

applicable towards any degree or certificate. Semesters Offered: Fall, Spring and Summer.

**LRNS-096 Math 096 Skills** **3 cr.**  
 Provides academic support for students concurrently enrolled in Math 096. Utilizes large and small group instruction and tutoring that will provide opportunities for students to improve their math and study skills helping them to succeed in their Math 096 course. S/U grading. Course may be repeated with instructor approval and is not applicable towards any degree or certificate. Semesters offered Fall, Spring and Summer.

**LRNS-111 College Success Strategies** **3 cr.**  
 Provides an in depth opportunity for students to learn and adopt methods that promote success in college and in life. Course may be applied towards an elective for an AA degree or certificate. Semesters offered: Fall, Spring, Summer.

## LEASE OPERATOR

**LSOP-111 Production Field Tech** **2 cr.**  
 Students will study producing natural resources (oil and gas), from newly drilled and existing well locations to include: minimum surface equipment operations, wellhead design, common field terminologies, pressure gauges, location and fluid flow layout, proper use of hand tools, and equipment safety devices. Safety will be strictly enforced.

**LSOP-112 Wellhead OP and Design** **2 cr.**  
 To provide students with techniques and procedures to correctly identify different wellhead designs and preventative maintenance routines. Safety will be strictly enforced. Prerequisites: MATH 095, ENGL 095, or Accuplacer equivalent. Semester Offered: Fall.

**LSOP-113 Surface Equipment P and M** **2 cr.**  
 Students will learn skills, techniques and procedures to properly perform routine preventative maintenance on surface production equipment. Safety will be strictly enforced. Prerequisites: MATH-095, ENGL-095, or Accuplacer equivalent. Semester Offered: Fall.

**LSOP-180 Cooperative Work Exp I** **5 cr.**  
 The students will be employed by a company in the lease operator field which will provide relevant learning experiences related to the classroom/laboratory. The student will be supervised and evaluated jointly by his/her employer and San Juan College personnel. Prerequisites: LSOP-111, LSOP-112, LSOP-113, SAFE-114, SAFE-139, COSC-125, (MATH-095, ENGL-095, OR CPT EQUIVALENT). Semester Offered: Fall.

**LSOP-201 Basic Oil Measurement and Gauging** **1 cr.**  
 Students will study basic methods for gauging and correctly documenting hydrocarbon or oil tanks, inclusive of state and federal regulatory requirements. Safety will be strictly enforced. Prerequisites: MATH-095, ENGL-095, or Accuplacer equivalent. Semester Offered: Spring.

**LSOP-202 Basic Field Gas Measurement** **2 cr.**  
 Students will be introduced to the fundamentals of gas measurement. Includes dry flow meters and remote telecommunication units (RTU's). Safety will be strictly enforced. Prerequisites: MATH-095, ENGL-095, or Accuplacer equivalent. Semester Offered: Spring.

**LSOP-203 Intro to Wireline and Swab Techniques** **1 cr.**  
 Students will be introduced to wireline benefits and experience an introduction to swabbing techniques. Safety will be strictly enforced. Prerequisites: MATH-095, ENGL-095, or Accuplacer equivalent. Semester Offered: Spring.

**LSOP-205 Beam Lift and Chemical Pump** **2 cr.**  
 An introduction to beam lift systems design and operation. Operation and usage of chemical injection pump. Safety will be strictly enforced. Prerequisites: MATH-095, ENGL-095, or Accuplacer equivalent. Semester Offered: Spring.

**LSOP-206 Reduced Production Rates** **1 cr.**  
 Introduce the student to the causes and prevention of unexpected reduced production rates. Safety will be strictly enforced. Prerequisites: MATH-095, ENGL-095, or Accuplacer equivalent. Semester Offered: Spring.

**LSOP-207 Intro Plunger Lift** **2 cr.**  
 An introduction of plunger lift systems and operation. Safety will be strictly enforced. Prerequisites: MATH-095, ENGL-095, or Accuplacer equivalent. Semester Offered: Spring.

**LSOP-225 Adv. Separator Valve Training** **0.5 cr.**  
 Students will receive comprehensive training with separator valves in partnership with industry. Safety will be strictly enforced.

**LSOP-230 Theory of Line Locating** **0.5 cr.**  
 Students will receive basic training in theory of line locating, including buried utility lines and well location flow lines. Safety will be strictly enforced.

**LSOP-280 Cooperative Work Experience II** **15 cr.**  
 The students will be employed by a company in the lease operator field which will provide relevant learning experiences related to classroom/laboratory. The student will be supervised jointly by his/her employer and San Juan College personnel. Prerequisites: LSOP-111, LSOP-112, LSOP-113, LSOP-180, LSOP-201, LSOP-202, LSOP-203, LSOP-205, LSOP-206, LSOP-207, SAFE-139, SAFE-114. Semester Offered: Summer.

## LEGAL ASSISTANT

**LEAS-120 Introduction for Paralegals** **3 cr.**  
 An introduction to the role of the paralegal including regulation of the legal profession, legal ethics, law office management, human relations skills, legal terminology, techniques of interviewing, and methods of discovery. Prerequisites: ENGL 099 or APEN 085 and RDNG 113 or APRD 081. Corequisites: LEAS 121 and LEAS 127. Semester Offered: Fall.

**LEAS-121 American Law for Paralegals** **3 cr.**  
 This course is designed to introduce the paralegal student to the American legal system beginning with the history and then on state and tribal legislative processes and administrative agencies. The course provides an introduction to the structure of the federal and state court systems and the method by which lawsuits are initiated and resolved. Prerequisites: ENGL 099 or APEN 085 and RDNG 113 or APRD 081. Corequisites: LEAS 120 and LEAS 126. Semester Offered: Spring.

**LEAS-122 Torts - Practice and Pleading** 3 cr.  
This course will present the common law basis of tort law. New Mexico and the Navajo Nation common law will be studied by analyzing the establishment of a prima facie tort claim. Students will learn about torts through a study of the elements of the different causes of action. The fundamentals of drafting legal documents normally associated with torts are addressed. Prerequisite: ENGL 111 and RDNG 113 or APRD 081 or skill-level equivalent. Corequisites: LEAS 123 and LEAS 126. Semester Offered: Spring.

**LEAS-123 Legal Research and Writing** 3 cr.  
Students will learn how to use a law library as a source of legal references, how to analyze law and facts, and how to organize and write a basic type of interoffice memoranda using acceptable legal analysis. Prerequisite: ENGL 111 and RDNG 113 or AOTD 081 or skill-level equivalent. Corequisite: LEAS 122 and LEAS 126. Semester Offered: Spring.

**LEAS-124 Civil Litigation** 3 cr.  
This course will focus on the various stages of the civil litigation process. The New Mexico and Navajo Nation rules of civil procedure will be studied. The course emphasis will be on the actual preparation of the documents, with a major focus on the discovery phase of the civil litigation process. Prerequisites: LEAS 121, LEAS 122 and LEAS 123 or skill-level equivalent. Semester Offered: Fall.

**LEAS-125 Wills, Probate and Estates** 3 cr.  
This course will cover drafting of wills, the administration of estates; the various probate proceedings, and an introduction to estate taxation. This course will also cover unique aspects of probate practice in the Navajo Nation. Prerequisites: LEAS 120, LEAS 121 and LEAS 127 or skill-level equivalent. Semester Offered: Fall.

**LEAS-126 Criminal Law** 3 cr.  
An introductory study of the philosophy, development and social basis of U.S. criminal law. Topics include the classification of crime, the elements of crime, parties to a crime, defenses to criminal prosecutions, and pertinent judicial decisions. This course will also cover criminal law and procedures as practiced on the Navajo Nation. Prerequisites: ENGL 111 and RDNG 113 or APRD 081. Corequisites: LEAS 122 and LEAS 123. Semester Offered: Spring.

**LEAS-127 Contract Law** 3 cr.  
Designed to provide the student with an in-depth exposure to and analysis of law pertaining to contract formation and the resolution of contract disputes. This course will also study Article 2 and 2A of the Uniform Commercial Code, as well as the similarities and differences of general contract law and Article 2 and 2A of the Uniform Commercial Code of Navajo law. Prerequisites: ENGL 099 or APEN 085 and RDNG 113 or APRD 081. Corequisites: LEAS 120 and LEAS 121. Semester Offered: Fall.

**LEAS-128 Evidence** 3 cr.  
This course is a survey of the Federal Rules of Evidence and an advanced learning experience in the application of the more complicated rules of evidence in the courts of New Mexico and the Navajo Nation. Prerequisites: LEAS 122, LEAS 123, and LEAS 124. Corequisite: LEAS 219. Semester Offered: Spring.

**LEAS-219 Trial Advocacy** 3 cr.  
This is a capstone course designed to deliver basic trial advocacy skills together with the more advanced skills involved in analyzing, strategizing, and persuading. Knowledge and skills learned in the courses in American law, torts, legal writing, evidence, civil litigation, and criminal law will be used and applied in this course. The course will introduce students to trial practice on the Navajo Nation, including peace maker courts. Prerequisites: LEAS 122, LEAS 126 and LEAS 124. Corequisite: LEAS 128. Semester Offered: Spring.

**LEAS-220 Debtor/Creditor Rights** 3 cr.  
This course examines federal bankruptcy law, rules and procedures, including Chapters 7, 11, 12, and 13 of the Bankruptcy Act. The course will be approached from the point of view of both the debtor and the creditor to include preparation and analysis of the various bankruptcy petitions and schedules. Prerequisite: Permission of instructor. Semester offered: On Demand.

**LEAS-221 Family Law** 3 cr.  
This course will examine the social philosophy underpinning the law governing domestic relations. The course will discuss court jurisdiction, pleading and practice before juvenile and domestic courts in state and Navajo Nation courts. Prerequisites: LEAS 120, LEAS 121, and LEAS 123. Semester Offered: Fall.

**LEAS-222 Collection and Subrogation** 3 cr.  
This course will introduce the students to the practice of law concerned with the establishment and collection of creditor claims coming into the office. The federal Fair Debt Collection Practice Act will be studied as it applies to attorneys and other third party debt collectors. Prerequisites: Permission of instructor. Semester Offered: On Demand.

**LEAS-223 Personal Injury Practice: Legal and Medical** 3 cr.  
This course will deal with the legal and medical aspects of personal injury arising out of torts, workers' compensation and social security claims. Prerequisites: Permission of instructor. Semester Offered: On Demand.

**LEAS-224 Natural Resources: Oil, Gas, Minerals and Water** 3 cr.  
An introductory study of federal and state law pertaining to the acquisition, ownership, development, production and use of oil and gas, solid minerals and water rights. Emphasis on determining ownership on the basis of federal, state and county records. Prerequisite: Permission of instructor. Semester offered: On Demand.

**LEAS-225 American Indian Law** 3 cr.  
Review of the historical development of American Indian and tribal law, treaties, the impact of American Indian citizenship, and the U.S. government's role in present American Indian law. Includes the study of significant court decisions and jurisdictional questions, both civil and criminal. Prerequisites: LEAS 121 and LEAS 123. Semester Offered: Spring.

**LEAS-226 Law Office Administration** 3 cr.  
Covers supervision of personnel, the role of support staff in the law office, law office economics, basic computer technology, office equipment and supplies, office procedures, goal setting and budgeting, and general personnel procedures and practices. Prerequisite: Permission of instructor. Semester Offered: On Demand.

**LEAS-227 Corporation and Securities Law** 3 cr.  
 This course will cover state Blue Sky Laws and will include an introduction to the rules and procedures governing the federal Securities and Exchange Commission (SEC). The law of insider trading will be discussed along with the other antifraud provisions of federal and state security laws. Prerequisites: Permission of instructor. Semester Offered: On Demand.

**LEAS-229 Consumer Law** 3 cr.  
 The study of legal rights and obligations pertaining to consumer transactions. State consumer protection laws, the federal Magnuson-Moss Act, UCC warranties, product or liability, and federal truth-in-lending laws will be covered. The consumer protection statutes for the Navajo Nation will be studied. Prerequisites: Permission of instructor. Semester Offered: On Demand

**LEAS-280 Cooperative Education** 3 cr.  
 Supervised cooperative work program. Students are employed in an approved occupation in the legal field. Students will be supervised and rated by the employer and instructor. Students will periodically meet with the instructor and may also be required to report on a variety of films, readings, or seminars. Semesters Offered: Fall, Spring and Summer.

## MACHINE SHOP

**MASH-115 Machine Shop Blueprint Reading** 3 cr.  
 Introduction to language of lines, sketching, reading, and interpreting detail working drawings. Semester offered: Fall and Spring.

**MASH-116 Basic Machine Shop** 4 cr.  
 Course is an introduction-to the machine shop environment. Operations of the drill press, band saw, lathe, and layout of tools identification will be covered. The course will also include basic lathe and general machining operations.

**MASH-117 Machinist Measurements** 3 cr.  
 Course will cover measurement methods used in the machining industry. All measuring devices and methods used in the machining industry will be covered. Student will practice taking cuts, selecting proper measuring device and taking measurements.

**MASH-118 Basic Lathe Operations** 4 cr.  
 Course will cover basic tooling and lathe operations. Carbide and HSS turning uses are focused on. Feeds and spindle speeds are emphasized throughout the course. An introduction to the milling machine is also covered.

**MASH-119 Single Point Threading** 3 cr.  
 The study and application of single point threading on engine lathe. Tool grinding, fundamentals of threading, thread nomenclature, machine setup, spindle speeds, tool geometry, HSS, braised carbide and insert threading tools will be covered.

**MASH-122 Basic Milling Operations** 4 cr.  
 Course covers basic milling operation, milling machine nomenclature, controls and applications of face milling, side milling, shoulder milling,

and head indication, and speed feeds and depth of cuts. The selection of tools, tooling applications, HSS, solid carbide, and insert type tooling are also included.

**MASH-123 Machining Calculations** 3 cr.  
 Course demonstrates the fundamentals of feeds and speeds to machine operators. Speeds and feeds on milling machine tooling (both HSS and carbide inserts) are covered as well as speeds and feeds for single point tooling on lathe operations.

**MASH-124 Precision Surface Grinding** 4 cr.  
 Introduction to precision grinding, machine safety, setup, basic grinding operations, coolants, stone dressing, and proper wheel selection. The proper use of fixtures and fastening devices used in surface grinding, surface grinding theory, care, maintenance and lubrication of the surface grinder are covered. Basic instruction of tool post grinding attachment on engine lathe will be demonstrated.

**MASH-129 Tool Grinding** 3 cr.  
 Course pays close attention to the grinding, sharpening and dressing of a variety of different cutting tools. Different tool geometrics are examined and used for the corresponding materials being machined.

**MASH-132 Advanced Lathe Operations** 4 cr.  
 Students will learn advanced lathe operations such as cutting tapers on lathe, using taper attachment, offsetting tail stock, using dog leg, using knurling tools, and cutting inside tapers.

**MASH-133 Other Machining Operations** 3 cr.  
 Course covers other machining operations such as bore end bells, setting-up odd shaped items in lathe, making bearings, using sunnen hone, and cutting large radius in lathe and on mill.

**MASH-134 Advanced Milling Operations** 4 cr.  
 Course offers students advanced milling operations such as angle head set-up, using criterion heads, using indexing heads, and using rotary table.

**MASH-135 Jigs and Fixtures** 3 cr.  
 Student will build fixtures, build jigs and learn max production techniques.

**MASH-206 Advanced Lathe Operations** 4 cr.  
 Course develops increased accuracy on the lathe for more challenging operations. This will include external and internal turning, precision boring, indication of odd shaped objects in 4-jaw chuck, and precision thread cutting.

**MASH-207 Specialized Machining Operations** 3 cr.  
 Course covers various machine shop practices. Students will learn how to apply previously learned machining elements to real world applications. Unique machining techniques will also be learned throughout the course.

**MASH-208 Advanced Milling Operations** 4 cr.  
 Course covers the study of applications of advanced milling operations on vertical and horizontal milling machines. Includes key way cutting, gear cutting, index head use, and precision boring and precision milling.