with the College of Marin designated veteran counselor to report the new objective prior to VA certification.

#### U.S. Department of Veterans Affairs Contact Information:

www.gibill.va.gov VA Education: 1.888.442.4551 Other VA Benefits: 1.800.827.1000 TTD: 1.800.829.4833

## Oportunidades Educativas

College of Marin fue fundado en 1926 y ofrece a los estudiantes la oportunidad de obtener el título de Asociado en Artes (AA), de transferir créditos académicos a las Universidades de California (UC) o a las Universidades Estatales de California (CSU) y también a cualquier otra universidad. El colegio ofrece certificados vocacionales en varios programas. College of Marin está dispuesto a servir a todos los habitantes que viven en el distrito del colegio.

## Matrícula abierta para todos

#### Discriminación positiva

De conformidad con el Título IX de las Enmiendas de Educación de 1972, la Ley de Igualdad de Oportunidades en el Empleo de 1972 (Título VII de la Ley de Derechos Civiles de 1964 como ha sido enmendada), la Ley de Derechos de 1991 y el Apartado 504 de la Ley de Rehabilitación de 1974 y la Ley de Americanos con Discapacidades, es norma del Marin Community College District no discriminar contra ninguna persona basándose en su raza, color, religión, edad, sexo, ascendencia, orientación sexual, nacionalidad de origen, estado civil, afección (cáncer), discapacidad física o mental, o condición de veterano de la era de Vietnam en todos sus programas y actividades educativas y de empleo, sus normas, prácticas y procedimientos. Los estudiantes tienen derecho a presentar una queja interna o una queja a la Oficina de Derechos Civiles.

College of Marin, de conformidad con la Ley de Igualdad de Revelación en Deportes, ofrece información concerniente al funcionamiento de su programa intercolegial de deportes. En la Oficina de Ingresos y Expedientes, en la Biblioteca y en el Departamento de Deportes está disponible un informe completo para la consideración del público.

La norma 5.004 de College of Marin prohíbe el acoso verbal, físico, visual y sexual de cualquier solicitante, empleado o estudiante por cualquier empleado del Distrito en base a cualquier categoría o combinación de categorías discriminatorias prohibidas por ley estatal o federal. Quienes no sean empleados, mientras estén en propiedad del distrito, se espera que sigan estas recomendaciones. Es además norma de este Distrito asegurar igualdad de oportunidades en todos sus programas y en todos los aspectos de sus empleos. La falta de dominio del idioma inglés no será obstáculo para la admisión y participación en los programas de educación vocacional.

## Pueden producirse cambios sin previo aviso

Las normas, directrices, disposiciones, procedimientos, honorarios, cursos, horarios y servicios de los estudiantes descritos en esta publicación están sujetos a cambio en cualquier momento sin previo aviso. El Colegio se reserva el derecho de modificar los honorarios, declaraciones y procedimientos contenidos en la presente. Los honorarios y procedimientos están sujetos a cambio en cualquier momento por la Legislatura Estatal y el Consejo de Administración. Es responsabilidad de los estudiantes cumplir con los requisitos del Colegio y mantenerse informados de los mismos. Cuando se produzcan cambios, los mismos estarán incluidos en la siguiente publicación habitual del Catálogo u Horario de Clases, o anunciados en Internet en www.marin.edu. Clases pueden ser canceladas por insuficiente matriculación a discreción del College.

### Contactos

### Coordinador de ADA / Oportunidades Equitativas de Empleo

Linda Beam

Decano Ejecutivo, Recursos Humanos (o designado) Centro Administrativo, Campus Kentfield 415.485.9504

#### Coordinador de Título IX / Sección 504 (Discapacidad)

#### Arnulfo Cedillo

Director de Asuntos Estudiantiles Centro SS, Aula 251, Campus Kentfield 415.485.9375

#### Coordinador de Género y Equidad David Cook

Director Ayuda Financiera Centro SS, Aula 263, Campus Kentfield 415.485.9405

## Política de matrícula abierta

Es norma del College of Marin que a menos que sea específicamente exento por ley, todos los cursos, o parte de un curso o clase, cuya asistencia deba ser comunicada para ayuda estatal, estarán completamente abiertos para matrícula y participación de cualquier persona que haya sido admitida al Colegio y que reúna los requisitos esenciales según se hayan establecido con arreglo al Capítulo II, División 2, Parte VI, Título 5 del Código de California.

#### Números de Teléfono Importantes Solicite una persona que hable español

Ingresos y Expedientes: 415.457.8811, ext. 7722

Orientación con un Consejero Académico: 415.485.9432 Inglés como Segunda Lengua (ESL): 415.485.9642

Policía (emergencia): 911

Ayuda financiera para estudiantes Todos los estudiantes matriculados y aquellos que deseen matricularse en un programa académico o vocacional del College of Marin pueden solicitar ayuda financiera. Los estudiantes que reúnen los requisitos económicos, así como otras condiciones, reciben fondos que provienen de varios programas federales, estatales y de la propia comunidad, que ayudan a cubrir el costo de los estudios y los gastos necesarios para vivir. El College of Marin ofrece a los estudiantes fondos de los siguientes programas.

#### **Plazos para la presentación de solicitudes** 1 de marzo

Los estudiantes que soliciten subvenciones de Cal Grants y becas del Marin Education Fund y College of Marin Foundation necesitan presentar la solicitud de ayuda estudiantil federal (llamada Federal Student Aid Application) y formularios suplementarios antes del 1 de marzo para el año escolar 2011-12.

## Formas de Costear la Educación Universitaria

# Programas de ayuda financiera

#### Subvenciones y becas

Becas Federales Pell: Conceden entre \$400 y \$5350 por año, según el caso individual

Becas SEOG (Federal Supplemental Educational Opportunity Grants): Subvenciones de entre \$400 y \$2.000 para los estudiantes más necesitados económicamente, que además califiquen para Pell Grants

Becas EOPS (Extended Opportunity Programs & Services Grants): Este programa proporciona fondos para libros así como servicios de orientación para aquellos estudiantes que califiquen. (Para mayor información, ver la páginas 10 and 100.)

Becas BOGG (Board of Governors Fee Waivers): Los residentes de California que se califiquen no tienen que pagar la matriculación. Ver información adicional en la página 8 y, para su conveniencia, hay un formulario BOGW en la página 11.

Cal Grants: El estado de California concede subvenciones que oscilan entre \$530 y \$1.550 por año a estudiantes que califiquen.

Becas MEF (Marin Education Fund Grants): Los residentes del Condado de Marin pueden solicitar subvenciones MEF, que conceden entre \$400 y \$4.000 por año. Para más información llame al 415.459.4240.

Becas College of Marin Foundation: La fundación benéfica del College of Marin recauda fondos dentro de la propia comunidad para conceder becas a estudiantes que reúnan los requisitos académicos y económicos. Las becas oscilan entre \$250 y \$1.000 por año y están disponibles tanto para los estudiantes que se transfieran a una institución de cuatro años de estudios como para los que prosigan en el College of Marin. Para más información llame al 415.485.9382

#### Préstamos federales para estudiantes Los préstamos para estudiantes se tienen que reembolsar.

Antes de considerar un préstamo estudiantil, es importante haber planeado una estrategia financiera para la carrera universitaria, que tome en cuenta el monto total de la deuda que el individuo podrá ser capaz de afrontar cuando termine de estudiar.

Préstamos para estudiantes Stafford con subsidios (Subsidized Stafford Student loans): Los estudiantes que reúnen los requisitos de necesidad económica pueden pedir prestado hasta \$3.500 para el primer año de estudios y hasta \$4.500 para el segundo. La tasa de interés es variable. El reembolso del capital y el interés se posterga hasta que hayan transcurrido seis meses a partir del último día de matriculación como estudiante a medio tiempo (o más) en un programa educativo.

Préstamos para estudiantes Stafford sin subsidios (Unsubsidized Stafford Student loans): Los estudiantes que no reúnen los requisitos de necesidad económica para un Préstamo Stafford sin subsidios, o que necesiten otros préstamos adicionales, pueden pedir prestada toda o parte de la cantidad que necesiten a través del Programa de préstamos para estudiantes Stafford sin subsidios, hasta \$6.000 por año. El interés es pagadero desde que se recibe el préstamo. El reembolso del capital se posterga hasta que havan transcurrido seis meses después del último día de matriculación como estudiante a medio tiempo (como mínimo) en un programa educativo.

### Programas de trabajo

Programa federal de trabajo combinado con estudios universitarios: Hay fondos federales para proporcionar un número limitado de trabajos a tiempo parcial dentro de los campus de la universidad para estudiantes que califiquen, así como algunos trabajos fuera de la universidad. Los estudiantes trabajan hasta 25 horas por semana durante el año lectivo y a tiempo completo durante el verano. Oficina de colocaciones (Job Placement Office): Esta oficina ofrece a los estudiantes información sobre una gran variedad de empleos disponibles a través de toda la comunidad.

Experiencia laboral (Work Experience): Los estudiantes se pueden matricular en una clase llamada "Work Experience" para obtener crédito lectivo por el trabajo que desempeñen durante el mismo semestre.

#### Ayuda financiera adicional

Préstamos de emergencia del College of Marin: ASCOM y College of Marin Foundation han provisto fondos para el programa de préstamos de emergencia. Hay disponibles préstamos por treinta días de hasta \$100.

Subsidio para estacionamiento: Los estudiantes que califiquen para ayuda financiera califican además para un descuento del 50% en las tarifas de estacionamiento.

#### Procedimiento para presentar la solicitud

El estudiante tiene que presentar una solicitud (Free Application for Federal Student Aid). Ciertos programas, por ejemplo MEG, las becas de la fundación benéfica, las Cal Grants y los programas de préstamos) pueden tener formularios de solicitud adicionales. Una vez que se haya presentado la solicitud, la Oficina de Ayuda Financiera (Financial Aid Office) solicitará los formularios adicionales y la documentación de prueba. Los formularios de solicitud están disponibles en la Oficina de Ayuda Financiera. Los formularios para el año lectivo siguiente se pueden pedir en enero.

### Información adicional

Para formularios de solicitud e información adicional, comuníquese con la Oficina de Ayuda Financiera de los campus de Kentfield o de Indian Valley.

#### Crédito de impuesto

Para información sobre crédito de impuesto vea la página 8.

# **College Policies**

#### Philosophy

The Marin Community College District has long recognized that an academic community is harmed in many ways by the abuse of alcohol and the use of other drugs. This high risk behavior is exemplified by decreased productivity of members of the community, serious health problems, strained social interactions as well as forms of vandalism. The process of education and learning are especially impaired by alcohol abuse and the use of illicit drugs.

College of Marin subscribes to the basic philosophy of the Network of Colleges and Universities Committed to the Elimination of Drug and Alcohol Abuse, which states:

- The institutional establishment enforces clear policies that promote an educational environment free from the abuse of alcohol and other drugs.
- The institution will provide education for its members for the purpose of preventing alcohol and other drug abuse as well as educating them about the use of legal drugs in ways that are not harmful to self or others.
- College of Marin will create an environment that promotes and reinforces healthy responsible living; respect for community laws; campus standards and regulations; the individual's responsibility within the community; and the intellectual, social, emotional, spiritual or ethical, and physical well being of its community members.
- Referral to services for drug and alcohol treatment can be made by the Health Center or Counseling Office.

The foundation of the philosophy concerning alcohol and drug abuse for College of Marin is the firm commitment to an educational program which provides the adequate information and referral to help all members of the academic community to make informed and responsible decisions concerning the use of any controlled substance.

The institution is committed to a healthy environment for learning and living.

#### **Smoking Policy**

In order to provide a safe learning and working environment for students and employees, smoking is prohibited in all indoor locations and within 25 feet of any building, including covered walkways, courtyards, ramps, or entrances to buildings. Violation of this policy could lead to disciplinary action under applicable disciplinary procedures. For a complete copy of the Smoking Policy and Guidelines, or a copy of the Student Discipline Procedure, contact the Director of Student Affairs and Health Center, Rm SS 251. Phone 415.485.9375.

#### Drug and Alcohol Policy-Employees

It is the policy of the Marin Community College District to maintain a drug and alcohol-free workplace for employees.

The unlawful manufacture, distribution, dispensing, possession or use of controlled substances or alcoholic beverages are prohibited on any District property. The term "controlled substance" is defined in Health and Safety Code 11007. An exception to the above is when alcoholic beverages are produced in connection with an authorized class.

#### Drug and Alcohol Policy-Students

College of Marin does not permit or condone the consumption of alcoholic beverages by any individual. All local, state, and federal laws concerning the possession or use of any controlled substance are enforced. The institution is committed to a healthy environment for learning and living.

Students are specifically reminded that they are guided by the Student Conduct Policy which states the following to be incompatible with an institution of higher education:

- The use, possession, sale, or distribution of narcotics or other dangerous or illegal drugs (as defined in California statutes) on college property or at any function sponsored or supervised by the college.
- The possession or use of alcoholic beverages on college property, or at any function sponsored or supervised by the college, with the exception of when alcoholic beverages are produced in connection with an authorized class.

#### Legal Sanctions—Illicit Drugs and Alcohol

Students and employees are reminded that state, and federal laws provide for a variety of legal sanctions and penalties for the unlawful possession, or distribution of illicit drugs and alcohol. These sanctions include but are not limited to incarceration and monetary fines. All reports of suspected violations will be thoroughly investigated and prosecuted to the full extent of the law.

Further information on these state and federal statutes will be maintained in the College Police Department and the Office of Student Services. Copies will be made available to students and employees.

## **Equal Opportunity**

The Marin Community College District is committed by policy not to discriminate on the basis of, or the perception of any one or more of the foregoing characteristics: race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, or veteran status in any of its educational and employment programs and activities, its policies, practices and procedures.

Students who believe that this policy has been violated have the right to file an internal complaint or a complaint with the Office of Civil Rights.

The Marin Community College District makes every attempt to stay in compliance with the requirements of Title IX of the 1972 Education Amendments, the Equal Employment Opportunity Act of 1972 (Title VII of the Civil Rights Act of 1964 as amended), the Civil Rights Act of 1991, and Section 504 of the Rehabilitation Act of 1974, the Americans with Disabilities Act, the California Fair Employment and Housing Act of 1980, the California Fair Employment and Housing Commission Rules and Regulations, and the Vietnam Veteran's Readjustment Act of 1974.

College of Marin, under the Equity in Athletics Disclosure Act of 1994, provides information concerning the operation of its intercollegiate athletics program. A completed report is available in the Admissions and Records Office, the Library, and the Athletic Department for public review.

College of Marin Board Policy 3430 prohibits verbal, physical, visual, and sexual harassment of any applicant, employee, or student by any District employee on the basis of any category or combination of discriminatory categories prohibited by state or federal law. Nonemployees while on the District property are also expected to follow these guidelines.

It is further the policy of this District to ensure equal opportunity in all of its programs and in all aspects of employment. The lack of English skills will not be a barrier to admission to and participation in vocational education programs.

#### Contacts

## Equal Opportunity Employment/A.D.A. Compliance Officer

#### Linda Beam

Executive Dean, Human Resources (or Designee)

Administrative Center, Kentfield Campus 415.485.9504

#### Title IX/Section 504 (Disability) Coordinator—Director of Student Affairs

#### Arnulfo Cedillo

SS Center, Rm. 251, Kentfield Campus 415.485.9375

### Gender, Equity Coordinator

#### David Cook

Director of Financial Aid SS Center, Rm. 263, Kentfield Campus 415.485.9409

## **Open Enrollment Policy**

It is the policy of College of Marin that every course section or class, for which attendance is reported for state aid, shall be fully open to enrollment and participation by any person who has been admitted to the college and who meets such prerequisites as may be established pursuant to Chapter II, Division 2, Part VI., Title V of the California Code.

## Jeanne Clery Disclosure of Campus

Security Policy and Crime Statistics Act The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, codified at 20 USC 1092 (f) as a part of the Higher Education Act of 1965, is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. College of Marin crime statistics and additional information about crime awareness can be found on the college website at http://www.marin.edu/police/ CrimeAwareness-CleryInfo.htm.

### **Changes May Occur Without Notice**

College of Marin has made every reasonable effort to determine that information stated in its publication is accurate, but the college reserves the right to alter fees, statements, and procedures contained herein without notice. Fees and procedures are subject to change at anytime by the State Legislature and the College Board of Trustees. It is the student's responsibility to meet and remain informed of college requirements. When changes occur, they will be printed in the next regular publication of the catalog or schedule, or posted online at www.marin.edu. Classes may be cancelled for insufficient enrollment at the discretion of the college.

## Directory of Phone and Office Numbers

#### Kentfield Campus (KTD)

Inside calls to Kentfield Campus from IVC or KTD campus, dial 7 plus the last three digits of the direct number. When calling from outside the campus dial the switchboard at 415.457.8811 or the direct number as listed below.

Admissions & Records, SS 254	457.8811, ext. 8822
Alumni Association	485.9686
Assessment & Testing,	SS 238 485.9469
Associated Students: ASCOM, SS 241 ESCOM, SS 146	485.9390 485.9652
Behavioral Sciences Office, FH 101	485.9630
Biology/Geology Office, SC 137	485.9510
Bookstore, LC 1st floor	485.9394
Business & Information Systems Office, FH 101	485.9610
Cafeteria, SS 1st floor	456.7661
CalWORKs, LC 160	485.9605
Children's Center, AC 4	485.9468
Child Development Pro 170	ogram Director, LC 457-8811 ext. 7132
Communications Office HC 125	e, 485.9348
Counseling, SS 212	485.9432
Executive Dean, Human Resources, and Labor Relations, AC 10	7 485.9504
Dean of Arts & Humani HC 220	ties, 485.9655
Dean of Enrollment Ser SS 252	vices, 485.9414
Dean of Math & Science TB 120	es, 485.9507
Dean of Student Development & Special Services, SS 25	8 485.9618
Director of Financial Ai SS 235	d, 485.9405
Director of Student Affairs and Health Center, SS 251	485.9375
Disabled Students Program (DSPS), LC 115	485.9406
Echo Times Newspape	r, LC 36 485.9690

Emeritus College, SS 145	485.9368
English as a Second Language (ESL), HC 101	485.9642
English/Humanities Office, HC 125	485.9348
Extended Opportunity Programs & Services (EOPS), LC 160	485.9605
Equal Opportunity/ Compliance Officer	485.9504
Financial Aid Office, SS 236	485.9409
Fine/Visual Arts Office, FA 102	485.9480
Health Services, HS, Lot 6	485.9458
Health Sciences Office, HC 111	485.9319
Human Resources	485.9340
Humanities, HC 125	485.9348
Job Placement, SS 206	485.9410
Library, LC 2nd floor	485.9756
Lost and Found, TB 105	485.9455
Math Office, SC 137	485.9510
Media Center/Language Lab, LC 127	485.9645
Modern Languages Office, HC 125	485.9348
Outreach/School Relations, SS 232	485.9663
Parking Permit Purchase— Admissions & Records	SS 254
Performing Arts Office, FA 77	485.9460
PE/Athletics Office	485.9580
Physical Sciences Office, SC 137	485.9510
Police, Campus, TB 105	485.9455
Social Sciences Office, FH 101	485.9630
Student Affairs, SS 250	485.9376
Swimming Pool, IVC 457.8811, e	xt.8260
Transfer/Career Center, SS 202	485.9671
Tutoring and Learning Center, (TLC), LC 160	485.9620
Veterans Office, SS 202	485.9544

#### Indian Valley Campus (IVC)

For calls to IVC from outside the IVC or Kentfield Campus dial 415.457.8811 plus the extension.

Admissions & Records, Bldg 27, East Hall 109	ext. 8822
Assessment & Testing Office, KTD/SS 238	485.9469
Bookstore, KTD	485.9394
Career Education Office	ext. 8200
Children's Center, Bldg. 12	ext. 8170
Early Head Start Infant Toddler Center, Bldg. 12 Child Development	ext. 8171
Program Office	ext. 8221
Director	ext. 8222
College Operations 884.3100/	/ 884.3101
Counseling, Appointments, KTD/SS 212	485.9432
Dean of Workforce Developmen College & Community	
Partnerships	ext. 8506
Disabled Students Program (DSPS), KTD/LC 115	485.9406
Echo Times Newspaper KTD/LC 36	485.9690
Emeritus Center, AS 140	ext. 8322
Emeritus College KTD/SS 148	485.9368
English Skills Lab, Bldg 17	ext. 8326
Financial Aid, Bldg 27, Rm 107	884.3118
Fiscal Services, AS 102	884.3160
Health Center	485.9458
Intensive English Program 883.2211,	, ext. 8579
Job Placement, KTD/SS 206	485.9410
Lost & Found/Campus Police, C-3 104 ext. 8154 or	r 883.3179
Math Lab, Bldg 17	ext. 8510
Media Services IVC	485.9606
Police, Campus, C3 104 ext. 8154 or	r 883.3179
Swimming Pool 457.8811,	ext. 8260
Transfer/Career Center, KTD/SS 202	485.9671
Veterans Office, Bldg 27/109	ext. 8822

## Kentfield Campus Map and Directory

College of Marin Kentfield Campus 835 College Avenue Kentfield, CA 94904

Emergency: Dial 911 Urgent: 415.485.9696 Kentfield Police Business: 415.485.9455

#### Fall 2011 Parking Notice

While our campus is under construction, parking lots 4 and 16 are closed this semester. Lots 12 and 15 typically have spaces available, and lot 13 remains a "free" lot. We appreciate your patience during our construction.

#### Parking

Vehicles on campus are subject to parking and traffic regulations by the Board of Trustees, Marin Community College District. All cars must have a parking sticker, or display a daily parking permit which may be purchased from the parking ticket dispensers located in parking lots.

## Motorcycle and handicap parking are available with no fee.

Parking permits are required at all times, except Saturdays, Sundays and school Holidays, and in Lot 13.

**AC** Administrative Center Children's Center

BC\* Business and Management Center

**FA\*** Fine Arts (new building)

**FH\*** Fusselman Hall Behavioral & Social Sciences

#### HC\*

Harlan Center ESL Program/College Skills Office Humanities Health Sciences

#### **HS** Health Services

LC\* Learning Resources Center Library Bookstore Disabled Students

#### CY

Maintenance Offices

MS3\* Dance Center OH\*

Olney Hall and Auditorium **PE\*** 

Physical Education Center Gymnasium Pools

#### PA\*

Performing Arts (formerly Fine Arts) Box Office Theatres Art Gallery

#### Portable Village (PV)\*

Modernization Office/Classrooms

#### SC\*

Science Center Mathematics Llfe/Earth/Physical Sciences

#### SS

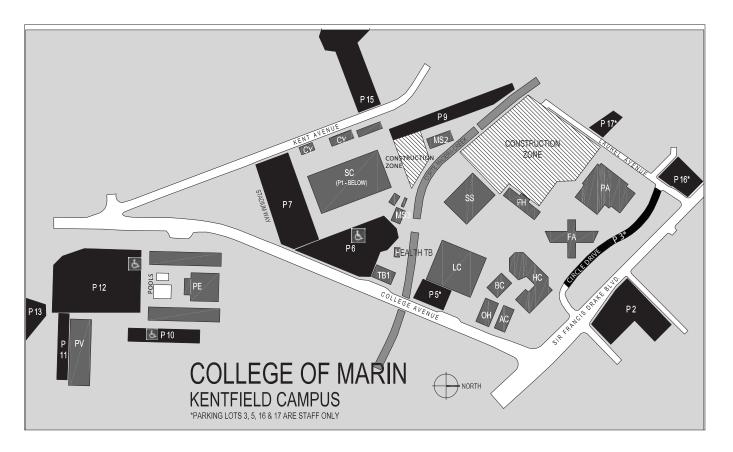
Student Services Center Registration Cafeteria Emeritus/Community Services

#### TB–1 (TB)\*

Temporary Building Campus Police Marin County Sheriff Substation

\*Building contains classrooms

**Note:** The old Fine Arts building is now the Performing Arts building, and is designated as "PA" in the schedule (examples: PA 120, PA 150). The new Fine Arts building is designated as "FA" (examples: FA 201, FA 301).



#### INDIAN VALLEY CAMPUS MAP AND DIRECTORY

## Indian Valley Campus Map and Directory

College of Marin Indian Valley Campus 1800 Ignacio Blvd. Novato, CA 94949

Emergency: Dial 911 Urgent: 415.485.9696 IVC Police Business Phone: 415.883.3179

#### Parking

Vehicles on campus are subject to parking and traffic regulations by the Board of Trustees, Marin Community College District. All cars must have a parking sticker, or display a daily parking permit, which may be purchased from the parking ticket dispenser.

## Motorcycle and handicap parking are available with no fee.

Parking permits are required at all times, except Saturdays, Sundays, and school holidays.

#### **BUILDING 27 (New Main Building)**

Student Services (Rooms 103-109) Admissions, Financial Aid, Counseling EMT (Room 112) General Classrooms (Rooms 116, 118) Food/Drink Vending Machines (Room 121) Media Resource Center (Room 124) Computer Classroom (Room 125) Multimedia (Rooms 129-131)

#### Second Floor:

Medical Assisting (Room 219) Dental Assisting (Rooms 220, 224) Court Reporting/General Classrooms (Rooms 228, 229, 233)

#### POMO (PM)

- 1. Trans Tech Auto Collision Repair Lab
- 2. Trans Tech Auto Technology Lab
- General Classrooms/Labs/Offices/Drink/ Snack Vending Machines (Rooms 150-154, 250-263)
- 4. Machine & Metals Tech (Rooms 160-175)
- 5. SIM Center (Rooms 180-189)
- 6. General Classrooms/Labs/Offices (Rooms 100-119, 200-218)
- 7. General Classrooms, Offices, and Computer Labs (Rooms 190-199)

#### ADMINISTRATIVE SERVICES (AS)

- 8. Fiscal Services/Workforce Devlp.
- 9. Fiscal Services, College Operations
- 10. Emeritus Meeting Room/ Modernization Office
- 11. Information Systems Center

 Child Development Program: Classroom, Children's Center, and Early Head Start Infant Toddler Center

#### MIWOK (MW)

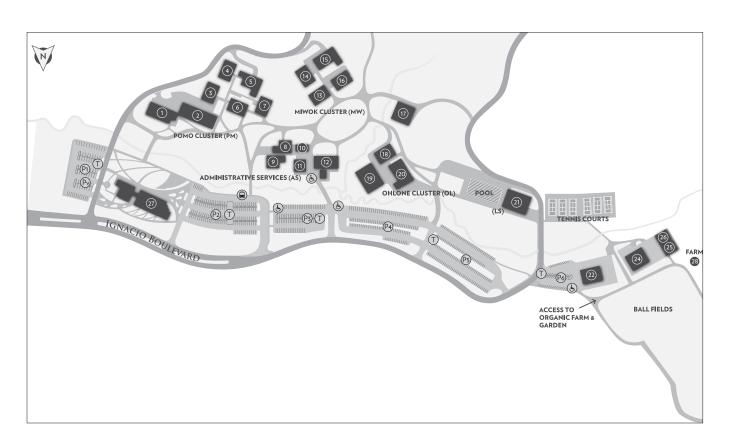
- 13. Offices/General Classrooms (Rooms 120-122, 226)
- 14. Classroom (Room 140) Computer Lab (Room 144)
- 15. Conference Center/Lecture/ Board Meetings (Room 181) Dance (Room 170)
- Classrooms/Offices/Env. Landscape/ Center for Sustainable Horticulture (Rooms 101-117, 202-217)

#### **BUILDING 17**

- 17. Career Study Center/Math, English
- 18. OHLONE (OL)
- 19. Computer Labs (Rooms 120-135)
- General Classrooms/Labs/ Offices/Computer Lab Comm. Ed/ Intensive English Program (Rooms 141-164, 202-223)
- 21. PE/DSPS PE/Classrooms (Rooms 101-106)
- 22. Pool/Shower-Locker Bldg/ Drink Vending Machine
- 23. Campus Police/Corporation Yard
- 24. Maintenance
- 25. ORGANIC FARM
- 26. Greenhouse
- 27. Shade Structure
- 28. Farm

#### **REST ROOMS:**

Buildings 5, 6, 9, 11, 13. 15, 17, 19, 20, 27



## Driving Directions

## **Directions from Highway 101**

#### To Kentfield Campus 835 College Avenue Kentfield, CA 94904

From Highway 101, take the San Anselmo exit (northbound) or the Sir Francis Drake Blvd. exit (southbound) and follow Sir Francis Drake Blvd. to College Ave. (seventh stoplight). For the Physical Education complex, Portable Village, the Science Center, the Learning Resources Center (library) and the Student Services Center (Admissions & Records), turn left on College Ave. For Harlan Center, stay on Sir Francis Drake Blvd., crossing the College Ave. intersection, and turn right on Maple Ave. to parking lot. For the Fine Arts Building and Fusselman Hall, stay on Sir Francis Drake Blvd., turning left on Laurel Ave. Park in college parking lots.

Please reference online campus maps for parking lot closures due to construction.

#### To Indian Valley Campus 1800 Ignacio Blvd. Novato, CA 94949

From Highway 101, take Ignacio Blvd. exit and continue on Ignacio Blvd. west (approx. two miles) to the Indian Valley Campus. For Building 27, Trans Tech and Pomo Cluster park in Lots 1 and 2; for Fiscal Services, Miwok Cluster and Building 17, park in Lots 3 and 4; for Ohlone Cluster, the pool and the Organic Farm, park Lots 5 and 6.

**Public Transportation Directions** Golden Gate Transit (GGT) provides bus service to Sonoma, Marin, and San Francisco Counties. For more detailed information than that given below, visit the GGT web site at www.goldengate. org, call 415.455.2000 (Marin County), 707.541.2000 (Sonoma County), or 415.923.2000 (San Francisco),

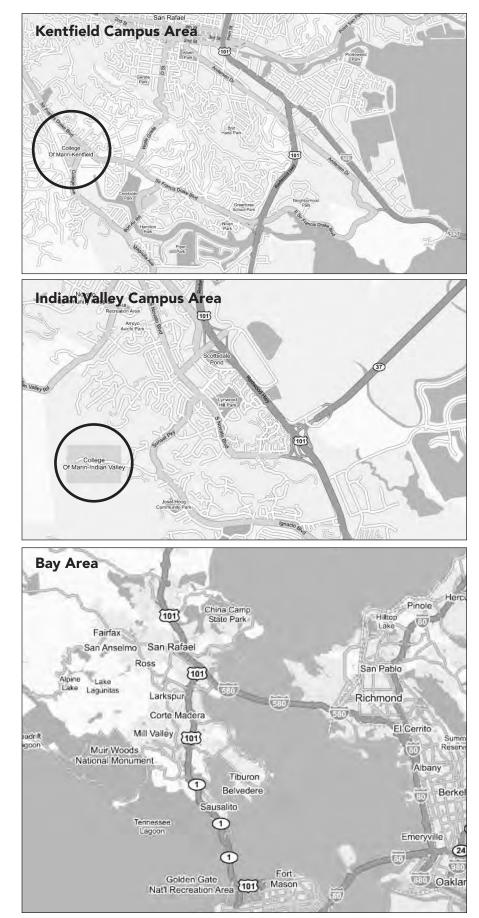
You may also pick up a copy of their Transit Guide and Map from any GGT bus.

### **To Kentfield Campus**

The Kentfield campus of College of Marin is served by GGT Routes 18, 22, 24, and 29.

#### **To Indian Valley Campus**

The Indian Valley College Campus is served by GGT Route 51.



## Parking Information

Parking permits are required at all times, including evenings (except Saturdays, Sundays, and school holidays). Be sure to read the signs at the entrances to parking lots. The signs explain what type of permit is allowed in the lot (staff or student), and include any additional parking regulations. For student parking lot locations, see the campus maps.

Daily permits and semester permits are valid at either campus. All California Vehicle Codes can be enforced in campus parking lots. Obey all signs and markings. All vehicles improperly parked will be cited, and may be towed.

#### **Daily Parking Permits**

You may purchase a daily parking permit from dispensers located in several student parking lots. In the event of a dispenser malfunction, you must purchase a daily permit from a different machine. Please report all malfunctions to the campus police at 415.485.9696. The cost for a daily permit is \$3 (subject to change). Daily permits must be visible on the driver side of the vehicle dashboard.

#### **Term Parking Permits**

A term permit is much more convenient, and will save you money, compared to a daily permit. The term permit may be purchased for \$50 (subject to change) at the Offices of Admissions & Records. Proof of enrollment and valid identification are required (only one permit per person). Summer semester permits are \$25 (subject to change). Term permits must be attached inside the vehicle on the lower left corner of the front windshield. Lost or stolen permits are not replaced. Please see page 9 for the Parking Permit Refund Policy.

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#### **Disabled Students Parking**

No parking permits are required for disabled students. A disabled placard or license plate issued by the State of California Department of Motor Vehicles must be displayed.

#### **Financial Aid Students Parking**

Students receiving Financial Aid are permitted to purchase parking permits at half price.

IMPORTANT NOTE: Due to construction, parking closures are in effect on the Kentfield campus. Please refer to the Kentfield campus map for lot closures. We appreciate your patience.

College of Marin Student Parking Permit Applicati		
NAME:		
MAKE OF VEHICLE:		
LICENSE PLATE:		
STREET ADDRESS:		
СІТҮ:		
STATE & ZIP:	PHONE:	
Permit fees subject to change. Yo	m. \$25 for summer semester. Note: fees for parking u must include proof of enrollment (i.e. copy of your <b>of Marin, and mail to:</b> Term Parking Permits, Admis	registration and class schedule).

CA 94904

## About College of Marin

### **Mission Statement**

College of Marin's commitment to educational excellence is rooted in our mission to provide excellent educational opportunities for all members of our diverse community by offering:

- preparation for transfer to four-year schools and universities;
- workforce education;
- basic skills improvement/English as a Second Language;
- intellectual and physical development and lifelong learning; and
- cultural enrichment.

College of Marin is committed to responding to community needs by offering student-centered programs and services in a supportive, innovative learning environment with a strong foundation of sustainability, which will instill environmental sensitivity in our students.

Approved at April 20, 2010 Board Meeting

#### **Our Vision**

College of Marin will be a premier educational and cultural center that provides programs of the highest caliber to meet the needs of an increasingly interconnected global society. Our vision will be guided by our values.

#### Accreditation

College of Marin is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial Blvd., Novato, CA 94949, 415.506.0234, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

#### Our Legacy

College of Marin has been providing exceptional educational opportunities since 1926. The College has earned a reputation as a quality educational institution that provides a pathway for achievement and success for students of all ages and backgrounds.

#### Enrollment

College of Marin serves approximately 9000 credit and noncredit students each semester.

## **Statement of Values**

## Student and Community Centered Education

We promote student success by providing programs and services that are learner centered and reflect the changing needs of our students and surrounding community.

#### Academic Excellence and Innovation

We are dedicated to academic excellence and encourage innovation. We foster intellectual inquiry by encouraging critical thinking, information literacy, and technical competence. We continually evaluate the effectiveness of our programs.

#### **Collaboration and Open Communication** We cultivate a culture of mutual respect, open communication, collaborative working relationships, and participation in decision making among students, faculty, staff, and the communities we serve.

#### Diversity

We cherish a learning environment that celebrates diverse backgrounds and recognizes the knowledge and experiences among its students, faculty, and staff. We will provide open access and strive to remove barriers to student success.

#### Sustainability

We will apply environmentally sustainable and green principles in our college community to ensure the future of our planet.

### Accountability

We will be accountable for our decisions and actions on behalf of the students, college, and community. Our decisions will be academically, fiscally, and environmentally responsible.



## 10 Reasons to Attend College of Marin

- 1. Transfer to a Four-Year University
- 2. Workforce Preparation and Job Training
- 3. Affordable Enrollment Fees
- 4. University-Caliber Faculty
- 5. Personal Attention and Small Class Size
- 6. Excellent Counseling and Support Services
- 7. Close to Home
- 8. Financial Aid is Available
- 9. Student Life: Clubs, Sports, and Activities
- 10. Open Enrollment

For more information visit www. marin.edu, or make an appointment with a counselor by calling 415.485.9432.

Office of Communications & Community Relations Director, Cathy Summa-Wolfe

Cover Design: Dave Mahoney Book Design: Dave Mahoney Production: Alganesh Hagos Tom

Production: Alganesh Hagos,Tom Hudgens, James Kuromiya, Dong Nguyen, Kim O'Gara

## College of Marin Launches Two-year, Night and Weekend Degree/Transfer Program



## New master course schedule at IVC will serve working students and high schoolers

Students pursuing a two-year goal to graduate or transfer will be able to enroll in a schedule of evening and career-intensive weekend classes at the Indian Valley Campus beginning in the fall, thanks to an expanded offering of courses aimed at working adults and high school students seeking advanced curriculum.

"This is a groundbreaking program," said Nanda Schorske, dean of College of Marin's Workforce Development and College-Community Partnerships. "We have a great demand in the community from both working adults who want to complete transfer or degree programs and high school students who are eager to accelerate their transition into college. These classes and this schedule will meet that demand—so sign up early!"

The program serves several purposes. Many career students are pursuing three educational tracks simultaneously. The expansion means they can pursue a certificate for career advancement, such as in early childhood education, dental assisting or multimedia, meet the general education requirement for transfer or a degree, and continue with a regular work schedule. "The pursuit of these simultaneous goals has a big impact on the master schedule," Schorske said.

A steady offering of pre-college-level English and math courses will allow students to integrate skill-building courses with other general education classes such as psychology and speech during the evening time period and keep motivation high. The expanded night and weekend courses are also available to students interested in increasing career skills to boost their employment profile. "During this time of economic transition, we find that many working adults who have not completed college degrees are interested in taking the next step in their education by going to school at nights and weekends," Craig Nelson of Nelson Family of Companies, Staffing Division.

Nelson also serves as chairman of the Workforce Investment Board of Marin County. "The new program that makes transferring in two years possible is a real boon to ambitious working adults committed to improving their earning power while still keeping their day jobs."

The two-year evening and weekend program is the latest step in the ongoing evolution of the Indian Valley Campus which has undergone tremendous changes in recent years. Last year, more than 1,700 students participated in classes in Novato just in the spring semester, more than double the number of students enrolled there just four years earlier. A series of new buildings such as the Main Building and the Transportation Technology Complex and a new organic farming program have transformed the former landscape.

"This program is central to the revitalization that has been so successful at Indian Valley Campus," Schorske said. "This helps fill the expectations for our community where we have stateof-the-art career programs and now this general education and transfer program."

"During this time of economic transition, we find that many working adults who have not completed college degrees are interested in taking the next step in their education by going to school at nights and weekends."

> -Craig Nelson of Nelson Family of Companies, Staffing Division

"Students in the Novato Unified School District are eager to participate in the Early College program," said Jan LaTorre-Derby, Novato Unified School District superintendent. "This program offering UC and CSU transfer requirements gives our students a jump start on their college careers while still in high school. It presents a great opportunity to be well-prepared—not to mention provide a potential savings of thousands of dollars in college tuition. We are delighted that College of Marin has stepped up to serve our students and our community in this way!"

Enrollment is limited and people who are interested should contact the college right away so they can be prepared to register for the fall classes, call 415.883.2211 ext. 8204 for more information.

# Indian Valley Campus Provides New Ways for Students to Dream, Learn, and Achieve

Over the past four years College of Marin's Indian Valley Campus (IVC) has served as a vital resource for workforce training featuring a variety of programs, including Solar Technology, Automotive Technology, Automotive Collision Repair Technology (ACRT), Environmental Landscaping and Organic Farming, Water Management, Administration of Justice, Business, Business Office Systems, Computer Information Systems, Court Reporting, Dental Assisting, Early Childhood Education, Emergency Medical Technician, Machine and Metals Technology, Medical Assisting, Multimedia, and the Marin Regional Simulation Center. These programs provide high-quality learning opportunities for students of all ages interested in pursuing a career. For more information go to www.marin.edu. MARIN COMMUNITY COLLEGE DISTRICT 835 COLLEGE AVENUE KENTFIELD CA 94904-2590

NON-PROFIT U.S. POSTAGE PAID MARIN COMMUNITY COLLEGE DISTRICT ECRWSS

**RESIDENTIAL CUSTOMER** 

# Featured Classes



## Automotive Systems, Troubleshooting and Diagnosis, page 30

This course covers the diagnostic thought process used to test and repair automotive electric and electronic systems. Transfer Credit: CSU.

### Introduction to Spreadsheet Design, page 38

Use of a personal computer spreadsheet software program, EXCEL, to design, create and use spreadsheets for accounting and other business applications. This course is Microsoft certified and provides the student with the material needed to pass the Microsoft Office Specialist – Excel Core Exam. Uses Excel 2010. Transfer Credit: CSU.

## Dental Radiology Lab, page 46

This course provides hands-on practice for students to expose dental radiographs on teaching manikins/patients employing various intraoral exposure techniques. The student will also be able to process, mount and evaluate intraoral dental films. Transfer Credit: CSU



www.marin.edu