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The City's College.

# COLLEGE CATALOG 2023-2024 

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## Accuracy Statement

This is an addendum to the 2023-2024 Catalog. Included are curricular changes that took place after the Catalog was published. All updates/modifications/corrections are in red. Titles for all new courses/programs are in blue.

The Los Angeles City College (LACC) catalog contains the academic and administrative policies and regulations that govern enrollment of students at LACC. Students are responsible for knowing the academic and administrative policies and regulations affecting their program of study and for abiding by all such policies and regulations during their period of enrollment at the college.

The college catalog is not an offer to enter into a contract. Although the college strives to assure the accuracy of the information in this catalog, the college and Los Angeles Community College District (LACCD) reserve the right to make modifications and updates as necessary.

## Student Responsibility To Be Informed

While LACC provides numerous support services to assist students, it remains the responsibility of the student to be familiar with the information presented in this catalog and to know and observe all policies and procedures.

Regulations will not be waived and exceptions will not be granted if a student pleads ignorance of policies or procedures.

## LOS ANGELES CITY COLLEGE

855 N. Vermont Avenue, Los Angeles, CA 90029
(323) 953-4000

WWW.LACITYCOLLEGE.EDU
COLLEGE ADMINISTRATION
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Darren Grosch, Associate Dean, International Student Program
Dr. Ann Hamliton, Dean, School of Health and Family Sciences
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Niki Dixon Harrison, Associate Dean of EOPS
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Dr. Armando Rivera-Figueroa, Dean, School of Business,
Science, Technology, Engineering and Math
Kirk Yamamoto, Regional Manager of Information Technology
Vacant, Vice President, Economic Social Mobility \& Innovation
Vacant, Human Resources Manager
Vacant, Associate Dean of Adult Education
Vacant, Dean of Counseling and Retention

## Catalog Rights

Students may elect to graduate under the requirements of the LACC catalog in effect at the time they began their study at any college in the LACCD, any year in between as long as they maintain continuous attendance within the LACCD, or in the year they graduate from LACC.

Continuous attendance means enrollment in at least one term per academic year in the LACCD, including summer and winter intersession terms. Any academic record symbol (A-F, CR/NC, P/NP, I, IP, W, EW) shall establish enrollment. Students who do not have continuous attendance are considered returning students and must follow the catalog requirements in effect at the time of re-enrollment. Exceptions to the catalog rights requirements may be made at the discretion of the Articulation Officer on a case-by-case basis.

For purposes of implementing this policy, the college may authorize or require substitutions for discontinued courses, or require a student changing a major to complete the major requirements in effect at the time of the change.

## Alternative Publication Formats

Students with verifiable disabilities who require alternate formats of college publications should contact the Vice President of Student Services at (323) 953-4000 ext. 2460. The college will provide information in alternate text formats upon request in the timeliest manner possible.

The catalog and schedule of classes are available on the college website at lacitycollege.edu.

LOS ANGELES COMMUNITY COLLEGE DISTRICT
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(213) 891-2000

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# CREDIT PROGRAMS 

## New Credit Programs

## ESL Milestone - Language Arts, Oral Communication

## Certificate of Achievement

Major Units: 21-22
(State Code: 43526; TOP Code: 4930.87; Academic Plan: C043526D)
The ESL Milestone - Language Arts, Oral Communication Certificate of Achievement is designed to prepare English language learners for the academic rigor of degree-applicable coursework in various Guided Academic and Career Pathways. Students completing this certificate have demonstrated achievement of academic English listening and speaking skills at an advanced, post-secondary level, as well as success in prerequisite or introductory coursework in a variety of degree, certificate, or general education pathways. These two elements combine to demonstrate significant achievement of a milestone along their pathways to degrees, certificates, or transfer.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Analyze audiences to adapt their communication style to acknowledge the differences in others.
2. Utilize appropriate speech organization.
3. Perform basic delivery skills for a live audience.
4. Create and effectively utilize professional quality presentation aids.
5. Distinguish various verbal and nonverbal messages in interpersonal relationships.
6. Utilize a variety of listening styles to appropriately respond to interpersonal messages.

## PROGRAM REQUIREMENTS

Requirements for the ESL Milestone - Language Arts, Oral Communication certificate of achievement may be met by completing 21-22 units of required courses with a grade of " $C$ " or better.

## REQUIRED COURSES (21-22 UNITS)

| CORE E.S.L. (15 UNITS): |  |
| :---: | :---: |
| E.S.L. 006A | COLLEGE ESL VI: WRITING AND GRAMMAR . . . . . . . . . . 6 |
| E.S.L. 006C | COLLEGE ESL VI: LISTENING AND SPEAKING. . . . . . . . . 3 |
| E.S.L. 008 | ADVANCED ESL COMPOSITION. . . . . . . . . . . . . . . . . . . . . 6 |
| CORE TRANSFER-LEVEL ENGLISH (3-4 UNITS): |  |
| ENGLISH 101 | COLLEGE READING AND COMPOSITION . . . . . . . . . . . . . 3 |
| OR |  |
| ENGLISH 1012 | COLLEGE READING AND COMPOSITION WITH LAB. . . . . 4 |
| OR |  |
| E.S.L. 110 | COLLEGE COMPOSITION FOR NON-NATIVE SPEAKERS 4 |
| CORE COMMUNICATION STUDIES (3 UNITS): |  |
| COMM 101 | PUBLIC SPEAKING . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3 |
| OR |  |
| COMM 111 | VOICE AND ARTICULATION . . . . . . . . . . . . . . . . . . . . . . 3 |
| OR |  |
| COMM 121 | INTERPERSONAL COMMUNICATION . . . . . . . . . . . . . . . . 3 |

## ESL Milestone - Language Arts, Written

 Communication
## Certificate of Achievement

## Major Units: 18-19

(State Code: 43527; TOP Code: 4930.87; Academic Plan: C043527D)
The ESL Milestone - Language Arts, Written Communication Certificate of Achievement is designed to prepare English language learners for the academic rigor of degree-applicable coursework in various Guided Academic and Career Pathways. Students completing this certificate have demonstrated achievement of academic English writing skills at an advanced, post-secondary level, as well as success in prerequisite or introductory coursework in a variety of degree, certificate, or general education pathways. These two elements combine to demonstrate significant achievement of a milestone along their pathways to degrees, certificates, or transfer.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Essay writing will follow MLA guidelines, include a clearly stated thesis or argument, and develop support in well-organized and unified paragraphs.
2. Writing will demonstrate a clear understanding of the requirements of clear exposition for college-level written communication such as analysis of evidence, appropriate inferences from the evidence, and coherent focus on the argument.
3. Essay writing will be logically organized and focused on a single unifying idea.
4. Writing will demonstrate critical thinking practices such as: use of qualified generalizations, syllogistic reasoning, analysis, inference, evaluation, and synthesis.
5. Writing will demonstrate understanding of the need to incorporate and synthesize literary traditions and literary theories.

## PROGRAM REQUIREMENTS

Requirements for the ESL Milestone - Language Arts, Written Communication certificate of achievement may be met by completing 18-19 units of required courses with a grade of "C" or better.

REQUIRED COURSES (18-19 UNITS)

| CORE E.S.L. (12 UNITS): |  |
| :---: | :---: |
| E.S.L. 006A | COLLEGE ESL VI: WRITING AND GRAMMAR . . . . . . . . . . . 6 |
| E.S.L. 008 | ADVANCED ESL COMPOSITION. . . . . . . . . . . . . . . . . . . . . 6 |
| CORE TRANSFER-LEVEL ENGLISH (3-4 UNITS): |  |
| ENGLISH 101 | COLLEGE READING AND COMPOSITION . . . . . . . . . . . . . 3 |
| OR |  |
| ENGLISH 1012 | COLLEGE READING AND COMPOSITION WITH LAB. . . . 4 |
| OR |  |
| E.S.L. 110 | COLLEGE COMPOSITION FOR NON-NATIVE SPEAKERS 4 |
| CORE ENGLISH (3 UNITS): |  |
| ENGLISH 102 | COLLEGE READING AND COMPOSITION . . . . . . . . . . . . . 3 |
| OR |  |
| ENGLISH 103 | COMPOSITION AND CRITICAL THINKING. . . . . . . . . . . . . 3 |

## Program Modifications/Corrections

## Biology

## Associate in Science (AS-T) Degree

Major Units: 33-35 Total Units: Minimum of 60<br>(State: 36049; TOP Code: 040100; Academic Plan: C036049H)

The Biology AS-T provides students with a background to evaluate and understand new discoveries and to make informed decisions about the use of scientific knowledge to benefit all living organisms. The curriculum is generally required of lower-division biological sciences majors, as well as pre-dental, pre-medical, pre-optometry, pre-pharmacy, and pre-veterinary students. The degree includes coursework that aligns with specific lower-division major requirements for biological sciences-related majors at various universities within the California State University (CSU) system.

To earn the Associate Degree for Transfer, students must meet the following requirements:
a. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University by completing the following:

- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Educa-tion-Breadth (CSU GE-Breadth) requirements; and
- A minimum of 18 semester units in a major or area of emphasis, as approved by the CCC Chancellor's Office.
- Minimum grade of " C " (or " P ") for each course in the major, and minimum grade point average of 2.0 or higher. Students completing this degree will have satisfied the lower division major preparation and transfer requirements for priority admission consideration to a local CSU campus.


## PROGRAM STUDENT LEARNING OUTCOMES

1. Apply concepts of the scientific method.
2. Demonstrate understanding of core biological concepts..
3. Demonstrate proficiency in common biological lab skills and analysis.

## PROGRAM REQUIREMENTS

Requirements for the Biology Associate in Science transfer degree may be met by completing: (a) 10 units of major core courses and 23-25 units from "List A" with a grade of "C" or better; (b) all CSU GE-Breadth requirements of which Subject Areas A1, A2, A3, and B4 (The "Golden Four") must be completed with a grade of "C-" or better; (c) a minimum of 60 degree-applicable units with a cumulative grade point average of 2.0 or higher; and (d) a minimum of 12 units must be taken at LACC.


| PHYSICS 101 | PHYSICS FOR ENGINEERS AND SCIENTISTS I . . . . . . . . . 5 |
| :--- | :--- |
| AND |  |
| PHYSICS 102 | PHYSICS FOR ENGINEERS AND SCIENTISTS II ......... . 5 |

## C+++C++ Programming Certificate of Achievement

Major Units 18<br>(State Code: 40999; TOP Code: 070710; Academic Plan: C040999D)

The C++ Programming certificate of achievement provides students with comprehensive training in high demand programming languages and tools including Visual Basic and C++. Successful completion of the program will prepare students for an exciting career in software analysis, design, and development. Possible jobs include Computer Programmers, Software Developers: Applications, Software Developers: Systems Software, and Web Developers.

## PROGRAM STUDENT LEARNING OUTCOMES

4. Create a fully documented modular design with correct mathematical and logical operations suitable for implementation from a given program specification.
5. Create, deploy, and test a basic program with valid syntax and proper logical and mathematical functions using the C++ programming language.
6. Design and implement solutions to a general-purpose problem using advanced programming techniques in the C++ programming language.
7. Employ complex data structures and algorithms, including sorting, searching, and recursion, to design and implement solutions to advanced computer science problems.

## PROGRAM REQUIREMENTS

Requirements for the C++ Programming certificate of achievement may be met by completing 18 units of required courses with a grade of "C" or better.

## REQUIRED COURSES (18 UNITS)

CS 101
(FORMERLY CO SCl 103) INTRODUCTION
TO COMPUTER SCIENCE
.3
CS 102
(FORMERLY CO SCI 107) PROGRAMMING LOGIC AND DESIGN (INTRODUCTION TO PROGRAMMING) . ............. 3
(FORMERLY CO SCl 104) MATHEMATICS FOR PROGRAMMERS. . . . . . . . . . . . . 3
(FORMERLY CO SCI 139) PROGRAMMING IN C++ .............................. . 3
(FORMERLY CO SCI 136) INTRODUCTION
TO DATA STRUCTURES ............................. 3
(FORMERLY CO SCI 140) OBJECT-ORIENTED PROGRAMMING IN C++

## Law, Public Policy, and Society

## Associate in Arts (AA-T) Degree

Major Units: 30-31 Total Units: Minimum of 60

(State Code: 43107; TOP Code: 140100; Academic Plan: C043107G)
The Law, Public Policy, and Society is designed to prepare students for transfer into the CSU system to complete a baccalaureate degree in American Studies, Communications, Criminal Justice, Criminology, Global Intelligence and National Security, International Relations, Philosophy, Political Science, Social and Behavioral Sciences (Political Economy Concentration) (Note: List is not meant to be exhaustive. Other destination majors may exist.) or a similar major. Upon completion of this degree, students will have a strong academic foundation in the field and be prepared for upper division baccalaureate study. Students who have completed the Law, Public Policy, and Society will have satisfied the lower division requirements for transfer into American Studies, Communications, Criminal Justice, Criminology, Global Intelligence and National Security, International Relations, Philosophy, Political Science, Social and Behavioral Sciences (Political Economy Concentration) (Note: List is not meant to be exhaustive. Other destination majors may exist.) or similar major for many campuses in the California State University system. This degree complies with the Student Transfer Achievement Reform Act (California Education Code 66746).

Students must complete the following Associate Degree for Transfer requirements:

1. Completion of 60 semester units (or 90 quarter units) that are eligible for transfer to the California State University, including both of the following:
a.The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education - Breadth Requirements.
b.A minimum of 18 semester units (or 27 quarter units) in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.
3. Obtainment of a grade of $C$ or higher in each course in the Area of Emphasis, or with a $P$ if the course was taken on a Pass/No Pass basis, and the P is equal to a C or higher (Title 5 §55063).

## PROGRAM STUDENT LEARNING OUTCOMES

1. Use evidence and data to develop arguments related to pertinent legal, public policy, and societal issues.
2. Successfully complete the reasoning and formal or informal logic coursework, and provide evidence through coursework that students can successfully apply those skills.
3. Understand the role of law and public policy in private and public life.
4. Recognize and implement the connections between theory and practice.
5. Be able to find, interpret, integrate, synthesize and apply information effectively from multiple sources to legal, public policy, and societal issues.
6. Understand ways in which privilege and marginality shape lives, opportunities and communities, and understand how to effectively respond to these through community action, the law or public policy.
7. Understand how to work cooperatively with communities and other constituencies.
8. Coherently and compellingly communicate - in both verbal and written form - arguments, policies and actions pertinent to the law, public policy, and society.

## PROGRAM REQUIREMENTS

Requirements for the Associate in Arts in Law, Public Policy, and Society for Transfer Degree may be met by completing (a) 24-25 units of major core courses, 6 units from "List A" from two of the areas listed with a grade of "C" or better; (b) all CSU GE-Breadth requirements of which Subject Areas A1, A2, A3, and B4 (The "Golden Four") must be completed with a grade of "C-" or better; (c) a minimum of 60 degree-applicable units with a cumulative grade point average of 2.0 or higher; and (d) a minimum of 12 units must be taken at LACC.

MAJOR CORE COURSES (24-25 UNITS)
LAW 007 STREET LAW .................................................. 3
OR
ADM JUS 001
INTRODUCTION TO ADMINISTRATION OF JUSTICE (3)
OR
ADM JUS 002
OR
ADM JUS 004
CONCEPTS OF CRIMINAL LAW (3)

PHILOS 020
COMM 101
OR
COMM 151
ENGLISH 101
COMM 104
OR
ENGLISH 103
OR
PHILOS 008
MATH 227
OR
MATH 227S
OR
MATH 229
OR
BUS 015
OR
SOC 125
HISTORY 011
OR
HISTORY 012

POL SCI 001
LIST A: SELECT 2 COURSES (6 UNITS) FROM TWO AREAS LISTED BELOW (NOTE: COURSES MUST NOT HAVE BEEN USED FROM MAJOR CORE)
AREA 1: ADMINISTRATIVE OF JUSTICE/CRIMINAL JUSTICE/CRIMINOLOGY
ADM JUS 001

OR
ADM JUS 002
OR
ADM JUS 003
OR
ADM JUS 004

OR

INTRODUCTION TO ADMINISTRATION OF
$\quad$ JUSTICE . . . . . . . . . .................................. . . 3
CONCEPTS OF CRIMINAL LAW (3)
LEGAL ASPECTS OF EVIDENCE (3)
PRINCIPLES AND PROCEDURES OF THE JUSTICE SYSTEMS (3)

| ADM JUS 067 OR | COMMUNITY RELATIONS I (3) |
| :---: | :---: |
| $\begin{aligned} & \text { CORR } 001 \\ & \text { OR } \end{aligned}$ | INTRODUCTION TO CORRECTIONS (3) |
| ADM JUS 008 OR | JUVENILE PROCEDURES (3) |
| SOC 032 | INTRODUCTION TO CRIMINOLOGY (3) |
| AREA 2: BUSINESS |  |
| LAW 001 | BUSINESS LAW I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3 |
| AREA 3: ECONOMICS |  |
| $\begin{aligned} & \text { ECON } 001 \\ & \text { OR } \end{aligned}$ | PRINCIPLES OF MICROECONOMICS......................... . 3 |
| ECON 002 | PRINCIPLES OF MACROECONOMICS (3) |
| AREA 4: POLITICAL SCIENCE |  |
| POL SCI 005 | THE HISTORY OF WESTERN POLITICAL THOUGHT..................................................... 3 |
| OR |  |
| POL SCI 002 | INTRODUCTION TO COMPARATIVE POLITICS (3) |
| $\begin{gathered} \text { OR } \\ \text { POL SCI } 007 \end{gathered}$ | INTRODUCTION TO INTERNATIONAL RELATIONS (3) |
| AREA 5: PUBLIC POLICY |  |
| $\begin{aligned} & \text { POL SCI } 060 \\ & \text { OR } \end{aligned}$ | INTRODUCTION TO GLOBALIZATION . . . . . . . . . . . . . . . 3 |
| $\begin{aligned} & \text { PUB REL } 001 \\ & \text { OR } \end{aligned}$ | PRINCIPLES OF PUBLIC RELATIONS (3) |
| $\begin{gathered} \text { SOC } 002 \\ \text { OR } \end{gathered}$ | AMERICAN SOCIAL PROBLEMS (3) |
| HEALTH 051 AND | DRUGS AND ALCOHOL IN SOCIETY (3) |
| $\begin{aligned} & \text { BUS } 001 \\ & \text { OR } \end{aligned}$ | INTRODUCTION TO BUSINESS . . . . . . . . . . . . . . . . . . . . . . 3 |
| HEALTH 101 OR | INTRODUCTION TO PUBLIC HEALTH (3) |
| INTBUS 001 OR | INTERNATIONAL TRADE (3) |
| $\begin{aligned} & \text { LAW } 002 \\ & \text { OR } \end{aligned}$ | BUSINESS LAW II (3) |
| $\begin{aligned} & \text { LAW } 003 \\ & \text { OR } \end{aligned}$ | CIVIL RIGHTS AND THE LAW (3) |
| LAW 007 | STREET LAW (3) |
| OR |  |
| LAW 033 | LAW AND THE MEDIA (3) |
| AREA 6: DIVERSITY |  |
| ANTHRO 102 | HUMAN WAYS OF LIFE: CULTURAL ANTHROPOLOGY. $\qquad$ |
| OR |  |
| $\begin{aligned} & \text { COMM } 122 \\ & \text { OR } \end{aligned}$ | INTERCULTURAL COMMUNICATION (3) |
| $\begin{aligned} & \text { GEOG } 002 \\ & \text { OR } \end{aligned}$ | CULTURAL ELEMENTS OF GEOGRAPHY (3) |
| $\begin{gathered} \text { SOC } 031 \\ \text { OR } \end{gathered}$ | SOCIOLOGY OF GENDER (3) |
| SOC 011 | RACE AND ETHICS RELATIONS (3) |
| AFRO AM 004 | THE AFRICAN AMERICAN IN THE HISTORY OF THE U.S. I. . . . . . . . . . . . . . . . . . . . . . . . . . . 3 |
| OR |  |
| AFRO AM 005 | THE AFRICAN AMERICAN IN THE HISTORY OF THE U.S. II (3) |
| OR |  |
| AFRO AM 007 | BLACK AMERICANS AND THE POLITICAL SYSTEMS (3) |
| OR |  |
| ASIAN 001 | THE ASIAN-AMERICAN IN THE HISTORY OF THE UNITED STATES (3) |
| OR |  |
| $\begin{aligned} & \text { CHICANO } 004 \\ & \text { OR } \end{aligned}$ | INTRODUCTION TO CHICANA/O STUDIES (3) |


| CHICANO 007 | THE MEXICAN-AMERICAN IN THE |
| :--- | :---: |
|  | HISTORY OF THE UNITED STATES I (3) |
| OR |  |
| CHICANO 008 | THE MEXICAN-AMERICAN IN THE |
| OR | HISTORY OF THE UNITED STATES II (3) |
| CHICANO 047 | THE MEXICAN-AMERICAN WOMEN IN <br>  <br>  <br> SOCIETY (3) |

AREA 7: COLLEGE SUCCESS
AREA 8: INTERNSHIP/FIELDWORK

COOP ED 395 WORK EXPERIENCE - GENERALI.............................. 3

## Linguistics - English/ESL Certificate of Achievement

Major Units: 21
(State Code: 42797; TOP Code: 150110; Academic Plan: C042797D)
This Certificate of Achievement in Linguistics - English/ESL develops a student's capacity to observe, assess, and analyze how language operates. The theoretical foundations of linguistics provide the basis for gaining insight into language structure and use, while academic learning of English and/or foreign languages as well as their literatures provides opportunities for applying these concepts to language practice. Multidisciplinary in nature, this area of emphasis includes social, psychological, historical, and cross-cultural aspects of language. Students who complete this certificate are prepared for advanced study in Linguistics and Foreign Languages at CSU, UC, and private universities. Completing this certificate also helps students prepare for employment in education, research, communication, psychology, speech pathology, cultural studies, and child development.

## PROGRAM STUDENT LEARNING OUTCOMES

1. Apply linguistic analysis to works of literature in English.
2. Apply language acquisition theories to original data and live subjects.
3. Compare structural features of English.
4. Differentiate structural elements among multiple dialects of English.
5. Examine original language data in English using linguistic methods.

## PROGRAM REQUIREMENTS

Requirements for the Linguistics - English/ESL certificate of achievement may be met by completing 9 units of required courses and 12 units of elective courses with a grade of " C " or better.

## REQUIRED COURSES (9 UNITS)

| LING 001 | INTRODUCTION TO LANGUAGE AND <br>  <br> LINGUISTICS ......................................... 3 <br> LING 002 |
| :--- | :--- |
| LING 003 | INTRODUCTION TO SOCIOLINGUISTICS ................ 3 |

## ELECTIVE COURSES SELECT 4-(12 UNITS)

ENGLISH 101 COLLEGE READING AND COMPOSITION I............... 3

ENGLISH 102 COLLEGE READING AND COMPOSITION II .............. 3
ENGLISH 203 WORLD LITERATURE I................................................. 3
ENGLISH 204 WORLD LITERATURE II . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3
ENGLISH 205 ENGLISH LITERATURE I......................................... 3
ENGLISH 206 ENGLISH LITERATURE II . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3
ENGLISH 207 AMERICAN LITERATURE I....................................... 3

| ENGLISH 208 | AMERICAN LITERATURE II |  |
| :---: | :---: | :---: |
| ENGLISH 214 | CONTEMPORARY LITERATURE | 3 |
| ENGLISH 219 | THE LITERATURE OF AMERICAN ETHNIC GROUPS. | 3 |
| ENGLISH 252 | THE ENGLISH BIBLE AS LITERATURE. | 3 |
| ENGLISH 255 | LATIN AMERICAN LITERATURE | 3 |
| E.S.L. 006A | COLLEGE ESL VI: WRITING AND GRAMMAR | 6 |
| E.S.L. 008 | ADVANCED ESL COMPOSITION. |  |

# NONCREDIT PROGRAMS 

## New Noncredit Programs

## Warehouse \& Distribution: Worker Certificate of Completion

Total Lecture Hrs: 47
(State Code: 43631; TOP Code: 051000; Academic Plan: C043631E)
The Warehouse \& Distribution: Worker Certificate of Completion prepares students with warehousing industry concepts and skills for new and incumbent workers. Topics include movement, storage, control and protection of material, receiving and storing processes, inventory management, and shipping. Additionally, students are trained in workplace safety awareness, and receive the 10 -hour General Industry Safety Certification from the Occupational Safety Health Association (OSHA).

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe basic principles of movement, storage, control, and protection of material in the warehouse environment.
2. Identify equipment and devices used in warehouse operations.
3. Explain factors that influence the receiving, picking, and shipping processes.
4. Summarize employer and employee rights and responsibilities required by OSHA standards.

## PROGRAM REQUIREMENTS

Requirements for the Warehouse \& Distribution: Worker certificate of completion may be met by completing all required courses with a grade of "Pass."

| R |  | HRS |
| :---: | :---: | :---: |
| VOC ED 530CE | FUNDAMENTALS OF WAREHOUSING \& |  |
|  | DISTRIBUTION 1: MATERIAL HANDLING. |  |
| VOC ED 531CE | FUNDAMENTALS OF WAREHOUSING \& |  |
|  | DISTRIBUTION 2: WAREHOUSE OPERATIONS | 18 |
| VOC ED 085CE | WORKPLACE SAFETY: OSHA 10 PREPARATION |  |

## Warehouse \& Distribution: Lead

Certificate of Completion

## Total Lecture Hrs: 83 <br> (State Code: 43708; TOP Code: 051000; Academic Plan: C043708E)

The Warehouse \& Distribution: Lead Certificate of Completion prepares students with concepts and skills for leadership positions in the warehousing industry. Topics include movement,storage, control and protection of material, receiving and storing processes, inventory management, warehouse and personal performance, and leaderships skills. Additionally, students are trained
in workplace safety awareness, and receive the 10 -hour General Industry Safety Certification from the Occupational Safety Health Association (OSHA).

## PROGRAM STUDENT LEARNING OUTCOMES

1. Describe basic principles of movement, storage, control, and protection of material in the warehouse environment.
2. Explain factors that influence the receiving, picking, and shipping processes.
3. Describe common metrics and systems used to evaluate warehouse and personal performance.
4. Identify planning and organizational skills that help optimize the workflow.
5. Summarize employer and employee rights and responsibilities required by OSHA standards.

## PROGRAM REQUIREMENTS

Requirements for the Warehouse \& Distribution: Lead certificate of completion may be met by completing all required courses with a grade of "Pass."

REQUIRED COURSES HRS
VOC ED 530CE FUNDAMENTALS OF WAREHOUSING \& DISTRIBUTION 1: MATERIAL HANDLING . . . . . . . . . . . . . . . 18
VOC ED 531CE FUNDAMENTALS OF WAREHOUSING \& DISTRIBUTION 2: WAREHOUSE OPERATIONS . . . . . . . . . 18
VOC ED 532CE FUNDAMENTALS OF WAREHOUSING \& DISTRIBUTION 3: WAREHOUSE AND PERSONAL PERFORMANCE.
VOC ED 441CE PEOPLE MANAGEMENT: EMERGING
LEADER . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 18
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# CREDIT COURSES 

## New Credit Courses

## ARABIC (ARABIC)

## ARABIC 001 - ELEMENTARY ARABIC I

5 Units (Lec 5 Hrs)
Transfer Credit: CSU, UC
Elementary course for students without prior exposure to Arabic. Develops speaking, writing, listening, and reading skills in Arabic at the ACTFL Proficiency Novice-Mid Level, and introduces Arabic culture. Satisfies Humanities requirement for graduation. Corresponds to the first two years of high school Arabic.

## MATHEMATICS (MATH)

## MATH 121 - ELEMENTARY GEOMETRY FOR COLLEGE STUDENTS <br> 3 Units (Lec 3 Hrs)

The student learns the definitions, axioms and theorems of geometry relating to angles, lines, circles, and polygons. Formal proofs, logic, and constructions are introduced.

## MATH 173-OBJECT-ORIENTED PROGRAMMING AND

 DESIGN4 Units (Lec 3 Hrs; Lab 2 Hrs)
Transfer Credit: CSU, UC
Prerequisite: MATH 260 or MATH 260 S
This course is designed to solve mathematical problems implemented in Python. Topics include graphing, defining and manipulating functions, solving equations, finding inverses, calculating sequence and series, and using object-oriented concepts and Python to solve a variety of mathematical models and applications including probability and statistics.

## MATH 261 S - CALCULUS I WITH SUPPORT

5 Units (Lec 4 Hrs; Lab 1 Hr)
Transfer Credit: CSU, UC
Prerequisite: MATH 260
This is the first of a three-course sequence in calculus. Topics include limits and continuity, rates of change, derivatives, applications of differentiation, integrals, the Fundamental Theorem of Calculus, and applications of integration.

## Course Updates/Modifications/Corrections

## CAOT 078 - COMPUTER ACCOUNTING APPLICATIONS:

## QUICKBOOKS

3 Units (Lec 2 Hrs; Lab 2 Hrs)
Transfer Credit: CSU
Students apply the principles of accounting using software applications. The students will create business transactions, such as invoices, payments, bank reconciliation, and prepare profession-al-level financial statements, and financial reports. This course is designed for students who already have an accounting background.

## MUSIC 261-2 - MUSIC TECHNOLOGY WORKSHOP II

3 Units (Lec 2 Hrs / Lab 2 Hrs)
Transfer Credit: CSU, $\forall \in$
Prerequisite: MUSIC 261-1
This is the second in an advanced series of courses that emphasize the study and application of electronic, electro-acoustic, and digital music techniques. Technical, compositional, and performance skills applied to synthesizers, computers, MIDI, software applications, virtual instruments, and digital recording equipment will be introduced and developed.

## HEALTH 043 MEN'S HEALTH AND FITNESS

3 Units (Lec 2 Hrs; Lab 2 Hrs)
Transfer Credit: CSU (CSUGE Area E), UC
Students will gain knowledge on current men's health issues and review topics that include domestic abuse and violence, stress, alcoholism, disease transmission, and other physical, emotional, and social topics related to . Students will also learn healthy lifestyle, fitness, and well-being strategies specific to men's health.

## New Course Articulations (UC approvals)

CH DEV 007
CHEM 071
COLLEGE 101
COMM 275
COUNSEL 022
ENGLISH 078
ENGLISH 124
ENGLISH 227
GEOG 007
JOURNAL 101
JOURNAL 108
JOURNAL 123
KIN 046-1
KIN 372-1
KIN 372-2
KIN ATH 504
KIN ATH 516
KIN ATH 556
KIN ATH 563
KIN MAJ 175
MUSIC 206
MUSIC 431
MUSIC 432
MUSIC 433
MUSIC 434
PHOTO 007
PHOTO 015
PHOTO 020
РНОTO 049
PHOTO 107
PHYS SCI 004
PSYCH 068
TV 025-1
TV 025-2
THEATER 275

INTRODUCTION TO CURRICULUM IN EARLY CHILDHOOD EDUCATION I
INTRODUCTORY FOOD CHEMISTRY
COLLEGE TO CAREER
GENDER COMMUNICATIONS
THE TRANSFER PROCESS
WRITING MEMOIR
SHORT STORY WRITING I
CREATIVE WRITING II
WORLD REGIONAL GEOGRAPHY
COLLECTING AND WRITING NEWS
ARTICLE WRITING
CONVERGENT JOURNALISM
ADAPTED STRENGTH TRAINING I
PICKLEBALL SKILLS - I
PICKLEBALL SKILLS -2
INTERCOLLEGIATE ATHLETICS - BASKETBALL
INTERCOLLEGIATE ATHLETICS - VOLLEYBALL
INTERCOLLEGIATE BASKETBALL-
FITNESS \& SKILLS TRAINING
INTERCOLLEGIATE VOLLEYBALL-
FITNESS \& SKILLS TRAINING
KETTLEBELL FUNDAMENTALS
COMMERCIAL HARMONY II
COMMERCIAL VOICE I
COMMERCIAL VOICE II
COMMERCIAL VOICE III
COMMERCIAL VOICE IV
EXPLORING DIGITAL PHOTOGRAPHY
FUNDAMENTALS OF PORTRAITURE
BEGINNING PHOTOJOURNALISM
ADVANCED PHOTOGRAPHIC DIGITAL IMAGING
INTERMEDIATE DIGITAL PHOTOGRAPHY
PHYSICAL SCIENCE AND LABORATORY
BIOPSYCHOLOGY OF CHEMICAL DEPENDENCY: DRUGS, BEHAVIOR, AND HEALTH
TELEVISION AND FILM DRAMATIC WRITING I
TELEVISION AND FILM DRAMATIC WRITING II
SCENE STUDY

## NONCREDIT COURSES

## New Noncredit Courses

## VOCATIONAL EDUCATION (VOC ED)

VOC ED 226CE - COMPUTER KEYBOARDING AND DOCUMENT APPLICATIONS I
0 Units (Lec 2 Hrs; Lab 3 Hrs)
Students will develop a salable skill: computer keyboarding by touch; minimum speed at end of course of 30 wpm accurately; and formatting of letters, memos, tables, and simple reports using word processing software.

## VOC ED 227CE - MICROSOFT OFFICE SUITE

0 Units (Lec 2 Hrs; Lab 3 Hrs)
Students learn to use the microcomputer and commercially available software used in a business office. The course provides a hands-on introduction to word processing, database, spreadsheet, graphics, desktop publishing, and presentation design software.

## VOC ED 228CE - MICROSOFT WORD

0 Units (Lec 2 Hrs; Lab 3 Hrs)
Students use basic and advanced commands in Microsoft Word or other word processing software to create, format, edit, save, and print documents including letters, tables, reports, and charts, as well as merge documents and use document collaboration and integration tools. Students use desktop publishing features to create newsletters, brochures, fliers, and online forms.

## VOC ED 229CE - MICROSOFT EXCEL: SPREADSHEET

0 Units (Lec 2 Hrs; Lab 3 Hrs)
Students learn office spreadsheet applications using a PC and spreadsheet application software such as Excel. Students are taught to create, edit, format, and print worksheets; construct graphs; and build databases that utilize the data table function.

## VOC ED 290CE - COMPUTER LITERACY FOR COLLEGE

 0 Units (Lec 1.3 Hrs)This course combines lecture, demonstrations, and hands-on practice to provide students with the knowledge and skills necessary to correctly operate and use basic computer hardware, software, operating systems, learning management systems, and file management for college entry-level courses. Students will learn how to effectively use the Internet and protect their personal information and identity online.

## VOC ED 421CE - INTRODUCTION TO THE BEHAVIOR TECHNICIAN PROGRAM <br> 0 Units (Lec 2 Hrs; Lab 3 Hrs)

This course introduces students to the roles and responsibilities of a behavior technician and basic principles of Applied Behavior Analysis (ABA). This is the first course in a two-course series, and students who successfully complete both courses may be eligible to apply for a national Registered Behavior Technician certification.

## VOC ED 422CE - BEHAVIOR TECHNICIAN TEST PREPARATION

0 Units (Lec 2.5 Hrs)
This course is designed for students to gain knowledge and skills necessary to become a behavior technician. This is the second course in the two-course series and covers topics such as problem behavior, interventions, and ethics and professionalism. After successful completion students may be eligible to apply for a national Registered Behavior Technician certifi cation.

## VOC ED 425CE - AUTISM SERVICES AIDE

0 Units (Lec 1.33 Hrs$)$
This course is designed to provide students with the knowledge and necessary information to serve as an aide in behavioral health treatment to individuals with autism spectrum disorders under a licensed clinician.


LOS ANGELES CITY COLLEGE


The City's College.
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