

## **Section 5**

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# **Student Learning and Learning Resources**

## Student Learning

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### Distance Learning Program

#### What is Distance Learning?

Distance Learning is a mode of education in which a portion of the instruction occurs when there is a geographical distance between the teacher and the student. Students do not need to come to the campus each week but can learn from — and communicate with — their professor using a variety of technologies.

#### Online Learning Sections:

Mt. San Antonio College offers many courses on-line via the Internet. To be successful in these courses. Students must have access to a personal computer with Internet access and Netscape 3.0 or Internet Explorer and an e-mail address.

#### Online-Supported (Hybrid) Classes:

One or more components of the class delivered in an online mode via the Internet. Students meet with their Instructor and attend on-campus meetings. (Number of on-campus meetings to be determined by the instructor).

For further information about the Distance Learning Program at Mt. San Antonio College, contact the Dean, Learning Resources at (909) 594-5611, Ext. 5658 or e-mail to [kstern@mtsac.edu](mailto:kstern@mtsac.edu).

### Study Abroad Program

Mt. San Antonio College offers students a wide range of study abroad options. For example, the Work and Study in London Program enables students to study International Business and Marketing while working in Britain. Eligible students may also participate in any of the programs offered by the Council on International Educational Exchange at study centers around the world. In addition, our membership in the California Consortium for International Education permits students to participate in study abroad programs sponsored by other community colleges throughout California. Finally, our participation in the Foothills Consortium for Study Abroad also provides program opportunities for students with other local community college students. Interested students may inquire about any of these programs by contacting the Humanities and Social Sciences Division Office or by visiting the International Studies Program Office in building 26A-203A.

### Work Experience Education

Occupational work experience education is supervised employment extending classroom based occupational learning at an on-the-job learning station (workstation) relating to the student's occupational goal. This is facilitated through a written agreement between the College, the employer and the student, providing the learner with the time, the resources and the facilities necessary to meet specific competencies outlined at the beginning of the experience.

#### Student Qualifications

1. In order to qualify for participation in the program, a student shall comply with one of the following:
  - a. Be enrolled in no less than seven (7) semester units including work experience units during a regular semester or one other course during summer session, in which case the student shall be enrolled in the parallel work experience plan.
  - b. Enroll in a work experience course with enrollment limited to no more than one other class, or the work experience course only, in which case the student shall be enrolled in the alternate work experience plan.
2. Have the approval of the assigned work-experience teacher-supervisor.
3. Have an occupational or educational goal to which, in the opinion of the teacher-supervisor, the work-experience education chosen will contribute.
4. Pursue a planned program of work-experience education based on written, measurable learning objectives which are directly related to the student's educational program and which, in the opinion of the teacher-supervisor, includes new or expanded responsibilities or learning opportunities beyond those experienced during previous employment. Repetition of experiences on an ongoing job does not permit continued eligibility for the program.
5. Enrollment in work-experience is not ordinarily intended for persons already in full-time employment. Therefore, for a person employed full-time to enroll in the program, that person must contract to conduct and write a comprehensive report on a substantial project assignment over and above that of regular employment. This is in addition to the required on-the-job hours of supervised work. Credit for such work experience enrollment will be withheld until thorough review by the Director, Career Placement or designee, and verification of the appropriateness, adequate scope, and proper completion of the contracted assignment.

6. Meet the following condition if self-employed: identify a person who is approved by the teacher-supervisor to serve as a designated employer representative. This representative shall agree, in writing, to accept the following employer responsibilities:
  - a. Assist the student in identifying new or expanded on-the-job learning objectives.
  - b. Assist in the evaluation of the student's identified on-the-job learning objectives.
  - c. Validate hours worked.
7. Veterans may not use work experience courses as credit towards veteran benefits. Work experience supervisors are obligated to so inform every veteran attempting to enroll in work experience.

### Credits

For the satisfactory completion of work-experience education, the College will grant credit to a student in an amount not to exceed four (4) units per semester, with a maximum total of sixteen (16) units during the student's enrollment in the College. A minimum of 75 paid clock hours or 60 non-paid clock hours per semester of supervised work is required for each one unit of credit.

The student must be, as verified by the supervising instructor, enrolled and in good standing (minimum 2.00 GPA) in an occupational program directly related to the work experience assignment.

The student enrolled in the work-experience program shall assume and comply with the following responsibilities:

1. Maintain satisfactory grades and attendance, both in the related classes and in the work-experience.
2. Develop written measurable learning objectives that are approved by the workstation supervisor and supervising instructor.
3. Obtain, if necessary, the written permission of one's parent (s) or guardian.
4. Faithfully discharge the duties of the on-the-job assignment.
5. Notify the teacher-supervisor of any job-related problems or of any change in job status.
6. Try at all times to represent oneself and the school credibly in the business community.
7. Be aware that work-experience education is a cooperative educational endeavor and abide by all provisions of the work-experience agreement.

## Learning Resources

### Learning Assistance Center Building 6, South Entrance, Lower Level Learning Technology Center

The Learning Assistance Center offers instruction for students who need to review pre-collegiate skills in math, reading, and writing. The center additionally offers free student services including tutoring, assessment of skills, and a personalized study plan.

Tutorial Services in the Learning Assistance Center provides free tutoring to all Mt. San Antonio College students, high school students, and adult community members. We offer drop-in and study group tutoring. Regularly scheduled tutors assist students with their course work in most subject areas and with their study skills techniques.

The Learning Lab computers and audio-visual equipment are available to all students in the community. The computers enable students to use the Internet for research, telecommunicate with instructors through email, view multimedia programs, use word processing, develop multimedia research projects, and supplement classroom activities through computer assisted instruction.

### Library Building 6, North Entrance, Upper Level Learning Technology Center

The Library offers students, faculty, and staff a wide variety of information resources for their research needs. In addition to traditional resources such as books, journals, newspapers, videos, pamphlets, career guides, and college catalogs, researchers may also search several full-text article databases and access lists of pre-evaluated Internet web sites. Reserves allows faculty to provide continuous access to course materials free of charge to students.

Professional librarians are available days and evenings to teach library research techniques to entire classes by appointment and to individuals at the reference and information desk. The librarians at the library information desk are particularly helpful in assisting with all aspects of the research process from choosing a topic to searching for and evaluating information in print and electronic formats.

### Media Services Building 6, North Entrance, Upper Learning Technology Center

Media Services has over three thousand videos available for student viewing. Students must view the videos in the Media Services center. The media materials are not available for student check-out. Viewing rooms are available on a first-come first-serve basis.

## Computer Aided Graphics, Visual Arts and Design Programs

Mt. San Antonio College offers many computer courses, majors, and certificates. Each of these has a special emphasis. The brief descriptions that follow are intended to help students select the correct computer specialization for their interests. Students planning to transfer to four-year institutions should consult the catalog of the school to which they plan to transfer for specific lower division requirements.

### Architecture and Design Department

#### Architectural Technology

**A.S. Degree & Certificate**

**Prime Focus:** This is both a professional and vocational program that offers the full range of design and technical aspects of architecture, preparing students for employment, skill upgrade or transfer to universities. The program utilizes conventional and current computer graphics/design applications.

**Job Market:** Career opportunities include Architect, Architectural Designer, Drafter, CADD Operator, Model Builder, and Illustrator. (See Sections 7 and 8)

#### Engineering Design Technology

**A.S. Degree & Certificate**

**Prime Focus:** This course of study prepares students for Computer-Aided Design and Drafting careers in technical fields, including Engineering Drafting and Design Technologies in Electro Mechanical, Civil, and Mechanical Design. An A.S. Degree is offered in Engineering Design Technology and 3 level certificates.

**Job Market:** The curriculum is designed to prepare students in computer-aided drafting and design (CADD) for careers in technical fields such as: Mechanical Design, Engineering, Engineering Technology, Manufacturing, Civil Design, and Aerospace. (See Sections 7 and 8)

### Manufacturing Technology Department

#### Computer Integrated Manufacturing

**A.S. Degree & Certificate**

**Prime Focus:** The Computer Integrated Manufacturing program prepares students for a career in the field of Manufacturing Systems Technology. Both CAD and CAD/CAM software technology are taught in this program.

**Job Market:** Career opportunities include Programmer, Liaison Supervisor, and Sales Plant Management. (See Sections 7 and 8)

### Electronics and Computer Technology Department

#### Electronics-Engineering Technology

**A.S. Degree & Certificate**

**Prime Focus:** The Electronics Technology Programs prepare the student for a career as an electronic technician in manufacturing and service-based electronic and computer companies. Several computer-based courses are included in the program curricula.

**Job Market:** Career opportunities include Service Technician, Production Technician, Engineering Technician, Electronics Communication Technician, Computer Repair Technician, Networking Technician, and Assembler. (See Sections 7 and 8)

**Office Technology Department****Desktop Publishing****A.S. Degree & Certificate**

**Prime Focus:** Prepares students with the skills to integrate text, photo images, and graphics in the production of printed and electronic business publications, such as newsletters and flyers.

**Job Market:** Executive Assistant, Home Business for printed or electronic publications, Office Support Staff, and Publishing Companies. (See Sections 7 and 8)

**Computer Information Systems Department****Computer Information Systems****A.S. Degree & Certificate**

**Prime Focus:** The curriculum of the CIS program covers such areas as basic computer literacy, microcomputer applications, the Internet, telecommunications, program development, computer networks, and operating systems. Program development incorporates creating graphical interfaces, client/server applications, object-oriented programming techniques, and web based applications. Course offerings include beginning and advanced relational database design on microcomputers and AS/400 mid-range systems, systems analysis and design, and computer operations.

**Job Market:** Applications Developer/Programmer, Computer Consultant, Computer Marketing/Sales Rep, Computer Network Technician, Help Desk Support Person, Web Page Designer, Information Systems Specialist, LAN Administrator, Microcomputer Trainer, Network Specialist, Office Systems Manager, On-line Publisher, Programmer, Software Engineer, Software Testing/Quality Assurance Specialist, Tech Support/Customer Service Support, Webmaster. (See Sections 7 and 8)

**Art Department****Advertising Design****A.S. Degree**

**Prime Focus:** Builds upon the traditional core art courses to provide students with basic skills and concepts utilized in the commercial market place.

**Job Market:** Advertising design skills are used anytime an image needs to be generated for public or corporate use. (See Sections 7 and 8)

**Animation-(Traditional, 2-D, and 3-D Digital Animation)****A.S. Degree & Certificate**

**Prime Focus:** A program of art and computer modeling skills for traditional and digital animation.

**Job Market:** Supplies skills for a variety of career directions including Animation, Game Design, Multimedia, Special Effects, Three-Dimensional Model Design, and Virtual Reality Display. (See Sections 7 and 8)

**Computer Graphics**

**Prime Focus:** Addresses aesthetic and design issues teaching on the latest hardware and peripherals the use of professional state-of-the-art software for design, graphics, advertising design and fine art on a Macintosh platform.

**Job Market:** Supplies skills for a variety of career directions including Computer Generated Graphics, Illustration, Page Layout and Advertising Design, Painting, Two-Dimensional Animation, Three-Dimensional Animation, and Three-Dimensional Modeling. (See Sections 7 and 8)

## PhotoGraphics Program

### Computer Graphic Design/Photography

**A.S. Degree & Certificate**

**Prime Focus:** Offers the full range of introductory to advanced courses in computer graphic design and photography. This program focuses on the application of the principles of visual communication design, and provides technical training in computer generated image production, manipulation, formatting and layout. The focus is on development, refinement and enhancement of visual design and technical skills.

**Job Market:** Free-Lance or Corporate Graphic Design; Marketing Photography; Advertising Design; Photojournalism; Commercial or Industrial Photography; Broadcast, Entertainment or Software Graphic Design. (See Sections 7 and 8)

### Design for Interactive Visual Media

**A.S. Degree & Certificate**

**Prime Focus:** Offers the full range of introductory to advanced courses. This program focuses on the application of principles of visual and interactive communication design, including computer-generated image production and manipulation, multimedia presentation design, 2-dimensional and 3 dimensional modeling and animation. The focus is on development, refinement and enhancement of visual design and technical skills.

**Job Market:** Media Delivery Specialist, Corporate Presentation/Marketing and Promotion, Special Effects/Animation Specialist, and Software Designer. (See Sections 7 and 8)

### Photography

**A.S. Degree & Certificate**

**Prime Focus:** Offers the full range of introductory to advanced courses. As both an art and technical craft, photography offers a dynamic set of creative challenges to both the person behind the camera and a wide range of technical specialist in related disciplines. The program focuses on development, refinement and enhancement of visual imaging.

**Job Market:** Free-lance or Corporate Photographer, Studio or Location Photographer, Art/Gallery Photographer or Archivist, and Photographic Developing/Printing Technician. (See Sections 7 and 8)

## Mathematics Department

### Computer Science/Mathematics

**Transfer**

**Prime Focus:** Offers a full range of introductory to advanced courses in Computer Science, from fundamentals to data structures and algorithms. A variety of courses in Computer Science theory, as well as programming languages such as C/C++, Fortran, Pascal and Assembly prepare students for a successful career in software development and programming.

**Job Market:** Entry level positions in software development as programmers, software engineers, systems analysts, and applications software programmers. The Computer Science program is also a transfer program designed to fulfill the requirements for the first two years of a B.S. Degree in Computer Science. (See Sections 7 and 8)