

CAÑADA COLLEGE

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CAÑADA COLLEGE
CATALOG

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*Cañada College, a community college
within the San Mateo Junior College District, is accredited
by the Western Association of Schools and Colleges.*

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Calendar for 1972-1973

June 26-August 4, 1972

6 weeks Summer Session

June 26-August 18, 1972

8 weeks Summer Session

FALL SEMESTER

September 4

Labor Day holiday

September 5, 6, 7

Registration, new students

September 6, 7

Registration, new special students

September 8

Admission Day holiday

September 11

Day and Evening classes begin

September 15

Last day to add new classes

October 2

Census Day

October 16

Applications available for spring semester

October 23

Veterans' Day holiday

November 3

Mid-term grade reports due

November 23-24

Thanksgiving Recess

November 27-December 15

Counseling for continuing students

December 8

Last day to apply for graduation

December 18-January 1

Winter recess

January 12

Registration, continuing special students

January 15-18

Registration, new and returning students

January 15-23

Final examinations

January 19

Registration, new special students

January 22

Evening College classes close

January 23

Day College classes close

SPRING SEMESTER

January 29

Day and Evening classes begin

February 2

Last day to add new classes

February 12

Lincoln Day holiday

February 19

Washington Day holiday

February 20

Census Day

March 15

Applications available for fall semester

March 23

Mid-term grade reports due

April 13

Last day to apply for graduation

April 16-20

Spring recess

May 7-25

Counseling for continuing students

May 28

Memorial Day holiday

May 31-June 8

Final examinations

June 4

Evening College classes close

June 8

Day College classes close

June 8

Commencement

June 25-August 3, 1973

6 weeks Summer Session

June 25-August 17, 1973

8 weeks Summer Session

Board of Trustees

Eleanore D. Nettle
(Since 1956)
Housewife

Francis W. Pearson, Jr.
(Since 1963)
Certified Public Accountant

Robert A. Tarver
(Since 1953)
Attorney

James R. Tormey, Jr.
(Since 1971)
Attorney

Carl E. Ward
(Since 1960)
Financial Consultant

Administration

District Chancellor-Superintendent

Clifford G. Erickson

CAÑADA COLLEGE STAFF

President

James W. Duke

Dean of Instruction

George A. Mangis

*Associate Dean of Instruction,
Continuing Education*

Leland H. Mahood

*Assistant Dean of Instruction,
Occupational Education*

Frederick L. Gilman

*Chairman, Library and Audio
Visual*

Amerigo T. Ciani

Assistant for Community Services

Ruth K. Nagler

Dean of Students

William J. Walsh

Dean of Men

Robert C. Fryckman

Dean of Women

Patricia O'Brien

*Head, Student Development
Program*

Lester S. Campbell

*Assistant Head, Student
Development Program*

Ella E. Turner

Assistant for Registration

Lynn E. Carlyle

Administrative Assistant

John H. Rhoads

DIVISION CHAIRMEN

Business

Louis E. Yaeger

English and Foreign Languages

Robert Stiff

Fine Arts

John H. Krueger

Life Sciences and Health Education

John C. Forsythe, Jr.

Mathematics & Engineering

James R. Loughrey

Physical Education and Recreation

Lois S. Jacques

Athletic Director

Samuel J. Nicolopolos

Physical Sciences

Ross W. Westover

Social Sciences

Melvyn E. Pratt

Faculty 1972-1973

(Date of appointment to San Mateo Junior College District follows name.)

Aarons, Bernard L. (1960)
Geology, Geography
B.S., Pennsylvania State College
M.S., Univ. of California, Berkeley

Anderson, Richard W. (1970)
Physical Education
B.A., San Jose State College
M.A., Stanford University

Andrew, Alan (1968)
Mathematics and Physics
B.S., University of Nebraska
M.S., Ph.D., California Institute of
Technology

Ashley, Lyman C. (1968)
Physical Education
B.S., M.A., California State
Polytechnic College

Batch, Robert W. (1965)
Chemistry
B.S., Tufts University
M.S., Northeastern University

Berdon, Jean D. (1969)
Mathematics
B.S., Tufts University
M.S., University of Connecticut

Blanton, Donald J. (1964)
Biology, Botany
B.A., Aquinas College
M.S., University of Michigan

Branstrom, Marvin J. (1970)
Biology/Health Education
B.A., M.A., San Jose State College

Brock, Wayne D. (1972)
Radiologic Technology
R.T., Air University, School of
Aviation Medicine

Campbell, Lester S. (1969)
*Head, Student Development
Program*
B.S., Bethune Cookman
M.A., San Francisco State College

Chan, Florence M. (1968)
Library
B.A., University of British
Columbia
M.L.S., Univ. of California,
Berkeley

Ciani, Amerigo T. (1965)
*Chairman, Library and Audio-
Visual Services*
A.B., M.A., M.L.S., Ph.D., Univ. of
California, Berkeley

Cline, Alec O. (1968)
Food Technology, Instructor-Chef

Coleman, Gaylord W. (1969)
Counselor
A.B., Northwest Missouri State
College
M.A., Stanford University

Collins, James E. (1954)
Economics, Counselor
A.B., Syracuse University
A.M., Stanford University

Cory, Genevieve H. (1968)
Home Economics
B.S., University of Nevada
M.A., Univ. of California, Berkeley

Crockett, R. Kent (1965)
Speech, English
B.A., M.A., San Jose State College

Curtis, Robert M. (1967)
English
B.A., M.A., San Francisco State
College

Custodio, James G. (1969)
*Counselor, Student Development
Program*
A.A., San Francisco City College
B.A., M.A., San Francisco State
College

Damon, Rosemary W. (1970)
Business
B.S., Univ. of California, Berkeley
M.B.A., Stanford University

de la Rocha, Gilberto P. (1968)
Cooperative Education, English
A.A., Grant Technical College
B.A., Sacramento State College

Del Gaudio, Joan A. (1965)
Business, Counselor
B.S., Cen. Connecticut State
College
M.Ed., Boston University

Denison, Frank G. (1964)
Engineering
S.B., Mass. Institute of Technology
M.S., A.E., California Institute of
Technology

D'Epiro, Pasquale S. (1961)
Library, Audio-Visual
B.A., Hunter College
M.A., Denver University

Drever, Jerard D. (1968)
Physical Education
A.A., College of San Mateo
A.B., San Jose State College

- Duke, James W.** (1971)
President
B.S., M.A., Louisiana State
Ed.D., Univ. of Southern California
- Eakin, J. David** (1968)
Spanish, French
A.B., M.A., University of Oregon
- Earnhardt, Eldon D.** (1969)
Anthropology
B.A., M.A., San Francisco State
College
- Easter, Stanley E.** (1969)
Music, Counselor
B.M., University of Rochester
M.M.Ed., University of Oklahoma
Ed.D., Columbia University
- Ellett, Melvin K.** (1952)
Drama
A.B., M.A., Ph.D., Stanford
University
- Eyer, Dianne M.** (1970)
Home Econ., Psychology
B.S., M.S., Purdue University
- Fahey, Frank M.** (1956)
History
A.B., University of Washington
A.M., Ph.D., Stanford University
- Festa, Angelo R.** (1966)
Physical Education
B.S., Michigan State University
M.S., Southern Illinois University
- Forsythe, John C., Jr.** (1957)
*Chairman, Life Sciences and
Health Education Division,
Counselor*
A.A., San Mateo Junior College
A.B., A.M., Stanford University
- Friesen, John B., Jr.** (1963)
English
A.B., M.A., Univ. of California,
Berkeley
- Fryckman, Robert C.** (1969)
Dean of Men and Student Activities
B.A., Baptist Bible College
M.A., University of Colorado
- Gilman, Frederick L.** (1956)
*Assistant Dean of Instruction,
Occupational Education*
B.S., Univ. of California, Berkeley
M.A., San Francisco State College
- Giuntoli, Mervin A.** (1966)
Biology, Zoology
B.A., M.A., San Jose State College
- Glessing, Robert J.** (1968)
Journalism, English
B.A., Marquette University
M.A., Univ. of California, Berkeley
- Gray, Gordon M.** (1958)
*Physical Education and Recreation
Education*
B.A., Univ. of California, Santa
Barbara
M.A., San Francisco State College
- Hancock, John C.** (1968)
Music
A.B., San Francisco State College
M.A., San Jose State College
- Hancock, Michael P.** (1969)
Sociology
B.A., San Francisco State College
M.S.W., San Francisco State
College
- Harris, Donald C.** (1969)
Spanish
B.A., Howard University
M.A., San Francisco State College
- Heidsiek, Richard C.** (1968)
Art
B. of Art Ed., M.F.A., California
College of Arts and Crafts
- Hergert, Loretta J.** (1969)
*Health Education and Health
Counselor*
B.A., M.A., University of Colorado
Ph.D., University of Utah
- Hoffman, Craig R.** (1965)
English
B.A., Univ. of California, Berkeley
M.A., San Francisco State College
- Holle, Fredric A.** (1968)
Art
B.A., M.A., San Diego State
College
- Hurley, Gale E.** (1968)
Business
A.B., San Jose State College
M.A., San Francisco State College
- Ienni, Philip C.** (1969)
Music
B.S., M.S., Juilliard School of
Music
- Jacques, Lois S.** (1967)
*Chairman, Physical Education
and Recreation Education
Division*
B.A., University of Nevada
M.A., San Jose State College
- Jeppson, Joseph** (1963)
History
B.S., L.L.B., University of Utah
M.A., Stanford University
J.D., University of Utah
- Jost, Erwin** (1955)
English, German
A.B., San Jose State College
A.M., Stanford University
- Katz, Arthur J.** (1968)
Business, Accounting
B.B.A., Adelphi College, New York
M.B.A., Univ. of California,
Berkeley
- Katz, Sandra M.** (1964)
Business
B.S., M.S., Western Illinois
University
- Kennedy, Kenneth D.** (1967)
Political Science, History
A.A., College of San Mateo
B.A., M.A., San Francisco State
College
- Kenney, William C.** (1968)
English
A.A., College of San Mateo
B.A., Stanford University
M.A., San Jose State College

- Keys, Elijah James** (1969)
English, Counselor
B.S., University of Minnesota
M.A., San Francisco State College
- Kilpack, Bennett B.** (1969)
Sociology, Education
A.A., College of San Mateo
B.S., M.S., Southern Oregon
College
- Krueger, John H.** (1968)
Chairman, Fine Arts Division
B.S.M.E., University of Cincinnati
B.M., Cincinnati Conservatory of
Music
M.A., Colorado College
- La Berge, Robert R.** (1969)
Administration of Justice
B.A., M.A., San Jose State College
- Leavitt, James S.**
Administration of Justice
B.A., San Jose State College
- Le Bow, Diane** (1968)
English
A.B., Douglass College
M.A., Univ. of California, Berkeley
- Lepisto, Martin M.** (1968)
Drama
B.S., Midland College
M.A., Northwestern University
- Loughrey, James R.** (1963)
*Chairman, Math-Engineering
Division*
B.S., St. Michael's College,
Vermont
M.S., Rensselaer Polytechnic Inst.
- Mahood, Leland H.** (1964)
*Associate Dean of Instruction,
Continuing Education*
B.A., Whittier College
B.D., University of Chicago
- Mangis, George A.** (1946)
Dean of Instruction
B.S., Univ. of California, Los
Angeles
M.A., San Francisco State College
- Manning, Patrick** (1968)
Social Science, History
B.S., California Institute of
Technology
M.S., Ph.D., Univ. of Wisconsin
- Marchi, Joseph J.** (1968)
Counselor
B.A., San Francisco State College
M.A., Columbia University
Teachers College
- Messner, Gerald M.** (1964)
English
A.B., Stanford University
M.A., Los Angeles State College
- Nagler, Ruth K.** (1968)
Assistant for Community Services
B.B.A., City College of New York
M.A., New York University
- Nicolopoulos, Samuel J.** (1968)
*Physical Education, Athletic
Director*
A.A., College of San Mateo
B.A., San Jose State College
M.A., Stanford University
- Nissen, Robert M.** (1969)
Art
A.B., San Jose State College
M.A., Stanford University
- Norman, Timothy H.** (1968)
Mathematics
B.A., St. Procopius College
M.S., University of Notre Dame
- O'Brien, Patricia** (1968)
Dean of Women, Counselor
B.A., Michigan State University
M.A., University of Maryland
- Owyang, Walter M.** (1970)
School Psychologist, Psychology
A.B., Univ. of California, Berkeley
M.A., San Jose State College
Ph.D., Univ. of Nebraska
- Pagels, Guerd G.** (1956)
English
A.B., Western Washington College
A.M., Ed.D., Stanford University
- Plunkett, Charles R.** (1965)
English
A.B., Stanford University
M.A., San Francisco State College
- Pratt, Melvyn E., Jr.** (1954)
Chairman, Social Sciences Division
A.B., Stanford University
B.D., Yale University
Ph.D., Stanford University
- Ramos, Richard M.** (1967)
Spanish
A.A., Yuba Junior College
B.A., University of Pacific
M.A., Stanford University
- Raney, Donald C.** (1953)
Chemistry
A.B., San Jose State College
A.M., Stanford University
- Reed, Cheryl J.** (1968)
Physical Education
B.A., San Jose State College
M.A., San Francisco State College
- Reller, Theodore L., Jr.** (1968)
Political Science, History
A.B., M.A., Univ. of California,
Berkeley
- Rodriguez, Ernest** (1970)
*Counselor, Student Development
Program*
A.B., M.A., San Francisco State
College
- Schey, Robert E.** (1970)
Counselor
B.A., M.A., San Francisco State
College
- Simmons, Gordon T.** (1964)
Anatomy, Biology
B.S., D.V.M., Univ. of California,
Davis
- Siringer, Norman W.** (1969)
English
B.A., M.A., Western Reserve
University
- Sitton, Carl V.** (1968)
Music
B.Mus., Texas Wesleyan College
M.A., Mills College
- Skinner, Bryon R.** (1968)
Social Sciences, History
B.A., Western Michigan University
M.A., Illinois State Teachers
College
- Smart, Francis A.** (1954)
Business Administration
B.S., Univ. of California, Berkeley
L.L.B., Hastings College of Law

- Smith, Eileen M.** (1969)
Home Economics, Psychology, Education
B.A., Univ. of California, Berkeley
M.A., San Francisco State College
- Smith, Kurtwood L.** (1969)
Drama
A.A., College of San Mateo
B.A., San Jose State College
M.F.A., Stanford University
- Spangenberg, Ruth B.** (1968)
Psychology, Counselor
B.A., Pomona College
M.A., Stanford University
- Stegner, Paul F.** (1970)
Psychology
B.S., Pennsylvania State University
M.A., Fresno State College
Ph.D., Washington State
- Steidel, James N.** (1971)
History, Geography
B.A., Kenrick College
M.A., Missouri University
- Stein, Pamela D.** (1969)
English
A.B., M.A., Univ. of California, Berkeley
- Stiff, Robert** (1961)
Chairman, English and Foreign Languages Division
A.B., M.A., San Francisco State College
- Stoney, James M.** (1959)
Bacteriology, Biology
B.A., M.A., San Francisco State College
- Stringari, Lawrence T.** (1969)
Psychology
B.A., M.A., San Francisco State College
- Sutherland, Kenton** (1970)
English
B.A., University of Americas
M.A., Univ. of California, Los Angeles
- Sweatt, Maurice L.** (1966)
Biology
A.B., Univ. of California, Berkeley
M.S., University of Oregon
- Swenson, Jack S.** (1964)
English
B.A., University of Minnesota
M.A., San Francisco State College
- Szabo, Rosalee** (1969)
English
B.S., Cornell University
M.A., University of Rochester, N.Y.
- Thein, Van Raymond** (1970)
Music
B.A., M.A., San Francisco State College
- Tovissi, Joseph A.** (1965)
Mathematics, Counselor
B.S., Kent State University
A.M., Stanford University
M.S., Purdue University
- Turner, Ella E.** (1969)
Asst. Head, Student Development Program
B.S., Southern University, Louisiana
M.S., University of Nebraska
- Upton, James M.** (1968)
Philosophy, Statistics
A.B., A.M., Gonzaga University
M.S., Seattle University
- Varner, Harold W.** (1970)
Psychology, Sociology
B.S., Morehouse
D.D., Chicago Lutheran Sch. of Theology, Chicago Univ.
- Vial, Silvano A.** (1964)
Physical Education
B.S., University of Idaho
M.A., Stanford University
- Walsh, William J.** (1956)
Dean of Students
A.A., Glendale College
A.B., Univ. of California, Berkeley
M.S., Northwestern University
- Westover, Ross W.** (1962)
Chairman, Physical Sciences Division
B.S., Brigham Young University
M.S., Syracuse University
- Whitmore, Amy D.** (1968)
English
A.B., Southern University
M.A., North Carolina College
- Workman, Gilbert B.** (1968)
History
B.A., Yale University
M.A., San Jose State College
- Wortz, Eleanor T.** (1964)
Business
B.S., Catawba College
M.A., San Jose State College
- Yaeger, Louis E.** (1955)
Chairman, Business Division; Counselor
B.S., Southwestern Institute of Technology of Oklahoma
M.S., Univ. of Southern California
- Young, Frank C.** (1969)
Philosophy
B.A., University of Florida
M.A., San Francisco State College
- Zingales, Thomas J.** (1964)
French, German
B.A., University of Notre Dame
A.M., Stanford University

General Information

The College

San Mateo Junior College first offered classes in 1922 at the Baldwin Campus in downtown San Mateo—with an initial enrollment of 35.

At first the District included only San Mateo Union High School District, but it grew to include Jefferson Union High School District and Half Moon Bay (now Cabrillo Unified School District) in 1937, Sequoia Union High School District in 1961, and South San Francisco Unified School District in 1966. At present the only portion of San Mateo County outside the District is the La Honda-Pescadero Unified School District.

Cañada College is one of three community colleges within the San Mateo Junior College District. It enrolls students from the entire District, although its chief service area is the Sequoia Union High School District.

Cañada College and Skyline College in San Bruno originated from the realization in 1963 that the College of San Mateo would reach its designed capacity by 1966. In another sense, its destiny was determined when Sequoia Union High School District annexed to the Junior College District in 1961, at which point the master plan of the District was amended to provide for a college in the south part of San Mateo County.

The magnificent 131-acre site for Cañada College was selected in 1962. The site, which is partly in Redwood City and partly in the Town of Woodside, was chosen because of its location along the Junipero Serra Freeway and because it ideally serves all parts of the south County.

Financing for Cañada College was provided by a bond issue for \$12,800,000 in March, 1964. Intensive educational planning and architectural design proceeded through 1964-65. Grading of the site began in 1966 and a construction contract was awarded in April, 1967. The campus opened in September, 1968. In its present stage it represents an investment of \$13 million, and provides 241,000 square feet of usable space.

The College takes its name from Cañada Road, the highway which borders the site on the west. The Spanish word "cañada" means long valley.

Philosophy of the College

Cañada College holds that these beliefs and concepts are vital to the fulfillment of our objectives:

(1) We believe that the individual possesses dignity, and we encourage him to recognize his worth and to make his own unique contributions to our society.

(2) We believe that we must exert educational leadership in identifying and serving the educational needs of the community.

(3) We recognize that each discipline has its own integrity and that the College has a responsibility to achieve a balance between specialization and generalization in the organizing and presenting of subject matter.

(4) We think it is important to include all members of the College community in the shaping of class content, curriculum and College policy.

(5) We recognize that students come to us with a variety of expectations and that they possess different degrees and kinds of intelligence and skills.

(6) We believe the heart of the College to be the student and believe that close student-faculty relationships contribute to learning and to the kind of atmosphere in which learning can be reciprocal.

Objectives of the College

Specifically, Cañada College provides its students with:

(1) Courses which will enable them to complete the first two years of college work, in order to satisfy the lower-division requirements of four-year institutions.

(2) Training in and improvement of skills, which will qualify them for employment in business and industry and in careers with public service agencies.

(3) Counseling, tutoring and special programs which enable them to recognize and to deal with their special abilities, interests and needs so that they can make independent and mature decisions.

(4) Classes and resource facilities in which all persons in the community may broaden their educational and vocational potential and enhance their cultural development.

In all of these courses and programs, we believe that we have the obligation to help each student:

To develop useful skills,

To think critically,

To learn how to learn, which, in addition to seeking answers, involves asking thoughtful questions,

To be responsive to persons and things in his immediate environment and to increase his skills in human relationships,

To appreciate and enjoy our pluralistic cultural heritage, and

To re-examine constantly, in the light of increased knowledge and changing circumstances, his own and society's basic assumptions and objectives.

To assist each student to profit most from his education, the College helps him to explore his aptitudes, to choose his lifework and to plan an educational program which will prepare him for that work. It offers this assistance through a formal program of guidance and counseling, and through informal student-teacher relationships, which are among the most distinctive and valuable of its services. The College recognizes the educational value of the organized student activities and encourages student and faculty participation in these activities.

Cañada College is a part of a colorful community which, situated as it is, close to San Francisco and to several fine colleges and universities, enjoys many cultural advantages. Many graduates will transfer to the University of California, Stanford University and the nearby state colleges. The needs of these students who transfer to upper-division work are carefully provided for in the curriculum. Many Cañada College students, having terminated their formal education with the Associate in Arts degree, will find employment in business and industry.

Role of the Faculty and Students

Cañada College is governed by policies approved by the Board of Trustees of San Mateo Junior College District. These policies encourage maximum autonomy and therefore delegate many responsibilities to the individual colleges within the District.

Cañada College seeks the counsel of its faculty and students through a system of permanent committees and through informal or short-term bodies. The regular committees are organized under the Faculty Senate, which operates through a Governing Council (elected by the teaching faculty) and through the following committees: Curriculum, Faculty-Student Relations, Professional Personnel and Salary. Student members of the first two of the listed committees are appointed by the Associated Students Council.

Accreditation

Cañada College is approved by the Office of the Chancellor of the California Community Colleges and by the Veterans Administration, and is fully accredited by the Western Association of Schools and Colleges, the recognized local agency which is affiliated with the Federation of Regional Accrediting Commissions of Higher Education.

Evening College

Cañada Evening College offers a wide range of classes including lower-division collegiate work leading to the completion of an Associate in Arts degree and/or transfer to a four-year institution, and classes designed to meet the specific needs and interests of adults.

An Evening College catalog and schedule may be obtained from the College or from public libraries shortly before the beginning of each semester.

Summer Session

San Mateo Junior College District offers summer sessions at colleges within the District. Further information may be obtained by calling Cañada's Evening College and Summer Session office.

Summer session also affords the opportunity for superior high school students, after completing their junior year, to take a number of selected college courses. Further information may be obtained by contacting the high school counselor.

College Library

With a dramatic reading room which affords a panoramic view toward the wooded slopes of Skyline ridge, the library provides students with excellent facilities for the use of books, periodicals, and audio-visual materials.

The library is housed in the westernmost section of the lower two floors of the Campus Center. The lower floor includes a stack area for books, a reading room, the main circulation desk, periodical and reference areas, a typing room, and library offices and work areas. On the second floor are the language laboratory and listening rooms, a conference room, and audio-visual circulation and service areas.

No effort has been spared to make the library an inviting and easily accessible place for study, research and browsing. There are 90 carrels for individual study and some 150 seats at tables. The present collections comprise over 28,000 carefully selected volumes, some 480 periodicals and over 1,600 reels of microfilm. In the audio room there are 86 stations for listening to music, to language and to other recordings, and a collection of over 4,000 phonodiscs and recorded tapes. The language laboratory has 12 stations for recording and for listening.

Cañada College students have the privilege of using all library facilities of the College of San Mateo with its 90,000 volumes and large collections of microfilms, phonodiscs and tapes; they may also use the facilities of Skyline College.

Parking

Parking for students is provided on the campus in clearly designated areas. Certain parking places are reserved for handicapped students, for visitors who have guest permits, and for faculty and staff.

Admissions Information

High School Juniors and Seniors

Recent legislation permits third- and fourth-year high school students to enroll in certain programs at Cañada College. For further information, students should consult their high school counselor or the Office of Admissions and Records at Cañada College.

High School Graduates

Normally, graduation from high school or other schools of equivalent rank is a prerequisite for admission.

Persons over 18 years of age who are legal residents of San Mateo Junior College District may be admitted to classes even though they are not high school graduates if, in the opinion of the President, they can profit from the experience. Students who do use college credits to satisfy high school graduation requirements cannot use these same credits for college graduation or transfer.

(Any person who is not a legal resident of California or who is a legal resident of another junior college district in California, please see Residence Requirements for Admission.)

Transfer From Four-Year Institutions

Transfer students from four-year institutions are welcome. Academic records will be evaluated by the Registrar, and credit allowed for lower-division work completed in other accredited institutions. At the time of evaluation, the Academic Standards Policy of Cañada College will be applied. (See Academic Standards.)

Transfers From Other Junior Colleges

Students who have previously attended another junior college and are in good standing are eligible to enroll at

Cañada College subject to residence requirements. Students who have been disqualified by another junior college will not be admitted in the semester immediately following their attendance at that junior college. After one semester's absence, such students may be admitted, subject to the Academic Standards Policy.

Veterans and Veterans' Dependents

Cañada College is listed by the Veterans Administration as qualified to receive students under Chapter 34 (veterans), Chapter 35 (veterans' dependents) and Chapter 31 (rehabilitation). All students, except those under Chapter 31, buy their own books and supplies. Those interested in attending Cañada College under any of these chapters should contact the Veterans Administration Office at 49 Fourth Street in San Francisco or 590 Hamilton Street in Redwood City to determine eligibility for benefits. After eligibility is determined, the veteran should bring his Certificate of Eligibility and receipt of registration to the Registrar's Office for processing.

Veterans will receive six units of credit for Health Education, First Aid and Physical Education upon presentation of discharge papers showing honorable discharge and active service of one year or more in the United States armed forces. They may receive additional credit for work satisfactorily completed under the training program of the armed forces upon presentation of proof of such work. These units will be posted to the student's record at the time of graduation.

Students in the six-month Reserve training programs are not eligible for this credit. This is in accordance with the recommendations of the American Council on Education, issued September, 1957.

Veterans are encouraged to see the Cañada College veterans' counselor at the time of registration.

The state of California provides a program for children

of veterans who are deceased or disabled from service-connected causes. Application should be made to the California Department of Veterans Affairs at 350 McAllister Street in San Francisco.

Adult Students

All regular day or credit classes are open to adults who wish to attend. Adults are expected to assume the obligations and responsibilities of regular junior college students, but those 21 years of age or over are exempted from Physical Education requirements. For the Evening College classes, see the Evening College catalog.

Special Students (One or Two Courses Only)

A student taking one or two courses only is designated "Special." Special students must submit applications during filing dates but are not required to submit transcripts.

Counseling is available to special students upon request.

Foreign Students

Cañada College offers a well-developed program for students from other countries. The College provides a counselor with specialized experience to assist them with personal and academic problems, and a Community International Students Committee offers excursions and programs to acquaint them with other aspects of American life.

Applicants from outside the United States must:

- 1) Have completed the equivalent of an American high school education with satisfactory grades.
- 2) Demonstrate sufficient command of English to profit from instruction at the College.
- 3) Present evidence that they have the necessary funds to take care of tuition and all living expenses while attending Cañada College.

Tuition for foreign students is \$550 per year.

Transfer Credit

Credit will be allowed for lower-division work done in other accredited institutions. All work presented will be evaluated by the Registrar.

Advanced Placement Credit

Students who have taken the Advanced Placement Test in English and who have scored three may receive credit for English 1b; those who have scored four or five will receive credit for English 1a and 1b. Test scores and a written petition for this credit should be filed in the Registrar's office.

Credit by Examination

The College authorizes credit by examination to students who are currently enrolled and in good standing who have successfully completed twelve units of work at Cañada. A student wishing to receive credit by examination for a particular course should make his intention known to the Registrar's office which will refer him to the appropriate division chairman.

Residence Requirements for Admission

The right to attend any one public junior college in California, is, in addition to the academic requirements, conditioned by certain residence qualifications.

The legal residence of any unmarried minor student is that of the father or mother, or court-appointed guardian.

An applicant who is a resident of the San Mateo Junior College District needs only to declare his residence and complete admission requirements.

An applicant who is a resident in a part of California not included in a district which maintains junior college classes may attend Cañada College. A permit signed by the County Superintendent of Schools of the county of residence will be obtained by the Registrar.

An applicant who is a legal resident of another junior college district applying for admission as a day student must be a graduate of a high school, or be 21 years of age or older, and must submit a written permit from the superintendent of his district of residence granting him permission to enroll in Cañada College.

An applicant whose legal residence is in a state other than California or from a foreign country, must be a graduate of a high school or be 21 years of age or older, and have an academic record or test scores which indicate a potential for success. Such students will be charged a non-resident fee.

Tuition (Non-Resident Fee)

No tuition is charged to legal residents of San Mateo Junior College District or to students from other parts of California who qualify for admission.

Out-of-state residents pay a non-resident fee of \$750 for the academic year 1972-73. This fee is payable at the time of registration at the rate of \$375 per semester or \$25 per unit. Residence status will be determined by the Registrar. Detailed regulations governing non-resident fee and admission requirements will be distributed to students who apply for admission.

Costs to Students

While there is no tuition at Cañada College for students whose legal residence is in the San Mateo Junior College

District, there are living and incidental costs which should be anticipated. All fees are subject to change by the Board of Trustees and, when applicable, by local, State and Federal statutes. These, together with their normal expectable amounts will include:

Books and supplies	\$75 per semester
*Health Fee	\$3.75 per semester
Student activity card	\$10 per year
	\$6 for spring semester
Room and board	\$150 per month
Transportation	\$30 per month
Personal expenses (laundry, recreation, medical)	\$30 per month

*Students who are taking more than one course or a course with more than five units are required to pay the health fee.

Choice of College

Residents of the District may elect to attend Cañada College, College of San Mateo or Skyline College. In the event the capacity of any college is reached, students will be diverted to one of the other two colleges. Major course of study and date of application will be taken into consideration if such diversion becomes necessary.

Application for Admission

(See 1972-73 Calendar for Application filing dates.)

Prospective students applying for admission to Cañada College are required to:

1. File a written application for admission upon forms supplied by the College.
2. Submit two complete transcripts of records from the high school of graduation, or last attended, and each college attended. (Veterans should file similar copies of their military record and of their special training courses so that they may obtain proper college credit.)

Registration

Counseling Appointments

Upon completion of admission requirements, all regular students will meet individually with a counselor for assistance in program planning prior to registration. (See Calendar at the front of the catalog.) Regular students register only after receiving program approval from a counselor. Late registration after the first day of instruction is not recommended.

Unit Load Limitations

A normal class load will be 15 units plus Physical Education. Students are discouraged from taking more than 17 units without special authorization from their counselor.

Students enrolling in 12 or more units are classified as full-time students.

Students working full time or those in the military service should limit their programs to 10 or fewer units. Combinations of work and school should be carefully discussed with the counselor.

Auditing is not permitted in any course offered for credit.

Physical Education Requirements

All regular students are required to take Physical Education, in accordance with the State Education Code, except those who are excused for those reasons indicated below. Men and women must devote two hours per week to Physical Education throughout the period of attendance as undergraduates. Failure to register in and regularly attend Physical Education will result in cancellation of registration. The following students may be excused from the P. E. requirement:

1. Junior college or four-year college graduates.
2. Students who are 21 years of age or older.
3. Students taking eight units or less in Day College.
4. Veterans, exclusive of six-month Reserve trainees.
5. Students excused for medical reasons (requires physician's statement on file in the Physical Education division office).

Every student who is exempt from Physical Education must obtain a clearance signature from the Physical Education division on his study card before completing registration.

Program Changes

A program once entered by signing up for any given set of classes may not be changed in any way, unless written permission to do so is granted a student by his counselor, and the student completes the prescribed change-of-program procedure.

Changes of programs will be permitted only for students who have valid reasons for such requests.

A student may not add a new class after the fifth day of the semester except by special permission. A student may drop a course, whether passing or failing, at any time until the last day of classes.

Grades and Scholarship

Units of Work and Credit

A "unit" represents one hour weekly, during one semester, in lecture or recitation with the necessary preparation time, or three hours in laboratory or other exercises not requiring home work for preparation.

A normal schedule of 15 college units presupposes that the average student will devote approximately 45 hours per week to class attendance and preparation.

Grades and Grade Points

Once a subject has been made a part of a student's program of attendance, his record for the subject will be reported to the Registrar by one of the following symbols:

A—Excellent	4 grade points per unit
B—Above average	3 grade points per unit
C—Average	2 grade points per unit
D—Passing; below average	1 grade point per unit
F—Failed	0 grade points per unit
INC—Incomplete	0 grade points per unit
CR—Credit	Not considered in determining grade point average
NCR—No credit	Not considered in determining grade point average
W—Withdrawn	Not considered in determining grade point average

A grade of "Incomplete" may be given only if the student is unable to take the final examination or complete a major course assignment due to illness or extreme personal emergency. In this case, it is the student's obligation to give the instructor notification of the reason for his inability to

complete the course requirements and to make arrangement for completion of the work. The Incomplete must be removed by the end of the next semester. Additional time may be provided upon approval of the instructor and the Registrar. If the course is satisfactorily repeated, the student may petition to have a grade of Incomplete removed.

A grade of "W," meaning withdrawn from class, indicates that the subject so marked has been cancelled from the student's study list and is, therefore, not to be awarded a final grade. No credit can be counted in subjects for which a "W" is recorded.

A student may repeat any course in which he has received a final grade below "C." He may not, however, repeat such courses more than twice except with the approval of the Appeals Committee and his counselor. In addition, however, he may repeat for credit, regardless of grade earned, those courses so designated in the catalog.

Upon satisfactory completion of a repeated course, the student must petition the Registrar to remove the units attempted, units completed and grade points for the previous course from the cumulative totals on his permanent record. Upon approval of the petition, all units and grades attempted or earned will appear on the permanent record, but only the last grade will be included in determining academic standing and grade point average, and only those units will be counted toward graduation. The g.p.a. (grade-point average) is determined by dividing the total number of grade points earned by the total number of units attempted. The evaluation of transfer credit from another institution may also be adjusted in this manner upon receipt of adequate documentation proving the parallel content of the transfer course and the Cañada course. Petitions which are not approved will be reviewed by the Curriculum Committee at the request of the student.

Grade Reports

A student is held responsible for his own academic progress. Grade reports are sent directly to each student at mid-semester. This mid-term grade report is not made a part of a student's permanent record. Following final examinations at the end of the semester, the student is sent the report of his final semester grades, which serve as the basis for computing the student's standing.

Scholastic Honors

A Dean's List of students who achieve academic honors is published at the end of each semester containing the name of each student who has completed 12 units or more of work during that semester at Cañada College with a grade-point average of 3.0 ("B") or above.

Academic honors are awarded to students at graduation who have attained a 3.0 ("B") cumulative grade-point average.

Cañada College is affiliated with the State Junior College Honorary Scholarship Society, Alpha Gamma Sigma.

Transcripts

Official transcripts will be sent to employers, colleges and other institutions upon written request by the student. Only courses taken at Cañada College will appear on the transcript. Transcripts from high schools and other colleges will not be forwarded. Two transcripts will be sent without charge. Subsequent copies will be sent for one dollar per copy.

Personal Recommendations

Personal recommendations should be a part of each student's permanent record file. Students should request these recommendations from their instructor; recommendation forms are available from the Office of Admissions and Registration.

Personal recommendations are used to provide information on students' personal characteristics to prospective employers or colleges to which students may transfer.

Academic Standards

Grade-Point Deficiency

The Academic Standards Policy of Cañada College is based on a cumulative grade-point average of "C," the minimum standard of progress toward graduation or transfer.

All units and grade points are on a cumulative basis. At all times, a student must maintain a cumulative grade-point total that is double the total units undertaken (C average). (Example: If a student undertakes 12½ units in one semester and 15½ in a second semester, his cumulative units are 28, requiring a grade-point total of 56.)

Any grade-point total less than twice the attempted units is regarded as deficient.

Cañada College credit/no credit courses will not affect a student's grade-point deficiency, disqualification or dismissal.

Disqualification

A student will be disqualified, if at any time, his deficiency amounts to 12 or more grade points. A disqualified student must ordinarily remain out of Cañada College day and evening classes for one semester.

A disqualified student may present a written appeal to the Faculty-Student Appeals Committee requesting immediate reinstatement if his disqualification has resulted from unusual, emergency circumstances.

Dismissal

A previously disqualified student who incurs a deficiency in any subsequent semester will be dismissed and ordinarily will not be permitted to return to Cañada College for day or evening classes. However, if a student has not increased his total deficiency after disqualification, he may petition the Faculty-Student Appeals Committee for permission to continue in college.

Immediate readmission of a dismissed student is not considered. Only after the lapse of at least two semesters may a dismissed student petition for readmission; then consideration is given only on the basis of evidence of academic work or other constructive achievement during the student's absence from college.

Transfer Students

Students who have been placed on probation or disqualified by another junior college will not be admitted in the semester immediately following their attendance at that junior college. Such students may be admitted, subject to the Academic Standards Policy of Cañada College, after one semester's absence. This Academic Standards Policy will be

applied to transfer students from other junior colleges on admission. These students must complete all admission requirements.

The Academic Standards Policy of Cañada College will be applied to transfer students from other colleges and universities on admission. These students must complete all admission requirements.

Student Obligations

Conduct

The principle of personal honor is the basis for student conduct. The honor system rests on the sincere belief that the college student is mature and self-respecting, and can be relied upon to act as a responsible and ethical member of society. Each individual has the obligation of knowing and upholding College rules.

Regulations governing student conduct are subject to change by the Board of Trustees and, when applicable, by local, State and Federal statutes. These rules are given in the Student Guide which is included in the packets supplied to each student at the time of registration.

Social or other functions using the name of the College are thereby identified as College functions and become subject to the same high standards of conduct and of supervision, whether conducted on or off the campus.

Social or other functions for which no patrons are listed from the membership of the faculty are not school functions. Further, no off-campus organizations may use the College name or imply College sponsorship in any publicity or other information.

Secret Organizations

Sororities and fraternities and other secret organizations are banned under the Education Code of the State of California.

Fines

Fines are assessed for failure to comply promptly with library and other campus regulations, and students are required to pay for careless or unnecessary damage to College property. Students who are delinquent in their financial obligations to the College may not receive grades, reports or other records of their work until such delinquencies have been adjusted to the satisfaction of the College authorities.

Attendance Regulations

Regular attendance in class and laboratory sessions is an obligation assumed by every student at the time of his registration. By being absent from class, the student misses both the content of the particular session and the continuity of the course as developed in a single period of work. When a student's failure to attend class places his success in jeopardy, the instructor may drop the student from the class.

The following regulations regarding attendance have been approved by the Board of Trustees and will be enforced:

A student may be dropped from class whenever his total hours of absence from class equal twice the number of hours the class meets in one week. Absence means non-attendance, and includes non-attendance for illness, participation in school-sponsored activities or personal emergency.

Any student dropped from any class because of this regulation may appeal in writing to the Faculty-Student Appeals Committee within five school calendar days of such drop if he feels there are extenuating circumstances beyond his control which justify his remaining in class. A student making such an appeal may, with the permission of the instructor, remain in class until the decision of the Faculty-Student Appeals Committee is reached. The Faculty-Student Appeals Committee will make a recommendation to the instructor after considering such an appeal. In all cases the decision of the instructor is final.

Emergency Leave of Absence

Absences for medical reasons of less than one week need not be reported to the College.

Students who will be absent from any class or classes for one week or longer for any health reason are required to request emergency leave from the Student Health Center.

Students should report to the Health Center for a clearance before returning to classes.

Students who will be absent from any class or classes for one week or longer for other personal emergencies are required to request an emergency leave from the Dean of Women or Dean of Men.

If medical or personal emergency requires absence of as much as two weeks, it will be necessary for the student to consult with his counselor before returning to classes.

Withdrawal From College

A student may withdraw from the College at any time prior to the last day of classes without penalty.

A student finding it necessary to withdraw at any time after registration must obtain a petition for withdrawal from his counselor. Special students (taking one or two courses only) should report to the Dean of Men or Dean of Women for a withdrawal petition. The completed form must be returned within five college days to the Dean of Men or Dean of Women.

Absence Without Leave

To avoid possible academic penalty, a student who leaves college at any time during a semester must complete a formal withdrawal within a period of one week.

Student Personnel Services

Program Planning, Counseling and Psychological Services

One of the primary responsibilities of Cañada College is to assist each student in the effective utilization of his capabilities. To accomplish this, the College provides professional counselors to assist students in clarifying or establishing appropriate educational and vocational goals, or to work out problems of a social or personal nature.

Counselors are assigned according to the majors which students have declared. Because it is felt that the relationship between the counselor and the counselee is most important, a student may request a change of counselor by seeing the Dean of Students, Building 8, Room 205.

These counselors are available by appointment during the registration period and throughout the academic year to consult with students. They assist students in planning programs of study, approve the final program for each semester and are consulted about program changes. The counselor's function, however, is an advisory one. Ultimately the responsibility for knowing program requirements and enrolling in proper courses rests with the student.

Students are encouraged to bring to the attention of their counselor employment, financial or other personal problems which affect their success in college.

The office of the Dean of Students will schedule appointments for students who cannot meet with their counselors during scheduled office hours.

When a student receives an academic deficiency notice indicating unsatisfactory work, he is to see his counselor concerning reasons for his lack of progress.

All faculty members are an important part of this College's advising program. Students should feel free to approach counselors and other faculty members for information.

Psychological Services are available to all students at the College. Appointments may be made through a counselor, the Office of the Dean of Students or directly by the student with the school psychologist.

Student Development Program

The Student Development Program was inaugurated by the College in the fall of 1969 to provide supporting services to students who had not been able to participate fully in the educational and cultural experience of the community. The program was designed principally for minority students, although all students are welcome to participate.

The Student Development Center, located in the lower floor of Building 16, is operated by several full-time faculty members. This staff is prepared to offer intensive academic, vocational and personal counseling, assistance in obtaining scholarships and financial aids, and, in conjunction with community agencies, to secure housing, transportation, employment and other needed assistance.

The Director of the Student Development Program works closely with local high schools to encourage graduating seniors, particularly students of color, to consider furthering their education at Cañada College.

SPEED

(Student Program for the Educationally and Economically Disadvantaged)

The SPEED program was conceived and organized by a group of students who felt that a segment of the community were not able to take advantage of the College because of special problems. They were particularly concerned about divorced or widowed mothers, individuals who were unemployed because of cutbacks, and others who had recently been paroled from prison. The program tries to provide financial aid in the form of grants and payment for volunteer work done in the community. A portion of the time of a Cañada counselor is devoted to working with SPEED students in the areas of housing, transportation, child-care, employment, vocational planning and adaptation to college.

Testing

The Office of the Coordinator of Counseling maintains a service in aptitude, personality, interest and vocational testing which is available to all registered students. Through this service, students may receive assistance in assessing their aptitudes and interests so that they may better plan their educational and vocational goals. Students may obtain additional information about the testing program from their counselor.

College Orientation

The counseling staff teaches several guidance classes designed to help a student in his over-all adjustment to college. They provide the framework for better self-understanding, a general orientation to college, assistance with study habits, skills required for more effective learning, and a chance for exploration of occupational goals. Special interest discussion groups are provided on topics of common concern to students.

Career Information

Career and Occupational Outlook Library—COOL—is located in Building 5, Room 208. The library contains current information and is staffed by counselor aides who assist students.

Health Service

Counseling on health problems is available at the Student Health Center, located in room 212 of the Campus Center.

Report of a recent health examination, given by the student's personal physician, should be turned in to the Health Center at time of registration by all entering students.

First aid is given in cases of injury. The student is then referred to his physician.

Student Health Insurance Program

The College offers accident and health insurance coverage to its students on a voluntary basis. Most students are over 18 years of age and are no longer covered by their parents' group insurance policies. Additional information and literature can be obtained in the Student Health Center.

Placement Services

The College maintains a placement office to assist students currently enrolled and in good standing to secure part-time employment. This service is also available to graduating and former students who wish to secure full-time employment.

Housing

The Dean of Women will assist students in finding housing in the community. All arrangements are made between the owner and the student. Dormitories or College-sponsored housing facilities are not available. Some opportunities exist for students to earn their room and board in private homes.

Financial Aids

Cañada College participates in federal and state scholarship, loan, grant and work-study programs. In addition, the San Mateo College Foundation administers funds from private sources which are available to students as scholarships and loans.

The Associated Students have made a limited loan fund available to students who have purchased a student body card and have an emergency need. Students desiring further information should contact the Dean of Men's office. For all other financial aids, they should apply to the Financial Aids office.

Student Activities

There will be an organization known as "The Associated Students of Cañada College" whose purpose will be:

- (1) To promote the general welfare of the students.
- (2) To guarantee equality of opportunity among the students.
- (3) To offer an experience in practice of American democratic government.
- (4) To encourage student participation in planning and direction of student activities (and other college committees) as permitted under the Education Code of the State of California and the policies of the Board of Trustees.

During the past (4 years) students at Cañada have made substantial progress in formulating a student budget that reflects their relevant interests. They are currently modifying their student government structure to insure that it becomes a truly responsive and responsible instrument of student interests and concerns. Students are urged to visit the Activities Office and participate in the co-curricular program.

With the assistance of faculty advisers, Student Council directs and supervises all student activities and intramural sports in which the College is represented. Because the direct financial support for activities comes from purchase of Activity Cards, each student is urged to purchase his card as a part of his registration.

Student Organizations

In order to secure the most from his college life, a student is encouraged to participate in one or more of the many clubs organized within the Associated Students. Such clubs offer many and diversified opportunities to students for both social and educational contacts. Each club elects its officers and plans its own program for the semester.

Student Publications

The **Newspaper**, a weekly publication, provides full coverage of activities on campus and offers invaluable experience to journalism students.

The **Student Guide** contains information to incoming students about college rules, student rights, student disciplinary due process procedures, the College's governance structure, staff, student organizations, and services of the College together with a complete calendar of events.

The **Student Bulletin**, a mimeographed publication, is prepared and distributed by the Activities Office three days a week to announce activities, news events and items of interest to the faculty and students of the College. The deadline for submission of items for publication is 9 a.m. on the preceding day.

Athletics

Cañada College sponsors sports within the Camino Norte Conference for the benefit of those students interested in team competition.

Cañada College adheres to the California State Athletic Code and the Camino Norte Conference eligibility rules and regulations. Final decisions rest with the Camino Norte Conference Commissioner or the California State Athletic Committee.

The following basic principles pertain to all matters of eligibility:

1. No student may represent his college in any athletic contest unless he is enrolled in and is passing at all times in a minimum of 10 units of work in addition to Physical Education (if required) in a regular or special course as defined in the curricula of his institution.
2. In meeting the units-of-work requirement, subjects which have been failed may be repeated, but those that have been completed with a passing mark may not ordinarily be repeated and included in meeting this requirement.
3. In order to be eligible, a student who has previously attended college must have completed, in his last term or semester of attendance, at least 10 units of work in addition to Physical Education (if required).

Intramural Activities

The Physical Education and Recreation Education Division, in cooperation with the Student Council, offers a wide range of Intramural Activities for men and women that include flag football, volleyball, basketball, table tennis, softball, tennis, soccer, dance, badminton, and bicycling.

Additionally, sports days are scheduled with neighboring colleges, universities, and community colleges.

Foreign Travel and Study

A file of current overseas programs for study and travel are kept by one of the counselors. Check with Coordinator of Counselors for more information.

Scholarships

Cañada College provides a scholarship program to recognize and honor outstanding students. Individuals and organizations provide scholarships for the program. Application deadlines are March 15 for continuing and transferring students at Cañada, and April 15 for new students. The Scholarship Committee consists of three faculty members, two students and the Dean of Women. It meets each spring to review applications and select recipients for the following school year. Applications and requests for information should be directed to the Dean of Women. Scholarships available for the 1972-73 school year are:

Donor	Criteria	Amount
Alpha Gamma Sigma, Cañada College		\$100 ea.
American Association of University Women, San Carlos	Woman student working toward a baccalaureate degree	\$200
Associated Students and Inter-Club Council of Cañada College	Cañada College Student Activity Card holder	\$100
Atkinson Foundation	Two Cañada students continuing as sophomores	(2) \$150 ea.
John A. Blume & Associates, Engineers	Continuing or transferring student in engineering or closely related field	\$100
California School Employees Association, Chapter 33	Two continuing or transferring students with 2.75 gpa or higher	(2) \$100 ea.
Cañada College Choir	Vocal music student with B average or higher. Selection by audition.	\$100
Cañada Connoisseurs	Food Technology student at Cañada	\$100
Ruth Castle Scholarship Fund	Student continuing as a sophomore with a 2.00 gpa or higher	\$100
Evelyn Crowley Memorial Scholarship		
Charles Crouch (Appleton & Resetar Hotels, Watsonville)	Food Technology student at Cañada	\$150
Myrtle J. Eaton Scholarship Fund	Student enrolled in SPEED (Student Program for the Educationally and Economically Disadvantaged)	\$ 55
Faculty Wives of Cañada	Continuing student at Cañada	\$100
Dorothea Gansburg Memorial	Food Technology student at Cañada	\$100
William A. Goss Scholarship Fund	Unrestricted	(3) \$100 ea.
Ethel Lindauer Scholarship Fund	Unrestricted	\$150
Lyons Restaurants	Food Technology student at Cañada	\$100

22 Scholarships (Cont.), Graduation Requirements

Donor	Criteria	Amount
Manufacturers Agents for the Food Service Industry (MAFSI)	Food Technology student at Cañada	\$100
Patrons of Cañada College	Cañada students—unrestricted	\$400
Redwood City Bobbies—(Wm. L. Faulstich Scholarship)	Student in Law Enforcement	\$100
Redwood City Citizens Against Racism	Minority student from Redwood City	\$ 50
Redwood City Clergy Association	Minority student	\$200
San Mateo County Association of Educational Office Employees	One male and one female student majoring in business at Cañada during 1972-73	(2) \$100 ea.
Seventeenth District, California Congress of Parents & Teachers, Inc.	Student attending a District college in 1972-73	\$100
Victoria Station Incorporated	Full-time Food Technology student at Cañada College	\$100
X-Ray Technology Scholarship	Must be enrolled in Cañada's X-Ray Technology program.	\$100

Graduation Requirements

Associate in Arts Degree

Graduation from Cañada College with the Associate in Arts degree is based upon the completion of 60 units of lower-division college-level work, including the requirements listed below, the last 12 units of which must be completed at this institution. A student is required to have an overall grade-point average of 2.0 or a 2.0 grade-point average on his last 60 units of work. At the beginning of the final semester, it is the responsibility of each candidate to file an application for graduation in accordance with directions to be announced by the Registrar.

SUBJECT	UNITS
American Institutions—National	3
American Institutions—State and Local.....	2-3
English.....	6-8
Health Education and First Aid.....	2-3
Physical Education	4
Major (terminal students only).....	20
General Education.....	6
(3 units Math-Science)	
(3 units Humanities)	
Electives.....	12-20
TOTAL UNITS	60

Here are the requirements in brief, followed by explanatory paragraphs:

American Institutions

This requirement may be satisfied in two different ways: (a) by completing at least one of the listings in group 1 below and one of the listings in group 2, or (b) by completing one of the listings in group 3.

Group 1—American History and Institutions

- History 17a—United States History (3 units), or
- History 17b—United States History (3 units), or
- Political Science 21—American Government (3 units), or
- History 4c—American Civilization (4 units), or
- History 8a—History of the Americas (3 units), or
- Political Science 7—Survey of Constitutional Principles (3 units), or
- Social Science 2—Introduction to the Social Sciences (3 units)

Group 2—California State and Local Government

- Political Science 23—California State Government (2 units), or
- Political Science 24—California Urban Government (2 units), or
- Political Science 28—School Governance (2 units), or
- History 22—California History (3 units), or
- History 26—20th Century United States (3 units), or
- History 31—History and Government of San Mateo County (3 units), or
- Social Science 1—Introduction to the Social Sciences (3 units)

Group 3—American National and Local Institutions

- Political Science 25—National, State, and Local Institutions (5 units), or
- Political Science 27—American Society (5 units) (For foreign students only)

Recommended Sequences:

History 17a—History 22	Western History Emphasis
History 17b—History 26	Modern History Emphasis
History 4c—Political Science 23/24	Cultural History Emphasis
History 8a—History 22	Mexican-American Emphasis
Social Science 1—Social Science 2	Current Problems Emphasis
Political Science 7—Political Science 23/24	Constitutional Emphasis
Political Science 21—Political Science 23/24	American Government Emphasis (or Political Science 25 combination)
History 17a and 17b—Political Science 23/24	

(History 17a and 17b are required by some upper-division majors and may also be taken at Cañada with an American Studies emphasis—see Interdisciplinary Studies.)

English

The student must complete at least two semester courses in English or Speech (a minimum total of 6 units) not to be taken concurrently. One of these shall be English 50a, English 1a or English 57a. Other courses shall be selected from the following:

English: 1b, 23, 24, 25, 27, 28a, 30, 34, 36, 37, 41, 42a–b, 43, 44, 45, 46a–b–c, 50b, 57b

Speech: 1a, 10, 30a, 30b

Health Education and First Aid

All students are required to take Health Education 1. In addition, each student must show that he has completed an acceptable course in First Aid. Most students who have graduated from a public high school in California since 1952 have completed the First Aid requirement. Veterans may receive credit for these courses by presenting to the Registrar their discharge papers showing honorable discharge and active service of one year or more in the United States armed forces. These units will be posted to the student's record at the time of graduation.

Physical Education

A minimum of 1 unit each semester for two hours of Physical Education taken each week throughout the period of junior college attendance prior to graduation is required under the State Law of California, unless the student is legally exempted therefrom as indicated under "Registration, P.E. Requirement" in this catalog. The student must receive a passing grade for each required semester of P.E.

Major

A student's major consists of at least 20 semester hours in a specified field of study. A field of study is understood to be a specific subject with such supporting subjects as may properly be used to round out the training in preparation for a major or for some particular occupation. For students planning to transfer to four-year institutions, fulfillment of lower-division requirements for the institution of their choice will be considered a major. Students interested in an individualized major should refer to this category in the "Suggested Curricula" section of this catalog.

General Education

General Education is the part of a program of studies which introduces the student to areas of study that develop breadth of outlook and contributes to his balanced development. This training is complementary to, but different in emphasis from, the specialized training he receives for a job, a profession or high scholastic attainment in a particular field of study.

24 Graduation Requirements (Cont.)

The purpose of the program in General Education is to assist the student in moving toward the following goals:

1. Developing a sound moral and spiritual code for his personal and civic life as a responsible citizen in a democracy.
2. Developing critical and constructive thinking for problem solving and value discrimination.
3. Maintaining good mental and physical health for himself, his family and his community; developing balanced personal and social adjustment, satisfactory home and family life, and vocational adjustment.
4. Using basic mechanical, mathematical and communication skills to solve everyday problems, understand ideas of others and express his own ideas effectively.
5. Understanding his cultural heritage and his interaction with his biological and physical environment.
6. Understanding the creative activity of others and participating to some extent in creative activity of his own.

General Education Courses in Mathematics and Science

*Anthropology 1	*Forestry 1
Astronomy 10	*Environment 1
*Bacteriology 10	*Environment 3
†Biology 1	†Geology 1a
*Biology 9	†Geology 10
Biology 15	Geography 1a
†Botany 1	*Life Science 10
*Botany 10	*Mathematics 10
Business 12	Mathematics 11
Business 50	Mathematics 12
Business 51	*Mathematics 16
Business 66 or 1a	*Meteorology 1
*Chemistry 10	*Physical Science 10
Chemistry 51	*Physics 10
*Conservation 1	

*Courses suitable for non-science majors.

†Has an accompanying laboratory.

General Education Courses in the Humanities and Personal Growth

Anthropology 2	Guidance 3
Anthropology 36	Guidance 4
Art 1a	History 4a-b
Art 1b	History 5
Art 1c	History 6
Art 2a	History 8a-b
Art 3	History 9a-b
Art 6a	History 22
Art 10	History 26
Art 13a	History 33
Business 10	Home Econ. 6
Business 11	Home Econ. 7
Business 35	Home Econ. 9
Business 58	Home Econ. 20a
Business 64	Home Econ. 22
Business 66	Home Econ. 24
Business 92a or 92r	Home Econ. 40
Business Adm. 18a	Home Econ. 41
Drama 10	Journalism 1
Drama 13a-b	Music 6
Drama 14a-b	Music 22
Drama 15	Music 23
Economics 1a-b	Music 27
Economics 7	Music 33
Economics 27	Music 35
English 23	Music 36
English 24	Music 37
English 25	Philosophy 6a, b or c
English 27	Philosophy 23
English 28a	Philosophy 24
English 30	Philosophy 25
English 34	Political Sci. 2
English 36	Political Sci. 3
English 37	Psychology 1a
English 41	Psychology 4
English 42a-b	Psychology 10
English 43	Psychology 33
English 44	Social Science 33
English 45	Social Science 34
English 46a-b-c	Sociology 1
Geography 1b	Sociology 2
Geography 5a-b-c	Speech 10
Guidance 1	Speech 30a-b
Guidance 2	

A.A. Degree and Certificate Occupational Programs

Academic Division	Occupational Area	Curriculum	A.A. Degree	Certificate
Business	Business	Business Administration	X	X
		Clerk-typist		X
		Credit & Finance Management	X	X
		General Clerical	X	
		Home Furnishing Merchandising	X	X
		Merchandising Management	X	X
		Secretarial	X	X
		Food Technology & Management	X	X
	Home Economics	Home Economics	X	
Fine Arts	Art	Commercial Art	X	
Life Science Physical Science Social Science	Environmental Technology	Environmental Technology	X	
Life Science	Radiologic Technology	X-Ray Technology	X	
Management (Evening College only)	Management	Business Management	X	X
		Financial & Credit Management	X	X
		Industrial Management	X	X
		Public Administration Management	X	X
		Small Business Management	X	X
		Supermarket Management	X	X
Physical Education	Recreation	Recreation Education	X	
Social Science	Public Service Careers	Administration of Justice (Police & Corrections)	X	
		Mental Health Assistant	X	
		Nursery School Assistant	X	X
		Research & Development Assistant	X	
		Social Service Community Worker	X	
		Special Education	X	
		Teacher Assistant	X	X

State Colleges, Universities

Transfer of Credit

A student expecting to transfer to a state college, private college or university can usually complete the first two years of his work at Cañada College. If all requirements have been met, students transferring to higher institutions may graduate in two years of further study. The student may decide to spend more than two years at Cañada College or transfer to a four-year institution with less than junior standing. In any event, it is important that he consult with his counselor in order to arrange a program which will meet the requirements for transfer to the institution of his choice.

College catalogs are on file in the Library. The student may write directly to the Registrar or Dean of the institution

of his choice to obtain catalogs, circulars of information and other data concerning required subjects.

The earlier the student makes a decision regarding a higher institution to which to transfer, the better are his chances for meeting all requirements without delay. If he is unable to make this decision when he enters Cañada College he may elect to follow the requirements shown in the curriculum of the California State Colleges.

High school subject deficiencies may be made up at Cañada College in order to meet course prerequisites at college level. In some instances the student may qualify for transfer to the college of his choice by maintaining an acceptable grade-point average at Cañada College without having met high school deficiencies.

California State Colleges General Education Requirements

Cañada College will certify that the general education requirements of the California State Colleges have been met for those students who complete a minimum of 40 units, which include two courses in each of the areas I, II, III and IV listed below:

I. NATURAL SCIENCES						(Must complete 1 Life Science and 1 Physical Science Course—1 of which must be with laboratory)	<input type="checkbox"/>
Life Sciences						*indicates Lab course	
*Anat 1	†Anth 3	Biol 2	*Biol 40	Envr 1	†H Ec 18		
*Anat 62a	*Bact 1	†Biol 9	*Bot 1	For 1	LSci 10	<input type="checkbox"/>	
*Anat 62b	Bact 10	*Biol 15	*Bot 10	†H Ec 9	*Psio 1		
Anth 1	*Biol 1	†Biol 18	Cons 1	*H Ec 15	*Zool 1		
Physical Sciences							
Astr 10	*Chem 30a	*Geol 1a	†*Mus 9	*Phys 4a	Phys 10		
*Chem 1a	*Chem 30b	*Geol 1b	PSc 10	*Phys 4b	Phys 62	<input type="checkbox"/>	
*Chem 1b	Envr 3	*Geol 10	*Phys 2a	*Phys 4c			
*Chem 10	Geog 1a	Metc 1	*Phys 2b	†*Phys 9			
II. SOCIAL SCIENCES						(Must complete American Institutions requirement: 1 course marked † and 1 course marked § or a single course marked †§) (Minimum of 2 courses)	<input type="checkbox"/>
Anth 2	Geog 1b	Hist 8b	†H Ec 36	Psyc 1a	§SSci 1		
†Anth 3	Geog 4	†Hist 9a	PISc 1	Psyc 1b	§SSci 2		
Anth 36	Geog 5a	†Hist 9b	PISc 2	Psyc 4	†SSci 6	<input type="checkbox"/>	
Econ 1a	Geog 5b	†Hist 17a	PISc 3	Psyc 5	†SSci 35		
Econ 1b	Geog 5c	†Hist 17b	†PISc 7	Psyc 6	†SSci 36		
Econ 7	†Hist 4a	§Hist 22	†PISc 21	Psyc 10			
Econ 10	†Hist 4b	§Hist 26	§PISc 23	Psyc 12			
Econ 11	†Hist 4c	§Hist 31	§PISc 24	Psyc 33			
Econ 14a	Hist 5	Hist 33	†§PISc 25	Soci 1			
Econ 27	Hist 6	†H Ec 6	†§PISc 27	Soci 2			
Envr 2	†Hist 8a	†H Ec 35	§PISc 28	Soci 3			

III HUMANITIES		(Choose 1 course from any 2 categories for a minimum total of 2 courses)			
Fine Arts	H Ec 40	Mus 34	Engl 28a	Philosophy	Fren 25b
Art 1a	H Ec 41	Mus 36	Engl 29	Phil 6	Germ 3
Art 1b	H Ec 60	Mus 43	Engl 30	(a, b or c)	Germ 4
Art 1c	Mus 1	†Mus 44	Engl 34	Phil 20	Span 3
Art 2a	Mus 6	Mus 51	Engl 36	Phil 21	Span 4
Art 2b	Mus 8	Literature	Engl 37	Phil 23	Span 25a
Art 3	Mus 10	Drma 1a	Engl 41	Phil 24	Span 25b
Art 10	Mus 11	Drma 1b	Engl 42a	Phil 25	†Hist 4a
†Art 44	Mus 19a	†Drma 24	Engl 42b	Phil 28	†Hist 4b
Drma 10	Mus 19b	†Drma 25	Egnl 43	Phil 35	†Hist 9a
Drma 14	Mus 19c	Engl 23	Engl 44	Foreign and	†Hist 9b
Drma 16	Mus 19d	†Engl 24	Engl 46a	Ethnic Culture	SSci 33
Drma 17	Mus 22	†Engl 25	Engl 46b	Fren 3	SSci 34
Drma 20	Mus 23	Engl 26	Engl 46c	Fren 4	_____
	Mus 33	Engl 27		Fren 25a	_____

IV BASIS SUBJECTS		(Choose any 2 courses)			
Engl 1a	H Ed 1	Math 19	Math 29	Span 1	Stat 1
Engl 1b	Math 10	Math 20	Math 30	Span 2	Stat 2
Fren 1	Math 13	Math 21	Math 31	Spch 1a	_____
Fren 2	Math 16	Math 23a	Phil 12	Spch 10	_____
Germ 1	Math 17	Math 23b	SSci 10	Spch 30a	_____
Germ 2	Math 18	Math 28	SSci 11	Spch 30b	_____

V ELECTIVES		(Maximum 8 units permitted)			
Bus 10	Bus 92a	Guid 3	Libr 1a	PE 20c	PE 50c
Bus 11	Bus 92r	Guid 4	Mgmt 61	PE 20d	PE 50d
Bus 12	BuAd 1a	Guid 10	Mgmt 65	PE 30a	†Psys 11a
Bus 35	BuAd 18a	H Ec 4	Mgmt 85	PE 30b	†Psys 11b
Bus 51	Drma 15	H Ec 7	Mgmt 99	PE 30c	R Ed 40
Bus 58	Engg 10	H Ec 20a	Mus 40	PE 30d	R Ed 41
Bus 64	Fren 30	H Ec 20b	†Nsry 11a	PE 40	R Ed 42
Bus 66	Germ 30	H Ec 20c	†Nsry 11b	PE 42	R Ed 43
Bus 83a	Guid 1	H Ec 22	PE 20a	PE 50a	R Ed 44
Bus 84	Guid 2	H Ec 24	PE 20b	PE 50b	Span 30

Note: Courses circled have been completed.
 Courses underlined are now in progress.
 Check (✓) indicates course transferred from another institution.
 Courses indicated (†) are listed in two areas but may only be credited in one.

Grand Total Units _____

G.E. Requirements Fulfilled _____

G.E. Requirements Partially Fulfilled _____

A minimum of 40 units, which includes 2 courses in each of the areas I, II, III, and IV, are required.

Certified by: _____

A minimum of 32 units must be completed in areas I - IV, with a maximum of 8 units in area V.

Date: _____

Suggested Curricula

General Statement

The student who intends to transfer a major in one of these fields should plan his course at Cañada College to meet the general requirements for junior standing, as well as the lower-division departmental requirements, of the college or university to which he wishes to transfer.

Administration of Justice

The Administration of Justice program at Cañada College, in its fourth year, has been recently revised and the scope of the program broadened to better meet the needs of the students and the community. The program emphasizes the professionalization of police officers by training men and women in criminal law, investigative techniques and other related courses. Just as important, the program also emphasizes the human relations aspect of police work and the need for officers to appreciate and understand people of all races, ethnic and religious backgrounds. To achieve this end, all administration of Justice majors are encouraged to enroll in at least one course of Black or Chicano studies; in addition, the student will take course work in community relations, contemporary sub-cultures and other related courses.

The program now includes aspects of probation and parole, so that the student wishing to enter these fields will be prepared to transfer to a state college and complete his studies. The entire Administration of Justice program is geared so that a student, if he wishes, may transfer upon completion of the necessary course work to a California state college as an upper-division student.

Associate in Arts Degree with a Major in Administration of Justice

Freshman Year

	Units	
	F	S
A.J. 9—Introduction to Law Enforcement	3	—
A.J. 52—Criminal Law	—	3
A.J. 55—Criminal Evidence	—	3
English 1a—Reading & Composition	3	—
H. Ed. 1	—	2
Humanities—(Art, Drama, Music, Philosophy)	3	—
Pol. Sci. 23 or 24—California State & Local Govt.	2	—
Psychology 1a—General Psychology	—	3
Social Sci. 40—Introduction to Social Services	3	—
Speech 1a—Basic Public Speaking	—	3
Physical Education	1	1
	15	15

Sophomore Year

	Units	
	F	S
A.J. 47—Internship Coop Ed.	—	2
A.J. 51a—Criminal Investigation	3	—
American Institutions (See Catalog, Group I)	—	3
Electives	3	2
*Ethnic Studies—Afro-American Culture, or Mexican-American Culture	3	—
Life Science—Student Choice	3-4	—
Physical Science—Student Choice	—	3-4
A.J. 50—Patrol Procedures/Report Writing	—	3
Social Sci. 38—Community Relations	3	—
Sociology 2—Social Problems	—	3
Physical Education	1	1
	—	—
	16-17	17-18

*Consult Coordinator

CORE CURRICULUM

	Units
A.J. 9—Introduction to Law Enforcement	3
A.J. 51a—Criminal Investigation	3
A.J. 52—Criminal Law	3
A.J. 55—Criminal Evidence	3
A.J. 50—Patrol Procedures/Report Writing	3
A.J. 47—Internship Coop Ed.	2
Social Sci. 38—Community Relations	3
	20 units

Core-Total

Administration of Justice electives:

A.J. 71—Organization and Administration (3)
A.J. 60—Traffic Control (3)
A.J. 100—Police Management (3)
Soc. 43—Introduction to Criminology/Penology (3)
Soc. Sci. 29—Juvenile Procedures (3)

Other recommended electives:

Business 92a—Typing (3)
English 68—Writing Laboratory (Credit/No Credit)

Adolescent Group Worker

See "Social Service"

Afro-American Studies

For courses available in this area see the special brochure "Ethnic Studies" available from the Registrar's office.

Anatomy / Anthropology

See General Statement at the beginning of this section.

Art

The student who intends to transfer a major in Art should plan his course at Cañada College to meet the general requirements for junior standing, as well as the lower-division departmental requirements of the college, university or art school to which he wishes to transfer. Students can plan their course in any of the following areas: Fine Arts and Commercial Art.

An Associate in Arts degree is awarded with a major in Art in any of the following suggested program plans:

Art (Commerical)

**Associate in Arts Degree
with a Major in Commercial Art**

Recommended High School Preparation: Design, Drawing, Painting and Poster Service.

Freshman Year	Units	
	F	S
Art 1a—History of Art.....	3	3
Art 2a—Form and Composition.....	3	—
Art 4—Perspectives.....	—	2
Art 5a—Design.....	3	—
Art 10—Introduction to Related Arts.....	—	3
Art 12—Lettering.....	—	2
English.....	3	—
Polit. Sci. 24—Calif. Urban Govt.....	2	—
Health Education I.....	2	—
Life Science 10.....	—	3
Speech 1a.....	—	3
Physical Education.....	1	1
	17	17

Sophomore Year	Units	
	F	S
Art 1c—Art of Our Times.....	3	—
Art 3—Color.....	—	3
Art 6a—Painting I.....	3	—*
Art 7a—Watercolor.....	3	3*
Physics 10—Intro. to Descriptive Physics.....	3	—
Polit. Sci. 21—American Institutions.....	—	3
Philosophy 6 (or Eng. Lit.).....	3	—
Electives, Gen. Ed.....	—	2
Physical Education.....	1	1
	16	12

*Art 6b and 7b are interchangeable.

Suggested Electives

Art 5b—Design (3)
Guid. 1, 2, 3 or 4—Guidance Class (1-1-1-1)
Bus. 120—Advertising (2)
Art Courses not listed above

CAREER OPPORTUNITIES

Commercial artists may be employed in advertising, manufacturing, public relations or communications. Experienced artists frequently specialize in a particular product or field such as fashion, industrial art, advertising, story illustration or interior design.

Art (Fine Arts)

**I—Associate in Arts Degree
with a Major in Fine Arts, Painting**

Freshman Year	Units	
	F	S
Art 1b—History of Art.....	—	3
Art 2a-2b—Form and Composition.....	3	3
Art 13a-13b—Drawing.....	3	3
Art 10—Introduction to Related Arts.....	—	3
English.....	3	—
Polit. Sci. 21—Amer. Government.....	3	—
Life Sci. 10.....	3	—
Speech 1a.....	—	3
Physical Education.....	1	1
	16	16

Sophomore Year

	Units	
	F	S
Art 1c—Art of Our Times	—	3
Art 3—Color	—	3
Art 6a-6b—Painting	3	3*
Art 7a-7b—Watercolor	3	—*
Art 15—Life Drawing	2	—
Physics 10—Intro. to Descriptive Physics	3	—
Philosophy 6 (or Eng. Lit.)	3	—
Polit. Sci. 24—Calif. Urban Govt.	2	—
Health Education 1	—	2
Electives, General Education	—	1
Physical Education	1	1
	—	—
	17	13

*Art 6b and 7b are interchangeable.

Suggested Electives

Art 1a—History of Art (3)
 Art courses not listed above
 Guid. 1, 2, 3 or 4—Guidance Class (1-1-1-1)

II—Associate in Arts Degree with a Major in Fine Arts, Sculpture

Freshman Year

	Units	
	F	S
Art 1a-1b—History of Art	3	3
Art 2a—Form and Composition	3	—
Art 5b—Design	—	3
Art 13a-13b—Drawing	3	3
English	3	—
Polit. Sci. 21—Amer. Government	3	—
Life Sci. 10	—	3
Speech 1a	—	3
Physical Education	1	1
	—	—
	16	16

Sophomore Year

	Units	
	F	S
Art 1c—Art of Our Times	3	—
Art 15—Life Drawing	2	—
Art 22a-22b—Sculpture	3	3
Physics 10—Intro. to Descriptive Physics	3	—
Philosophy 6 (or Eng. Lit.)	3	—
Polit. Sci. 24—Calif. Urban Govt.	2	—
Health Education 1	—	2
Electives, General Education	—	7
Physical Education	1	1
	—	—
	17	13

Suggested Electives

Art 10—Introduction to Related Arts (3)
 Guid. 1, 2, 3, or 4—Guidance Class (1-1-1-1)
 Art 3—Color (3)
 Art courses not listed above

Asian Studies

For courses available in this area see the special brochure "Ethnic Studies" available from the Registrar's office.

Bacteriology / Biochemistry / Biology Biophysics / Botany

See General Statement at the beginning of this section.

Business Administration

Transfer Program

Recommended High School Preparation: Elementary Algebra, Plane Geometry, Natural or Physical Science.

The lower division requirements for Business Administration majors transferring to state colleges are Business Administration 1a-1b, Economics 1a-1b, Business Administration 18a.

Students planning to transfer to San Jose State College should also take Mathematics 13 (Finite Mathematics), Statistics 2, Logic or Ethics, and Speech 1a.

Business 51, Business Mathematics, or Business 50, Business Arithmetic, is recommended.

The remainder of the student's work should be courses to be applied toward the completion of the 40-unit general education requirement for state colleges.

Students planning to transfer to a university should consult the catalog for that school.

Business

(Terminal Programs)

The following major programs are designed to qualify a student, upon completion of a curriculum, for employment in an area of specialization. The development of business skills which can be utilized for immediate employment is emphasized, with general courses offered to provide a background for future promotion in the chosen occupational area.

Students graduating with a major in the field of Business must meet the following subject requirements:

Twenty units in Business courses.

Business 50 or 51, or a satisfactory score on a Business Mathematics competency exam.

Business 10—Introduction to Business

Business (General Clerical)
Associate in Arts Degree
with a General Clerical Major
(Recommended Program)

Freshman Year	Units	
	F	S
Health Education	—	2
Bus. 92a, b or c—Typing	3	—
Bus. 91—Bus. English	3	—
English	—	4
General Education Elective	—	3
Bus. 50 or 51—Bus. Math	3	—
Bus. 56—Bus. Comm.	—	3
Bus. 58—Human Relations	—	3
Bus. 10—Intro. to Bus.	3	—
Bus. 11—Cont. Bus. Econ. Issues	3	—
Physical Education	1	1
	—	—
	16	16

Sophomore Year	Units	
	F	S
Bus. 12—Intro. to Data Processing	3	—
Bus. 93—Machine Calculation	—	2
Soc. Sci.	3	3
Bus. 100—Office Procedures	—	4
General Education Elective	3	—
Business Elective	—	3
English	—	4
Business 92b or c—Typing	3	—
Bus. 66—General Accounting	3	—
Physical Education	1	1
	—	—
	16	17

Suggested Electives

- Guid. 1, 2, 3 or 4—Guidance Class (1-1-1-1)
- Bus. 35—Personal Money Management (3)
- Psychology 1a or 10 (3)
- Business 64—Bus. Law (3)
- Business 36—Credit Management (3)
- Business 83a—Prin. of Real Estate (3)

**CLERK-TYPIST
CERTIFICATE PROGRAM**

Remedial Courses (if required by testing)

Core Courses	Units
✓ Bus. 92b, c—Typing (through 92c)	3-6
✓ Bus. 100—Office Procedures	4
✓ Bus. 10—Introduction to Business	3
✓ Bus. 93—Machine Calculation	2
✓ Bus. 50 or 51	3
✓ Related Courses	3
✓ Bus. 91—Bus. English	3
✓ Electives	3
	24-27

Business (Secretarial)
Associate in Arts Degree
with a Secretarial Major
(Recommended Program)

Freshman Year	Units	
	F	S
Health Education	—	2
Bus. 92a or 92b—Typing	3	—
Bus. 91—Bus. English	3	—
English	—	3
Bus. 66—General Acc't.	3	—
Bus. 50 or 51—Arithmetic	3	—
Bus. 93—Mach. Calculation	—	2
Bus. 10—Intro. to Bus.	3	—
Bus. 90a-b or c—Shorthand (Gregg)	—	5
General Education Electives	—	3
Physical Education	1	1
	16	16

Sophomore Year	Units	
	F	S
English	3	—
Bus. 92b or 92c—Typing	3	—
Bus. 90b, c—Shorthand (Gregg)	7	5
Bus. 100—Office Procedures	—	4
Social Science Requirement	—	5
General Education Electives	3	—
Bus. 56—Bus. Communications	—	3
Physical Education	1	1
	17	18

32 *Curricula: BUSINESS (Cont.)*

See Business section for division requirements for all Business majors.

Suggested Electives

- Guid. 1, 2, 3 or 4—Guidance Class (1-1-1-1)
- Bus. 35—Personal Money Management (3)
- Bus. 11—Cont. Bus. Econ. Issues (3)
- Bus. 58—Human Relations (3)
- Bus. 64—Bus. Law (3)
- Bus. 81—Security Investments (3)

SECRETARIAL CERTIFICATE PROGRAM REQUIREMENTS

Core Courses

	Units
Bus. 92b, c—Typing (through 92c)	3-6 ✓
Bus. 90a-b—Shorthand (through 90b)	7-12 ✓
Bus. 100—Office Procedures	4 ✓
Bus. 10—Introduction to Business	3 ✓
Bus. 93—Machine Calculation	2 ✓
Business Elective	3 ✓
Bus. 50 or 51	3 ✓
Bus. 91—Bus. English	3 ✓
Bus. 56—Bus. Communications	3 ✓
	31-39

Sophomore Year

	Units	
	F	S
Bus. 91—Bus. Engl.	3	—
American Institutions	3	—
Bus. 93—Machine Calculation	—	2
General Education Electives	3	3
Bus. Elective	3	—
Mgt. 92—Tech. of Supervision	—	3
Bus. 58—Human Relations	3	—
Bus. 56—Bus. Communications	—	3
Bus. 65—Small Business Management	—	3
Physical Education	1	1
	16	15

Suggested Electives

- Bus. 35—Personal Money Management (3)
- Bus. 110—Fundamentals of Salesmanship (2)
- Bus. 116—Prin. of Retail Merchandising (2)
- Bus. 47—Cooperative Education (1-4)
- Bus. 36/37—Credit Management (3-3)
- Bus. 38—Prin. of Bank Operations (3)
- Bus. 81—Security Investment (3)
- Guid. 1, 2, 3, or 4—Guidance Class (1-1-1-1)

**Business Administration
Certificate Programs**

Business Administration Certificate Requirements

Core requirements	15 units
One group of Business options	15 units

REQUIRED CORE COURSES

	Units
(Common to any of the Business options)	
Bus. 50/51—Business Arithmetic	3
Bus. 10—Introduction to Business	3
Bus. 58—Human Relations	3
Business Elective	3
Bus. 47—Cooperative Education (Recommended)	1-4
Bus. 91/11—Bus. Engl./Contemporary Bus. Econ. Issues	3
	15-19

BUSINESS OPTIONS

(In addition to core courses)

Credit and Finance Management Option

Bus. 64/Bus. Ad. 18a	3
Bus. 35—Personal Money Management or Bus. 38—Prin. of Bank Operations	3
Bus. 36—Credit Management	3
Bus. 37—Credit Management	3
Bus. 66/Bus. Ad. 1a—Accounting	3-4

Business Administration

Associate in Arts Degree in Business
with an Emphasis in Business Administration

(Recommended Program—20 units in Business required.
This curriculum is for the Business student who does not wish to specialize.)

Freshman Year

	Units	
	F	S
Bus. 11—Cont. Bus. Econ. Issues	3	—
Health Education	—	2
Bus. 92—Typing	—	3
English	4	—
Bus. 66—Gen. Acc't. or Bus. Admin. 1a	3-4	—
Bus. 50 or 51—Bus. Math	3	—
Social Science Requirement	—	2
Bus. 64/Bus. Ad. 18a	—	3
Bus. 10—Intro. to Business	—	3
Bus. 12—Intro. to Data Processing	—	3
Physical Education	1	1
	14-15	17

Merchandising Option	
Bus. 65—Small Business Management	3
Bus. 110—Salesmanship	2
Bus. 116—Prin. of Retail Merchandising	2
Bus. 117—Modern Retail Operation	2
Bus. 120—Advertising	3
Bus. 124—Marketing	3
	15

Home Furnishings—Merchandising Option	
Art 3a—Form and Color	3
Home Ec 40—Housing and Interior Decoration	3
Home Ec. 41—Interior Design and Home Planning	3
Bus. 65—Small Business Management	3
Bus. 116—Prin. of Retail Merchandising	2
Bus. 117—Modern Retail Operation	2
	16

Business Administration—General Option	
Any combination of course options as listed above	15

Students are encouraged to work for an A.A. degree in addition to the Business Administration Certificate. Refer to the appropriate curriculum for the A.A. degree program for suggested electives.

Business (Credit and Finance Management)

Associate of Arts Degree with a Credit Management Major

(Recommended Program—20 units in Business required.)

Freshman Year	Units	
	F	S
Bus. 35—Pers. Money Mgmt. or Bus. 38—Bank Operation	—	3
Bus. 50 or 51—Bus. Arith.	3	—
Bus. 11—Cont. Bus. Econ. Issues or Econ. 1a—Prin. of Econ.	3	—
Bus. 10—Intro. to Bus.	3	—
Bus. 58—Human Relations	—	3
Bus. 66 or Bus. Ad. 1a—Accounting	—	3-4
Bus. 91—Bus. English	3	—
English	—	3
General Education Elective	—	3
Health Education	2	—
Physical Education	1	1
	15	16-17

Sophomore Year	Units	
	F	S
Bus. 36—Credit Management	3	—
Bus. 37—Credit Management	—	3
Bus. 56—Bus. Communications	—	3
Bus. 64 or Bus. Ad. 18a—Bus. Law	—	3
Mgmt. 92—Tech. of Supervision	3	—
Elective	3	—
English	3	—
General Education Elective	—	3
Social Science	3	3
Physical Education	1	1
	16	16

Bus. 92a/r—Typing (3)
Bus. 93—Machine Calculation (2)
Bus. 47—Cooperative Education (1-4)
Mgmt. 80—Personnel Mgmt. (3)
Bus. 38—Prin. of Bank Operations (3)
Mgmt. 52—Report Writing (3)
Bus. 12—Intro. to Data Processing (3)
Bus. 65—Small Business Mgmt. (3)
Bus. 116—Prin. of Retail Merchandising (2)

Business (Merchandising—Management)

This program is planned to prepare men and women for responsible positions in the merchandising and management field. Store organization, management, merchandising control, buying and selling, sales promotion, accounting and control, and problems inherent in the operation of a progressive retail business are included.

Associate in Arts Degree in Business with Specialization in Merchandising

(Recommended Program—20 units in Business required.)

Freshman Year	Units	
	F	S
Bus. 50 or 51—Bus. Arithmetic	3	—
Bus. 10—Intro. to Bus.	3	—
Mgmt. 92—Supervision	—	3
Bus. 120—Advertising	—	3
Bus. 58—Human Relations	—	3
Bus. 110—Fundamentals of Salesmanship	2	—
English	4	4
Health Education	2	—
Elective	—	3
Physical Education	1	1
Bus. 116—Prin. of Retail Merchandising	2	—
	17	17

Sophomore Year

	Units	
	F	S
Bus. 124—Marketing	—	3
Bus. 66—Gen. Acc't	3	—
Bus. 65—Small Business Mgmt.	—	3
Social Science	3	3
General Education Elective	3	3
Bus. 117—Modern Retail Operation	2	—
Business Elective	3	3
Physical Education	1	1
	15	16

Suggested Business Electives

Bus. 11—Contemporary Business Economic Issues (3)
Bus. 12—Introduction to Data Processing (3)
Bus. 35—Personal Money Management (3)
Bus. 36/37—Credit Management (6)
Bus. 47—Cooperative Education (1-4)
Bus. Ad. 1a—Accounting (4)
Bus. 56—Bus. Communications (3)
Bus. 64—Business Law (3)
Bus. 91—Business English (3)
Bus. 93—Machine Calculation (2)
Bus. 92a—Beginning Typing (3)

Chemistry

See "Physical Sciences."

Cooperative Education

(Work Experience Education)

See "Announcement of Courses" section.

Corrections

See "Administration of Justice."

Criminology

The student who intends to transfer a major in Criminology should plan his course at Cañada College to meet the general requirements for junior standing as well as the lower-division department requirement of the college or university to which he intends to transfer. For Associate in Arts (two-year) program, see Administration of Justice.

Dental Hygiene/Dentistry

See "Medical Science."

Drama

The student who intends to transfer a major in Drama should plan his course at Cañada College to meet the gen-

eral requirements for junior standing, as well as the lower-division departmental requirements of the college, university, or drama school of his choice. The program outlined below is typical of requirements for transfer with junior standing to a state college.

Associate in Arts Degree
with a Major in Drama

Freshman Year

	Units	
	F	S
English and/or Speech	3	3
Physics 9 or 10 (Phys. Sci. req.)	3	—
Life Sci. 10 or Environ. 1 (Life Sci. req.)	—	3
Physical Education	1	1
Drama 10—Intro. to Theater	3	—
Drama 13a—Stage Production	—	3
Drama 14a-14b—Acting, Practice and Theory	3	3
Drama L14a-L14b—Acting Lab	2	2
Drama 15—Play Production (at least <i>one</i> per year)	½-2	½-2
	15½-17	15½-17

Sophomore Year

	Units	
	F	S
Art 10 or Music 10 (Humanities requirement)	—	3
Eng/Drama 24—Modern Drama (Humanities requirement)	3	—
Poli. Sci. 21—American Government	3	—
Poli. Sci. 24—Calif. Urban Gov't.	—	2
Health Education	2	—
Physical Education	1	1
Drama 1a-1b—Masterpieces of Drama	3	3
Drama 14c-14d—Advanced Acting	3	3
Drama L14c-L14d—Acting Lab	2	2
Drama 15—Play Production	½-2	½-2
Drama 16—Production Shop	—	½-2
Drama 17—Costume-Fashion Design & Prep. Makeup	—	½-2
	16½-19	15½-20

Suggested Electives

	Units
Drama 13b, 13c, 13d—Stage Production	3-3-3
Drama 15—Play Production (Repeatable for credit)	½-2
Drama 16—Production Shop (Repeatable for credit)	½-2
Drama 17—Costume-Fashion Design and Prep. Makeup (Repeatable for credit)	½-2
Drama 20—Intro. to Direction (Repeatable for credit)	3
Drama 24—Modern Drama	3
Drama 25—Intro. to Shakespeare	3
Drama 49—Individual Projects	1-2

Other Electives

Art 1a-1b—Hist. of Art	3-3
Art 2a-2b—Form and Composition	3-3
Art 4—Perspective	3
Music 6—Music Apprec. and Survey	3
Phys. Ed. (Co-Ed.) 2 Elementary Folk Dance	1
Phys. Ed. (Co-Ed.) 2 Elementary Ballet/Modern Dance	1
Speech 1a—Basic Public Speaking	3
Speech 30a—Oral Interp. of Literature	3

Ecology / Economics

See General Statement at the beginning of this section.

Engineering

(Basic Program)

The basic Engineering Program will not be offered during the school year 1972-73.

Engineering Science

The Engineering Science curriculum is designed to give a prospective engineering student a broad basic background before transferring to a four-year institution to major in a specific field. The Engineering Liaison Committee for the two-year and the four-year colleges and universities of the State of California strongly recommends that any transfer student from a community college complete all his mathematics, physics and chemistry before going on to the four-year institution.

Recommended High School Preparation: Mathematics (four years), Chemistry (one year), Physics (one year), Mechanical Drawing (one year).

Freshman Year

Units

	F	S
Math 30—Calculus-Analytics	5	—
Math 31—Calculus	—	5
Chem 1a, 1b	5	5
Physics 4a	—	4
Engineering 10	2	—
English 1a	3	—
A computer course	—	3
Physical Education	1	1
	16	18

Sophomore Year

Units

	F	S
Math 32—Calculus	4	—
Math 34—Differential Equations	—	3
Physics 4b, 4c	4	4
Life/Physical Science elective	3	3-4
English 1b/Speech 1a	—	3
Health Education	—	2
Physical Education	1	1
Political Science 25—National, State and Local Govt.	5	—
	17	16-17

English / Entomology

See General Statement at the beginning of this section.

Environmental Technology

(Science Oriented)

Basic recommended program:

Freshman Year

Units

	F	S
Environment 3 or 1	3	—
Environment 2	—	3
English 1a or 50a	3-4	—
English 1b or 50b or Speech 1a	—	3-4
Chemistry 30a or 1a	4-5	—
Chemistry 30b	—	4
Physical Education	1	1
Math 11 or 11a	5-3	—
(or more advanced if qualified)		
Biology 1	—	4
	14-18	15-16

Sophomore Year

Units

	F	S
Physical Education	1	1
Physics 2a	4	—
Bacteriology 1	—	5
Social Science Requirement		
Political Science 21	3	—
Political Science 24	—	2
Short Courses (see below)	3	3
General Education Requirement		
(Suggest Bus. 12 or Bus. Ad. 1a)	3	—
(Suggest Economics 1a)	—	3
Health Education	2	—
Electives	—	2
	16	16

Cooperative Education Work Experience
(Summers) Maximum 4-8 units

Courses in the following subjects are being developed. These are short courses of one unit each from which a student would select based on area of specialization or interest.

- Hydraulics and Pumps I & II
- Instrumentation and Controls I & II
- Electrical Motors
- Fresh Water
- Sewage Treatment
- Chemistry of Water Quality Control
- Biology of Water Quality Control
- Environmental and Health Laws
- Use of Handbook & Blueprint Reading
- Biology of Solid Wastes
- Chemistry of Solid Wastes
- Chemistry of Air Pollution
- Vector Control
- Housing Planning

Ethnic Studies

The Ethnic Studies curriculum at Cañada College is designed to enable students to major in this area or to combine these studies with some other field in an Individualized Major.

For a suggested list of courses available see the special brochure "Ethnic Studies" available from the Registrar's office.

Food Technology and Management

Associate in Arts Degree
with a Major in Food Technology and Management

First Semester	Units
F.T. 50b-51a—Quantity Food Prep.	5 or 6
or	
F.T. 50b-51b	2
F.T. 60a—Food Purchasing	2
F.T. 68—Sanitation & Safety for Hospitality Ind. (9 weeks)	1
Bus. 50 or 51—Bus. Arith. or Bus. Math.	3
English	4
Physical Education	1

16-17

Second Semester	Units
F.T. 50b-51b—Quantity Food Prep.	5 or 6
or	
F.T. 50a-51a	
F.T. 60b—Food Purchasing	2
F.T. 65—Menu Planning	2
English	4
Health Education	2
Physical Education	1
	<hr/>
	16-17

Third Semester	Units
F.T. 52—Food Prep. Supervision	3
F.T. 54a—Adv. Food Prep.	4
F.T. 55—Modern Baking	2
Bus. 110—Fund. of Salesmanship	2
General Education & Social Studies	3
Physical Education	1
	<hr/>
	15

Fourth Semester	Units
F.T. 47—Cooperative Education	1-4
F.T. 55—Modern Baking	2
Bus. 66—Accounting	3
General Education	6
Social Studies	3
Physical Education	1
	<hr/>
	16-19

Recommended Electives

F.T. 47—Cooperative Education	1-4
F.T. 52—Food Preparation	3
F.T. 54b—Advanced Food Preparation	4
F.T. 70—Food Management Problems	2
Bus. 10—Introduction to Business	3
Bus. 11—Contemporary Bus. Econ. Issues	3
Bus. 12—Intro. to Data Processing	3
Bus. 50—Business Arithmetic	3
Bus. 51—Business Mathematics	3
Bus. 58—Human Relations	3
Bus. 66—General Accounting	3
Bus. 91—Business English	3
Bus. 92a—Beginning Typing	3
Bus. 110—Fund. of Salesmanship	2
Bus. Ad. 1a—Principles of Accounting	4

Food Technology & Management Certificate Program

F.T. 47—Cooperative Education	1-4
F.T. 50a-51a—Quantity Food Prep.	6
F.T. 50b-51b—Quantity Food Prep.	5
F.T. 52—Food Prep. Supervision	3
F.T. 54a—Adv. Food Preparation	4
F.T. 60a-60b—Quantity Food Purchasing	4
F.T. 65—Menu Planning	2
F.T. 68—Sanitation & Safety for Hospitality Industry	1

26-29

Students are encouraged to complete the Certificate Program and also the requirements for the Associate of Arts degree.

Foreign Languages / Forestry Genetics / Geography / Geology History

See General Statement at the beginning of this section.

Home Economics

The student who intends to transfer a major in Home Economics should plan a course at Cañada College to meet the general requirements for junior standing, as well as the lower-division departmental requirements, of the college or university to which the student wishes to transfer.

Associate of Arts Degree with a Major in Home Economics

Freshman Year

	Units	
	F	S
English and/or Speech	3	3
H. Ec. 20a or 20b—Clothing	3	—
H. Ec. 20b or 20c—Clothing	—	3
H. Ec. 4—Gourmet Foods	3	—
H. Ec. 6—Consumer Ed.	2	—
H. Ec. 24—Fashion Analysis	—	2
Psych. 1a—General or Psych. 10—Psych. in Prac., or Psych. 33—Psych of Adjust.	—	3
Health Ed.	2	—
H. Ec. 7—Home Management	—	2
Physical Education	1	1
Electives	2	2
	16	16

Sophomore Year

	Units	
	F	S
Amer. Institutions	3	3
Psych. 4—Marriage	3	—
Sociology 2—Soc. Prob. or Sociology 3—Minorities or H. Ec. 36—Life Cycles or Anthropology 2 or H. Ec. 37	—	3
H. Ec. 20c—Creative Fashion	3	—
H. Ec. 9—Nutrition	3	—
H. Ec. 35—Child in the Home	3	—
H. Ec. 22—Textiles	—	3
H. Ec. 40 or 41—Interior Design	—	3
Physical Education	1	1
Electives	—	3
	16	16

Humanities

See "Liberal Arts."

Individualized Major

Students interested in pursuing a major area of their own choice (at present not listed in the catalog) should contact their particular counselor. Courses can be drawn from several fields of study and references can be made to instructors in specialized areas so that individual programs and goals can be established.

The purpose is to facilitate and encourage students with individual goals and interests to pursue them with the aid of several qualified faculty members, and to allow examination of several fields of study combined in a concise, meaningful format.

Upon completion of the program a certificate is awarded, detailing for potential employers and transfer institutions the work accomplished.

Interdisciplinary Studies

See Interdisciplinary Studies listed in Announcement of Courses section.

Interior Design and Home Furnishing Merchandising

(In planning stage.)

International Relations / Journalism Pre-Legal

See General Statement at the beginning of this section.

Liberal Arts

Transfer Program

The transfer program in Liberal Arts is different in the various colleges and universities. Students should check with the catalog of the college of his choice and his counselor to be sure that he has met lower-division requirements.

Students planning to attend a state college should check the General Education requirements listed in the State Colleges and Universities section of this catalog.

Librarianship

See General Statement at the beginning of this section.

Management

Certificate Programs

Management certificate programs are offered in the Evening College only in the following fields (see Evening College brochure for details):

- Business Management
- Financial and Credit Management
- Industrial Management
- Public Administration Management
- Small Business Management
- Supermarket Management

Mathematics

Cañada College offers a wide variety of courses for the student who wishes to major in Mathematics, enabling him to transfer to a university or four-year college at the end of the sophomore year. The student should consult the catalog of the college of his choice for special requirements.

Recommended High School Preparation: Four years of high school level Mathematics, Physics (one year), Mechanical Drawing (one year), two or more years of a foreign language (German, French or Russian).

Medical Illustration

See General Statement at the beginning of this section.

Medical Sciences

Transfer Program

(Pre-Medical, Pre-Nursing, Medical Lab Technician, Physical Therapy, Dentistry, Dental Hygiene, Pre-Veterinary Medicine, Pre-Pharmacy, Optometry.)

Recommended High School Preparation: Elementary Algebra, Plane Geometry, Intermediate Algebra, Trigonometry, Chemistry, Biology, Physics, Foreign Language.

The program outlined below is typical of requirements for transfer in junior standing to a four-year college or university. The student should refer to the catalog of the college of his choice for special requirements.

	Units
English 1a, English 1b or Speech 1a	6
Social Science	
American Institutions	4-8
Psych. 1a or Electives	3-5
Humanities	
Literature, Philosophy	3
Art, Music, Drama, Literature, Philosophy	3
Foreign Language (Continuing from high school)	4-8
Health Education	2
Physical Education	4
Major Requirements	20-30
May include:	
Biology 1	
Chemistry 1a-1b, 5, 8, 9,	
Physics 2a-2b or	
Physics 4a-4b-4c,	
Zoology 1,	
Psychology 33, Anthropology, Anatomy,	
Bacteriology, Physiology, Sociology,	
Analytical Geometry and Calculus.	

Mental Health Assistant

Associate in Arts Degree

with a Major in Mental Health

Cañada College in cooperation with local mental health agencies has designed and implemented a two-year degree program to develop a mental health generalist. The program combines classroom knowledge with actual experience working on a paid or volunteer basis in various mental health agencies to develop an individual to work with disturbed and disadvantaged individuals. Actual experience in the mental health agencies early in the program provides a basis for the student to evaluate his vocational pursuits. A suggested program is listed below; however, each student interested in the Mental Health Assistant training program should arrange for an interview with the Program Director, Dr. Stegner (364-1212 Ext. 371), to design his program according to his needs and eventual goals.

Freshman Year

	Units	
	F	S
English	3	3
Health Education	2	—
First Aid	—	1
Psychology 1a	3	—
Psychology 44	—	3
Psychology 45	—	3
Social Science 10	3	—
Social Science 40	3	—
Social Science 41	—	2
Cooperative Education (MHHS 47)	—	1-4
Physical Education	1	1
	—	—
	15	14-17

Sophomore Year

	Units	
	F	S
American Institutions	3	2-3
Life or Physical Science	3	—
Psychology 33	3	—
Cooperative Education (MHHS 47)	1-4	1-4
Physical Education	1	1
Specialty Electives	3	6
	—	—
	14-17	10-14

Recommended Specialty Electives

Psychology 1b—Experimental Psychology
 Psychology 4—Marriage
 Psychology 5—Child Development
 Psychology 7—Psychological Experience of La Raza in the U.S.
 Psychology 43—Psychological Assessment
 Sociology 2—Social Problems
 Social Science 30—Contemporary Sub-Cultures
 Spanish Courses
 Typing Courses
 Home Economics 9—Nutrition
 Ethnic Studies Courses
 Statistics 1—Research Methods and Statistical Analysis

Mexican-American Studies

For courses available in this area see the special brochure "Ethnic Studies" available from the Registrar's office.

Microbiology

See General Statement at the beginning of this section.

Military Science**(Reserve Officers Training Corps)**

Military Science is offered to qualified students enrolled on a full-time basis at Cañada College. Classes and leadership laboratory are conducted at San Jose State College under the supervision of the Professor of Military Science, San Jose State College.

Students may complete the first two years of Army ROTC while enrolled at Cañada College and qualify for enrollment in the advanced course (third and fourth year) at degree granting colleges or universities. Completion of ROTC and a baccalaureate degree qualify students for a commission in the United States Army Reserve.

Students may obtain enrollment forms from their counselor or the Department of Military Science, San Jose State College.

Music

The student who intends to transfer a major in Music or Music Education should plan his course at Cañada College to meet the general requirements for junior standing, as well as the lower-division departmental requirements of the college, university or music school to which he intends to transfer. The program outlined below is typical of requirements for transfer with junior standing to a state college.

**Associate in Arts Degree
with a Major in Music**

Recommended High School Preparation: Chorus, or Band or Orchestra, Music Theory, Music Appreciation, private study in performance.

Freshman Year

	Units	
	F	S
Music 1—Musicianship	2	—
Music 2a—Adv. Musicianship	—	2
Music 4a-4b—Harmony	3	3
Music 6—Appreciation and Survey	3	—
Applied Music	1	1
11—Piano*		
12—Adv. Piano		
24—Brasses		
25—Woodwinds		
26—Strings		
28—Adv. Brasses		
29—Adv. Woodwinds		
30—Adv. Strings		
36—Voice		
37—Adv. Solo Voice		
Performance Groups	2	2
Music 22—Orch.		
Music 23—Band		
Music 33—Chorus		
English 1a	3	—
Speech 1a	—	3
Health Education 1	2	—
Life Science 10	—	3
Polit. Sci. 24—Calif. Urban Govt.	—	2
Physical Education	1	1
	17	17

Sophomore Year

	Units	
	F	S
Music 2b—Advanced Musicianship	2	—
Music 5a-5b—Advanced Harmony	3	3
Applied Music	1	1
11—Piano		
12—Adv. Piano		
24—Brasses		
25—Woodwinds		
26—Strings		
28—Adv. Brasses		
29—Adv. Woodwinds		
30—Adv. Strings		
36—Voice		
37—Adv. Solo Voice		
Performance Groups	2	2
Music 22—Orch. (2)		
Music 23—Band (2)		
Music 33—Chorus (2)		
Physics 9—Sound and Music	3	—
Polit. Sci. 21—American Govt.	3	—
Music 10—Introduction to Related Arts	—	3
Philosophy 6 (or Lit. course)	—	3
Physical Education	1	1
	15	13

Suggested Electives

Guid. 1, 2, 3 or 4—Guidance Class (1-1-1-1)
 Music courses not listed above

*All Music Majors should study piano, Music 11, at least two units.

Nursery School

The Nursery School Program at Cañada College is designed to prepare qualified nursery school assistants who, upon completion of the curriculum, are capable of performing the duties of a teaching assistant in a variety of different preschool programs, such as: children centers, "Head Start," public and private nursery schools, cooperatives, church-affiliated schools and nursery schools for handicapped children.

It is also appropriate for both elementary school teaching preparation and practical experience for wives and mothers who desire more training to benefit their own families.

Certificate Program

	Units
Psychology 10 or 1a	3
Psychology 12—Child, Family, Community	3
Psychology 11a—Nursery School Principles & Practices	3
Psychology 11b—Nursery School Principles & Practices (curriculum)	3
Music-Art 44—Fine Arts for Preschool Children	3
Psychology 5—Child Development	3
Home Ec. 35 (Soc. Sci. 35)—Child in the Home	3
Cooperative Education	1-4
	22-25

A.A. Degree and Transfer Program

For students desiring an Associate in Arts degree with a major in preschool education and those planning to transfer to four-year college or university.

All courses listed under Certificate Program 22-25

Plus the following courses:

English 1a or 50 (by placement in discussion with counselor)	3-4
American History & Institutions (choice of five subjects)	3
Physical Education (exemption for those 21 or over, Veterans, Medical, or less than 8 units)	4
California Government & History	2-3
Health Education 1	2
Science or Math	3-7
Humanities (Soc. Sci. 33/34)	3
First Aid (if not met by Safety Education in High School or Red Cross Certificate)	(1)
Speech 10 or Speech 1a	3
Electives	15-9
	60-63

*Students planning to transfer to a four-year college must take a physical science course and a life science course; one must include a laboratory—7 units.

Suggested Electives

Nutrition 9 (3)
 Children's Literature (3)
 Anthropology 2—Cultural (3)
 Sociology 1—Introduction (3)
 Sociology 3—Minorities in American Society (3)

Nursing

See "Medical Sciences."

Nutrition

See "Home Economics."

Occupational Therapy / Pre-Optometry Paleontology / Parasitology / Pharmacy

See "Medical Sciences."

Philosophy

See General Statement at the beginning of this section.

Physical Education

Transfer Program

Recommended High School Preparation: Foreign Language, Elementary Algebra, Plane Geometry, Intermediate Algebra, Biology, Chemistry, competency in aquatics, rhythms and dance, games and relays, individual and dual sports, team sports, gymnastics and (for men) combatives.

Physical Education majors should take P.E. Competencies (P.E. 20, or P.E. 30, or P.E. 50) each semester rather than a general service section of Physical Education.

The program outlined below is typical of requirements for transfer in junior standing to a four-year college or university. The student should refer to the catalog of the college of his choice for special requirements.

	Units
English 1a, English 1b or Speech 1a	6
Social Science	
American Institutions	4-8
Psych. 1a and Electives	3-5
Humanities	
Literature, Philosophy	3-6
Art, Music, Drama, Literature, Philosophy	3
Foreign Language (continuing from high school)	4-8
Health Education	2
Physical Education (general service)	4
Phys. Ed. 40—(Co-ed)	2
Phys. Ed. 20a, b, c, d (women)	2-8½
(may replace general service requirements in P.E.)	
Phys. Ed. 30a, b, c, d (men)	2-8
(may replace general service requirements in P.E.)	
Major Requirements	20-30
May also include:	
Biology 1, Anatomy 1, Physics 10, Physiology 1, Bacteriology, Chemistry 1a, and Electives.	

Physical Sciences (Chemistry, Physics)**Transfer Program**

Recommended High School Preparation: Four years of high school level Mathematics, Chemistry, Physics, and two or more years of a foreign language (German, French or Russian).

The program outlined below is typical of requirements for transfer in junior standing to a four-year college or university. The student should refer to the catalog of the college of his choice for special requirements.

	Units
English 1a, English 1b or Speech 1a	6
Social Science	
American Institutions	4-8
Psych. 1a and Electives	3-5
Humanities	
Literature, Philosophy	3-6
Art, Music, Drama, Literature, Philosophy	3
Health Education	2
German (continued from high school)	4-8
Physical Education	4
Major Requirements	20-30
May also include:	
Chemistry 1a, 1b, 5, 12a	
Math. 30, 31, 32, 34	
Physics 4a, 4b, 4c	
Electives	

Physical Therapy

See "Medical Sciences."

Physics

See "Physical Sciences."

Physiology / Political Science

See General Statement at the beginning of this section.

Piano Tuning and Technology

(In planning stage.)

Probation

See "Administration of Justice."

Psychology

See "Social Service" and "Mental Health Assistant."

Public Health

See General Statement at the beginning of this section.

**Radiologic Technology
(X-Ray Technology)**

Completion of the program enables the student to write the examination given by the American Registry of Radiological Technologists and become verified as a registered technologist. Basic science and General Education courses are given on the Cañada campus, with the clinical courses taught at one or more of the affiliating hospitals. Job opportunities exist in physicians' offices, hospitals, and clinics.

Prerequisites: High school graduation or equivalent, completion of a course in algebra within two years and a written and oral examination. Biology is recommended. A grade of "C" or better is necessary for progression in the sequence.

In addition to the College admissions application, all students enrolling in the Radiologic Technology program must complete a separate application available from the Life Science Division office. Applications for new or continuing students are available each January for the following fall semester.

**Associate in Arts Degree
with a Major in Radiological Technology****Freshman Year**

	Units	
	F	S
Anatomy 62a-b	3	3
Physics 62	4	—
Psychology 1a, 5	3	3
Social Science 1, 2	3	3
English 1a	3	—
Health Education	—	2
Nursing 62	—	3
Radiological Tech. 1	—	2
Physical Education	1	1
	—	—
	17	17

Sophomore Year

	Units	
	F	S
Radiological Tech. 3, 4	6	6
Speech 1a	3	—
Humanity Elective	—	3
Physical Education	1	1
	—	—
	10	10

Summer Session (9 Weeks)

Radiological Tech. 2	6
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Second Summer Session (12 Weeks)

Radiological Tech. 5a	6
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Fall Semester—Third Year (24 Weeks)

Radiological Tech. 5b	6
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Recreation Education

Transfer Program or Associate in Arts Degree

Freshman Year	Units	
	F	S
Physical Education 20, 30 or 50	2	2
Physical Education 40	2	—
Recreation Education 40	2	—
Recreation Education 44	—	2

Remaining units to be selected by the student with counselor approval from such courses as Health Education, English, American Institutions, Psychology 1a, Biology 1 or Physiology 1.

Sophomore Year	Units	
	F	S
Physical Education 20, 30 or 50	2	2
Recreation Education 41	3	—
Recreation Education 43	2	—
Physical Education 42	—	2
Recreation Education 47	—	1-4

Remaining units to be selected by the student with counselor approval from such courses as Health Education, English, American Institutions, Psychology 1a, Biology 1, Physiology 1, or Philosophy 6.

Religions Studies

An interdisciplinary Religions Studies major is currently being offered. Courses now existing under this major are:

- English 34—Religion in Literature (3)
- History 13—The Bible as History (3)
- History 14—Religion in America (3)
- Philosophy 6, Option "B"—Introduction to Philosophy with special emphasis on religion (3)
- Philosophy 23—Introduction to Ethics (3)
- Philosophy 24—Introduction to Religion: Religions of the World (3)
- Philosophy 25—Western Religious Philosophy (3)
- Philosophy 35—Asian Philosophy (3)
- A Fine Arts course, Religion in the Arts, is also under consideration.

Research and Development Assistant (DD & E—Design, Development & Evaluation)

The program in Research and Development Assistant is designed to train personnel who can assist in research inves-

tigation, development, evaluation and communication of results, applying innovative information gathering techniques to the changing community needs.

Skilled DD&E technicians can apply their knowledge of data analysis, summary, evaluation and communication to provide day-by-day or week-by-week decision-making information for the purpose of improving operations of business, industry and public agencies. DD&E courses have general educational value to students in most major fields.

The program in Research and Development Assistant was developed by the Far West Consortium, a group of public and private research and development agencies in the Bay Area which has cooperated to help produce the program at Cañada College.

A basic part of the DD&E program is the opportunity for the student to participate in Cooperative Education at selected community agencies. Together, the student, his counselor and his prospective employer will set up a plan of work for which he will receive college credit and be paid.

The following courses have currently been developed for inclusion in this program:

- Social Science 10—Interaction and Communication for the Paraprofessional (3)
- Social Science 11—Introduction to Systems Analysis (3)
- Social Science 12—Evaluation and Analysis (3)
- Social Science 13—Developmental Engineering (3)
- Statistics I (DD&E)—Research Methods & Statistical Analysis (3)

There are no prerequisites for any of the courses in the Research and Development Assistant Program. For evening classes, registration takes place at the first meeting of the class. For day courses, students follow regular college admission procedures. There are no admission examinations. For further information contact your counselor or the Director of the DD&E Program.

Social Science

See General Statement at the beginning of this section.

Social Service

Cañada College, with the cooperation of numerous local, county, state, federal, and private social service organizations, offers a two-year training program that will: (1) assist students in exploring the many social services, the entry-level requirements and the opportunities for placement; (2) assist students in deciding whether or not they have the aptitude, interest and personality appropriate for one of these social services; (3) provide classroom and field education designed to prepare students for paraprofessional positions, meet the requirements of the A.A. degree and at the same time complete lower-division requirements for those who may go on to four-year institutions.

**Associate in Arts Degree
with a Major in Social Service Community Worker**

Freshman Year	Units	
	F	S
Social Science 10—Communication.....	3	—
Social Science 36—Life Cycle.....	3	—
Social Science 40—Intro. to Social Service.....	3	—
Social Science 41—Community Worker.....	—	2
Social Science 47—Cooperative Education.....	—	1-4
English.....	3	—
Business 35—Personal Money Management.....	—	3
Speech 1a.....	—	3
Health Education.....	—	2
First Aid.....	—	1
Electives (see recommended list below).....	2	3
Physical Education.....	1	1
	15	16-19

Sophomore Year	Units	
	F	S
Social Science 1 & 2 (American Institutions).....	3	3
Ethnic Studies—student choice.....	—	3
Life or Physical Science.....	3	—
Psychology 33.....	3	—
Psychology—student choice.....	—	3
Sociology 2.....	3	—
Social Science 38—Community Relations.....	3	—
Electives.....	—	6
Physical Education.....	1	1
	16	16

Strongly Recommended Electives

Psychology 45—Group Interaction
Guidance 3—Occupational Planning
Ethnic Studies: Social Science 33, 34, 30 (and others that will be added to the curriculum)

Recommended Electives

Psychology 1a—General
Psychology 6—Social
Psychology 4—Marriage
Psychology 44—Psychopharmacology
Political Science 23 or 24
Sociology 1—Introduction
Spanish
Typing
Home Economics 6—Consumer

Adolescent Group Worker

This program, designed to train personnel for professional foster homes and other institutions concerning adolescents, is still in the planning stage. For further information, contact the Social Services Program Director.

Social Work

See "Social Services."

Sociology

See General Statement at the beginning of this section.

Special Education

There is a national shortage of teachers in Special Education. Many school districts are becoming more aware of the need for teachers and teacher aides in some fields of Special Education, and it appears that this will be an on-going need.

Cañada's program in Special Education is designed to:

1. Train students for entry-level positions as teacher aides in Special Education programs.
2. Provide an academic and experiential foundation for students who may go on for advanced degrees in some area of Special Education.
3. Provide an opportunity for paraprofessionals and professionals currently working in Special Education to improve their skills and knowledge.
4. Provide an opportunity for supervised internships in a Special Education classroom. All students must complete at least one semester of practicum in working with: emotionally handicapped, orthopedically handicapped, deaf, neurologically handicapped, dysphasic, speech problems and/or other areas of Special Education.

This program will prepare students in discovering whether or not they have the attitudes, interests and personality to pursue a part-time or full-time position in Special Education.

Teacher Assistant

The Teacher Assistant Program at Cañada College prepares students in duties of a teacher assistant in the elementary schools. The program includes a balance of course work at the College as well as college-supervised experience, under the Cooperative Education program, working in teacher aide training in schools in the area.

The program prepares students to serve as a paraprofessional member of the teaching team. Teacher assistants work under the direction of a professional teacher in tutoring individuals or groups and performing a wide variety of other tasks in the classroom.

Two years of training are provided by the program in conjunction with the Associate in Arts degree. The training is designed to enable the person, upon completion of the program, to function in a paraprofessional capacity and at the same time have lower-division work completed in the event he or she should decide to go on to a four-year college or university.

Certificate Program

	Units
Education 1—Introduction to Education.....	3
Education 2—The Teacher Assistant (plus 1-4 units Education 47, Cooperative Education).....	2
Education 3—Reading in the Public Schools.....	3
Business 92a, 92b, or 92r—Typing (or proof of typing competency).....	3
Speech 10 or 1a—Speech (by advice of counselor).....	3
Psychology 1a, 10 or 33—Psychology (by advice of counselor).....	3
Elective.....	3
	20*

*Plus 1-4 units Education 47—Cooperative Education.

A.A. Degree Program

	Units
All courses listed in Certificate Program.....	20
Plus the following courses:	
Biology 1 or Environment 1.....	3-4
Health Education.....	2
English 50a or 1a (by placement in discussion with counselor).....	3-4
American History & Institutions (choice of five subjects).....	3
California State & Local Government (choice of five subjects).....	2-3
Psychology 5—Child Development.....	3
Anthropology 2—Cultural Anthropology.....	3
Sociology 1—Introduction to Sociology or Sociology 2—Social Problems.....	3
Art 44—Fine Arts for Children.....	3
English—Children's Literature.....	3
Physical Education.....	4
First Aid (If not taken in high school or do not have First Aid Certificate).....	(1)
Electives.....	8-10
	60
	(minimum)

For transfer to state colleges with an A.A. degree, students must take *both* Biology 1 and Environment 1.

Students planning to attend any other university or college must check the catalog from that school for specific course requirements.

Teacher Preparation

Students who plan to qualify for the Standard Teaching Credential with a specialization in elementary teaching or secondary teaching cannot major in education but *must* have an academic major. These majors differ at each college. The student must refer to the catalog of the college of his choice for special requirements. Students planning to attend a State College should check the General Education requirements listed in the State Colleges and Universities section of this catalog.

A.A. degree or certificate in Nursery School Assistant, Teacher Assistant, Research and Development Assistant Program, and Special Education see listings under these titles and special supplements.

The following outlined program is typical of requirements for transfer in junior standing to a four-year college or university.

	Units
English 1a.....	3
Physical Science.....	3-4
Life Science.....	3-4
American Institutions.....	5-6
Health Education.....	2
Psychology 1a/33.....	6
Education 1.....	3
Physical Ed. (One course each semester).....	4
Humanities (Art, Music, Literature).....	6
Speech.....	3

Standard elementary teaching credentials now require completion of at least one course equivalent to Math 16. The following are strongly recommended as electives:

Education 2
Education 3
Fine Arts 44
Ethnic Studies

Theatre Arts

See "Liberal Arts."

Pre-Veterinary Medicine

See "Medical Sciences."

Wildlife Conservation / Zoology

See General Statement at the beginning of this section.

Announcement of Courses

All courses and curricula listed in this catalog will not necessarily be offered during 1972-73. Courses are offered at the discretion of the College in accord with its determinations of educational needs and available resources. Courses may be added, cancelled or combined when circumstances warrant.

The credit value of each course in semester units is indicated by a numeral in parentheses following the title. A semester unit of credit is based upon one hour of the student's time at the College per week in lecture or recitation throughout one semester, together with the time necessary in preparation thereof, or a longer time in laboratory or other exercises not requiring outside preparation.

Generally, in the following course descriptions, both semesters of a year's course are listed together if the first semester course is a prerequisite to the second semester course.

The following courses have been approved for all instructional departments:

"47" Courses—COOPERATIVE EDUCATION (1-4)

"48" Courses—SPECIAL TOPICS (1-3)

"49" Courses—INDIVIDUAL PROJECTS (1-2)

Evening College courses are described in a separate Evening College catalog-schedule. Many regular day college courses are also offered in the Evening College.

Specific information concerning class hours will be found in the Schedule of Classes for the semester.

Because the transfer of credits to other colleges and universities is so important to students, it is suggested that they carefully check the catalog of the school to which they want to transfer. For transfer to a state college see General Education sheet listed in the State Colleges and Universities section of this catalog. A student planning to transfer to a campus of the University of California should check with his counselor to see that the class has been accepted by UC. An agreement with UC is approved each year.

Administration of Justice

9 INTRODUCTION TO LAW ENFORCEMENT (3)

Three lecture hours per week.

Orientation to the Administration of Justice Program as well as law enforcement as a profession and means of livelihood. Includes history and philosophy of law enforcement on the local, state and national levels. The employment opportuni-

ties and general requirements of the various law enforcement agencies. The problems facing law enforcement and the over-all crime picture in the United States. Included are aspects of racism in the Administration of Justice; police and minority groups; police discretionary decision-making; and the double standard of justice: why it must go.

47 INTERNSHIP COOPERATIVE EDUCATION (2)

Six hours per week—one hour classroom and five hours to be arranged.

Prerequisites: Sophomore standing; Administration of Justice major and consent of instructor.

50 PATROL PROCEDURES AND REPORT WRITING (3)

Three lecture hours per week.

Prerequisite: Administration of Justice 9 or concurrent registration in same.

Methods, techniques and responsibilities of the patrol unit. Beat patrol and observation, police hazards and how to handle them. Includes the methods of writing police reports, what material is important, what purpose the different reports will fill. Various types of files and their uses.

51a-51b CRIMINAL INVESTIGATION (3-3)

Three lecture hours per week.

Prerequisites: Sophomore standing; Administration of Justice 9, 52 or 55, or consent of instructor.

Rudiments of criminal investigation; crime scene search; collection, preservation and identification of physical evidence; scientific aids; sources of information; interrogation of victims, witnesses and suspects; cooperation with related agencies; case preparation and follow-up work.

52 CRIMINAL LAW (3)

(also Social Science 52)

Three lecture hours per week.

Prerequisite: Administration of Justice 9 or consent of instructor.

Reason for criminal laws, their source and function in our society. The structure, definitions and most frequently used sections of the California Penal Code. Classification of crimes, nature of crimes, intent involved in the commission of an offense, attempts, conspiracy and criminal responsibility.

55 CRIMINAL EVIDENCE (3)

Three lecture hours per week.

Prerequisites: Administration of Justice 9 and 52, or concurrent registration in Administration of Justice 52.

Definition of evidence from the California point of view; a brief overview of the federal point of view concerning evidence. Admissibility of evidence in criminal court cases; materiality and competency of evidence. Distinction between admissions and confessions; the exceptions to the hearsay rule; types of evidence.

60 TRAFFIC CONTROL (3)

Three lecture hours per week.

Prerequisite: Administration of Justice 9, or concurrent registration in same.

Laws relating to the registration of a vehicle; drivers' license laws; Vehicle Code sections most often encountered and violated; regulation and traffic control; traffic accident investigation; traffic accident report forms, types and uses.

71 POLICE ORGANIZATION AND ADMINISTRATION (2)

Two lecture hours per week.

Prerequisites: Sophomore standing; Administration of Justice major.

The various functions of the police organization. The chain of command, span of control, functional supervision, unity of command and the purpose of the police organization.

100 POLICE MANAGEMENT (3)

Three lecture hours per week.

Prerequisite: Employment in law enforcement.

A course in management for police officers. Concepts and practices of management as well as methods for evaluating effective management. The course will cover (1) fundamentals of administration, (2) directing and coordinating human resources, and (3) communication problems and skill development among people.

Anatomy

1 ANATOMY (4)

Three lecture hours and one three-hour lab period per week.

Prerequisite: Biology 1 or high school Biology with grade B or better.

Designed to familiarize the student with the structure of the human body. Laboratory study and dissection of the human and higher mammals. Primarily intended for students of nursing, physiotherapy, hygiene and physical education. Elective for pre-dental, pre-medical and pre-veterinarian students.

51 BODY STRUCTURE AND FUNCTION (2)

Two hours of lecture per week.

Normal body structure and function of the following systems: skeletal, muscular, circulatory, digestive, endocrine, respiratory and nervous. The anatomy of the special sense organs, the eye and ear, is also covered.

62a-62b ANATOMY FOR X-RAY TECHNOLOGISTS (3-3)

Two lecture hours and three lab hours per week.

Prerequisite: 62a-Concurrent registration in the X-Ray technology program; 62b-Prerequisite is 62a.

A general survey of the anatomy and physiology of the human organism with emphasis directed primarily toward recognition of tissue by radiographs. Laboratory aids would include the human cadaver, preserved cat, radiographs and other pertinent material. Physiological aspects would center on the use of live material, and whenever possible the students would involve themselves.

Anthropology

1 PHYSICAL ANTHROPOLOGY (3)

Three lecture hours per week.

The relationship of Homo sapiens to lower animals, the evidence of man's evolution, genetics, human racial stocks and man's early prehistory. (Course can be counted toward science requirements of some four-year colleges.)

2 CULTURAL ANTHROPOLOGY (3)

Three lecture hours per week.

Study of culture as the man-made environment of particular societies: pre-historic, historic and contemporary. Cross-cultural comparisons of child-training, personality, kinship and family, economy, politics, religion and relationships between these in specific societies and sub-cultures, including contemporary ethnic groups in the United States.

3 PRE-HISTORY (3)

Three lecture hours per week.

Man's evolution during the period before written records. Pre-history bridges the gap between the natural history of man and the period of the first written records.

4 ARCHAEOLOGY FIELDWORK (3)

Two lecture hours and three lab hours per week.

Prerequisite: Anthropology 1 or 2 or 36 or consent of instructor.

Techniques and methods of archaeological excavation. Archaeological theory and interpretation of data. Presentation of data in standard archaeological form. Preservation and care of artifacts.

36 INDIANS OF NORTH AMERICA (3)

Three lecture hours per week.

An in-depth look at some of the life-ways of distinct North American Indian cultures that are found in different geographical areas of North America. Stress will be in the area of cross-cultural comparisons of cultural and social phenomena which includes religious and world view systems, subsistence systems and political systems. Each of these cultures lived in vastly different ecological areas, which when examined carefully, shows the adaptation processes the cultures made to the different environments. The cultures are: Eskimo, Huron, Cheyenne, Washo, Aztecs, Yaqui, Iroquis, Cherokee, Natchey and others.

37 PRE-COLUMBIAN PEOPLES AND CULTURES OF MEXICO AND CENTRAL AMERICA (3)

Three lecture hours per week.

A study of Middle American civilization as it has developed through many different peoples whose dramas often overlapped. They included the Olmecs, Zapotecs, Mixtecs, Mayas, Toltecs and Aztecs. Emphasis will be on the contributions of these peoples and cultures in the development of Middle America.

49 INDIVIDUAL PROJECTS (1-2)

Prerequisites: Previous or concurrent work in Anthropology and the consent of the instructor and the Social Science Division Chairman.

Specified individual study or directed research in specific problem areas.

Art

For Art majors, see program outlined in "Suggested Curricula." While intended primarily for regular students taking the semi-professional or pre-major curriculum in Art, the courses marked with an (x) are especially recommended for any member of the community interested in adult education and effective use of leisure time.

1a (x) HISTORY OF ART (3)

Three lecture hours per week.

A survey of prehistoric, ancient, classic, early Christian and medieval art.

1b (x) HISTORY OF ART (3)

Three lecture hours per week.

A survey of art from the late Middle Ages through the 19th Century, with emphasis on the development of painting.

1c (x) ART OF OUR TIMES (3)

Three lecture hours per week.

A survey of architecture, painting and sculpture of the 20th Century.

2a (x) FORM AND COMPOSITION (SURFACES I) (3)

Three lecture hours per week.

Prerequisite: Concurrent enrollment in Art 99 (Studio Hours).

Fundamentals of perceptual (subject matter) and conceptual (idea) composition, emphasizing line, shape, mass, value, space organization and texture.

Approximate cost of materials: \$20.

2b FORM AND COMPOSITION (SURFACES II) (3)

Three lecture hours per week.

Prerequisites: Art 2a and concurrent enrollment in Art 99 (Studio Hours).

Advanced course in composition. Problems concerned with four major aesthetic points of departure: (1) color-field composition, (2) mono-field composition, (3) classical abstraction, (4) figurative composition.

Approximate cost of materials: \$30.

3 COLOR (3)

Three lecture hours per week.

Consideration of color theory and practice. The relationship of color and form as applied to contemporary painting and design.

Approximate cost of materials: \$25.

4 PERSPECTIVES (2)

Two lecture hours per week.

Development of skills in freehand perspective applied to Fine Art and Commercial Art areas. Problems will involve one- and two-point perspective, and reverse and creative perspective. Not offered as a substitute for mechanical or architectural drafting.

Approximate cost of materials: \$15.

5a-5b DESIGN (3-3)

Three lecture hours per week.

Prerequisites: 5a—None; 5b—5a or 2a. *Concurrent enrollment in Art 99 (Studio Hours).*

Study of spatial organization through color, line, shape and mass with emphasis on the conceptual process of composing: (1) designs on two-dimensional surfaces, and (2) development of three-dimensional forms. Course is related to practical application of design.

Approximate cost of materials: \$25.

6a-6b (x) PAINTING (3-3)

Three lecture hours per week.

Prerequisite: None; *recommended Art 2a-b. Concurrent enrollment in Art 99 (Studio Hours).*

Development of perceptual awareness of the optical effects of the painted surface. Acrylics, oil paint and other media are used to encourage individualized expression. Study of contemporary painting forms. (May be repeated for credit.)

Approximate cost of materials: \$25.

7a-7b (x) WATER COLOR (3-3)

Three lecture hours per week.

Prerequisite: 7a—2a; 7b—7a.

Exploration and application of watercolor media, emphasizing the experimental and interpretative. (May be repeated for credit.)

Approximate cost of materials: \$25.

10 (x) INTRODUCTION TO RELATED ARTS (3)

Three lecture hours per week.

A study of the basic elements of visual arts, music and theatre. An investigation of motivations, functions and inter-relationships of the arts.

12 LETTERING (2)

Two lecture hours per week.

Development of proficiency in freehand lettering with pen and brush. Imaginative interpretations of lettering styles.

Approximate cost of materials: \$15.

13a (x) DRAWING I (3)

Three lecture hours per week.

A fundamental course in drawing. Emphasis on perception development, through specific drawing exercises to develop an orderly approach, a disciplined perception and an increased attention span. Dry media, pencil, charcoal and Conte crayon.

Approximate cost of materials: \$15.

13b (x) DRAWING II (3)

Three lecture hours per week.

Prerequisite: 13a.

Continued development of visual perception and technique, emphasizing direct response to visual stimuli and personal interpretation of subject matter. Mixed media.

Approximate cost of materials: \$15.

15 LIFE DRAWING (2)

One and one-half lecture hours per week. One and one-half hours per week of drawing laboratory.

Prerequisite: 13a-b.

Study of the gesture, contour, surfaces and aspects of anatomy of the human figure. Psycho-aesthetic factors, personal interpretation and symbolic transformation of the figure. Diverse media. (May be repeated for credit.)

Approximate cost of materials: \$15.

17a (x) PRINTMAKING I (2)

One and one-half lecture hours per week plus one and one-half laboratory hours per week.

Prerequisites: 2a, 13a.

An introduction to printmaking involving processes of relief printing (woodcut, collagraphy) and intaglio etching.

Approximate cost of materials: \$25.

17b (x) PRINTMAKING II (2)

One and one-half lecture hours per week plus one and one-half laboratory hours per week.

Prerequisite: 17a.

An advanced course in etching. Concentrated study of various intaglio processes such as drypoint, engraving, aquatint and lift grounds.

Approximate cost of materials: \$25.

22a-22b (x) SCULPTURE (3-3)

Three lecture hours per week.

Prerequisite: 22a—none; 22b—22a. *Concurrent enrollment in Art 99 (Studio Hours).*

A basic course in figurative and non-objective structural forms using plastic, fiberglass, metal and other media. (May be repeated for credit.)

Approximate cost of materials: \$30.

44 FINE ARTS FOR CHILDREN (3) (Evening College)

45 INTERCULTURAL ART WORKSHOP (3)

Three lecture hours per week.

A combination of lectures and slides with individual creative work in painting, sculpture and architecture covering styles

and contributions of Mexican, African and Oriental cultures. Individual creative work in those styles will be followed by personal expression of each student's own heritage.

56 LANDSCAPE AND PORTRAITURE (3)
(Evening College)

73 PHOTOGRAPHY (0)
(Evening College)

99 STUDIO HOURS (0)

Hours by arrangement.

Supervised studio hours in connection with Art 2a, 2b, 5a, 5b, 6a, 6b, 22a, 22b.

Astronomy

10 INTRODUCTION TO ASTRONOMY (3)

Three lecture hours per week.

Prerequisites: High school Algebra and Geometry or permission of instructor.

A survey of astronomy including study of the earth, planets, comets, meteors, the sun, stars, the Milky Way system and galaxies, their motions and physical properties. The methods employed by astronomers in gathering information will be introduced. (This course meets the General Education requirements for physical science at many colleges and universities.)

Bacteriology

1 GENERAL BACTERIOLOGY (5)

Three lecture hours and six lab hours per week.

Prerequisite: One semester of college chemistry and one laboratory course in college biological sciences. Not open to first semester freshmen.

History, morphology and physiology of micro-organisms with the main emphasis on bacteria, the disease process and human interests. The laboratory exercises include media making, isolation and identification of bacteria, and some of the standard methods employed in water and milk analysis. (Recommended for Agriculture, Bio-chemistry, Home Economics, Nursing, Sanitary Engineering, Physical Education and other Life Science majors.)

10 MICROBES AND MAN (3)

Three lecture hours per week.

(Not open to students with previous credit in the Biological Sciences.)

Characteristics of the major groups of microbes, their destruction, transmission of diseases, typical soil microbes, biology of spoilage, food preservation and sewage treatment.

Biology

1 PRINCIPLES OF BIOLOGY (4)

Three lecture hours and one three-hour lab period per week.

Biological principles including cellular organization, heredity, molecular components, evolution, reproduction, differentiation, and ecology.

2 GENETICS (3)

Three lecture hours per week.

Prerequisite: One course in the Biological Sciences or consent of instructor.

Introduction to the principles of heredity in plants and animals with specific reference to human inheritance and biochemical genetics. The importance of heredity in its evolutionary concepts is included.

9 NUTRITION (3)

(also Home Ec. 9)

Three lecture hours per week.

Basic concepts of nutrition and their relationship to health of people of all ages with application to family meal planning and the food budget.

15 ESSENTIALS OF NUTRITION (3)

(also Home Ec. 15)

Two lecture hours and one three-hour lab period per week.

Prerequisite: College course in chemistry.

Basic principles of nutrition. Utilization of food by the body, with emphasis on the role of nutrients in development and maintenance of body processes.

18 NUTRITION IN HEALTH AND DISEASE (3)

(also Home Ec. 18)

Three lecture hours per week.

Prerequisite: Biology 9 or Home Economics 9.

Nutritional aspects of special medical problems including mental illness, obesity, alcoholic malnutrition, pregnancy, dental caries, childhood nutrition; biochemical relationships of metabolism, chemical additives in food and production

techniques; overview of eating patterns and cooking techniques worldwide, history of food fads, nutritional advertising and misrepresentation.

20 MARINE BIOLOGY (3)

Two lecture hours and one three-hour lab period per week.

Prerequisite: Biology 1, Zoology 1 or Botany with a grade of C or better.

Introduction to physical oceanography, marine animals, marine plants and marine ecology. Major emphasis is given to the natural history of marine forms, including their taxonomy, morphology and physiology. Bays, estuaries and oceans are described as habitats.

40 NATURE STUDY (3)

One hour of lecture and two three-hour lab periods per week, with frequent field trips.

Prerequisite: Sophomore standing (24 units) with one course in the Biological Sciences or consent of the instructor.

Lecture, laboratory and field study of selected, common organisms, both plant and animal; natural history and distribution of Bay Area organisms.

49 INDIVIDUAL PROJECTS (1-2)

Hours by arrangement.

Prerequisites: Open only to students who have completed, or are currently enrolled in one of the following: Zoology 1, Biology 1, or Botany 1. Permission of the advising instructor is required.

A problem is chosen by the student in order to lay a foundation for future research in one of the fields of Biological Science. The problem is developed into a regular scientific report.

Botany

1 GENERAL BOTANY (5)

Three lecture hours and six hours of lab per week.

Prerequisite: Biology 1 with a grade of C or better, or high school Biology with grade B or better.

Principles of Biology as illustrated by plants with emphasis on structure, physiology and reproduction in green plants.

4 TAXONOMY OF VASCULAR PLANTS (3)

Two lecture hours and three hours of lab per week.

Prerequisite: Botany 1, or permission of the instructor.

Survey of the classification of the vascular plants; laboratory and field work with collection and identification practice; taxonomy of the groups of vascular plants. Field trips will be scheduled on weekends.

10 PLANTS AND MAN (3)

Two lecture hours and three lab hours per week.

Introduction to plant science including cells, plant groups propagation, distribution, succession structure and function. Field trips included.

Business

Business courses, with the exception of Business 50, are accepted by the state colleges as elective credit in Business; however, they are principally designed to prepare the student for employment.

Students graduating with a major in the field of Business must meet the following subject requirements:

Business 50 or 51, or a satisfactory score on a Business Mathematics competency exam.

Business 10—Introduction to Business.

10 INTRODUCTION TO BUSINESS (3)

(Credit/No Credit)

(Required of all students majoring in two-year Business programs.) Three hours per week.

Introductory survey of the nature, organization and structure of the American private-enterprise system. Designed to allow student examination of many activities performed in the business community. Instruction includes lectures, discussions, guest speakers and field trips. An aid to selecting a field of vocational specialization.

11 CONTEMPORARY BUSINESS ECONOMIC ISSUES (3)

Three hours per week.

Introduction to the contemporary American economy from the points of view of both the businessman and consumer. Sixteen different, often related current issues economically and politically affecting business and society will be given balanced presentations through lectures, films, readings and guest speakers.

12 INTRODUCTION TO DATA PROCESSING (3)

Three hours of lecture per week.

Introduction to general purpose digital computers and their application in the business world. Flow charting and programming using BASIC are stressed. Students are required to run several programs on the campus terminal, which is attached to the Stanford 360/67 computer. Retrieval of stored programs and data will also be required.

35 PERSONAL MONEY MANAGEMENT (3)

Three hours per week.

Develops understanding and skill in dealing with family and personal finance problems. Topics include financial planning, consumer purchasing, borrowing money, savings institutions, insurance, introduction to investments, estate planning, real estate and taxes. Provides a project for investment of your financial assets.

36 CREDIT MANAGEMENT (3)

Three hours per week—Fall Semester.

Economic and social concepts of credit. Management and analysis of consumer credit from viewpoint of the creditor. Investigation of retail and cash loan credit. Government regulation. Collection policy and practice. Current happenings in the industry presented through appearance of guest speakers.

37 CREDIT MANAGEMENT (3)

Three hours per week—alternate Spring Semesters.

Prerequisite—Any one of the following: Business 36, Business 10, Business 11, or Economics 1a.

Familiarization with various credit instruments. Investigation into the business use of commercial credit including criteria and method of granting credit. Commercial credit collection policies and practices. Financial analysis of debtor businesses. Current happenings in the field presented by guest speakers.

38 PRINCIPLES OF BANK OPERATIONS (3)

Three hours per week.

Description of the fundamentals of bank functions. A study of bookkeeping operations involving the day-to-day banking activities; various bank services such as loans, savings, trusts, legal considerations; the Federal Reserve System and related government controls.

47 COOPERATIVE EDUCATION (1-4) (Credit/No Credit)

Six class sessions (including field trips). First meeting during second week of semester.

Prerequisites: Completion of or enrollment in Business 10, or concurrent enrollment in another Business course, or approval of instructor; and employment in business 5-20 hours per week.

Activities include supervised work experience, group discussion based on individual and group job problems, and selected field trips.

50 BUSINESS ARITHMETIC (3)

Three hours per week.

Prerequisite: For students with a percentile below 35 on the quantitative part of SCAT entrance examination. (SCAT test is given during second class session.)

(See Business Division requirement for Business Mathematics.)

Objectives of this course are to: (1) improve arithmetic skills in basic addition, subtraction, multiplication and division, as well as teach some helpful shortcuts and aliquot parts, (2) brush up on common and decimal fractions, and (3) apply these skills to bank statements, cash and trade discounts, income tax and other business problems.

51 BUSINESS MATHEMATICS (3)

Three hours per week.

Prerequisite: A percentile rating of 35 or over on the quantitative part of the SCAT test, or completion of Business 50 with a grade of C or better. Placement in Business 50 or 51 is on the basis of the score on inventory test given during the first or second class session.

Finding required quantity by use of fractional equivalents, aliquot parts, equations and formulas, ratio and proportion, formulas in percentage, simple interest, bank discount, present value, periodic payments and depreciation.

56 BUSINESS COMMUNICATIONS (3)

Three hours per week—Spring Semester.

Prerequisites: Business 92a and completion of or enrollment in Business English or completion of English 50a-50b. (Students must either type or have their work typed for them.)

As the ability to create (not just type) letters is needed in order to advance in most fields, this course zeroes in on composing clear and concise letters and reports. How to achieve readability, build interest and use persuasive techniques are demonstrated and practiced. Dictating techniques (as used by executives) are presented, and several types of equipment are used by students in developing their ability to compose and dictate from notes. Recommended for all Business majors.

58 HUMAN RELATIONS IN BUSINESS (3)

Three hours per week.

Films, tapes by experts on the subject and lectures are used to present the basic psychological principles operating in family, social and business relationships. Conference method class discussions, and oral and written reports prepared in acceptable business format offer an opportunity for individual self-improvement. Topics covered include: perception, self-image, self-management, success, prejudice, creativity, attitudes, change, motivation and maturity, productivity, leadership and many others. Recommended for all Business majors.

61 BASIC COMPUTER OPERATION (3)

One lecture hour and five lab hours per week—Spring semester.

Laboratory course using an Eduputer, which simulates the operation of an IBM 360 computer; sixteen lessons on prepared tapes; and programmed student instruction materials. Complete procedures for operating an IBM 360 computer are taught by means of the taped lessons, programmed materials and practical applications on the Eduputer simulator. Field trips will be arranged to give some actual experience with an operating 360 computer.

64 BUSINESS LAW (3)

Three hours per week—Spring Semester.

Broad study of the legal aspects of business transactions: the legal system, contracts, sales, security, negotiable instruments and personal property. Provides a background for personal as well as business transactions. Lecture and case problems used extensively. Recommended as general education elective.

65 SMALL BUSINESS MANAGEMENT (3)

Three hours per week—Spring Semester.

Prerequisite: Business 10 or permission of the instructor.

Examination of the opportunities and hazards of small business operation; designed for business students who plan to establish or supervise a small business. Significant areas of vital interest to the prospective independent businessman are explored. Including type of operation, legal form, site location, financing, handling of personnel and over-all management procedures.

66 GENERAL ACCOUNTING (3)

Four hours per week.

Recommended: Completion of or concurrent enrollment in Business 50 or 51.

Non-professional accounting course introducing the principles of double-entry bookkeeping. These principles are applied to recording financial transactions and the preparation of statements and reports. A practice set is required.

67 FEDERAL INCOME TAX PROCEDURES (0)

(Evening College)

81 SECURITY INVESTMENTS (3)

(Evening College)

83a REAL ESTATE PRINCIPLES (BASIC) (3)

Three hours per week.

Legal basis of real estate transactions—contracts, agency and property; real estate transactions—listing and purchase contracts, real estate financing, deeds, liens and encumbrances, escrows and title insurance; land descriptions; real estate mathematics; business opportunities. Assists toward basic license preparation.

84 REAL ESTATE VALUATION, INVESTMENT AND MANAGEMENT (3)

Three hours per week.

Investments in general; investments in real estate; forms and nature of ownership; income tax shelter; and investment property analysis. A practical course designed to teach students how to successfully invest their savings.

SHORTHAND CLASSES: *Students in shorthand classes are required to schedule one or two hours per week in the Audio Library Lab.*

90a BEGINNING SHORTHAND (5)

Five class hours and two scheduled audio library lab hours by arrangement per week.

Prerequisites: Enrollment in or completion of Business 92a or equivalent and completion of or enrollment in Business English, English 50b or 1a.

Foundation course in Gregg Shorthand principles with practice in simple dictation and transcription.

90b INTERMEDIATE SHORTHAND (7)

Ten class hours and one scheduled audio library lab hour by arrangement per week.

Prerequisites: Business 90a or its equivalent and completion of or enrollment in Business 92b or equivalent; completion of or enrollment in Business English, English 50b or 1a.

Thorough review of theory principles. Training in vocational application of shorthand through intensive dictation and transcription with emphasis on the integration of specific secretarial skills: transcription, punctuation and related English review, vocabulary development, and efficient shorthand methods. Field trips, speakers, tapes and records used.

90c ADVANCED SHORTHAND (4-5)

Six class hours and one scheduled audio library lab hour by arrangement per week—Spring Semester.

Prerequisites: Business 90b or its equivalent and completion of or enrollment in Business English or English 1a.

Intensive training in the vocational application of shorthand and other secretarial skills with emphasis on practical experience. Vocabulary development in medical, legal and specialized areas. Field trips, speakers, tapes and records used.

One extra unit of credit may be earned for volunteer campus office work by arrangement.

90r REFRESHER SHORTHAND (3)

Three class hours and two scheduled audio library lab hours by arrangement per week.

Prerequisites: Enrollment in or completion of Business 92a or equivalent, and completion of or enrollment in Business English, English 50b or 1a.

For students with insufficient training in shorthand to qualify for Business 90b.

90Sa BEGINNING MACHINE SHORTHAND (4)

Five hours per week. (Lab work as needed to be assigned by instructor.) Fall Semester.

Prerequisite: Completion of or enrollment in Business 92b and Business English or English 1a.

Theory and practice on shorthand machines. Stresses phonetics, English skills, etc. Intended for training office workers as well as a prelude to training potential court reporters or as a steppingstone to other career opportunities. Speed development to 100 words per minute. This course may be substituted for Beginning and Intermediate Shorthand in the Secretarial Programs.

90Sb INTERMEDIATE MACHINE SHORTHAND (4)

Three lecture hours and three laboratory hours per week.

Prerequisite: Business 90Sa.

Emphasizes machine shorthand theory review, English principles, development of vocabulary, and continues with concentrated new matter dictation and entails further transcription development. Also stresses transcription of notes.

91 BUSINESS ENGLISH (3)

Three hours per week—Fall Semester.

Fundamental English preparation for secretarial and clerical majors. Grammar, punctuation, spelling, word usage, vocabulary building and use of the dictionary. Emphasis on English of business through use of business-oriented materials. Recommended for students in any major who feel the need for improvement in fundamentals of English and vocabulary.

92a BEGINNING TYPING (3)

Five hours per week.

Prerequisite: No previous typing instruction.

Designed to develop correct typing techniques, keyboard mastery, proper care and operation of the typewriter, and basic skills in typing straight copy, business letters, simple tables, outlines and manuscripts.

92b INTERMEDIATE TYPING (3)

Five hours per week.

Prerequisite: Business 92a with a grade of C or better or an equivalent proficiency in typewriting.

Designed to increase speed and accuracy of typing and improve production rate of typing a variety of business problems.

92c ADVANCED TYPING (3)

Five hours per week—Spring Semester.

Prerequisite: Business 92b with a grade of C or better, or satisfactory completion of two years of typing in high school.

Production typing with emphasis on speed and accuracy in the preparation of business letters, business and legal forms, manuscripts, financial and statistical reports in project form. Helps develop judgment and initiative and ability to work with a minimum of direction. Recommended for all secretarial and clerical students.

92r REFRESHER TYPING (3)

Five hours per week.

Prerequisite: For students with insufficient training in typing to qualify for Business 92b.

Emphasis on improving keyboard control, correct typing techniques, and developing skill in typing straight copy, business letters, simple tables, outlines and manuscripts.

93 MACHINE CALCULATION (2)

Three hours per week. (Lab work as needed—to be assigned by instructor.) Spring Semester.

Prerequisite: Business 50 or permission of instructor.

Performance of arithmetic calculations on machines emphasizing actual business situations and problems, starting with fundamentals, continuing to more complex practical applications. In-depth instruction (not acquaintanceship) on the operation of rotary-type calculators and touch system of operating printing calculators, including electronic machines; also ten-key adding machines; orientation on key-driven calculators. Strives to develop ability to follow instructions, speed, accuracy, and neatness of work. *Recommended for all certificate and AA degree majors.*

100 OFFICE PROCEDURES AND OFFICE ADMINISTRATION (4)

Six class hours and three scheduled lab hours per week.

Prerequisites: Business 92b or an equivalent proficiency in typing; and completion of or enrollment in Business English, English 50b or 1a. Not recommended for first semester students except by permission of instructor.

Development of skill in use of transcribing and duplicating machines; use of electric typewriters and duplicating equipment in performing office work; filing, payroll, switchboard, telephone and general office work; study and application of effective procedures for improving performance of office employees.

101 OFFSET DUPLICATING (1)

One and one-half lecture hours and three and one-half lab hours per week for six weeks.

Prerequisites: Typing skill recommended.

Devoted to learning the operation of the offset printing press through the preparation of direct image masters and presensitized aluminum offset plates with emphasis on the fine details of making additions, corrections and deletions on direct image masters, the preparation of art work on the master and different size papers, as well as using film negatives in preparing presensitized aluminum plates.

102 OFFICE ADMINISTRATION (3)

Three hours per week. (Lab work as needed to be assigned by instructor.) Spring Semester.

Prerequisites: Completion of or enrollment in Business 92b, Business English or English 1a; completion of or enrollment in Business 100 is recommended.

Considers mainly the final stages of development of preparation for administrative assistant, office managers and other executive-level positions. Case method, seminars and practicum used to provide useful background knowledge, conditions and attitudes necessary for understanding the responsibilities of an administrative assistant, office manager and/or executive-level positions. Considers human relations, personal factors, work organization in the office and supervision of office personnel. Dealing with executives and colleagues. The preparation of reports, articles, press releases, and making arrangements for seminars and conferences.

110 FUNDAMENTALS OF SALESMANSHIP (2)

Two hours per week—Fall Semester.

Covers the role and impact of personal selling in the marketing process of our business community. Considers principles and techniques employed effectively in the direct sales process. Includes practical sales presentations by students. TV tape used for self-evaluation and improvement of sales presentations.

116 PRINCIPLES OF RETAIL MERCHANDISING (2)

Two hours per week—alternate Fall Semesters.

Retail processes of chain and department stores emphasizing merchandise planning and control, buying and receiving, pricing, personnel evaluation, and customer services. Lecture, class discussion and case problem techniques used.

117 MODERN RETAIL OPERATION (2)

Two hours per week—alternate Fall Semesters.

Small retail store operation starting with the decision to be an independent businessman. Topics include location analysis, franchising, merchandise, promotion and pricing. Management tools such as inventory control, accounting, and credit practices are also considered. Lecture, class discussion and case problems are used. *(No credit for students having had Business 65.)*

120 ADVERTISING (3)

Three hours per week—Spring Semester.

The role of advertising in our economic life with emphasis on advertising objectives and methods. Creation of print advertising. Evaluation of various media. Discussion of advertising ethics and campaign strategy. Includes student development of an advertising campaign.

124 MARKETING (3)

Three hours per week—Spring Semester.

Broad study of marketing principles and methods applicable to the development, manufacture, and selling of consumer goods. Major topics include consumer research, product planning, marketing policies and practices, retailing, wholesaling and price determination. Lecture, case problems and class discussions utilized in class sessions.

Business Administration

Business 50 or 51 is recommended for Business Administration majors who feel the need of improving basic Math skills.

1a PRINCIPLES OF ACCOUNTING (4)

Five hours per week.

Prerequisite: None. (Business 50 is recommended for students who are weak in basic Math skills.)

Principles and basic theory of accounting; the accounting cycle, preparation of working papers and financial statements; emphasis on analytical approach for solving accounting problems and relating classroom work with accounting practice. Primarily emphasizes the financial accounting approach with some attention to the managerial aspects of accounting.

1b PRINCIPLES OF ACCOUNTING (4)

Five hours per week.

Prerequisite: Business Administration 1a or equivalent, with a grade of C or higher.

Applications of theory, concepts and principles to partnerships and corporations. Introduction to departmental, cost and manufacturing accounting, budgeting, federal income taxes, financial analysis and management decisions. Heavy emphasis and orientation on managerial accounting.

18a COMMERCIAL LAW (3)

Three hours per week.

Introduction to law applicable to business; the history and philosophy of the law, agencies for enforcement and court procedures; and the substantive law of contracts, agency and sales, under the Uniform Commercial Code.

Chemistry

1a-1b GENERAL CHEMISTRY (5-5)

Three lecture hours and two three-hour lab periods per week.

Prerequisites: 1a—Chemistry 51 with a grade of C or better, or high school chemistry with grade B or better, and two years of algebra or one year of algebra and one year of geometry. High school physics and trigonometry are recommended. 1b—Chemistry 1a with a grade of C or better.

1a—Principles of inorganic chemistry and an introduction to organic chemistry, for students majoring in Engineering, Physical Science, Pre-Med, Pre-Dental, and other science fields.

1b—Continues the study of principles of chemistry and includes some descriptive chemistry of the elements, ionic equilibria, oxidation-reduction, qualitative analysis and introduction to nuclear chemistry.

5 QUANTITATIVE ANALYSIS (4)

Two one-hour lectures; two three-hour lab periods per week.

Prerequisite: Chemistry 1b (grade of C or better).

A study of the theory, calculations and common analytical procedures of quantitative analysis and the acquisition of related basic skills and techniques. (Required of most students majoring in the physical sciences, engineering, medical sciences, dentistry and some areas of life science.)

8 ELEMENTARY ORGANIC CHEMISTRY (3)

Three one-hour lectures per week.

Prerequisite: Chemistry 1a (grade C or better). Chemistry 1b is strongly recommended.

The basic concepts of carbon chemistry; a study of the structure, nomenclature and reactions of the important classes of aliphatic and aromatic compounds. (Recommended for students needing only one semester of organic chemistry.)

9 ELEMENTARY ORGANIC CHEMISTRY LABORATORY (2)

Two three-hour lecture-lab periods per week.

Prerequisite: Concurrent enrollment in or completion of Chemistry 8.

Syntheses of typical organic compounds. Techniques of preparation, purification and identification including unknowns.

10 SURVEY OF CHEMISTRY (3)

Two lecture hours, one recitation hour and two lab hours per week.

Not open to students who have had or are taking Chemistry 1a.

A general survey of the more important theories, laws and concepts of chemistry. Chemical properties of inorganic and organic substances; their relation to atomic, molecular and ionic structure of matter; role of chemistry in current problems such as pollution, etc. (This course meets the general education requirements for physical science including the lab science requirement at many colleges and universities.)

12a ORGANIC CHEMISTRY (5)

Three lecture hours and two three-hour lab periods per week.

Prerequisite: Chemistry 1b with a grade of C or better.

Same as Chemistry 8 and 9 plus one additional hour of lecture per week. Recommended for students intending to take a second semester of organic chemistry.

30a INTRODUCTORY CHEMISTRY (4)

Three lecture hours and one three-hour lab period per week.

Prerequisite: One year high school algebra.

An elementary course covering fundamental principles of general chemistry with emphasis on applied chemistry rather than theoretical principles. (Not accepted toward physical or life science major, or engineering, but will meet the requirement for many programs in home economics, nursing, environmental tech., etc.)

30b INTRODUCTORY CHEMISTRY (4)

Three lecture hours and one three-hour lab period per week.

Prerequisite: Chemistry 30a or Chemistry 1a.

A continuation of fundamental general chemistry with an emphasis on organic and biochemistry.

51 ELEMENTARY CHEMISTRY (3)

Three one-hour lecture periods and one three-hour lab period per week.

Prerequisite: Mathematics 11 or one year of high school algebra. Concurrent enrollment in Geometry or Intermediate Algebra is strongly recommended.

Introduction to some of the theories, laws, concepts and language of Chemistry. This course should not be elected by students who need a general survey course. It is specifically planned to prepare students for Chemistry 1a. While the

relatively few topics studied are developed slowly, the last part of the material covered in each topic is equal in difficulty to material studied in Chemistry 1a.

55 CHEMISTRY FOR WATER QUALITY CONTROL (3)
(Evening College)

Conservation

1 ESSENTIALS OF CONSERVATION (3)

Three lecture hours per week.

Consideration of the national resources of the U.S., including forests, grasslands, wildlife, water, marine, soils, minerals and recreational problems and practices in resource management.

Cooperative Education

47 COOPERATIVE EDUCATION (1-4)
(Credit/No Credit)

(See also Administration of Justice 47; Business 47; Education 47; Environment 47; Food and Lodging Technology 47; Home Economics 47; Mental Health 47; Nursery School 47; Psychology 47; Recreation Education 47; Social Science 47 and Sociology 47.)

One unit of credit for each five hours of work per week with a maximum of four units per semester. A student may earn three units of Co-op credit for every 12 units completed from the general course offerings.

Prerequisite: Enrollment in at least eight units including Cooperative Education is required.

The Cooperative Education program provides off-campus, career-related work experience in combination with classroom instruction. Under one plan, students in the program spend alternate semesters in college and industry. Two students hold one full-time work station. While one is in school, the other is learning on the job. A second plan allows students to enroll in a reduced academic load and be employed continuously in a parallel work experience arrangement.

Through a combined program of work and study, the relationship between theory and practical application is clearly established for the student. Cooperative work stations are available for students majoring in business, technical and liberal arts careers at Cañada College.

Further information about this program is available from your counselor or at the Cooperative Education office location in the Counseling Center at Cañada College.

Data Processing

(See Business 12, Business 61 and Mathematics 18.)

Drafting

55 BASIC ARCHITECTURAL DRAFTING AND DESIGN (2)
(Evening College)

Drama

Courses marked with an (x) are especially recommended for adults interested in effective use of leisure time.

1a (x) MASTERPIECES OF DRAMA (CLASSICAL AND RENAISSANCE) (3)

Three class hours per week.

Study of the greatest plays and playwrights from classical Greece through the Elizabethan era in England. Principles underlying dramatic literature in each period will be related to dominant social, intellectual and artistic forces. Use of motion pictures, filmstrips, recordings and play attendance, as well as lectures and discussions.

1b (x) MASTERPIECES OF DRAMA (MODERN ERA) (3)

Three class hours per week.

The second semester of this course. Students may take the course without having taken Drama 1a. Study of the greatest plays and playwrights from the 17th Century to the present.

10 (x) INTRODUCTION TO THE THEATRE (3)

Three lecture hours per week.

A general education course designed for the beginning student in Drama and the general student to acquaint them with the various approaches to the production of a script. Lecture and demonstrations. Subject matter will include

such things as: nomenclature, duties and responsibilities, traditions, script analysis, approach to a script from the director's viewpoint, the designer's viewpoint, the actor's viewpoint and the audience's viewpoint. Special lecturers may discuss publicity, performance, music and dance, motion pictures and T.V.

13a-13b (x) STAGE PRODUCTION (3)

Two lecture hours and three lab hours per week.

Lectures and discussions on the theory and craftsmanship of building, rigging, painting and otherwise preparing theatrical settings. Practical experience executing the technical work of the College's dramatic presentations.

13c-13d ADVANCED STAGE PRODUCTION (3)

Two lecture hours and three lab hours per week.

Prerequisites: Drama 13a and 13b or their equivalent.

Lectures and special projects in stage managing, technical work, sound and lighting.

14a THEORY AND PRACTICE OF ACTING (3)

Four class hours per week.

Theories and techniques of acting and dramatic production, presentation of scenes and oral reading, tape recordings, pantomimes and improvisations.

14b-14c-14d ADVANCED ACTING (3)

Four class hours per week.

Prerequisite: Drama 14a or equivalent.

Review of basic principles and skills of acting, advanced theories and techniques. Basic introduction to script analysis and directing.

14aL-14bL-14cL-14dL ACTING LABORATORY (1-2)

Supervised rehearsals of improvisations, pantomimes, oral readings and short scenes. Forms and styles of acting. Exercises in the use of mind, emotions, voice and body in acting. Acting scenes for drama classes and others.

15 PLAY PRODUCTION (½ to 2 units per play)

Play rehearsal of seven weeks for each of four major productions per year, the first four weeks of which are from 3-6 p.m. daily and the last three weeks from 7-11 p.m. daily.

Prerequisite: Tryouts.

Problems of actual play production, acting. (May be repeated for credit.)

16 PRODUCTION SHOP (½ to 2)

Problems of actual play production. Scene building, lighting, properties, rigging and stage crew operations. Hours by arrangement. (May be repeated for credit.)

17 (x) COSTUME-FASHION DESIGN AND PREPARATION, MAKE UP (½ to 2)

Problems of actual play preparation of costumes and makeup. This course will provide drama and fashion students the opportunity for practical experience in design and execution of costumes for dramatic productions. (May be repeated for credit.)

20L (x) INTRODUCTION TO DIRECTING (LAB) (½ to 2 units per play)

One to three two-hour labs per week.

Introduction to the theory and practice of play directing for theatre and screen. Analysis of plays to determine suitable acting, and staging styles and methods. Study of composition, movement, tempo, climax and the use of sound and music. Preparation of play-production plans and prompt-books. Directing of scenes for classes in drama and other fields and discussion of ideas dramatized in the scenes. Emphasis on learning by actual directing under teacher supervision. (May be repeated for credit.)

24 (x) MODERN DRAMA (3) (also English 24)

Three hours per week.

Study, from a theatrical as well as a literary viewpoint, of the outstanding dramas written between 1880 and the present. Emphasis upon contemporary dramatic trends such as realism, naturalism, symbolism, expressionism, epic theatre and eclecticism. Appreciation and understanding. Reading, thinking, arguing and sharing. Relating drama to man's nature and problems and those to drama.

25 (x) INTRODUCTION TO SHAKESPEARE (3) (also English 25)

Three hours per week.

Exploring and appreciating Shakespeare's best plays. A careful study of tragedy, history and comedy from Shakespeare's three major periods. The plays as superb fusions of poetry and drama, as mirrors of Renaissance and universal ideas and attitudes, and as summations of human nature and the human predicament. Emphasis upon Shakespeare as playwright, poet, psychologist and philosopher.

49 INDIVIDUAL PROJECTS (1-2)

Special projects in such fields as directing, technical directing, costuming, dramatic literature and the integration of the theatre arts. (May be repeated for credit.)

Ecology

10 INTRODUCTION TO ECOLOGY OF THE WEST (3)

Three lecture hours per week.

Prerequisite: None, but a course in Biology, Botany or Zoology is recommended.

Introduction to the ecology of the West with emphasis on California and the Bay Area. The ecological aspects of the plant and animal groups and their controls by geology, climate, each other and by man.

Economics

1a PRINCIPLES OF ECONOMICS (3)

Three hours per week for lectures and discussion.

The American economy; the price system; the role of resources, machines and men in production; the place of firms in organizing private business; the operation of the banking system and the use of money in guiding economic activity; the overall trends of national income and factors in its determination; policies for stabilization and growth in advanced and underdeveloped nations.

1b PRINCIPLES OF ECONOMICS (3)

Three hours per week for lectures and discussion.

Prerequisite: None. Economics 1a is recommended.

Supply, demand and price determination in a market economy; the business firm's cost, revenues and price policies under conditions of competition and monopoly; the determination of wages, rent, interest and profits; international trade and finance; taxes, debts and public finance; comparative economic systems of other nations.

7 SURVEY OF ECONOMIC PROBLEMS (3)

Three lecture hours per week.

Non-theoretical consideration of the major economic problems which confront the citizen today. Students who have completed Economics 1a or 1b or Business 11 will not receive credit for this course.

11 ECONOMIC HISTORY OF THE UNITED STATES (3)

Three hours per week.

The origin and development of the American economy from colonial times to the present. Themes will include the basis

for industrial growth, land and resource use, the transportation revolution, the development of money and banking machinery, changing trade patterns, the rise of organized labor, the role of government in aiding economic development and stabilization.

14a LABOR ECONOMICS (3)

Three hours per week for lecture and discussion.

The first half of the course is concerned with the composition of the labor force, the history, structure, philosophy and objectives of the trade union movement and the development of public control of labor relations. The second half is devoted to the economics of the labor market, including problems of labor supply, labor mobility, labor market organization, employment and unemployment, wage determination and economic security.

19 ECONOMICS OF POVERTY (3)

Three lecture hours per week.

Study of the current distribution of income in the United States. Analysis of the causes of poverty in America; the relationship of age, sex, color, location, education and health of the poor to the persistence of poverty will be considered. Past and current attempted solutions will be evaluated and possible new approaches to the problem will be discussed.

27 PROBLEMS OF UNDERDEVELOPED AREAS (3)

Three lecture hours per week.

Broad survey of contemporary problems of underdeveloped areas, concentrating on economic problems. The course will investigate the following topics: (1) an introduction to contemporary conditions in Asia, Africa and Latin America; (2) social and economic problems at the local or village level, with case studies; (3) economic and political problems at the national level, with special reference to economic development policy; (4) problems of poverty and underdevelopment in America today.

49 INDIVIDUAL PROJECTS (1-2)

Prerequisites: Previous or concurrent work in economics and the consent of the instructor and the Social Science Division Chairman.

Specified individual study or directed research in specific problem areas.

For Economic Statistics, see Statistics.

Education

1 INTRODUCTION (3)

Three lecture hours per week.

Exploring the total spectrum of education including pre-school, elementary school, junior high school, senior high school and junior college. Will explore the strength in the educational system, the areas of concern, current innovations, the challenges facing education, such as testing, bus-sing, middle-class and sub-culture values.

2 THE TEACHER ASSISTANT (2)

Two lecture hours per week.

Prerequisite: Education 1 or consent of instructor.

The basic course for the teacher assistant. The role, responsibilities and ethical considerations of the teacher assistant, his relationship to the professional teacher, the principal and the student; the clerical, supervisory and teaching aspect of the position.

Field experience (Education 47—Cooperative Education) must be taken in conjunction with this course.

3 READING IN THE PUBLIC SCHOOLS (3)

Three lecture hours per week.

Brief history of reading, physiological and psychological basis of reading, philosophy of reading instruction, individual reading instruction, group reading instruction, acceleration problems in reading, multi-media approach in reading, teacher and teaching assistant variables in reading, facts and fallacies about reading readiness, review of research findings on reading instruction. Purpose: Training course in reading instruction for teaching assistants.

47 COOPERATIVE EDUCATION (1-4) (Credit/No Credit)

By arrangement.

Supervised field experience.

49 INDIVIDUAL PROJECTS (1-2)

Prerequisites: Previous or concurrent work in Education, and the consent of the instructor and the Social Science Division Chairman.

Specified individual study or directed research in specific problem areas.

Electronics

10 INTRODUCTION TO ELECTRONICS (3) (Evening College)

Engineering

10 ENGINEERING AND THE ENVIRONMENT (2)

Two lecture hours per week.

Study of current and future roles of engineers in ecological, legal, social and political aspects of the national and world communities. Particular concern will be given to the impact engineering may have on the improvement of the environment. This course is directed to both technical and non-technical majors.

The following Engineering courses will not be offered during the school year 1972-73:

20 DESCRIPTIVE GEOMETRY (2)

22 ENGINEERING GRAPHICS (2)

35 VECTOR STATICS (3)

36 VECTOR DYNAMICS (3)

37 STRENGTH OF MATERIALS (3)

38 CIRCUITS AND DEVICES (3)

English

Students will elect to take either English 1a or English 50a, after receiving their counselor's recommendation based on previous test scores and work in English courses.

Advanced Placement Credit: Students who have taken the Advanced Placement Test in English and who have scored 3 may receive credit for English 1b; those who have scored 4 or 5 will receive credit for English 1a and 1b. Test scores and a written petition for this credit should be filed in the Registrar's office.

Brochure—Students are urged to obtain a brochure, available at the Registrar's desk, describing the various English courses as they are taught by individual instructors.

1a READING AND COMPOSITION (3)

Three hours per week.

Practice in writing based on a study of primarily nonfiction materials.

1b INTRODUCTION TO LITERATURE (3)

Three hours per week.

Prerequisite: English 1a.

Study of literary types: short story, drama, poetry and the novel. Themes based on reading and class analysis.

English 1a-1b may also be taken in conjunction with History 17a-17b. See "Interdisciplinary Studies".

9a-9b CREATIVE WRITING (3-3)

Three hours per week.

Prerequisites: 9a-English 1a or permission of the instructor. 9b-English 9a.

The craft of writing short stories, sketches and poetry.

21 THE SHORT STORY (3)

(Evening College)

23 INTRODUCTION TO POETRY (3)

Three hours per week.

Prerequisite: English 1b or permission of the instructor.

Discovery and study of the experience of a poem. Intensive and extensive reading, discussion, papers.

24 MODERN DRAMA (3)

(also Drama 24)

Three hours per week.

Study from a theatrical as well as a literary viewpoint, of the outstanding dramas written between 1880 and the present. Emphasis upon contemporary dramatic trends such as realism, naturalism, symbolism, expressionism, epic theatre and eclecticism.

25 INTRODUCTION TO SHAKESPEARE (3)

(also Drama 25)

Three hours per week.

Exploring and appreciating Shakespeare's best plays. A careful study of tragedy, history and comedy from Shakespeare's three major periods.

26 MODERN NOVEL (3)

(Evening College)

27 MODERN LITERATURE (3)

Three hours per week.

Prerequisite: English 1b or permission of the instructor.

A study of selected fiction, poetry and drama of the 20th Century. Lectures, discussions, related reading, writing of critical papers.

28a FILM STUDY AND APPRECIATION (3)

Two lecture hours and two lab hours per week.

Study of significant motion pictures as an art form with emphasis on structure of film and the technique of film making. Screening of films followed by discussion and/or written analysis relating to appreciation and understanding of film as a communicative medium. Production of films by students optional.

28b MOTION PICTURE PRODUCTION (3)

Two lecture hours and two lab hours per week.

Prerequisite: English 28a or permission of the instructor.

A theoretical and practical course on the art and technique of film making. Working from the conceptual stage, students will prepare scenarios, scripts, and story boards. Using super 8mm. equipment, they will shoot film, edit their footage into a meaningful visual form and ultimately produce short films.

30 MAJOR FIGURES IN AMERICAN LITERATURE (3)

Three hours per week.

Prerequisite: English 1a or permission of the instructor.

Study of the writings of some of the major figures in American literature. Intensive reading, lectures, discussion, papers.

34 RELIGION IN LITERATURE (3)

Three lecture hours per week.

Relates the study of religion and the study of literature within the compass of the humanities generally. Attention will be given to: (1) critical and historical methods of analysis (both religious and literary) necessary to discovery of religious meaning and significance in literature; (2) representative literary forms and/or movements or periods; (3) specific topics such as theory of myth and symbol which are especially significant for interdisciplinary study of religion and literature. Special emphasis will be placed on how literary form may articulate religious vision or belief and how religious conceptions may influence artistic structures and styles. Attempts will be made to focus on the characteristic forms of religious (or anti-religious) preoccupation in a literary work.

36 SCIENCE FICTION AND FANTASY (3)

Three hours per week.

Prerequisite: English 1a or permission of instructor.

Study of science fiction and fantasy emphasizing 20th Century works. Both popular writers and established literary figures covered in wide range of forms, types and themes of SF. Extensive and intensive readings, lectures, discussion, critical papers in areas of individual interest.

37 ENGLISH ELECTIVES (1-3)

Three hours per week for six, twelve or eighteen weeks.

Study of important literature, language or media, offered on a variable basis from semester to semester depending upon student interest and faculty expertise in a particular literary area.

41 BLACK POETRY (3)

Three hours per week.

Survey of the oral and written tradition in the poetic theory and practice of the black poet in America from 1619 to the present. Recordings of poetry readings, song lyrics; lectures and readings by visiting poets.

42a MASTERPIECES OF CLASSICAL AND EUROPEAN LITERATURE (3)

Three hours per week.

Prerequisite: Enrollment in English 1a or permission of the instructor.

Selections from the literature of ancient Greece through Renaissance Europe will be read, analyzed, discussed and, hopefully, enjoyed. Group work, oral reports, papers.

English 42a may also be taken in conjunction with History 4a. See "Interdisciplinary Studies."

42b MASTERPIECES OF CLASSICAL AND EUROPEAN LITERATURE (3)

Three hours per week.

Prerequisite: Enrollment in English 1a or permission of the instructor.

Study of selected European novels, short stories and plays from the 17th Century to the present. Reading, analysis and discussion; written reports, oral readings and lectures.

43 BLACK LITERATURE (3)

Three hours per week.

Historical and literary survey of Afro-American literature emphasizing principal authors and their works from the 19th Century to the present. Lectures and discussions based on readings of poetry, short stories, novels and drama; written reports.

44 MEXICAN-AMERICAN LITERATURE (IN ENGLISH) (3)

Three hours per week.

Study of literature written by Mexican-Americans. Emphasis will be placed upon contemporary stories, poems and essays.

45 RUSSIAN NOVEL AND SHORT STORY (3)

Three lecture hours per week.

Prerequisite: English 1a or permission of instructor.

Study of important Russian writers from Pushkin to Solzhenitsyn. All works will be read in translation. Reading, discussion, papers.

46a SURVEY OF ENGLISH LITERATURE (3)

Three hours per week.

Prerequisite: English 1b or permission of the instructor.

Study of the typical works of major English writers from Chaucer to the end of the 17th Century. Discussions, lectures, recordings.

46b SURVEY OF ENGLISH LITERATURE (3)

Three hours per week.

Prerequisite: English 1b or permission of the instructor.

Study of the typical works of major 18th and 19th Century English writers. Discussions, lectures, recordings.

46c SURVEY OF ENGLISH LITERATURE (3)

Three hours per week.

Prerequisite: English 1b or permission of the instructor.

Study of the typical works of major 20th Century English writers. Discussions, lectures, recordings.

49 INDIVIDUAL PROJECTS (1-2)

Hours by arrangement.

Prerequisites: Previous or concurrent work in college English; approval of instructor and the Chairman of the English Division.

Students will present a paper or papers dealing with a specific topic in literature or language, a topic beyond the scope of offered courses.

50a READING AND INTERPRETATION (4)

Four hours per week.

Reading of short stories, informal essays and books of non-fiction; study of vocabulary and spelling; written exercises, quizzes and compositions; class discussions.

50b READING AND INTERPRETATION (4)

Four hours per week.

Prerequisite: English 50a.

Reading and study of plays, novels, poetry, stories. Vocabulary study. Quizzes and short compositions based upon reading.

57a-b ENGLISH AS A SECOND LANGUAGE (5-5)

Five hours per week.

Prerequisites: Assignment by faculty personnel and by in-class test.

Study of English grammar and composition, drill in oral and written vocabulary, sentence structure and English idiom.

(Two semesters of English 57 satisfies the English requirement for the AA degree.)

(May be repeated once for credit.)

67 READING LABORATORY (1) (Credit/No Credit)

Five hours per week for eight weeks.

Individual and small group work in developmental or remedial reading, with some emphasis on study skills. A variety of programmed materials, aids and machines are available to help improve vocabulary, comprehension and reading rate. Instruction in methods of word attack and practice in developing flexible reading habits. Students successfully completing the course will receive one unit of credit but no letter grade. May be repeated for credit as often as necessary.

68 WRITING LABORATORY (1) (Credit/No Credit)

Three hours per week.

Work in the development of composition skills, primarily through individual instruction. Various methods are used to improve and stimulate the student's writing, with particular emphasis placed upon organization, quality and support of ideas, effectiveness of language and mechanics of the sentence. Students successfully completing the course will receive one unit of credit but no letter grade. May be repeated for credit as often as necessary.

Environment

1 INTRODUCTION TO THE BIOLOGICAL ASPECTS (3)

Three lecture hours per week.

Introduction to the concept of the natural environment, including the factors of water, atmosphere, geography, biological limiting influences, tolerances, ecology and waste disposal.

Two field trips are required.

2 INTRODUCTION TO THE HUMAN AND SOCIAL ASPECTS (3)

Three lecture hours per week.

Designed to examine the "human" aspects of man's relationship to his environment. Study of historical attitudes and background to today's environmental concern is followed by

an analysis of current economic, political and intellectual forces and institutions which influence (both adversely and favorably) man and his environment. "Action" is emphasized as members of the class choose, plan and carry out a group project which deals with some aspect of local environmental concern. Factual material and content centers about areas of particular interest and issues such as population growth, various forms of pollution, various methods of effecting change in people's attitudes.

This course is designed as a companion to Environment 1, as a General Education course, and as an introduction to careers in the environmental field.

3 INTRODUCTION TO THE PHYSICAL ASPECTS (3)

Three lecture hours per week.

Introduction to the physical aspects of the atmosphere, hydrosphere, lithosphere. Also an examination of some special problems of technology such as food additives, insecticides, noise, fertilizers, etc.

5a LATIN AMERICA: MAN AND HIS ENVIRONMENT (3)

(also Geography 5a)

Three lecture hours per week.

A regional study of man and his culture and its relationship to his physical environment.

5b AFRICA: MAN AND HIS ENVIRONMENT (3)

(also Geography 5b)

Three lecture hours per week.

A regional study of man and his culture in its relationship to his physical environment.

5c ASIA: MAN AND HIS ENVIRONMENT (3)

(also Geography 5c)

Three lecture hours per week.

A regional study of man and his culture in its relationship to his physical environment.

49 INDIVIDUAL PROJECTS (1-2)

Hours by arrangement.

Prerequisites: Previous or concurrent work in Environment and the consent of the instructor and the Division Chairman.

Specified individual study or directed research in specific problem areas.

Food Technology and Management

Students majoring in Food Technology and Management must consult with the department before completing registration.

47 COOPERATIVE EDUCATION (1-4)
(Credit/No Credit)

Prerequisite: Completion of Food Technology 50a or 51a, or approval of instructor.

Credit for supervised, on-the-job, work experience in the food services, hospitality or allied industries. A unit of credit, up to a total of four units, is given for each five hours of work, weekly, in a job or position related to the Food Technology and Management major. Course consists of lecture meetings, visitation by Cooperative Education supervisor to student's place of employment, reports by the employer and reports by the student.

49 INDIVIDUAL PROJECTS (1-2)

Permission of instructor—Three or six hours per week by arrangement.

Special research into current problems and their relationship to the future of the food service-hospitality industry. The problems to be investigated and reported are varied and changing; the specific areas of research will be determined by the needs of the industry and their relationship to food technology and management education.

50a-50b QUANTITY FOOD PREPARATION (4-3)

51a-51b QUANTITY FOOD PREPARATION (2-2)

50a—Twelve lab (kitchen) hours per week.

50b—Nine lab (kitchen) hours per week.

51a-b—Two lecture hours per week.

Prerequisite: None. Beginning students must enroll in 50a-51a or 50b-51b and alternate the next semester, unless excused by Department Chairman because of prior training or experience. Concurrent registration in Food Tech. 56 is required for all beginning students in 50a or 50b.

Training and experience in basic quantity food preparation and service. Students work by teams and are rotated through all kitchen and service stations. Students are under supervision of student chef and student manager, with overall supervision by the instructor.

52 FOOD PREPARATION SUPERVISION (3)

One lecture hour and six lab hours per week.

Prerequisite: Food Technology 50a and 50b or permission of instructor.

Experience in middle-management. The principles of supervising while being supervised. Students are scheduled as student chef or student manager for six hours, one day a week. Student chef is in charge of kitchen and preparation stations. Student manager is in charge of service and faculty dining room. (May be repeated once for credit.)

53a-53b SPECIALTY BAKING: CONFECTIONARY (1)
(Evening College)

54a-54b ADVANCED FOOD PREPARATION (4-4)

One lecture hour and nine lab hours per week.

Prerequisite: Food Technology 50a-50b or permission of instructor.

Advanced cooking techniques, analysis of meat cutting, introduction to buffet preparation, gardmanger, advanced stocks and sauces preparation.

55a-55b MODERN BAKING (2-2)

One lecture hour and three lab hours per week.

Prerequisite: Food Technology 50a or 50b or permission of instructor.

Practical lab experience in the methods of baking for modern food service requirements.

56 DINING ROOM SERVICE TRAINING (1)

Two lecture hours per week for eight weeks.

Concurrent registration in Food Technology 56 is required for all beginning students in 50a or 50b.

Waiter/Waitress training: An introduction to dining room service by lecture, demonstration and practice. Lab experience in the faculty dining room. Students will learn the procedures for correct and proper table service to customers.

57a-57b SPECIALTY FOODS—CATERING IN THE HOME (1-1)

Three lab hours per week.

Menu planning, purchasing and the preparation and service of specialty foods for special events and parties in the home. Training in the performance of catering services in the home.

60a-60b QUANTITY FOOD PURCHASING (2-2)

Two lecture hours per week.

Prerequisite: 60a—None; 60b—60a.

Familiarization with the kinds and qualities of foods available, the market, standard purchasing methods and standard methods of receiving and storing of all available foods.

65 MENU PLANNING (2)

Two lecture hours per week.

Essentials of proper menu planning, menu costing, layout and design.

68 SANITATION AND SAFETY FOR THE HOSPITALITY INDUSTRY (1)

Two lecture hours per week for nine weeks.

Required enrollment for students enrolled in their first semester of Food Tech program.

Basic knowledge needed to protect the public, the consumer, the customer and the food service worker.

70 FOOD MANAGEMENT PROBLEMS (2)

Two lecture hours per week.

Prerequisite: Sophomore standing in Food Technology program.

General course including personnel, financial, public relations and other management problems.

Forestry

1 INTRODUCTION TO FORESTRY (3)

Three lecture hours per week.

Study of the forest as a biotic system, with emphasis on trees, plants, animals, the forest environment and their ecological relationships. Survey of the forests of the United States and the world.

French

Students enrolled in certain courses in foreign language are asked to make use of the language laboratory. Imitation, response and independent practice are an integral feature of the study of a foreign language at the College.

1 ELEMENTARY FRENCH (5)

Five class hours per week.

Conversation in the language, dictation, reading, study of the fundamentals of grammar and the writing of simple French exercises. The student is urged to make extensive use of the listening facilities in the language laboratory.

2 ADVANCED ELEMENTARY FRENCH (5)

Five class hours per week.

Prerequisite: Completion on the college level of the first semester with a passing grade or assignment by the English-Foreign Language Division.

Conversation, dictation, further study of grammar and sentence structure; study of cognates, derivatives and idioms, reading of short stories. The student is urged to make extensive use of the listening facilities in the language laboratory.

3 INTERMEDIATE FRENCH (5)

Five class hours per week.

Prerequisite: Completion on the college level of the first two semesters with a passing grade or assignment by the English-Foreign Language Division.

Reading of short stories, plays or novels, review of grammar, conversation, composition, dictation. The student is urged to make extensive use of the listening facilities in the language laboratory.

4 ADVANCED INTERMEDIATE FRENCH (3)

Three class hours per week.

Prerequisite: Completion on the college level of the third semester with a passing grade or assignment by the English-Foreign Language Division.

Reading of selections from French literature and reading of a contemporary novel; further practice of conversation and composition; continued review of principles of grammar; analysis of idioms.

25a-25b ADVANCED FRENCH (3-3)

Three class hours per week.

Prerequisites: 25a—Completion of the fourth semester with a passing grade or assignment by the English-Foreign Language Division; 25b—25a.

Reading and discussion of works of French literature. Continued review of principles of grammar.

30 INDIVIDUAL READING (1-2)

Conference periods for oral reports. Time to be arranged. A minimum of three hours of reading per each unit of credit is required weekly.

Prerequisites: French 4 and permission of instructor.

Reading of French classics, contemporary literature or recent periodicals.

100a CONVERSATIONAL FRENCH, ELEMENTARY (2) (Credit/No Credit)

Three hours per week.

Practical course in the French language approached by way of conversation. Intensive drill in the formulas and idioms of daily speech is supported with sufficient grammar to give flexibility in the spoken language.

100b CONVERSATIONAL FRENCH, ELEMENTARY (2) (Evening College)

Geography

1a PHYSICAL GEOGRAPHY (3)

Four hours per week for lecture, discussion and demonstration.

Prerequisite: High school geometry is highly recommended.

Basic characteristics of maps, the earth's grid, seasons, time, weather and climate, land forms, soil, oceans, natural vegetation and the interrelationship of all these basic factors. Maps and the regional concept are the primary tools for this study.

1b CULTURAL GEOGRAPHY (3)

Three hours per week for lecture, discussion and demonstration.

By using maps and the concept of regions, this course attempts to show and describe the areal distribution of the most important parts of man's culture. Emphasis is placed on the way he makes a living. Consideration is also given to the origin and development of man, races, population distribution and settlement patterns.

4 ECONOMIC GEOGRAPHY (3)

Three hours per week for lecture, discussion and demonstration.

In part, an investigation and description of the basic resources in the different parts of the world. Also, an attempt will be made to evaluate the effects of different cultural and physical environments upon the utilization of these resources. More specifically, this course will deal with the industrialized areas such as the United States and Europe.

5a LATIN AMERICA: MAN AND HIS ENVIRONMENT (3)

(also Environment 5a)

Three lecture hours per week.

Regional study of man and his culture in its relationship to his physical environment.

5b AFRICA: MAN AND HIS ENVIRONMENT (3)

(also Environment 5b)

Three lecture hours per week.

Regional study of man and his culture in its relationship to his physical environment.

5c ASIA: MAN AND HIS ENVIRONMENT (3)

(also Environment 5c)

Three lecture hours per week.

Regional study of man and his culture in its relationship to his physical environment.

49 INDIVIDUAL PROJECTS (1-2)

Hours by arrangement.

Prerequisites: Previous or concurrent work in geography, and the consent of the instructor and the Social Science Division Chairman.

Specified individual study or directed research in specific problem areas.

Geology

Each course in Geology is accepted by the University of California in partial satisfaction of the 12 units required in Natural Science. Geology 1a is for science majors; Geology 10 is for non-science majors.

1a GENERAL GEOLOGY: DYNAMICAL AND STRUCTURAL (4)

Not open to students who are taking Geology 10.

Three lecture hours and one three-hour lab period per week.

Prerequisite: Elementary chemistry and elementary geometry are highly recommended.

An introduction to the nature and structure of the materials composing the earth and of the various processes which shape the earth's surface.

1b HISTORICAL GEOLOGY (4)

Three lecture hours and one three-hour lab period per week.

Prerequisite: Geology 1a or Geology 10.

Geological history of the earth and the evolution of its animal and plant inhabitants.

10 SURVEY OF GEOLOGY (3)

Not open to students who have taken or are taking Geology 1a.

Two lecture hours, one recitation hour and two lab hours per week.

Basic principles of igneous, sedimentary and metamorphic geology. Lectures on rocks, minerals and the origin of the earth, continents and mountains. A brief sketch of the geological history of the earth and evolution of its animal and plant inhabitants. (This course meets the general education requirements for physical science including the lab science requirement at many colleges and universities.)

49 INDIVIDUAL PROJECTS (1-2)

Admission only by consent of the instructor. Hours to be arranged on an individual basis.

Prerequisites: Geology 1a and Geology 1b.

Field and/or lab and/or library studies centered in a geologic, paleontologic or mineralogic problem of interest to the student.

German

1 ELEMENTARY GERMAN (5)

Five class hours per week.

Study of and practice in the basic forms and patterns of German; development of a satisfactory pronunciation; learning and using vocabulary of high frequency; reading of simple German texts. Students are urged to make use of the listening facilities in the language laboratory.

2 ADVANCED ELEMENTARY GERMAN (5)

Five class hours per week.

Prerequisite: German 1 with a passing grade or assignment by the English-Foreign Language Division.

A continuation of work begun in German 1, with continued practice in listening, speaking, writing and reading (of more difficult texts.) Students are urged to make use of the listening facilities in the language laboratory.

3 INTERMEDIATE GERMAN (5)

Five class hours per week.

Prerequisites: German 2 with a passing grade or assignment by the English-Foreign Language Division.

Reading of modern writers; study of more advanced grammar and syntax; intensive vocabulary work; continued practice in speaking and writing. Students are urged to make use of the listening facilities in the language laboratory.

4 ADVANCED INTERMEDIATE GERMAN (3)

Three class hours per week.

Prerequisite: German 3 with a passing grade or assignment by the English-Foreign Language Division.

The emphasis is on reading; materials covered range from the period of Goethe to recent times. Study of word families, derivatives, compounds, idioms and sentence patterns.

30 INDIVIDUAL READING (1-2)

Prerequisite: Permission of the instructor; the student is expected to have completed at least German 4 or the equivalent.

The student is required to report on 54 hours of reading for each unit of credit; the student's preference largely determines the choice of reading materials.

100a-100b CONVERSATIONAL GERMAN, ELEMENTARY (2) (Evening College)

Guidance

1 INTRODUCTION TO COLLEGE (1)

Two hours per week. (8 weeks or 16 hours per semester)

The new student is helped to know and understand Cañada College so that he might make best use of its resources and activities. A variety of techniques are used for self-appraisal so that the student can make satisfying, intelligent, and realistic decisions in terms of his abilities, interests, needs, values, and future educational and vocational plans. Individual conferences with the instructor are an integral part of this class.

2 EFFECTIVE LEARNING (1)

Two hours per week. (8 weeks or 16 hours per semester)

This course will help a student solve ordinary college study problems. Discussions will be held on topics such as taking notes, remembering what has been read, taking and preparing for examinations, exploring of student-faculty relationships. Study difficulties may be discussed with the instructor on an individual basis.

3 OCCUPATIONAL PLANNING (1)

Two hours per week. (8 weeks or 16 hours per semester)

The class is designed for the student who is undecided about an occupation. Vocational interest tests, various self-appraisal techniques and discussions give the student insights into his abilities, interests, and personality. Occupational trends and ways of learning more about specific occupations will be explored. Individual conferences are available to students for interpretation of class materials and counseling.

4 SPECIAL INTEREST DISCUSSION GROUPS (1)

Two hours per week. (8 weeks or 16 hours per semester)

The student is offered an opportunity to explore and evaluate his personal values, goals, and expectations as they relate to this social and cultural environment. Any group of students with a common concern may meet under the leadership of a counselor to discuss and explore these interests.

10 COLLEGE AWARENESS (2)*Two hours per week.*

Intended primarily for students in special programs and emphasizes their special needs. All students are welcome to participate. An effort is made to assist the student in evaluating his interests and aptitudes and relate these to his educational plans, to develop good study habits, acquaint him with the College, and to encourage his participation in the College activities. Sections are set up for the Student Development Program and SPEED.

65 VOCATIONAL GUIDANCE AND COUNSELING (0)
(Evening College)**Health Education****1 HUMAN HEREDITY AND BIRTH DEFECTS (1)***Two hours per week for eight weeks.*

Survey of the principles and mechanisms of human heredity, sex determination, embryonic development, fetal malformations both genetic and environmental origin.

1 REPRODUCTION AND SEXUALITY (1)*Two hours per week for eight weeks.*

Discussion of both the physical and emotional aspects of human sexuality. Topics will include: anatomy and physiology of the male and female, "The Pill" and other methods of contraception, abortion, social attitudes regarding sexuality.

1 DRUGS AND ALCOHOL (1)*Two hours per week for eight weeks.*

Survey of the societal and personal health problems involved in the use of alcohol and drugs. Included are physiological and psychological aspects of use and abuse.

1 NUTRITION AND PHYSICAL FITNESS (1)*Two hours per week for eight weeks.*

Study of the various aspects of good nutrition as they relate to physical fitness. Overweight, underweight, food fads, exercise are topics included.

1 DISEASES (1)*Two hours per week for eight weeks.*

Discussion of the common infectious and non-infectious diseases which plague man. Topics include: Diabetes, pneumonia, cancer, T.B., emphysema, body defenses against disease, causative agents of disease and methods of treatment.

1 MENTAL HEALTH (1)*Two hours per week for eight weeks.*

Study of personality development and emotional health including behavioral aspects, adjustment, stress and problem-solving techniques.

1 CONSUMER HEALTH (1)*Two hours per week for eight weeks.*

A common-sense guide to the health services of today. Topics will include: selection of appropriate medical services and medical insurance plans, avoidance of "quackery" and frauds in medicine, sensible selection of health care products.

1 HEALTH OCCUPATIONS (1)*Two hours per week for eight weeks.*

Study of the allied health professions and paramedical technologies. Areas include prerequisites, schooling, job descriptions, licensing and salaries.

1 BODY STRUCTURE AND FUNCTION (1)*Two hours per week for eight weeks.*

Survey of normal and pathological structure and function of human body systems including the special senses.

4 FIRST AID (1)*Two hours per week for eight weeks.*

First Aid is the immediate, temporary treatment given in case of accident or sudden illness before the services of a physician can be secured. This course is required of all students not presenting standard Red Cross certificates. Not required of those who have graduated from a California public high school since 1952.

History**4a HISTORY OF WESTERN CIVILIZATION (3)***Three hours per week.*

The rise and decline of the civilization of the ancient world, the rise of Christianity, the growth and decline of Medieval society, the Renaissance, the Reformation and the opening of the modern world.

History 4a may also be taken in conjunction with English 42a. See "Interdisciplinary Studies."

4b HISTORY OF WESTERN CIVILIZATION (3)

Three hours per week.

Prerequisite: None. History 4a is recommended.

The rise of modern Europe: the Enlightenment, the French Revolution and the growth of Liberalism. The emergence of modern society: economic problems of industrialization, development of modern ideologies, and the World Wars and international experiments of the 20th Century.

4c HISTORY OF AMERICAN CIVILIZATION (4)

Three lecture hours and one discussion hour per week.

Prerequisite: None. History 4a is recommended.

The colonial settlement of North America, the Enlightenment, the Age of Revolution and the growth of democracy, the problems of industrialization, the emergence of modern society, the effects of the expansion of the 19th and 20th Centuries upon the culture of America and the role of the United States in the modern world.

History 4c may be used in fulfilling the American Institutions requirement.

5 HISTORY OF ENGLAND (3)

Three lecture hours per week.

The more important political, constitutional, economic, social and cultural phases of the history of the English people. (This course, though especially designed for pre-legal and English majors, is also of great value to the general student interested in international relations or the background of American culture.)

6 MODERN AFRICA (3)

Three lecture hours per week.

African culture, African kingdoms, the slave trade, imperialism and the European conquest, the colonial period and independent Africa.

8a HISTORY OF AMERICAS (3)

Three lecture hours per week.

The history of North and South America, from the times of the pre-Columbian Indian civilizations, through the European conquests, to the ages of the revolutions against the European colonizing powers.

History 8a may be used in fulfilling the American Institutions requirement.

8b HISTORY OF AMERICAS (3)

Three lecture hours per week.

Prerequisite: None. History 8a is recommended.

The history of Latin America from the time of the emergence of the new American nations with their revolutions

for independence to the present. Emphasis will be on the efforts to cope with capitalism, democracy, socialism, expansionism and other forces in the story of Latin America through to modern times, and on the problems facing both Latin America and the United States today in their unique, Western Hemispheric relationships.

9a ASIAN CIVILIZATION—INDIA AND SOUTHEASTERN ASIA (3)

Three lecture hours per week.

The historical and cultural development of India, Pakistan, and the southeastern Asian countries—Thailand, Vietnam, Burma, Indonesia and Ceylon. Special emphasis will be on their religious, political and artistic development from ancient to modern times. An attempt will be made to show the common cultural theme among them and how they respond to the impact of the Western and Chinese civilizations.

9b ASIAN CIVILIZATION—EASTERN ASIA (3)

Three lecture hours per week.

The historical and cultural development of the Eastern Asian countries—China, Korea and Japan. Special emphasis will be on their philosophical, religious, political and artistic development from ancient to modern times. An attempt will be made to show the common cultural theme among these countries and how they respond to the impact of the Western World.

13 THE BIBLE AS HISTORY (3)

Three lecture hours per week.

Writings of the Old and New Testaments in their historical settings.

14 RELIGION IN AMERICA (3)

Three lecture hours per week.

Historical survey of religious thought and activity in this country and its influence upon the development of American civilization.

17a UNITED STATES HISTORY TO 1865 (3)

Three lecture hours per week.

The discovery of the New World and the building there of a new nation. Places special emphasis, first, on the cultural heritage from England and its modification to meet the needs of dissenting religions, a diversity of national and racial origins, and the impact of the frontier. Stresses the problems involved in the making of a new nation and the spread of political and social democracy during the early 19th Century. Traces the beginnings of a distinctive American culture, the westward thrust of the young republic and the impact of the early industrial revolution. Examines the diverging interests and cultures of the north and south, culminating in the Civil War.

17b UNITED STATES HISTORY SINCE 1865 (3)

Three lecture hours per week.

Prerequisite: None. History 17a is recommended.

A century of progress and problems. The short-term and long-range reconstruction of the Union after the Civil War, with special reference to the impact of reconstruction on interracial relations. The stepped-up tempo of industrialization, with its consequences in the areas of bigness in business, labor-management relations, the status of farmers and the problems of the city. The changing role of the United States in foreign affairs with its emergence as a world power—conflicting interests and ideologies among large and small powers in the nuclear age, and the elusive search for world peace. Other urgent problems of our time—the “revolution in manners and morals” since the Second World War, racial relations, the preservation of the environment and the search for a balance between traditional individual freedoms and more broadly shared opportunities.

History 17a-17b may be used in fulfilling the American Institutions requirement and may also be taken in conjunction with English 1a-1b. See “Interdisciplinary Studies.”

22 CALIFORNIA HISTORY (3)

Three lecture hours per week.

The values and qualities of life in California today with inquiry into how and why such social, economic and political qualities have developed out of the past. This course includes an examination of (a) the Indian, Spanish-American, and American periods; (b) the environment; and (c) the institutions and functions of state and local politics. Considerable emphasis is given to current newspaper and magazine articles on topics that relate closely to the people and politics of the state and of local communities, and where possible, individual research projects, field trips and other forms of student participation beyond the classroom will be encouraged. (This course satisfies the requirement in State and Local Government.)

26 20TH CENTURY AMERICAN HISTORY (3)

Three lecture hours per week.

Major economic, political, social and intellectual developments since the United States emerged as a major power in the turn of the century. (History 26 may be used in fulfilling the State and Local Government requirement.)

29 HISTORY FOR HISTORY MAJORS (3)

Three lecture hours per week.

Prerequisites: Satisfactory completion of at least one course in history. Permission of instructor.

An honors seminar designed particularly for history majors and transfer students going on in history to acquaint them with research methods and skills and with the nature and philosophy of history.

31 HISTORY AND GOVERNMENT OF SAN MATEO COUNTY (3)

Three lecture hours per week.

Designed to provide the student with (1) an understanding of the social, economic and political development of San Mateo County, and (2) an opportunity to study first-hand the functions and institutions of county and city government. In addition, instruction will emphasize historical research techniques, using local primary sources of information whenever possible.

32 SPANISH SPEAKING PEOPLES IN THE UNITED STATES (3)

Three lecture hours per week.

The entrance, growth and development of the Spanish speaking peoples in the United States. Their specific contributions in the political, economic and historical growth of America will be explored with emphasis on their achievements.

33 THE AFRO-AMERICAN IN U.S. HISTORY (3)

Three hours per week.

Prerequisite: None. History 17a or sophomore standing is strongly recommended.

Social, economic and political facts as they relate to the Afro-American. Race relations will be analyzed and special emphasis will be given the history of the Afro-American.

36 HISTORICAL RESEARCH IN THE MINORITY COMMUNITIES (3)

Three lecture hours per week.

Prerequisite: An ethnic history or culture course.

How to do research and deal with such questions as “What is history?” Most of the students will be involved in what is termed “oral” research; that is, interviewing people in the community and organizing and transcribing the materials for use in historical research.

40 HISTORY OF PROTEST IN THE U.S. SINCE THE CIVIL WAR (3)

Three lecture hours per week.

Issues that have tended to divide and alienate many people in the United States since the end of the Civil War, including both conservative protest movements (American Protective Association, Ku Klux Klan, etc.) and liberal to radical protest movements, (farm-based Populists, Middle-class Progressivism, etc.) and especially protests from the “underside” (workers, racial minorities, anti-war, etc.) Lectures and group discussions; students will be strongly encouraged to present oral reports on “live items.”

49 INDIVIDUAL PROJECTS (1-2)

Prerequisite: Previous or concurrent work in history and the consent of the instructor and the Social Science Division Chairman.

Specified individual study or directed research in specific problem areas.

Home Economics

4 GOURMET FOOD PREPARATION (3)

One three-hour lecture-demonstration per week.

Menu planning, selection, purchasing and preparation of foods for meals for optimum health and aesthetic enjoyment. Demonstrations, group preparation, tasting, home practice and laboratory testing. Introductory course designed especially for men and women seeking basic understandings and skills.

5 CAREERS IN HOME ECONOMICS (1)

One lecture hour per week.

Exploration of areas of employment opportunities in business, government, public service and education. Field trips and discussions with home economists in the field. Review of transfer-school strengths. Professionalism and its responsibilities.

6 CONSUMER IN THE MARKET PLACE (2)

(also Soc. Sci. 6)

Two lecture hours per week.

Designed to help the consumer operate in today's complicated market place. Guidelines for intelligent buymanship and money management. Review of consumerism, and the rights and responsibilities of the consumer, including legislation.

7 HOME MANAGEMENT FOR EFFECTIVE LIVING (2)

Two lecture hours per week.

Management of time, energy, money, equipment and supplies. Emphasis on decision-making in relation to the goals and development of the family and its individual members. Use of case studies, small group discussions and projects with families to test principles. For both men and women.

9 NUTRITION (3)

(also Biol. 9)

Three lecture hours per week.

Basic concepts of nutrition and their relationship to health of people of all ages with application to family meal planning and food budget.

15 ESSENTIALS OF NUTRITION (3)

(also Biol. 15)

Two lecture hours and one three-hour lab per week.

Prerequisite: College course in chemistry.

Basic principles of nutrition. Utilization of food by the body, with emphasis on the role of nutrients in development and maintenance of body processes, including a personal nutritional evaluation.

18 NUTRITION IN HEALTH AND DISEASE (3)

(also Biology 18)

Three lecture hours per week.

Prerequisite: Home Economics 9 or Biology 9.

Nutritional aspects of special medical problems including mental illness, obesity, alcoholic malnutrition, pregnancy, dental caries, childhood nutrition; biochemical relationships of metabolism, chemical additives in food and production techniques; overview of eating patterns and cooking techniques worldwide, history of food fads, nutritional advertising and misrepresentation.

20a BASIC SEWING TECHNIQUES (3)

Two three-hour lecture-lab periods per week.

Techniques of clothing construction using professional methods. Emphasis on selection of fabrics and patterns, alterations and fitting. For students with little or no experience in clothing construction.

20b FASHION SEWING AND RAPID TAILORING (3)

Three two-hour lecture-lab periods per week.

Prerequisite: 20a or two years of high school clothing or consent of instructor.

Advanced and custom techniques of tailoring and dressmaking with emphasis on new fabrics, new techniques, pattern selection, principles of color and design. Individuality and creativity encouraged.

20c CREATIVE FASHIONS, CONSTRUCTION AND DESIGNING (3)

Two two-hour lecture-lab hours per week.

Prerequisite: 20b.

Custom techniques of tailoring, fine finishes, detailed study of pattern and fabric compatibility, individual fit and alterations. Elementary designing problems will emphasize originality and creativity in apparel construction.

22 TEXTILES (3)

Three lecture hours per week.

Study of natural and man-made fibers; yarns and fabric construction and finishes. Care, cost and labeling as related to consumer use. Knowledge of the fabrics you live with and use.

24 FASHION ANALYSIS AND APPAREL SELECTION (2)

Two lecture hours per week.

Psychological, sociological and economic aspects of apparel selection and fashion coordination. Principles of creative art and design, guides for purchasing, and motivational research to be examined. Recommended for those interested in personal buying and dress, as well as merchandising, fashion retailing, professional and business students.

30 FASHION MERCHANDISING (2)
(Evening College)**35 CHILD IN THE HOME (3)**
(also Soc. Sci. 35)

Three lecture hours per week.

Prerequisite: Completion of or concurrent enrollment in Psychology 1a.

Emotional, social, intellectual, and physical development of children to six. Understanding the young child, the point of view of a child, individual differences, implications for later behavior and personality growth; emerging resources for coping with the world. Observation of a child in depth; participation in a variety of pre-school experiences and evaluative conference with instructor.

36 THE LIFE CYCLE: INDIVIDUALS AND FAMILIES (3)
(also Soc. Sci. 36)

The course stresses understanding of self and social development which affect readiness for adulthood and family interactions. It deals with developmental concerns from birth to death and changes in the family structure, as well as crisis situations, such as unemployment, suicide, alcoholism, drugs, aging, and their affect on individuals.

37 THE SOCIOLOGY OF WOMEN (3)
(also Soc. Sci. 37)

Three lecture hours per week.

Examination of the historical, socio-economic, psychological, social, biological, political, emotional and intellectual factors influencing women and their roles in society.

39 COMMUNICATION IN HOME ECONOMICS (3)

Three lecture hours per week.

Students will be given practice and experiences in communication techniques using television (closed and open circuit), radio, film, photography, print medium (news and advertising), and graphics as they apply to economics in the business world and the classroom. Individual projects will be selected by student preference for medium. (May be repeated for credit.)

40 INTERIOR DECORATION AND HOUSING (3)

Three lecture hours per week—Fall Semester.

Experiences involving decorating your own home or future home. Evaluating, purchasing, and creating furnishings with both dollars and aesthetics in mind. Each student furnishes personal home on a budget, solving problems artistically. Analysis of today's house and its contribution to human growth and satisfactions.

41 INTERIOR DESIGN AND HOME PLANNING (3)

Three lecture hours per week—Spring Semester.

Study of environment of today's house, with experiences in use of line, form, color and design. Selection of furniture, surfaces, fabrics and accessories from artistic and practical standpoint. Construction of slipcovers, draperies, bedspreads and simple furniture upholstery is optional as home projects.

47 COOPERATIVE EDUCATION (1-4)
(Credit/No Credit)

Students working in fashion merchandising; home furnishings merchandising; fashion, home furnishings, or clothing manufacturing; home management, food, and child care employed in individual homes, may enroll for credit and instructional help through supervision.

49 INDIVIDUAL PROJECTS (1-2)

By special arrangement with instructor, projects may be developed in television, radio, public relations, journalism, as related to home economics in business today; or public service projects with schools, public agencies, or individuals may be developed with student involvement.

55 HOME DECORATION (2)
(Evening College)**60 TEXTILE ARTS (2)**
(Evening College)

65a CLOTHING CONSTRUCTION (1)

One three-hour lab per week.

Principles of professional and custom dressmaking designed for the non-major and for part-time students from the community. Pattern and fabric selection, alterations and fitting, and basic techniques will be given to develop individual skills. One garment will be constructed.

65b CLOTHING CONSTRUCTION (1)

Three hours per week.

Prerequisite: 65a or consent of instructor.

Professional tailoring and advanced dressmaking for the more skilled individual, non-majors, and part-time students from the community. Pattern alteration, fabric suitability study, line and design for the individual, color selection. Some custom techniques will be taught. Two garments will be constructed.

80 THE CHILD AND THE FAMILY (0) (Evening College)

81 INTRODUCTION TO PRESCHOOL EDUCATION (2) (Evening College)

82-83 YOUR CHILD'S WORLD (1-1) (T.V.)

90-92 BUYING GAME (1-1) (T.V.)

Interdisciplinary Studies

AMERICAN STUDIES

English 1a-b/History 17a-b (6-6)

Five hours per week plus one additional hour by arrangement.

In the context of the American experience, certain ideas continue to manifest themselves. Social, religious and intellectual histories provide the connections between ourselves and the people of our past. The course concentrates on the "human," not just political, military and economic history of the nation. How have Americans reacted to the concepts of "power to the people," individualism, religious separatism and "the promised land"? The main literary expressions of the time will be examined and discussed towards exploring

the problems unique to this country. Students must enroll in both courses; the course is team-taught. (Satisfies the general education requirements in English and American Institutions).

EUROPEAN LITERATURE AND CIVILIZATION English 42a/History 4a (3-3)

Five hours per week plus one additional hour by arrangement.

A non-chronological study of the literature and civilization of Europe, drawing on materials from the ancient world to the Reformation. The course is centered on the topics of love, justice and law, war, the role of women, the individual in society, and reason. Viewing of art, films and dramatizations of scenes from plays studied will supplement the reading. Students must enroll in both English 42a and History 4a; the course is team-taught.

Journalism

1 INTRODUCTION TO JOURNALISM (3)

Three lecture hours per week.

A study of the historical background and modern functioning of the press (newspaper, radio, magazine, television) in a democratic society, and the virtues and shortcomings of each. The rights and duties of journalists, and the legal limits of the liberty of the press are studied.

2 NEWSWRITING (3)

Two lecture hours and two lab hours per week.

Prerequisites: Journalism 1 and enrollment in English 1a.

A study of the techniques of news gathering, judging news values, and of writing the news story. For practical experience, the students write for the College paper, thus preparing them for future newspaper work. Since awareness of himself and his environment is essential to the development of any professional journalist, some in-class and out-of-class awareness exercises will be included in this basic newswriting course.

15 NEWSPAPER PRODUCTION (2)

Four hours per week.

Prerequisites: Journalism 2 (may be taken simultaneously) and permission of instructor.

Production of the student newspaper and instruction in principles of responsible editorial decision making. Discussion and criticism of staff organization and newspaper content. (May be repeated for credit.)

16 BROADCAST NEWS (2)

One lecture hour and four lab hours per week.

Prerequisites: Journalism 1 and 2.

Preparing and producing news shows for radio or television. The results of the course will be a five-minute news show to be presented three to five times per week in the College cafeteria.

49 INDIVIDUAL PROJECTS (1-2)

Hours by arrangement.

Prerequisites: Previous or concurrent work in Journalism and college English; approval of instructor and the Chairman of the English Division.

Students will present a paper or papers dealing with a specific topic in journalism, a topic beyond the scope of offered courses.

50 NEWSPAPER PRODUCTION (1)

Two hours per week.

Prerequisite: Permission of instructor.

Production of the student newspaper and instruction in advanced journalism problems. Discussion and criticism of staff organization and newspaper content. (May be repeated for credit.)

Library

1a INTRODUCTION TO USE OF LIBRARY MATERIALS (2)

Two hours per week.

Through discussions and practical exercises the student becomes acquainted with those library resources which will assist him in completing class assignments more rapidly and effectively: the card catalog, periodical and other indexes, dictionaries, encyclopedias, and other general and specialized reference works.

Life Science

10 INTRODUCTION TO THE LIFE SCIENCES (3)

Three lecture hours per week.

Open to all students except those who are currently enrolled in or have completed a college course in the Biological Sciences. Complementary to Physical Science 10.

A study of the nature of the physical and chemical aspects of life, the concepts of cellular biology, life as it exists on earth today, plant and animal interrelationships and interdependencies, and man's role in the world of living things.

Management

Management courses for Certificate and AA degree program. (Evening College)

Mathematics

The normal sequence of mathematics courses at Cañada College is 11, 12, 19, or 20; 21, 28 or 29, 30, 31, 32, 34. A student who qualifies for a particular mathematics course is eligible for any course lower in the sequence. If the student has not taken a mathematics course during the previous two years, it is strongly recommended that the student enroll in a course below the one for which he would normally be eligible.

In general, eligibility of an incoming freshman for a mathematics course is determined by an evaluation of his transcript.

Prerequisites for the various courses are detailed in the descriptions which follow. Where reference is made to mathematics of high school level, this means college preparatory mathematics beginning with elementary algebra, taken in elementary or secondary school.

A student who wishes to enroll in Mathematics 31, 32, 34 and who has not had the prerequisite course must have the approval of the division chairman. Likewise, questions regarding equivalency of courses, transfer credit and the like, should be referred to the chairman.

10 INTRODUCTION TO MATHEMATICAL CONCEPTS (3)

Three class hours per week.

The basic ideas of mathematics and their historical development; number, function, logic, sets; the relationship of traditional and contemporary mathematical thought. Material presented is non-computational in nature. (Satisfies General Education requirements in part.)

11 ELEMENTARY ALGEBRA (5)

Five class hours per week.

Elementary Algebra through quadratic equations. (Satisfactory completion of this course will fulfill in part the mathematics entrance requirements of the universities.)

11a-11b ELEMENTARY ALGEBRA (3-3)

Three class hours per week.

The two courses, Mathematics 11a-11b, are equivalent to Mathematics 11. (Recommended for those who have not previously had elementary algebra.)

12 GEOMETRY (5)

Five class hours per week.

Prerequisite: Mathematics 11 with a grade of "C" or better, or two semesters of high school level mathematics with grades of "C" or better.

A study of the properties of plane and solid figures, using formal logic and the real number system. Some non-Euclidean, projective and topological elements are included. (Satisfactory completion of this course will fulfill in part the mathematics entrance requirements of the universities.)

13 ELEMENTARY FINITE MATHEMATICS (3)

Three hours of lecture per week.

Prerequisite: Mathematics 11 (or equivalent).

An introduction to finite mathematics with attention to set theory. Boolean Algebra, switching circuits, probability, systems of linear equations, vector and matrix notations and operations. (Required of all Data Processing majors.)

16 BASIC CONCEPTS OF MATHEMATICS (3)

Three class hours per week.

A general education course designed for the liberal arts student who desires an appreciation and understanding of the basic structure of mathematics. Subject matter will include the development of the real number system by intuitive and semi-rigorous methods; discussion of sets, logic, axiomatics, systems of numeration, history and development of arithmetic, arithmetic processes, inductive and deductive reasoning. (Meets requirements of California Administrative Code for the elementary school credential.)

17 INTRODUCTION TO SYMBOLIC LOGIC (3)

Three hours lecture/self-study per week.

Prerequisite: English 1a or consent of instructor.

The course divides into three parts: (1) survey of the traditional Aristotelian logic of the categorical statement and syllogism; (2) fairly complete treatment of modern symbolic propositional logic; (3) brief introduction to (first-order) symbolic predicate logic. (If time permits, some discussion of Russell's paradox, Godel's incompleteness theorem, and the impact of each on the development of 20th Century logic, will be introduced.)

18 INTRODUCTION TO COMPUTER PROGRAMMING (3)

Three class hours per week.

Prerequisite: Mathematics 11 with grade of "C" or better; or two semesters of high school algebra with grades of "C" or better. (Some typing skill is recommended but not required.)

Basic principles of computer programming including elementary flow-charting techniques; elements of programming

coding in BASIC. Students will write and test computer programs coded in BASIC using "hands-on" time-share terminals.

19 INTERMEDIATE ALGEBRA (5)

Five class hours per week.

Prerequisites: Mathematics 11 and Mathematics 12 with grades of "C" or better, or four semesters of high school mathematics with grades of "C" or better.

Extension of fundamental algebraic concepts and operations, binomial expansion, solution of linear and quadratic equations individually and in systems, determinants, radical equations, complex numbers, introduction to theory of equations. Mathematics 19 is designed primarily for those students whose elementary algebra is weak. It allows time for review of elementary algebra and a slower development of new ideas.

20 INTERMEDIATE ALGEBRA (3)

Three class hours per week.

Prerequisites: Mathematics 11 and Mathematics 12 with grades of "B" or better, or four semesters of high school mathematics with grades of "B" or better.

Extension of fundamental algebraic concepts and operations, binomial expansion, solution of linear and quadratic equations individually and in systems, determinants, radical equations, complex numbers, introduction to theory of equations.

21 ANALYTICAL TRIGONOMETRY (3)

Three class hours per week.

Prerequisite: Mathematics 20 (or equivalent) with a grade of "C" or better; or six semesters of high school mathematics with grades of "C" or better.

Trigonometric functions of real numbers and angles, their graphs and periodicity; reduction formulas; functions of multiple angles; identities and equations; radian measure; inverse functions, logarithms; solution of triangles; complex numbers and De Moivre's theorem.

23a-23b CALCULUS FOR NATURAL, SOCIAL SCIENCES AND BUSINESS (4-4)

Four class hours per week.

Prerequisite: 23a—Mathematics 21 (Trig) with a grade of "C" or better, or high school preparation including two years of algebra, one year of geometry and one semester of trigonometry with grades of "C" or better; 23b—Prerequisite is 23a with a grade of "C" or better.

A two semester sequence that will provide the students of business, social sciences, technology and life sciences with a working knowledge of basic techniques of both differential

and integral calculus. Concepts essential to that aim will be chosen in analytic geometry, limits, differentiation, integration, extrema, partial derivatives and in other selected topics. (This sequence of courses may not be substituted for the Math. 30 sequence for mathematics, physics or engineering majors. However, it is suitable for students majoring in technical engineering.)

28 COLLEGE ALGEBRA (3)

Three class hours per week.

Prerequisites: Mathematics 21 (or equivalent) with grade "C" or better; or high school preparation including two years of algebra, one year of geometry and one semester of trigonometry with grades of "C" or better.

A study of more advanced algebra including such topics as theory of equations, complex numbers, logarithmic and exponential functions, matrices, vectors, binomial theorem, sequences.

29 MATHEMATICAL ANALYSIS (5)

Five class hours per week.

Prerequisite: Mathematics 21 (or equivalent) with a grade of "C" or better; or seven semesters of high school level mathematics with grades of "C" or better.

A unification of college algebra and analytical trigonometry based on the function concept. Topics include properties of the real number system, inequalities, theory of equations, complex numbers, logarithmic and exponential functions, matrices, binomial theorem, sequences, inverse functions.

30 ELEMENTS OF ANALYTICAL GEOMETRY AND CALCULUS (5)

Five class hours per week.

Prerequisite: Mathematics 28 or 29 with a grade of "C" or better; or Mathematics 19 or Mathematics 20 with grade of "A" and Mathematics 21 with a grade of "B" or better; or seven semesters of high school level mathematics, each with a grade of "B" or better.

Basic concepts of calculus. Includes plane analytic geometry, differentiation, integration, differentials and anti-derivative; formulas; application.

31-32 CALCULUS (5-4)

Five class hours per week for Math. 31 and four class hours per week for Math. 32.

Prerequisites: To enroll in Mathematics 31, completion of Mathematics 30 (or equivalent) with a grade of "C" or better. The student may then progress through this series of two courses if he continues to earn grades of "C" or better.

Further development of the basic theory of differential and integral calculus as applied to circular, hyperbolic, logarithmic and exponential functions; extension of the techniques of integration; polar coordinates; vectors; infinite series;

solid analytic geometry; partial differentiation; multiple integration.

34 ORDINARY DIFFERENTIAL EQUATIONS (3)

Three class hours per week.

Prerequisite: Mathematics 33 (or equivalent) with a grade of "C" or better. When approved by the instructor, may be taken concurrently with Mathematics 33 (or the new Math. 32).

Differential equations of first, second and higher order; simultaneous, linear, homogeneous equations; solutions by power series, numerical methods, Fourier series, Laplace transform; applications.

49 INDIVIDUAL PROJECTS (1-2)

Hours by arrangement.

Prerequisites: Mathematics 30 or equivalent; permission of the instructor.

Directed individual study of a suitable topic in mathematics, or construction of a model useful in the study or teaching of mathematics.

51 SLIDE RULE ($\frac{1}{2}$)

One lecture hour per week for eight weeks.

Study of the development and the theory of the slide rule. Use of the slide rule for mathematics, science and business courses.

Meteorology

1 ELEMENTARY METEOROLOGY (3)

Three lecture hours per week.

A basic course in meteorology including physical phenomena associated with weather analysis and prediction. (This course meets the general education requirements for physical science at many colleges and universities.)

Military Science

(Reserve Officers' Training Corps)

1a DEFENSE ESTABLISHMENT IN NATIONAL SECURITY (2)

One lecture hour and one leadership laboratory per week.

Study of the history, mission and organization of ROTC, techniques of marksmanship, causes of war, evolution of weapons, and factors of national power, progressive training in leadership and command.

1b DEFENSE ESTABLISHMENT IN NATIONAL SECURITY (2)

One lecture hour and one leadership laboratory per week.

Study of the principles of war; history, mission and organization of the Department of Defense; and introduction to leadership.

2a BASIC TACTICS (2)

One lecture hour and one leadership laboratory per week.

Prerequisite: Military Science 1b.

Map and aerial photograph reading. Instruction in military operations and basic tactics. Progressive training in leadership and command.

2b BASIC TACTICS (2)

One lecture hour and one leadership laboratory per week.

Prerequisite: Military Science 2a.

Continuation of Military Science 2a.

Music

The courses of the Music Department are designed to fill the needs of the music major or professional musician as well as the desires of students for general education, avocation and recreation. Professional musicians, private teachers and others qualified are welcome to such theory classes as are desirable. The department will maintain a flexibility which will allow the addition of other courses upon demand of a sufficient number of students. Recitals by students and professional musicians are available. Attendance forms part of the requirement for music students. Courses marked with an (x) are especially recommended for any member of the community interested in adult education and effective use of leisure time.

Auditions: Students majoring in music will audition before the music faculty to prove necessary competence in the chosen solo performing area. Auditions may be repeated at the end of each semester to display progress.

1 (x) MUSICIANSHIP (2)

Two hours per week.

Prerequisite: Some pianistic ability desirable.

Music notation, keys, key signatures, intervals, sight reading and ear training.

2a-2b ADVANCED MUSICIANSHIP (2-2)

Two hours per week.

Prerequisites: 2a—Music 1 or its equivalent; 2b—2a.

A continuation of Music 1. (Six units of Musicianship are recommended for students majoring in Music.) Emphasis is on ear training and sight reading.

4a-4b HARMONY (3-3)

Three hours per week.

Prerequisites: Music concentration, usually taken concurrently with Music 1, 2a. Some piano ability is essential. Music 4a is a prerequisite for Music 4b.

A study of chords and their relation to each other, to develop the ability to harmonize melodies on paper or at the keyboard. 4a-4b carry the student from simple triads through and including chords of the dominant seventh.

5a-5b ADVANCED HARMONY (3-3)

Three class hours per week.

Prerequisite: Music 4a-4b.

Deals with chords of seventh and ninth, altered chords and modulations, and arranging for various vocal and instrumental groups, and original composition.

6 MUSIC APPRECIATION AND SURVEY (3)

Three lecture hours per week and one lab hour per week.

Music literature and history with emphasis on the understanding and appreciation of the art. A text, illustrated lectures and directed listening constitute the procedure of the course. One hour per week directed listening in the library is required. Material covered includes instrumental and vocal music from the 14th to the 20th Century. This course is for non-music majors as well as music majors.

8 (x) FUNDAMENTALS OF MUSIC (3)

Three lecture hours per week.

Basic musical skills—singing, ear training, reading music notation, and harmonization of simple melodies. May not be applied toward the degree by the student whose major is music. Suggested for music majors who do not read music easily as a preliminary course to Music 1 and 4. Suggested for the elementary classroom teacher.

9 PHYSICS OF SOUND AND MUSIC (3)

(also Physics 9)

Two lecture hours per week and one three-hour lab.

Prerequisite: None; high school algebra suggested.

Lectures with experimental demonstrations emphasizing the nature of sound, music and related wave phenomena. A weekly laboratory period studying musical instruments, overtones, resonance, pitch and recording techniques.

10 (x) INTRODUCTION TO RELATED ARTS (3)

Three lecture hours per week.

Basic elements of visual arts, music and theatre. An investigation of motivations, functions and relationships of the arts.

11a-11b-11c-11d (x) PIANO (1-1-1-1)

Three hours per week.

Prerequisites: Consent of instructor

A course in applied music with stress on technical and interpretive skills. Individual attention and advancement. Grades will be determined by jury audition.

12a-12b-12c-12d ADVANCED PIANO (1-1-1-1)

Three class hours per week plus five studio hours per week.

Prerequisite: Prerequisite to each semester will be successful completion of jury examination.

Advanced problems of performance. Literature covered and specific requirements may be obtained from the Fine Arts Division office. This course is a parallel course to the applied music major study at California state colleges.

16 ACCOMPANYING (1)

Prerequisite: Advanced ability.

Skills and techniques of playing accompaniments for singers, instrumental soloists and choral groups. Performance is an essential of this course. May be repeated for credit.

19a-19b-19c-19d STUDY OF PERCUSSION INSTRUMENTS (1-1-1-1)

(Evening College)

20 (x) SURVEY OF OPERA (3)

Three lecture hours per week.

Lecture with record and film demonstration. A survey of the history of opera combined with principles and appreciation.

22a-22b-22c-22d (x) ORCHESTRA (2-2-2-2)

Five hours per week.

Prerequisite: Consent of instructor. Open to all students of the College.

Standard chamber and symphonic literature.

23a-23b-23c-23d (x) SYMPHONIC BAND (2-2-2-2)

Five hours per week.

Prerequisite: Consent of instructor. Open to all students of the College.

Study and performance of music for concert band. Performance is required.

24a-24b-24c-24d STUDY OF BRASS INSTRUMENTS (1-1-1-1)

Three class hours per week.

Prerequisite: Concurrent enrollment in Music 22 or Music 23, or consent of instructor. Concurrent enrollment in Music 99 (Studio Hours) is required.

Techniques of playing the instrument of the student's choice, with individual instruction. The course may be repeated for credit. Grades will be determined by jury audition.

25a-25b-25c-25d STUDY OF WOODWIND INSTRUMENTS (1-1-1-1)

Three class hours per week.

Prerequisite: Concurrent enrollment in Music 22 or Music 23, or consent of instructor. Concurrent enrollment in Music 99 (Studio Hours) is required.

Techniques of playing the instrument of the student's choice, with individual instruction. Grades will be determined by jury audition.

26a-26b-26c-26d STUDY OF STRING INSTRUMENTS (1-1-1-1)

Three class hours per week.

Prerequisites: Concurrent enrollment in Music 22 or consent of instructor. Concurrent enrollment in Music 99 (Studio Hours) is required.

Techniques of playing the violin, viola, cello or string bass, with individual instruction and ensemble playing. Grades will be determined by jury audition.

27a-27b-27c-27d (B-S-W) INSTRUMENTAL ENSEMBLE (1-1-1-1)

Three hours per week.

Prerequisite: Adequate performing ability to secure consent of the instructor.

The letters B, S, and W indicate Brass, String and Woodwind. Performance is required.

28a-28b-28c-28d ADVANCED STUDY OF BRASS INSTRUMENTS (1-1-1-1)

Three class hours per week plus five studio hours per week.

Prerequisites: Prerequisite to each semester will be successful completion of jury examination. Concurrent enrollment in Music 22 or 23 or consent of instructor. Concurrent enrollment in Music 99 (Studio Hours) is required.

Advanced problems of performance. Literature covered specific requirements may be obtained from the Fine Arts Division office. This course is a parallel course to the applied music major study at California state colleges.

29a-29b-29c-29d ADVANCED STUDY OF WOODWIND INSTRUMENTS (1-1-1-1)

Three class hours per week plus five studio hours per week.

Prerequisites: Prerequisite to each semester will be successful completion of jury examination. Concurrent enrollment in Music 22 or 23 or consent of instructor. Concurrent enrollment in Music 99 (Studio Hours) is required.

Advanced problems of performance. Literature covered and specific requirements may be obtained from the Fine Arts Division office. This course is a parallel course to the applied music major study at California state colleges.

30a-30b-30c-30d ADVANCED STUDY OF STRING INSTRUMENTS (1-1-1-1)

Three class hours per week plus five studio hours per week.

Prerequisites: Prerequisite to each semester will be successful completion of jury examination. Concurrent enrollment in Music 22 or 23 or consent of instructor. Concurrent enrollment in Music 99 (Studio Hours) is required.

Advanced problems of performance. Literature covered and specific requirements may be obtained from the Fine Arts Division office. This course is a parallel course to the applied music major study at California state colleges.

31a-31b-31c-31d STAGE BAND LAB (½-½-½-½)

One and one-half lab hours per week.

Prerequisite: Consent of instructor.

Rehearsal and study of standard literature for stage band and dance band. Stresses ensemble and improvisation as well as styles. May be repeated for credit.

33a-33b-33c-33d (x) A CAPPELLA CHOIR (2-2-2-2)

Five hours per week.

Prerequisite: Consent of the instructor.

Study and performance of choral literature for accompanied and unaccompanied choir. Performance is required.

34a-34b-34c-34d (x) COLLEGE CHORALE (1-1-1-1)

Three hours per week.

Prerequisites: Consent of instructor after audition, concurrent registration in Music 33.

An advanced ensemble which specializes in the performance of fine choral literature for small choir. Members are selected by audition from the enrollment of the A Cappella Choir. Performance is a part of the course.

35a-35b-35c-35d (x) CAÑADA COLLEGE ORATORIO CHORUS (1-1-1-1)
(Evening College)

36a-36b-36c-36d SOLO VOICE (1-1-1-1)

Prerequisite: Concurrent enrollment in Music 33 or 34 or consent of instructor.

Vocal problems analyzed and corrected through exercises and songs. Class sessions with private help by appointment. Grades will be determined by jury audition.

37a-37b-37c-37d ADVANCED SOLO VOICE (1-1-1-1)

Three class hours per week plus five studio hours per week.

Prerequisites: Prerequisite to each semester will be successful completion of jury examination. Concurrent enrollment in Music 33 or 34 or consent of instructor.

Advanced problems of performance. Literature covered and specific requirements may be obtained from the Fine Arts Division office. This course is a parallel course to the applied music major study at California state colleges.

40 MUSICAL THEATRE (1-3)

One class hour per week per unit—Spring Semester.

Prerequisite: Consent of instructor after audition.

Training in chorus instrumental and solo parts of staged musical shows. Units depend on the hours the part demands. May be repeated for credit.

42 CONDUCTING (CHORAL CONDUCTOR'S WORKSHOP) (1)

(Not offered during school year 1972-73.)

43 (x) STUDY OF CLASSICAL GUITAR (1)

(Evening College)

44 FINE ARTS FOR CHILDREN (3)

(Evening College)

45 MUSIC OF THE WORLD (3)

(Evening College)

49 INDIVIDUAL PROJECTS (1-2)

Hours by arrangement.

Prerequisites: Sophomore standing and permission of Chairman of the Fine Arts Division.

Special projects in such fields as experimental media or tours of world music centers.

51 (x) PIANO TUNING AND TECHNOLOGY (4)

(Evening College)

99 STUDIO HOURS (0)

Hours by arrangement.

Supervised studio hours in connection with Music 24, 25, 26, 28, 29, 30.

Nursery School

**11a EARLY CHILDHOOD EDUCATION:
NURSERY SCHOOL PRINCIPLES AND
PRACTICES (3)**

(also Psychology 11a)

Three lecture hours per week.

Nature and goals of early childhood education. Evolution and exploration of the various patterns of pre-schools in the United States. Exploration of the philosophic position, personalities and forces guiding the development of these early childhood programs.

**11b EARLY CHILDHOOD EDUCATIONAL
CURRICULUM (3)**

(also Psychology 11b)

Three lecture hours per week.

Selecting, developing and managing activities for young children. Developing skills in providing adequate and effective education. Exploration of creative activities and growth experiences through art, music, language development, dance and science.

47 COOPERATIVE EDUCATION (1-4)

(Credit/No Credit)

Supervised field experience by arrangement.

Nursing

62 X-RAY (3)

Three hours of lecture and discussion per week.

Prerequisite: Anatomy 62a with a grade of "C" or better.

Nursing 62 is designed to provide the knowledge, skills, and terminology of nursing procedures for the X-ray technologist. Patient care, ethics, and radiological techniques are stressed.

Philosophy

6 INTRODUCTION TO PHILOSOPHY (3)

Three lecture hours per week.

The student has the choice of completing Philosophy 6 in any *one* of the following options:

6a—Emphasis will be on the process of self-discovery and self-criticism; philosophy as an analytical tool for conceptual clarification, a "psychoanalysis" of the student's belief system as it is made explicit in response to selected readings, especially in the area of ethical and political philosophy.

6b—Emphasis will be on assisting the student to begin the task of formulating his own individual "philosophy of life" by means of the concentrated study of two philosophies, one theistic and one not, in which the ethical and socio-political aspects would be highlighted.

6c—Emphasis is on acquaintance with contemporary trends in philosophy and their impact on social, political, economic and religious movements. Various schools that might be chosen for presentation include: Idealism, Existentialism, Marxism, Maoism, Christian Philosophy, Logical Positivism, Pragmatism, Utilitarianism, Contemporary Analysis.

12 INTRODUCTION TO SYMBOLIC LOGIC (3)

Three hours lecture/self-study per week.

Prerequisite: English 1a or consent of instructor.

The course divides into three parts: (1) survey of the traditional Aristotelian logic of the categorical statement and syllogism; (2) fairly complete treatment of modern symbolic propositional logic; (3) brief introduction to (first-order) symbolic predicate logic. (If time permits, some discussion of Russell's paradox, Godel's incompleteness theorem, and the impact of each on the development of 20th Century logic, will be introduced.)

20 HISTORY OF PHILOSOPHY—ANCIENT AND MEDIEVAL PHILOSOPHY (3)

Three lecture hours per week.

The history of Western philosophy from ancient to early modern. Selections from representatives of philosophers and/or schools of philosophy during this period will be examined. Pre-Socratics; philosophy of the Roman world; Christian and early rationalist thought are some to be studied. The concern will be with an analysis of various philosophers' attempt during this period to resolve certain fundamental metaphysical, epistemological and ethical questions.

21 HISTORY OF PHILOSOPHY—MODERN AND EARLY CONTEMPORARY PHILOSOPHY (3)

Three lecture hours per week.

Western philosophy from late 17th Century to early 20th Century. Selections from various philosophers and/or schools of philosophy will be chosen for examination and analysis. The concern will be their epistemological, metaphysical and ethical systems that developed and advanced during this period. Philosophies of Spinoza, Leibniz, the British Empiricists, Kant, Hegel and other Idealists will be studied. Other schools of philosophy, early Existentialism, Marxism and Logical Positivism will also be considered.

23 INTRODUCTION TO ETHICS (3)

Three lecture hours per week.

Prerequisite: Philosophy 6, or English 1a, or consent of instructor.

The traditional theories of the good life and moral obligation and their application to typical problems of individual and social behavior. Theories discussed include: Epicureanism, Stoicism and Hedonism; the "Nicomachean Ethics" of Aristotle; Augustinianism; the theistic approbativism; Kantianism; the consequentialism of John Stuart Mill and other Utilitarians; the intrinsicism of G. E. Moore; Plato's views on the ideal of a classless society; the capitalistic and libertarian views of the ideal society.

24 INTRODUCTION TO RELIGION: RELIGIONS OF THE WORLD (3)

Three lecture hours per week.

The history and development of the great religions of the world; their cultural background, their basic tenets, their religious practices, their literature and art, and their impact on the society and culture of which they are a part. The course gives equal emphasis to the history and anthropology of religion, the western religions, and the eastern religions.

25 WESTERN RELIGIOUS PHILOSOPHY (3)

Three lecture hours per week.

An investigation of the questions arising in the western Judaean-Christian tradition: the existence of God, including appeals to rational arguments, revelation, miracles, authority, faith, mystical experience; the nature of God and the problem of evil; the relationship between religion and moral convictions, and between religion and science; the problem of immortality. A substantial amount of time will be spent on Hebraic and Christian theology including the teachings of Moses, Isaiah, Paul, and John the Evangelist.

28 INTRODUCTION TO THE PHILOSOPHY OF SCIENCE (3)

Three lecture hours per week.

Prerequisite: One course in philosophy and/or science or mathematics, or permission of instructor.

An elementary treatment of the structure and orientation of the positive sciences: the role of observation and laws, inductive and deductive evidence, hypothesis and theory, in the logical structure and historical development of the sciences; the mathematicization of science. Typically the sciences considered would include mathematics, physics, either biology or psychology and one other (e.g., economics, anthropology, cosmology, etc.)

35 ASIAN PHILOSOPHY(3)

Three lecture hours per week.

Prerequisite: Philosophy 6, 24, or History 9a or 9b strongly recommended.

An introductory course in the philosophical development in the major Asian countries—China, India and Japan. The general concern will be given on the philosophical development of these countries rather than religious involvement. The course is not merely to provide a survey of the philosophical systems of the past. Special attention will be given to the 20th Century Asian thinkers and how their ideas shape the Asian minds inside and outside of Asia.

38 ADVANCED SEMINAR IN PHILOSOPHY (3)

Three lecture hours per week.

Prerequisite: Two other courses in philosophy.

Designed to provide an opportunity for philosophy majors and others who meet requirements to pursue some more advanced problems in philosophy (especially in Epistemology).

48 SPECIAL TOPICS (1-3)

One to three lecture hours per week.

A course on topics of contemporary interest designed to provide a means for discussing changing knowledge and important issues in philosophy. Specific subject matter will vary from semester to semester and is announced in advance.

49 INDIVIDUAL PROJECTS (1-2)

Prerequisites: Previous or concurrent work in philosophy and the consent of the instructor and the Social Science Division Chairman.

Specified individual study of directed research in specific problem areas.

Physical Education (Men)

The Department of Physical Education for Men at Cañada College operates under the State Law of California, which requires each regularly registered student to participate in Physical Education activities. In accordance with the provisions of the School Code, all men students, except those excused by the Physical Education Division, are required to attend the regularly organized courses in Physical Education for not less than two hours each week that the College is in session.

Department Requirements: Students registered in a Physical Education activity class who claim exemption from physical education by reason of physical disability must present statements signed by a physician. The Physical Education class must be attended until the disability is verified and the student is given specific instructions by the Physical Education Division.

A student may elect more than one Physical Education general service class following approval by the Division Chairman. A student must be enrolled in and pass a course in Physical Education each semester until graduation unless appropriately excused.

Students will have the choice of selecting their classes from a variety in individual sports, team sports, aquatics, gymnastics, rhythmic, dance, combatives and conditioning.

It is possible to repeat a specific class providing permission of the Physical Education Division is obtained. Students must understand that some four-year institutions may not grant transfer credit in the case of physical education classes which are repeated.

Enrollment on a varsity athletic team will satisfy the physical education requirement.

VARSITY SPORTS

These courses are designed for those students who desire to compete in intercollegiate athletics and may be limited to those who present the necessary qualifications. The passing of medical and physical examinations and the consent of the coach are necessary before actual participation is started. Varsity awards are granted for all sports.

5 VARSITY BASKETBALL (2)

Prerequisite: Permission of the coach.

Intercollegiate varsity basketball competition in the Camino Norte Conference and participation in regional tournaments. Daily practices October 15 to March 15.

6 VARSITY WRESTLING (2)

Prerequisite: Permission of the coach.

Intercollegiate competition in dual matches in the Camino Norte Conference; competition in several regional wrestling tournaments each year including the Camino Norte Conference Meet, the Northern California Meet and the State J.C. Championships. Daily practices October 15 to March 15.

7 VARSITY SOCCER (2)

Prerequisite: Permission of the coach.

Intercollegiate competition with four-year institutions and junior colleges in Northern California. League competition in the Western Junior College Soccer Conference. Daily practices from September to December.

8 VARSITY BASEBALL (2)

Prerequisite: Permission of the coach.

Intercollegiate competition in the Camino Norte Conference and participation in regional tournaments, Northern California playoffs and the State J.C. Championships when qualified. Daily practices February to May.

9 VARSITY CROSS COUNTRY (2)

Prerequisite: Permission of the coach.

Intercollegiate competition in the Camino Norte Conference and participation in dual meets, triangulars, invitationals, league meet, and Northern California and State Championships as qualified. Daily practice, September to December.

10 VARSITY TENNIS (2)

Prerequisite: Permission of the instructor.

Intercollegiate competition in the Camino Norte Conference and participation in dual matches, invitationals, league meet, Northern California and State Championships as qualified.

Daily practices February to May.

CONDITIONING

11 VARSITY GOLF (2)

Prerequisite: Permission of the instructor.

Intercollegiate competition in the Camino Norte Conference and participation in dual matches, invitationals and the conference championships. Team members will also participate in the Northern California and State Championships as qualified. Daily practices February to May.

INTRAMURALS

Supervised intramural sports are scheduled throughout the semester, beginning with the third week. Primary hours are from 11:00 A.M. to 12 Noon on Tuesdays and Thursdays. Additional intramural hours may be established as needed for play-offs and make-up contests. Students should consult the Intramural Bulletin Board in the Physical Education building for detailed information concerning activities, days and hours, sign-up instructions, rules and procedures.

As students interest determines the need, intramural programs will be conducted in three and five man basketball, table tennis, badminton, bicycling, soccer, weight lifting, softball, bowling, volleyball, tennis, and flag football.

Physical Education General Service Classes (Men)

COMBATIVES

1 ELEMENTARY WRESTLING (1)

Two hours per week.

Prerequisite: Enrollees must be beginners in wrestling activity.

Designed to introduce the student to intercollegiate wrestling through instruction in the rules, scoring system, and skills. Fundamental stances, take downs, escapes, reversals, break-downs, rides and pinning combinations. After learning these skills, the student will be able to apply them in short periods of wrestling.

1 ELEMENTARY JUDO (1)

Two hours per week.

Prerequisite: Enrollees must be beginners in judo activity.

Rules, procedures, techniques of falling, unbalancing, throwing, and combinations of techniques as related to physical development. The emphasis of this class is on judo as a sport.

1 ROPE ACTIVITIES (1)

Two hours per week.

This class is designed to offer techniques related to vertical rope climbing, rope skipping, and peg board work. The major emphasis of this class is placed on the development of shoulder girdle structure and the improvement of cardio-respiratory endurance. Students skip rope for speed and techniques. Seventeen vertical rope climbing skills are taught in progressive order. Nine peg boards are utilized for the development of strength as related to hands, wrists, forearms, and legs. Detailed evaluations procedures are followed. Emphasis is placed on the explanation and development of safety procedures.

1 FITNESS ACTIVITIES (1)

Two hours per week.

For the student who desires a course in vigorous activity of a "conditioning" nature. Tests are given regularly relating to motor fitness, speed, balance, strength, endurance, flexibility and power. Considerable running activity is included. Emphasis is placed on the development of cardio-respiratory improvement. Several college fitness batteries are utilized. Team games are utilized to develop stamina.

1 EXERCISE APPRECIATION (1)

Two hours per week.

A basic conditioning course, which presents a life-long program in exercise appreciation for the promotion and maintenance of one's health. Progressive exercise plans are offered for strength, endurance, flexibility, coordination, balance and agility. Students are expected to reach a level of fitness and to develop the necessary self-discipline to maintain this level. To perform more efficiently with less expenditure of energy and to "push-back" the aging processes are primary objectives of the course.

1 ISOMETRICS AND ISOTONICS (1)

Two hours per week.

Instruction in, and conditioning through, basic isometric exercises and running activities. The isometric concept is achieved through basic isometric exercise conducted on a partner basis as well as with the "Exer-genie." Running activities are conducted at each class meeting for the inclusion of cardio-respiratory values.

INDIVIDUAL SPORTS

1 ELEMENTARY WEIGHT CONDITIONING (1)

Two hours per week.

Prerequisite: Enrollees must be beginners in weight conditioning work.

The elementary lifts and procedures of weight training. Emphasis is placed upon proper form and techniques, safety procedures, and strength values of beginning work in weight lifting. Bar-bells dumb-bells, and associated equipment are combined with regular running activity.

1 INTERMEDIATE/ADVANCED WEIGHT CONDITIONING (1)

Three hours per week.

Prerequisite: Successful completion of Elementary Weight Conditioning or permission of the instructor.

Progressive skills and weight development in various weight conditioning exercises. Opportunities will be granted to specialize in different areas of the body. The development of individual programs will be encouraged.

1 ELEMENTARY BADMINTON (1)

Two hours per week.

The rules and strategies of badminton as well as the fundamentals of grip strokes, footwork and court coverage through drills and competition; testing program in the various skills and techniques are taught; tournaments in singles and doubles are held.

1 GYMNASTICS (1)

Two hours per week.

For beginning students in gymnastic activity.

Elementary concepts of gymnastic activities for beginning students; includes trampolining, side horse, long horse, horizontal bar, parallel bars, pyramid building and tumbling.

1 INTERVAL-CIRCUIT TRAINING (1)

Two hours per week.

A combination of vigorous weight training activities combined with endurance, agility and cardio-vascular exercises which are conducted on a circuit course basis. One class hour each week will be devoted to weight training and the second class hour will cover improvement in flexibility, strength, and cardio-vascular aspects. Particular emphasis is placed on self-improvement. Evaluation programs include tests for sit-ups, push-ups, standing broad jump, step tests, and a 300 yard shuttle run.

TEAM SPORTS

1 ELEMENTARY BASEBALL (1)

Three hours per week.

Prerequisite: Not open to Cañada College baseball lettermen.

Fundamentals of baseball skills combined with game situations. Emphasis will be placed on individual skills and the associated game rules. A testing program will include material on all skills taught and the playing rules.

1 ELEMENTARY BASKETBALL (1)

Two hours per week.

Prerequisites: Enrollees must be beginners in basketball activity. Students who have participated on high school interscholastic teams will not be admitted.

Fundamental skills of basketball play, such as dribbling, passing, shooting, team offense and defense. Knowledge of the playing rules as well as game strategies, will be taught. Evaluation will be conducted through written and practical examinations on rules and on all skills taught. Round-robin schedules are conducted during the last half of the semester.

1 ADVANCED BASKETBALL (1)

Two hours per week.

Prerequisites: Successful completion of Elementary Basketball with approval of the instructor; participation on high school basketball teams of J.V. or varsity level.

Advanced aspects of team offense and defense. Emphasis will be placed on team play through the medium of round robin schedules and tournaments. Evaluation will be conducted through written and practical examinations on rules and skills taught.

1 ELEMENTARY SOFTBALL (1)

Two hours per week.

Prerequisite: Enrollees must be beginners in softball play.

Fundamentals and play situations of softball. Students participate in game situations and round-robin play. A testing program is included on all rules and skills taught. Regulation "fast-pitch," "lob ball" and "16 inch" play is included.

1 ELEMENTARY SOCCER (1)

Three hours per week.

Prerequisite: For beginning students in soccer only.

Basic fundamentals of individual play such as dribbling, heading, shooting, trapping, passing and defensive tactics; participation in game situations and round-robin play; testing program in all soccer skills and rules.

1 ADVANCED SOCCER (1)

Two hours per week.

Prerequisite: Successful completion of Elementary Soccer or permission of the instructor.

Advanced aspects of team play in soccer; extension of elementary skills of play in dribbling, trapping, heading, offensive and defensive tactics; considerable team play is offered.

1 ELEMENTARY VOLLEYBALL (1)

Two hours per week.

Prerequisite: Enrollees must be beginners in volleyball play.

Fundamentals of serving, passing, setting, and spiking; team competition under national and international rules of play; testing program in all skills taught and in knowledge of rules.

Physical Education Competencies

20a-20b-20c-20d PHYSICAL EDUCATION COMPETENCIES (Women)(2-2-2-2)

30a-30b-30c-30d PHYSICAL EDUCATION COMPETENCIES (Men) (2-2-2-2)

50a-50b-50c-50d PHYSICAL EDUCATION COMPETENCIES (Co-Ed) (2-2-2-2)

Prerequisites: Enrollees should be major or minor students in either Physical Education or Recreation Education. This course replaces the need of a general service class in physical education and satisfies the graduation and transfer requirement in physical education.

A series of planned activities designed to assist students who are majoring or minoring in Physical Education or Recreation Education to attain the skill level necessary to pass the upper-division competence requirements of the four-year colleges and universities. Emphasis is placed on the development and improvement of the individual's own skills to perform selected activities. Activities include dance, gymnastics, individual sports, combatives, conditioning, activities and team sports. One of this class series is offered each semester for four semesters. The class meets six hours each week.

41m THEORY OF SPORTS OFFICIATING (2)

(Not a general service activity class.)

One hour of lecture per week with two hours of laboratory experience in general service classes or intramural activities. Enrollees must be available for all hours listed for class meetings. For major and minor students in Physical Education and Recreation Education, and does not satisfy the general service class requirement.

Knowledge of rules, techniques and current practices associated with officiating in football, basketball, softball, baseball, wrestling, soccer, aquatics and track and field. Students

participate in a laboratory experience officiating in these activities as conducted in the College instructional and intramural programs.

40 THE NATURE AND SCOPE OF PHYSICAL EDUCATION (2)

Two lecture hours per week with assigned laboratory meetings. For major and minor students in Physical Education and Recreation Education.

(Not an activity class.)

A parallel course to Introduction to Physical Education which is offered in the four-year institutions. This course represents a detailed treatment of academic and professional requirements for physical education preparation, development of aims, objectives and philosophies. Consideration is given to the history of Physical Education as it relates to current developments and programs. Students are required to prepare a term paper, participate in panel discussions, symposiums, laboratory and field experiences.

42 ISSUES IN SPORT (2)

Two lecture hours per week.

An introduction to selected diverse contemporary issues in American sport. Sample topics would include: amateurism and/or professionalism in sport, racism in sport, women in sport, sport and education, and the economics of sports. This course is recommended for all Physical Education and Recreation Education majors or minors.

Physical Education (Co-Ed)

2 ADAPTIVE ACTIVITIES (1)

Two hours per week.

Prerequisite: Physician's recommendation or assignment by the College nurse, Division Chairman or by an instructor.

This course is geared to the individual needs of each student. Sections of instruction are related to recreational sports of limited activity, to isometric and isotonic programs, and to remedial and rehabilitative concepts. Corrective programs are available. Consultation with physicians precedes the development of each student's program of activity.

2 ELEMENTARY ARCHERY (1)

Two hours per week.

For beginning archers. Deals primarily with the fundamentals of target archery. Individual and team competition is used in the Junior Columbia Round, Columbia Round and clout shooting. Also included is the basic understanding of

rules, scoring, terminology, and care and selection of arching equipment.

2 ELEMENTARY BADMINTON (1)

Two hours per week.

The rules and strategies of badminton as well as the fundamentals of grip, strokes, footwork and court coverage through drills and competition; testing program in the various skills and techniques taught, tournaments in singles and doubles are held within the class period.

2 ELEMENTARY FOLK DANCE (1)

Two hours per week.

Dance fundamentals and basic skills associated with beginning folk dance activity. Representative dances of many countries are offered. Emphasis is placed on the basic steps and appropriate rhythmical responses.

2 INTERMEDIATE FOLK DANCE (1)

Two hours per week.

Prerequisite: Elementary Folk Dance or permission of instructor.

Review of folk dance fundamentals and basic skills; introduction of approximately 30 intermediate dances. Representative dances of many countries, including Spain and Mexico, are presented.

2 MODERN JAZZ (1)

Two hours per week.

Prerequisite: Elementary Modern Dance or permission of instructor.

Elementary jazz techniques, foot and leg development, isolation of body parts and a rhythmic appreciation of jazz musicians and music. Solo and group improvisations to selected music will be included.

2 ELEMENTARY MODERN DANCE (1)

Two hours per week.

Basic dance techniques; ballet movement for proper body alignment, balance, flexibility and rhythmic coordination. Small group improvisations discovering new sources of movement will be included.

2 INTERMEDIATE AND ADVANCED MODERN DANCE (1)

Two lab hours per week.

Prerequisite: Successful completion of Elementary Co-Ed Modern Dance, or permission of instructor.

A continuing study of dance experiences with emphasis on movement technique and the elements of composition.

2 ADVANCED MODERN DANCE (1)

Four lab hours per week.

Prerequisite: Successful completion of Co-Ed Intermediate and Advanced Modern Dance, or permission of instructor.

A synthesis of previous dance experience. Advanced modern technique, group improvisations and repertory experience.

2 ELEMENTARY BALLET/MODERN DANCE (1)

Two hours per week.

Beginning techniques of both ballet and modern dance are studied and executed. Movement skills, rhythmic structure of dance, qualities of movement, spatial design and an appreciation of dance are presented. The modern ballet and modern dance styles are emphasized in the creation of individual compositions.

2 ELEMENTARY JAZZ/MODERN DANCE (1)

Two hours per week.

Beginning techniques of modern dance are studied and executed. However, the expression and suggestion of slow and fast jazz and the inner expression of modern dance are emphasized. Movement skills, rhythmic structure of dance, qualities of movement, spatial design and an appreciation of jazz and modern dance are presented. Jazz and modern dance styles are emphasized in the creation of individual compositions.

2 ELEMENTARY SOCIAL DANCE (Ballroom) (1)

Two hours per week.

Social dance fundamentals and basic steps: waltz, tango, cha cha, samba, rhumba, fox-trot and fad (novelty) dances of today. The etiquette of social dance is emphasized and stress is placed on the individual's development of rhythmical response.

2 STRIDING (1)

Two hours per week.

A course related to the values of walking and striding. Programs of activity will be developed to provide students of all ability levels with progressive walking and striding activity. Proper techniques in the various styles of walking and striding will be presented on a variety of terrains. Continual rhythmic activities involving progression will be provided. The course would be appropriate for all students ranging from the modified/limited level to high-gear programs.

2 TRAMPOLINE (1)

Two hours per week.

Trampoline activity for elementary, intermediate and advanced students. Safety skills and fundamental processes of trampolining are taught in the following phases: Phase I—Fundamental bounces, checks, drops, simple combinations, turns, twists and somersaults. Phase II—Continuance of the activities of Phase I plus combinations of front and back somersaults and other intermediate movements. Phase III—The development of techniques in twisting somersaults, advanced routines, trick skills and team bounding.

2 TUMBLING (1)

Two hours per week.

A course in tumbling skills ranging from the beginning level to advanced techniques. Activity is conducted in pyramid building, doubles and group tumbling. Flexibility stunts, agility stunts, balance activities, strength skills and the development of individual routines make up the course offerings.

2 INTERMEDIATE/ADVANCED JUDO (1)

Two hours per week.

Prerequisite: Successful completion of Elementary Judo at Canada College or permission of the instructor.

An intermediate and advanced exposure to sport judo and self-defense; special emphasis on advanced conditioning, falling to both sides, refinement of throws, countering and selected new throws and drops.

2 ELEMENTARY BOWLING (1)

Two hours per week.

A course for beginning students in bowling. Learning opportunities will be provided in the stance, approach, release and roll. Participation in a league bowling situation will be required. A working knowledge of bowling rules, scoring and etiquette will be required. Interested students should investigate bowling costs before enrolling.

2 INTERMEDIATE-ADVANCED BOWLING (1)

Two hours per week.

Prerequisite: Women must have at least 110 average; men, at least 140 average.

Participation in advanced league bowling competition; individual scoring statistics are maintained. Approximate cost, \$15 per semester.

2 LIFE SAVING (1)

Two hours per week.

Prerequisites: The ability to swim 440 yards continuously, demonstrating the crawl, side stroke and breast stroke; standing front dive; surface dive to six-foot depth and swim two body lengths under water; floating.

Progressive skill development in take-offs, approaches, carries, defensive mechanisms, shallow water carries, water safety knowledge and artificial respiration.

2 WATER SAFETY INSTRUCTION (1)

Two hours per week.

Prerequisite: Current American Red Cross Senior Life Saving Certificate.

Phase I: Development of effective performance in the nine basic swimming strokes and the various life saving and water safety skills. Phase II: Teaching techniques, methods and knowledge necessary to teach American Red Cross swimming and life saving courses.

2 BASIC METHODS AND TECHNIQUES OF SKIN AND SCUBA DIVING (2)

Two activity hours per week plus out-of-class assignments.

Prerequisite: Student must pass instructor's water skills test the first activity class meeting, or hold a current Senior Red Cross Life Saving card or a Water Instructor's card.

Demonstration and practice of skills necessary to become proficient in skin and scuba diving activities and in the proper utilization of scuba gear and its various periphery equipment. Thorough familiarization with those aspects of physics, physiology and mechanics directly related to a basic competency in skin and scuba diving. A basic study of the ocean environment and marine life from the safety, aesthetic and scientific viewpoints.

2 ADULT FITNESS (1)

(Evening College)

2 ELEMENTARY GOLF (1)

Prerequisite: Only beginning golfers will be enrolled.

Techniques, rules, etiquette and philosophy for the beginning golfer. Stance, grip, position, swing and follow-through as associated with selected irons and woods. Most sessions will be held on campus, although some activity is scheduled for local courses and driving ranges.

2 INTERMEDIATE/ADVANCED GOLF (1)

Two hours per week.

Prerequisite: Permission of the instructor.

An extension of the fundamentals learned in Elementary Golf; considerable emphasis is placed on the competitive aspects of golf; tournament play is a major part of the course; most sessions are conducted at the Emerald Hills golf course, putting greens, driving ranges, pitch-and-putt areas also utilized.

2 ELEMENTARY VOLLEYBALL (1)

Two hours per week.

Skills involving the serve, volley, dig, smash and hit will be taught and practiced. Proper rotation, rules and team play will be stressed. National volleyball rules of play will be strictly enforced. An evaluation program in all skills will be conducted. Tournament play will be conducted on a round-robin basis.

2 TABLE TENNIS (1)

Two lab hours per week.

Prerequisite: Enrollees must be beginners.

Elementary to intermediate techniques in table tennis play. Students will receive instruction in the skills involving all aspects of play, such as strokes, serving, offensive and defensive aspects, and singles and doubles play. Considerable attention will be given to rules, formats and etiquette.

2 ELEMENTARY ICE SKATING (1)

Two hours per week.

Prerequisite: Enrollees must be beginners.

Instruction will be provided for all basic movements in ability groups labeled "Alpha" (elementary), "Beta" (intermediate) and "Gamma" (advanced elementary). Attention will be given to skating in pairs, groups, and in figure concepts. Conditioning and basic techniques conducive to maximum safety will be offered. The course will be taught off campus. Students will be required to pay a small fee for use of skates.

Physical Education (Women)

The Department of Physical Education for Women at Cañada College operates under the State Law of California, which requires each regularly registered student to participate in Physical Education activities. In accordance with the provisions of the School Code, all women students, except those excused by the Physical Education Division, are required to attend the regularly organized courses in Physical Education for not less than two hours each week that the College is in session.

Department Requirements: Students registered in a Physical Education activity class who claim exemption from Physical Education by reason of physical disability must present statements signed by a physician. The Physical Education class must be attended until the disability is verified and the student is given specific instructions by the Physical Education Division.

A student may elect more than one Physical Education general service class, following approval by the Division Chairman. A student must be enrolled in and pass a course

in Physical Education each semester until graduation unless appropriately excused.

INTRAMURALS

Supervised intramural sports are scheduled throughout the semester, beginning with the third week. Primary hours are from 11:00 A.M. to 12 Noon on Tuesdays and Thursdays. Additional intramural hours may be established as needed for play-offs, make-up games or to coordinate with off-campus facilities. Students should consult the Intramural Bulletin Board in the Physical Education building for detailed information concerning activities, days and hours, sign-up instructions, rules and procedures.

As student interest determines the need, intramural programs will be conducted in basketball, volleyball, badminton, table tennis, tennis, bicycling, softball, and bowling.

41aW-41bW THEORY OF SPORTS OFFICIATING (1-1)

(Not a general service activity class.)

One hour of lecture per week with two hours of lab experience in general service classes or intramural activities. Enrollees must be available for all hours listed for class meetings. For major and minor students in Physical Education and Recreation Education. This class does not satisfy the general service class requirement.

Knowledge of rules, techniques and current practices associated with officiating in field hockey, softball, volleyball, basketball, soccer, speed ball, speed-a-way and others. Students participate in a lab experience, officiating in these activities as conducted in the College instructional and intramural programs.

1 ELEMENTARY BICYCLING (2)

Four lab hours per week.

Prerequisite: Enrollees must be beginners.

Instruction in the operation of bicycles, safety concepts, rules of the road and participation in cycling programs that involve controlled conditions over diversified terrain. Activities will be geared to the ability of the individual. The testing program will include speed cycling, time trials, endurance tests and maintenance of the bicycle.

1 BODY MECHANICS (1)

Two hours per week.

Instruction designed to assist the individual in moving efficiently, aesthetically and with a feeling of well being. Through a better understanding of the body functions, the individual will be able to develop a personal fitness for his needs. Emphasis will be on body functions, knowledge, fitness, exercise and charm.

1 FITNESS ACTIVITIES (1)

Two hours per week.

This class is designed to allow the student to comprehend and put into practice the necessary ingredients of movement to develop or improve physical fitness. Exercises range from mild to vigorous. Programs for the evaluation of individual fitness are developed. Endurance activities are stressed. Emphasis is placed on the development of understandings related to the needs and benefits of regular and continuing exercise.

1 ELEMENTARY JUDO (1)

Two hours per week.

Consideration is given to the rules, procedures, techniques of falling, unbalancing, throwing techniques and combination techniques as related to physical development. The emphasis of this course is on the development of a proper level of physical conditioning and on Judo as a sport. Self-defense will not be a primary concern.

1 GYMNASTICS (1)

Two hours per week.

Use of the following apparatus: balance beam, uneven parallel bars, vaulting, tumbling and floor exercises. The elements of judging and actual participation in the D.G.W.S. College meets will be included.

TEAM SPORTS

1 BASKETBALL/VOLLEYBALL (1)

Two hours per week.

Eighteen weeks of activity in the elementary concepts of both basketball and volleyball will be offered. Basic skills, strategy, theory and practice in basketball is included. Skills include dribbling, shooting, guarding and passing. Basketball theory offers use and practice of team play and strategy. Volleyball units include explanation and practice of the volley, set, serve, dig and smash. Proper rotation, execution of rules and team play will be stressed. A tournament will conclude the semester activity.

1 ELEMENTARY VOLLEYBALL (1)

Two hours per week.

Skills involving the serve, dig, smash and hit will be taught and practiced. Proper rotation, rules and team play will be stressed. National volleyball rules of play will be strictly enforced. An evaluation program in all skills will be conducted. Tournament play will be conducted on a round-robin basis.

1 FIELD SPORTS (1)

Class may elect to cover three or more of the following sports: softball, soccer, field hockey, speedball, speed-a-way and flagball. Instruction in basic skills, rules and strategies of each selected sport will be taught. Round-robin competition will be conducted.

Physical Science

10 INTRODUCTION TO THE PHYSICAL SCIENCES (3)

Three hours per week.

The basic physical laws of nature as described by the sciences of physics, astronomy and chemistry. Many topics of interest to prospective school teachers are included. (This course meets the general education requirements for physical science at many colleges and universities.)

Physics

2a-2b GENERAL PHYSICS LECTURE AND LABORATORY (4-4)

Three lecture hours, one recitation hour and one two-hour lab per week.

Prerequisites: Elementary algebra and plane geometry. Trigonometry is strongly recommended. Physics 2a is a prerequisite for Physics 2b.

Lectures with experimental demonstrations and laboratory experiments covering mechanics, heat and sound in the first semester, and magnetism, electricity, light and modern developments in the second semester. (Designed for students majoring in some field of letters and science; required for those planning to enter medicine, dentistry, pharmacy, optometry, agriculture or forestry.)

4a-4b-4c GENERAL PHYSICS (4-4-4)

Three lecture hours, one recitation hour and one two-hour lab period per week.

Prerequisites: 4a—Mathematics 30 and concurrent registration in Mathematics 31; 4b or 4c—Physics 4a, Mathematics 31 and completion of or concurrent registration in Mathematics 32.

4a—Mechanics, wave motion and special relativity.

4b—Electricity and magnetism.

4c—Heat, light and modern physics. These courses constitute a three-semester program designed to give the student majoring in engineering, physics or chemistry a thorough foundation in the fundamentals of physics.

9 PHYSICS OF SOUND AND MUSIC (3)

(also Music 9)

*Two lecture hours per week, three lab hours per week.**Prerequisite: None; high school algebra suggested.*

Lectures with experimental demonstrations, emphasizing the nature of sound, music and related wave phenomena. A weekly laboratory period studying musical instruments, overtones, resonance, pitch and recording techniques. This course is planned for, but not restricted to, Music majors.

10 INTRODUCTION TO DESCRIPTIVE PHYSICS (3)*Three lecture hours per week.**Prerequisite: The equivalent of at least one semester of high school mathematics.*

A description with experimental demonstrations of the more important phenomena of physics. This course is open to all students except those who have had, or are taking Physics 2a or 4a. (This course meets the general education requirements for physical science at most colleges and universities.)

62 PHYSICS FOR X-RAY TECHNOLOGISTS (4)*Four lecture hours per week.**Prerequisite: High school algebra and geometry; high school science.*

This specialized course will consider ideas of energy, electricity and electromagnetic waves as related to X-Ray phenomena, including interaction with matter. X-Ray circuits and equipment also will be studied. (Intended for students pursuing careers as X-Ray technologists.)

Physiology**1 INTRODUCTORY PHYSIOLOGY (5)***Three lecture hours and two three-hour lab periods per week.**Prerequisites: One course selected from Biology 1, Anatomy 1, Zoology 1. A knowledge of elementary chemistry and physics is recommended.*

A course designed to familiarize the student with the functions of the organs and systems of the human body. This course is for students of Nursing, Physiotherapy, Physical Education, Psychology and other related fields.

Political Science**1 INTRODUCTION TO POLITICAL SCIENCE (3)***Three lecture-discussion hours per week.*

Examination of the nature of politics, basic forms of government and the theories of democracy, communism, fas-

cism and other political ideologies. Analysis of contemporary political problems, domestic and international. Varieties of citizen participation, voting behavior, pressure group and political party activity will be considered.

2 CONTEMPORARY FOREIGN GOVERNMENTS (3)*Three lecture-discussion hours per week.*

The historical development and contemporary politics of significant foreign governments. Analysis and comparison of major forces and trends in Great Britain, France, Germany, the Soviet Union, Japan, and several new non-Western states.

3 INTERNATIONAL RELATIONS (3)*Three lecture-discussion hours per week.*

The nature of relations among states; analysis of the basic forces affecting the formulation of foreign policy and the dynamics of international politics. The evolution and operation of the United Nations Organization is a major topic of study.

5 INTRODUCTION TO POLITICAL THEORY (3)*Three lecture hours per week.*

The development and uses of classical and modern political ideas with emphasis on developing skill in dealing with political ideas and proposed solutions to problems.

7 SURVEY OF CONSTITUTIONAL PRINCIPLES (3)*Three lecture hours per week.**Prerequisite: History 5 is strongly recommended.*

A survey of American Constitutional development and analysis of the issues and problems considered by the U.S. Supreme Court particularly in the area of civil liberties and civil rights; the rights of racial, political and religious minorities and of criminal defendants; the concepts of due process and equal protection of the laws; the interaction of the Supreme Court with the President, Congress, political parties and interest group.

13 MINORITY GROUP POLITICS IN THE UNITED STATES (3)*Three lecture hours per week.*

A comparative and historical study of the political experiences and the political contributions, both intellectual and organizational, of selected racial, cultural and religious minorities in the United States. European immigrants, non-Caucasian minorities and religious minorities will be studied. The principal focus will be on groups that are or recently have been prominent and distinctive. Blacks, Native Americans, Mexican-Americans, Puerto Ricans, Cubans, Japanese, Chinese, Filipinos, French Canadians, Poles and other Slavs, Irish, Italians, Germans, Scotch-Irish, Scandinavians, Jews, Roman Catholics, Mormons, Amish, Jehovah's Witnesses and other Protestant dissenters will receive attention.

21 AMERICAN GOVERNMENT (3)

Three lecture-discussion hours per week.

A survey of American politics and government, including public opinion, voting patterns and elections, pressure group and political party activity, the functions of the President, the Congress and the Supreme Court, and constitutional guarantees of the citizen's rights and liberties.

23 CALIFORNIA STATE AND LOCAL GOVERNMENT (2)

Two lecture-discussion hours per week.

A survey of California state and local government with a stress on current problems and processes. Students are encouraged to explore and formulate positions on current political and social issues.

24 CALIFORNIA URBAN GOVERNMENT (2)

Two lecture hours per week.

A survey of the principal problems of urban and metropolitan communities with emphasis on the major issues of decision-making and administrative organization in California. This course fulfills the California institutions requirements.

25 NATIONAL, STATE AND LOCAL GOVERNMENT (5)

Five lecture-discussion hours per week.

An introduction to the principles and problems of American government at the national, state and local levels. Intergovernmental relationships are examined from a functional point of view. Major areas of emphasis are American federalism, judicial review, the political process in nation and state, civil liberties, foreign policy and the role of the citizen at all levels of government. (This one-semester course satisfies both the American institutions and the California institutions requirements.) Not open to students who have had Political Science 21, 23, or 24.

27 AMERICAN SOCIETY (5)

Five lecture-discussion hours per week.

Prerequisite: Strictly limited to foreign students or recent immigrants.

An orientation course in American society and culture. Encompasses social, political and economic institutions as well as history. Particular attention to aspects of American life and historical development that are unique—ethnic history, patterns of voluntary association, political and non-political, educational trends, in addition to some of our cultural characteristics. Comparison is frequently made between American traditions, institutions and practices and those of other countries in order to enhance the perspective with which the foreign student views the differences between his country and the United States. (This course meets the American institutions and California institutions requirements.)

28 SCHOOL GOVERNANCE (2)

Two lecture hours per week.

Surveys the operation of the higher education system of governance in California with special emphasis on the Community College as a social institution, its current problems, role of school personnel, relations to other social and political agencies, legal and fiscal aspects of higher education, styles and functions of administration, the political process affecting education, basic types of democratic governance structures and student characteristics especially as related to curriculum. This course is especially designed for student body officers, students serving on committees, and others interested in student government, and is designed to fulfill the California Institutions requirement.

40 POLITICAL SIMULATION GAMES (1)

One and one-half hour class meetings twice weekly for six weeks.

Drawing on the game-like quality of many real-life political situations, the course enables students to enlarge their understanding of politics by participating and making decisions in a miniature society, and then analyzing how well the concepts and assumptions in the simulation represent reality. (May be taken in conjunction with another political science course or independently.)

41 FIELD WORK IN A POLITICAL CAMPAIGN (1-2)

Nine lecture hours and thirty lab hours for nine weeks for first unit; seven seminar sessions and lab work for second unit.

Students will work for the candidate or campaign of their choice for a minimum of 30 hours and will meet for one hour weekly during and for several weeks after the campaign (the first nine weeks of the semester) to report on and analyze the candidates and issues of the election. (May be taken in conjunction with a U.S. or California government course, or independently.)

A second unit of credit will be awarded to students who wish to continue meeting as a seminar for the rest of the semester (seven additional meetings) to discuss brief review papers they have written on significant books on Presidential campaigns and elections.

49 INDIVIDUAL PROJECTS (1-2)

Prerequisites: Previous or concurrent work in Political Science and consent of the instructor and the Social Science Division Chairman.

Specified individual study or directed research in specific problem areas.

Psychology

1a GENERAL PSYCHOLOGY (3)

Three lecture hours per week.

An introduction to the diverse areas of psychology including principles of learning, theories of personality, tests and measurement, behavioral disorders and mental health, and physiological and developmental aspects of individuals. Experimental design and research data are emphasized in topics ranging from DNA studies with paramecia to E.S.P. possibilities in man.

1b EXPERIMENTAL PSYCHOLOGY (3)

Three lecture hours per week.

Prerequisite: Psychology 1a or consent of instructor.

Utilizes the philosophy of scientific inquiry and methods of experimental design to explore questions concerning the nature of behavior. Students will design experiments, collect data using lower animals as well as human subjects, analyze data and develop conclusions based on their investigations. (Recommended for Psychology majors.)

4 COURTSHIP, MARRIAGE AND THE FAMILY (3)

Two hours of lecture and one hour of discussion per week.

The course focuses on marriage as a personal and probable event in the lives of the students enrolled: courtship; personality and adjustment in marriage; parenthood; the problem of divorce; mate-selection; love; the family; anatomic, physiologic, psychologic and sociologic aspects of sex; children; religious factors; marriage as a social institution.

5 CHILD DEVELOPMENT (3)

Three lecture hours per week.

Prerequisite: Psychology 1a.

Consideration of social, emotional, physical and intellectual development from the prenatal period through adolescence. Emphasis will be upon factors influencing personality development. Current learning theorists will be explored. Will study one child in depth.

6 SOCIAL PSYCHOLOGY (3)

Three lecture hours per week.

Prerequisite: Psychology 1a or Sociology 1.

A study of human interaction, the effects of social influences on human behavior. Special attention will be given to social pressure, attitudes, person perception and research methods.

7 THE PSYCHOLOGICAL EXPERIENCE OF LA RAZA IN THE U.S. (3)

Three lecture hours per week.

Prerequisite: Psychology 1a.

The psychological results of being a Spanish-speaking minority within an Anglo society. Emphasis will be placed on the psychodynamics of the Spanish-speaking family in the United States.

10 PSYCHOLOGY IN PRACTICE (3)

Three lecture hours per week.

Intended for those who wish a general picture of human psychology who do not want to take further courses in psychology. Emphasis will be on an application of psychological principles to problems of everyday life rather than the technical-scientific approach of Psychology 1a.

11a EARLY CHILDHOOD EDUCATION: NURSERY SCHOOL PRINCIPLES AND PRACTICES (3)

(also Nursery School 11a)

Three lecture hours per week.

Nature and goals of early childhood education. Evolution and exploration of the various patterns of pre-schools in the United States. Exploration of the philosophic position, personalities and forces guiding the development of these early childhood programs.

11b EARLY CHILDHOOD EDUCATION CURRICULUM (3)

(also Nursery School 11b)

Three lecture hours per week.

Selecting, developing and managing activities for young children. Developing skills in providing adequate and effective education. Exploration of creative activities and growth experiences through art, music, language development, dance and science.

12 CHILD, FAMILY AND COMMUNITY (3)

Three lecture hours per week.

Designed for those who are working with or are concerned with the education and welfare of preschool children. Patterns of family living in a democratic society, and the role and interaction of members; varying factors affecting family life—racial, cultural, economic, social, urban and suburban; home-nursery relationships; community resources—health, welfare, education, counseling, guidance, recreation and religion.

33 PSYCHOLOGY OF ADJUSTMENT (3)

Three lecture hours per week.

Prerequisite: Psychology 1a or permission of instructor.

The study of the ways people adjust to their environment. Emphasis upon the ways personality develops and changes. Case illustrations and different theories of personality will be presented.

For Psychological Statistics—see Statistics.

43 PSYCHOLOGICAL ASSESSMENT (3)

Three lecture hours per week.

Prerequisite: Psychology 1a.

Designed to explore traditional methods of behavioral assessment including intelligence and personality test as well as clinical diagnostic instruments such as the MMPI. Emphasis will be given to recent behavior modification techniques. A major objective is to develop skills in observing behavior and systematically collect data utilizing various instruments.

44 PSYCHOPHARMACOLOGY (3)

Three lecture hours per week.

Prerequisite: Psychology 1a.

Designed to familiarize students with broad categories of drugs and to recognize symptoms. Treatment and rehabilitation programs will be emphasized as well as alternatives to drug abuse. A major objective is to enlighten students of the effects of certain categories of drugs, to recognize symptoms and side effects and to make students aware of various modes of treatment.

45 PRINCIPLES OF GROUP INTERACTION (3)

Three lecture hours per week.

Prerequisites: Psychology 1a and permission of instructor.

Designed to explore various approaches in working with individuals in a group setting. Video taping feed-back will be utilized as paraprofessional students learn group interaction techniques. A major objective is to develop skills in conducting groups and understanding group interactions.

47 COOPERATIVE EDUCATION (1-4)

(Credit/No-Credit)

Supervised field experience by arrangement.

49 INDIVIDUAL PROJECTS (1-2)

Prerequisites: Previous or concurrent work in Psychology and the consent of the instructor and the Social Science Division Chairman.

Specified individual study or directed research in specific problem areas.

Radiologic Technology

1 INTRODUCTION TO X-RAY TECHNOLOGY (2) (Credit/No Credit)

Two lecture hours per week.

Prerequisites: Anatomy 62a, Physics 62 with grades of "C" or better.

Introduction to X-ray technology and orientation to X-ray career field. Includes hospital observation, radiation protection, film composition, darkroom technique, radiographic technique and basic positioning of extremities and chest.

2 RADIOLOGIC TECHNOLOGY, BASIC (6) (Credit/No Credit) (Summer Session, nine weeks)

Four lecture hours and 26 lab hours per week.

Prerequisite: Radiologic Technology 1.

Basic positioning of skull, spine and abdominal; introduction to fluoroscopy, I.V. pyelograms, gall bladder and G.I. studies.

3 RADIOLOGIC TECHNOLOGY, INTERMEDIATE (6) (Credit/No Credit)

Four lecture hours and 26 lab hours per week.

Prerequisite: Radiologic Technology 2.

Exposure math, radiation protection, radiographic technique and positioning, contrast media, film critiques.

4 RADIOLOGIC TECHNOLOGY, ADVANCED (6) (Credit/No Credit)

Four lecture hours and 26 lab hours per week.

Prerequisite: Radiologic Technology 3.

Continuation of radiographic technique; pediatric, dental and angiographic radiography, exposure experiments in image and film characteristics.

5a-5b RADIOLOGIC TECHNOLOGY, INTERNSHIP (6-6) (Credit/No Credit)

Forty hours per week for eight months.

Prerequisite: Radiologic Technology 4.

Clinical internship on a full-time basis with review and final preparation for registry examination.

Recreation Education

40 INTRODUCTION TO RECREATION (2)

Two lecture hours per week with assigned laboratory meetings. For major and minor students in Physical Education and Recreation Education.

A study of recreation as a profession. The history and principles of recreation are considered and various public and private recreation organizations are examined and observed. The basic philosophies, skills and knowledges necessary for effective leadership and programming are analyzed. Current trends in the field of recreation are studied. Students are required to prepare a term paper or an approved project, participate in panel discussions, symposiums, laboratory and field experiences.

41 RECREATIONAL LEADERSHIP (3)

One hour of lecture per week with a minimum of three additional hours per week in a field assignment. For major and minor students in Recreation Education.

Prerequisites: Recreation 40 and Physical Education 40, one of which may be taken concurrently with Recreation 41. Recreational Leadership may be taken concurrently with Recreation 42.

Practical supervised experience in San Mateo County area recreation programs for students preparing for recreational leadership positions.

42 CAMPING AND OUTDOOR EDUCATION (2)

Two lecture hours per week.

Prerequisite: Recreation 40 or permission of the instructor.

A combination course in the theory and practice of camping. Attention is given to the leadership qualities for camp counseling, camper's development, and the growth and significance of organized camping. The principles of camping programs are considered and the practical skills in camping practiced. A weekend camping trip is planned as part of the course.

43 SOCIAL RECREATION (2)

One lecture hour and two lab hours per week.

Prerequisite: Recreation 40 or Physical Education 40 is desirable, but not required.

A theory and activity course on the effective conduct of social recreation clubs, playgrounds, recreation centers, churches and camps. The leadership of social recreation activities will be taught, with the emphasis on the social development and integration of individuals into group programs. Prime consideration will be given to acquainting students with planning, programming and conducting social recreation activities.

44 ELEMENTARY SCHOOL ACTIVITIES (2)

One lecture hour and two lab hours per week.

Prerequisite: Physical Education 40, Recreation 40 or Psychology 5 are desirable, but not required.

Presentation of games, sports, rhythms and dances as well as other physical education activities commonly taught the elementary school child. Experience in organizing and conducting physical activities would be provided. To provide theoretical and practical knowledge of physical activities commonly taught in elementary school physical education and recreational programs. This course is recommended for Physical Education and Recreation Education majors and minors. Students enrolled in this section may fulfill their state Physical Education requirement.

47 COOPERATIVE EDUCATION (1-4)

(Credit/No Credit)

Supervised field experience by arrangement.

Religions Studies

An interdisciplinary Religions Studies major is currently being offered. Courses now existing under this major are:

English 34—Religion in Literature (3)

History 13—The Bible as History (3)

History 14—Religion in America (3)

Philosophy 6, Option "B"—Introduction to Philosophy with special emphasis on religion (3)

Philosophy 23—Introduction to Ethics (3)

Philosophy 24—Intro. to Religion: Religions of the World (3)

Philosophy 25—Western Religious Philosophy (3)

Philosophy 35—Asian Philosophy (3)

A more detailed description of these courses may be found under the department name and number.

Social Science

1 INTRODUCTION TO THE SOCIAL SCIENCES (3)

Two lecture hours and one discussion hour per week.

An introductory course in the methodology of the social sciences. Using local problems as a basis of study, this course is designed to demonstrate how the resources of political science, anthropology and sociology can be utilized in working

out solutions. (This course carries California State and Local Government credit.)

2 INTRODUCTION TO THE SOCIAL SCIENCES (3)

Three lecture hours per week.

Prerequisite: None; (Social Science I preferred).

An introductory course in the methodology of the social sciences. Using international problems as a basis of study, this course is designed to demonstrate how the resources of history, economics and political science can be utilized in working out solutions. (This course carries American History and Institutions credit.)

6 CONSUMER IN THE MARKET PLACE (2) (also Home Economics 6)

Two lecture hours per week.

A course designed to help the consumer operate in today's complicated market place. Guidelines for intelligent buymanship and money management. Review of consumerism and the rights and responsibilities of the consumer including legislation.

10 INTERACTION AND COMMUNICATION FOR THE PARAPROFESSIONAL (3)

Three lecture hours per week.

This course is designed to develop skills in human interaction, listening and speaking, technical writing, inter-office communications, and preparation of public information data.

11 INTRODUCTION TO SYSTEMS ANALYSIS & DESIGN (3)

Three lecture hours per week.

This course introduces the student to the general concepts of planning and design. Emphasis is placed on problem solving, research techniques and adaptation to resource limitations on the designer. Experiences are provided in meeting performance specifications in an industrial, business, and/or professional environment.

12 EVALUATION AND ANALYSIS (3)

Three lecture hours per week.

A study of the methods and processes involved in completing an evaluation as the basis for a judgment or decision. Focus will be on the actual process of evaluation and on some of the methods for updating the evaluation on the basis of new evidence. Case studies, projects, etc., will be included.

13 DEVELOPMENTAL ENGINEERING (3)

Three lecture hours per week.

A skills-oriented course in which, through a series of selected developmental case studies, simulated tasks and projects, the student will learn how to search for, evaluate and use methods, materials, tools and resources needed to "put things together" in new and purposeful ways.

20 CURRENT WORLD AFFAIRS (3)

Three lecture hours per week.

This course will examine history as it is being made. Social, cultural and political events which have taken place within the students' lifetimes will be analyzed with the aim of giving perspective and understanding to those events. Emphasis will be placed on helping students relate, in an objective manner, their personal feeling and beliefs to the forces, feelings and beliefs which lie behind and motivate a variety of recent events in international relations, domestic political developments, environmental issues, racial controversies, and social reform movements.

29 JUVENILE PROCEDURES (3)

Three lecture hours per week.

Prerequisite: Administration of Justice 9, Social Science 40, or Sociology 2, or concurrent registration in same.

Factors related to juvenile delinquency. The legal and social components of probation and parole. History, philosophy, and function of the Juvenile Court. Emphasis placed upon attitudes, and behavior as related to juvenile delinquency. The position the public agencies play in juvenile and delinquency control; organization and function of related juvenile agencies; the laws governing the handling of juvenile offenders and their application.

30 CONTEMPORARY SUB-CULTURES (3)

Three lecture hours per week.

An introductory course in contemporary sub-cultures. Using contemporary problems as a basis of study, this course is designed to achieve four goals: to integrate various conceptual frames in studying the several sub-cultures in our society; to scrutinize some problems inherent in American society; to explore new avenues of interaction; and to learn about the various sub-cultures through group participation.

32 THE CONTEMPORARY MEXICAN-AMERICAN SOCIAL MOVEMENT (3)

Three lecture hours per week.

This course would study contemporary Mexican-American social action. An analysis of the recent Mexican-American movement will be made from a sociological and psychological point of view. This course is designed to give students a greater understanding of the present and future development of the Mexican-American within American society.

33 AFRO-AMERICAN CULTURE (3)

Three lecture hours per week.

A contemporary view of Black America. Concerned with the current political and social movements in Black communities with an emphasis on the urban area. The contemporary Black family will be examined, and culture of the contemporary Black community will also be studied in present and historical perspective.

34 MEXICAN-AMERICAN CULTURE (3)

Three lecture hours per week.

A contemporary view of the Mexican-American community covering its cultural heritage, social structure, problems and creative contributions.

35 CHILD IN THE HOME (3)

(also Home Ec. 35)

Three lecture hours per week.

Prerequisite: Completion of or concurrent enrollment in Psychology 1a.

Emotional, social, intellectual, and physical development of children to six. Understanding the young child, the point of view of a child, individual differences, implications for later behavior and personality growth; emerging resources for coping with the world. Observation of a child in depth; participation in a variety of pre-school experiences and evaluative conference with instructor.

36 THE LIFE CYCLE: INDIVIDUALS AND FAMILIES (3)

(also Home Ec. 36)

Three lecture hours per week.

This course stresses understanding of self and social development which affect readiness for adulthood and family interactions. It deals with developmental concerns from birth to death and changes in the family structure, as well as crisis situations, such as unemployment, suicide, alcoholism, drugs, aging and their effect on individuals.

37 THE SOCIOLOGY OF WOMEN (3)

(also Home Economics 37)

Three lecture hours per week.

Examination of the historical, socio-economic, psychological, social, biological, political, emotional and intellectual factors influencing women and their roles in society.

38 COMMUNITY RELATIONS OF PUBLIC AGENCIES (3)

Three lecture hours per week.

The role of public agencies in contemporary society with particular emphasis on minority group relations. An examination of the society and the agencies that perform the police and service functions.

40 INTRODUCTION TO SOCIAL SERVICE (3)

Three lecture hours per week.

A course designed to assist students in their decision-making about careers in one of the Social Services and to give students an opportunity to interact with representatives from any social service agencies. A survey of the Social Services, their scope, purposes, problems, and issues. Designed to provide an overview of the many local, state, and federal services.

41 THE COMMUNITY WORKER (2)

Two lecture hours per week.

Prerequisite: Concurrent enrollment in Social Science 47—Cooperative Education (1-4) Social Science 40 or consent of the instructor(acceptable field experience).

Instruction in writing observations, log entries, reports, evaluation, case studies, and other related writing skills; field trips to various local agencies and institutions. Emphasis on the meaning of "professionalism," the importance and function of professional ethics and the difficulty personnel encounter in living these roles.

44 COMMUNITY DEVELOPMENT (3)

Three lecture hours per week.

The dynamics of community decision-making process in relation to meeting social welfare needs and problems; the variables in the functions and roles of the community organization and community development worker; the process of effecting change in communities.

47a-47b COOPERATIVE EDUCATION (1-4)

(Credit/No Credit)

Supervised field experience by arrangement.

48 SPECIAL TOPICS (1-3)

One to three lecture hours per week.

A class dealing with topics of special interest. Specific subject matter will vary from semester to semester and will be announced in advance.

49 SPECIAL PROJECTS (1-2)

Prerequisites: Previous or concurrent work in Social Science and the consent of the instructor and the Social Science Division Chairman.

Specified individual study or directed research in specific problem areas.

52 CRIMINAL LAW (3)

(also Administration of Justice 52)

Three lecture hours per week.

Prerequisite: Administration of Justice 9, Social Science 40, or consent of instructor.

Reason for criminal laws, their source and function in our society. The structure, definitions and most frequently used sections of the California Penal Code. Classification of crimes, nature of crimes, intent involved in the commission of an offense, attempts, conspiracy and criminal responsibility.

Sociology

1 INTRODUCTION TO SOCIOLOGY (3)

Three lecture hours per week.

This course will attempt to understand the basic structure of human society, to identify the main forces that hold groups together or weaken them, and to learn of the conditions that transform social life. A definite attempt will be made to integrate contemporary issues with our sociological considerations.

2 SOCIAL PROBLEMS (3)

Three lecture-discussion hours per week.

By analyzing social problems such as crime, racism, and poverty in America, attention will focus on the various social, economic and political institutions and situations influencing their growth and development. Specific problems such as drug abuse, treatment of offenders, U.S. health problems, education, and welfare systems will be considered. The response of social institutions as it relates to the prevention and control of these problems will be discussed.

3 MINORITIES IN AMERICAN SOCIETY (3)

Three lecture hours per week.

Prerequisite: Sociology 1 or 2, History 33 is recommended.

Sociology of inter-ethnic contact with emphasis on the experience of minorities in the United States. An examination of the dual themes of racism and equality in American society.

5 SOCIOLOGY'S FUTURE?: SURVIVING THE COLLISION WITH TOMORROW (3)

Three lecture hours per week.

Prerequisite: Should have had an introductory course in Sociology.

Projecting the trends of today to their ultimate "illogically-logical extreme," in order to illuminate where our decisions of today can carry us in the future.

15 RELIGION AND SOCIETY: TOWARD A SOCIOLOGY OF RELIGION (3)

Three lecture hours per week.

Prerequisite: A Sociology course is strongly recommended.

An analysis of the sociological consequences of religious experience and its expression in man's efforts to organize his society; deals with the types of religious organization of society as well as religion's role in shaping societal notions of authority and differentiation. Finally, some consideration of the above analysis in society today.

43 INTRODUCTION TO CRIMINOLOGY AND PENOLOGY (3)

(Evening College)

47 COOPERATIVE EDUCATION (1-4)

(Credit/No Credit)

Supervised field experience by arrangement.

49 INDIVIDUAL PROJECTS (1-2)

Prerequisites: Previous or concurrent work in Sociology and the consent of the instructor and the Social Science Division Chairman.

Specified individual study or directed research in specific problem areas.

Spanish

Students enrolled in certain courses in foreign language are asked to make use of the language laboratory. Imitation, response and independent practice are an integral feature of the study of a foreign language at the College.

1 ELEMENTARY SPANISH (5)

Five class hours and one lab hour per week.

Spanish structures and active vocabulary based on oral and written pattern drills. Conversation based on short readings containing only structures already practiced. Students are urged to make extensive use of the facilities in the language laboratory.

2 ADVANCED ELEMENTARY SPANISH (5)

Five class hours and one lab hour per week.

Prerequisite: Spanish 1 with a passing grade or assignment by the English-Foreign Language Division on the basis of the Foreign Language Placement Test in Spanish.

Continuation of Spanish 1. Additional reading of Spanish short stories to serve as a basis for classroom conversation. Students are urged to make extensive use of the listening facilities in the language laboratory.

3 INTERMEDIATE SPANISH (5)

Five class hours per week.

Prerequisite: Spanish 2 with a passing grade or assignment by the English-Foreign Language Division on the basis of the Foreign Language Placement Test in Spanish.

Practice of conversation and composition; review of grammar; class and collateral reading of Spanish and Spanish-American literature. Students are urged to make extensive use of the facilities in the language laboratory.

4 ADVANCED INTERMEDIATE SPANISH (3)

Three class hours per week.

Prerequisite: Spanish 3 with a passing grade or assignment by the English-Foreign Language Division on the basis of the Foreign Language Placement Test in Spanish.

Further practice of conversation and composition based on class reading of works of modern Spanish and Latin-American authors; review of grammar; collateral reading of Spanish and Spanish-American literature.

25a-25b ADVANCED SPANISH (3-3)

Three class hours per week.

Prerequisite: 25a-Spanish 4; 25b-25a.

Oral and written composition, class reading of works of Spanish and Spanish-American literature, extensive collateral reading of varied types of Spanish and Spanish-American literature, and study of a review of grammar.

30 INDIVIDUAL READING (1-2)

Conferences for oral reports. Time to be arranged. A minimum of three hours of reading per unit per week is required.

Prerequisite: Spanish 25b or permission of the instructor.

Reading of Spanish and Latin-American classics and contemporary literature.

100a CONVERSATIONAL SPANISH, ELEMENTARY (2)

(Credit/No Credit)

Three hours per week.

Practical course in the Spanish language approached by way of conversation. Intensive drill in the formulas and idioms of daily speech is supported with sufficient grammar to give flexibility in the spoken language.

100b CONVERSATIONAL SPANISH, ELEMENTARY (2)

(Evening College)

100c CONVERSATIONAL SPANISH, INTERMEDIATE (2)

(Credit/No Credit)

Three hours per week.

Practical course in the Spanish language approached by way of conversation. Intensive drill in the formulas and idioms of daily speech is supported with sufficient grammar to give flexibility in the spoken language. Reading and writing skills in Spanish are required.

Speech**1a BASIC PUBLIC SPEAKING (3)**

Three class hours per week.

Prerequisite: Enrollment in English 1a or permission of instructor.

Study and practice of basic principles of effective oral communication. Research, preparation, and delivery of extemporaneous speeches to inform and persuade. Emphasis on examination of relevant social issues. Analysis and evaluation of oral communications.

10 CONTEMPORARY DIALOGUE (3)

Three class hours per week.

Experiences in interpersonal communication, rational dialogue and cooperative analysis of communicative events. Study of communicative interaction, the symbolic process, reasoning and advocacy, and the effects of communication on man and society.

30a-30b ORAL INTERPRETATION OF LITERATURE (3)

Three class hours per week.

Prerequisite: Enrollment in English 1a.

Oral reading of literature (poems, short stories, plays); analysis of meaning; analysis of voice quality, enunciation, pronunciation and expressiveness.

Statistics

1 RESEARCH METHODS AND STATISTICAL ANALYSIS (3)

Three lecture hours per week.

Prerequisite: High school Algebra.

A practical introduction to data collection (interviewing skills, questionnaire design), analysis (coding; descriptive statistics and elementary inferential statistics), and presentation (use of charts, graphs, tables; report design.) A major class project involving the above skills will be undertaken.

2 INTRODUCTORY STATISTICS (4)

Four hours per week.

Prerequisite: Mathematics 13 or consent of instructor.

An introduction to descriptive and inferential statistics; sampling; prediction; correlation; regression. This course will be more advanced mathematically than Statistics 1, but will not include interviewing techniques.

Student Government

1-2 STUDENT GOVERNMENT (1-1)

One class hour and attendance at weekly Student Council meeting.

Designed to assist Student Council members, commissioners, club officers, and other interested students in acquiring background and skills for effective participation in activities. Includes parliamentary procedure, group dynamics, and analysis of the nature and techniques of effective leadership.

X-Ray Technology

See "Radiologic Technology."

Zoology

1 GENERAL ZOOLOGY (5)

Three lecture hours and two three-hour lab periods per week.

Prerequisite: High school Biology with grade of "B" or better, or Biology 1 with a grade of "C" or better.

A study of invertebrate and vertebrate animals, their organs and functions, adaptations, evolution, and natural history.

Evening College

General Information

The Evening College program is designed to serve the total community. Although a large majority of those attending Evening College are adults, many day students avail themselves of the opportunity of taking classes in the evening to round out their programs or to better fit their time schedules.

Approximately 150 classes are offered in 12 instructional areas each semester.

A schedule of classes giving the times, days, and classroom locations is printed each semester and is available at the College and public libraries prior to registration.

A registration fee of \$10 is charged to persons 21 years of age and older for enrollment in each class for each semester. In those classes using special supplies, all students are assessed an additional fee. Students purchase their own textbooks, notebooks, and supplies.

Registration procedures will be described in the Evening College Schedule and should be carefully noted.

Classes in the Evening College program are open to persons who are over 18 years of age or who are high school graduates.

Requirements for the Associate in Arts degree are listed in the College catalog obtainable in the College bookstore. Requirements for the A.A. degree and the certificate programs may be fulfilled through attending Evening College classes.

The Evening College offers certificate programs in Business Management, Industrial Management and Nursery School Assistant. Additional certificate programs are planned for the future. A cooperative education program is also offered in which students receive units leading to certificates in Supermarket Management, Public Administration Management, Small Business Management and toward the A.A. degree.

Many persons complete requirements for lower-division programs in Business Administration, Education, Liberal Arts, and other areas while obtaining the Associate in Arts degree. A complete offering in any one of these transfer programs may not be available each semester.

Counseling

Day students who plan to attend Evening College classes should first discuss those classes with their day counselor and receive his approval. Counseling services are also provided by the Evening College for persons who wish assistance in planning programs of evening study. For information concerning work in a specific subject, students may consult the instructor of the class in which they may be interested. Any one not registered in the day college who wishes individual counseling should bring transcripts of previous work to his interview. Requests for such assistance should be made at the Registrar's office.

Group counseling sessions, giving general information about college degrees and the organization of college programs are scheduled each semester prior to registration. The schedule of classes lists times and location of these sessions.

Eligibility

Certain classes have prerequisites which are described in the Evening College Catalog. Please check prior to registration.

Faculty

The Evening College faculty includes teachers from the regular college staff, teachers from nearby colleges and schools, and persons from business, industry, the professions, and other areas of specialization.

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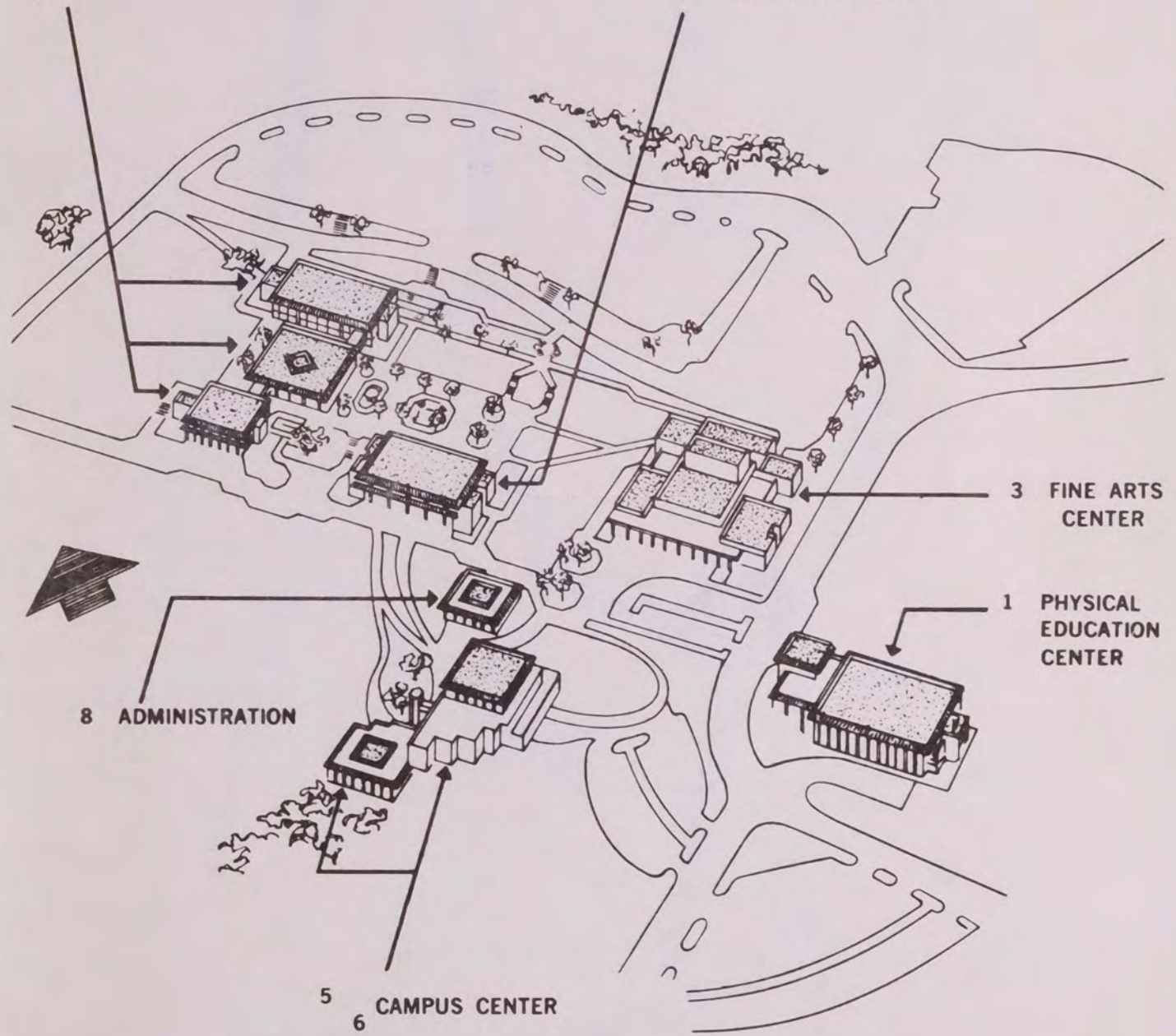
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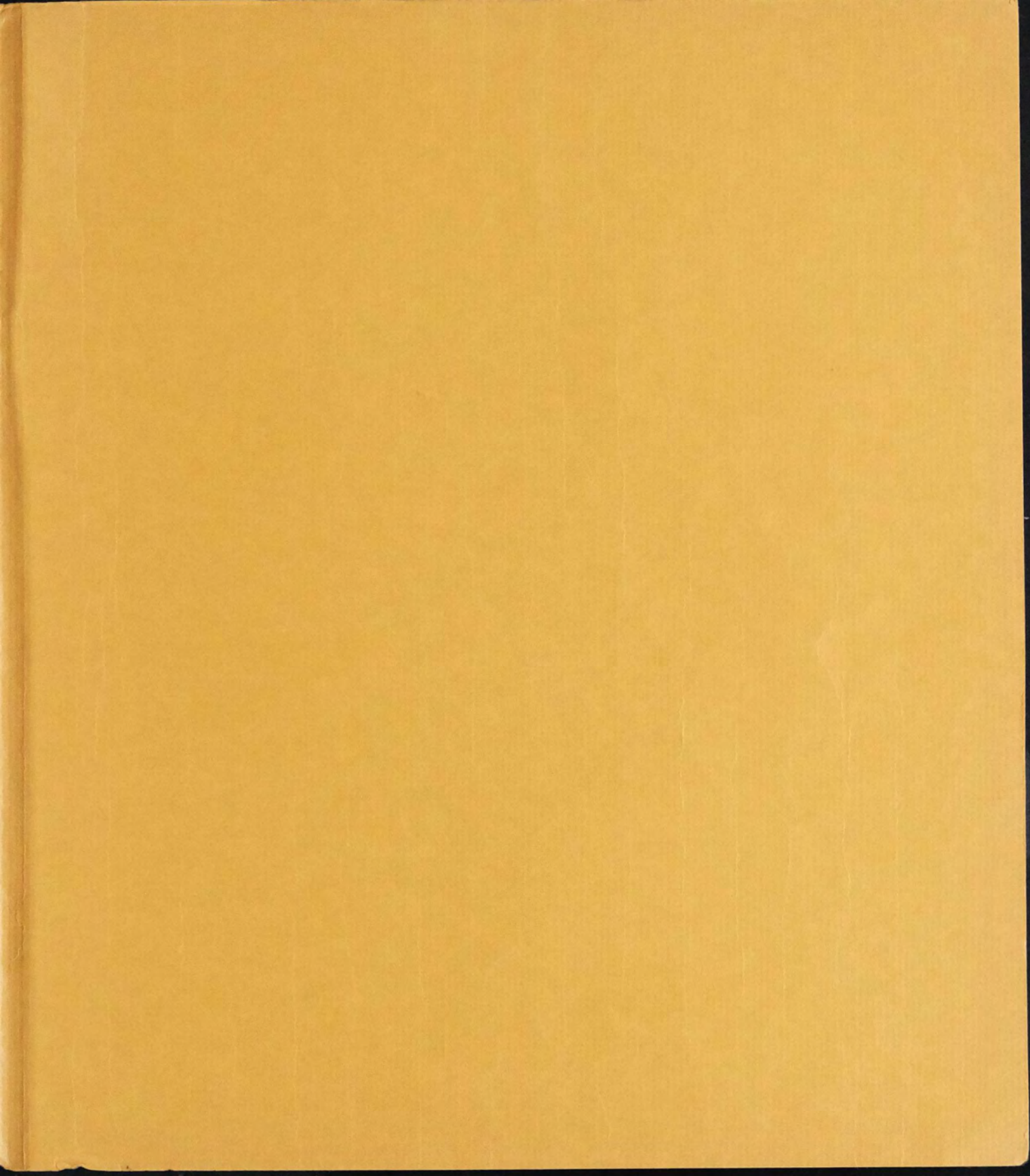
1 PHYSICAL EDUCATION CENTER

8 ADMINISTRATION

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6 CAMPUS CENTER







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