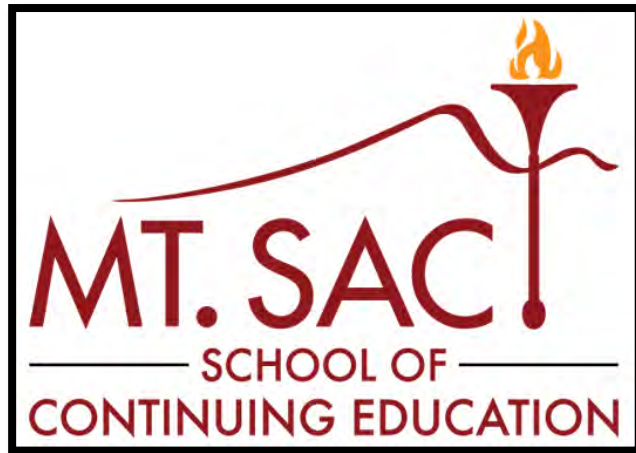


# Vocational Re-Entry Class Schedule Spring 2024



**February 26 to June 16, 2024**

**Holidays: 4/1 and 5/27**

**Registration begins on Tuesday, January 16**

## **Contact Us**

### **Phone**

Registration inquiries: 909-274-4220

Program inquiries: 909-274-4192

### **Email**

[vre@mtsac.edu](mailto:vre@mtsac.edu)

## Table of Contents

|  |    |
|--|----|
| Class Location Key .....   | 3  |
| Registration Information.....  | 4  |
| Additional Program Information.....                                    | 6  |
| Class Schedule.....  | 8  |
| Sewing, Jewelry, and Other Artisan Crafts.....                         | 8  |
| VOC ESD02 Production of Boutique Crafts for Retail Sales.....          | 8  |
| VOC ESD09 Sewing and Design.....                                       | 8  |
| VOC ST1 Sewing and Tailoring 1 .....                                   | 9  |
| VOC ST2 Sewing and Tailoring 2 .....                                   | 9  |
| VOC ESD07 Handcrafted Needlework/for Retail Sales and Boutique.....    | 9  |
| VOC ESD10 Beginning Decorative Production for Retail Sales.....        | 9  |
| VOC ESD11 Intermediate Decorative Art Production for Retail Sales..... | 10 |
| VOC ESD08 Jewelry Production and Design for Retail Sales .....         | 10 |
| VOC ESD15 Jewelry and Lapidary Production Design .....                 | 10 |
| Computer Skills.....   | 11 |
| VOC CPBC1 Basic Computing – Level 1.....                               | 11 |
| VOC CPBC2 Basic Computing – Level 2.....                               | 11 |
| VOC CPNET Basic Computing – Internet Research.....                     | 12 |
| VOC BCPP2 PowerPoint Basics 2 .....                                    | 13 |
| VOC BCDP Desktop Publishing.....                                       | 13 |
| VOC CPBE1 Basic Excel – Level 2 .....                                  | 14 |
| VOC CPBE1 Basic Excel – Level 3 .....                                  | 14 |
| VOC MIT Mobile Information Technology.....                             | 15 |
| VOC CPCC Creative Computing.....                                       | 16 |
| VOC CPDI Digital Photography for the Beginner .....                    | 16 |
| Home Based Business.....   | 17 |
| VOC HBB1 Starting a Home-Based Business .....                          | 17 |
| VOC HBB2 Managing and Growing Your Home-Based Business.....            | 17 |
| Home Gardening .....   | 18 |
| VOC AGR-G Home Gardening .....   | 18 |
| SCE SOS Tech Support.....  | 19 |
| Semester Dates .....   | 20 |

## Class Location Key

### **BPSC ... Baldwin Park Julia McNeil Senior Center**

4100 Baldwin Park Blvd,  
Baldwin Park, CA 91706  
Phone: (626) 813-5245

### **CSCC ... Covina Senior & Community Center**

815 North Barranca Avenue  
Covina, CA 91723  
Phone: (626) 430-2284

### **DBC ... Diamond Bar Center**

1600 S. Grand Ave.  
Diamond Bar, CA 91765  
Phone: (909) 839-7070

### **GSC ... Gibson Senior Center**

250 N. 3<sup>rd</sup> Ave.,  
Upland, CA 91786  
Phone: (909) 981-4501

### **IRWN ... Irwindale Senior Citizen's Center**

16116 Arrow Hwy.  
Irwindale, CA 91706  
Phone: (626) 430-2284

### **LV ... La Verne Community Center**

3680 D Street  
La Verne, CA 91750  
Phone: (909) 596-8776

### **Mt. SAC ... Mt. San Antonio College**

1100 N. Grand Ave.  
Walnut, CA 91789  
Phone: (909) 274-4220

### **PSC ... Palomares Senior Center**

499 East Arrow Highway  
Pomona, CA 91767  
Phone: (909) 620-2324

### **SD ... San Dimas Senior/Community Center**

201 E. Bonita Ave.  
San Dimas, CA 91773  
Phone: (909) 394-6293

### **SOP ... Shadow Oak Park**

2121 Shadow Oak Dr.  
West Covina, CA 91792  
Phone: 626-965-0328

### **WALT ... Walnut Senior Center**

21215 La Puente Rd.  
Walnut, CA 91789  
Phone: (909) 598-6200

### **WCSCC ... West Covina Senior Citizen's Center**

2501 E. Cortez St.  
West Covina, CA 91791  
Front desk (626) 331-5366

### **WPK ... Washington Park**

865 E. Grand Avenue  
Pomona, CA 91766  
Phone: (909) 620-2305

### **WSSC ... William Steinmetz Senior Center**

1545 South Stimson Avenue  
Hacienda Heights, CA 91745  
Phone: (626) 934-7041

## Registration Information

Registration begins on Tuesday, January 16.

### How to Register for a Class

Students can register for classes online, in person, or by meeting with their counselor.

**To register online,** complete the noncredit application online each semester. After completing the noncredit application, we will contact you and help you register for classes. The noncredit application is available online at [www.mtsac.edu/noncreditapp](http://www.mtsac.edu/noncreditapp)

**To register in person,** complete a white registration card. This registration card serves as your application and registration document. You can get a blank white registration card from your teacher. After filling it out completely, please give it back to your teacher for processing.

**\*\*In Person Technology Classes & Select Sewing Classes** (sewing class CRNs 43563, 43564 and 43560): You must come in person to the center where you plan to take class to register for all in person computer classes. Each person must register for themselves. Students may not register for anyone else. Registration is first come first served. If you miss the dates listed below, you may attend on the first day of class to see if space is still available.

Day, Date

Time

Location

### Need help?

Come see us in person! We have application workshops and registration support dates out in the community at a location near you. See the following pages for details.

## Spring 2024 Registration Support Dates

**Registration begins on Tuesday, January 16.**

If you need assistance with your registration please come see us at the days, times, and locations listed below. We can assist with your online application, or help you with the paper registration forms. We look forward to seeing you!

| Date                   | Time      | Location   |
|------------------------|-----------|--|
| Wednesday, January 17  | 10am-12pm | Irwindale Senior Center  |
| Monday, January 22     | 10am-12pm | Heritage Park, Diamond Bar   |
| Tuesday, January 23    | 9am-11am  | West Covina Senior Citizen's Center  |
| Wednesday, January 24  | 10am-12pm | La Verne Community Center  |
| Friday, January 26     | 10am-12pm | Baldwin Park Julia McNeill Senior Center   |
| Monday, January 29     | 9am-11am  | San Dimas Senior/Community Center  |
| Tuesday, January 30    | 10am-12pm | Diamond Bar Center   |
| Wednesday, January 31  | 10am-12pm | Washington Park Community Center, Pomona   |
| Thursday, February 1   | 10am-12pm | Palomares Senior Center, Pomona  |
| Monday, February 5     | 10am-12pm | Covina Senior Center   |
| Tuesday, February 6    | 9am-11am  | Walnut Senior Center   |
| Wednesday, February 7  | 2pm-4pm   | Gibson Senior Center, Upland   |
| Thursday, February 8   | 9am-11am  | Mt. SAC, Bldg. 40 – Rm. 140  |
| Tuesday, February 13   | 2pm-4pm   | Online via Zoom<br><a href="https://tinyurl.com/reghelp2024">https://tinyurl.com/reghelp2024</a> |
| Wednesday, February 14 | 10am-12pm | Online via Zoom<br><a href="https://tinyurl.com/reghelp2024">https://tinyurl.com/reghelp2024</a> |

### **\*\*VRE In Person Technology Classes & Select Sewing Classes**

(Sewing class CRNs 43563, 43564 and 43560)

You must come in person to the center where you plan to take class to register for all in person computer classes. Dates and time for registration at each site are listed above. Each person must register for themselves. Students may not register for anyone else. Registration is first come first served.

If you miss the dates listed above, you may attend on the first day of class to see if space is still available. Or, you can contact the professor.

## Additional Program Information

### About the Vocational Re-Entry Program

Mt. San Antonio College's School of Continuing Education offers vocational re-entry (VRE) courses and certificates for adults returning to the workforce and as a means of supplemental income. Classes are available online, on campus, and at various locations and community centers. Students enroll in these classes to learn vocational skills that they can use to start a new career, start their own business, earn additional income, or to support their community. Students can earn certificates in Office Computer Applications, Basic Excel Applications, Basic Computer Presentations & Publication, Microenterprise, or Sewing & Tailoring.

### Do you have questions about a class?

All faculty members teach their classes slightly differently based on their knowledge, expertise, and teaching philosophy. It is the policy of Mt. San Antonio College to maintain and encourage freedom for its faculty, within the law, of inquiry, teaching and research, and the pursuit of knowledge. If you have questions about a specific class, we encourage you to email the faculty member.

### Course Modality

Course Modality refers to how an instructor delivers their course.

- **In Person Learning** takes place at a physical location at specific days/times.
- **Synchronous Learning** is online learning that happens in real time. This means that you, your classmates, and your instructor interact in a Zoom call through Canvas at a specific time.
- **Asynchronous Learning** is online learning that happens both in real time and on your schedule. All asynchronous classes have a weekly live Zoom call. In addition to the Zoom call, you are responsible for doing some work independently. You will be required to read, watch videos, participate in online discussion forums, or complete assignments outside of the scheduled Zoom time. You have the ability to access and satisfy these requirements within a flexible time frame.

### Counseling

Our Vocational Re-Entry (VRE) counselors provide career, academic, and personal guidance. If you are in need of support, they can connect you with applicable campus and community services. They are here to help you achieve your goals!

If you are in need of counseling, please contact us at 909-274-4192 to schedule an appointment.

## **VRE Programs**

### **Office Computer Applications - Level 1**

This certificate is designed to prepare students for entry-level office support employment. Completion of the certificate provides students with basic skills for a computerized office environment.

### **Office Computer Applications - Level 2**

This certificate in Office Computer Applications - Level 2 prepares students with an array of office computer skills for a computerized office environment.

### **Basic Excel Applications**

This certificate in Basic Excel Applications is customized to meet the needs of the entry level adult student or professional, who is seeking to acquire Microsoft Excel computer skills used in today's emerging computerized office environment.

### **Basic Computer Presentation and Publication**

This certificate in Basic Excel Applications is customized to meet the needs of the entry level adult student or professional, who is seeking to acquire Microsoft Excel computer skills used in today's emerging computerized office environment.

### **Microenterprise**

This certificate is designed to prepare students to start and manage a home-based business for self-employment or obtain a job in the field of business management. Students will gain knowledge and skills in the essentials of starting a small business, requirements of local/state/federal organizations, and best practices in hiring as well as in sales and marketing strategies.

### **Sewing & Tailoring**

This certificate in Sewing and Tailoring is customized to meet the needs of the entry level adult student or professional, who is seeking to acquire specific skills used in today's emerging fashion industry for tailors, dressmakers or custom sewers to master each phase of the apparel process to produce made-to-measure garments. Jobs such as alterations sewer, alterations tailor, bridal gown fitter, coat cutter, coat maker, couture dressmaker, dress fitter, fur tailor, garment fitter, and suit maker.

If you'd like to learn more about earning a certificate, please meet with a counselor. Contact us at 909-274-4192 to schedule an appointment.

## Class Schedule

### Sewing, Jewelry, and Other Artisan Crafts

#### VOC ESD02 Production of Boutique Crafts for Retail Sales

Design and production of boutique crafts. Includes marketing, pricing, cost analysis, and use of emerging technology.

| CRN   | Day(s) | Start Time | End Time | Start Date | End Date | Location | Instructor & Email                     |
|-------|--------|------------|----------|------------|----------|----------|--|
| 43554 | W      | 9:00 AM    | 12:05 PM | 2/28       | 6/12     | PATH     | Berumen, Noelia<br>nberumen4@mtsac.edu |

#### VOC ESD09 Sewing and Design

Basic Sewing techniques, including basic tailoring, pattern reading, cutting and style design to construct professional-looking garments.

| CRN     | Day(s) | Start Time | End Time | Start Date | End Date | Location | Instructor & Email                              |
|---------|--------|------------|----------|------------|----------|----------|---|
| 43559   | M      | 9:00 AM    | 11:35 AM | 2/26       | 6/10     | LV       | Stringfellow, Susan<br>sstringfellow1@mtsac.edu |
| **43560 | M      | 12:30 PM   | 3:35 PM  | 2/26       | 6/10     | LV       | Berumen, Noelia<br>nberumen4@mtsac.edu          |
| 43561   | M      | 3:30 PM    | 5:20 PM  | 2/26       | 6/10     | GSC      | Stringfellow, Susan<br>sstringfellow1@mtsac.edu |
| 43562   | M      | 5:30 PM    | 8:35 PM  | 2/26       | 6/10     | SD       | Sanchez, Angelica<br>asanchez487@mtsac.edu      |
| **43563 | Th     | 9:00 AM    | 12:05 PM | 2/29       | 6/13     | DBC      | Stringfellow, Susan<br>sstringfellow1@mtsac.edu |
| **43564 | Th     | 12:30 PM   | 3:35 PM  | 2/29       | 6/13     | DBC      | Stringfellow, Susan<br>sstringfellow1@mtsac.edu |
| 43565   | Th     | 1:00 PM    | 3:50 PM  | 2/29       | 6/13     | BPSC     | Berumen, Noelia<br>nberumen4@mtsac.edu          |

*\*Class may be full. Please contact the instructor to join the waitlist for the class.*

*\*\*Class is impacted due to high popularity and limited class space. There is a specific date to register for these classes.*

*See pages 4-5 for additional information.*



### **VOC ST1 Sewing and Tailoring 1**

Patternmaking and garment fitting with flat pattern and draping methods, learned through process of creating a personal fitting form.

| CRN   | Day(s) | Start Time | End Time | Start Date | End Date | Location | Instructor & Email                              |
|-------|--------|------------|----------|------------|----------|----------|---|
| 43678 | W      | 9:00 AM    | 12:05 PM | 2/28       | 6/12     | LV       | Stringfellow, Susan<br>sstringfellow1@mtsac.edu |

### **VOC ST2 Sewing and Tailoring 2**

Haute couture garment construction, including couture tailoring techniques for inner structure, finishing, and achieving superior overall appearance.

| CRN   | Day(s) | Start Time | End Time | Start Date | End Date | Location | Instructor & Email                              |
|-------|--------|------------|----------|------------|----------|----------|---|
| 43679 | W      | 12:30 PM   | 3:35 PM  | 2/28       | 6/12     | LV       | Stringfellow, Susan<br>sstringfellow1@mtsac.edu |

### **VOC ESD07 Handcrafted Needlework/for Retail Sales and Boutique**

Needlework technique including knitting, crocheting, embroidery, needlepoint for plastic canvas and emerging technology to construct finished products for sale.

| CRN   | Day(s) | Start Time | End Time | Start Date | End Date | Location | Instructor & Email                     |
|-------|--------|------------|----------|------------|----------|----------|--|
| 43555 | M      | 1:30 PM    | 4:20 PM  | 2/26       | 6/10     | CSCC     | Beightol, Donna<br>dbeightol@mtsac.edu |
| 43556 | T      | 9:00 AM    | 11:50 AM | 2/27       | 6/11     | SD       | Beightol, Donna<br>dbeightol@mtsac.edu |

### **VOC ESD10 Beginning Decorative Production for Retail Sales**

Introduction to decorative painting including painting on a variety of surfaces using tole brush strokes used in folk art.

| CRN   | Day(s) | Start Time | End Time | Start Date | End Date | Location                | Instructor & Email                     |
|-------|--------|------------|----------|------------|----------|-------------------------|--|
| 43200 | M      | 6:00 PM    | 8:30 PM  | 2/26       | 6/10     | ONLINE -<br>Synchronous | Beightol, Donna<br>dbeightol@mtsac.edu |

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*See pages 4-5 for additional information.*

**VOC ESD11 Intermediate Decorative Art Production for Retail Sales**

Intermediate tole art brush strokes on a variety of surfaces using acrylic paints and associated mediums to create products.

| CRN   | Day(s) | Start Time | End Time | Start Date | End Date | Location | Instructor & Email                     |
|-------|--------|------------|----------|------------|----------|----------|--|
| 43567 | Th     | 1:00 PM    | 3:35 PM  | 2/29       | 6/13     | SD       | Beightol, Donna<br>dbeightol@mtsac.edu |

**VOC ESD08 Jewelry Production and Design for Retail Sales**

Design and construct wire-worked jewelry using beads and stones with various methods of wire wrapping, coiling, hammering and emerging technology.

| CRN   | Day(s) | Start Time | End Time | Start Date | End Date | Location | Instructor & Email                               |
|-------|--------|------------|----------|------------|----------|----------|--|
| 43557 | F      | 8:55 AM    | 12:00 PM | 3/1        | 6/14     | SD       | Paphatsarang, Bounyou<br>bpaphatsarang@mtsac.edu |
| 43558 | F      | 12:55 PM   | 4:00 PM  | 3/1        | 6/14     | WALT     | Paphatsarang, Bounyou<br>bpaphatsarang@mtsac.edu |

**VOC ESD15 Jewelry and Lapidary Production Design**

Jewelry making, stone cutting, polishing, and lapidary work, using emerging technology.

| CRN   | Day(s) | Start Time | End Time | Start Date | End Date | Location            | Instructor & Email   |
|-------|--------|------------|----------|------------|----------|---------------------|----------------------|
| 43568 | Th     | 1:00 PM    | 3:50 PM  | 3/21       | 6/13     | Mt. SAC;<br>80-1200 | TBA<br>vre@mtsac.edu |

*\*Class may be full. Please contact the instructor to join the waitlist for the class.*

*\*\*Class is impacted due to high popularity and limited class space. There is a specific date to register for these classes.*

*See pages 4-5 for additional information.*

## Computer Skills

### VOC CPBC1 Basic Computing – Level 1

Introduction to the personal computer, including terminology and basic computer operations in a Windows environment.

| CRN | Day | Start Time | End Time | Start Date | End Date | Location | Instructor & Email                 |
|-----|-----|------------|----------|------------|----------|----------|------------------------------------|
| NEW | T   | 9:00 AM    | 11:50 AM | 2/27       | 6/11     | SOP      | Perez, Ruben<br>rperez10@mtsac.edu |

### VOC CPBC2 Basic Computing – Level 2

Create documents in applications such as Microsoft Word; includes basic computer maintenance and problem-solving techniques.

| CRN     | Day | Start Time | End Time | Start Date | End Date | Location | Instructor & Email                 |
|---------|-----|------------|----------|------------|----------|----------|------------------------------------|
| **43234 | T   | 12:30 PM   | 3:20 PM  | 2/27       | 4/16     | PSC      | Perez, Ruben<br>rperez10@mtsac.edu |
| **43235 | Th  | 9:00 AM    | 11:30 AM | 2/29       | 4/18     | GSC      | Tom, Aaron<br>atom@mtsac.edu       |
| **43233 | F   | 9:00 AM    | 11:50 AM | 3/1        | 4/19     | BPSC     | Kaur, Sarabjit<br>skaur5@mtsac.edu |

*\*Class may be full. Please contact the instructor to join the waitlist for the class.*

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*See pages 4-5 for additional information.*

## VOC CPNET Basic Computing – Internet Research

Fundamental Internet functions including terminology, email, search engines and research tools.

| CRN     | Day | Start Time | End Time | Start Date | End Date | Location                            | Instructor & Email                                |
|---------|-----|------------|----------|------------|----------|-------------------------------------|---|
| 43684   | M   | 9:00 AM    | 12:05 PM | 2/26       | 6/10     | ONLINE - Asynch<br>Zoom 9am-10:30am | Bloom, Danielle<br>dbloom@mtsac.edu               |
| 43685   | W   | 9:00 AM    | 12:05 PM | 2/28       | 6/12     | ONLINE - Asynch<br>Zoom 9am-10:30am | Rzonca, Shelly<br>srzonca@mtsac.edu               |
| **43378 | Th  | 9:00 AM    | 11:50 AM | 2/29       | 6/13     | WCSCC                               | Kretschmar, Judith<br>jkretschmar@mtsac.edu       |
| **43371 | T   | 12:25 PM   | 3:30 PM  | 4/23       | 6/11     | SD                                  | Miranda, Blanche<br>bmiranda22@mtsac.edu          |
| **43372 | T   | 12:30 PM   | 3:20 PM  | 4/23       | 6/11     | PSC                                 | Perez, Ruben<br>rperez10@mtsac.edu                |
| **43248 | Th  | 9:00 AM    | 11:30 AM | 4/25       | 6/13     | GSC                                 | Tom, Aaron<br>atom@mtsac.edu                      |
| **43377 | Th  | 9:00 AM    | 11:20 AM | 4/25       | 6/13     | IRWN                                | Kaur, Sarabjit<br>skaur5@mtsac.edu                |
| **43379 | Th  | 9:00 AM    | 11:50 AM | 4/25       | 6/13     | WALT                                | McFarlin-Stagg, Zina<br>zmcfarlin-stagg@mtsac.edu |
| **43369 | F   | 9:00 AM    | 11:50 AM | 4/26       | 6/14     | BPSC                                | Kaur, Sarabjit<br>skaur5@mtsac.edu                |

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*See pages 4-5 for additional information.*

## VOC BCPP2 PowerPoint Basics 2

Create PowerPoint presentations using text and object animation, video, audio, and hyperlinks.

| CRN     | Day | Start Time | End Time | Start Date | End Date | Location           | Instructor & Email                              |
|---------|-----|------------|----------|------------|----------|--------------------|---|
| **43229 | T   | 12:30 PM   | 3:20 PM  | 2/27       | 4/16     | WALT               | Kretschmar, Judith<br>jkretschmar@mtsac.edu     |
| **43231 | W   | 9:00 AM    | 11:50 AM | 2/28       | 4/17     | SD                 | Miranda, Blanche<br>bmiranda22@mtsac.edu        |
| **43230 | W   | 1:00 PM    | 3:50 PM  | 2/28       | 4/17     | Mt. SAC;<br>40-121 | Perez, Ruben<br>rperez10@mtsac.edu              |
| **43228 | F   | 9:00 AM    | 11:50 AM | 3/1        | 4/19     | LV                 | Espinoza, Laura<br>lespinozarodriguez@mtsac.edu |

## VOC BCDP Desktop Publishing

Basic desktop publishing to create and produce professional-looking publications.

| CRN     | Day | Start Time | End Time | Start Date | End Date | Location           | Instructor & Email                              |
|---------|-----|------------|----------|------------|----------|--------------------|---|
| **43225 | T   | 12:30 PM   | 3:20 PM  | 4/23       | 6/11     | WALT               | Kretschmar, Judith<br>jkretschmar@mtsac.edu     |
| **43226 | W   | 9:00 AM    | 11:50 AM | 4/24       | 6/12     | SD                 | Miranda, Blanche<br>bmiranda22@mtsac.edu        |
| **43227 | W   | 1:00 PM    | 3:50 PM  | 4/24       | 6/12     | Mt. SAC;<br>40-121 | Perez, Ruben<br>rperez10@mtsac.edu              |
| **43224 | F   | 9:00 AM    | 11:50 AM | 4/26       | 6/14     | LV                 | Espinoza, Laura<br>lespinozarodriguez@mtsac.edu |

*\*Class may be full. Please contact the instructor to join the waitlist for the class.*

*\*\*Class is impacted due to high popularity and limited class space. There is a specific date to register for these classes.*

*See pages 4-5 for additional information.*

## VOC CPBE1 Basic Excel – Level 2

Basic functions in Excel including formulas, sorting, filtering data, and formatting tables.

| CRN     | Day | Start Time | End Time | Start Date | End Date | Location | Instructor & Email                          |
|---------|-----|------------|----------|------------|----------|----------|---|
| **43237 | Th  | 12:30 PM   | 3:20 PM  | 2/29       | 4/18     | WALT     | Kretschmar, Judith<br>jkretschmar@mtsac.edu |
| **43236 | F   | 9:00 AM    | 11:50 AM | 3/1        | 4/19     | SD       | Miranda, Blanche<br>bmiranda22@mtsac.edu    |

## VOC CPBE1 Basic Excel – Level 3

Basic Excel including storing, manipulating and analyzing data in spreadsheets, and displaying data graphically using charts.

| CRN     | Day | Start Time | End Time | Start Date | End Date | Location | Instructor & Email                          |
|---------|-----|------------|----------|------------|----------|----------|---|
| **43239 | Th  | 12:30 PM   | 3:20 PM  | 4/25       | 6/13     | WALT     | Kretschmar, Judith<br>jkretschmar@mtsac.edu |
| **43238 | F   | 9:00 AM    | 11:50 AM | 4/26       | 6/14     | SD       | Miranda, Blanche<br>bmiranda22@mtsac.edu    |

*\*Class may be full. Please contact the instructor to join the waitlist for the class.*

*\*\*Class is impacted due to high popularity and limited class space. There is a specific date to register for these classes.*

*See pages 4-5 for additional information.*

## VOC MIT Mobile Information Technology

Introduction to mobile information technology for skills, concepts, and principles to safely and effectively use mobile platform devices and the internet.

| CRN     | Day(s) | Start Time | End Time | Start Date | End Date | Location                               | Instructor & Email                                |
|---------|--------|------------|----------|------------|----------|--|---|
| 43708   | M      | 12:30 PM   | 3:20 PM  | 2/26       | 6/10     | ONLINE - Asynch<br>Zoom 12:30pm-2:00pm | Bloom, Danielle<br>dbloom@mtsac.edu               |
| **43613 | M      | 1:00 PM    | 3:50 PM  | 2/26       | 6/10     | DBC                                    | Jones, Vanessa<br>vjones11@mtsac.edu              |
| **43615 | T      | 9:00 AM    | 11:50 AM | 2/27       | 6/11     | WCSCC                                  | Kretschmar, Judith<br>jkretschmar@mtsac.edu       |
| **43617 | W      | 12:00 PM   | 2:50 PM  | 2/27       | 6/11     | WCSCC                                  | Kretschmar, Judith<br>jkretschmar@mtsac.edu       |
| **43619 | T      | 1:00 PM    | 3:50 PM  | 2/27       | 6/11     | GSC                                    | Jones, Vanessa<br>vjones11@mtsac.edu              |
| **43621 | W      | 1:00 PM    | 3:50 PM  | 2/28       | 6/12     | PSC                                    | Espinoza, Laura<br>lespinozarodriguez@mtsac.edu   |
| 43686   | Th     | 8:30 AM    | 11:35 AM | 2/29       | 6/13     | ONLINE - Asynch<br>Zoom 8:30am-9:20am  | Rzonca, Shelly<br>srzonca@mtsac.edu               |
| **43611 | F      | 9:00 AM    | 12:05 PM | 3/1        | 6/14     | WALT                                   | Jones, Vanessa<br>vjones11@mtsac.edu              |
| **43612 | F      | 1:00 PM    | 4:05 PM  | 3/1        | 6/14     | LV                                     | Jones, Vanessa<br>vjones11@mtsac.edu              |
| **43614 | M      | 2:15 PM    | 5:05 PM  | 4/22       | 6/10     | SD                                     | Jimenez, Rachel<br>rjimenezwolfinbarger@mtsac.edu |

*\*Class may be full. Please contact the instructor to join the waitlist for the class.*

*\*\*Class is impacted due to high popularity and limited class space. There is a specific date to register for these classes.*

*See pages 4-5 for additional information.*

### VOC CPCC Creative Computing

Creative skills in utilizing graphic designs for projects such as business cards, letterhead, labels, flyers, Posters, greeting cards, and computer-generated fabric designs.

| CRN     | Day(s) | Start Time | End Time | Start Date | End Date | Location                            | Instructor & Email                                |
|---------|--------|------------|----------|------------|----------|-------------------------------------|---|
| **43240 | M      | 12:30 PM   | 3:20 PM  | 2/26       | 6/10     | PSC                                 | Perez, Ruben<br>rperez10@mtsac.edu                |
| 43683   | T      | 9:00 AM    | 12:05 PM | 2/27       | 6/11     | ONLINE - Asynch<br>Zoom 9am-10:30am | Bloom, Danielle<br>dbloom@mtsac.edu               |
| **43241 | T      | 12:25 PM   | 3:30 PM  | 2/27       | 4/16     | SD                                  | Miranda, Blanche<br>bmiranda22@mtsac.edu          |
| **43244 | W      | 9:00 AM    | 11:50 AM | 2/28       | 6/12     | WCSCC                               | Kretschmar, Judith<br>jkretschmar@mtsac.edu       |
| **43242 | Th     | 9:00 AM    | 11:20 AM | 2/29       | 4/18     | IRWN                                | Kaur, Sarabjit<br>skaur5@mtsac.edu                |
| **43243 | Th     | 9:00 AM    | 11:50 AM | 2/29       | 4/18     | WALT                                | McFarlin-Stagg, Zina<br>zmcfarlin-stagg@mtsac.edu |

### VOC CPDI Digital Photography for the Beginner

Digital camera operations, image management, composition and use of graphics software.

| CRN   | Day(s) | Start Time | End Time | Start Date | End Date | Location | Instructor & Email              |
|-------|--------|------------|----------|------------|----------|----------|---------------------------------|
| 43245 | M      | 9:00 AM    | 11:50 AM | 2/26       | 6/10     | WALT     | Lam, Steven<br>slam78@mtsac.edu |
| 43247 | T      | 9:00 AM    | 11:50 AM | 2/27       | 6/11     | CMRMPK   | Lam, Steven<br>slam78@mtsac.edu |
| 43246 | Th     | 9:00 AM    | 11:50 AM | 2/29       | 6/13     | SD       | Lam, Steven<br>slam78@mtsac.edu |

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*See pages 4-5 for additional information.*



## Home Based Business

### VOC HBB1 Starting a Home-Based Business

Starting a home-based business to become self-employed. Includes basic marketing, finance and management skills.

| CRN   | Day(s) | Start Time | End Time | Start Date | End Date | Location | Instructor & Email               |
|-------|--------|------------|----------|------------|----------|----------|----------------------------------|
| 43588 | M      | 1:00 PM    | 4:05 PM  | 2/26       | 4/15     | LV       | Tucker, Ray<br>rtucker@mtsac.edu |

### VOC HBB2 Managing and Growing Your Home-Based Business

Managing day-to-day business activities to increase revenue and profitability to grow a home-based business.

| CRN   | Day(s) | Start Time | End Time | Start Date | End Date | Location | Instructor & Email                                |
|-------|--------|------------|----------|------------|----------|----------|---|
| 43589 | M      | 2:15 PM    | 5:05 PM  | 2/26       | 4/15     | SD       | Jimenez, Rachel<br>rjimenezwolfinbarger@mtsac.edu |
| 43702 | M      | 1:00 PM    | 4:05 PM  | 4/22       | 6/10     | LV       | Tucker, Ray<br>rtucker@mtsac.edu                  |

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*\*\*Class is impacted due to high popularity and limited class space. There is a specific date to register for these classes.*

*See pages 4-5 for additional information.*

## Home Gardening

### VOC AGR-G Home Gardening

Organic gardening, plants, fruit orchards, and traditional gardening, including design, propagation methods, pruning and pest control.

| CRN   | Day(s) | Start Time | End Time | Start Date | End Date | Location                                   | Instructor & Email                      |
|-------|--------|------------|----------|------------|----------|--|---|
| 43202 | M      | 8:30 AM    | 10:20 AM | 2/26       | 6/10     | WSSC                                       | Brown, Benjamin<br>bbrown40@mtsac.edu   |
| 43707 | M      | 12:00 PM   | 2:05 PM  | 3/18       | 6/10     | <i>Tentative - Lyle Center,<br/>Pomona</i> | Brown, Benjamin<br>bbrown40@mtsac.edu   |
| 43197 | M      | 10:00 AM   | 11:50 AM | 2/26       | 6/10     | ONLINE - Synchronous                       | Williams, Steve<br>sowilliams@mtsac.edu |
| 43198 | M      | 1:00 PM    | 2:50 PM  | 2/26       | 6/10     | ONLINE - Synchronous                       | Williams, Steve<br>sowilliams@mtsac.edu |
| 43204 | T      | 10:30 AM   | 12:20 PM | 2/27       | 6/11     | PSC  | Brown, Benjamin<br>bbrown40@mtsac.edu   |
| 43206 | T      | 1:00 PM    | 2:50 PM  | 2/27       | 6/11     | LV   | Brown, Benjamin<br>bbrown40@mtsac.edu   |
| 43209 | W      | 10:00 AM   | 11:50 AM | 2/28       | 6/12     | DBC  | Brown, Benjamin<br>bbrown40@mtsac.edu   |
| 43210 | W      | 1:00 PM    | 3:15 PM  | 2/28       | 6/12     | SD   | Brown, Benjamin<br>bbrown40@mtsac.edu   |
| 43199 | W      | 6:00 PM    | 7:50 PM  | 2/28       | 6/12     | ONLINE - Synchronous                       | Brown, Benjamin<br>bbrown40@mtsac.edu   |
| 43207 | Th     | 10:00 AM   | 11:50 AM | 2/29       | 6/13     | WCSCC                                      | Brown, Benjamin<br>bbrown40@mtsac.edu   |
| 43208 | Th     | 1:00 PM    | 2:50 PM  | 2/29       | 6/13     | WALT                                       | Brown, Benjamin<br>bbrown40@mtsac.edu   |
| 43201 | F      | 8:00 AM    | 10:50 AM | 3/1        | 6/14     | Mt. SAC;<br>Demonstration Garden           | Williams, Steve<br>sowilliams@mtsac.edu |
| 43196 | F      | 1:00 PM    | 2:50 PM  | 3/1        | 6/14     | ONLINE - Synchronous                       | Brown, Benjamin<br>bbrown40@mtsac.edu   |
| 43203 | Sa     | 9:30 AM    | 11:20 AM | 3/2        | 6/15     | GSC  | Brown, Benjamin<br>bbrown40@mtsac.edu   |

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# **SCE SOS**

Our Student Online Support program provides, LIVE, one-on-one help for noncredit students who need assistance with any technology support to help you succeed, navigate and access your courses!

## **WHAT WE HELP WITH:**

- Mt. SAC Portal
- Canvas
- Zoom
- Mountie Mail
- Office 365
- Convert Files/Docs
- Download files for coursework
- Noncredit Application
- And much more!

## **WINTER 2024 ZOOM HOURS:**

**Monday-Thursday: 9am-1pm & 3pm-7pm**  
**Friday 8:30am-4pm**

## **WINTER 2024 HYBRID HOURS (IN-PERSON OR ON ZOOM)**

**Monday: 9am- 1pm (Location: Bldg 30, Rm 111 or on Zoom)**

**Tuesday: 9am- 1pm (Location: Bldg 66, Rm 171 or on Zoom)**

**Tuesday: 9am- 1pm (Location: Bldg 40, Rm 140 or on Zoom)**

## **HOW TO CONTACT US:**



**ZOOM:** <https://mtsac-edu.zoom.us/j/95117998111>

- Click the link above to join
- Type the URL address above to join
- Scan QR code to join →



**CALL:** (909) 274-6100



**EMAIL:** [sce@mtsac.edu](mailto:sce@mtsac.edu)



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## Semester Dates

### Winter 2024

**Classes Begin:** January 8, 2024

**Classes End:** February 18, 2024

**Holidays:** January 15 and February 16

### Spring 2024

**Registration Begins:** January 16, 2024

**Classes Begin:** February 26, 2024

**Classes End:** June 16, 2024

**Holidays:** April 1 and May 27

### Summer 2024

**Registration Begins:** May 6, 2024