FALL SEMESTER 2015 ACADEMIC CALENDAR
Beginning August 18 and Ending December 13. Saturday Classes Begin August 23 and End December 13.

SCHEDULE OF IMPORTANT FALL DATES
(CLASS DAYS ARE SHAPED. HOLIDAYS ARE BOLD.)

July
August
September
October
November
December

August 16
August 17
August 17 – September 4 in-person, September 7 online. Classes may be added with Add Authorization Code (obtain from instructor)
August 22
First day of Saturday classes
August 28
Last day for dismissed students to file a Petition to Return
August 28 – October 30
File application for fall graduation: Associate Degree or Certificate of Achievement
August 31
Last day to drop or reduce coursework to qualify for a refund of enrollment fee, nonresident and international student tuition

September 7
Holiday (Labor Day)—no classes—COLLEGE OFFICES CLOSED

September 11
Last day to file a Petition to Add a Class Late
September 21
Last day to request Pass (P) No Pass (NP) grade
October 1
AA-T/AS-T Application Deadline
October 16
End of midterm period
October 23
Midterm grades available at http://mycom.marin.edu

November 11
Holiday (Veterans Day)—no classes—COLLEGE OFFICES CLOSED

November 13
Last day to drop a full-term class with “W” symbol

November 26 - 28
Thanksgiving break—no classes—COLLEGE OFFICES CLOSED

November 27
Last day for accepting International Student Applications for spring 2016

December 5
Last day of classes before final examinations
December 7 – 11
FINAL EXAMINATIONS

December 11
Last day to remove an Incomplete received from the previous term

December 12
Final examinations for Saturday classes

December 15 – January 16
Winter break—no classes—COLLEGE OFFICES CLOSED December 24 - Jan 1

January 11
Final grades available at http://mycom.marin.edu

* NOTE: Deadline dates listed above apply to full-term classes only. For short-term classes, please consult the deadline dates on the Short-Term Classes listing in the Schedule of Classes.
## SPRING SEMESTER 2016 ACADEMIC CALENDAR

Beginning January 20 and Ending May 22. Saturday Classes Begin January 17 and End May 16.

### SCHEDULE OF IMPORTANT SPRING DATES (CLASS DAYS ARE SHADED. HOLIDAYS ARE BOLD.)

**January 18**  
California Residency Determination Date

**January 19**  
SPRING INSTRUCTION BEGINS – Day and Evening Classes

**January 23**  
First day of Saturday Classes

**February 1**  
Last day to drop or reduce coursework to qualify for a refund of enrollment fee, nonresident and international student tuition

**February 1 - 15**  
Holidays (Presidents' Day weekend) – no classes  
COLLEGE OFFICES CLOSED

**February 22**  
Last day to request Pass (P) No Pass (NP) grade

**March 2**  
Deadline for Cal Grants and MEF Grants

**March 25**  
Midterm grades available at http://mycom.marin.edu

**April 12-16**  
Spring Break–no classes– COLLEGE OFFICES OPEN

**April 15**  
Last day to drop a full-semester class with W symbol

**May 13**  
Last day of classes before final examinations

**May 14**  
Final examinations for Saturday classes

**May 16 – 20**  
FINAL EXAMINATIONS

**May 20**  
Commencement

**May 30**  
Holiday - (Memorial Day) – no classes – COLLEGE OFFICES CLOSED

*NOTE: Deadline dates listed above apply to full-term classes only. For short-term classes, please consult the deadline dates on the Short-Term Classes listing in the Schedule of Classes.*
HOW TO USE THIS CATALOG

We have designed this catalog to give prospective and current students, advisors, faculty, employers, and friends of College of Marin an accurate picture of the curriculum, faculty, environment, and related subjects. Browse through the catalog to get acquainted. The index will often list items by several different names to give you a better chance of finding what you need.

Over the course of the next year when the catalog will be in use, there will be changes in curriculum, faculty, and other important areas. Information about changes will be available in class schedule booklets, which are issued three times each year for fall and spring semesters, and summer sessions. All information is current at the time of publication but is subject to change.

Visitors are welcome to the campuses. Address all mail to College of Marin, 835 College Avenue, Kentfield, CA 94904. College of Marin’s telephone number is 415-457-8811.

Web address: marin.edu

The amount of information in the catalog may seem overwhelming at first and the details of enrolling at the college may sound complex. Take it step-by-step to make it easy. The following guidelines will be of help in planning a program at College of Marin. Depending upon your reason for attending college, refer to the following:

1. All students attending College of Marin and completing 60 units may seek a degree.
   a. Refer to page 46 for general education and other graduation requirements.
   b. Refer to page 49 for a condensed listing of Associate in Arts and Associate in Science degree requirements.
   c. Make an appointment early with a counselor to learn about prerequisites and testing and to help you plan your program.

2. If you are planning to enroll in one of our two-year occupational programs or want to complete a certificate:
   a. Suggested programs can be found fully described under each discipline offering an occupational program beginning on page 66. Occupational programs are identified by the word “Occupational” listed in the title of the degree.
   b. Look up these courses in the class schedule that is published before each semester and plan your time schedule.

3. If you are planning to transfer to a four-year college or university after attending College of Marin:
   a. Refer to requirements for the majors more fully described under each discipline beginning on page 46.
   b. Refer to transfer information on page 56.
   c. Contact the Transfer/Career Center for access to college catalogs from other schools, to investigate career options, and for computerized career and transfer information. Transfer information is available online at ASSIST (www.assist.org).
   d. Contact the Counseling Department to make an appointment with a counselor who can assist you with selecting courses to meet specific transfer requirements to a four-year college or university.

4. If you are planning to enroll in courses for self-enrichment:
   a. Refer to the listing of courses in this catalog beginning on page 65.
   b. Refer to the Community Education class schedule published quarterly.

5. If you have never attended College of Marin, file an application for admission in the Office of Admissions and Records. Dates for registration are listed in the class schedule.

ABOUT COLLEGE OF MARIN

HISTORY OF THE COLLEGE

College of Marin has been a tradition in Marin County since 1926. Formerly Marin Junior College, it granted its first associate degrees in the spring of 1929. In 1947, the college was renamed College of Marin. In 1971, the Board of Trustees established the second college of the district and named the new institution Indian Valley College. The college operated in temporary facilities at Hamilton Air Force Base and at the Pacheco School while new facilities were under construction. Indian Valley College’s first associate degrees were awarded in 1972 and the new campus opened in the fall of 1975.

In 1985, the two colleges merged and are now known as College of Marin. Classes are offered on the Kentfield Campus in Kentfield and the Indian Valley Campus in Novato.

In 2004, Marin County voters approved a $249.5 million facilities improvement bond to revitalize the aging Kentfield and Indian Valley Campuses. Since passing the bond, seven major construction projects have been completed, including at the Kentfield Campus: the Irwin P. Diamond Physical Education Center, Fine Arts Building, Performing Arts Building, Child Study Center, Science/Math/Nursing Building; and at the Indian Valley Campus, the Main Building and Transportation Technology Complex. Construction of the Academic Center at the Kentfield Campus is underway, and is scheduled for completion in mid-2015. Also as part of the modernization process the college has installed a new all-weather 400 meter eight lane track at the Kentfield Campus.

These projects have resulted in significant energy the College to provide more energy efficient facilities. In spring 2010, the Irwin P. Diamond Physical Education Center was awarded LEED® Gold by the Leadership in Energy and Environmental Design (LEED®) Building Rating System. The Indian Valley Campus Main Building was awarded LEED® Gold in fall 2011, and the Transporta-
tion Technology Education Complex was awarded LEED® Silver.

College of Marin serves the higher education needs of Marin County residents. Since its inception, the college has offered high quality college courses allowing students to complete their freshman and sophomore years of study and transfer to public and private four-year universities. The College awards associate degrees in many transfer majors and a variety of two-year associate degrees are offered to prepare students for entry into technical or semi-professional careers. Skills Certificates and Certificates of Achievement also are awarded in vocational and technical programs.

College of Marin faculty members are committed to excellence in teaching. There are 107 permanent faculty, 13 educational administrators, 10 classified administrators, and 185 professional, technical, clerical, and service employees at the college. In spring 2014, 6,858 students enrolled in the college’s credit program. The faculty, administrators, and staff hold degrees representing colleges and universities in some 26 states and foreign countries. A number of faculty members hold doctorate degrees. A faculty and staff directory is listed in the back section of this catalog.

MISSION STATEMENT

College of Marin’s commitment to educational excellence is rooted in providing equitable opportunities and fostering success for all members of our diverse community by offering:

- preparation for transfer to four-year colleges and universities
- associate degrees and certificates
- career technical education
- basic skills improvement
- English as a second language
- lifelong learning
- community and cultural enrichment

College of Marin responds to community needs by offering student-centered programs and services in a supportive, innovative learning environment that promotes social and environmental responsibility.

ACCREDITATION

College of Marin is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial Blvd., Novato, CA 94949, 415-506-0234, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

Special programs also are accredited by the California Board of Dental Examiners, American Dental Association, the California State Board of Registered Nursing Examiners, and the National League for Nursing Accreditation Commission. The National League for Nursing Accreditation Commission is a resource for information on the Nursing Program: 3343 Peachtree Road NE, Suite 850, Atlanta, Georgia 30326. Phone: (404) 975-5000. Website: www.nlnac.org.

The College is approved for foreign student education by the United States Immigration Services, and veterans’ education by the California Department of Education, Bureau of School Approvals. The University of California, the California State University, and other four-year colleges and universities accept units of credit in transfer courses completed at College of Marin.

ABOUT CALIFORNIA COMMUNITY COLLEGES

The California Community Colleges system is comprised of 72 districts, 112 colleges and enrolls more than 2.4 million students. It is the largest higher education system in the nation. California community colleges provide basic skills education, workforce training and courses that prepare students for transfer to four-year universities. The colleges also offer opportunities for personal enrichment and lifelong learning. To the extent funding is provided the colleges may conduct institutional research concerning student learning and retention as is needed to facilitate their educational missions.

COLLEGE ADMINISTRATORS/MANAGERS

DAVID WAIN COON, Ed.D.
Superintendent/President

JONATHON ELDREDGE, M.S.
Vice President of Student Learning and Student Services

CARI TORRES-BENAVIDES, M.A.
Assistant Vice President for Instructional Support

GREGORY NELSON, M.B.A.
Vice President of Finance and College Operations

KRISTINA COMBS, B.A.
Executive Director of Human Resources and Labor Relations
Title IX/EEO/ADA Compliance Administrator
415-485-9504

LINDA FRANK, Ph.D.
Executive Director of Development

MARSHALL ALAMEIDA, Ph.D.
Dean of Health Sciences

DAVID SNYDER, Ph.D.
Dean of Arts and Humanities

DIANE TRAVERS, M.A.
Dean of Enrollment Services

DEREK LEVY, M.A.
Dean of Student Success

PATRICK EKOUE TOTOU, Ph.D.
Chief Information Officer /Director of Information Technologies

PEGGY ISOZAKI, B.A.
Director of Fiscal Services

CAROL HILDEBRAND, M.Ed.
Director of Community Education, Lifelong Learning, and International Education

STEVE BERRINGER, B.A.
Director of Athletics and Kinesiology

LORI MORACA, M.A.
Interim Director of Child Development and Early Childhood Education Programs

LAURA MCCARTY, M.S.
Director of Modernization

HEIDI RANK, M.Arch.
Interim Director of Facilities Planning

MITCHELL LEMAY, B.A.
Chief of Police/Director of Safety

CHRISTINA LEIMER, Ph.D.
Director of Planning, Research, and Institutional Effectiveness

CAROL HERNANDEZ, Ed.D.
Dean of Math and Sciences

EMILY SILCOCKS, M.A.
Assistant Dean of Enrollment Services/Student Financial Assistance

ANNA PILLOTON, B.A.
Director of School and Community Partnerships

ANNIE RICCIUTI
Director of College Services

SADIKA SULAIMAN HARA, M.Ed.
Director of Student Activities and Advocacy

ELIZABETH PRATT, Ed.D.
Dean of Career and Technical Education

SVEN JONES, M.P.M.
Director of Student Accessibility Services
ACADEMIC PROGRAMS

College of Marin integrates its resources and functions to serve community needs. The academic programs are managed by experienced administrators and staff and taught by qualified faculty. All aspects of the college’s programs are reviewed to assure that they meet community and student needs. Recognizing that education is a lifelong process, the college provides educational opportunities for all age groups, including credit programs leading to the Associate in Arts and Associate in Science degrees, academic programs that prepare students to transfer to a four-year institution, and vocational-technical programs that prepare students for specific fields of employment and enable people to upgrade their work skills.

Courses are also offered to meet the curricular needs of disabled, re-entry, and international students. For students who need remedial work, there are special programs in English, mathematics, and study skills.

The college’s faculty includes published authors, acknowledged scholars, performing actors, dancers, musicians, talented studio artists, scientists, and professional technicians. They, along with the administrative team and support staff, are committed to providing quality education.

College of Marin’s reputation for instructional innovation and quality is well known and respected statewide. It includes self-paced courses in several disciplines, including English and math. Instructional aides and tutors are available for those who need assistance.

Information about courses, programs, institutional requirements, and various services is contained in this catalog as well as the college Web site, www.marin.edu, the class schedules, and a variety of special mailings.

CREDIT AND NONCREDIT CLASS SCHEDULE

College of Marin offers credit, noncredit, and fee-based community education classes at its Kentfield and Indian Valley campuses. Credit and noncredit classes are offered during fall and spring semesters and during the summer session. Credit/noncredit class schedules are available prior to each semester including a detailed list of courses, instructors, dates, times and locations. There is no enrollment fee for noncredit courses (other fees may apply), and they are offered in the following areas: Basic Skills, Disabled Students Programs and Services, English as a Second Language Noncredit, Health and Safety courses, Nursing Education Vocational, and Vocational.

DISTANCE EDUCATION

Online and hybrid courses (partially online and partially on-campus) are offered for credit at College of Marin each semester in many disciplines, including English, Math, Health Education, and Spanish. The Distance Education program reaches beyond the traditional classroom, providing an excellent alternative for students who are unable to attend classes during regular hours, or who would like to earn additional units in a time-efficient manner. All Distance Education courses maintain the high academic standards of the College, and most are transferable (see a counselor for details).

COMMUNITY EDUCATION

College of Marin’s Community Education Department offers students access to a variety of Community Services (fee-based) classes which can assist in achieving personal, educational, and professional goals. These classes provide the Marin community with lifelong learning opportunities, a place to prepare for entering college credit and transfer programs, and career development classes designed to serve the working adult.

Community Services

Community Services courses offer Marin residents of all ages a wealth of opportunities for personal development, skills development, cultural enrichment, and recreational enjoyment. Thousands of students enroll each year in Community Services classes, which are taught by some of the finest instructors in the country. Classes cover a broad spectrum of interests and disciplines, including art, writing, literature, dramatic arts, music, and much more. In order to make offerings as convenient as possible, classes are held on campus and off campus. A variety of business, professional, and career development classes and workshops, including introductory classes in software and marketing, are offered for the working population. Throughout the year, courses meeting the continuing education requirements for health professionals are offered in the areas of Nursing and Dental Assisting.

Community Services classes are self-supporting and not funded by taxpayers’ dollars. Prices vary depending on the actual class.

For a complete listing of Community Services classes, including class fees, please visit the website at www.marin.edu/CommunityEducation.

415-485-9305

Emeritus College

Designed to meet the needs of the county’s older adult lifelong learner population, Emeritus College (EC) is a unique program offered as an integral part of the District’s Community Education program. Courses offered through EC aim to support the principles of quality of life, lifelong learning, and creative retirement.

Emeritus Students of College of Marin (ESCOM) was created to support and enhance the Emeritus College program. To achieve this goal, members participate in the identification and development of courses, forums, concerts, lectures, and other activities of interest to older adult students. ESCOM is a vital part of the College of Marin and an advisory group to Community Education. Members participate in the college governance system and on other college committees and task forces.

ESCOM is organized so that its members may learn and develop through study, clubs, and auxiliary activities. Basic to ESCOM is the concept of democratic decision-making and planning, using the talents and judgment of its members to enrich their own lives and to contribute to the college and the community.

Emeritus College phone: 415-457-8811 ext. 8322
ESCOM phone: 415-485-9652
COLLEGE SKILLS

English as a Second Language

ESL Noncredit

Noncredit ESL classes are designed for adults in the community who require English to prepare for academic courses, to get or keep a job, or for personal growth to better survive in an English-speaking community. Day, evening, and Saturday classes are available at beginning to low-intermediate proficiency levels on both the Kentfield and Indian Valley Campuses, as well as in San Rafael and Novato. Students take a required noncredit assessment test before registering. There are no fees for these classes.

ESL Office: Academic Center 109
415-485-9642
marin.edu/CommunityEducation/

ESL Credit

Credit ESL classes are offered for college credit to students at intermediate to advanced proficiency levels. Classes at each level focus on grammar, speaking/listening, reading/vocabulary, or writing. Early registration is strongly advised.

To enroll in credit ESL classes, students must take a College of Marin ESL Student Success Workshop that includes placement testing, counseling, and orientation before enrolling in classes. Students may call the ESL Office or the Counseling Office to sign up for a workshop. Assistance in the application process is available in the Counseling Department. See Section Six of this catalog for course descriptions.

ESL Office: Academic Center 109
415-485-9642
marin.edu/departments/esl

Intensive English Program

The Intensive English Program (IEP) is an English for Academic Purposes program first and foremost for students living outside the U.S. (international students) to study for a limited time in this country. College of Marin issues the paperwork (I-20s) for international students to receive F-1 visas to attend the IEP one or more semesters. International students who are accepted into the IEP are required to take 20 hours per week total instruction time in four subject areas: Grammar for Oral and Written Communication, Writing with Reading, Speaking/Listening/Pronunciation, and Topics in American Culture. The curriculum includes orientation, testing and placement, celebrations, counselor presentations, and cultural field trips in the San Francisco Bay Area. Many IEP international students continue their studies at the College of Marin credit program through “conditional” admission: International students who successfully complete all of the Level 3 courses in the IEP meet the language requirement for admission to the COM credit program and do not need to provide a TOEFL, IELTS, or other English proficiency test.

In addition to welcoming international students, the IEP opens its courses to au pairs (J visas), tourists (B visas), and all others preparing to enter American colleges or universities. These students may attend part-time between five and 15 hours per week for 8-week or 16-week sessions. All students are placed into one of three levels of classes (high beginning, intermediate, advanced) depending on their scores on the placement tests during the first week of the semester. Students advance through the program by completing all assignments and scoring a minimum level on the placement test for the next level. All students receive mid-term and final evaluations from instructors as well as certificates of attendance for course completion.

415-883-2211 ext. 8579
marin.edu/IEP/

OPORTUNIDADES EDUCATIVAS

College of Marin fue fundado en 1926 y ofrece a los estudiantes la oportunidad de obtener el título de Asociado en Artes (AA), de transferir créditos académicos a las Universidades de California (UC) o a las Universidades Estatales de California (CSU) y también a cualquier otra universidad. El colegio ofrece certificados vocacionales en varios programas. College of Marin está dispuesto a servir a todos los habitantes que viven en el distrito del colegio.

MATRÍCULA ABIERTA PARA TODOS

Igualdad de oportunidades

El Distrito de Marin Community College se compromete, por medio de sus normas, a no discriminar en base a, o por la percepción de una o más de las siguientes características: raza, credo religioso, color, nacionalidad de origen, ascendencia, discapacidad física o mental, condición mental, estado matrimonial, orientación sexual o condición de veterano, en ninguno de sus programas educacionales y de empleo y en sus actividades, prácticas y procedimientos.

Los estudiantes que creen que esta norma ha sido violada, tienen derecho a presentar una denuncia interna o una denuncia con la Oficina de Derechos Civiles.


El Distrito de Marin Community College está dispuesto a servir a todos los habitantes que viven en el distrito del colegio. College of Marin ofrece certificados vocacionales en varios programas. College of Marin está dispuesto a servir a todos los habitantes que viven en el distrito del colegio.
a cualquier categoría o combinación de categorías discriminatorias prohibidas por ley estatal o federal. Se espera que, aunque no sean empleados, las personas en la propiedad del Distrito cumplan también con estas normas.

Es además norma de este Distrito asegurar la igualdad de oportunidades en todos sus programas y en todos los aspectos de empleo. La falta de destrezas en inglés no será una barrera para la admisión y participación en los programas de educación vocacional.

**Pueden producirse cambios sin previo aviso**

Las normas, directrices, disposiciones, procedimientos, honorarios, cursos, horarios y servicios de los estudiantes descritos en esta publicación están sujetos a cambio en cualquier momento sin previo aviso. El Colegio se reserva el derecho de modificar los honorarios, declaraciones y procedimientos contenidos en la presente. Los honorarios y procedimientos están sujetos a cambio en cualquier momento por la Legislatura Estatal y el Consejo de Administración. Es responsabilidad de los estudiantes cumplir con los requisitos del Colegio y mantenerse informados de los mismos. Cuando se produzcan cambios, los mismos estarán incluidos en la siguiente publicación habitual del Catálogo u Horario de Clases.

**Título IX / Igualdad de Oportunidades en el Empleo / Oficial de Cumplimiento:**
Kristina Combs, Director Ejecutivo de Recursos Humanos y Relaciones Laborales
Village Square 8, Campus Kentfield
415-485-9504

Es la norma del College of Marin que, a menos que sea eximido específicamente por estatuto, cada curso, sección de curso o clase, cuya asistencia debe ser comunicada para ayuda estatal, estará totalmente abierto para la matriculación y participación de cualquier persona que haya sido admitida al College y que satisfaga los requisitos previos que puedan haber sido establecidos de acuerdo al Capítulo II, División 2, Parte VI, Título 5 del Código de California.

**Números de Teléfono Importantes**
Solicite una persona que hable español Ingresos y records
415-457-8811 ext. 7722
Orientación psicopedagógica
415-485-9432
Inglés como Segunda Lengua (ESL)
415-485-9642
Policía (emergencia)
911