

**2019-2020**  
**A California Community College**

**ADDENDUM SUMMER 2020**

Accredited by  
The Western Association of Schools and Colleges  
Accrediting Commission for Community & Junior Colleges  
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Approved by  
The Board of Governors of the California Community Colleges  
The California Department of Education  
The University of California  
The California State Universities

Approved for  
The training of U.S. veterans and other eligible persons

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**Accuracy Statement**

The Santa Clarita Community College District and College of the Canyons have made every reasonable effort to determine that everything stated in this catalog is accurate. Courses and programs offered, together with other matters contained herein, are subject to changes without notice by the administration of the College for reasons related to student enrollment, level of financial support, or for any other reason at the discretion of the College. The College further reserves the right to add, to amend, or repeal any of the rules, regulations, policies and procedures, consistent with applicable laws.

# 2019-2020 CATALOGUE

# ADDENDUM

# SUMMER 2020

## PASS/NO PASS GRADING OPTIONS FOR SPRING 2020 AND SUMMER 2020

If, due to the circumstances of your course or due to COVID-19, you want to change the grading option to a Pass or No Pass, you can do so using the Spring 2020 P/NP Form. Here are some items to understand about a Pass or No Pass grade.

### For the College of the Canyons degrees and certificates:

- A grade of P can be earned in major coursework during the terms spring, summer and fall 2020.
- A grade of P can be earned for general education coursework.
- A maximum of 18 units of P can be earned towards the associate degree. However, the grade of P during the spring, summer, and fall 2020 will not be counted towards the 18 - unit max.
- A maximum of 14 units of P can be earned towards a certification of the CSU IGETC and IGETC. However, the grade of P during the spring, summer, and fall 2020 will not be counted towards the 14 - unit max.
- The P grade earned in spring, summer, and fall 2020 can be used to earn a Certificate of Achievement or a Certificate of Specialization.
- A grade of NP will not be counted in the GPA.
- A grade of NP earned during spring 2020 will not be counted for Progress or Academic Probation or Dismissal Status.
- The College of the Canyons Nursing department is reviewing the use of P/NP options for the admission criteria. Once that has been reviewed, information will be updated on this website.

### For Transfer:

The CSU will accept a grade of Pass (P) taken during winter, spring, or summer 2020, for the following areas:

- The Golden Four (The Golden Four (English language [A2], oral communication [A1], critical thinking [A3], and mathematics/quantitative reasoning [B4])
- All other General Education courses; and
- Major prerequisite courses.

The UC has temporarily suspended the cap on the number of transferable units with "pass/no pass" grading applied toward the minimum 60 semester units required for junior standing for students admitted to the fall 2020 term. Any courses taken with Pass/No Pass grading in the winter, spring and summer terms

of 2020 will not count toward UC's limit of 14 semester transferable units. For other transfer terms, this provision may not be an option.

For transfer universities outside the CSU or UC system, professional or graduate institutions, please check with them directly for their policies on Pass/No Pass grading option. The institutions may require letter grades for admission criteria.

### Withdrawal Options

All students who withdrawal during the spring 2020 term will be provided a refund for their enrollment fees. All students who withdrawal from all courses will be provided a refund for enrollment and student fees. By selecting an EW on the Withdrawal Options Form, the following information will be applied:

- The grade of EW added to the transcript for the course for this term.
- A refund will be provided to the student for the course.
- The EW will not affect a student's academic or progress probation.
- If the student requests an EW for all their courses, this will not have an effect on their financial aid.
- If the student receives an EW for one or more courses, and it changes their enrollment status from full time to part time, or from part time to less than half time, this will affect their second disbursement for financial aid in May.
- The Veterans office will report this EW grade as a non-punitive grade to the VA.
- EW will not affect the student's Canyons Promise eligibility.
- If you are part of a special population such as EOPS, MESA, Athletics, etc., please check with your counselor to understand how this grade may affect you.

By selecting a removal of the W from the transcript on the Withdrawal Options Form, the following information will be applied:

- The course and the grade of W will be removed from the transcript for the course for this term.
- A refund will be provided to the student for the course.
- The course and removal of the W will not affect a student's academic or progress probation.
- The removal of the course from the transcript may affect your financial aid by requiring a refund of grants and/or loans. The course will not be reported as an enrollment.
- If the student removed one or more courses from their transcript, and it changes their enrollment status from full time to part time, or from part time to less than half time, this will affect their second disbursement for financial aid in May.
- If you are part of a special population such as Veterans, EOPS, MESA, Athletics, etc., please check with your counselor to understand how this grade may affect you.

**Parking**

Due to the move to distance education, all spring 2020 parking permits will be extended through Fall 2020. All students who purchased spring 2020 parking permits are asked to retain those parking permits for use through December 2020. The parking permit, properly displayed on your vehicle, will be valid for the summer and fall 2020 terms.

## PUBLIC SAFETY – AGENCY TRAINING

The College, in conjunction with various community partner agencies, provides additional advanced training courses that are approved by the State Fire Marshal, the California Department of Forestry and Fire Protection, and the Commission on Peace Officer Standards Training (P.O.S.T.). These advanced training courses are part of the Los Angeles County Fire Department, Los Angeles County Lifeguard, Los Angeles Sheriff Department, and Los Angeles Police Department series.

Registration for the following courses are limited to students who have successfully completed the prerequisites, or provide evidence of minimum skills necessary to be successful in the course, that are listed in the course outlines or record. Approval of equivalent enrollment eligibility is not a guarantee that state regulatory and licensing authorities will also grant equivalency for licensure or employment purposes. For more information on the minimum skills validation for these course contact the College's Academic Affairs office. The courses listed below may be repeated if used for legally mandated training and are offered pass/no-pass only unless otherwise noted.

### LAW ENFORCEMENT, POLICE DEPARTMENT ADVANCED TRAINING - (LEPD)

**LEPD 073 ARREST AND CONTROL  
TECHNIQUES UPDATE**

Units: 0.50

10.00 hours lecture

Provides instruction and practice in the arrest and control procedures, including basic joint locks, walk-downs, and takedowns in arrest and control.

# School of Personal and Professional Learning NONCREDIT CLASSES

## COLLEGE SKILLS

**Certificate of Competency: College  
Success Toolkit**

Provides resources and strategies to succeed in college as a new or returning student. Topics covered will include academic expectations, financial aid options and budgeting, academic and career educational options, College of the Canyons Resources, goal setting, and online learning.

**Certificate Student Learning Outcome:**

Students will be able to utilize resources and strategies needed to succeed in college as a new or returning student.

**Program Requirements:**

Units Required: 0

	Units
NC.CGSL-001 Resources and Strategies for College Success.....	0.0
NC.CGSL-002 Online Learning and Strategies for Success.....	0.0
NC.CGSL-003 Money Management for College and Beyond .....	0.0

**NC.CGSL 001 RESOURCES AND  
STRATEGIES FOR COLLEGE SUCCESS**

8.00 - 18.00 hours

Introduces the skills necessary to succeed in credit courses. Topics that will be covered are academic expectations, Financial aid options, CA Residency status, academic and career educational options, COC Resources and goal setting. Formerly NC.COUN-025.

**NC.CGSL 002 ONLINE LEARNING AND STRATEGIES FOR SUCCESS**

8.00 - 18.00 hours

Introduces the practical strategies and skills necessary to succeed in distance education. Students will learn how to anticipate, avoid, and/or solve typical problems encountered in the distance learning environments. Formerly NC.COUN-030.

**NC.CGSL 003 MONEY MANAGEMENT FOR COLLEGE AND BEYOND**

8.00 - 18.00 hours

Develops a foundation of money management and financial literacy including budgeting to meet educational goals. Strategies include FAFSA, scholarships, student loans, consumer credit, and banking products such as checking and savings accounts.

**COLLEGE SUCCESS SKILLS  
(BASIC SKILLS)**

**NC.BCSK MA3 ESSENTIAL MATH SKILLS FOR COLLEGE I**

15.00 - 24.00 hours

The first course in a two-course sequence in basic math skills including, operations involving whole numbers, decimals, exponents, and integers. This course may be offered in an open entry-open exit format.

**NC.BCSK MA4 ESSENTIAL MATH SKILLS FOR COLLEGE II**

15.00 - 24.00 hours

The second course in a two-course sequence in basic math skills, including operations involving fractions, mixed numbers, and percentages. This course may be offered in an open entry-open exit format.

**COUNSELING**

**Certificate of Completion: Entering the Workforce Post Criminal Conviction**

Develops the skills needed to successfully transition from being incarcerated to finding employment. The completion of this certificate will help prepare students to learn how to clear one's record and find employment opportunities.

**Certificate Student Learning Outcome:**

Students will be able to utilize the skills necessary to manage one's criminal record to gain employment.

Units Required: 0

Units

NC.COUN-050	Cleaning Up Your California Criminal Record.....	0.0
NC.CSKL-010	Strategic Job Search.....	0.0

**NC.COUN 050 UNDERSTANDING YOUR CALIFORNIA CRIMINAL RECORD**

20.00 – 30.00 hours

Understand your California criminal record and learn about the resources to improve your employment opportunities. This course is intended for educational purposes only and is not intended as legal advice.

**NC.COUN 060 PARENTING STRATEGIES I**

20.00 – 30.00 hours

Examines the principles of child development, discipline philosophies, communication, and strengthening family relationships.

**NC.COUN 061 PARENTING STRATEGIES II**

20.00 – 30.00 hours

Explores the responsibilities and benefits of being a good parent, including an overview of the child development theories and how to build good relationships with one's children. Additional topics include parenting styles, effective parenting strategies, and building a positive parent-child relationship.

**NC.COUN 070 ANGER MANAGEMENT I**

20.00 – 30.00 hours

Introduces strategies and techniques for dealing with anger and managing relationships. Topics include defining anger, assessing personality styles, and exploring strategies for managing stress.

**NC.COUN 071 ANGER MANAGEMENT II**

20.00 – 30.00 hours

Examines strategies and techniques for managing anger and response reactions. Learn how to improve relationships through effective communication skills while also addressing underlying causes of anger stemming from the past.

**NC.COUN 080 DOMESTIC VIOLENCE I**

20.00 – 30.00 hours

Examines domestic violence and different types of abuse. Topics to be covered include the signs, symptoms, and causes of abuse, including physical, emotional, psychological, sexual, financial, and digital abuse, sexual exploitation, and the cycle of violence.

**NC.COUN 081 DOMESTIC VIOLENCE II**

20.00 – 30.00 hours

Analyzes domestic violence and how to end the cycle of abuse. Topics to be covered include why violence occurs, signs of controlling someone, the healing process, prevention of rage, and treatment and support options.

**NC.COUN 090 ADDICTION AND SUBSTANCE ABUSE I**

20.00 – 30.00 hours

Introduces the concepts of addiction and substance abuse for the individual, the family and the community. Students will learn about the dynamics of addiction and evaluate one’s personal situation. Topics include: treatment options, the disease of addiction, trauma issues such as HIV/AIDS, domestic violence, sexual abuse and dislocation, the impact on family and friends, co-dependency.

**NC.COUN 091 ADDICTION AND SUBSTANCE ABUSE II**

20.00 – 30.00 hours

Examines drug and alcohol abuse from a sociological and psychological perspective. Students will learn about various aspects of recovery and the recovery process. Topics include: treatment options, the detox processes, and support groups.

**CSEC TRAINING**

**NC.CSEC 001 CSEC PART 1: THE COMMERCIAL SEXUAL EXPLOITATION OF CHILDREN - AWARENESS AND IDENTIFICATION TRAINING**

4.00 - 6.00 hours

Examines the Commercial Sexual Exploitation of Children (CSEC) with an emphasis on awareness and identification. Provides students with the knowledge and skills needed to identify sexually and commercially exploited youth.

**NC.CSEC 002 CSEC PART 2: THE COMMERCIAL SEXUAL EXPLOITATION OF CHILDREN - INTERVENTION AND PREVENTION TRAINING**

4.00 - 6.00 hours

Examines the Commercial Sexual Exploitation of Children (CSEC) with an emphasis on the implementation of early prevention and intervention strategies.

**EDUCATION**

**Certificate of Completion: Instructional Aide Training**

Identify the roles and responsibilities of an instructional aide, while also developing strategies used by instructional aides to create a positive learning environment. Topics include supporting independent work, keeping the student engaged, supporting positive behavioral interventions, facilitating instruction, and collaborating and communicating with students, teachers, and parents.

**Certificate Student Learning Outcome:**

Students will be able to create a positive learning environment for students through effective practices and strategies

Units Required: 0

Units

NC.EDUC-003	Instructional Aide Training: Roles and Responsibilities .....	0.0
NC.EDUC-004	Instructional Aide Training: Effective Practices.....	0.0

**NC.EDUC 003 INSTRUCTIONAL AIDE TRAINING: ROLES AND RESPONSIBILITIES**

8.00 - 16.00 hours

Explains the roles and responsibilities of an instructional aide, while also developing strategies for collaborating and communicating with students, teachers, and parents.

**NC.EDUC 004 INSTRUCTIONAL AIDE TRAINING: EFFECTIVE PRACTICES**

12.00 - 21.00 hours

Explores strategies used by instructional aides to create a positive learning environment, including supporting independent work, keeping the student engaged, supporting positive behavioral interventions, and facilitating instruction.

**ENGLISH**

**Certificate of Competency: Essential Reading and Writing Skills for College and Career**

Develops reading and writing skills by focusing on critical reading and composition strategies.

**Certificate Student Learning Outcome:**

Students will be able to:

- Compose well-organized, fully-developed, and grammatically correct essays and/or workplace documents, using relevant evidence.
- Make connections among texts and ideas that lead to thoughtful, analytical, and expository writing.

Units Required: 0

	Units
NC.ENGL-001 Essential Reading and Writing Skills I .....	0.0
NC.ENGL-002 Essential Reading and Writing Skills II .....	0.0

**NC.ENGL 001 ESSENTIAL READING AND WRITING SKILLS I**

12.00 - 18.00 hours

Develops reading and writing skills by applying critical reading strategies to non-fiction texts and writing brief source-based essays.

**NC.ENGL 002 ESSENTIAL READING AND WRITING SKILLS II**

12.00 - 18.00 hours

Develops writing skills by focusing on strategies to compose well-organized and coherent essays. Develops reading skills by focusing on formulating inferences and making connections among fiction and nonfiction texts and ideas.

**PUBLIC SAFETY**

**NC.FIRT 001A FALL FIREFIGHTER IN-SERVICE TRAINING**

4.50 – 80.00 hours

Provides updated information in the areas of fire apparatus, specialized emergency operations, current department policy and procedures, and fire suppression and investigation.

**NC.FIRT 001L FALL FIREFIGHTER IN-SERVICE TRAINING LAB**

13.25 – 242.00 hours

Provides updated skills in the areas of fire apparatus, specialized emergency operations, current department policy and procedures, and fire suppression and investigation.

**NC.FIRT 003A SPRING FIREFIGHTER IN-SERVICE TRAINING**

4.50 – 80.00 hours

Provides updated information in the areas of fire apparatus, specialized emergency operations, current department policy and procedures, and fire suppression and investigation.

**NC.FIRT 003L SPRING FIREFIGHTER IN-SERVICE TRAINING LAB**

13.25 – 242.00 hours

Provides updated skills in the areas of fire apparatus, specialized emergency operations, current department policy and procedures, and fire suppression and investigation.

**NC.FIRT 004A SUMMER FIREFIGHTER IN-SERVICE TRAINING**

4.50 – 80.00 hours

Provides updated information in the areas of fire apparatus, specialized emergency operations, current department policy and procedures, and fire suppression and investigation.

**NC.FIRT 004L SUMMER FIREFIGHTER IN-SERVICE TRAINING LAB**

13.25 – 242.00 hours

Provides updated skills in the areas of fire apparatus, specialized emergency operations, current department policy and procedures, and fire suppression and investigation.