



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 **spring 2009**, 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.

42001	02/16/10 06/09/10	M Chaks
42008	02/16/10 06/09/10	F Stearns
42009	02/16/10 06/09/10	F Stearns
42010	02/16/10 06/09/10	F Stearns
42011	02/16/10 06/09/10	F Stearns
32002	02/16/10 04/09/10	P Worsham
32003	04/19/10 06/09/10	P Worsham

ACC-1B PRINCIPLES OF ACCOUNTING II 3.00 UNITS

A study of managerial accounting principles and information systems.

- **PREREQUISITE:** ACC-1A.

42013	02/16/10 06/09/10	F Stearns
32005	02/16/10 04/09/10	P Worsham
32006	04/19/10 06/09/10	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.

32008	04/19/10 06/09/10	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.

42016	02/16/10 06/09/10	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.

32009	04/19/10 06/09/10	A Smith
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ADMINISTRATION OF JUSTICE

ADJ-1 INTRO ADMIN OF JUSTICE 3.00 UNITS

The history and philosophy of administration of justice in America.

- **PREREQUISITE:** None.

42024	02/16/10 06/09/10	D Baker
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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.

42101	02/16/10 06/09/10	B Hall
42102	02/16/10 06/09/10	B Hall

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.

43953	02/16/10 06/09/10	L Greathouse
42111	02/16/10 06/09/10	T Tombs

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.

42039	02/16/10 06/09/10	R Finner
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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.

32042	02/16/10 06/09/10	J Jorgensen
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See www.opencampus.com/online/schedule.html.

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.*
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|-------|-------------------|---------|
| 32052 | 02/16/10 06/09/10 | K Skiba |
| 32053 | 02/16/10 06/09/10 | K Skiba |
| 32055 | 02/16/10 06/09/10 | K Skiba |
| 32057 | 02/16/10 06/09/10 | 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.*
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|-------|-------------------|-------------|
| 43972 | 02/16/10 06/09/10 | J Whiteford |
|-------|-------------------|-------------|

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.*
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|-------|-------------------|----------|
| 43973 | 02/16/10 06/09/10 | R Reuter |
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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.*
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|-------|-------------------|-----------|
| 22060 | 02/16/10 06/09/10 | J Duran |
| 22062 | 02/16/10 06/09/10 | J Duran |
| 32069 | 04/19/10 06/09/10 | J Liu |
| 42268 | 02/16/10 06/09/10 | R Pardee |
| 42269 | 02/16/10 06/09/10 | R Pardee |
| 42270 | 02/16/10 06/09/10 | C Wyckoff |
| 32070 | 02/16/10 04/09/10 | 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.*
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|-------|-------------------|----------|
| 42280 | 02/16/10 06/09/10 | J James |
| 42278 | 02/16/10 04/09/10 | L Judon |
| 42279 | 04/19/10 06/09/10 | L Judon |
| 32074 | 02/16/10 06/09/10 | 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.*
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|-------|-------------------|---------|
| 42282 | 02/16/10 04/09/10 | L Judon |
| 42283 | 04/19/10 06/09/10 | 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.*
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|-------|-------------------|-----------|
| 32078 | 02/16/10 04/09/10 | R Beck |
| 32079 | 04/19/10 06/09/10 | R Beck |
| 42287 | 02/16/10 06/09/10 | R Pardee |
| 22068 | 02/16/10 06/09/10 | D Webster |

BUS-22 MGMT COMMUNICATIONS 3.00 UNITS

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

- *PREREQUISITE: None.*
 - *ADVISORY: CAT-30.*
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|-------|-------------------|-------------|
| 32080 | 02/16/10 06/09/10 | D Cescolini |
| 42289 | 02/16/10 06/09/10 | C Ishihara |

BUS-30 ENTREPRENEURSHIP 3.00 UNITS

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

- *PREREQUISITE: None.*
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|-------|-------------------|-------------|
| 32082 | 02/16/10 06/09/10 | R Carrigan |
| 22070 | 02/16/10 06/09/10 | D Cescolini |
| 42291 | 02/16/10 06/09/10 | D Wilcoxson |

BUS-40 INT'L BUS-PRINCIPLES 3.00 UNITS

Provides a comprehensive overview of international business with a global perspective on international trade.

- *PREREQUISITE: None.*
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| 42292 | 02/16/10 04/09/10 | C Ishihara |
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BUS-47 APPLIED BUS, MGMT ETHICS 3.00 UNITS

An examination of ethical concerns including corporate, personal, global, environmental, public related issues ethics audits, and corporate social responsibility. (Same as MAG-47)

- *PREREQUISITE: None.*
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|-------|-------------------|---------|
| 32083 | 02/16/10 06/09/10 | A Riker |
|-------|-------------------|---------|

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.*
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|-------|-------------------|-------|
| 22071 | 04/19/10 06/09/10 | Staff |
|-------|-------------------|-------|

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.*
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|-------|-------------------|------------|
| 32084 | 02/16/10 06/09/10 | R Carrigan |
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BUS-58 MARKETING THE VIRTUAL OFFICE 3.00 UNITS

Identify and evaluate various techniques to secure employment as a virtual assistant. Topics include networking, virtual interviews, and development of web marketing resources. (Same as CAT-58)

- *PREREQUISITE: None.*
 - *ADVISORY: CAT-57 and CAT/CIS-76A or 76B.*
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|-------|-------------------|-------------|
| 42295 | 04/19/10 06/09/10 | D Wilcoxson |
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BUS-72 QUANTITATIVE METHODS FOR BUS 3.00 UNITS

Introduction to mathematical techniques for analyzing and improving organizational decisions. Includes computer simulations and analytical statistics for non-mathematicians. (Same as MAG-72)

- *PREREQUISITE: None.*
 - *ADVISORY: BUS-20 and MAG-70.*
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|-------|-------------------|----------|
| 43919 | 02/16/10 06/09/10 | R Pardee |
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BUS-80 PRINCIPLES OF LOGISTICS 3.00 UNITS

Introduction to the field of logistics and the methods for improving product distribution effectiveness.

- *PREREQUISITE: None.*
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|-------|-------------------|--------|
| 32638 | 02/16/10 04/09/10 | R Beck |
|-------|-------------------|--------|

BUS-86 TRANSPORTATION/TRAFFIC MGMT 3.00 UNITS

A study of the domestic freight transportation system, including pricing, regulation and traffic management.

- *PREREQUISITE: None.*
- | | | |
|-------|-------------------|----------|
| 32088 | 04/19/10 06/09/10 | C Pentis |
|-------|-------------------|----------|

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

COMPUTER APPLICATIONS/OFFICE

CAT-1A	BUSINESS ETIQUETTE	1.00 UNITS
Provides students with both the knowledge and the skills required to apply business standards of acceptable behavior and etiquette to project a professional image.		
• <i>PREREQUISITE: None.</i>		
42299	04/19/10 06/09/10	L Laski
CAT-30	BUSINESS ENGLISH	3.00 UNITS
Reviews grammar, punctuation, spelling and vocabulary; includes business communication.		
• <i>PREREQUISITE: None.</i>		
• <i>ADVISORY: Typing skills and familiarity with Microsoft Word.</i>		
42304	02/16/10 06/09/10	S Torre
CAT-31	BUSINESS COMMUNICATIONS	3.00 UNITS
Provides training and skill building in written communications.		
• <i>PREREQUISITE: None.</i>		
• <i>ADVISORY: CAT-30.</i>		
42306	02/16/10 06/09/10	S Torre
CAT-36B	LEGAL OFFICE PROCED II	3.00 UNITS
A continuation and in-depth study of California legal procedure for the legal secretary in various areas of law.		
• <i>PREREQUISITE: None.</i>		
• <i>ADVISORY: CAT-36A and Microsoft Word or Corel WordPerfect.</i>		
42308	02/16/10 04/09/10	S Cortez
CAT-38	LEGAL WORD PROCESS/FORMS	3.00 UNITS
Preparing California legal documents and Judicial Council forms using a computer.		
• <i>PREREQUISITE: None.</i>		
• <i>ADVISORY: CAT-36A and Microsoft Word or Corel WordPerfect.</i>		
42309	04/19/10 06/09/10	S Cortez
CAT-50	KEYBOARD/DOC PROCESSING	3.00 UNITS
Touch typing, keyboard mastery and document formatting on computers for basic business applications.		
• <i>PREREQUISITE: None.</i>		
42310	02/16/10 06/09/10	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.		
• <i>PREREQUISITE: None.</i>		
• <i>ADVISORY: CAT-95A.</i>		
42318	04/19/10 06/09/10	J Lehr
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)		
• <i>PREREQUISITE: None.</i>		
42322	04/19/10 06/09/10	C Morris
CAT-80	WORD FOR WINDOWS	3.00 UNITS
Provides beginning, intermediate and advanced levels of skill applied to a variety of professional/business documents. (Same as CIS-80)		
• <i>PREREQUISITE: None.</i>		
• <i>ADVISORY: Typing knowledge/skills of at least 40 wpm.</i>		
42326	02/16/10 06/09/10	K Feller
CAT-81	INTRO ADOBE INDESIGN	3.00 UNITS
Page design and layout techniques using Adobe InDesign (Same as CIS-81)		
• <i>PREREQUISITE: None.</i>		
32096	02/16/10 06/09/10	C Brotherton
CAT-98A	INTRO TO EXCEL	1.50 UNITS
An introduction to electronic spreadsheets using Excel. (Same as CIS-98A)		
• <i>PREREQUISITE: None.</i>		
42340	04/19/10 06/09/10	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.		
• <i>PREREQUISITE: None.</i>		
42382	02/16/10 06/09/10	S Bhatia
42394	02/16/10 06/09/10	S Bhatia
42395	02/16/10 06/09/10	S Bhatia
32118	02/16/10 06/09/10	C Brotherton
32120	02/16/10 06/09/10	C Brotherton
32116	02/16/10 04/09/10	J Coverdale
32119	04/19/10 06/09/10	J Coverdale
42396	02/16/10 06/09/10	J Cregg
22098	02/16/10 06/09/10	M McQuead
22099	02/16/10 06/09/10	M McQuead
22100	02/16/10 04/09/10	M McQuead
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.		
• <i>PREREQUISITE: CIS-1A.</i>		
42402	02/16/10 06/09/10	J Cregg
CIS-2	FNDMNTLS SYSTEM ANALYSIS	3.00 UNITS
Structured analysis of user requirements related to information systems, for eventual design/development of the system.		
• <i>PREREQUISITE: None.</i>		
42403	02/16/10 06/09/10	S Bhatia
CIS-5	PROGRAM LOGIC USING C++	3.00 UNITS
Introduction to computer programming using C++.		
• <i>PREREQUISITE: None.</i>		
• <i>ADVISORY: CIS-1A.</i>		
42417	02/16/10 06/09/10	L Hall
CIS-12	PHP DYNAMIC WEB SITE PROGRAM	3.00 UNITS
Introduction to dynamic web site programming using PHP, featuring database-driven applications such as user registration, content management, and e-commerce.		
• <i>PREREQUISITE: None.</i>		
• <i>ADVISORY: Programming fundamentals such as in CIS-5 or 14A, and familiarity with HTML such as in CIS-72A or 14A.</i>		
42378	02/16/10 06/09/10	M Lehr
CIS-14A	WEB PROGRAMMING: JAVASCRIPT	3.00 UNITS
Introduction to JavaScript programming with World Wide Web applications including image rollovers, browser windows, forms, cookies and Dynamic HTML.		
• <i>PREREQUISITE: None.</i>		
• <i>ADVISORY: Previous programming experience and knowledge of HTML, CIS-5 and CIS-72A.</i>		
42379	02/16/10 06/09/10	M Lehr
CIS-20	SYSTEM ANALYSIS/DESIGN	3.00 UNITS
Exposure to the techniques used in the development of effective computer systems for business systems applications.		
• <i>PREREQUISITE: CIS-2.</i>		
• <i>ADVISORY: Students should have a working knowledge of MS Access.</i>		
43902	02/16/10 06/09/10	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.		
• <i>PREREQUISITE: None.</i>		
42420	02/16/10 06/09/10	S Bhatia

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CIS-63 INTRO TO SQL 3.00 UNITS

Provides experience in database management using the Structured Query Language. The class will be introducing key SQL concepts necessary in developing a database schema and using the data manipulation language.

- *PREREQUISITE: None.*

42421 02/16/10 06/09/10 R McPherson

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, familiarity with the Internet, and CIS-95A.*

42425 02/16/10 04/09/10 J Cregg

42426 04/19/10 06/09/10 J Cregg

CIS-81 INTRO ADOBE INDESIGN 3.00 UNITS

Page design and layout techniques using Adobe InDesign (Same as CAT-81)

- *PREREQUISITE: None.*

32132 02/16/10 06/09/10 C Brotherton

CIS-95A INTRO TO THE INTERNET 1.50 UNITS

An introduction to the Internet for personal computers. (Same as CAT-95A)

- *PREREQUISITE: None.*

43955 04/19/10 06/09/10 J Cregg

EARLY CHILDHOOD EDUCATION

EAR-53 PARENTING-GUIDING YNG CHILDREN 1.00 UNITS

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

- *PREREQUISITE: None.*

42546 02/16/10 04/09/10 D Cazares

42547 04/19/10 06/09/10 D Cazares

EAR-54 CONTEMPORARY PARENT 1.00 UNITS

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

- *PREREQUISITE: None.*

42548 02/16/10 04/09/10 S Yates

43986 04/19/10 06/09/10 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.*

42557 02/16/10 06/09/10 A Casolari

42558 02/16/10 06/09/10 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.*

42561 02/16/10 06/09/10 A Casolari

43965 02/16/10 06/09/10 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 preparation score.*

42606 02/16/10 06/09/10 K Anderson

32191 02/16/10 04/09/10 M Bader

32197 04/19/10 06/09/10 M Bader

42615 02/16/10 06/09/10 K Iwamizu

42607 02/16/10 06/09/10 B Osgood-Treston

22200 02/16/10 06/09/10 R Regino

22201 02/16/10 06/09/10 R Regino

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.*

42636 02/16/10 06/09/10 K Iwamizu

22213 02/16/10 06/09/10 J Johnston

42637 02/16/10 06/09/10 B Osgood-Treston

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.*

42784 02/16/10 06/09/10 S Gillins

42785 04/19/10 06/09/10 S Gillins

FTV-69 SCRIPT SUPERVISING-FILM, TELEV 3.00 UNITS

Introduction to the theory and practice of script supervising for film and television production.

- *PREREQUISITE: None.*

42795 02/16/10 06/09/10 K Eaton

FTV-70 SCRIPT SOFTWARE -FINAL DRAFT 1.00 UNITS

Skill development in the use of scriptwriting software, Final Draft and Final Draft AV for television, film, audiovisual, and stage production.

- *PREREQUISITE: None.*

42796 04/19/10 06/09/10 K Eaton

GUIDANCE

GUI-45 INTRODUCTION TO COLLEGE 1.00 UNITS

Introduction to programs, resources and personal factors that contribute to college success.

- *PREREQUISITE: None.*

42832 02/16/10 04/09/10 D DiThomas

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.*

42845 02/16/10 06/09/10 E Brown

22301 02/16/10 06/09/10 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.*

43923 04/19/10 06/09/10 K Woods

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HIS-6 POL SOC HIST OF US
 A history of the United States from Colonial time to 1877.
 • *PREREQUISITE: None.*
 • *ADVISORY: Qualification for ENG-1A.*

42892 02/16/10 06/09/10
 42896 02/16/10 06/09/10
 22847 02/16/10 06/09/10

3.00 UNITS
 A Parker
 A Parker
 L Riggins

HIS-7 POL SOC HISTORY OF US
 A history of the United States from 1877 to the present.
 • *PREREQUISITE: None.*
 • *ADVISORY: Qualification for ENG-1A.*

42912 02/16/10 06/09/10
 44010 02/16/10 06/09/10
 22848 02/16/10 06/09/10

3.00 UNITS
 A Parker
 A Parker
 L Riggins

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.*

42928 02/16/10 06/09/10 C Gobatie

HUM-5 ARTS & IDEAS: RENAISS-MODERN 3.00 UNITS
 An interdisciplinary study of the origins of movements in art, literature, music, philosophy and religion in Western civilization from the Renaissance through the post-Modern era.

• *PREREQUISITE: None.*
 • *ADVISORY: Qualification for ENG-1A.*
 32319 02/16/10 06/09/10 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.*

32313 02/16/10 06/09/10 B Pavlis
 32316 02/16/10 06/09/10 B Pavlis
 22356 02/16/10 06/09/10 C Rocco
 22358 02/16/10 06/09/10 C Rocco

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.*

42925 02/16/10 06/09/10 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.*

42946 04/19/10 06/09/10 S Brewster

MANAGEMENT

MAG-44 PRINCIPLES OF MANAGEMENT 3.00 UNITS
 An overview of the concepts, processes and techniques of organizational management.
 • *PREREQUISITE: None.*

32326 02/16/10 04/09/10 J Baugh
 22366 02/16/10 06/09/10 D Webster

MAG-47 APPLIED BUS, MGMT ETHICS 3.00 UNITS
 An examination of ethical concerns including corporate, personal, global, environmental, public related issues ethics audits, and corporate social responsibility. (Same as BUS-47)
 • *PREREQUISITE: None.*

32327 02/16/10 06/09/10 A Riker

MAG-51 ELEMENTS OF SUPERVISION 3.00 UNITS
 Covers responsibilities of a supervisor in industry, including organization, employee relations and evaluations.
 • *PREREQUISITE: None.*

32328 04/19/10 06/09/10 E Davalos

MAG-53 HUMAN RELATIONS 3.00 UNITS
 Practical application of basic psychology in building better employer-employee relationships.
 • *PREREQUISITE: None.*

32329 02/16/10 04/09/10 G Zwart
 32330 04/19/10 06/09/10 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. 42953 02/16/10 06/09/10*

42953 02/16/10 06/09/10 L Holt
 32639 02/16/10 06/09/10 C Pentis

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.*

22449 02/16/10 06/09/10 J Duran
 32421 02/16/10 06/09/10 G Zwart

MKT-41 TECHNIQUES OF SELLING 3.00 UNITS
 Studies sales communication, behavioral, ethical and philosophical factors as applied to the selling function.
 • *PREREQUISITE: None.*

22450 02/16/10 06/09/10 L Jackson

MKT-42 RETAIL MANAGEMENT 3.00 UNITS
 Survey of retail management, philosophies, strategies, concepts and objectives.
 • *PREREQUISITE: None.*

43924 02/16/10 06/09/10 J Avila

MATHEMATICS

MAT-11 COLLEGE ALGEBRA 4.00 UNITS
 College-level algebra.
 • *PREREQUISITE: MAT-35 or qualifying placement level.*

42973 02/16/10 06/09/10 A Curtis

MAT-35 INTERMEDIATE ALGEBRA 5.00 UNITS
 Algebra preparation for college-level mathematics.
 • *PREREQUISITE: MAT-52 or qualifying placement level.*

32372 02/16/10 06/09/10 E Chung
 43027 02/16/10 06/09/10 K Cramm
 22393 02/16/10 06/09/10 S Drake
 32370 02/16/10 06/09/10 B Johnson
 32371 02/16/10 06/09/10 B Johnson
 22391 02/16/10 06/09/10 F Johnson
 43023 02/16/10 06/09/10 M Legner
 43020 02/16/10 06/09/10 G Morales
 22390 02/16/10 06/09/10 K Saxon

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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.*

32376 02/16/10 06/09/10 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.*

32394 02/16/10 06/09/10 E Chung
 32396 02/16/10 06/09/10 E Chung
 32390 02/16/10 06/09/10 J Frewing
 32385 02/16/10 06/09/10 R Prior
 32388 02/16/10 06/09/10 R Prior
 32389 02/16/10 06/09/10 R Prior
 22408 02/16/10 06/09/10 K Richards-Dinger
 22407 02/16/10 06/09/10 K Saxon
 32392 02/16/10 06/09/10 D Smith
 43055 02/16/10 06/09/10 T Strong

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.*

32408 02/16/10 06/09/10 J Frewing
 32410 02/16/10 06/09/10 J Rey

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.*

22452 02/16/10 04/09/10 D Foster
 22453 04/19/10 06/09/10 D Foster
 32424 02/16/10 06/09/10 D Humble
 43945 02/16/10 06/09/10 C Quin
 43118 04/19/10 06/09/10 D Sausser
 32425 02/16/10 06/09/10 Staff
 43119 02/16/10 04/09/10 I Tsai
 43120 02/16/10 04/09/10 I Tsai
 43121 02/16/10 04/09/10 I Tsai

MUS-25 JAZZ APPRECIATION 3.00 UNITS

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

- *PREREQUISITE: None.*

43127 02/16/10 04/09/10 C Richard
 43128 04/19/10 06/09/10 C Richard

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.*

43132 02/16/10 04/09/10 K Mayse
 43133 04/19/10 06/09/10 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.*

43193 02/16/10 04/09/10 P Curtis
 43977 04/19/10 06/09/10 P Curtis

PARALEGAL STUDIES

PAL-78 CIVIL LITIGATION/PROCED II 3.00 UNITS

Further study of civil litigation and procedures as it pertains to the role of a paralegal.

- *PREREQUISITE: PAL-68.*

43284 04/19/10 06/09/10 L Judon

PHILOSOPHY

PHI-10 INTRO TO PHILOSOPHY 3.00 UNITS

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

- *PREREQUISITE: None.*

32432 02/16/10 06/09/10 S Crasnow
 32433 04/19/10 06/09/10 S Crasnow
 43292 02/16/10 06/09/10 C Gobatie

PHI-11 CRITICAL THINKING 3.00 UNITS

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

- *PREREQUISITE: None.*

43301 02/16/10 06/09/10 C Gobatie
 43302 02/16/10 06/09/10 C Gobatie
 43300 04/19/10 06/09/10 C Gobatie

PHYSICAL EDUCATION

PHP-4 NUTRITION 3.00 UNITS

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

- *PREREQUISITE: None.*

43354 02/16/10 06/09/10 D Almquist
 43355 02/16/10 06/09/10 N Bonzoumet
 43353 02/16/10 06/09/10 N Bonzoumet
 22482 02/16/10 06/09/10 T Brown-Lowry
 32455 02/16/10 06/09/10 A Doty
 43357 02/16/10 06/09/10 W Elton
 43352 02/16/10 06/09/10 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.*

43345 02/16/10 06/09/10 C Lowden
 43346 02/16/10 06/09/10 S Sigloch
 43347 02/16/10 06/09/10 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.*

43500 02/16/10 06/09/10 D Haghight
 43505 02/16/10 06/09/10 D Haghight
 43506 02/16/10 06/09/10 D Haghight
 43509 02/16/10 06/09/10 D Haghight
 32497 02/16/10 06/09/10 D Makin
 32498 02/16/10 06/09/10 D Makin
 32502 02/16/10 06/09/10 D Makin
 43508 02/16/10 06/09/10 W Schinke

PSYCHOLOGY

PSY-1 GENERAL PSYCH 3.00 UNITS

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

- *PREREQUISITE: None.*

43528 02/16/10 04/09/10 R Ruiz
 43996 02/16/10 04/09/10 R Ruiz

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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.*

43552	02/16/10 06/09/10	P Matsos
43554	04/19/10 06/09/10	P Matsos
43556	02/16/10 06/09/10	P Matsos
43553	04/19/10 06/09/10	P Matsos
43555	04/19/10 06/09/10	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.*

43558	02/16/10 06/09/10	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 preparation score.*

43577	02/16/09 04/09/09	T Brown
43578	02/16/09 04/09/09	T Brown
43579	04/19/10 06/09/10	T Brown
43580	04/19/10 06/09/10	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.*

32534	04/19/10 06/09/10	B Miller
32533	02/16/10 04/09/10	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.*

32535	02/16/10 04/09/10	T Wagner
32536	04/19/10 06/09/10	T Wagner

RLE-82 LEGAL ASPECT REAL ESTATE 3.00 UNITS

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

- *PREREQUISITE: None.*

32537	02/16/10 04/09/10	T Wagner
32538	04/19/10 06/09/10	T Wagner

RLE-83 REAL ESTATE FINANCE 3.00 UNITS

Analysis of real estate finance in residential, apartment, commercial and special purpose properties.

- *PREREQUISITE: None.*

32539	02/16/10 04/09/10	T Wagner
32540	04/19/10 06/09/10	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.*

32541	02/16/10 06/09/10	C MacKenzie
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RUSSIAN**RUS-11 CULTURE AND CIVILIZATION 3.00 UNITS**

Introductory survey of Russian culture and civilization. Class conducted in English.

- *PREREQUISITE: None.*

43990	02/16/10 06/09/10	E Kobzeva-Herzog
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SOCIOLOGY**SOC-1 INTRO TO SOCIOLOGY 3.00 UNITS**

An introduction to the basic concepts of societal organization.

- *PREREQUISITE: None.*

43607	02/16/10 06/09/10	J Brooks
43609	02/16/10 06/09/10	J Brooks
43605	02/16/10 06/09/10	J Brown
43606	02/16/10 06/09/10	J Brown
43617	02/16/10 06/09/10	M Carpenter
43618	02/16/10 06/09/10	M Carpenter
43601	02/16/10 06/09/10	R Davin
43602	02/16/10 06/09/10	R Davin
43603	02/16/10 06/09/10	R Davin
43604	02/16/10 06/09/10	R Davin
43610	02/16/10 06/09/10	E Perez
43611	02/16/10 04/09/10	J Schall
43612	04/19/10 06/09/10	J Schall
43613	04/19/10 06/09/10	J Schall
22591	02/16/10 04/09/10	E Thompson
22596	04/19/10 06/09/10	E Thompson

SOC-2 AMER SOCIAL PROB 3.00 UNITS

Identification and analysis of major contemporary social problems.

- *PREREQUISITE: None.*

43632	02/16/10 06/09/10	D Baker
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SOC-3 SOCIAL INEQUALITY 3.00 UNITS

An introduction to the theory, extent and consequences of social inequality in American society.

- *PREREQUISITE: None.*

43637	02/16/10 06/09/10	D Baker
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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.*

43623	02/16/10 06/09/10	D Baker
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SOC-12 MARRIAGE FAMILY REL 3.00 UNITS

Contemporary patterns in marriage and family relations.

- *PREREQUISITE: None.*

43625	02/16/10 06/09/10	J Brown
43626	02/16/10 06/09/10	J Brown
43627	02/16/10 06/09/10	J Brown

SOC-17 INTRO TO PUBLIC MENTAL HEALTH 3.00 UNITS

An overview of the types and functions of public mental health agencies and associated careers. Emphasizes the practical application of skills, abilities, knowledge of the field and understanding of human behavior necessary to prepare for a career in public mental health.

- *PREREQUISITE: None.*

44024	02/16/10 06/09/10	R Davin
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SOC-20 CRIMINOLOGY 3.00 UNITS

A sociological analysis of crime, criminal law and criminality.

- *PREREQUISITE: None.*

43635	02/16/10 06/09/10	D Baker
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SPANISH**SPA-11 CULTURE AND CIVILIZATION 3.00 UNITS**

Introductory survey of Spanish culture and civilization. Class conducted in English.

- *PREREQUISITE: None.*

43651	02/16/10 06/09/10	J Accomando
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SPA-12 LAT AMER CULTURE, CIVILIZATION 3.00 UNITS

Introductory survey of Latin American culture and civilization. Class conducted in English.

- *PREREQUISITE: None.*

43652	02/16/10 06/09/10	D Gaylor
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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.*

43970	02/16/10 06/09/10	K Kelly
43661	02/16/10 06/09/10	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.*

43735	02/16/10 04/09/10	H Bauer
43740	04/19/10 06/09/10	H Bauer
43739	04/19/10 06/09/10	G Christensen
43734	02/16/10 04/09/10	M Gourley
43736	02/16/10 04/09/10	M Gourley
43733	02/16/10 04/09/10	D Nelson
43738	04/19/10 06/09/10	D Nelson
32592	02/16/10 06/09/10	W Stevens
32653	02/16/10 06/09/10	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.*

43766	02/16/10 06/09/10	S Gillins
43767	02/16/10 06/09/10	S Gillins
43768	02/16/10 06/09/10	S Thomas

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