



8-WEEK CLASSES LATE START

Updated 9-12-19

ACCOUNTING

ACC-1A Principles of Accounting I 3 UNITS

Prerequisite: None
Advisory: BUS-20
Description: An introduction to accounting principles and practice...
37005 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE
The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.
Instructor: D White

37006 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE
The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.
Instructor: D White

ACC-1B Principles of Accounting II 3 UNITS

Prerequisite: ACC-1A
Description: A study of managerial accounting principles and information systems including basic concepts, limitations, tools and methods to support the internal decision-making functions of an organization. 54 hours lecture. (Letter grade only)
37839 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

Instructor: P Worsham
37009 Last Day to add: 10/26/19
HYB 10/21/19 12/14/19 09:40AM 11:05AM TTH ATEC114
10/21/19 12/14/19 ONLINE
The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: P Worsham
37007 Last Day to add: 10/27/19
HYB 10/21/19 12/14/19 06:00PM 09:10PM W WEQW6A
10/21/19 12/14/19 ONLINE
The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates
Instructor: D White

ACC-62 Payroll Accounting 3 UNITS

Prerequisite: ACC-1A or ACC-55
Description: Studies accounting for payroll and examines aspects of the Social Security Act, California Unemployment Insurance Act and the California Worker's Compensation Insurance Act. Payroll principles applied through the use of microcomputers. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
37011 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE
The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.
Instructor: M Scott

ACC-65 Computerized Accounting 3 UNITS

Prerequisite: ACC-1A or ACC-55
Advisory: CIS-1A or CIS-3
Description: An introduction to computerized accounting, integrating the principles of accounting to an automated system in use by many accounting professionals. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
37012 Last Day to add: 10/26/19
HYB 10/21/19 12/14/19 08:00AM 09:25AM TTH CACT2
10/21/19 12/14/19 ONLINE
The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.
Instructor: N Ildefonso

ART

ART-6 Art Appreciation 3 UNITS

Prerequisite: None
Advisory: ENG-1A
Description: An introductory course for the non-art major. The creative process and the diversity of style, technique and media, evident in various art forms throughout history and culture. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
37054 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE
The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.
Instructor: M Eastridge
37826 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE
The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.
Instructor: Q Bemiller



... 8-WEEK CLASSES ...
LATE START

Updated 9-12-19

BUSINESS ADMINISTRATION

BUS-10 Introduction to Business 3 UNITS

Prerequisite: None. Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles, and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture. (Letter Grade only)

37088 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: G Zwart
37089 Last Day to add: 10/27/19

HYB 10/21/19 12/14/19 06:00PM 09:10PM W JFK112
10/21/19 12/14/19 ONLINE

The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: Staff

BUS-18A Business Law I 3 UNITS

Prerequisite: None. Description: The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture.

37097 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: S Johnson

BUS-18B Business Law II 3 UNITS

Prerequisite: None. Description: Commercial paper, secured transactions, bankruptcy, agency and employment, business organizations, governmental regulations, international law, real and personal property and trusts and estates. 54 hours lecture.

37098 Last Day to add: 10/26/19
HYB 10/21/19 12/14/19 06:30PM 09:40PM T WEQW6A
10/21/19 12/14/19 ONLINE

The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

BUS-20 Business Mathematics 3 UNITS

Prerequisite: None. Description: An introduction to quantitative approaches for solving common business problems using general mathematics and first degree equations. Includes the development and solution of problems in the areas of business statistics, trade and cash discounts, markups and markdowns, perishables, payroll, taxes, simple interest, promissory notes, compound interest, present and future value, annuities and sinking funds, installment buying and credit cards, home ownership costs, insurance, stocks and bonds, mutual funds, financial reports, depreciation, inventory, and overhead. 54 hours lecture.

37101 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: P Worsham

BUS-47 Applied Business and Management Ethics 3 UNITS

Prerequisite: None. Description: An examination of ethical concerns in business decision making. Includes corporate, personal, global, governmental, public, environmental, product, and job-related issues. Case studies and corporate ethics programs and audits also covered. 54 hours lecture. (Letter Grade, or Pass/No Pass option)

37109 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: D Dokter

BUS-80 Principles of Logistics 3 UNITS

Prerequisite: None. Description: An introduction to the management of business logistics functions including purchasing, inventory management, transportation, warehousing and their related technologies. Focus is on integration of logistics functions to improve overall supply chain customer service and cost performance. 54 hours lecture.

37111 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: R Beck



... 8-WEEK CLASSES ...
LATE START

Updated 9-12-19

BUS-82
Freight Claims 1.5 UNITS

Prerequisite: None
Description: A study of loss avoidance and mitigation in transit and of the preparation, filing, and resolution. 27 hours lecture. (Letter Grade, or Pass/No Pass option.)

37112 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: C Pentis

BUS-90
International Logistics 3 UNITS

Prerequisite: None
Description: An introduction to the role of logistics in global business; including the economic and service characteristics of international transportation providers, the government's role, documentation and terms of sale used in global business, and the fundamentals of effective export and import management. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

37116 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: R Beck

COMMUNICATION STUDIES

COM-1
Public Speaking 3 UNITS

Prerequisite: None
Advisory: COM-51 and qualification for ENG-1A
Description: Prepares students to compose (develop outlines and research) and present a minimum of four speeches, including informative and persuasive presentations in front of a live audience. Emphasis will include: different purposes of speaking, types of speeches and organizational patterns, topic choice and audience adaptation, rhetorical principles, development and support of sound reasoning and argument, theories of persuasion, application of ethics in public speaking, listening skills, and theory and principles of effective delivery. Students will speak formally for a minimum of 20 total semester minutes. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

37173 Last Day to add: 10/29/19
HYB 10/21/19 12/14/19 07:30AM 10:40AM F IT210
10/21/19 12/14/19 ONLINE

The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: M Lewis

37165 Last Day to add: 10/26/19
HYB 10/21/19 12/14/19 02:30PM 03:55PM TTH LIBR121
10/21/19 12/14/19 ONLINE

The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: M Lewis

CONSTRUCTION TECHNOLOGY

CON-66
National Electrical Code 3 UNITS

Prerequisite: None
Description: Review of electrical codes including discussion and analysis of the application of physical laws in development of the code requirements. 54 hours lecture. (Letter grade only)

37201 Last Day to add: 10/26/19
WE 10/22/19 12/12/19 02:00PM 05:20PM TTH ATEC119

The above section is a short term web-enhanced class. Internet access is required. Please note the start and end dates.

Instructor: J Vela

DRAFTING

DFT-27
Technical Communications (same As Ele/Ene-27) 3 UNITS

Prerequisite: None
Description: Procedures for organizing and presenting technical data through informal and formal documents and presentations. Includes practice in writing memoranda, letter reports, and formal technical reports. Also includes discussion of personal resume and preparation of job applications. 54 hours lecture.

37210 Last Day to add: 10/25/19
WE 10/21/19 12/11/19 08:00AM 11:20AM MW IT124

The above section is a short term web-enhanced class. Internet access is required. Please note the start and end dates.

Instructor: A Johnson



... 8-WEEK CLASSES ...
LATE START

Updated 9-12-19

ELECTRICITY

ELC-74
Industrial Wiring and Controls (same As Ele-74) 4 UNITS

Prerequisite: None Course Credit Recommendation: Degree Credit
Description: Industrial controls and electrical wiring of modern facilities, manufacturing, or warehousing. Included will be production equipment, conveyor systems, hydraulic and pneumatic controls, power distribution, blueprint reading, electrical control wiring, PLC (programmable logic controller) control wiring, VFD (variable frequency drives) wiring and programming. 54 hours lecture and 54 hours laboratory. (Letter Grade or Pass/No Pass option)

Table with 7 columns: Course ID, Day, Start Date, End Date, Start Time, End Time, Day of Week, and IT124. Includes 'Last Day to add: 10/27/19'.

The above section is a short term web-enhanced class. Internet access is required. Please note start and end dates.
Instructor: J Vela

ELECTRONICS

ELE-27
Technical Communications 3 UNITS

Prerequisite: None
Description: Procedures for organizing and presenting technical data through informal and formal documents and presentations. Includes practice in writing memoranda, letter reports, and formal technical reports. Also includes discussion of personal resume and preparation of job applications. 54 hours lecture.

Table with 7 columns: Course ID, Day, Start Date, End Date, Start Time, End Time, Day of Week, and IT124. Includes 'Last Day to add: 10/25/19'.

The above section is a short term web-enhanced class. Internet access is required. Please note the start and end dates.
Instructor: A Johnson

ELE-74
Industrial Wiring and Controls (same As Elc-74) 4 UNITS

Prerequisite: None
Description: Industrial controls and electrical wiring of modern facilities, manufacturing, or warehousing. Included will be production equipment, conveyor systems, hydraulic and pneumatic controls, power distribution, blueprint reading, electrical control wiring, PLC (programmable logic controller) control wiring, VFD (variable frequency drives) wiring and programming. 54 hours lecture and 54 hours laboratory. (Letter Grade or Pass/No Pass option)

Table with 7 columns: Course ID, Day, Start Date, End Date, Start Time, End Time, Day of Week, and IT124. Includes 'Last Day to add: 10/27/19'.

The above section is a short term web-enhanced class. Internet access is required. Please note the start and end dates.
Instructor: J Vela

ENGINEERING

ENE-27
Technical Communications 3 UNITS

Prerequisite: None
Description: Procedures for organizing and presenting technical data through informal and formal documents and presentations. Includes practice in writing memoranda, letter reports, and formal technical reports. Also includes discussion of personal resume and preparation of job applications. 54 hours lecture.

Table with 7 columns: Course ID, Day, Start Date, End Date, Start Time, End Time, Day of Week, and IT124. Includes 'Last Day to add: 10/25/19'.

The above section is a short term web-enhanced class. Internet access is required. Please note the start and end dates.
Instructor: A Johnson

ENGLISH

ENG-1A
English Composition 4 UNITS

Prerequisite: ENG-50 or ENG-80 or qualifying placement level
Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

Table with 7 columns: Course ID, Day, Start Date, End Date, Start Time, End Time, Day of Week, and ONLINE. Includes 'Last Day to add: 10/29/19'.

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.
Instructor: T Wallace



... 8-WEEK CLASSES ...
LATE START

Updated 9-12-19

ENG-1B

Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses.

37328 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE
10/21/19 12/14/19 ONLINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: S Camacho

GUIDANCE

GUI-46

Intro Transfer Process

1 UNIT

Prerequisite: None.

Description: Survey of transfer requirements with hands-on activities through the application process for students transferring to four-year institutions.

37405 Last Day to add: 10/29/19
HYB 10/25/19 12/14/19 11:50AM 12:40PM F HUM102
10/25/19 12/14/19 ONLINE

The above section is a short term hybrid class. Computer with Internet access required. Please note the start and end dates. See www.opencampus.com.

Instructor: M Hernandez

LIBRARY

LIB-1

Introduction to Information Literacy

1 UNIT

Prerequisite: None

Description: Presents the fundamentals of the effective use of libraries to find, evaluate, interpret, and organize information online and in print; and to answer research questions and develop new ones.

37507 Last Day to add: 10/25/19
HYB 10/21/19 12/14/19 02:15PM 03:20PM M IT106
10/21/19 12/14/19 ONLINE

The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: S Seifried

MANAGEMENT

MAG-44

Principles of Management

3 UNITS

Prerequisite: None

Description: For those who are in management, preparing for a potential promotion or interested in the management process. Includes the primary functions of planning, organizing, controlling, and leading as well as related skills such as team development, motivation and communication techniques, and quality management.

37509 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: E Doucette

MAG-47

Applied Business, Management Ethics

3 UNITS

Prerequisite: None.

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

37511 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: D Dokter

MANUFACTURING TECHNOLOGY

MAN-55

Occupational Safety and Health Administration (OSHA) Standards for General Industry

1 UNIT

PREREQUISITE: None.

Prerequisite: None Covers OSHA policies, procedures, and standards, as well as safety for general industry and health principles. Topics include scope and application of the OSHA general industry standards.

37997 Last Day to add: 10/29/19
OL 10/21/19 12/14/19 ONLINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: P Van Hulle

37916 Last Day to add: 10/29/19
WE 10/25/19 12/13/19 08:45AM 11:05AM F IT125

The above section is a short term web-enhanced class. Internet access is required. Please note start and end dates.

Instructor: K Mosley



8-WEEK CLASSES LATE START

Updated 9-12-19

MAN-60 Hydraulic and Pneumatic Systems 3 UNITS

Prerequisite: None
Advisory: ENE-60 or MAT-52
Description: Basics of hydraulic and pneumatic systems including physical properties of liquids under pressure.

Table with 7 columns: Section ID, Day, Start Date, End Date, Start Time, End Time, Location. Includes rows for 37917 and WE sections.

The above section is a short term web-enhanced class. Internet access is required. Please note start and end dates. Instructor: P Maluso

MAN-74 Industrial Wiring and Controls (same As Elc/Ele-74) 4 UNITS

Prerequisite: None
Description: Industrial controls and electrical wiring of modern facilities, manufacturing, or warehousing. Included will be production equipment, conveyor systems, hydraulic and pneumatic controls, power distribution, blueprint reading, electrical control wiring, PLC (programmable logic controller) control wiring, VFD (variable frequency drives) wiring and programming.

Table with 7 columns: Section ID, Day, Start Date, End Date, Start Time, End Time, Location. Includes rows for 37918 and WE sections.

The above section is a short term web-enhanced class. Internet access is required. Please note start and end dates. Instructor: J Vela

MUSIC

MUS-19 Music Appreciation 3 UNITS

Prerequisite: None
Description: A broad survey of music in the Western world, including terminology for describing musical elements, forms, and styles.

Table with 7 columns: Section ID, Day, Start Date, End Date, Start Time, End Time, Location. Includes rows for 37626 and OL sections.

The above section is an online class. Computer with Internet access required. See www.opencampus.com. Instructor: S Son

REAL ESTATE

RLE-80 Real Estate Principles 3 UNITS

Prerequisite: None.
Description: Comprehensive analysis of basic laws, principles, terminology and current practices of California real estate.

Table with 7 columns: Section ID, Day, Start Date, End Date, Start Time, End Time, Location. Includes rows for 37716 and OL sections.

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates. Instructor: L Namazi

RLE-81 Real Estate Practices 3 UNITS

Prerequisite: None
Description: Covers basic laws and principles of California real estate, terminology and daily operations in a real estate brokerage. Includes listing, prospecting, advertising, financing, sales techniques, escrow and ethics.

Table with 7 columns: Section ID, Day, Start Date, End Date, Start Time, End Time, Location. Includes rows for 37719 and OL sections.

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates. Instructor: T Wagner

RLE-82 Legal Aspects of Real Estate 3 UNITS

Prerequisite: None
Description: California real estate law, including rights incident to property ownership and management, agency, contracts, and application to real estate transfer, conveyance, probate proceedings, trust deeds, and foreclosure, as well as recent legislation governing real estate transactions.

Table with 7 columns: Section ID, Day, Start Date, End Date, Start Time, End Time, Location. Includes rows for 38068 and OL sections.

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com. Instructor: T Wagner

RLE-83 Real Estate Finance 3 UNITS

Prerequisite: None.
Description: Analysis of real estate finance in residential, apartment, commercial and special purpose properties.

Table with 7 columns: Section ID, Day, Start Date, End Date, Start Time, End Time, Location. Includes rows for 37722 and OL sections.

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com. Instructor: S Doll



... 8-WEEK CLASSES ...
LATE START

Updated 9-12-19

THEATER ARTS

THE-3

Introduction to the Theater

3 UNITS

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

37761

Last Day to add: 10/29/19

OL 10/21/19 12/14/19

ONLINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: W Stevens