

Chaffey  College

# CATALOG

# 2018-2019

Addendum



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Providing Quality Education Since 1883

# Chaffey College

1883 - 2019

*Providing Quality Education Since 1883.*

This addendum reflects updates and corrections to the 2018-2019 Chaffey College Catalog.

Chaffey College has made every effort to assure the accuracy of the information in this addendum. Users of this addendum should be aware that policies, rules, procedures, and regulations change, and that these changes may alter the information contained in this publication. The college reserves the right to change policies, regulations, fees, and courses of instruction upon direction by the Chaffey College Governing Board. The most current and complete information is available from the appropriate campus administrative agencies. To report errors and omissions, make suggestions for better readability, or offer comments, please send an e-mail to the Catalog and Schedule Coordinator at [ryan.sipma@chaffey.edu](mailto:ryan.sipma@chaffey.edu).

**Aviation Maintenance Technology:**

**Aircraft Electrical and Avionics Technician Certificate of Achievement**

This certificate is a skills building certificate in the field of Aviation Electronics and Avionics Technology. It builds upon the skills and knowledge of the general aviation and airframe programs of study. This certificate covers the theory, inspection, repair and the diagnosis of modern aircraft electrical/avionics systems. Emphasis placed on electrical wiring interface system (EWIS), communication, navigation and data transmission systems used on general and commercial aviation, drones, and unmanned aerial vehicles (UAVs). This certificate content provides the knowledge to pass the NCATT (National Center for Aerospace and Transportation Technologies) AET (Aircraft Electronics Technician) test and receive the AET certification. The NCATT curriculum is the recognized leading standard in this area. An FAA Airframe Certificate would serve in lieu of AMT 15-38C requirements for this certificate.

**Program Learning Outcomes:**

Upon the successful completion of this certificate, students should be able to:

1. Enhance employability.
2. Communicate using professional terminology expected within the field of avionics.
3. Employ critical thinking skills expected within the field of avionics.

**Requirements for the Aircraft Electrical and Avionics Technician Certificate of Achievement:**

[T013/36885/0950.00*/47.0607]		Units
AMT-15	Introduction to Aviation Maintenance for Airframe and Powerplant	14
AMT-16A	Aviation Materials, Processes, Inspections & Regulations	1
AMT-16B	Aviation Science	1
AMT-35	Airframe Structures: Fabrication, Inspection and Repair	7
AMT-36	Airframe Primary Systems	7
AMT-37	Airframe Secondary Systems	7
AMT-38A	Airframe Structure: Structure Fabrication	1
AMT-38B	Airframe Structure: Hydraulic Systems	1
AMT-38C	Airframe Structure: Aircraft Secondary Systems and Components	1
AMT-400	Aircraft Electrical and Avionics Theory, Repair and Troubleshooting	5
<b>Total units for the certificate:</b>		<b>45</b>

## Computer Information Systems: Social Media Technician Certificate of Achievement

Social media technicians communicate with the public through platforms that allow users to create and share content online. They run their employers' social media accounts, working to build a brand's reputation. These workers post content - such as images, text, or videos. The Social Media Technician certificate provides a foundation in the technology and use of current and emerging social media platforms (i.e., Facebook, Twitter, Instagram, etc.). Completing this program will provide students a foundation for entry level positions or employment advancement in a number of positions that utilize or specialize in social media, including roles in marketing, public relations, blogging, and information technology.

### Program Learning Outcomes:

Upon the successful completion of this certificate, students should be able to:

1. Demonstrate knowledge of the software, hardware, and networking principles applied to the Internet.
2. Describe and evaluate the use and technology of social media including security, privacy, and ethics.
3. Create and use various forms of social media.

### **Requirements for the Social Media Technician Certificate of Achievement:**

[L120/36856/0702.00*/11.0103]		Units
ART-82	Introduction to Digital Media (or ART-83, Web Design)	4
BUSMKT-55	Advertising	3
CIS-68	Internet Technologies	1.5
CIS-421	Social Media Technology	1.5
CISIWEB-72	Web Page Development and Publishing	3
CISIWEB-424	WordPress Web Development	1.5
COMSTD-12	Mass Communication and Society	3
JOUR-11	Multimedia Reporting (or JOUR-30, Student Media Practicum I)	3
PHOTO-7	Introduction to Digital Photography	4
<b>Total units for the certificate:</b>		<b>24.5</b>

## Hospitality Management: Event Planning Certificate of Achievement

Event Management is a growing field, which includes planning and execution of successful conferences, meetings, trade shows and social events hosted both locally and globally. Coursework covers principles of public and private events, social events and convention planning, catering sales and marketing, hospitality law, catering operations, principles of culinary techniques and safety and sanitation. Upon successful completion of this certificate, students will qualify for entry-level positions in catering, conference planning, convention services, and event planning.

### Program Learning Outcomes:

Upon the successful completion of this certificate, students should be able to:


1. Effectively plan and execute special events.
2. Develop critical thinking skills to identify potential challenges to a successful event.
3. Develop necessary skills to identify event goals and objectives.
4. Employ professional marketing skills for their event.

### **Requirements for the Event Planning Certificate of Achievement:**

[L265/36884/1307.00*/52.0901]		Units
CUL-15	Sanitation, Safety, and Equipment Management	3
CUL-17	Principles of Food Preparation	3
CUL-22	Restaurant and Catering Operations	3
HOTFS-10	Introduction to Hospitality Management	3
HOTFS-32	Hospitality Law	3
HOTFS-450	Principles of Public Events and Convention Management	3
HOTFS-451	Social Events and Private Event Management	3
HOTFS-452	Event Sales, Marketing and Financial Management	3
HOTFS-482	Industry Internship: Hospitality Management	1
<b>Total units for the certificate:</b>		<b>25</b>


**Business and Office Technologies:  
Microsoft Word Certificate of Career Preparation**

[L352/36493/0514.00\*/52.0401]

 *The Microsoft Word Certificate of Career Preparation was modified to remove the “non-transcribed” notation. This program will appear on transcripts beginning with the 2018-2019 academic year.*


**Computer Information Systems:  
Associate in Science Degree and Certificate of Achievement**

Networking:		Units
CISNTWK-11	Microsoft Network Server	3
CISNTWK-12	Introduction to Network Security Administration	3
CISNTWK-20	Introduction to Cybersecurity: Ethical Hacking	3
CISNTWK-70	Virtualization and Cloud Essentials	4
CISNTWK-413	TCP/IP	1.5
CISNTWK-435	Introduction to the Linux Operating System	3

 *Modifications to the Computer Information Systems A.S. degree and Certificate of Achievement include the addition of the following course options within the Networking elective: CISNTWK-20, CISNTWK-70, and CISNTWK-435.*

**Computer Information Systems:  
Computer Game Development Certificate of Career Preparation**


[E124/36339/0707.10\*/11.0201]

 *The Computer Game Development Certificate of Career Preparation was modified to remove the “non-transcribed” notation. This program will appear on transcripts beginning with the 2018-2019 academic year.*

**Computer Information Systems:  
Computer Support Technician (A+ Certification Preparation) Certificate of Achievement**

The Computer Support Technician Certificate of Achievement prepares the student for positions in industry supporting microcomputer users in hardware and software areas as well as to prepare for the Comp TIA A+ examination. Coursework includes an introduction to computer information systems, Microsoft Windows, computer networks, coding, the basics of computer security and microcomputer hardware. Successful completion of this certificate prepares the student for the Comp TIA A+ examination. This industry-administered exam is designed to certify the competency of entry-level PC computer service professionals in installing, maintaining, customizing, and operating personal computers. The A+ certification is sponsored by the Computing Technology Industry Association (CompTIA). Successful completers of this certificate will be prepared for entry level positions such as IT support technicians, computer technicians, and information systems help desk technicians.

[L118/36771/0708.20\*/11.1006]

 *Modifications to the Computer Support Technician Certificate of Achievement include an update to the description and removal of the “non-transcribed” notation. This program will appear on transcripts beginning with the 2018-2019 academic year.*

## **Nursing:**

### **Nursing: Vocational (VN) Associate in Science**

The Licensed Vocational Nurse (LVN) is a care giver in acute and extended care facilities. In addition, LVNs are employed in home health care, emergency clinics and as reviewers of health care utilization.

The Vocational Nursing (VN) program is accredited by the State of California Board of Vocational Nursing and Psychiatric Technician Examiners (BVNPT). Upon completion of the program, students are eligible to apply to take the Board of Vocational Nursing and Psychiatric Technicians' licensing examination to practice in the State of California as a Licensed Vocational Nurse.

The VN program is three semesters in length and begins each fall and spring semester. The program consists of lecture and laboratory instruction in actual nursing situations.

Applicants with a record of any felony are subject to review by the Board of Vocational Nurse and Psychiatric Technician Examiners (BVNPT) before a license can be granted. Contact the BVNPT prior to submitting an application to the VN program to clarify eligibility for licensure upon completing the program for a fee.

#### **Enrollment in the VN program is subject to completion of the following requirements:**

1. Admission to Chaffey College.
2. Be a high school graduate, or have passed the GED, or have passed the High School Proficiency Examination, or have associates degree or higher.
3. Provide official transcripts from other colleges attended. International transcripts (high school and college) require AERC, IERF, or other approved agency evaluation.
4. Evidence of satisfactory physical and emotional health as determined by health examination and proof of immunizations, and by passing both a criminal background check and a drug screening test.
5. Completion of Nursing: Vocational 414\* with a minimum grade of C. NURVN 414 may not be over 3 years old at the time of application.
6. Completion of Biology 424 AND 424L (or Biology 20 and 22) or equivalents with a minimum grade of C. Biology course(s) may not be over 5 years old at the time of application to the VN Program.
7. Current cardiopulmonary resuscitation (CPR) certification as an American Heart Association Healthcare Provider.
8. Current status as a California Certified Nursing Assistant, or completion of Nursing Assistant 400, 400L, 405, and 450 with minimum grades of C or P.

#### **The application process for the VN program is as follows:**

1. Attend an information session. Schedule is available on the VN website at: <http://www.chaffey.edu/healthsciences/nursing/nursingvn/index.shtml>.
2. Make an appointment with a counselor in the Counseling Center.
3. Verification of high school graduation or equivalent or higher as indicated above.
4. Provide official copies of all previous college transcripts (must be on file).
5. Complete the VN application and submit to the program office. Applications for the VN program beginning in the Spring semester will be available in the October prior and must be submitted by the last business day in October. Application for the VN program beginning in the Fall semester will be available in the March prior and must be completed and submitted by the last business day in March.
6. All selected applicants must attend a mandatory orientation session.

#### **Notes:**

1. The selection process is based on completion of prerequisite courses and available space.
2. In order to continue in the program, students must earn a minimum grade of C in all program courses.
3. All courses within the VN program must be completed within five years. For students transferring to the VN program from another program, transferred VN courses may not be over five years old. (Subject competency may be demonstrated by an examination.)
4. The college does not provide transportation to clinical facilities.

#### **Program Learning Outcomes:**

Upon the successful completion of this degree, students should be able to:

1. Demonstrate the knowledge and skills necessary to provide safe and effective nursing care.
2. Pass the NCLEX State Board Examination.
3. Identify vital questions, problems or issues and communicate effectively with other members of the health care team.
4. Demonstrate academic skills that prepare them to participate in all domains of society: civically, economically, and politically.

To obtain an Associate's Degree, students must complete both the major requirements below and the graduation requirements listed on page 38 (of the College Catalog).

**Major requirements for the Associate in Science Degree:**

		Units
[S315/04789/1230.20*/51.3901]		
NURVN-403	Fundamentals of Nursing	3
NURVN-403L	Fundamentals of Nursing Laboratory	2
NURVN-405	Beginning Medical-Surgical Nursing	4
NURVN-405L	Beginning Medical-Surgical Nursing Laboratory	3
NURVN-407A	Beginning Nursing Skills/Clinical Simulation Laboratory	1
NURVN-407B	Intermediate Nursing Skills/Clinical Simulation Laboratory	1
NURVN-407C	Advanced Nursing Skills/Clinical Simulation Laboratory	1
NURVN-409	Intermediate Medical-Surgical Nursing	4
NURVN-409L	Intermediate Medical-Surgical Nursing Laboratory	3
NURVN-411	Advanced Medical-Surgical Nursing	7
NURVN-411L	Advanced Medical-Surgical Nursing Laboratory	3
NURVN-413	Leadership for the Vocational Nurse	3
NURVN-413L	Leadership for the Vocational Nurse Laboratory	2
NURVN-415A	Growth/Development: Psychology Adult-Geriatric	1
NURVN-415B	Growth and Development of the Child	1
NURVN-417A	Critical Thinking and the Nursing Process I	1
NURVN-417B	Critical Thinking and the Nursing Process II	1
NURVN-421	Maternal and Child Health Nursing	4
NURVN-421L	Maternal and Child Health Nursing Laboratory	2

**Required prerequisite courses:**

NURVN-414	Acute Care Nursing Assistant: Vocational Nursing Foundations	6
<b>Total units for the major:</b>		<b>53</b>

**Nursing:**

**Nursing: Vocational (VN) Certificate of Achievement**

**Program Learning Outcomes:**

Upon the successful completion of this certificate, students should be able to:

1. Demonstrate the knowledge and skills necessary to provide safe and effective nursing care.
2. Pass the NCLEX State Board Examination.
3. Identify vital questions, problems or issues and communicate effectively with other members of the health care team.

**Requirements for the Nursing: Vocational (VN) Certificate:**

[T315/20722/1230.20\*/51.3901]

Same as the major requirements for the A.S. Degree and require prerequisite courses above.

**Total units for the certificate: 53**

**Vocational Nursing Advanced Placement**

Contact the VN program coordinator for evaluation of nursing course work. Transfer students must meet all prerequisites for the VN program.



*Modifications to the Nursing: Vocational A.S. degree and Certification of Achievement include an update to the description, enrollment requirements, application process, notes, and listed required prerequisite courses. The complete program description and requirements for both the degree and certificate are shown here.*

## Pharmacy Technician: Associate in Science Degree and Certificate of Achievement

### Major requirements for the Associate in Science Degree:

		Units
[S322/15524/1221.00*/51.0805]		
PHARMT-401	Pharmacology of the Body Systems I	3
PHARMT-402	Pharmacology of the Body Systems II	3
PHARMT-403	Principles of Community Pharmacy Practice	1.5
PHARMT-404	Principles of Institutional Pharmacy Practice	1.5
PHARMT-405	Sterile Products	2
PHARMT-410	Over-the-Counter Products	2
PHARMT-415	Pharmaceutical Calculations	2
PHARMT-421	Community Pharmacy Operations	3
PHARMT-421L	Community Pharmacy Operations Laboratory	1
PHARMT-431	Institutional Pharmacy Operations	3
PHARMT-431L	Institutional Pharmacy Operations Laboratory	1
PHARMT-481L	Clinical Externship	4.5
<b>Total units for the certificate:</b>		<b>27.5</b>

### Requirements for the Pharmacy Technician Certificate:

		Units
[T322/20719/1221.00*/51.0805]		
Same as the major requirements for the A.S. Degree.		
<b>Total units for the certificate:</b>		<b>27.5</b>



*Modifications to the Pharmacy Technician A.S. degree and Certificate of Achievement include a change in the major requirements and total units required to obtain the degree or certificate.*

## Theatre - Performance: Technical Theatre Certificate of Achievement

The Technical Theatre Certificate is designed to prepare the student for occupational competency as a theatre technician, theatre manager in educational, community and resident theatre venues, as well as theme parks, television and motion picture studios. Technical theatre technicians may work on set construction, theatrical carpentry, sound systems, video projection systems, projection design, lighting design, light board operation, stage lighting, scenery, costumes, props and special effects.

### Requirements for the Technical Theatre Certificate of Achievement:

		Units
[L415/36903/1006.00*/50.0502]		
THEATRE-30	Stagecraft	3
THEATRE-32	Theatre Design-Lighting	3
THEATRE-36	Stage Management	3
THEATRE-40	Stage Costuming (or THEATRE-42, Theatrical Makeup, 3)	1 - 3
THEATRE-44	Audio/Visual Design in Theatre and Live Entertainment	3
THEATRE-52	Main Stage Production Workshop- Technical Theatre	4 - 8
<b>Total units for the certificate</b>		<b>17 - 23</b>



*Modifications to the Technical Theatre Certificate of Career Preparation include a change in certificate type to a Certificate of Achievement, an update to the description, a change in the required courses, and removal of the "non-transcripted" notation. This program will appear on transcripts beginning with the 2018-2019 academic year.*



## Business Administration: Business - International Business Certificate of Achievement

The International Business Program integrates the foundation of international trade, marketing, law, management, and global business practices used in a culturally diverse, global economy. Courses are designed to create technical skills and cultural sensitivity in the dynamic international business environment. This certificate prepares students for occupations such as logistics management, operations management, and export operation management.

### Program Learning Outcomes:

Upon the successful completion of this certificate, students should be able to:

1. Examine and consider the social and/or ethical responsibilities of business and business persons.
2. Demonstrate a working knowledge of the functional areas of international business.
3. Demonstrate the ability to work effectively as a member of a team.
4. Demonstrate the ability to convey an idea orally or in writing so that the intended audience understands the idea. This shall include the ability to conduct business research, analyze, and interpret the findings.

### Requirements for the International Business Certificate of Achievement:

[L085/36090/0508.00*/52.1101]		Units
BUS-61	Introduction to Global Business	3
BUSL-410	International Business Law	3
BUSMKT-405	International Marketing	3

### Plus three courses from the following:

BUS-49	Business Decisions Using Basic Quantitative Tools	3
BUS-60	Business Ethics	3
BUSL-28A	Business Law I	3
BUSL-435	The Law of Marketing and Business Competition	3
BUSMGT-40	Introduction to Management	3
BUSMGT-45	Small Business Ownership and Management	3
BUSMGT-48	Quality Management Principles	3
BUSMGT-436	Introduction to Logistics Management	3
BUSMKT-13	Professional Selling	3
BUSMKT-55	Advertising	3
BUSMKT-402	Introduction to Import/Export	3
ECON-1	Introduction to Economics	3
	(or ECON-2, Principles of Macroeconomics)	
<b>Total units for the certificate</b>		<b>18</b>

In addition, we recommend that students take the following courses: At least two semesters of a foreign language, History course(s) in their area of interest, and Geography course(s) in their area of interest.



*The International Business Certificate of Achievement began being offered effective Spring 2018 and was inadvertently omitted from the 2018-2019 Catalog.*

## Business and Office Technologies: Medical Insurance Billing Specialist Certificate of Achievement

BUSOTMD-420	Basic ICD-10-CM Coding	3
BUSOTMD-430	Intermediate Level ICD-10-CM, ICD-10-PCS Coding	3



*Correction to BUSOTMD-420 and BUSOTMD-430 course titles.*

## Kinesiology / Physical Education: Physical Education Associate of Arts

### Plus six units from the following:

		Units
BIOL-22	Human Physiology	4
CHEM-10	Introductory Chemistry	4
KINLEC-2	Introduction to Athletic Training	3
KINLEC-11	Theory and Analysis of Football	2
KINLEC-14	Lifeguard Training	3
KINLEC-16	First Aid	3
KINLEC-17	First Aid & Emergency Response to Community Disasters	3
KINLEC-24	Biomechanics	3
KINLEC-32	Outdoor Adventures	2
NF-5	Nutrition for Life	3

### Plus three units from the following:

KINACT-1, 2, 9, 16, 17, 20, 22, 23, 24, 25, 26, 28A, 28B, 29A, 29B, 29C, 31, 32, 35  
KINTM-1, 1A, 2, 2A, 3, 3A, 4, 5, 6, 6A, 7, 8, 9, 11, 14, 15, 16, 18, 19, 27, 41, 42, 44, 45, 47, 48, 49, 51, 54, 55, 56A, 56B, 57A, 57B, 59, 60, 60A, 61A, 62, 62A, 64, 65, 65A, 66, 66A, 67A, 69



Several course titles have been added for clarity and two non-existent courses have been removed from the list of elective courses: KINTM-26 & KINTM-32.

## University Studies:

### Areas of Emphasis: Arts and Humanities Associate of Arts

Art History 3, 5, 7, 9, 11, 19  
Spanish 1, 2, 3, 3SS, 4, 4SS, 8, 13, 14



ARTH-19, which has replaced ARTH-1, had inadvertently been omitted from the list of Art History options. SPAN-16 is no longer offered and has been removed from the list of Spanish options.

## University Studies:

### Areas of Emphasis: Mathematics & Science Associate of Arts

Computer Science 1, 2, 3, 4



COMPSCI-4 has replaced MATH-3 as an option under Computer Science.

**DENTAL-405 Basic Dental Sciences (3) [Cx]**

Lecture 48 - 54 hours.

Grading: Letter Grade **(Degree-applicable)**

*Corequisite: Concurrent enrollment, or previous successful completion of, DENTAL-415, DENTAL-425, DENTAL-435 and DENTAL-445.*

*Limitation on Enrollment: Acceptance into the Dental Assisting program is required.*

Introduction to basic dental sciences and terminology to include the oral cavity, landmarks of the face, tooth morphology, general and oral anatomy, body structures and physiology, fundamentals of preventive dentistry and plaque control, nutrition, history of dentistry, the dental health team, and the state dental practice act.

**DENTAL-415 Dental Chairside Skills I (4.5) [Cx]**

Lecture 40 - 45 hours. Laboratory 96 - 108 hours.

Grading: Letter Grade **(Degree-applicable)**

*Limitation on Enrollment: Acceptance into the Dental Assisting program is required.*

*Corequisite: Concurrent enrollment, or previous successful completion of, DENTAL-405, DENTAL-425, DENTAL-435 and DENTAL-445.*

This lecture course provides instruction in four-handed dentistry techniques and prepares the student to assist a dentist at chairside. Content includes: identification and management of medical emergencies, principles and procedures of four-handed dentistry, oral evacuation, charting, preparation of anesthetic syringe, rotary and hand instruments, tray setups, placement of dental dam, tofflemire matrix, health history and vital signs.

**DENTAL-425 Dental Materials (2) [Cx]**

Lecture 32 - 36 hours. Laboratory 48 - 54 hours.

Grading: Letter Grade **(Degree-applicable)**

*Limitation on Enrollment: Acceptance into the Dental Assisting program is required.*

*Corequisite: Concurrent enrollment, or previous successful completion of, DENTAL-405, DENTAL-415, DENTAL-435 and DENTAL-445.*

Basic physical and technical aspects of dental materials utilized in restorative and laboratory dental procedures. It is designed to develop the knowledge of the properties and manipulative skills necessary for the application of these materials to include but not limited to: dental lab safety and asepsis, infection control, gypsum, restorative materials, dental cements, impression materials, acrylics and thermoplastics, waxes, fabrication of cast, temporary restoration, study casts, occlusal registrations and face bow.

**DENTAL-435 Infection Control in Dentistry (2.5) [Cx]**

Lecture 32 - 36 hours. Laboratory 24 - 27 hours.

Grading: Letter Grade **(Degree-applicable)**

*Limitation on Enrollment: Acceptance into the Dental Assisting program is required.*

*Corequisite: Concurrent enrollment, or previous successful completion of, DENTAL-405, DENTAL-415, DENTAL-425 and DENTAL-445.*

This course is designed to provide theory and laboratory instruction that will prepare the dental assistant in all aspects of preventing disease transmission in the work environment. Emphasis is placed on knowledge of the infectious disease process, microbiology, disease transmission, disinfection, sterilization techniques, OSHA standards & requirements, ergonomics, waterline maintenance and waste management.

**DENTAL-445 Oral Radiology (3.5) [Cx]**

Lecture 24 - 27 hours. Laboratory 96 - 108 hours.

Grading: Letter Grade **(Degree-applicable)**

*Limitation on Enrollment: Acceptance into the Dental Assisting program is required.*

*Corequisite: Concurrent enrollment, or previous successful completion of DENTAL-405, DENTAL-415, DENTAL-425 and DENTAL-435.*

Theory and basic principles of intraoral and extra oral radiographs; characteristics and methods of controlling radiation, hazards of radiation and biological effects and radiography anatomical landmarks and pathologies. Practical application in oral radiology preclinical, clinical and laboratory setting; radiographic exposures, process and evaluations on DXTRR and patients; infection control, health and safety rules and regulations, and the use of selected radiographic equipment and image software. This course is approved by the Dental Board of California for meeting the Radiation Safety requirements.

### **DENTAL-455 Dental Office Procedures (2.5) [Cx]**

Lecture 32 - 36 hours. Laboratory 24 - 27 hours.

Grading: Letter Grade **(Degree-applicable)**

*Limitation on Enrollment: Acceptance into the Dental Assisting program is required.*

*Prerequisite: DENTAL-405, DENTAL-415, DENTAL-425, DENTAL-435 and DENTAL-445.*

*Corequisite: Concurrent enrollment, or previous successful completion of, DENTAL-460, DENTAL-465, DENTAL-475, DENTAL-480 and DENTAL-490.*

Instruction in the application of skills and responsibilities of a business assistant in a dental office practice. Fundamentals in basic computer and dental software, oral and written communication skills, business ethics and jurisprudence, inventory systems and supply ordering, management of patient information, recall system and appointment scheduling, dental insurance billing, employment protocols and preparation and basic bookkeeping skills. Instruction includes integration of materials through lecture, practical experience and the use of computers.

### **DENTAL-460 Clinical Experience I (2) [Cx]**

Laboratory 96 - 108 hours.

Grading: Letter Grade **(Degree-applicable)**

*Limitation on Enrollment: Acceptance into the Dental Assisting program is required.*

*Prerequisite: DENTAL-405, DENTAL-415, DENTAL-425, DENTAL-435 and DENTAL-445.*

*Corequisite: Concurrent enrollment, or previous successful completion of, DENTAL-455, DENTAL-465, DENTAL-475, DENTAL-480 and DENTAL-490.*

Apply dental assisting basic skills and knowledge, communication and technical skills in the dental office or clinical environment. Students will regularly attend clinical seminars to discuss related work experiences.

### **DENTAL-465 Clinical Experience II (5) [Cx]**

Lecture 16 - 18 hours. Laboratory 192 - 216 hours.

Grading: Letter Grade **(Degree-applicable)**

*Limitation on Enrollment: Acceptance into the Dental Assisting program is required.*

*Prerequisite: DENTAL-405, DENTAL-415, DENTAL-425, DENTAL-435 and DENTAL-445.*

*Corequisite: Concurrent enrollment, or previous successful completion of, DENTAL-455, DENTAL-460, DENTAL-475, DENTAL-480 and DENTAL-490.*

Application of academic knowledge, communication and technical skills to the dental office workplace environment. Weekly clinical seminar, evaluations and related work experiences include but not limited to using basic and advanced chairside assisting skills and procedures, radiology techniques, and manipulation of dental materials. The students will be assigned to general and specialty dental offices and clinics and meet regularly to discuss experiences, work ethics and other topics related to employment.

### **DENTAL-475 Dental Specialty Skills (2.5) [Cx]**

Lecture 32 - 36 hours. Laboratory 24 - 27 hours.

Grading: Letter Grade **(Degree-applicable)**

*Limitation on Enrollment: Acceptance into the Dental Assisting program is required.*

*Prerequisite: DENTAL-405, DENTAL-415, DENTAL-425, DENTAL-435 and DENTAL-445.*

*Corequisite: Concurrent enrollment, or previous successful completion of, DENTAL-455, DENTAL-460, DENTAL-465, DENTAL-480 and DENTAL-490.*

Instruction in the fundamental principles, instrumentation and procedures of various dental specialties. Theory and laboratory instruction will also include a variety of the functions delegated to the Dental Assistant and Registered Dental in the specialty practices of dentistry, including endodontics, periodontics, pediatrics, prosthodontics, orthodontics and oral/maxillofacial surgery.

**DENTAL-480 Dental Chairside Skills II (3) [Cx]**

Lecture 32 - 36 hours. Laboratory 48 - 54 hours.

Grading: Letter Grade **(Degree-applicable)**

*Limitation on Enrollment: Acceptance into the Dental Assisting program is required.*

*Prerequisite: DENTAL-405, DENTAL-415, DENTAL-425, DENTAL-435 and DENTAL-445.*

*Corequisite: Concurrent enrollment, or previous successful completion of, DENTAL-455, DENTAL-460, DENTAL-465, DENTAL-475 and DENTAL-490.*

Laboratory, pre-clinical and where appropriate, clinical practice in a variety of the functions delegated to the Dental Assistant and Registered Dental Assistant under the jurisdiction of the California Dental Practice Act as specified by the rules and regulations of the Dental Board of California. Emphasis is placed on competency of performance and self-evaluation. Course also includes content in oral pathology and pharmacology.

**DENTAL-490 Advanced Clinical Procedures (1.5) [Cx]**

Lecture 16 - 18 hours. Laboratory 24 - 27 hours.

Grading: Letter Grade **(Degree-applicable)**

*Limitation on Enrollment: Acceptance into the Dental Assisting program is required.*

*Prerequisite: DENTAL-405, DENTAL-415, DENTAL-425, DENTAL-435 and DENTAL-445.*

*Corequisite: Concurrent enrollment, or previous successful completion of, DENTAL-455, DENTAL-460, DENTAL-465, DENTAL-475 and DENTAL-480.*

Pre-clinical and clinical instruction in coronal polishing, mouth mirror inspection, and dental sealants. Emphasis is placed on competency of performance, self-evaluation and correction and concern for patient safety. This course provides instruction in the state administered certifications for Coronal Polishing and Pit and Fissure Sealants. Students must pass in order to successfully complete the course.

**DENTAL-600 Dental Basic Skills I (0)**

Laboratory 50 - 58 hours.

Grading: Pass/No-Pass **(Non-credit)**

*Limitation on Enrollment: Must be currently enrolled in a Dental Assisting course.*

*Corequisite: Concurrent enrollment in DENTAL-405, DENTAL-415, DENTAL-425, DENTAL-435, or DENTAL-445.*

Development of dental assisting skills, techniques and concepts in a laboratory or clinical setting.

**DENTAL-605 Dental Assisting Advanced Skills (0)**

Laboratory 50 - 58 hours.

Grading: Pass/No-Pass **(Non-credit)**

*Limitation on Enrollment: Consent of instructor is required prior to registration.*

*Corequisite: Concurrent enrollment in DENTAL-455, DENTAL-460, DENTAL-465, DENTAL-475, DENTAL-480, or DENTAL-490.*

Refine and develop advanced dental assisting skills, techniques and concepts in a laboratory, preclinical or clinical setting. Recommend for students who need to use laboratory or clinical practice and remedial assistance. May be repeated.

**NURVN-600 NCLEX Review for VN Licensure Examination (0)**

Lecture 32 - 36 hours.


Grading: Pass/No-Pass **(Non-credit)**

*Limitation on Enrollment: Completion of an accredited vocational nursing program within the past 5 years or completion of licensure application packets and 54 hours of pharmacology, or eligibility for licensure through work experience or education.*


Overview of common diseases with treatment modalities using the nursing process. Review of over 300 questions with rationale for answers. Test taking techniques and preparation for the computerized NCLEX examination using the most current NCLEX test plan. Taking this course does not guarantee passing of the NCLEX examination.

## Corrections to **CSU; UC transfer, C-ID, and [Cx]** notations


ART-35	Intermediate Ceramics (3) (CSU; UC)
ART-40	Advanced Ceramics (3) (CSU; UC)
ART-44	Mixed-Media Studio and Theory (3) (CSU; UC)
ART-50	Introduction to Sculpture (4) (CSU; UC)
BUSMGT-40	Introduction to Management (3) (CSU; UC)
CDE-6	Teaching in a Diverse Society (3) (CSU; UC)
CISGAME-2	Fundamentals of Game Development II (3) (CSU; UC)
CJ-4	Community and the Justice System (3) (CSU; UC)
DANCE-400	Hip Hop Dance (1)
DANCE-420	Social Dance (1)
DANCE-450	Student Choreography for Performance (0.75)
MATH-17	Statway II (4) (CSU; UC)
MATH-60	Calculus for Business (4) (CSU; UC credit limitations)
MATH-61	Pre-Calculus (4) (CSU; UC limitations)
MATH-65A	Calculus I (4) (CSU; UC limitations)
PHYS-6	The Ideas of Physics Laboratory (1) (CSU; UC limitations)
THEATRE-35	Musical Theatre Performance I (3) (CSU; UC)

 (CSU; UC), and in some instances, (CSU; UC credit limitations) notations for these courses have been corrected. DANCE-400, 420, and 450 were incorrectly notated and do not carry CSU; UC transferability.

BIOL-62	Biology of Organisms (5) (C-ID BIOL 140, and 130S when combined with BIOL-63)
CHEM-10	Introductory Chemistry (4) (C-ID CHEM 101)
CHEM-12	Elementary Organic and Biochemistry (4) (C-ID CHEM 102)
CHEM-24A	General Chemistry I (5) (C-ID CHEM 110, and 120S when combined with CHEM-24B)
CHEM-24B	General Chemistry II (4) (C-ID CHEM 120S, when combined with CHEM-24A)
CHEM-75A	Organic Chemistry I (5) (C-ID CHEM 150, and 160S when combined with CHEM-75B)
CHEM-75B	Organic Chemistry II (5) (C-ID CHEM 160S, when combined with CHEM-75A)
CIS-1	Introduction to Computer Information Systems (3) (C-ID ITIS 120 and BUS 140)
COMPSCI-1	Programming Concepts and Methodology (3) (C-ID COMP 122)
COMPSCI-4	Discrete Structures (3) (C-ID COMP 152 and MATH 160)
COMSTD-8	Fundamentals of Speech Communication (3) (C-ID COMM 115 and COMM 180)
HOTFS-10	Introduction to Hospitality Management (3) (C-ID HOSP 100)
HOTFS-21	Purchasing, Cost Controls, and Menu Planning (3) (C-ID HOSP 120)
MUSIC-5	Music Theory and Musicianship I (4) (C-ID MUS 120 and MUS 125)
MUSIC-6	Music Theory and Musicianship II (4) (C-ID MUS 130 and MUS 135)
MUSIC-7	Music Theory and Musicianship III (4) (C-ID MUS 140 and MUS 145)
MUSIC-8	Music Theory and Musicianship IV (4) (C-ID MUS 150 and MUS 155)
SCSCI-10	Statistics for Social Science (4) (C-ID MATH 110 and SOCI 125)
SOC-70	Social Problems (3) (C-ID SOCI 11)
THEATRE-7	Theatrical Script Analysis (3) (C-ID THTR 114)

 Several courses had missing or incorrect Course Identification Numbers (C-ID). The complete list of C-IDs for these courses is shown above.

IET-482	Internship in Industrial Electricity (1) (Degree-applicable)
MATH-60	Calculus for Business (4)
MATH-61	Pre-Calculus (4)
MATH-65A	Calculus I (4)

 The (Degree-applicable) notation for IET-482 had inadvertently been omitted and has been re-added. MATH-60, 61, and 65A were incorrectly notated and do not carry the (Non-degree-applicable) notation.

CHEM-24B	General Chemistry II (5)
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 CHEM-24B was incorrectly notated as a 4 unit course.

## Chaffey College General Education 2018-2019 Pattern

### A. LANGUAGE AND RATIONALITY

#### A2 COMMUNICATION AND ANALYTICAL THINKING

Computer Science 1, 2, 4

### C. HUMANITIES

#### C1 ARTS

Art History 3, 5, 7, 9, 11, 19



*Removed MATH-3 and added COMPSCI-4 to Area A2. Removed ARTH-1 and added ARTH-19 to Area C1.*

## California State University General Education Certification Course Pattern 2018-2019

### AREA B SCIENTIFIC INQUIRY AND QUANTITATIVE REASONING

#### B4 Mathematics

Computer Science 4

### AREA C ARTS AND HUMANITIES

#### C1 Arts

Art History 3, 5, 7, 9, 11, 19



*Removed MATH-3 and added COMPSCI-4 to Area B4. Removed ARTH-1 and added ARTH-19 to Area C1.*

## Intersegmental General Education Transfer Curriculum Certification Course Pattern 2018-2019

### AREA 2A MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING

Computer Science 4

### AREA 3 ARTS AND HUMANITIES

#### A Arts

Art History 3, 5, 7, 9, 11, 19



*Removed MATH-3 and added COMPSCI-4 to Area 2A. Removed ARTH-1 and added ARTH-19 to Area 3A.*

# Chaffey College 2018–2019 Academic Calendar

88 service days

## Spring Semester 2019

January 14 – May 22

Schedule of Classes on the website .....	October 15
Application Period (online with OpenCCC) .....	September 1
Registration Notification .....	October 22
Registration Period .....	November 5-January 12
<b>Payment Deadline</b> .....	(For specific details, refer to the payment table and drop process for non-payment in the Schedule of Classes)
Institutional Flex Days .....	January 10-11
<b>INSTRUCTION BEGINS</b> .....	<b>January 14</b>
Martin Luther King, Jr. Holiday .....	January 21
Deadline to ADD full-term classes .....	January 28
Refund deadline for full-term classes .....	January 28
Census submission for full-term classes due from Faculty .....	January 30
Deadline to DROP full-term classes without a "W" grade .....	February 3
14 Week Session Begins .....	February 4
Lincoln Holiday .....	February 15
Washington Holiday .....	February 18
Spring Break .....	March 18-24
Deadline to apply for degrees and certificates .....	March 29
Deadline to DROP full-term classes with a "W" .....	April 9
Faculty Lecture (no classes held) .....	April 16
Deadline to ADD open-entry/exit classes .....	April 26
<b>FINAL EXAMINATIONS</b> .....	<b>May 16-22</b>
<b>INSTRUCTION ENDS</b> .....	<b>May 23</b>
Commencement .....	May 23
Memorial Day Holiday .....	May 27
Grades due from Faculty .....	May 30
Grades available online .....	May 31

### Registration for Short Term Classes

**FAST TRACK I CLASSES (1/14/19 – 3/11/19)**

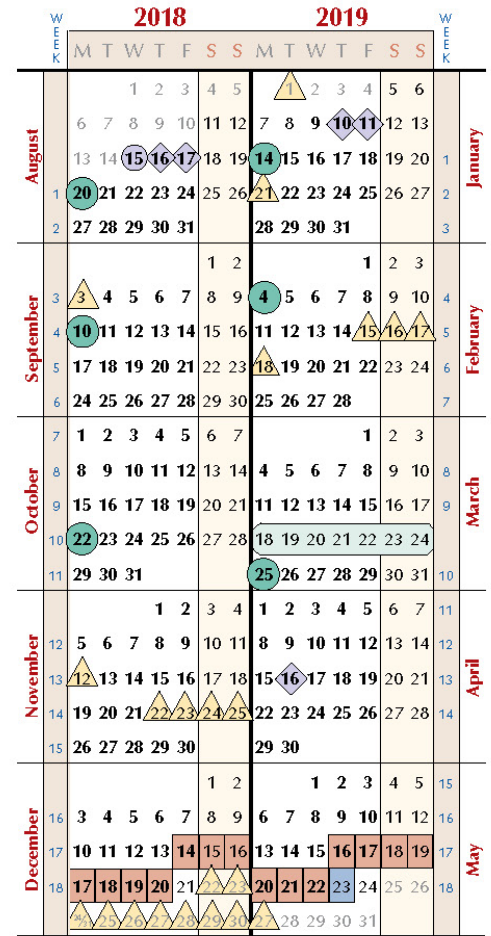
Registration Period .....	November 5-January 12
Late Registration .....	January 14-18
Deadline to ADD Track 1 classes .....	January 18
Census submission due from Faculty .....	January 23
Deadline to DROP Track 1 classes without a "W" grade .....	January 23
Deadline to DROP Track 1 classes with a "W" grade .....	February 19
Grades due from Faculty .....	March 25

**SECOND START 14-WEEK CLASSES (2/4/19 – 5/15/19)**








Registration Period .....	January 15-February 1
Late Registration .....	February 4-8
Deadline to ADD 14-week classes .....	February 8
Census submission due from Faculty .....	February 24
Deadline to DROP 14-week classes without a "W" grade .....	February 24
Deadline to DROP 14-week classes with a "W" grade .....	April 12
Grades due from Faculty .....	May 30

**FAST TRACK II CLASSES (3/25/19 – 5/15/19)**

Registration Period .....	January 15-March 22
Late Registration .....	March 25-29
Deadline to ADD Track 2 classes .....	March 29
Census submission due from Faculty .....	April 2
Deadline to DROP Track 2 classes without a "W" grade .....	April 2
Deadline to DROP Track 1 classes with a "W" grade .....	April 26
Grades due from Faculty .....	May 30




### LEGEND

 = Instruction Begins	 = Spring Break
 = Holiday	 = Institutional/Flex Days. No classes held.
 = Final Examinations	 = Commencement
 = Convocation	

**NOTE:** Weekend classes meet following Friday holidays and before Monday holidays unless specifically designated as a holiday on this calendar.

### IMPORTANT SAFETY EVENTS

The Great California Shakeout Earthquake Drill .....	October 18, 2018
Emergency Drill .....	April 18, 2019

 A revised Spring Semester 2019 Academic Calendar is shown here.





# Chaffey College

1883 - 2019

*Providing Quality Education Since 1883.*