



Online, Hybrid and Web - Enhanced Courses

What are online, hybrid and web-enhanced courses?

• **Online** courses are taken exclusively over the Internet—there are no on-campus meetings required. However, some online classes require proctored exams, either on an RCCD campus or by an off-site proctor approved by the instructor. See www.opencampus.com.

• **Hybrid** courses meet both on-campus and online; think of them as traditional face-to-face courses where some of the on-campus class meetings are replaced with online assignments. In a hybrid course, you will attend meetings on-campus during the dates and times listed in this Schedule of Classes. Since the on-campus portion of hybrid classes could take place at any of our three colleges (Riverside, Norco or Moreno Valley), hybrid courses are listed according to the campus where the on-campus meetings take place. So, for example, if you'd like to take a hybrid course at Norco, you'd look under the Norco campus section of this schedule.

• **Web-Enhanced** courses are traditional face-to-face classes that are augmented with course websites. Unlike hybrid courses, all web-enhanced class meetings take place on-campus. The course website is an extra value!

Are you ready for online learning?

To take an online, hybrid, or web-enhanced class, here are a few things to keep in mind:

• You should have regular access to a personal computer that is connected to the Internet. Not sure whether your computer measures up? At www.opencampus.com, click on "Help", then click "Requirements Help" (near the top left, under "Help Links").

• You should be familiar with basic computer operations: for example, using a word processing program, logging onto the Internet, using a browser, and sending e-mail.

• You should be self-disciplined and have strong study skills. It's easier to fall behind in an online class.

• Lastly, you shouldn't believe the myth that online or hybrid courses are "easier" than face-to-face courses. In fact, online courses cover the same material as face-to-face courses, and many students say that their online courses actually require more of their time than their face-to-face courses. *Set aside a few minutes and take the Open Campus Distance Learning quiz to help you decide.*

Please note: To enable online-based students to communicate more effectively with their instructors, students need to activate and use their RCCD e-mail account. Please go to www.rccd.edu/students/email.cfm and follow the link to e-mail tutorial at www.rccd.edu/students/emailtutorial.cfm. Personal e-mail addresses will not be used so the RCCD account is the only approved method of formal communication from RCCD to the student.

What's an online course like?

Sample an online course--go to www.opencampus.com and click on "Online Course". Under "Quick Links" in the left column, click on "Sample Class". Use the information provided to log-in.

QUESTIONS? Visit www.opencampus.com.

This website provides:

- computer settings and requirements
- information about registration
- login information
- student and faculty help files
- course syllabi and textbook information
- an online course sample class

If you've visited our website and still have questions, please call the Open Campus Help Line at (866) 259-7271.

Are open campus distance learning courses for me?

1. **Holding weekly class meetings face-to-face is:**
 - a. Not particularly necessary for me.
 - b. Somewhat important to me.
 - c. Very important to me.
2. **I would classify myself as someone who:**
 - a. Often gets things done ahead of time.
 - b. Needs reminding to get things done on time.
 - c. Puts things off until the last minute or doesn't complete them.
3. **When an instructor hands out directions for assignments, I prefer:**
 - a. Figuring out the instructions myself.
 - b. Trying to follow the directions on my own, then asking for help as needed.
 - c. Having the instructions explained to me.
4. **Considering my professional and personal schedule, the amount of time I have to work on a Distance Learning course is:**
 - a. More than enough time for an on-campus course.
 - b. The same as for a class on-campus.
 - c. Less than for a class on-campus.
5. **As a reader, I would classify myself as:**
 - a. Good - I have no problem understanding textbook material.
 - b. Average - I sometimes need help to understand the text.
 - c. Slower than average.
6. **Commuting to campus on a regular weekly schedule is:**
 - a. Extremely difficult for me - I have commitments.
 - b. A little difficult, but I can rearrange my priorities for regular attendance on campus.
 - c. Easy for me.
7. **When I need help understanding the subject:**
 - a. I am comfortable approaching the instructor.
 - b. I am uncomfortable approaching the instructor, but I do it anyway.
 - c. I never approach an instructor to admit I don't understand something.

SCORING: Are Distance Learning courses for you? Score your responses: 3 points for each "a", 2 points for each "b", and 1 point for each "c". **14 or over**--a Distance Learning course is a **real possibility** for you. Between **8 and 13**--Distance Learning courses **may work** for you, but you may need to make adjustments in your schedule and study habits to succeed. **7 or less**--Distance Learning courses **may not** currently be the best alternative for you; talk with your counselor.

Online Courses

Online course Limitation on Enrollment:

Enrollment in online courses offered through the Riverside Community College District is limited to students who have demonstrated competency in working in the online environment.

Before you can register for an online class, you must demonstrate that you have the computer and Internet skills you need to be successful. Your enrollment in online classes will be blocked until you have met this requirement.

You may demonstrate competency and meet the requirements of this limitation on enrollment in two ways:

1. Successful completion of an online class (grade of "C" or better).

If you successfully completed an online course at Riverside Community College District prior to fall 2010, your record has already been cleared and you may register immediately (if you are unable to register, please contact the Matriculation Specialist at matric.specialist@rcc.edu).

If you successfully completed an online course at another accredited college or university, please call the prerequisite hotline (951) 222-8808 for directions about how to provide documentation to clear this limitation on enrollment (since verification of your successful class completion will not be immediate, you are encouraged to simply complete the short Online Skills Workshop described in Item 2 below).

OR

2. Log into WebAdvisor and complete the "Online Skills Workshop".

The Online Skills Workshop takes only a few minutes to complete and will verify your ability to perform the functions required in an online class, such as posting to a discussion board, uploading assignments, sending an e-mail, attaching a document, etc. Once you have successfully completed the workshop, you will be cleared to register for online classes.

ACCOUNTING

ACC-1A PRINCIPLES OF ACCOUNTING I 3.00 UNITS

An introduction to accounting principles and procedures. Course geared to accounting and business majors.

- PREREQUISITE: None.
- ADVISORY: BUS-20.

47035	08/30/10 12/17/10	M Chaks
48639	08/30/10 12/17/10	M Chaks
47037	08/30/10 12/17/10	F Stearns
47038	08/30/10 12/17/10	F Stearns
47041	08/30/10 12/17/10	F Stearns
48638	08/30/10 12/17/10	F Stearns
37003	08/30/10 10/22/10	P Worsham
37004	10/25/10 12/17/10	P Worsham

ACC-1B PRINCIPLES OF ACCOUNTING II 3.00 UNITS

A study of managerial accounting principles and information systems.

- PREREQUISITE: ACC-1A.

37008	10/25/10 12/17/10	M Scott
47043	08/30/10 12/17/10	F Stearns
47044	08/30/10 12/17/10	F Stearns
37007	08/30/10 10/22/10	P Worsham

ACC-38 MANAGERIAL ACCOUNTING 3.00 UNITS

Conceptual and technical analysis of accounting information used by managers. Course for non-accounting majors.

- PREREQUISITE: ACC-1A.

37010	10/25/10 12/17/10	P Worsham
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ACC-62 PAYROLL ACCOUNTING 3.00 UNITS

Studies accounting for payroll and aspects of social security, unemployment, and workers compensation, utilizing microcomputer applications.

- PREREQUISITE: ACC-1A.

47047	08/30/10 12/17/10	M Chaks
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ACC-63 INCOME TAX ACCTNG 3.00 UNITS

Theory and method of preparation of federal income tax returns for individuals.

- PREREQUISITE: None.

37012	08/30/10 10/22/10	J Liu
37011	10/25/10 12/17/10	J Liu

ADMINISTRATION OF JUSTICE

ADJ-1 INTRO ADMIN OF JUSTICE 3.00 UNITS

The history and philosophy of administration of justice in America.

- PREREQUISITE: None.

47051	08/30/10 12/17/10	D Baker
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ADJ-2 PRINCIPLES OF JUSTICE SYSTEM 3.00 UNITS

The role and responsibilities of each segment in the administration of justice system.

- PREREQUISITE: None.

47060	08/30/10 12/17/10	O Thompson
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ANTHROPOLOGY

ANT-1 PHYSICAL ANTHROPOLOGY 3.00 UNITS

Examination of human biological evolution and physical diversity, incorporating genetics, primates, fossils, and relationship to the animal world.

- PREREQUISITE: None.

47125	08/30/10 12/17/10	B Hall
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47128	08/30/10 12/17/10	B Hall
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47127	08/30/10 12/17/10	S Mazur-Stommen
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ANT-2 CULTURAL ANTHRO 3.00 UNITS

An introduction to the anthropological concept of culture and to the methods and theories used in the comparative analysis of cultures.

- PREREQUISITE: None.

47133	08/30/10 12/17/10	L Greathouse
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48671	08/30/10 12/17/10	L Greathouse
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47132	08/30/10 12/17/10	T Tombs
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APP DIGITAL MEDIA AND PRINTING

ADM-30 CONTEMP TOPICS - DIGITAL MEDIA 1.00 UNITS

Online course in current methods and changes in graphics technology as it relates to needs of the graphic arts profession.

- PREREQUISITE: None.

47068	08/30/10 12/17/10	R Finner
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See www.opencampus.com/online/schedule.html.

ARCHITECTURE

ARE-36 HIST ARCH RENAISSANCE-MODERN 3.00 UNITS

Purposes and types of buildings from Renaissance to present day. Emphasis on processes and sources of design.

- *PREREQUISITE: None.*

37041 08/30/10 12/17/10 J Jorgensen

ART

ART-6 ART APPRECIATION 3.00 UNITS

An introductory course for the non-art major. An overview of the creative process and various art forms.

- *PREREQUISITE: None.*
- *ADVISORY: Qualification for ENG-1A.*

37050 08/30/10 12/17/10 K Skiba
37054 08/30/10 12/17/10 K Skiba
37055 08/30/10 12/17/10 K Skiba

BIOLOGY

BIO-14 SOIL SCIENCE MANAGEMENT 3.00 UNITS

An introduction to physical properties and classification of soils, physical and chemical properties of soil that governs soil reactions and interactions, nutrient regeneration, and management principles in relation to air, water, nutrients and organic matter.

- *PREREQUISITE: None.*

47244 08/30/10 12/17/10

BIO-15 SOIL SCIENCE MGMT LABORATORY 2.00 UNITS

A laboratory course focusing on the basics of soil science, physical and biogeochemical properties, and interpretation for use and management. Perspectives range from agricultural, wild lands, watershed, and environmental impact.

- *PREREQUISITE: None.*

49043 08/30/10 12/17/10

BUSINESS ADMINISTRATION

BUS-10 INTRO TO BUSINESS 3.00 UNITS

Considers scope, function and organization of business, including principles and practices, with an integrated global perspective.

- *PREREQUISITE: None.*

27194 08/30/10 12/17/10 J Duran
27196 08/30/10 12/17/10 J Duran
37068 08/30/10 12/17/10 V Mixson
47269 08/30/10 12/17/10 R Pardee
47273 08/30/10 12/17/10 R Pardee
49007 10/25/10 12/17/10 A Riley
49006 08/30/10 10/22/10 C Wyckoff
37066 08/30/10 10/22/10 G Zwart
37067 08/30/10 10/22/10 G Zwart
37069 10/25/10 12/17/10 G Zwart
37070 10/25/10 12/17/10 G Zwart

BUS-18A BUSINESS LAW I 3.00 UNITS

Legal and ethical environment of business torts, contracts, sales and principles of employment.

- *PREREQUISITE: None.*

47277 08/30/10 10/22/10 L Judon
47278 10/25/10 12/17/10 L Judon
37071 08/30/10 12/17/10 C Pentis

BUS-18B BUSINESS LAW II 3.00 UNITS

Commercial paper, business organizations, government regulations, protection of property rights and international law.

- *PREREQUISITE: None.*

47279 08/30/10 10/22/10 L Judon
47280 10/25/10 12/17/10 L Judon

BUS-20 BUSINESS MATH 3.00 UNITS

Review of basic math and its application to business, percentages, pricing, depreciation and inventory.

- *PREREQUISITE: None.*

37074 08/30/10 10/22/10 R Beck
37076 10/25/10 12/17/10 R Beck
47283 08/30/10 12/17/10 R Pardee

BUS-22 MGMT COMMUNICATIONS 3.00 UNITS

Examines the dynamics of organizational communication including interpersonal, verbal, nonverbal and written.

- *PREREQUISITE: None.*
- *ADVISORY: CAT-30.*

47286 08/30/10 12/17/10 C Ishihara

BUS-30 ENTREPRENEURSHIP 3.00 UNITS

Surveys the nature and extent of business. Includes organizations and opportunities in business.

- *PREREQUISITE: None.*

47288 08/30/10 12/17/10 D Wilcoxson

BUS-43 INT'L BUS-MARKETING 3.00 UNITS

Presents the problems of marketing in the international marketplace and how marketers approach and solve them.

- *PREREQUISITE: None.*
- *ADVISORY: BUS-10 or MKT-20.*

47292 08/30/10 12/17/10 C Ishihara

BUS-51 PRINCIPLES OF E-COMMERCE 3.00 UNITS

Provides theory and practice of conducting business transactions over the Internet and the World Wide Web.

- *PREREQUISITE: None.*
- *ADVISORY: BUS-10 and CIS-1A.*

27200 08/30/10 12/17/10 J Wilson

BUS-53 INTRO TO PERSONAL FINANCE 3.00 UNITS

An introduction to the theory and practice of personal finance focused on the concepts, decision-making tools and applications of financial planning.

- *PREREQUISITE: None.*

27201 10/25/10 12/17/10 A Abu-Shabakeh

BUS-87 INTRO TO PURCHASING 3.00 UNITS

Study of basic purchasing functions.

- *PREREQUISITE: None.*

37082 08/30/10 10/22/10 R Beck

BUS-90 INTERNATIONAL LOGISTICS 3.00 UNITS

Introduction to the role of logistics in global business.

- *PREREQUISITE: None.*

37083 10/25/10 12/17/10 R Beck

COMPUTER APPLICATIONS/OFFICE

CAT-30 BUSINESS ENGLISH 3.00 UNITS

Reviews grammar, punctuation, spelling and vocabulary; includes business communication.

- *PREREQUISITE: None.*
- *ADVISORY: Typing skills and familiarity with Microsoft Word.*

47296 08/30/10 12/17/10 S Torre

CAT-31 BUSINESS COMMUNICATIONS 3.00 UNITS

Provides training and skill building in written communications.

- *PREREQUISITE: None.*
- *ADVISORY: CAT-30.*

37085 08/30/10 12/17/10 C Brotherton

CAT-36A LEGAL OFFICE PROCED I 3.00 UNITS

Presents a basic understanding of California legal procedure for legal secretaries and their responsibilities in the legal environment.

- *PREREQUISITE: None.*
- *ADVISORY: Typing skills and familiarity with Microsoft Word or Corel WordPerfect.*

47300 08/30/10 10/22/10 S Cortez

Some online classes require proctored exams, either on an RCCD campus or by an off-site proctor approved by the instructor.

See www.opencampus.com/online/schedule.html.

CAT-37 LEGAL TERMINOLOGY/TRANSCRIP 3.00 UNITS

A comprehensive study of legal terminology and developing transcription skills at a computer utilizing digital dictation.
 • *PREREQUISITE: None.*
 • *ADVISORY: Basic formatting skills in Microsoft Word or Corel WordPerfect, and keyboarding speed of 40 wpm.*

47301 10/25/10 12/17/10 S Cortez

CAT-40 ADMIN OFC MGMNT 3.00 UNITS

A study of management philosophies and principles related to the office manager or administrative secretary.
 • *PREREQUISITE: None.*
 • *ADVISORY: CAT-30 and 61.*

47302 08/30/10 12/17/10 C Morris

CAT-57 CREATE, MANAGE VIRTUAL OFFICE 3.00 UNITS

Time management, workplace customization, software/hardware evaluation for the virtual office entrepreneur or telecommuter.
 • *PREREQUISITE: None.*
 • *ADVISORY: CAT-95A.*

47310 10/25/10 12/17/10 J Lehr

CAT-61 PROFESSIONAL OFC PROCEDURES 3.00 UNITS

Students will master office procedures and exercise critical thinking skills as well as develop proficiency in business communication, word processing, database management and spreadsheets.
 • *PREREQUISITE: None.*
 • *ADVISORY: CAT-3, 31 and 51.*

47312 08/30/10 12/17/10 K Feller

CAT-65 INTRO TO MS POWERPOINT 1.50 UNITS

Introduction to PowerPoint presentation program to produce an effective presentation in the form of overheads, 35 mm slides or on-screen slides. (Same as CIS-65)
 • *PREREQUISITE: None.*

47313 08/30/10 10/22/10 C Morris

CAT-84 WORDPERFECT FOR WINDOWS 3.00 UNITS

Provides students with beginning, intermediate and advanced levels of skill applied to a variety of professional/business documents. (Same as CIS-84)
 • *PREREQUISITE: None.*
 • *ADVISORY: Typing knowledge/skills of at least 40 wpm.*

47319 08/30/10 12/17/10 C Morris

CAT-90 MICROSOFT OUTLOOK 3.00 UNITS

Communication, information sharing and collaboration using Microsoft Outlook. (Same as CIS-90)
 • *PREREQUISITE: None.*
 • *ADVISORY: Not recommended for AOL users.*

47320 10/25/10 12/17/10 J Lehr

CAT-98A INTRO TO EXCEL 1.50 UNITS

An introduction to electronic spreadsheets using Excel. (Same as CIS-98A)
 • *PREREQUISITE: None.*

47326 08/30/10 10/22/10 S Torre

CAT-98B ADVANCED EXCEL 1.50 UNITS

Advanced spreadsheet concepts including working with large spreadsheets, database manipulation, templates and macro preparation and use. (Same as CIS-98B)
 • *PREREQUISITE: CAT-98A.*

47328 10/25/10 12/17/10 S Torre

COMPUTER INFORMATION SYSTEMS

CIS-1A INTRO TO COMP INFO SYS 3.00 UNITS

Introduction to computer concepts, theory and computer applications. Functions and capabilities of word processors, spreadsheets, databases, presentation graphics and the Internet are covered through lecture, discussion and hands-on computer assignments.
 • *PREREQUISITE: None.*

47375 08/30/10 12/17/10 S Bhatia

47376 08/30/10 12/17/10 S Bhatia

37110 08/30/10 12/17/10 C Brotherton
 37105 08/30/10 10/22/10 J Coverdale
 37107 10/25/10 12/17/10 J Coverdale
 47382 08/30/10 12/17/10 J Cregg
 49117 08/30/10 12/17/10 L Hall
 27224 08/30/10 12/17/10 M McQuead
 27225 08/30/10 12/17/10 M McQuead
 48720 08/30/10 12/17/10 S Torre

CIS-1B ADV CONCEPTS IN CIS 3.00 UNITS

Advanced computer concepts, theory and applications. Advanced word processing, spreadsheets, presentation graphics. The Internet and database skills are covered through lecture, discussion and hands-on computer assignments.
 • *PREREQUISITE: CIS-1A.*

47391 08/30/10 12/17/10 L Hall

CIS-28A MS ACCESS PROGRAMMING 3.00 UNITS

Learn advanced skills of Microsoft Access with Visual Basic for applications. (Same as CSC-28A)
 • *PREREQUISITE: None.*
 • *ADVISORY: CIS/CSC-5.*

47400 08/30/10 12/17/10 R McPherson

CIS-61 INTRO TO DATABASE THEORY 3.00 UNITS

Covers database design and development using modern "Entity-Relationship" techniques, including data structures, performance, data validation, security and failure recovery techniques. (Same as CSC-61)
 • *PREREQUISITE: None.*

47408 08/30/10 12/17/10 S Bhatia

CIS-62 MS ACCESS DBMS: COMPREHENSIVE 3.00 UNITS

Use of Microsoft Access DBMS applications including database design, development of queries, forms, reports and macros. (Same as CSC-62)
 • *PREREQUISITE: None.*

47409 08/30/10 12/17/10 S Bhatia

CIS-72A INTRO WEB PAGE CREATION 1.50 UNITS

Introduction to webpage creation using XHTML to create pages with formatted text, hyperlinks, lists, images, tables, frames and forms.
 • *PREREQUISITE: None.*
 • *ADVISORY: Competency in the use of a computer and familiarity with the Internet; CIS-95A.*

47413 08/30/10 10/22/10 J Cregg

47414 10/25/10 12/17/10 J Cregg

CIS-95A INTRO TO THE INTERNET 1.50 UNITS

An introduction to the Internet for personal computers. (Same as CAT-95A)
 • *PREREQUISITE: None.*

47426 08/30/10 10/22/10 J Cregg

COMPUTER SCIENCE

CSC-2 FNDMNTLS SYSTEM ANALYSIS 3.00 UNITS

Structured analysis of user requirements related to information systems, for eventual design/development of the system. (Same as CSC-2)
 • *PREREQUISITE: None.*

49023 08/30/10 12/17/10 S Bhatia

CSC-5 PROGRAM LOGIC USING C++ 3.00 UNITS

Introduction to computer programming for gaming, business, scientific and mathematical applications using C++. (Same as CIS-5)
 • *PREREQUISITE: None.*
 • *ADVISORY: CIS-1A.*

49021 08/30/10 12/17/10 L Hall

CSC-17C C++ PROGRAMMING: DATA STRUCT 3.00 UNITS

This course presents the essential principles of data structures for the development of computer programs using C++. (Same as CIS-17C)
 • *PREREQUISITE: None.*
 • *ADVISORY: Previous programming experience in C++ and object-oriented programming as well as CIS/CSC-17A.*

49014 08/30/10 12/17/10

Some online classes require proctored exams, either on an RCCD campus or by an off-site proctor approved by the instructor.
 See www.opencampus.com/online/schedule.html.

CSC-18A JAVA PROGRAMMING: OBJECTS 3.00 UNITS

An introduction to Java programming for students already experienced in programming concepts, which includes defining and implementing functional procedures. (Same as CIS-18A)

- *PREREQUISITE: None.*
- *ADVISORY: Previous programming experience writing functions on PC platforms as well as CIS/CSC-5.*

49015 08/30/10 12/17/10 M Lehr

CSC-18C JAVA PROGRAMMING: DATA STRUCT 3.00 UNITS

This course presents the essential principles of data structures for the development of computer programs using Java. (Same as CIS-18C)

- *PREREQUISITE: None.*
- *ADVISORY: Previous Java programming experience as well as CIS/CSC-18A.*

49016 08/30/10 12/17/10

EARLY CHILDHOOD EDUCATION**EAR-53 PARENTING-GUIDING YNG CHILDREN 2.00 UNITS**

Theoretical and practical guidance and discipline techniques that influence and shape behavior.

- *PREREQUISITE: None.*

47518 08/30/10 10/22/10 D Cazares

47519 10/25/10 12/17/10 D Cazares

EAR-54 CONTEMPORARY PARENT 1.00 UNITS

This course examines factors affecting child-rearing in the changing social environment.

- *PREREQUISITE: None.*

49067 10/25/10 12/17/10 S Yates

47521 08/30/10 10/22/10 S Yates

ECONOMICS**ECO-7 MACROECONOMICS 3.00 UNITS**

Economic theory and analysis as applied to the U.S. economy as a whole.

- *PREREQUISITE: None.*
- *ADVISORY: Qualification for ENG-1A and MAT-52.*

47528 08/30/10 10/22/10 A Casolari

47529 08/30/10 10/22/10 A Casolari

ECO-8 MICROECONOMICS 3.00 UNITS

Economic theory and analysis applied to consumer and producer behavior in markets.

- *PREREQUISITE: None.*
- *ADVISORY: Qualification for ENG-1A and MAT-52.*

47536 10/25/10 12/17/10 A Casolari

ENGLISH**ENG-1A ENGLISH COMPOSITION 4.00 UNITS**

Teaches college-level critical reading, academic writing, and research skills.

- *PREREQUISITE: ENG-50 or qualifying placement level.*

37186 08/30/10 10/22/10 M Bader

37187 10/25/10 12/17/10 M Bader

47570 08/30/10 12/17/10 B Osgood-Treston

27260 08/30/10 12/17/10 R Regino

27261 08/30/10 12/17/10 R Regino

47577 08/30/10 12/17/10 J Spangler

47569 08/30/10 12/17/10 D Stokes

ENG-1B CRITICAL THINKING/WRITING 4.00 UNITS

Through a study of argument and literature, this course develops students' critical thinking, reading, and writing skills beyond the level achieved in ENG-1A.

- *PREREQUISITE: ENG-1A or 1AH.*

47594 08/30/10 12/17/10 T Dibenedetto

47593 08/30/10 12/17/10 B Osgood-Treston

27267 08/30/10 12/17/10 Staff

FILM, TELEVISION AND VIDEO**FTV-41 INTRO TO TELECOM 3.00 UNITS**

A survey of electronic media including the history and development of mass media from its beginning in early radio and television to the current period of dynamic change in the telecommunications industry.

- *PREREQUISITE: None.*

47729 08/30/10 12/17/10 S Gillins

47730 10/25/10 12/17/10 S Gillins

GUIDANCE**GUI-47 CAREER EXPLOR/LIFE PLANNING 3.00 UNITS**

Designed to assist those students considering the transition of a career change or undecided about the selection of a college transfer major. Required materials fee will be charged to the student and is not covered by BOGW.

- *PREREQUISITE: None.*

47777 08/30/10 12/17/10 E Brown

27339 08/30/10 12/17/10 J Howard

HISTORY**HIS-2 WORLD CIVILIZATIONS 2 3.00 UNITS**

The development and interaction of world civilizations from the 16th century to the present.

- *PREREQUISITE: None.*
- *ADVISORY: Qualification for ENG-1A.*

27351 08/30/10 12/17/10 L Riffin

47806 08/30/10 12/17/10 K Woods

49083 10/25/10 12/17/10 K Woods

HIS-6 POL SOC HIST OF US 3.00 UNITS

A history of the United States from Colonial time to 1877.

- *PREREQUISITE: None.*
- *ADVISORY: Qualification for ENG-1A.*

47816 08/30/10 12/17/10 A Parker

47820 08/30/10 12/17/10 A Parker

HIS-7 POL SOC HISTORY OF US 3.00 UNITS

A history of the United States from 1877 to the present.

- *PREREQUISITE: None.*
- *ADVISORY: Qualification for ENG-1A.*

47825 08/30/10 12/17/10 A Parker

47826 08/30/10 12/17/10 A Parker

HUMANITIES**HUM-4 ARTS & IDEAS: ANCIENT-MEDIEVAL 3.00 UNITS**

An interdisciplinary study of the origins of movements in art, literature, music, philosophy and religion in Western civilization from ancient times to the medieval period.

- *PREREQUISITE: None.*
- *ADVISORY: Qualification for ENG-1A.*

47855 08/30/10 12/17/10 C Gobatie

37298 08/30/10 10/22/10 B Pavlis

HUM-10 WORLD RELIGIONS 3.00 UNITS

Concepts of major religions including Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity and Islam.

- *PREREQUISITE: None.*
- *ADVISORY: Qualification for ENG-1A.*

37294 10/25/10 12/17/10 B Pavlis

27364 08/30/10 12/17/10 C Rocco

27365 08/30/10 12/17/10 C Rocco

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See www.opencampus.com/online/schedule.html.

HUM-16 ARTS & IDEAS: AMERICAN CULTURE 3.00 UNITS

An interdisciplinary survey of the cultural movements in art, literature, philosophy and music of American culture.

- *PREREQUISITE: None.*
- *ADVISORY: Qualification for ENG-1A.*

47850 08/30/10 12/17/10 R Mahon

LIBRARY

LIB-1 INFORMATION COMPETENCY 1.00 UNITS

Presents the fundamentals of the effective use of libraries, electronic databases and information.

- *PREREQUISITE: None.*

47877 08/30/10 10/22/10 H Ashby
49019 10/25/10 12/17/10 S Brewster

MANAGEMENT

MAG-44 PRINCIPLES OF MANAGEMENT 3.00 UNITS

An overview of the concepts, processes and techniques of organizational management.

- *PREREQUISITE: None.*

27372 08/30/10 12/17/10 R Mason
47882 08/30/10 12/17/10 C Wyckoff

MAG-51 ELEMENTS OF SUPERVISION 3.00 UNITS

Covers responsibilities of a supervisor in industry, including organization, employee relations and evaluations.

- *PREREQUISITE: None.*

27373 08/30/10 12/17/10 D Webster

MAG-53 HUMAN RELATIONS 3.00 UNITS

Practical application of basic psychology in building better employer-employee relationships.

- *PREREQUISITE: None.*

49009 08/30/10 12/17/10 C Ishihara
37308 10/25/10 12/17/10 G Zwart

MAG-54 EMPLOYEE LABOR RELATIONS 3.00 UNITS

An introduction to employee labor relations within the field of human resources management.

- *PREREQUISITE: None.*

47886 08/30/10 12/17/10 D Wilcoxson

MAG-71 INTRO PRODUCTIVITY MANAGEMENT 3.00 UNITS

Introduction to techniques for analyzing and improving organizational efficiencies. Includes operations and production management techniques. (Same as BUS-71)

- *PREREQUISITE: None.*
- *ADVISORY: MAG-44 and MAG-70.*

49008 08/30/10 12/17/10 R Pardee

MARKETING

MKT-20 PRINC OF MARKETING 3.00 UNITS

Examines the role of marketing along with an analysis of both profit and non-profit organizations' product, price, distribution and promotion.

- *PREREQUISITE: None.*
- *ADVISORY: BUS-10.*

27436 08/30/10 12/17/10 J Duran
37385 08/30/10 12/17/10 G Zwart

MKT-42 RETAIL MANAGEMENT 3.00 UNITS

Survey of retail management, philosophies, strategies, concepts and objectives.

- *PREREQUISITE: None.*

37387 08/30/10 12/17/10 A Riker

MATHEMATICS

MAT-35 INTERMEDIATE ALGEBRA 5.00 UNITS

Algebra preparation for college-level mathematics.

- *PREREQUISITE: MAT-52 or qualifying placement level.*

27390 08/30/10 12/17/10 S Drake
37347 08/30/10 12/17/10 B Johnson
37536 08/30/10 12/17/10 B Johnson
47918 08/30/10 12/17/10 M Legner
47919 08/30/10 12/17/10 H Morales
27391 08/30/10 12/17/10 K Saxon

MAT-36 TRIGONOMETRY 4.00 UNITS

An introduction to the trigonometric functions, their identities and relationships, graphs and applications, accompanied by essential topics of geometry.

- *PREREQUISITE: MAT-35 and MAT-53 or qualifying placement level.*

37351 08/30/10 12/17/10 J Driver

MAT-52 ELEMENTARY ALGEBRA 4.00 UNITS

An introduction to the concepts of algebra.

- *PREREQUISITE: MAT-64 (formerly 50), 65, 90F or qualifying placement level.*

37365 08/30/10 12/17/10 E Chung
37538 08/30/10 12/17/10 E Chung
47988 08/30/10 12/17/10 A Curtis
27414 08/30/10 12/17/10 S Pisa
37359 08/30/10 12/17/10 R Prior
37362 08/30/10 12/17/10 R Prior
27603 08/30/10 12/17/10 K Richards-Dinger
37363 08/30/10 12/17/10 D Smith
47987 08/30/10 12/17/10 P Whelchel

MAT-64 PRE-ALGEBRA 3.00 UNITS

Designed as a transition from arithmetic to elementary algebra. (Non-degree credit course.)

- *PREREQUISITE: MAT-63 or 90C.*

37377 08/30/10 12/17/10 J Frewing
37378 08/30/10 12/17/10 J Frewing

MUSIC

MUS-19 MUSIC APPRECIATION 3.00 UNITS

Study of musical style, form and materials, organized to acquaint the student with representative musical literature through listening, reading and writing.

- *PREREQUISITE: None.*

27439 08/30/10 10/22/10 D Foster
27442 10/25/10 12/17/10 D Foster
37390 08/30/10 12/17/10 D Humble
37391 08/30/10 10/22/10 D Humble
37392 10/25/10 12/17/10 D Humble
27644 08/30/10 12/17/10 C Quin
48044 10/25/10 12/17/10 D Sausser
48041 08/30/10 10/23/10 I Tsai
48042 08/30/10 10/23/10 I Tsai
48043 08/30/10 10/23/10 I Tsai

MUS-21 GREAT COMPOSERS AFTER 1820 3.00 UNITS

Biography, history and music masterpieces of classical music after 1820, primarily in Europe and the United States.

- *PREREQUISITE: None.*
- *ADVISORY: ENG-1A or 1AH.*

27678 08/30/10 12/17/10 C Quin

MUS-25 JAZZ APPRECIATION 3.00 UNITS

A comprehensive study of jazz from its origins to the present day.

- *PREREQUISITE: None.*

48048 08/30/10 10/23/10 C Richard
48049 10/25/10 12/17/10 C Richard

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MUS-26 FILM MUSIC APPRECIATION 3.00 UNITS

A study of film music in the United States from 1927 to the present day.

- *PREREQUISITE: None.*

48050	08/30/10 10/23/10	K Mayse
48051	10/25/10 12/17/10	K Mayse

MUS-89 MUSIC OF MULTICULTURAL AMERICA 3.00 UNITS

A comparative and integrative study of the multicultural musical styles of the United States.

- *PREREQUISITE: None.*

48112	08/30/10 10/23/10	P Curtis
49112	10/25/10 12/17/10	P Curtis

PARALEGAL STUDIES**PAL-70 LAW OFFICE POLICIES 1.50 UNITS**

The policies and procedures in a law office as they relate to the role of the paralegal with an emphasis on ethics.

- *PREREQUISITE: None.*

48191	08/30/10 10/22/10	L Judon
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PHILOSOPHY**PHI-10 INTRO TO PHILOSOPHY 3.00 UNITS**

Introduction to the major questions of Western philosophy and their answers.

- *PREREQUISITE: None.*

37402	08/30/10 10/22/10	S Crasnow
37403	10/25/10 12/17/10	S Crasnow
48195	08/30/10 12/17/10	C Gobatie

PHI-11 CRITICAL THINKING 3.00 UNITS

Introduction to critical thinking as it relates to everyday experience and general knowledge.

- *PREREQUISITE: None.*

48201	08/30/10 12/17/10	C Gobatie
48205	08/30/10 10/20/10	C Gobatie
48206	10/25/10 12/17/10	C Gobatie

PHYSICAL EDUCATION**PHP-4 NUTRITION 3.00 UNITS**

Principles of basic nutrition and their application to health and diseases.

- *PREREQUISITE: None.*

48259	08/30/10 12/17/10	D Almquist
48260	08/30/10 12/17/10	N Bonzoumet
37419	08/30/10 12/17/10	A Doty
48261	08/30/10 12/17/10	W Elton
48256	08/30/10 12/17/10	C Lowden

PHP-36 WELLNESS: LIFESTYLE CHOICES 3.00 UNITS

Studies the various dimensions of health as they relate to living a positive, healthy life.

- *PREREQUISITE: None.*

48251	08/30/10 12/17/10	C Lowden
48252	08/30/10 12/17/10	S Sigloch
48253	08/30/10 12/17/10	S Sigloch
48254	08/30/10 12/17/10	S Sigloch

POLITICAL SCIENCE**POL-1 AMERICAN POLITICS 3.00 UNITS**

The principles, institutions, policies and critical issues in American politics.

- *PREREQUISITE: None.*
- *ADVISORY: Qualification for ENG-1A.*

37447	08/30/10 12/17/10	J Danley-Scott
48385	08/30/10 12/17/10	D Haghighat
48386	08/30/10 12/17/10	D Haghighat
48388	08/30/10 12/17/10	D Haghighat
37442	08/30/10 12/17/10	D Makin

37443	08/30/10 12/17/10	D Makin
48394	08/30/10 12/17/10	W Schinke
48398	08/30/10 12/17/10	M Sellick
48387	08/30/10 12/17/10	Staff

PSYCHOLOGY**PSY-1 GENERAL PSYCH 3.00 UNITS**

Survey of scientific study of behavior, including learning, emotion, motivation, emotional problems and therapy.

- *PREREQUISITE: None.*

48409	08/30/10 10/22/10	R Ruiz
48414	08/30/10 10/22/10	R Ruiz
48417	10/25/10 12/17/10	R Ruiz
49094	10/25/10 12/17/10	R Ruiz

PSY-9 DEVELOPMENTAL PSYCH 3.00 UNITS

A survey of biological, cognitive and psychosocial development throughout the human life cycle from conception to death.

- *PREREQUISITE: None.*

48425	08/30/10 12/17/10	P Matsos
48431	10/25/10 12/17/10	P Matsos
48434	10/25/10 12/17/10	P Matsos
48435	10/25/10 12/17/10	P Matsos
48436	08/30/10 12/17/10	P Matsos

READING**REA-3 READING FOR ACAD SUCCESS 3.00 UNITS**

Instruction is in college level reading skills using texts from various disciplines.

- *PREREQUISITE: None.*
- *ADVISORY: Qualification for ENG-1A.*

48441	08/30/10 12/17/10	C Wylldestar
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REA-83 READING, LEVEL III 3.00 UNITS

Intended for students who experience moderate difficulty in reading college-level materials. (Non-degree credit course.)

- *PREREQUISITE: REA-82 or ESL-73 or qualifying placement level.*

48462	08/30/10 10/22/10	T Brown
48463	08/30/10 10/22/10	T Brown
48465	10/25/10 12/17/10	T Brown
48467	10/25/10 12/17/10	T Brown

REAL ESTATE**RLE-80 REAL ESTATE PRINCIPLES 3.00 UNITS**

Fundamental course covering the basic laws, principles and terminology of California real estate practice.

- *PREREQUISITE: None.*

37580	10/25/10 12/17/10	B Miller
37478	08/30/10 10/22/10	J Wire

RLE-81 REAL ESTATE PRACTICE 3.00 UNITS

Daily operations in real estate brokerage. Applies toward educational requirements for broker's examination.

- *PREREQUISITE: None.*

37479	08/30/10 10/22/10	T Wagner
37480	10/25/10 12/17/10	T Wagner

RLE-82 LEGAL ASPECT RL ESTAT 3.00 UNITS

California real estate law as it applies to acquisition, ownership, trust deeds, transfers, foreclosure and probate.

- *PREREQUISITE: None.*

37481	08/30/10 10/22/10	T Wagner
37482	10/25/10 12/17/10	T Wagner

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RLE-83 REAL ESTATE FINANCE 3.00 UNITS
 Analysis of real estate finance in residential, apartment, commercial and special purpose properties.
 • *PREREQUISITE: None.*
 37484 08/30/10 10/22/10 T Wagner
 37483 10/25/10 12/17/10 T Wagner

RLE-85 REAL ESTATE ECON 3.00 UNITS
 Examples of trends and factors affecting real estate values, fluctuations, cycles and market trends.
 • *PREREQUISITE: None.*
 37485 10/25/10 12/17/10 C MacKenzie

RUSSIAN

RUS-11 CULTURE AND CIVILIZATION 3.00 UNITS
 Introductory survey of Russian culture and civilization. Class conducted in English.
 • *PREREQUISITE: None.*
 48473 08/30/10 12/17/10 E Kobzeva-Herzog

SOCIOLOGY

SOC-1 INTRO TO SOCIOLOGY 3.00 UNITS
 An introduction to the basic concepts of societal organization.
 • *PREREQUISITE: None.*
 48493 08/30/10 10/22/10 J Brooks
 48494 08/30/10 10/22/10 J Brooks
 48489 08/30/10 12/17/10 J Brown
 48490 08/30/10 12/17/10 M Carpenter
 48491 08/30/10 12/17/10 M Carpenter
 48484 08/30/10 12/17/10 R Davin
 48485 08/30/10 12/17/10 R Davin
 48486 08/30/10 12/17/10 R Davin
 48495 08/30/10 12/17/10 E Perez
 48479 08/30/10 10/22/10 J Schall
 48480 10/25/10 12/17/10 J Schall
 48483 10/25/10 12/17/10 J Schall
 27543 08/30/10 10/22/10 E Thompson
 27548 10/25/10 12/17/10 E Thompson

SOC-2 AMER SOCIAL PROB 3.00 UNITS
 Identification and analysis of major contemporary social problems.
 • *PREREQUISITE: None.*
 48508 08/30/10 12/17/10 D Baker

SOC-3 SOCIAL INEQUALITY 3.00 UNITS
 An introduction to the theory, extent and consequences of social inequality in American society.
 • *PREREQUISITE: None.*
 48514 08/30/10 12/17/10 D Baker

SOC-10 RACE/ETHNIC RELATIONS 3.00 UNITS
 An introduction to the theories, dynamics, history and present status of inter-group conflict in the United States.
 • *PREREQUISITE: None.*
 48498 08/30/10 12/17/10 D Baker

SOC-12 MARRIAGE FAMILY REL 3.00 UNITS
 Contemporary patterns in marriage and family relations.
 • *PREREQUISITE: None.*
 48500 08/30/10 12/17/10 J Brown
 48501 08/30/10 12/17/10 J Brown
 48502 08/30/10 12/17/10 J Brown
 48504 08/30/10 12/17/10 J Brown

SOC-20 CRIMINOLOGY 3.00 UNITS
 A sociological analysis of crime, criminal law and criminality.
 • *PREREQUISITE: None.*
 48510 08/30/10 12/17/10 D Baker

SPANISH

SPA-11 CULTURE AND CIVILIZATION 3.00 UNITS
 Introductory survey of Spanish culture and civilization. Class conducted in English.
 • *PREREQUISITE: None.*
 48529 08/30/10 12/17/10 J Accomando

SPA-12 LAT AMER CULTURE, CIVILIZATION 3.00 UNITS
 Introductory survey of Latin American culture and civilization. Class conducted in English.
 • *PREREQUISITE: None.*
 48530 08/30/10 12/17/10 J Accomando

SPA-51 INTRO LISTENING COMP I 2.00 UNITS
 Develops basic skills in listening to and understanding native spoken Spanish at the elementary level.
 • *PREREQUISITE: None.*
 48537 08/30/10 12/17/10 K Kelly
 48538 08/30/10 12/17/10 K Kelly

SPA-52 INTRO LISTENING COMP II 2.00 UNITS
 Continues the development of basic skills in listening to and understanding native spoken Spanish at the elementary level.
 • *PREREQUISITE: SPA-1, 1H or SPA-51.*
 48539 08/30/10 12/17/10 K Kelly

THEATER ARTS

THE-3 INTRO TO THE THEATER 3.00 UNITS
 A survey of theatrical styles and forms intended for the general college student.
 • *PREREQUISITE: None.*
 48600 08/30/10 10/23/10 H Bauer
 48606 10/25/10 12/17/10 H Bauer
 48602 10/25/10 12/17/10 J Evans
 48599 08/30/10 10/23/10 M Gourley
 48604 10/25/10 12/17/10 M Gourley
 48598 08/30/10 10/23/10 J Julian
 48603 10/25/10 12/17/10 J Julian
 48601 08/30/10 10/23/10 C Sorenson
 48605 10/25/10 12/17/10 C Sorenson
 37529 08/30/10 12/17/10 W Stevens

WORK EXPERIENCE

WKX-200 GENERAL WORK EXPERIENCE 1.00 UNITS
 Coordinates the student's occupational experience with related instruction in skills for career planning and occupational success.
 • *PREREQUISITE: None.*
 • *ADVISORY: Students should have paid or voluntary employment.*
 48634 08/30/10 12/17/10 S Gillins
 48635 08/30/10 12/17/10 S Gillins
 48636 08/30/10 12/17/10 S Thomas

WARNING!
REGISTRATION WILL BE BLOCKED IF
YOU HAVE NOT MET THE PREREQUISITE!

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