



**Lifelong  
Learning  
for the 80's**

**EXTENSION  
BULLETIN**

**Winter 1980**

California State University  
Dominguez Hills



Extended Education  
Carson, California 90747



## A NOTE FROM THE PRESIDENT

This extension bulletin is an important expression of the educational goals of this University. Dominguez Hills has a principal goal of reaching to the people of this area; we are, in a real sense, the "people's university" of California, with the eighteen other campuses of the California State University and Colleges.

"Lifelong learning for the 80's" is the theme of this bulletin, and it is something this University will accomplish in the years ahead. We mean to make higher education accessible to the people of the Los Angeles basin.

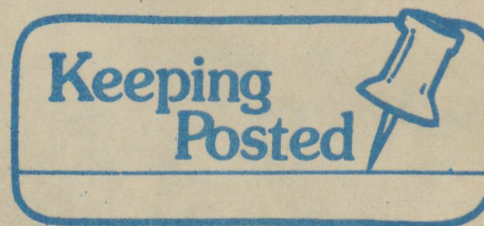
The courses and programs in this bulletin are designed to do just that. We look forward to welcoming many of you to the University, its liveliness, and its many activities. We invite your suggestions about the extended education program.

Donald R. Gerth  
President

### NOT PRINTED OR SUPPORTED BY STATE FUNDS. EXTENDED EDUCATION IS A SELF-SUPPORTING PROGRAM

The Bulletin of Extended Education is printed 3 times a year corresponding to the Fall, Winter, and Spring academic quarters by

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At the time the Extension Bulletin went to press, a number of new and exciting courses were being reviewed by the academic departments for credit. These new courses are designated CREDIT PENDING by the course description. Please call the Extension Office after January 1 for credit information on these courses.

Courses approved for Nursing Relicensure Credit are indicated by the designation BRN after the course title. Courses are offered in different subject areas throughout the bulletin.

On occasion, courses may change from what is indicated in this Bulletin, (such as time, location, instructor, etc.). In this event, we will attempt to notify all early-registered students. If you will not be at your office or home a few days before class begins, or if you must travel a significant distance, it is advisable to check with the Office of Extended Programs, (213)515-3741, to verify that the course will meet as scheduled.

# COURSE OFFERINGS

The following courses may be taken for academic progress toward a degree, for professional development, for personal growth — or for any combination of reasons.

## CREDIT/NON-CREDIT

The credit courses offer transferable degree-applicable, elective credit. They are either regular on-campus catalogue courses or new courses which have been reviewed by the appropriate academic departments. They are designated in units of credit based on the academic quarter system.

The non-credit courses are designed to respond to the variety of interests of those living and working the University's service area.

Some courses may be taken for either credit or non-credit.

## CREDIT/NOT-CREDIT REQUIREMENTS

For courses that are available as either credit or non-credit, all students attend the same class meetings. However, those taking it for credit will pay a slightly higher fee and will be required to complete a project outside the classroom.

## CONTINUING EDUCATION UNITS

Some of our courses offer C.E.U.s. The Continuing Education Unit is a nationally recognized unit of measurement for a variety of non-credit programs applying towards licensure, promotional, or career advancement. A cumulative permanent transcript of all CEU study undertaken is provided to extension students and is available from the Office of Admissions and Records.

## INFORMATION UPDATE

Some information regarding class scheduling was not available at the time this bulletin went to print. Please phone the Office of Extended Programs for exact times, dates, and locations — (213) 515-3741.

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# ADVERTISING DESIGN

See COMMUNICATIONS

# ART, CHILDREN'S

See EDUCATION

# BUSINESS

## PRODUCTION MANAGEMENT

Bus X211

Analysis of the marketing function in the production area; methods used in planning, organizing, and controlling production. (May be applied as required credit to the Certificate Program in Business Management. Please refer to page 17 for program description.)

## SOCIAL RESPONSIBILITY OF BUSINESS

Bus X205

Responsibilities and obligations of the business community to contemporary society. Principles and problem solving techniques as related to major social problems confronting business organizations. (May be applied as required credit to the Certificate Program in Business Management. Please refer to page 17 for program description.)

## BUSINESS FINANCE

Bus X260

Development of a decision framework for financial management; capital budgeting, trade credit policy, dividend and capital structure policies. (May be applied as elective credit to the Certificate Program in Business Management. Please refer to page 15 for program description.)

## ELEMENTS OF MARKETING

Bus X250

Management of the marketing function; decision-making concerning products, distribution channels, pricing and promotion, consumer behavior. (May be applied as elective credit to Certificate Program in Business Management. Please refer to page 17 for program description.)

## MANAGEMENT AND ORGANIZATIONAL THEORY

Bus X210

Integration of classical and behavioral approaches to management with emphasis upon human relations, informal organizations, and motivation in both profit and non-profit organizations. (May be applied as required credit to the Certificate Program in Business Management. Please refer to page 17 for program description.)

## ASSERTIVE MANAGEMENT SKILLS (BRN)

Assertive behavior is being able to express thoughts, feelings and beliefs in open, honest, direct and appropriate ways which do not violate another person's rights. Assertiveness training has been quite popular in a variety of settings for the past several years.

This workshop has been designed for people who are concerned with being assertive in the work situation. The major focus will be on the utilization of assertiveness as a management skill. Assertiveness training procedures can be used to help create a positive atmosphere and to help colleagues function more effectively with each other.

Supervisors and managers can use the techniques to become more effective with their staffs, in conducting meetings, in confronting staff members with problems or criticism, in dealing with others as a representative of the organization. Enrollment limited.

**DATES:** Saturday, February 23

**TIMES:** 9 am - 5 pm

**FEE:** \$40

**LOCATION:** CSUDH Campus

**INSTRUCTOR:** Martha Kazlo, Ph.D., Counseling Psychologist, Counseling Center, California State College San Bernardino

**NOTE:** Registration required by Feb 13 After that date, contact Office of Extended Programs, (213)515-3741.

**NOTE:** Credit Pending

**NO.MTNGS:** 1

**UNITS:** 0.7 CEU's

## DYNAMICS OF CUSTOMER RELATIONS AND PUBLIC SERVICE

Are you or your employees the front line that deals with irate customers, service complaints, or an otherwise emotional public? Customer contact and public service situations can be resolved positively and effectively when the front line knows and applies the dynamics of human interactions. This one day intensive seminar discusses why some tactics work, why some fail, and what additional skills are needed to say and do the right thing. Topics include:

- The dynamics of human interaction
- How to present yourself confidently
- Non-verbal messages and communication barrier.
- Personality types and how to deal with them
- When and how to use empathy
- Tact and diplomacy in face-to-face situations

**DATES:** Friday, February 1

**TIMES:** 9 am - 5 pm

**FEE:** \$40

**LOCATION:** CSUDH Campus

**INSTRUCTOR:** Les P. Herold, Ph.D., Associate Professor of Psychology, California State College San Bernardino

**NOTE:** Registration is required by Jan 21 After that date, contact the Office of Extended Programs, (213)515-3741.

**NOTE:** Credit Pending

**NO.MTNGS:** 1

**UNITS:** 0.7 CEU's

# CREATIVE WRITING

See COMMUNICATIONS

## COMMUNICATIONS

### ADVERTISING DESIGN & LAYOUT FOR THE SMALL BUSINESS

A presentation of the visual advertising fundamentals used in small businesses. Learn how to put together newspaper ads, flyers, folders, posters, direct mail and many more advertising instruments. Become familiar with the design and printing processes, and learn to know what you are paying for. This seminar can help you cut your advertising costs and increase your advertising efforts.

**DATE:** Saturday, March 1  
**TIME:** 9:30 am - 2:30 pm  
**FEE:** \$30  
**LOCATION:** CSUDH Campus SCC K147  
**INSTRUCTOR:** Bernard W. Baker, M.F.A., Designer and Advertising Consultant, CSUDH Assistant Professor of Art

**NO.MTNGS:** 1  
**UNITS:** non-credit

### CALLIGRAPHY FOR LEFTIES

Do your part to end the tyranny of the right handed world: learn to write exquisitely. This one-day lecture and laboratory will introduce you to the proper techniques of left-handed italic calligraphy, special equipment made especially for left-handed people, and appropriate materials. Italic calligraphy is fun, and can be profitable. Don't put off learning any longer. (A \$10 materials fee will be collected at the class meeting for a left-hand pen set which includes a fountain pen and five nibs specially designed for left-handed people).

**DATE:** Saturday, February 9  
**TIME:** 10 am - 3 pm  
**FEE:** \$15 plus \$10 materials fee  
**LOCATION:** CSUDH Campus, SBS A104  
**INSTRUCTOR:** Betsy Settle, Calligrapher

**NO.MTNGS:** 1  
**UNITS:** non-credit

### HOW TO TAKE THE PAIN OUT OF WRITING

For anyone who writes often — in business, government, education and for other writers who must produce to survive — this seminar provides a step-by-step method for producing effective pages without pain. Developed with 2,500 people over a period of 11 years, Dr. Zoerner's technique will soon be published as the *Handbook of Written Communication*. Dr. Zoerner is an expert in human communication and a free-lance writer.

**DATE:** Saturday, January 19  
**TIME:** 1-6 pm  
**FEE:** \$30  
**LOCATION:** CSUDH Campus, SCC E149  
**INSTRUCTOR:** C.E. Zoerner, Ph.D., Communications Consultant and Professional Writer

**NO.MTNGS:** 1  
**UNITS:** non-credit

### HOW TO PUBLISH AND SURVIVE WITH FREELANCE PHOTOGRAPHY

A discussion of cameras and camera techniques, single and multiple strobe lighting, b/w and color photography, portraits, marketing, modeling fees and releases, organizing one's slides and files; in short, what the freelancer needs to know about photography to survive, then thrive. Bring cameras and questions.

**DATE:** February 2  
**TIME:** 1-6 pm  
**FEE:** \$30  
**LOCATION:** CSUDH Campus SCC E149  
**INSTRUCTOR:** Steve Rice, Staff Photographer, L.A. Times

**NO.MTNGS:** 1  
**UNITS:** non-credit

### NURSES: HOW TO WRITE FOR PUBLICATION (BRN)

Nurses eager to publish in professional, medically-related, health-oriented, or even general magazines or journals can benefit from this workshop/seminar.

Offering 8 contact hours toward R.N. or L.V.N. relicensure credit, the one-day program will be strictly limited to 25 participants on each of the three days. Pre-registration is required. Workbooks, included in the fee, contain "guideline to writers" sheets from nine nursing-related publications plus a comparison of the publishing opportunities for nurses in 65 selected journals.

Gordon Burgett, directed nurse education and health care programs for CARE/Peace Corps in Colombia.

*Request for a refund must be made in writing to CSUDH, forty-eight hours prior to the first class meeting. Refunds in full will be sent upon such a request or in the event of course cancellation.*

**DATES:** Friday, January 25, 8 am - 5pm or  
Saturday, January 26, 8 am - 5 pm or  
Sunday, January 27, 9 am - 6 pm  
**FEE:** \$45 (includes workbook)  
**LOCATION:** CSUDH Campus, SCC J146 (8 Continuing Education Credit hours)  
**INSTRUCTOR:** Gordon Burgett, M.A., M.F.T., Evening Administrator, CSUDH; professional writer.

**NO.MTNGS:** 1  
**UNITS:** 0.8 C.E.U.s

**NOTE:** Preregistration required by January 15.

### HOW TO BREAK INTO GHOST WRITING

Ghosting is the most direct way for the aspiring writer to make money. Learn the techniques of ghosting, from finding clients and setting fees to producing finished copy. Dr. Zoerner, an "unrecognized" ghost, is also published widely under his own name.

**DATE:** Sunday, January 27  
**TIME:** 1-6 pm  
**FEE:** \$30  
**LOCATION:** CSUDH Campus SCC E145  
**INSTRUCTION:** C.E. Zoerner, Jr., Ph.D., Communications Consultant and Professional Writer

**NO.MTNGS:** 1  
**UNITS:** non-credit

# COMPUTER SCIENCE

## COMPUTER FUNDAMENTALS FOR THE NON-COMPUTER PROFESSIONAL

The computer has become an ever increasing influence in all aspects of life. Familiarity with data processing concepts and functions is becoming necessary to increase job effectiveness. Others may be seeking understanding and information concerning the potential use of computers.

This seminar and workshop will provide an introduction to hardware, software and applications for the non-computer professional. Presentations will cover computer operations, terminology and limitations. Key cost/benefit tradeoffs will be identified. The application system life cycle will be described.

To enhance understanding and familiarity, a microcomputer will be made available for demonstration. Participants will be introduced to BASIC programming through workshop activity, including hands-on-the-computer exercises.

The course assumes no prior knowledge of computers.

**DATES:** Friday, February 8, 7-10 pm and  
Saturday, February 9, 10 am - 5 pm

**FEE:** \$35

**NO.MTNGS:** 2

**UNITS:** 1.0 CEUs

**LOCATION:** CSUDH Campus, SCC E145

**INSTRUCTOR:** Werner L. Frank, Executive Vice President, Informatics, Inc., Los Angeles

**NOTE:** Credit Pending

# CONSUMER EDUCATION

## AUTOMOTIVE SEMINAR: BASIC CAR CARE

An opportunity for people of all ages to be more knowledgeable and self-confident about their cars. Topics include how to get better gas mileage, and longer car life, and very basic theory of how a car works. You will also receive tips on how to deal effectively with service personnel and what the signs are of a good repair shop. You will have the opportunity to inspect your own car and learn how to check components for possible repair. No tools or mechanical background is necessary. (Participants are to park in Parking Lot 2)

**DATE:** Saturday, February 23

**TIME:** 9 am - 3 pm

**NO.MTNGS:** 1

**FEE:** \$35

**UNITS:** non-credit

**LOCATION:** CSUDH Campus, SCC J146

**INSTRUCTORS:** Hilma Cohn and Kathy Parankema, co-owners of Shade Tree Sisters, Automotive Seminars

# DANCE, MODERN

See Physical Education

# DRAMA, CHILDREN'S

See Theatre Arts

# EDUCATION

## SURVIVAL AS A SUBSTITUTE

A substitute teacher's role interfacing with students, regular classroom teachers, and district personnel. Topics will include:

- Hiring procedures followed by school districts and what you will be required to do
- No lesson plan — how to prepare a learning activity kit  
The effective use of the regular teacher's lesson plan
- Common pitfalls and how to avoid them
- Being productive in a temporary situation — don't just babysit
- Classroom discipline and how to make it work for the students as well as yourself
- Evaluation of substitute teachers and ways to get on the preferred list

Participants are encouraged to bring a sack lunch, as it will be a working session.

**DATE:** Saturday, March 8

**TIME:** 9 am - 5pm

**NO.MTNGS:** 1

**FEE:** \$32.50 credit, \$25.00 non-credit

**UNITS:** 1

**LOCATION:** CSUDH Campus

**INSTRUCTOR:** Terrill R. Jones, substitute teacher San Bernardino City Unified School District; Extension Instructor in Education

**NOTE:** Credit Pending

## KALEIDOSCOPE VII

Edu X711

A presentation featuring Professor Arnold Burkart, Founder of the American Orff-Schulwerk Association, with the following guest clinicians:

Classroom Drama: Mark Riherd

Early Childhood: Patti Schliestett

Children's Songs and Dances: Fran Ulrich (Mexico) and Jean Wilder (Eastern Europe)

## WHAT IS ORFF SCHULWERK?

Carl Orff's Schulwerk ("Schoolwork") is a joyful process of developing musical creativity in the child.

It is communication — through integrating rhythmic experiences in movement, language, song, and playing instruments. It culminates in the children's realization of their fullest musical potential — their freedom to create and improvise.

**DATE:** Saturday, February 23

**TIME:** 8:30 am - 5 pm

**NO.MTNGS:** 1

**FEE:** \$25 credit

**UNITS:** 1

Non-credit: Free to Members, Orff Association

\$2 non-member students

\$5 non-member non-students

**LOCATION:** CSUDH Campus, Gymnasium

**COORDINATOR:** Cecilia Riddell, CSUDH Music Instructor

## ENHANCING YOUR EFFECTIVENESS WITH CHILDREN & YOUNG ADULTS

A proven approach to increasing the effectiveness and reducing stress in interactions with children and young adults. The step-by-step method emphasizes the 3 C's - Choices, Consequences, and Communication - to establish a workable system of positive and negative reinforcements. In the first workshop session, emphasis will be placed on providing children and young adults encouragement to make decisions and to accept responsibility. Further clarification of these principles and an examination of effective approaches to communication will be emphasized in the second session. Excellent for parents and teachers.

**DATES:** Tuesday, February 26, 6 - 10 pm and  
Tuesday, March 11, 6 - 10 pm  
**FEE:** \$32.50 credit, \$25 non-credit  
**LOCATION:** CSUDH Campus, The Commons, Dominguez Room B  
**INSTRUCTOR:** Judy Bork, Teacher and Educational Consultant  
**NOTE:** Credit Pending

## PARENT CONFERENCING FOR TEACHERS

Edu X804

Parent-teacher relationship is becoming increasingly important in today's integrated schools. This workshop is designed to teach you how to gain information that will result in better behavior management and realistic educational goals for your students. You will learn about various types of parents, how to handle them and what to say to them that will end in a positive working relationship. (All day session-brown bag)  
Practicum is available for an additional one or two units.

**DATE:** Saturday, March 15  
**TIME:** 9 am - 5 pm  
**FEE:** \$28  
**LOCATION:** CSUDH Campus, SCC J146  
**INSTRUCTOR:** Eva Schmidler, M.A., Special Education Consultant, Los Angeles County School System

## COUNSELING DISABLED CHILDREN AND THEIR PARENTS

Edu X319

Understanding for individual differences by acquiring educational, vocational and personal guidance skills, particularly around research and clinical issues of the disabled. Parent counseling techniques and use of the multi-disciplinary team approach will be discussed in depth. Some previous coursework and/or experience in psychology and/or special education is desirable.

**DATES:** Wednesdays, January 23 - March 26  
**TIMES:** 7:30-10pm  
**FEE:** \$112 credit, \$72 non-credit  
**LOCATION:** CSUDH Campus, NSM C235  
**INSTRUCTOR:** David Reiss, M.S., Coordinator, Administrative Services Credential Program  
Virginia Kennedy, M.S., Coordinator, USC Special Education Demonstration Center

## CHILDREN'S ART EXPRESSION

Edu 256

The nature of creativity and the stages of development in a child's art expression. It will explore teaching techniques which encourage positive self-concept and originality. Students will create in a variety of media; drawing, painting, clay, printmaking, book construction, tie dye, batik and puppets. (A nominal fee will be charged for materials.) One unit optional practicum is offered for those who wish to put ideas into action.

**DATES:** Saturday, Feb. 9, 9 am - 5 pm and  
Saturday, March 1, 9 am - 5 pm  
**FEE:** \$56 credit, \$36 non-credit  
**LOCATION:** CSUDH Campus  
**INSTRUCTOR:** Penelope Greeven, Art Consultant and Instructor

## CLASSROOM OF THE SEA

Edu X327

A field course designed to introduce and familiarize the student with the local marine environment and to gain an understanding of the ocean ecology in general. The class will have 4 meetings at the Cabrillo Marine Museum, a trip to a working marine laboratory, 2 trips to local tidepools, a study cruise on the Ocean Consortium's research vessel, Nautilus and a day at Marineland of the Pacific.

**DATES:** Saturday, January 19 - March 22  
**TIMES:** First Meeting 9 am - 1 pm; others TBA  
**FEE:** \$112 credit, \$72 non-credit  
**LOCATION:** First Meeting - Cabrillo Marine Museum, San Pedro; others TBA  
**INSTRUCTOR:** Rosemary Marimon, Marine Biology Instructor

## INSTRUCTIONAL MATERIALS FOR IMPLEMENTING P.L. 94-142

Special techniques for the evaluation and selection of appropriate instructional materials and media to implement P.L. 94-142. Teachers and others acquire the expertise to determine specific needs, to locate relevant information, to evaluate according to designated criteria and to purchase wisely. Further proficiency will be gained in analyzing existing materials for possibilities of adaptation and in creating original material which follow(s) guidelines of standards and quality.

**DATES:** Friday, Feb. 29, 7-10 pm and  
Saturday, March 1, 10 am - 5 pm  
**FEE:** \$28  
**LOCATION:** CSUDH Campus, SCC E149  
**INSTRUCTOR:** Gilda K. Haus, M.A., Instructional Materials Advisor, L.A. Unified School District  
**NOTE:** Credit Pending

## CURRICULUM AND METHODS FOR YOUNG CHILDREN WITH SPECIAL NEEDS

Edu X164

Emphasis on curriculum development and instructional methods in the areas of gross motor, fine motor, language, self-help skills, and socialization. Supervised practicum in the use of instructional techniques.

**DATES:** January 5 - March 21  
**TIMES:** Tuesdays, 3:30-5:30 and  
one morning a week To Be Arranged  
**FEE:** \$112  
**LOCATION:** CSUDH Campus, SBS G126  
**INSTRUCTOR:** Doris Okada, Ph.D., CSUDH Associate Professor of Education

## CAREER ALTERNATIVES FOR EDUCATORS

This workshop is designed for educators who are considering alternative careers and who wish to explore the career/life-planning process. Activities will include assessment and evaluation of cognitive styles, assessment of interests, an inventory of skills, clarification of values, a definition of one's unique life-style preferences, and an introduction to job-search techniques.

The workshop should be equally beneficial to others who wish to make career changes, as well as to those who are trying to identify avocational interests or preparing for retirement.

**DATES:** Friday, March 14, 6-10 pm      **NO.MTNGS:** 2

Saturday, March 16, 8 am - 5 pm      **UNITS:** 1

**FEE:** \$35 credit, \$25 non-credit (includes materials)

**LOCATIONS:** CSUDH Campus, SCC J146

**INSTRUCTORS:** Don Low, Ed.D., Associate Professor and Counselor, Orange Coast College  
Jack Whitesell, M.A., Instructor and Counselor, Orange Coast College

**NOTE:** Credit Pending

## ALL ABOUT AIDES, AND TEACHERS TOO!

Teachers, aides would you like to be more comfortable and successful in your respective roles? Are you communicating as well as you'd like? If you are in a teacher-aides situation or considering one, this course is designed for you. All About Aides and Teachers Too will define and refine each respective role and will offer guidelines on how to be more effective with each other and in the classroom. You will go away with a new perspective, understanding and confidence to meet the demands of this unique working relationship.

**DATE:** Saturday, January 26

**TIME:** 9 am - 5 pm

**NO.MTNGS:** 1

**FEE:** \$28

**UNITS:**

**LOCATION:** CSUDH Campus, SCC E149

**INSTRUCTOR:** Eva Schmidler, M.A., Special Education Consultant, Los Angeles Country School System

**NOTE:** Credit Pending

## INSTRUCTIONAL HUMOR Edu X834

Students will joke their way through various aspects of humor used in instructional settings. The content of the course includes an analysis of humor, uses of humor in teaching, analysis of children's humor and improvement in people's ability to tell jokes. There will be enough jokes for everyone to gag on. Classroom presentations will include: films (e.g., Chaplin, Marx Bros., W.C. Fields), fascinating lectures, comedy records (e.g., Woody Allen, Cheech & Chong), riotous lectures, guest speakers (e.g., mimes, comedians), hilarious lectures, books and magazines and a few boring lectures.

**DATES:** Saturday, February 2, 10 am - 5 pm and

Saturday, February 9, 10 am - 5 pm

**TIMES:** 10 am - 5 pm

**NO.MTNGS:** 2

**FEE:** \$56 credit, \$36 non-credit

**UNITS:** 2

**LOCATION:** CSUDH Campus, SCC J146

**INSTRUCTOR:** Peter Desberg, Ph.D., Associate Professor of Education

## SCHOOL DESEGREGATION See SOCIOLOGY

## ENGLISH

### WRITING & SPEAKING SKILLS FOR MANAGEMENT

Eng X252

The basic principles and skills of effective speaking and writing within a framework of organizational management. (May be applied as elective credit to the Certificate Program in Business Management. Please refer to page 13 for program description.)

## HEALTH SCIENCE

### HIGH LEVEL WELLNESS

(BRN)

Wellness is more than an absence of illness. Many of us who are not physically ill often feel anxious, depressed, tense, bored or generally dissatisfied with our lives. High level wellness may be defined as an ongoing experience of pleasurable, purposeful living created by us as individuals.

In learning how to fulfill our genuine needs, sensitize ourselves to body signals, and actively pursue a healthy, energizing life style, we begin to experience high level wellness. We begin to feel good, enjoying a basic sense of well-being even through times of adversity.

This short experiential workshop is focused on the WHYS and HOWS of living well. Major emphasis will be placed on the essentials of quality life styling as stress reduction, physical awareness, nutrition and self responsibility. Participants will carefully analyze their current life styles, exploring new ways of living and working that feel good.

The workshop will seek to balance instruction with individual responsibility. The overall objective is to involve participants in choosing and actively pursuing life style patterns for greater energy, pleasure, composure, fitness, productivity and fulfillment of personal potential.

Of value to all persons desiring to increase their level of wellness, minimize future illness, including health care and human service professionals responsible for educating and servicing the public. Participants are requested to bring a mat or pillow to facilitate relaxation exercise. Last session includes a pot luck dinner.

**DATES:** Friday, February 22, 7-10 pm and

Saturday, February 23, 9 am - 4:30 pm

**FEE:** \$40 credit, \$30 non-credit

**NO.MTNGS:**

**LOCATION:** CSUDH Campus, The Commons,      **UNITS:** 1  
Dominguez Room B

**INSTRUCTORS:** Les Herold, Ph.D., Associate Professor of Psychology, California State College San Bernardino

Chuck Kozel, M.P.H., Assistant Director, Agency Office of Health Education, San Bernardino County Public Health Department.

**NOTE:** Registration required by January 20. After that date, contact the Office of Extended Programs. (213)515-3741.

**NOTE:** Credit Pending

## JOURNAL WRITING

See PSYCHOLOGY



# JOURNALISM

See COMMUNICATIONS  
See also SPANISH JOURNAL-  
ISM CERTIFICATE Page 16

## MUSIC

### ELECTRONIC MUSIC Mus 371

Systematically surveys the large variety of microphones, mixers, and recording equipment that make up the modern recording studio. Taught in a practical, hands-on format, the course is ideal for musicians who desire studio experience in the professional environment, or simply for anyone interested in producing an 8-track master tape.

**DATES:** Mondays and Wednesdays, January 7 - March 12  
**TIMES:** 6:00-7:40 pm **NO.MTNGS:** 20  
**FEE:** \$112 **UNITS:** 4  
**LOCATION:** CSUDH Campus, HFA A201  
**INSTRUCTOR:** Richard Bunger, M. Mus., Director Electronic Music Laboratory

### ELECTRONIC MUSIC LAB Mus 371L

**DATES AND TIMES:** To Be Arranged  
**FEE:** \$28 **UNITS:** 1  
**LOCATION:** CSUDH Campus, HFA A201  
**INSTRUCTOR:** Armondo Sidon, M.A., CSUDH Instructor of Music

### THE TECHNIQUES OF SOUND RECORDING Mus 369

An introduction to the language, technique, equipment, and literature of electronic, music, including operation and theory of synthesizers such as ARP, Moog, etc. Individual use of the synthesizers and recording equipment.

**DATES:** Mondays and Wednesdays, January 7 - March 12  
**TIMES:** 10-11:40 am **NO.MTNGS:** 20  
**FEE:** \$112 **UNITS:** 4  
**LOCATION:** CSUDH Campus, HFA A201  
**INSTRUCTOR:** Richard Bunger, M. Mus., Director Electronic Music Laboratory

### SOUND RECORDING LAB Mus 369L

**DATES AND TIMES:** To Be Arranged  
**FEE:** \$28 **UNITS:** 1  
**LOCATION:** CSUDH Campus, HFA A201  
**INSTRUCTOR:** Armando Sidon, M.A., CSUDH Instructor of Music

### ACOUSTICS OF THE RECORDING STUDIO Mus 265/01

A special study course focusing on the acoustics of audio recording.

**DATES:** Fridays, January 11 - March 14  
**TIMES:** 10-am-1:40 pm **NO.MTNGS:** 10  
**FEE:** \$112 **UNITS:** 4  
**LOCATION:** CSUDH Campus, HFA A201  
**INSTRUCTOR:** Richard Bunger, M. Mus., CSUDH Professor of Music; Director, Electronic Music Laboratory

## MUSIC PERFORMANCE

For members of the surrounding communities who would like to participate in performing musical groups, the following courses are available through the Open University program.

### UNIVERSITY ORCHESTRA Mus 375

Study, rehearsal, and performance in concert of music from representative periods.

**DATES:** Wednesdays, January 9 - March 12  
**TIMES:** 7:30-10 pm **NO.MTNGS:** 10  
**FEE:** \$28 **UNITS:** 1  
**LOCATION:** CSUDH Campus, HFA A204  
**INSTRUCTOR:** Frances Steiner, Professor of Music, CSUDH

### JAZZ Mus 395/01

Performance and coaching in jazz literature.

**DATES:** Tuesdays, January 8 - March 11  
**TIMES:** 6-7:40 pm **NO.MTNGS:** 10  
**FEE:** \$28 **UNITS:** 1  
**LOCATION:** CSUDH Campus, HFA A204

### JUBILEE CHOIR Mus 395/03

Performance and coaching in Spiritual, gospel, and jazz.

**DATES:** Wednesdays, January 9 - March 12  
**TIMES:** 6:30-9:40 pm **NO.MTNGS:** 10  
**FEE:** \$28 **UNITS:** 1  
**LOCATION:** CSUDH Campus, HFA A201  
**INSTRUCTOR:** Hansionia Caldwell, Associate Professor of Music, CSUDH

## MARINE BIOLOGY

See Education

## NURSING

Courses approved for Nursing Relicensure Credit are indicated by the designation BRN after the course title. Courses are offered in different subject areas throughout the bulletin.

SEE ALSO: COMMUNICATIONS  
NURSES: HOW TO WRITE FOR PUBLICATION

## PHOTOGRAPHY

See COMMUNICATIONS

# PHYSICAL EDUCATION & RECREATION

## THE NEW PHYS ED FOR 2 TO 7 YEAR OLDS Per X831/01

"DESIGNING THE FLIP FLOPPING, WIGGLE WALKING, BIONIC BOUNCING ENVIRONMENT"

This course will help you to implement a physical education program based on the sequential development of motor abilities in young children. You will learn how to increase the effective use of your school's indoor and outdoor play space; learn a variety of skills, songs, dances, games; and the use of equipment. Opportunities are provided for you to participate in movement experiences and program planning.

**DATE:** Saturday, January 26  
**TIME:** 9 am - 5 pm  
**FEE:** \$28  
**LOCATION:** CSUDH Campus, Field House, B017  
**INSTRUCTOR:** Dennis Estabrook, Director, Children's Health International  
Teri Thompson, children's gymnastic and dance instructor

## THE NEW PHYS ED FOR 2 TO 7 YEAR OLDS: A PRACTICUM Per X832

The learner will develop a project designed to enhance the physical fitness and increase the motor skills ability of children ages 2-7 year olds. Possible practicum projects could include designing an eight-week curriculum in movement education for the young child using the skill areas learned in class. Design a unique playground environment with accompanying procedure and time line for developing said environment. Design and construct an original piece of equipment with accompanying directions describing use of such equipment.

**DATES:** Independent Study — To Be Arranged  
**FEE:** \$28  
**INSTRUCTORS:** Dennis Estabrook, Director, Children's Health International  
Teri Thompson, children's gymnastic and dance instructor

## MODERN DANCE WORKSHOP Per 831/02

The CSUDH dance workshop provides students with an exciting opportunity to take instruction from professionals active in the field of dance. The morning session will focus on modern dance, and, after an hour break for lunch, the afternoon session will focus on Jazz. Come join us in this exceptional dance experience.

**DATE:** Saturday, January 26  
**TIME:** 10 am - 2 pm  
**FEE:** \$17 credit, \$7 non-credit  
**LOCATION:** CSUDH Campus  
**COORDINATOR:** Carole Casten, M.S., Dance Instructor  
Guest Professionals:  
Chris Burnside — Modern Dance  
Rebecca Bobele — Jazz Dance

## RHYTHMS AND DANCE FOR 2 TO 8 YEAR OLDS

Spice up your physical education program with some new foot stomping, hand clapping, finger snapping rhythm activities, action songs and simple dances for children 2 to 8 years of age. Learn basic principles of music, rhythms, and dance. Learn how to introduce and use musical instruments with your children, feel confident knowing how to inspire creative movement through dramatic imagery, create movement themes, and make academic learning more enjoyable.

Join the fun. Wear comfortable clothes — be prepared to move and feel the joy of dance and music. Bring a sack lunch.

**DATE:** Saturday, March 8  
**TIME:** 9 am - 5 pm  
**FEE:** \$28  
**LOCATION:** CSUDH Campus, Gymnasium Dance Room  
**INSTRUCTOR:** Dennis Estabrook, Director, Children's Health International  
Teri Thompson, children's gymnastic and dance instructor

**NOTE:** Credit Pending

## INEXPENSIVE PHYSICAL EDUCATION EQUIPMENT TO MAKE FOR 2-8 YEAR OLDS

This one-day workshop is for teachers and parents of young children who wish to make equipment to enhance coordination, balance, body awareness, rhythms and creative explorations. We will use easy-to-find materials and give you patterns for making both indoor and outdoor equipment. In the afternoon, we will participate in activities and games using the equipment you have made. Also, we will see a slide show of innovative designs for outdoor and outdoor play areas. (Wear comfortable pants or shorts—bring sack lunch) (Additional \$2.50 materials fee.) P.E. credit pending.

**DATE:** Saturday, February 23  
**TIME:** 9 am - 5 pm  
**FEE:** \$28  
**LOCATION:** CSUDH Campus  
**INSTRUCTOR:** Dennis Estabrook, Director, Children's Health International  
Teri Thompson, children's gymnastic and dance instructor

**NOTE:** Credit Pending

## GREAT TRADITIONS OF THE SEA: A SAILING AND NAVIGATION CLASS

Open to all with or without sea experience, this class explores beginning sailing and navigation to the basics of celestial navigation. Traditional knot tying, heavy weather sailing, sailing local waters, right-of-way, type of vessels, techniques of anchoring and directing, man-overboard procedures, parts and their functions, as well as safety and first-aid at sea are among the subjects discussed. Includes a dockside demonstration. Guest speakers with slide and film presentations will be featured. Practical on-the-water instruction is available in large and small craft.

**DATES:** Thursdays, January 31 - March 27  
**TIME:** 7-10 pm  
**FEE:** \$60 credit, \$45 non-credit  
**LOCATION:** Yankee Whaler Inn, San Pedro  
**INSTRUCTOR:** Captain Ron Remsburg

## SNOWSHOEING

An introduction to snowshoes and mountain snowshoeing as an alternative to cross-country skiing. Physical conditioning cold-weather clothing, routefinding, hypothermia, winter survival, and winter wilderness travel will also be covered. A one day field trip will take place in the San Jacinto Wilderness area. Showshoes will be provided.

**DATES:** Tuesday, January 22, 6-8 pm  
Field Trip, Saturday, January 26 **NO.MTNGS:** 1  
**FEE:** \$35 credit, \$25 non-credit **UNITS:** 1  
**LOCATION:** Class: CSUDH Campus, Dominguez Room B  
Field Trip: San Jacinto Wilderness area  
**INSTRUCTOR:** Charles E. Reynolds, M.S., Extension  
Recreation Instructor, Lecturer in Physical  
Education, California State College San  
Bernardino

**NOTE:** Registration is required by January 11. After that date, contact the Office of Extended Programs, (213) 515-3741.

**NOTE:** Credit Pending

## FIRST ANNUAL CONFERENCE ON AMATEUR SURFING

Offered in cooperation with the leading amateur surfing organizations in the United States, this one-day conference will explore the past, present, and future of the sport of amateur surfing in America. Selected topics to be discussed include:

- Clarification of Amateur rules and status
- Organizing surfing clubs and teams
- Holding contests
- Competition on a national and international basis
- Surfing as a demonstration sport in the 1984 Olympics

Presentors at the conference will include leading experts in the field of surfing, with representatives from WISA (Women's International Surfing), ASA (American Surfing Association), and NSSA (National Scholastic Surfing Association), plus a panel of well-known athletes. Enrollment limited.

**DATE:** Saturday, March 15  
**TIME:** 9 am - 5 pm **NO.MTNGS:** 1  
**FEE:** \$25 credit, \$15 non-credit **UNITS:** 1  
**LOCATION:** CSUDH Campus, HFA A103

**CONFERENCE COORDINATOR:** Dennis Estabrook, Chairman Western Conference of the American Surfing Association

**NOTE:** Registration is required by March 5. After that date, contact Office of Extended Programs, (213)515-3741.

**NOTE:** Credit Pending

## PSYCHOLOGY

### JOURNAL WORKSHOP

Psy X171

A practical method for self-exploration and self-development through journal writing. Regardless of your age or level of education, keeping a structured journal can enable you to integrate and focus your life, deepen your experience of yourself and enlarge your creative capacities, all on your own terms and at your own pace. The structure journal contains sections for working with your life history, your dreams and other depth experiences, and your relationships (with persons, work, society, your own body, and the events and circumstances of your life). At this workshop you will learn to use your journal on your own life decisions and to sustain your personal growth. No experience or talent in writing is necessary. (Materials — looseleaf notebook & 20 dividers)

**DATE:** Saturday, January 26  
**TIME:** 10 am - 5 pm **NO.MTNGS:** 1  
**FEE:** \$28 **UNITS:** 1  
**LOCATION:** CSUDH Campus, SCC K147  
**INSTRUCTOR:** Alice Bloch, M.A., freelance writer and editor

### DREAM WORKSHOP

Psy X170

Dreams come to advise, correct, punish, comfort, reveal creative potentials, heal, warn, but more generally to make yourself whole. Where we are blind, the dreams see, and if we understand, our life can be transformed.

This course/workshop is designed for developing greater personal and environmental awareness through the exploration of dreams. All the following skills will be presented through lecture, demonstration, creative activities and group process: practical methods of interpreting dreams; skills to arrive at the dynamic meaning of dream symbols; techniques for remembering dreams; skills to dream creatively for use in problem solving; translating dreams into real life activities.

**DATES:** Friday, March 7, 7 - 10 pm and  
Saturday, March 8, 9:30 am - 4 pm **NO.MTNGS:** 2  
**FEE:** \$32.50 credit, \$25 non-credit **UNITS:** 1  
**LOCATION:** CSUDH Campus, The Commons, Dominguez  
Room A  
**INSTRUCTOR:** Art Bernard, M.F.C.C.; Director Dream  
Center, San Fernando Valley

### SOCIAL & PERSONAL EFFECTIVENESS TRAINING

Psy X269

A dynamic eight-week approach that incorporates behavior modification, social and sexual assertiveness in a practical approach toward becoming more personally effective. Unique in concept, the approach is designed to improve communication, build confidence and employ the use of assertive techniques for developing potential, problem-solving and decision-making, both in professional and personal relationships.

**DATES:** Saturdays, January 26 - March 15  
**TIMES:** 10 am - 12 noon **NO.MTNGS:** 8  
**FEE:** \$56 credit, \$36 non-credit **UNITS:** 2  
**LOCATION:** CSUDH Campus, SMS B238  
**INSTRUCTOR:** Eve Capello Ph.D., Behavioral Consultant  
and author of *Let's Get Growing*

## SEXUAL WELL-BEING: HUMAN SEXUALITY AS A TRANSPERSONAL EXPERIENCE

(BRN)

Abraham Maslow, who laid the foundation of transpersonal psychology, believed "the process of healthy growth to be a never ending series of free choice situations confronting each individual at every point throughout his/her life, in which he/she must choose between the delights of safety and growth, dependence and independence, regression and progression, immaturity and maturity."

- What is the process of healthy growth with regard to our sexual and reproductive potentials?
- Is human sexual activity a learned behavior or the result of an innate drive?
- Is sexual satisfaction available without the benefit of sexual intercourse?
- How important is sexual satisfaction within a meaningful relationship?
- What is "creative" sexual activity?
- How can "sexual well-being" be attained, maintained, enabled and enhanced?
- Is there an experienced of oneness and unity that can be a part of human sexual experience?

Human Sexuality is a course in which a safe space is created for participants to confront these issues and others as they relate to their individual experience. Participants will be lead through an experiential learning process including guided imagery, lecture and discussion utilizing audio-visual materials, purposeful communication in small groups, and guest speakers.

Designed for health and human service professionals, para-professionals, educators and concerned individuals. **Fulfills the guidelines for training in human sexuality as mandated by AB 4178 for licensing requirements for psychologists, social workers and marriage and family counselors.**

**DATES:** Friday, March 7, 7 - 10 pm and  
Saturday, March 8, 9 am - 5 pm **NO.MTNGS:** 2

**FEE:** \$40 credit, \$30 non-credit **UNITS:** 1

**LOCATION:** CSUDH Campus, SBS D225

**INSTRUCTOR:** Gary L. Yates, Family Health Education Coordinator, Agency Office of Health Education, San Bernardino County Department of Public Health; Author, **Essential Components of Human Relationships**

**NOTE:** Registration is required by February 26. After that date, contact the Office of Extended Programs, (213)515-3741.

**NOTE:** Credit Pending

## INTRODUCTION TO THE PSYCHOLOGY OF CONSCIOUSNESS

An introductory overview of the field sometimes referred to as the psychology of consciousness. Students will learn how this field fits in and/or overlaps with Transpersonal Psychology. They will consider historical and theoretical origins of this newest (10-15 years old) branch of the study of the human mind, as well as the variety of its applications in many areas of human endeavor. Selected topics include "What is Consciousness" and "Left Brain and Right Brain: Reaching for Balance."

**DATES:** Friday, February 8, 7 - 10 pm and  
Saturday, February 9, 10 am - 5 pm

**FEE:** \$28 **NO.MTNGS:** 2

**LOCATION:** CSUDH Campus, SCC E149 **UNITS:**

**INSTRUCTOR:** Anne B. Sloan, M.A., writer and lecturer

**NOTE:** Credit Pending

## WORKING WITH DEPRESSION AND SELF DESTRUCTIVE BEHAVIOR

(BRN, BUNPTE, BENHA)

Depression is a paradoxical and many faceted malady which everyone has experienced to a greater or lesser extent. The health professional needs to know not only how to deal with it for themselves, but to recognize the symptoms in their patients.

Participants will learn the transactional concepts of depression for dealing more effectively with such reactions professionally and personally, plus:

- Identification of symptoms and common coping techniques
- Psychological mechanisms and common coping techniques
- Anger as a primary factor in depression
- Management methods for avoiding depression
- Acquisition of skills for dealing with depression in patients, family members and self.

Using transactional analysis as a conceptual framework, participants will become aware of how this ordinary human reaction becomes illness when symptoms become severe. Personal script analysis is the foundation of the course. Recommended for all helping professionals as well as interested individuals. Sack lunch suggested.

**DATES:** Friday March 21, 7-10 pm and  
Saturday, March 22, 10 am-5 pm **NO.MTNGS:** 2

**FEE:** \$45 credit, \$35 non-credit **UNITS:** 1.5 CEUs

**LOCATION:** CSUDH Campus, SCC J146

**INSTRUCTOR:** Phoebe Frank, M.A., M.F.C., Licensed Marriage, Family and Child Counselor at the California Study Center, Ventura County; Instructor, Pierce College

**NOTE:** Registration required by March 11. After that date, contact the Office of Extended Programs, (213)515-3741.

**NOTE:** Credit Pending

## ADVENTURES IN ATTITUDES

Psy X175

Adventures in Attitudes is a fast-moving, 24-hour course, designed to release human potential through the development of positive attitudes. Students look at how attitudes are formed, how they affect human relations and how they can be changed. Through a variety of carefully planned, non-threatening group activities, individuals will learn how to increase self-confidence, improve self-image, define life goals, develop a more pleasing personality, improve listening and other communication skills, manage time more effectively, make decisions, sharpen leadership skills and much more.

The course, which has been offered at over 40 colleges and universities throughout the United States, consists of 74 printed group interaction projects, supplementary reading materials and ten reinforcement tapes, all of which will be completed in the 24-hour time period. Materials will be provided and will be given to the student upon completion of the course.

**DATES:** Friday, February 29, 6-10 pm and  
Saturday, March 1, 8 am-5 pm and  
Sunday, March 2, 8 am-5 pm **NO.MTNGS:** 3

**FEE:** \$75 credit, \$50 non-credit **UNITS:** 2

**LOCATION:** CSUDH Campus, SCC J146

**INSTRUCTOR:** Don Low, Ed.D., Associate Professor and Counselor, Orange Coast College

## DEALING WITH BURNOUT

People who work in the helping professions (social workers, counselors, health professionals, teachers and others) often find themselves caught in stressful situations trying to balance the available resources with the specific needs of their clients. This stress can lead to "BURNOUT" — total emotional and physical exhaustion, negative self-concepts, and a lack of concern for the client.

This two day workshop will focus on self-caring and in-depth experiencing of relaxation techniques that can be used on, as well as off, the job. Participants will learn to identify their feelings and needs for nurturing, how to give and receive positive "strokes." They will learn to recognize the danger signals that point out their own vulnerable areas along with practical methods they can use to cope with tension, anxiety, depression and fatigue.

**DATES:** Friday, February 8, 7 - 10 pm and  
Saturday, February 9, 10 am - 5 pm  
**FEE:** \$45 credit, \$35 non-credit  
**LOCATION:** CSUDH Campus, Dominguez Room A  
**NO.MTNGS:** 2  
**UNITS:** 1.5

**INSTRUCTOR:** Phoebe Frank, M.A., M.F.C.C.  
**NOTE:** Approved by the Society for Clinical Social Work for Category 1 credit toward Continuing Education Recognition Award.

**NOTE:** Credit Pending

## PUBLIC ADMINISTRATION

### CITY PLANNING: PRINCIPLES & PRACTICES — A SEMINAR FOR THE PRACTITIONER Pub 238

A seminar in planning, geared to the interests and needs of the community planner. Presented by the CSUDH Department of Public Administration for those interested in furthering their education in the field without formally enrolling in the university.

The course will focus on theories of urban planning, administration of the planning process, and techniques of developing an urban general plan.

Certificates will be awarded by the international City Management Association for course completion. The textbook, *The Practice of Local Government Planning*, is a 1979 publication of the ICMA and may be purchased from them or from the CSUDH bookstore at the list price of \$31.50.

**DATES:** Thursdays, January 10 - March 13  
**TIMES:** 6-9:40 pm  
**FEE:** \$112  
**LOCATIONS:** CSUDH Campus, SCC E143  
**NO.MTNGS:** 10  
**UNITS:** 4

**INSTRUCTOR:** Abraam Krushkhov, AICP, instructor, consultant, Director of Archi Systems International, planning new cities in South America and Africa.

**NOTE — ENROLLMENT PROCEDURE:** Applicants should mail a letter of intent with the required fee to the Extension Office by January 2, 1980. After that date, contact the Office of Extended Programs, (213)515-3741.

For further information on the course, phone the Department of Public Administration, CSUDH, (213)515-3444.

## HOW TO USE THE COURTS SUCCESSFULLY

Pub X247

Six individual lectures on major legal rights that everyone should know about — in clear language. (Includes materials)

- How to Use Small Claims Court
- Wills, Probate, Trusts, Death Taxes
- Divorce, Child Custody, Support, Dividing Property, Adoptions, Paternity Actions,
- Tenants, Landlords, Homeowners — Rights, Remedies & Responsibilities
- Creditors & Debtors — Rights, Remedies & Responsibilities
- Consumer Rights, Where to get Help, Contracts, Warranties

**DATES:** Thursdays, January 24 - February 28  
**TIMES:** 6 - 9 pm  
**FEE:** \$56 for 6 sessions or \$15 each  
**LOCATION:** West High School, Torrance  
**INSTRUCTOR:** Sam Gordon, Attorney at Law  
**NO.MTNGS:** 6  
**UNITS:** 2

## REAL ESTATE REAL ESTATE PRACTICE UPDATE: REAL ESTATE LAW UPDATE

Important developments and special concerns in real estate law. Included will be recent court decisions, changes to the various California codes, and special problem areas concerning real estate transactions. Specific topics include: General Law of Principal and Agent, Condominium Sales, Homeowner Association Obligations, Wrap-Around Deed of Trust Market Changes and the Sales Agreement. **Applies toward Continuing Education relicensure credit, by the California State Department of Real Estate. #0107 802 1278 10**

**DATES:** Friday, January 25, 6 - 10 pm and  
Saturday, January 26, 9 am - 5 pm  
**FEE:** \$65  
**NO.MTNGS:** 2  
**UNITS:** 1.1 CEU

(11 Continuing Education credit hours)

**LOCATION:** TBA  
**INSTRUCTOR:** Thomas N. Jacobson, J.D., Attorney at Law  
**NOTE:** Registration is required by January 20. After that date, contact the Office of Extended Programs, (213)515-3741.

## REAL ESTATE PRACTICE UPDATE: CREATIVE FINANCING

Creative avenues for financing the purchase of residential property including such items as the conditional sales contract, wrap-around deed of trust, conventional mortgages and other financing tools including: Leverage, Types of Financing, Simple Mortgage, Security for the Loan, Liens and Encumbrances Affecting Financing. **Applies toward Continuing Education relicensure credit, by the California State Department of Real Estate #0107 802 1278 10**

**DATE:** Saturday, February 9  
**TIME:** 9 am - 5 pm  
**FEE:** \$50  
**NO.MTNGS:** 1  
**UNITS:** 0.7 CEUs

**LOCATION:** TBA  
(7 Continuing Education credit hours)

**INSTRUCTOR:** Gary Kuhlmann, Ph.D., Associate Professor of Business Administration, CSUDH

**NOTE:** Registration is required by January 29. After that date, contact the Office of Extended Programs. (213)515-3741.

## HOW TO GET STARTED IN REAL ESTATE INVESTMENT AND MANAGEMENT

Two one-day seminars for those new to the money-making potentials of real estate management and investment.

**OPTIONAL COMPUTER EXPERIENCE:** Participants who attend BOTH seminars will have the opportunity to work with the CSUDH computer to analyze rent-purchase decisions on their own properties. Participation is optional.

## BEGINNING COURSE FOR THE SMALL INVESTOR

A new course that teaches you how to:

- Find low priced properties, and get them
- Acquire good properties with little or NO MONEY DOWN
- Make 100% or more on your investments (rather than 6-12%)
- Decrease your income taxes — legally
- Take advantage of high inflation (rather than being a victim of it)
- Start in your spare time
- Minimize your risk
- Maximize your potential (and profits)
- Keep your profits at tax time

**DATE:** Saturday, February 15

**TIME:** 9 am-4:30 pm

**FEE:** \$49 (includes materials)\*

**LOCATION:** CSUDH Campus

**INSTRUCTOR:** Gary Kuhlmann, CSUDH Associate Professor of Business Administration.

**NO.MTNGS:** 1

**UNITS:** non-credit

## BEGINNING COURSE FOR THE SMALL PROPERTY MANAGER

This specialized course will teach you how to:

- \* Manage and operate real property successfully
- \* Select good, trouble-free tenants
- \* Avoid legal hassles
- \* Write strong, safe rental agreements or leases
- \* Avert collection problems
- \* Escape from the rent-control issue

**DATE:** Sunday, February 16

**TIME:** 9 am-4:30 pm

**FEE:** \$49 (includes materials)\*

**LOCATION:** CSUDH Campus

**INSTRUCTOR:** Gary Kuhlmann, CSUDH Associate Professor of Business Administration

**NO.MTNGS:** 1

**UNITS:** non-credit

\* Participants who sign up for BOTH seminars will receive a \$10 discount, bringing the total fee for both seminars to \$88. This includes ALL materials and the computer option.

## REAL ESTATE PRACTICE UPDATE: RECENT DEVELOPMENTS IN REAL ESTATE LICENSEE-CLIENT RELATIONSHIPS

Provides examination of the current problem areas concerning real estate transactions involving licensee and clients. Included will be when the licensee is attempting to act as both agent and principal in dealing with clients, problems in assisting clients in finding property when seller will pay commission to licensee, examination of the Wallenkamp decision and its implications concerning dealings with clients and other topics, including: Licensee-Client relationship, Problems in transactions involving sale by licensee to client, Required disclosures to the client by the licensee, Nature of fiduciary relationships, Broker liability of salespeople transacting with client, Current legal implications. **Applies toward Continuing Education relicensure credit, by the California State Department of Real Estate, #0107 802 1278 10**

**DATE:** Saturday, March 9

**TIME:** 9 am - 5 pm

**FEE:** \$50

**LOCATION:** TBA

**INSTRUCTOR:** Thomas N. Jacobson, J.D., Attorney at Law

**NOTE:** Registration is required by February 27. After that date, contact the Office of Extended Programs, (213)515-3741.

**UNITS:** 0.7 CEUs

(7 Continuing Education

credit hours)

## SAILING

See PHYSICAL EDUCATION

## SOCIOLOGY

### METROPOLITAN SCHOOL Soc X261 DESEGREGATION: MYTHS & REALITIES

Metropolitan School Desegregation: Myths and Realities in Society and Social Science is a critical review of the recent history and social scientific study of school desegregation. Course will focus on an examination of the major cases of recent urban desegregation as well as consideration of future prospects and proposals of integration in public education. The interrelationship of schooling in society will be addressed, particularly the interconnected question of jobs, housing and politics. Finally, various strategies of legal and political action for integration will be explored.

**DATES:** Mondays, January 21 - March 24

**TIMES:** 6-9:40 pm

**FEE:** \$112 credit, \$82 non-credit

**LOCATION:** CSUDH Campus

**INSTRUCTOR:** Sandra Lepore, M.A., Desegregation Consultant and Associate, Social Impace Assessment Program, CSUDH

**NO.MTNGS:** 10

**UNITS:** 4

## WORKSHOP IN METROPOLITAN SCHOOL DESEGREGATION Soc X262

A critical assessment of the historical and legal development of the Los Angeles Desegregation Court Case (Crawford). Investigation and analysis of the demographic transition of the ethnic/racial student population of Los Angeles over the past three decades. An examination of the relationship between Social Science research and its effect on desegregation policy. A qualitative evaluation of alternative integration strategies following desegregation as well as specific methods on incorporate intergroup relations essential for an effective school environment.

**LOCATION:** CSUDH Campus

**INSTRUCTOR:** Sandra Lepore, M.A., Desegregation Consultant and Associate, Social Impact Assessment Program, CSUDH

**SECTION I** — 2 Meetings **UNITS:** 2  
**DATES:** Saturdays, January 19 and 26, 9 am - 5 pm  
**FEE:** \$56 credit, \$41 non-credit

**SECTION II** — 4 Meetings **UNITS:** 4  
**DATES:** Saturdays, January 19, 26 February 2, 9  
**TIMES:** 9 am - 5 pm  
**FEE:** \$112 credit, \$72 non-credit

## SPANISH

### COMMERCIAL SPANISH: Spa X202 BUSINESS COMMUNICATIONS

To provide instruction for communicating orally and in written form in the business/public service setting. Emphasis on vocabulary acquisition. Close examination of daily cultural patterns as reflected in the commercial field. Prerequisite: Spanish 105 or knowledge of basic Spanish. (May be applied as required credit to the Spanish for Public Service Certificate Program. Please refer to page 17 for program description.)

A Spanish tutor is available for students desiring individual assistance or practice.

**DATES:** Saturdays, January 5 - March 15  
**TIMES:** 8:30 - 11:30 am **NO.MTNGS:** 11  
**FEE:** \$112 credit, \$72 non-credit **UNITS:** 4  
**LOCATION:** CSUDH Campus, SCC E139  
**INSTRUCTOR:** Senor Ben Pena

## THEATRE ARTS DRAMA ACTIVITIES FOR CHILDREN

The X237

Studies in the application of creative dramatic activities that enhance the development of young children. Class members will learn to use the techniques of creative drama to reinforce children's learning skills. The class is particularly suitable for teachers and those people interested in working with children.

Since the emphasis in the class is on "learning through play," the class will be involved in the creating and implementing of activities such as games, role-playing, storytelling, etc. A safe environment in which to create is emphasized, allowing the class members to trust and expand their own creativity.

**DATES:** Saturdays, January 19 - March 22

**TIMES:** 10 am - 1:30 pm

**NO.MTNGS:** 10

**FEE:** \$112 credit, \$72 non-credit

**UNITS:** 4

**LOCATION:** CSUDH Campus, SCC E149

**INSTRUCTOR:** Mark Riherd, Lecturer, Theatre Arts

## UNIVERSITY COLLEGE

### THE CONTEMPORARY FILIPINO IN AMERICA (ANG PAK-KATAONG PILIPINO SA AMERICA) UNC X240

(BRN)

Basic themes and key issues in Philippine history from immigration to the present, emphasizing the political and social factors, and including philosophy, literature, religion, and art, to provide a comprehensive understanding of the Filipino.

Of particular interest to teachers, nurses, and all human service personnel.

**DATES:** Thursdays, January 24 - March 27

**TIMES:** 6:30 - 9:30

**NO.MTNGS:** 10

**FEE:** \$35 credit, \$15 non-credit

**UNITS:** 2

**LOCATION:** CSUDH Campus

**INSTRUCTOR:** Donald Gerth, Ph.D., President, CSUDH  
Father Tomayo and Father Silvio, St. Philomena Church, Carson; other guest lecturers

## LATE COURSE ADDITION

### Geo X351 THE SOUTHERN CALIFORNIA METROPOLIS: Field Studies

Eight all-day visits to a variety of key facilities and agencies that are essential to the support of the Southern California metropolis. Included are trips to air/seaports, power/generating facilities, key industrial plants, etc. Also included are two on-campus sessions where the implications and realities of the area's interrelationship with these facilities and agencies are discussed. For further information, please contact:

Dr. Robert Johnson, Ph.D., Professor of Geography and Environmental Studies, (213) 515-3582 or 515-3437

NOTES



NOTES



# Counseling the Alcoholic

## Treatment of Alcoholism

Alcoholism is of increasing concern to individuals and organizations nationally. Also it is an increasing problem among the young. The university is offering programs and opportunities to develop persons qualified in early detection and treatment of alcoholism both in professional and home situations.

### WHAT THE PROGRAM IS ABOUT

The Certificate Program in Counseling the Alcoholic consists of six courses which have been designed to give an essential education to the prospective alcoholism counselor. Each course will present principles and techniques as they relate to the disease of alcoholism. Experienced professionals will present the students with the physiological and psychological bases of alcoholism; alcoholic counseling techniques and supervised field experiences. Each 4-unit course will meet once each week for 10 weeks and will include lectures, discussions and case studies.

### WHO SHOULD ATTEND

The Certificate Program in Counseling the Alcoholic is designed to help those people who are in the helping professions to become more aware of the unique features of the alcoholic and alcoholism counseling. Additionally, individuals who aspire to any of the helping professions will find this program to be worthwhile in preparing them for their broader responsibilities.

### ENTRY REQUIREMENTS

Applicants should be at least 21 years of age and possess two years of college education or its equivalent.

### CERTIFICATE

The Certificate in Counseling the Alcoholic will be awarded to those students who complete all six courses as recognition for their learning achievement and professional status. The certificate will be given by the Office of Extended Programs, California State University Dominguez Hills.

### COURSES

First Quarter	Second Quarter	Third Quarter	Fourth Quarter
HEA X280	HEA X281 EXE X301	HEA X283 EXE X302	EXE X303
4	6	6	4

### COST

The fee is \$28 per unit for each course. For further information on this program, check the Information Request Card on inside back cover.



For further information on these programs, check the Information Request Card on inside back cover.

## CERTIFICATE PROGRAM

# Business Management Certificate

### WHAT THE PROGRAM IS ABOUT

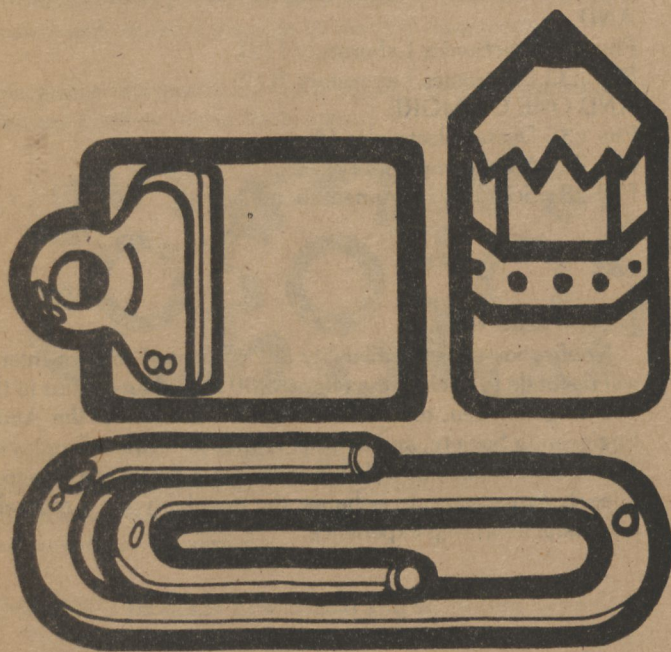
The Certificate Program in Business Management is designed to provide continuing business education to current professional managers and individuals who aspire to a management career. The requirements for obtaining the certificate include the completion of four courses totaling 16 units with an overall G.P.A. of 2.5. The typical certificate student will enroll in two courses per quarter and complete the program within two quarters. The quarters begin in January, April and September.

### WHO SHOULD ATTEND

The series of courses are designed to provide the practicing professional manager with new and additional knowledge about business management. Additionally, individuals who aspire to a career in business management are provided the knowledge and basic skills required to equip them for a successful experience.

### COST

The fee is \$28 per unit for each course. A total fee of \$112 for each 4-unit course is payable by the first class meeting.



For further information on this program, check the Information Request Card on inside back cover.

### COURSES

Required:

- BUS X205—Social Responsibility of Business
- BUS X210—Management & Organizational Theory
- BUS X211—Production Management
- Electives: (Select one)
- BUS X250—Elements of Marketing
- BUS X260—Business Finance
- ENG X252—Write & Speak Skills for Management

### CLASS SCHEDULE — January 5 - March 21

See Course Offering section of this Bulletin for course descriptions.

#### Bus X205 Social Responsibility of Business

01	Unterbrink	MW	8:00-9:40 pm
02	Lopilato	TTh	8:00-9:40 am
03	Strier	TTh	8:00-9:40 pm

#### Bus X210 Management and Organizational Theory

01	Chrispin	MW	8:00-9:40 am
02	Clawson	MW	6:00-7:40 pm
03	Chrispin	MW	12:00-1:40 pm
04	Nehrbass	TTh	2:00-3:40 pm
05	Nehrbass	Th	6:00-9:40 pm

#### Bus X211 Production Management

01	Spier	MW	8:00-9:40 am
02	Rothbart	TTh	10:00-11:40 am
03	McCloskey	TTh	4:00-5:40 pm
04	Spier	Th	6:00-9:40 pm

#### Bus X250 Elements of Marketing

01	Kaufman	MW	8:00-9:40 am
02	Greenwald	MW	2:00-3:40 pm
03	Ottens	MW	8:00-9:40 pm
04	Weisberg	TTh	12:00-1:40 pm
05	Weisberg	T	6:00-9:40 pm
06	Hanlon	S	8:30 am - 12:10

#### Bus X260 Business Finance

01	Miller	MW	6:00-7:40 pm
02	Miller	MW	8:00-9:40 am
03	Nashif	TTh	10:00-11:40 am
04	Nashif	TTh	2:00-3:40 pm
05	Dowling	T	6:00-9:40 pm

#### Eng X252 Writing & Speaking Skills for Management

01	Shafer	MW	12:00-1:40 pm
02	Yamada	MW	2:00-3:40 pm
03	Rankin	TTh	2:00-3:40 pm
04	Jordain	M	6:00-9:40 pm
05	Yamada	MW	6:00-7:40 pm
06	TBA	Th	6:00-9:40 pm
07	TBA	S	8:30 am - 12:10
08	TBA	F	6:00-9:40 pm

## CERTIFICATE PROGRAM

# ELECTRONIC MUSIC

### WHAT THE PROGRAMS ARE ABOUT

Two new Certificate Programs in Electronic Music are being offered for the first time this quarter at Dominguez Hills — Electronic Music and Recording Arts Certificate Program and Electronic Music and Recording Engineering Certificate Program. Classes will be offered jointly by the Departments of Music and Physics.

The Recording Arts Certificate is a one-year program; the Recording Engineering program is to be taken following, or in conjunction with, the Recording Arts program.

Both programs provide an Internship after completion of courses which will match individual student abilities and interests with the wide variety of job needs in the industry.

The extensive facilities of the CSUDH Electronic Music Laboratory will be available to students. The Music Department, which sponsors the Certificate Programs, is fully accredited by the National Association of Schools of Music.

The Laboratory equipment includes:

- 6 Synthesizers, including a Synclavier Digital real-time/fully programmable, 16-voice instrument — one of only 3 on the West Coast and the very latest in computer-music technology
- 16-, 8-, 4-, and 2-Track Professional Tape Records
- 16- and 8-Channel Mixing Consoles
- Acoustic Echo Chamber

### WHO SHOULD ATTEND

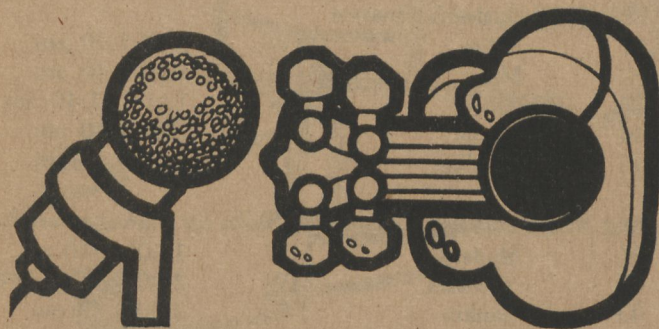
The programs are designed to provide an urban university environment for the training of persons interested in entering the fields of Electronic Music, Audio Recording, and Sound Reinforcement, and to enhance employment possibilities through the granting of this certificate.

### ENTRY REQUIREMENTS

Prerequisite to the Program: Physics 101 Sound and Music (4) May be taken concurrently with Music 369.

### COST

The fee is \$28 per unit for each course.



For further information, check the Information Request Card on inside back cover.

### COURSES — RECORDING ARTS

- \* Mus 369 The Techniques of Sound Recording (4)
- \* Mus 369L Sound Recording Laboratory (1,1)
- \* Mus 371 Electronic Music (4)
- \* Mus 371L Electronic Music Laboratory (1,1)
- Mus 372 Advanced Audio Recording (4)
- Mus 374 Advanced Electronic Music (4)
- Phy 239 Introduction to Recording Studio Electronic Maintenance (3)
- Mus 398 Electronic Music and Recording Internship (4)
- Mus 298 or Physics 297 Independent Study/Directed Research (2)

\* Courses offered this quarter. See Course Offerings under "MUSIC."

### COURSES — RECORDING ENGINEERING

- All courses required for Recording Arts, plus the following:
- Phy 120 and 122 Elements of Physics (total 8 units)
  - OR
  - Physics 110, 112, and 114 General Physics (total 15 units)
  - AND
  - Phy 231 Electronics Laboratory I (2)
  - Phy 233 Electronics Laboratory II (2)
  - AND ONE OR MORE
  - Phy 235 Digital Electronics (4)
  - Phy 237 Microcomputers (4)
  - Phy 281 Scientific Instrumentation (2 or 4)

### INTERNSHIP

Notification of the availability of Certificate Program Interns will be made to each of the almost 200 recording studios in the Los Angeles area, to all L.A. chapter members of the Audio Engineering Society, and to other related industries. Employers applying for applicants will be interviewed to determine the scope of each assignment, to enhance the possibility for a mutually successful internship experience.

## CERTIFICATE PROGRAM

# Production and Inventory Control

### WHAT THE PROGRAM IS ABOUT

The Certificate Program in Production and Inventory Control consists of courses designed to give complete basic education in this profession. Experienced professionals will present principles and techniques as they relate to today's manufacturing world. A student has the option of taking all three courses or any single course individually which he feels will be of value.

### WHO SHOULD ATTEND

This is a practical series of courses designed to meet the needs of professionals and newcomers to the field and other individuals who work in areas which relate to this field. It is of great benefit to those who desire to increase their effectiveness on the job, prepare for broader responsibilities and to further their professional competence.

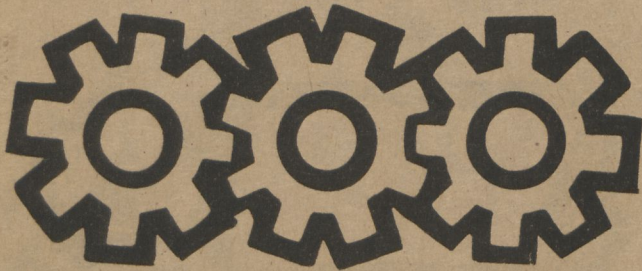
### THE CERTIFICATE

A Certificate in Production and Inventory Control will be awarded to those students who complete all three courses as recognition for their learning achievement and professional status. The certificate is jointly sponsored by the Department of Industrial Management of the School of Management, California State University Dominguez Hills and the Los Angeles Chapter, American Production and Inventory Control Society (APICS)

### COST

The fee is \$25 per unit for each course. A total fee of \$100 for each 4-unit course is payable by the first class meeting.

*For further information on this program, check the Information Request Card on inside back cover.*



*Students with less than one year's experience in the production control or inventory control profession must take this course as a prerequisite to any course in the Certificate Program, unless exempted by the instructor.*

#### INM X801 Basics of Production and Inventory Control

This course has been developed for those individuals who have less than one year experience in Production Control or Inventory Control. The student will learn the terminology special to manufacturing control and will obtain a basic knowledge of the tools, methods, functions and systems of production and inventory control.

**DATES:** Mondays, January 14 - March 17  
**TIMES:** 6:30-10 pm  
**FEE:** \$100  
**LOCATION:** North High School, Torrance  
**INSTRUCTOR:** Paul Funk

**NO.MTNGS:** 10  
**UNITS:** non-credit

### COURSES

Three required courses, 4 units each:  
INM X220 Manufacturing Resources & Planning  
INM X221 Inventory Planning & Control Systems  
INM X222 Production Planning & Control Systems

### THE CYCLE OF COURSES

At this time, the courses are not to be taken in numerical order. After students have completed INM X801 (or have been exempted by the instructor), they are to enroll in INM X221, then INM X222, then INM X220. All courses are offered every quarter, and students may begin the cycle at any time of the year.

#### INM X221 Inventory Planning & Control Systems

The student will learn how to apply the major inventory management tools and techniques. Basic topics include: why have inventories; financial implications; forecasting; fundamentals of inventory management; materials control and purchasing; master scheduling; material requirements planning; inventory management as a system.

**DATES:** Mondays, January 14 - March 17  
**TIMES:** 6:30-10 pm  
**FEE:** \$100  
**LOCATION:** North High School, Torrance  
**INSTRUCTOR:** Curt Behera

**NO.MTNGS:** 10  
**UNITS:** non-credit

#### INM X222 Production Planning & Control Systems

This course presents the techniques and systems for planning production and capacity, for scheduling production and capacity, for order release, dispatch and expediting, and for control of these activities. The student will learn practical shop floor control techniques, the need for data gathering and feedback reporting and evaluation for corrective action. Topics include: production control; shop floor planning; a system overview.

**DATES:** Thursdays, January 17 - March 20  
**TIMES:** 6:30-10 pm  
**FEE:** \$100  
**LOCATION:** North High School, Torrance  
**INSTRUCTOR:** Bill Montgomery

**NO.MTNGS:** 10

#### INM X220 Manufacturing Resources & Planning

This course offers a practical perspective of MRP (Manufacturing Resources Planning). It stresses the skills needed to make a successful Manufacturing Resources Planning system. The student will learn about item masters, data bases, change control, regenerative and net change systems and other administrative aspects to make an effective MRP nerve center. The student will gain an increased ability to participate in an integrated manufacturing system and interface effectively with other departments in the organization: marketing, master scheduling, engineering, finance and accounting, production, purchasing, quality control, etc.

**DATES:** Tuesdays, January 15 - March 18  
**TIMES:** 6:30-10 pm  
**FEE:** \$100  
**LOCATION:** North High School, Torrance  
**INSTRUCTOR:** Aman Motwane

**NO.MTNGS:** 10



## CERTIFICATE PROGRAM

# Spanish Language Media Journalism & Communications

### WHAT THE PROGRAM IS ABOUT

A special program of studies has been designed to meet the requirements of Hispanic Americans and others seeking professional employment in the Spanish language print and electronic media. This program is co-sponsored by Escuela Hispano Americana De Periodismo and California State University Dominguez Hills.

This program has been carefully tailored to help meet the rapidly increasing need for trained media professionals to staff the nation's growing number of Spanish language newspapers, magazines, advertising and public relation agencies.

The goals of this program are as follows:

1. To prepare students of Latin-American origin to work in the Spanish language, for Spanish language print, Spanish language electronic media and in the growing Spanish language field.
2. To assist the students in improving their abilities to understand spoken and written English and to function as working journalists in a primarily English-speaking society.
3. To better enhance the employment possibilities of California State University Dominguez Hills students through the granting of this certificate.

### ENTRY REQUIREMENTS

Entry requirements will conform to the regular enrollment policies of the California State University and Colleges Continuing Education programs. These consist of:

- (1) Any interested high school graduate, college student and individuals 21 years of age or over.
- (2) Students applying for admission to this extension program will need to successfully complete a brief written and verbal Spanish language examination.

### THE CERTIFICATE

Students successfully completing the Journalism and Communications for the Spanish Language Media will receive a University certificate validating the student's academic performance. The University believes this will greatly enhance the student's employability. A need for such skills is growing rapidly in the area. No other institution of higher education now awards such a certificate.

### COST

The fees are \$28 per unit or \$112 for each 4-unit course, plus any charges for textbooks and related materials. These fees are subject to any changes mandated by the California State University and Colleges System. Financial aid is available.

Please call 515-3647 for information on how to apply for Financial Aid.

### COURSES

Students enroll simultaneously in the courses as listed below

#### First Quarter (12 units)

- Com 100 Introduction to Newswriting in Spanish (4)
- Com 150 Introduction to Mass Communications and American Journalism (4)
- Com 180 Spanish-English Contrasts for Journalists (4)

#### Second Quarter (8 units)

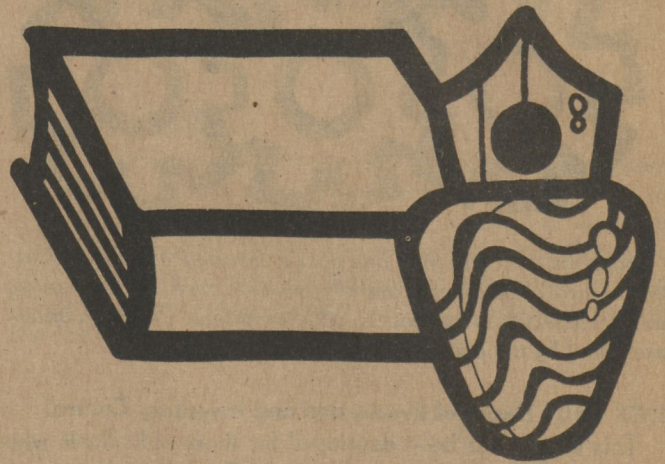
- Com 181 American English Usage for Media Research and Reporting (4)
- Com 250 Advanced Newswriting and Reporting in Spanish (4)

#### Third Quarter (8 units)

- Com 182 Introductory English Conversation for Journalistic Interviewing (4)
- Com 252 Feature and Column Writing (4)

#### Fourth Quarter (8 units)

Two courses selected from radio and television newswriting, feature and column writing, newspaper and magazine workshop, make-up and design for print media, law of mass media.



For further information on this program, check the Information request Card on inside back cover, or phone Raul Aceves, Dean of Community Programs, CSUDH, (213)515-2301.

## CERTIFICATE PROGRAM

# Spanish for Public Service

### WHAT THE PROGRAM IS ABOUT

"Hablo espanol" now means profit to businesses; quality performance to educators, counselors and service employees; and improved medical response to hospital personnel. The Spanish for Public Service Certificate, a one-year program, provides participants with basic Spanish-speaking competency for present and potential employees. Writing and reading skills are developed to meet functional needs of the particular occupation. A significant additional goal is to increase participants' understanding of the Latino community, thus encouraging an improved relationship between the employee and the public.

### WHO SHOULD ATTEND

The program is designed to meet the needs of employees who must "meet and deal" with Spanish-speaking persons. Enrollees use their new skills in work settings almost immediately. Students' use of Spanish on the job is monitored and corrected. Experiential learning reinforces the language skills throughout the program. "Learning by doing" makes this a practical effort to meet everyday needs. Courses are offered on Saturday mornings to accommodate work schedules.

### ENTRY REQUIREMENTS

Total unit commitment of a student entering the program is 22 units. Students should enter the program with little or no Spanish skills. The Experiential Education 212 course requires 4 hours or more per week of active work involvement with Spanish-speaking persons. Students may utilize their own employment as internship for the certificate program if it fulfills the requirements of the program. Students not presently working in positions interfacing with Spanish-speaking clientele will be placed in volunteer bilingual positions.

### THE CERTIFICATE

Graduates of the SPSC Program will be among the first in California to receive a certificate stating the holder is employable for the purpose of communicating with Spanish-speaking persons in a public service occupation. The need for such skills is growing rapidly in the area. You will have an additional skill that will greatly increase your employability. Employers will be able to serve a greater clientele more efficiently.

### COST

Fees are \$28 per unit for each course

### COURSES

Students enroll simultaneously in one Spanish and one Experiential Education course per quarter.

#### First Quarter (6 units) Fall 1980:

Spa 105 Spanish for Public Service  
Exe 212 Bilingual Public Service Internship

#### Second Quarter (8 units) Winter 1981:

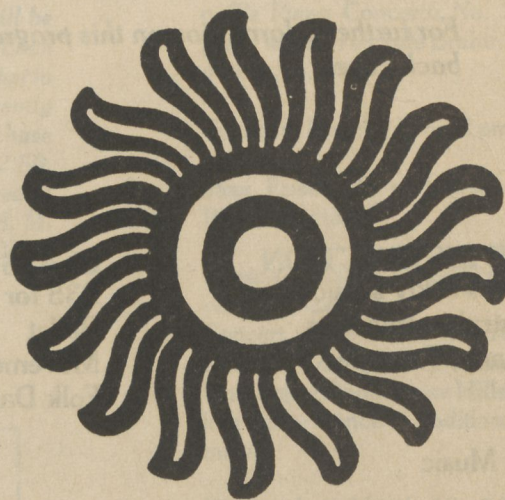
Spa 202 Commercial Spanish: Business Communications  
Exe 212 Bilingual Public Service Internship

#### Third Quarter (8 units) Spring 1981

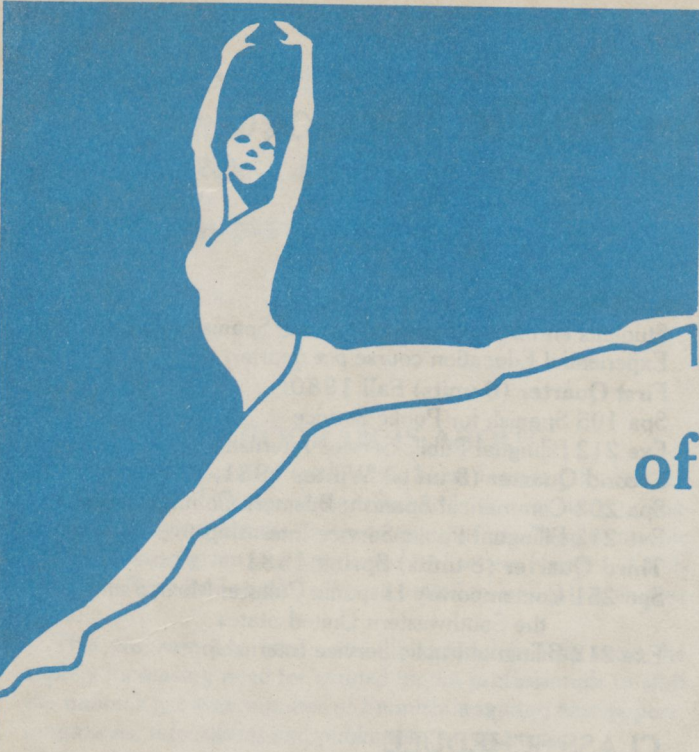
Spa 251 Contemporary Hispanic Culture: Mexico and  
the Southwestern United States  
Exe 212 Bilingual Public Service Internship

### CLASS SCHEDULE

The 1979-80 cycle of the Spanish for Public Service Certificate Program is currently in progress and no new students are being accepted. Applications are now being accepted for the 1980-81 Cycle, beginning Fall 1980. Also, a Summer 1980 intensive version of the Program may be scheduled.



For further information on this program, check the Information Request Card on inside back cover.



# Dominguez Hills CONSERVATORY of MUSIC and DANCE

LOW COST PROGRAMS IN MUSIC AND DANCE  
FOR CHILDREN AND ADULTS  
WITH UNIVERSITY-LEVEL INSTRUCTORS

New classes will begin January 19. A schedule of the courses and times is available by checking the Information Request Card on the inside back cover. Or phone David Champion, Associate Professor of Music at CSUDH and Director of the Conservatory, (213)515-3847.

Classes will be held on the CSUDH campus. Students may register at the first class meeting or through the Office of Extended Education.

*For further information on this program, check the Information Request Card on the inside back cover.*

## PRIVATE INSTRUCTION

\$65 for 10 weekly sessions  
All orchestral instruments  
Guitar, Piano, Recorder  
Voice  
Violin  
Electronic Music

## CLASS INSTRUCTION

\$35 for 10 weekly sessions  
Ballet  
Movements & Music  
Folk Dancing

## SPECIAL SATURDAY CLASSES

### BALLET FOR BEGINNERS

\$35 for 10 weekly sessions  
Cecchetti Method

#### Classes by age group:

3-5 year olds  
6-9 year olds  
10-14 year olds  
15-80 year olds



# VISUAL and PERFORMING ARTS



**Campus Events Hotline: phone for latest information on campus cultural and intellectual programs—(213)515-3337**

School of Humanities  
and Fine Arts  
California State University  
Dominguez Hills  
Carson, California 90747

## ART

### A. Quincy Jones, Selected Works

January 14 - February 8

Reception: Tuesday, January 15, 7-9 pm

An internationally known architect, Jones was the consulting and master planning architect for CSUDH from 1962 until his recent death. Representative buildings will be exhibited through photographs, plans, models, and drawings.

### Black History Month Exhibition

February 18-29

Reception: Thursday, February 21, 6-9 pm

### Visions '80

March 8 - 18

Reception: Tuesday, March 11, 6-9 pm

Student art exhibit from Area One, Los Angeles Unified School District. For this event only, the gallery will be open on weekends. Gallery hours for this event to be announced.

*Gallery Hours: Monday through Friday, 11 am - 5 pm. For further information, call the Art Department, (213)515-3310.*

## DISTINGUISHED FACULTY LECTURE SERIES

"The Art and Science of Courting Federal Grants and Parasites" by Dr. Lois Chi

Wednesday, January 23, noon - 2 pm, Playbox Theater

"Death, Dying, and Denying: An evaluation of the recent interest in death phenomena" by Dr. Sandra Wilcox, Wednesday, February 27, noon - 2pm, Playbox Theater

The Distinguished Faculty Lecture Series is sponsored by the Intellectual Life Committee

## THEATRE

### The Birds

The West Coast premiere of the new musical comedy.

February 23, 29, March 1 at 8:00 pm

February 24, March 2 at 7:00 pm

General Admission: \$3.50

Students & Sr. Citizens: \$2.50

### The Fantasticks!

Opens April 5

### Hair

Opens May 31

### Season Subscriptions Still Available

*Books of five vouchers may still be purchased at \$15 per book. Each voucher is redeemable for a ticket to any production. Students currently enrolled in CSUDH may purchase one book of five vouchers for \$12.50. For information call the Theatre Arts Program, (213)515-3588, M-Th 9:00-1:00 or Theatre Box Office (213)515-3589.*

## MUSIC

Sunday, February 3, 7:00 pm, University Theatre

**Combined Carson Symphony/Dominguez Hills University Orchestra Concert**, featuring the winners of the Young Artist Soloist Competition. Celebrating the anniversary of the city of Carson. Including Rimsky-Korsakov's Scherzade.

Sunday, March 9, 7:00 pm, University Theater

**Combined Carson Symphony/Dominguez Hills University Orchestra Concert.** Featured guest soloist — Yuri Lokatov, internationally known, Russian-born pianist, in Rachmaninoff's Piano Concerto No. 2. Program will also include Brahms' Symphony No. 1

Tuesday, March 11, 6:00 pm, Cafeteria

**Jazz Ensemble** performance, Bill Rene, director.

Tuesday, March 11, 8:00 pm, University Theatre

Concert of combined **Los Angeles Harbor College/California State University Dominguez Hills Bands** in a performance of traditional band music.

Wednesday, March 12, 6:00 pm, HFA Recital Hall

**Electronic Music Concert.**

March 14-21

Series of concerts by the **University Chorale**, Marshall Bialosky conductor.

*For more information phone Music Department, (213)515-3543.*

# TEST AND EXAMINATION REVIEWS

## REAL ESTATE LICENSURE SALESMEN'S AND BROKERS X911

To prepare the novice for the California Real Estate Salesmen's License examination and to prepare candidates to successfully pass the Real Estate Brokers' License examination.

**DATES:** Mondays, January 28 - March 24

**TIMES:** 7-10 pm

**NO. MTNGS:** 8

**FEE:** \$70 Salesmen (includes materials)

\$85 Broker (includes materials)

**UNITS:** non-credit

**LOCATION:** West High School, Torrance

**INSTRUCTOR:** Kenneth Siegel, B.A., J.D., Director of Marketing, Crest Real Estate Schools Inc.

## MEDICAL TECHNOLOGIST AND BIOANALYST PRACTITIONER EXAM REVIEW

To prepare medical technology and bioanalyst students to take the State and registry examinations. Studies have shown that participants of the Dominguez Hills Review score, on the average, 20 points higher on the State examinations than those who do not take the CSUDH program.

This program should also be of interest to practicing medical technologists and bioanalysts who want to sharpen their knowledge in a particular area of medical technology or prepare for graduate school.

The review sessions are designed to cover major areas emphasized on examinations. Instructors for this program are recognized experts in their field of medical technology.

**DATES:** An expanded Review Program will be offered in a concentrated format. It will run for 5 weeks ( 2 meetings per week) ending just prior to the State Licensure Exam for Clinical Laboratory Technicians in March.

*For further information check the Information Request Card on inside back cover of this bulletin, or phone Dr. James Welch, Chair, Department of Medical Technology, (213)515-3748.*



©HVAS

The following courses are designed to help prepare students for specific tests and examinations. They are intended to augment, not substitute for, formal or informal learning.

## GMAT (GRADUATE MANAGEMENT ADMISSION TEST) REVIEW

Special course offered to prepare students for the Graduate Management Admission Test. Areas covered include: mathematical ability, reading comprehension, English usage, business judgement, verbal analogies, sentence completion, data interpretation, and data sufficiency.

**FEE FOR EACH SESSION:** \$70

**LOCATION:** CSUDH Campus, SCC D154

**SESSION I** — completed

**SESSION II** — for January 26 Exam

**DATES:** Saturdays, January 5, 12, 19

**TIMES:** 9 am - 3 pm

**NO.MTNGS:** 3

**SESSION III** — for March 15 Exam

**DATES:** Saturdays, February 9, 16, 23, March 1, 8

**TIMES:** 9 am - 12:30 pm

**NO.MTNGS:** 5

**SESSION IV** — for July 12 Exam

**DATES:** June 7, 14, 21, 28, July 5

**TIMES:** 9 am - 12:30 pm

**NO.MTNGS:** 5

## GRE (GRADUATE RECORD EXAM) REVIEW

To assist students in doing their best on the GRE by familiarizing them with each subject area, giving them important insight into the types of questions, and offering timed testing practice. The programs are geared to the new format of the GRE with emphasis on the quantitative section — arithmetic, algebra, geometry, and graph reading, verbal analogies, reading comprehension, sentence completions, antonyms, and the new section of the exam, analytical ability will be examined.

**FEE FOR EACH SESSION:** \$60 (includes materials)

**LOCATION:** CSUDH Campus, SCC E153

**SESSIONS I, II** — completed

**SESSION III**—for February 23 Exam

**DATES:** Saturdays, January 19, 26, February 2, 9, 16

**TIMES:** 9 am - 12:30 pm

**NO.MTNGS:** 5

**SESSION IV** — for April 26 Exam

**DATES:** Saturday, March 15, 22, 29, April 12, 19

**TIMES:** 9 am - 12:30 pm

**NO.MTNGS:** 5

**SESSION V** — for June 14 Exam

**DATES:** Saturday, May 10, 17, 24, 31, June 7

**TIMES:** 9 am - 12:30 pm

**NO.MTNGS:** 5

## LSAT (LAW SCHOOL ADMISSION TEST) REVIEW

To assist students by familiarizing them with each subject area, giving them important insight into the types of questions and offering timed testing practice. Areas covered include: cases and principles, quantitative comparison, writing ability, evaluation of facts, validity of conclusions, and other possible test areas. Emphasis will be placed on test-taking strategies and on time-saving techniques.

**FEE FOR EACH SESSION:** \$70 (includes materials)

**LOCATION:** CSUDH Campus, SCC E145

**SESSIONS I** — completed

**SESSION II** — for February 2 Exam

**DATES:** Saturdays, January 5, 12, 19, 26

**TIMES:** 8:30 am - 1:00 pm

**NO.MTNGS:** 4

**SESSION III** — for April 19 Exam

**DATES:** Saturday, March 8, 15, 22, 29, April 12

**TIMES:** 9 am - 12:30 pm

**NO.MTNGS:** 5

**SESSION IV** — for June 28 Exam

**DATES:** Saturday, May 24, 31, June 7, 14, 21

**TIMES:** 9 am - 12:30 pm

**NO.MTNGS:** 5

## SAT (SCHOLASTIC APTITUDE TEST) REVIEW

Emphasis will be placed on the mathematics sections of the exam — math ability, quantitative comparison — but will also carefully analyze reading comprehension, sentence completion, analogies, and antonyms. Important test-taking strategies and time-saving techniques will be carefully explained and discussed. Students will be given a number of short-form tests, giving them practice in actual testing conditions.

**FEE FOR EACH SESSION:** \$45 (includes materials)

**LOCATION:** CSUDH Campus, SCC E145

**SESSIONS, I, II, III** — completed

**SESSIONS IV** — for January 26 Exam

**DATES:** Saturdays, January 5, 12, 19

**TIMES:** 1-4:30 pm

**NO.MTNGS:** 3

**SESSION V** — for March 22 Exam

**DATES:** Saturdays, March 1, 8, 15

**TIMES:** 1 - 4:30 pm

**NO.MTNGS:** 3

**SESSION VI** — for May 3 Exam

**DATES:** Saturday, April 12, 19, 26

**TIMES:** 1 - 4:30 pm

**NO.MTNGS:** 3

**SESSION VII** — for June 7 Exam

**DATES:** Saturday, May 17, 24, 31

**TIMES:** 1 - 4:30 pm

**NO.MTNGS:** 3

# PRELIMINARY ANNOUNCEMENT

THE FIFTH ANNUAL SPECIAL EDUCATION-EARLY CHILDHOOD EDUCATION CONFERENCE

**"EARLY INTERVENTION: DIRECTIONS FOR THE '80s"**

**FRIDAY AND SATURDAY, APRIL 18 AND 19**

**IN LOS ANGELES**

**PRESENTED BY**

**CALIFORNIA STATE UNIVERSITY DOMINGUEZ HILLS**

**SCHOOL OF EDUCATION**

## PROGRAM HIGHLIGHTS:

Presentations by nationally known experts from the fields of special education and early childhood education:

### **DR. IRVING LAZAR**

Professor and Chairperson  
Dept. of Human Services Studies Cornell University  
"Long-Term Effects of Infant  
and Preschool Programs"

### **DR. ALICE HAYDEN**

Professor of Education and  
Director, Model Preschool  
Center for the Handicapped  
Experimental Education Unit  
University of Washington  
"Infant and Preschool Programming  
for Children with Developmental  
and Communication Delays"

### **DR. NORMA REES**

President, American Speech, Language  
and Hearing Association  
Dean of Graduate Studies  
The Graduate School  
The City University of New York  
"Cognitive and Early Language  
Development: Emphases for the '80s"

### **DR. IDA MALIAN**

Associate Professor  
Dept. of Special Education  
San Diego State University  
"Teacher-Student Precipitated Mis-  
behaviors: A Behavioral Intervention  
Approach"

### **DR. G. N. GETMAN**

Consultant in Special Education and  
Director, Research Publications  
"Helping the Learner Learn: Early  
Preparations for Learning"

Sixteen workshops on topics of current interest to teachers and other professionals, parents and students. The workshops will be conducted by individuals and groups from exemplary special education and early childhood programs.

**WHEN:** Friday and Saturday, April 18 and 19, 1980, 8:45 a.m. - 4:30 p.m.

**WHERE:** Airport Marina Hotel, 8601 Lincoln Avenue, Los Angeles, Ca. (Near L.A. Airport) (213)670-8111

**INFORMATION:** A full conference brochure will be available in January. Write or call for information:

**FEES:** \$70 credit Edu 206 (2)

\$45 non-credit

MAKE CHECK PAYABLE TO: CSUDH FOUNDATION

### **DR. DORIS OKADA**

Conference Director  
School of Education  
CSUDH, Carson, CA 90747  
(213) 515-3524 or 515-3510

# PROGRAMS FOR SMALL BUSINESSES

These seminar/workshops are designed to meet the very special (and differing) needs of Presidents and key managers of small to medium size companies. Emphasis is placed on teaching proven "How to" methods of problem-solving and improving your company's performance. The sessions are an effective way to acquire practical knowledge and pick up new ideas. Through a combination of lecture, written course material, and peer discussion, you will be provided with usable know-how for making sound decisions. The seminar leaders are experienced professional small business consultants from the Corporate Group Inc.

## LOCATION

All Workshops/Seminars will be held at the Ramada Inn, 850 E. Dominguez St., Carson.

## REGISTRATION

Use the regular Extension course registration form on the back page of this book

## HOW TO BORROW MONEY — IN A TIGHT MONEY MARKET

Many small businesses wait until they need additional financing before they start looking. If, during the next 18 months, you're going to need outside financing, the time to arrange it is now.

Through a combination of printed material and lectures, you can learn.

- How to accurately determine your financing needs...in advance.
- The nine most common mistakes made in raising money...how to avoid them.
- How to obtain financing from agencies of the Federal government with interest rates of 7<sup>3</sup>/<sub>8</sub>% and terms ranging from 7 to 30 years...you don't have to be a member of a minority group to qualify.

You will also be given a proven step-by-step method of planning, packaging, and presenting your request for funds to give you the best chance of raising the money you need.

**DATE:** Monday, February 11, 9 am-4:45 pm  
**FEE:** \$50 (lunch included) **UNITS:** non-credit

## MANAGING CASH FLOW TOOLS & TECHNIQUES

Keeping a tight control on cash flow should be an even more important objective as the recession deepens and money sources begin to dry up. Not only could this affect your company but it will also put pressure on your suppliers to restrict credit and it could weaken your customer's ability to pay.

This session focuses on the internal actions that a company can take to improve its cash flow so that it is financially healthier, has less need for outside financing, and has the cash resources to take advantage of the profitable opportunities that often arise when the economy puts other companies in a financial tailspin. Areas that will be discussed include:

- How successful small companies manage their cash flow.
- Cash flow forecasting techniques that work best for the smaller company. This will be illustrated by an actual case history, including handouts.
- Accounts Receivable collection procedures that work.

**DATE:** Wednesday, February 12, 9 am - 2 pm  
**FEE:** \$35 (lunch included) **UNITS:** non-credit

## KEYS TO SMALL BUSINESS STRATEGIES FOR 1980

While this is a time of concern and uncertainty for many businesses, it will be particularly difficult for the smaller firms. Many will be adversely affected by events over the next eighteen months. Yet, a few, will do better than they otherwise might have. By planning appropriate strategies they will find a way to turn negatives into opportunities.

This workshop will help you to steer your company through these difficult times.

- We'll describe the importance of developing strategies and show their effect in the planning process.
- A good part of the day will be devoted to discussing specific strategies for 1980. Key areas will include:
  - General Management strategies
  - Growth vs. Contraction
  - Balance Sheet strategies
  - Functional Strategies for:
    - Marketing
    - Finance
    - Operations
- You'll also receive a checklist to assist in the development of your corporate strategy.

**DATE:** Wednesday, February 13, 9 am - 2 pm  
**FEE:** \$35 (lunch included) **UNITS:** non-credit

## DATA PROCESSING IN THE SMALLER COMPANY — CAN IT PAY OFF?

As an informed manager, you've probably been trying to keep abreast of data processing systems and equipment. This workshop will supply solid answers to the following questions:

- Data Processing...Where does it fit?
- Data Processing — Can & will it pay off?
- Where and how should I begin?

Using case studies and printed materials, you can determine for your own company whether you are ready to order a computer.

**DATE:** Thursday, February 14, 9 am - 2 pm  
**FEE:** \$35 (lunch included) **UNITS:** non-credit

## INVENTORY CONTROL — THRU MANAGEMENT VISIBILITY

More than ever, it is becoming increasingly critical for the growing company to keep a close rein on dollars tied up in inventories. Inventory losses (waste) are considered to be one of the primary direct causes of business failures and act as a catalyst in most business declines. Inventories are frequently referred to as "the great graveyard of business."

- As President, how do I evaluate the effectiveness of my present inventory control system?
- Has my company outgrown the methods of reporting and control currently in use?
- How can I reduce inventory dollars without jeopardizing customer service?
- What reports can be implemented to provide me with "Inventory Management Visibility?"
- How might I reduce inventory costs thru "management by emphasis?"

**DATE:** Saturday, February 16, 9 am - 2 pm  
**FEE:** \$35 (lunch included) **UNITS:** non-credit

# OPEN UNIVERSITY

## ATTEND ON-CAMPUS CLASSES VIA RESIDENT EXTENSION PROGRAM

California State University Dominguez Hills offers the general public the unique opportunity to take regular on-campus degree-applicable courses without going through the normal admissions process. In addition to the activities described in this bulletin, several hundred day, late afternoon, evening and Saturday courses are open on a space-available basis to the public (individuals 18 years and older). These are regular University courses. Students will enroll through the Office of Extended Programs and pay extension fees (\$28 per unit). Veterans may apply their GI benefits to these courses. For transfer purposes, credit earned in these courses will be coded as extension units. Additionally, a fee will be charged for a parking permit if so desired.

If you would like to obtain further information about the Resident Extension program and take on-campus courses, please contact the Office of Extended Programs, 515-3741.

## WINTER QUARTER SCHEDULE

January 5-March 21

1 Unit—\$28    2 Units—\$56    3 Units—\$84    4 Units—\$112

### EVENING/SATURDAY PROGRAM

CSUDH offers community members the opportunity to take regularly scheduled degree-applicable on-campus courses during evening hours and Saturdays. This program recognizes the unique educational needs of individuals' personal and professional lives. Students interested in these courses would contact the Office of Extended Programs, 515-3741.

*NOTE: These courses are offered on a space-available basis.*

### SATURDAY PROGRAM

#### BUSINESS

Bus 131/05 Essentials of Accounting II (4)	Ruiz	8:30 am-12:10 pm
Bus 170/05 Intro to Computers & Data Processing (4)	TBA	1:00-4:40 pm
Bus 250/06 Elements of Marketing (4)	Hanlon	8:30 am-12:10 pm

#### COMMUNICATIONS

Com 275/01 Basic Photography (4)	Watanabe	9:30 am-3:20 pm
Com 287/01 TV Directing (4)	Leshay	10:00 am-3:40 pm

#### ECONOMICS

Eco 111/03 Economic Theory IB (4)	TBA	8:30 am-12:10 pm
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#### ENGLISH

Eng 250/06 Advanced Composition (4)	TBA	8:30 am-12:20 pm
Eng 252/07 Writing & Speaking Skills for Mgmt (4)	TBA	8:30 am-12:20 pm

#### SOCIOLOGY

Soc 218/03 The Family (4)	TBA	8:30 am-12:10 pm
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#### SPANISH

Spa 288/01 Readings in Modern Latin-Am Lit (4)	Watts	8:30 am-12:20 pm
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#### THEATRE ARTS

The 200/01 Enjoyment of the Performing Arts (3)	Vaughn/Poe	10:00-11:40 am
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# EVENING PROGRAM

## AFRO-AMERICAN STUDIES

Aas 290/01 Seminar in Afro-American Studies (4)	Gopaul	Th	6:00-9:40 pm
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## ANTHROPOLOGY

Ant 100/02 Basic Studies: Culture (4)	Weil	MW	8:00-9:40 pm
Ant 100/04 Basic Studies: Culture (4)	Pope	TTh	6:00-7:40 pm
Ant 212/02 Language and Culture (4)	Cook	TTh	8:00-9:40 pm
Ant 215/01 Magic & Religion (4)	Kuykendall	MW	6:00-7:40 pm

## ART

Art 101/01 Introduction to Western Art (4)	Ivers	MW	6:00-7:40 pm
Art 150/01 Ceramics I (3)	TBA	MW	6:00-8:30 pm
Art 165/01 Beginning Printmaking (3)	Rosenthal	MW	6:00-8:30 pm
Art 200/01 Italian Renaissance Art (4)	Harshman	MW	6:00-7:40 pm
Art 245/01 Graphic Design II (3)	Baker	TTh	6:00-8:30 pm
Art 250/01 American Art (4)	Ivers	MW	8:00-9:40 pm
Art 286/01 Painting III (3)	TBA	TTh	6:00-8:30 pm
Art 287/01 Painting Media (3)	TBA	MW	6:00-8:30 pm
Art 289/01 Human Figure in Sculpture (3)	Goders	TTh	6:00-8:30 pm
Art 291/01 Special Studies in Art: Ceramics (3)	TBA	TTh	6:00-8:30 pm

## BEHAVIORAL SCIENCE (GRADUATE PROGRAM)

Beh 404/01 Grant Proposal Writing (4)	Churchman	M	6:00-9:40 pm
Beh 411/01 Cross-Cultural Behavior (4)	Charnofsky	TTh	6:00-9:40 pm
Beh 414/02 Seminar in Research Methods (4)	Nasatir	Th	6:00-9:40 pm
Beh 416/02 Negotiation & Conflict Resolution (4)	Churchman	W	6:00-9:40 pm
Beh 420/01 Critique of Programs & Practices (4)	Churchman	T	6:00-9:40 pm
Beh 430/01 Studies in Human Communications (4)	Paulhe	W	6:00-9:40 pm
Beh 431/01 Organizational Communications Behavior	TBA	M	6:00-9:40 pm
Beh 442/01 MFC Counseling Theories (4)	Milfs	T	6:00-9:40 pm

## BIOLOGICAL SCIENCES

Bio 114/01 Principles of Biology (4)	Morafka	TTh	6:00-7:15 pm
Bio 212/01 Organism Biology — Animal (4)	Kalland	MW	6:00-7:15 pm
Bio 246/01 Human Heredity (4)	TBA	TTh	6:00-7:40 pm
Bio 294/01 Senior Seminar in Biology (1)	McCarthy	T	5:00-5:50 pm
Bio 301/01 Biostatistics (4)	Kuramoto	MW	6:00-7:15 pm
Bio 420/01 Advances in Cell & Molecular Bio. (4)	Robles	TTh	6:00-7:40 pm
Bio 490/01 Opioid Peptides Pituitary (2)	Kalland	T	8:00-9:40 pm

## BUSINESS

Bus 102/01 Legal Aspects of Bus. Transact. (4)	TBA	MW	6:00-7:40 pm
Bus 102/03 Legal Aspects of Bus. Transact. (4)	TBA	TTh	6:00-7:40 pm
Bus 130/02 Essentials of Accounting I (4)	Lee	MW	8:00-9:40 pm
Bus 130/04 Essentials of Accounting I (4)	Auerbach	TTh	6:00-7:40 pm
Bus 131/02 Essentials of Accounting II (4)	McNichols	MW	6:00-7:40 pm
Bus 131/04 Essentials of Accounting II (4)	Ruiz	TTh	8:00-9:40 pm
Bus 170/02 Intro. to Computers & Data Proc. (4)	Vacca	MW	6:00-7:40 pm
Bus 170/04 Intro. to Computers & Data Proc. (4)	TBA	TTh	6:00-7:40 pm
Bus 171/02 Computer Systems for Business (4)	Vacca	MW	8:00-9:40 pm
Bus 171/04 Computer Systems for Business (4)	TBA	TTh	8:00-9:40 pm
Bus 172/02 Intro. to Cobol Programming (4)	TBA	TTh	8:00-9:40 pm
Bus 202/01 Law of Business Organizations (4)	Schoen	TTh	6:00-7:40 pm
Bus 205/01 Social Responsibility of Bus. (4)	Unterbrink	MW	8:00-9:40 pm
Bus 205/03 Social Responsibility of Bus. (4)	Strier	TTh	8:00-9:40 pm
Bus 210/02 Mgmt. & Organizational Theory (4)	Clawson	MW	6:00-7:40 pm
Bus 210/05 Mgmt. & Organizational Theory (4)	Nehrbass	Th	6:00-9:40 pm
Bus 211/04 Production Management (4)	Spier	Th	6:00-9:40 pm
Bus 214/02 Advanced Management (4)	Nehrbass	T	6:00-9:40 pm
Bus 216/01 Labor & Industrial Relations (4)	Mullinix	T	6:00-9:40 pm

Bus 222/03 Intro. to Business Statistics (4)  
 Bus 222/04 Intro. to Business Statistics (4)  
 Bus 223/03 Intro. to Operations Research (4)  
 Bus 223/05 Intro. to Operations Research (4)  
 Bus 230/01 Acctg. for Planning & Control (4)  
 Bus 231/01 Intermediate Accounting I (4)  
 Bus 232/02 Intermediate Accounting II (4)  
 Bus 233/02 Income Taxation I (4)  
 Bus 235/01 Auditing (4)  
 Bus 237/01 Cost Accounting (4)  
 Bus 238/01 Advanced Accounting I (4)  
 Bus 250/03 Elements of Marketing (4)  
 Bus 250/05 Elements of Marketing (4)  
 Bus 251/02 Sales Practices & Administration(4)  
 Bus 252/02 Advertising & Promotion Management (4)  
 Bus 254/01 Marketing Research (4)  
 Bus 260/01 Business Finance (4)  
 Bus 260/05 Business Finance (4)  
 Bus 262/02 Real Estate Principles & Practice (4)  
 Bus 269/01 Real Property Management (4)  
 Bus 271/02 Advanced Cobol Programming (4)  
 Bus 273/01 Data Base Systems (4)  
 Bus 276/01 Advanced Concepts for Bus. Systems (4)  
 Bus 280/02 Economics of the Firm (4)  
 Bus 280/04 Economics of the Firm (4)  
 Bus 290/02 Management Policy (4)  
 Bus 293/01 International Marketing (4)  
 Bus 400/01 Legal & Social Aspects of Business (4)  
 Bus 410/01 Management Theory (4)  
 Bus 410/11 Management Theory (4)  
 Bus 413/01 Found. of Human Behav. in Organ. (4)  
 Bus 413/11 Found. of Human Behav. in Organ. (4)  
 Bus 416/01 Seminar: Management (4)  
 Bus 417/01 Seminar: Industrial Relations (4)  
 Bus 419/01 Human Resources Administration (4)  
 Bus 423/01 Quantitative Methods II (4)  
 Bus 431/01 Principles of Accounting (4)  
 Bus 431/11 Principles of Accounting (4)  
 Bus 443/01 Production Operations (4)  
 Bus 452/01 Marketing Management (4)  
 Bus 461/01 Financial Management (4)  
 Bus 463/01 Financial Decision Analysis (4)  
 Bus 463/11 Financial Decision Analysis (4)  
 Bus 465/01 Seminar: Finance (4)  
 Bus 471/01 Intro. to Information Systems (4)  
 Bus 475/01 Management Information Systems (4)  
 Bus 483/01 Managerial Economics (4)  
 Bus 487/01 Seminar: Business Forecasting (4)  
 Bus 493/01 Seminar: Business Policy (4)

## CHEMISTRY

Che 102/03 Chemistry for the Citizen (4)  
 Che 102/04 Chemistry for the Citizen (4)

## COMMUNICATIONS

Com 100/01 Intro to Newswriting & Reporting (4)  
 Com 214/01 Organizational Communications (4)  
 Com 220/01 History of Film I (4)  
 Com 265/01 Introductions to Public Relations (4)  
 Com 267/01 Public Relations Workshop (4)  
 Com 270/01 Advertising Copywriting (4)

## COMPUTER SCIENCE

Csc 120/02 Intro to Computers & Data Process. (4)  
 Csc 120/04 Intro to Computers & Data Process. (4)  
 Csc 160/01 Computer Programming — Fortran (4)

Rector	MW	8:00-9:40 pm
Yoshida	T	6:00-9:40 pm
Rector	MW	6:00-7:40 pm
Scott	Th	6:00-9:40 pm
Lee	TTh	8:00-9:40 pm
TBA	MW	6:00-7:40 pm
Schueler	TTh	6:00-7:40 pm
Schoen	TTh	8:00-9:40 pm
Auerbach	MW	6:00-7:40 pm
McNichols	MW	8:00-9:40 pm
Smith	MW	8:00-9:40 pm
Ottens	MW	8:00-9:40 pm
Weisberg	T	6:00-9:40 pm
Morris	Th	6:00-9:40 pm
Kitson	Th	6:00-9:40 pm
Greenwald	MW	6:00-7:40 pm
Miller	MW	6:00-7:40 pm
Dowling	T	6:00-9:40 pm
Kuhlmann	MW	6:00-7:40 pm
Kuhlmann	MW	8:00-9:40 pm
TBA	TTh	6:00-7:40 pm
Bahr	MW	6:00-7:40 pm
Bahr	MW	8:00-9:40 pm
Miller	MW	8:00-9:40 pm
Lopilato	T	6:00-9:40 pm
Milgrim	MW	6:00-7:40 pm
Weisberg	Th	6:00-9:40 pm
Schoen	W	6:00-9:40 pm
Chrispin	W	6:00-9:40 pm
Hughes	W	5:30-9:30 pm
Unterbrink	T	6:00-9:40 pm
Clawson	Th	5:30-9:30 pm
Mullinix	W	6:00-9:40 pm
Mullinix	Th	6:00-9:40 pm
Hughes	M	6:00-9:40 pm
McCloskey	M	6:00-9:40 pm
Terrell	T	6:00-9:40 pm
Jensen	M	5:30-9:30 pm
Scott	W	6:00-9:40 pm
Farry	T	6:00-9:40 pm
Donahue	M	6:00-9:40 pm
Colin	Th	6:00-9:40 pm
Johnson	T	5:30-9:30 pm
Nashif	T	6:00-9:40 pm
Herne	Th	6:00-9:40 pm
Bahr	Th	6:00-9:40 pm
Bettner	W	6:00-9:40 pm
Yoshida	M	6:00-9:40 pm
Donahue	Th	6:00-9:40 pm

Seely	MW	6:00-7:40 pm
Garcia	TTh	6:00-7:40 pm

Goldman	MW	8:00-9:40 pm
Safer	TTh	8:00-9:40 pm
Marienthal	W	6:00-9:40 pm
Safer	TTh	6:00-7:40 pm
Hunsicker	MW	6:00-7:40 pm
Brownson	MW	8:00-9:40 pm

Vacca	MW	6:00-7:40 pm
TBA	TTh	6:00-7:40 pm
Miles	MW	6:00-7:40 pm



Csc 210/01 Data Structures (4)	TBA	TTh	8:00-9:40 pm
Csc 240/01 Operating Systems I (4)	Jones	TTh	6:00-7:40 pm

## ECONOMICS

Eco 110/02 Economic Theory 1A (4)	Harris	TTh	6:00-7:40 pm
Eco 111/02 Economic Theory 1B (4)	TBA	MW	8:00-9:40 pm
Eco 210/01 Intermediate Microeconomic Theory	Freed	TTh	6:00-7:40 pm
Eco 222/02 Money & Banking (4)	TBA	MW	6:00-7:40 pm
Eco 222/03 Money & Banking (4)	TBA	TTh	8:00-9:40 pm
Eco 230/01 Labor Economics (4)	Moite	M	6:00-9:40 pm
Eco 401/01 General Economic Theory (4)	TBA	W	6:00-9:40 pm

## EDUCATION

Edu 210/01 Motivation and Learning (4)	Cooper	MW	6:10-7:50 pm
Edu 230/02 The Teaching of Reading (Secondary) (6)	Roberts	TTh	6:10-8:40 pm
Edu 241/01 Early Childhood Teach (Mathematics) (2)	Taira	T	6:10-7:50 pm
Edu 266/01 Introduction to Exceptional Children (4)	Barton	W	6:10-9:30 pm
Edu 302/01 Methods & Materials of Adult Educ. (4)	Fay	Th	6:10-9:30 pm
Edu 367/01 Basic Gen. Practicum w/Excep. Child. (6)	Okada	M	6:10-8:40 pm
Edu 400/02 Critique & Analysis of Res. in Educ. (4)	Cooper	TTh	6:10-7:50 pm
Edu 401/01 Eval. & Program Monitoring in Educ. (4)	Cooper	MW	6:10-7:50 pm
Edu 406/01 Early Intervention (2)	Frazier	M	6:10-7:50 pm
Edu 424/01 Classroom Discipline (4)	Larson	M	6:10-9:30 pm
Edu 428/01 Curric. Dev. for Bilingual Clssrm (4)	Contreras	Th	6:10-9:30 pm
Edu 430/01 Teach. of English as Second Lang. (4)	Kostrenich	T	6:10-9:30 pm
Edu 435/01 Reading & Psychology of Language (4)	Desberg	TTh	6:10-7:50 pm
Edu 455/01 Socio-Cult. Asp. of Learn. & Dev. (4)	Calatrello	M	6:10-9:30 pm
Edu 459/01 Intro. to Lang. Dev. & Remediation (4)	Elliott	T	6:10-9:30 pm
Edu 466/01 Dev. Prob. of Exceptional Child. (4)	Wolff	Th	6:10-9:30 pm
Edu 474/01 Career Educ. & Coun. for Disabled (4)	TBA	W	6:10-9:30 pm
Edu 483/01 Sem: Sp. Ed. Training Admin. (4)	Mueller	T	6:10-9:30 pm
Edu 484/01 Seminar: Urban Education (4)	Carrison	M	6:10-9:30 pm
Edu 488/01 Intervention Strategies in Coun. (4)	Bohman	T	6:10-9:30 pm
Edu 491/01 Current Issues in Spec. Educ. (2)	Okada	T	6:10-7:50 pm
Edu 497/01 Internship in Early Chldhd. Ldrshp. (9)	Buchanan	T	6:10-7:50 pm
Edu 744/01 Mainstream Child. Special Needs (6)	Wolff	MW	6:10-8:40 pm

## ENGLISH

Eng 276/01 Selected Topics in Popular Lit. (4)	TBA	TTh	8:00-9:40 pm
Eng 443/01 The Romantic Imagination (4)	Yamada	MW	8:00-9:40 pm
Eng 446/01 Victorian Lit: Curious Psych. (4)	Sanda	MW	6:00-7:40 pm
Eng 490/01 Special Topics: Old Norse (4)	Duncan-Rose	T	6:00-9:40 pm

## ENVIRONMENTAL STUDIES (GRADUATE PROGRAM)

Ens 410/01 Physical Enviornmental Hazards (4)	Forbes	M	6:00-9:40 pm
Ens 420/01 Land Use & Environmental Impact (4)	Johnson	W	6:00-9:40 pm
Ens 491/01 Workshop in Applied Research (4)	Smith	T	6:00-9:40 pm

## GEOGRAPHY

Geo 336/01 Land Use (4)	Johnson	W	6:00-9:40 pm
Geo 392/01 Advanced Geomorphology (4)	Forbes	M	6:00-9:40 pm

## HEALTH SCIENCE

Hea 200/01 Health Care Delivery Systems (4)	Drice	M	6:00-9:40 pm
Hea 200/02 Health Care Delivery Systems (4)	Drice	W	6:00-9:40 pm
Hea 220/02 Health in Public Education (4)	Kinney	T	6:00-9:40 pm
Hea 241/01 Medical Science (4)	Hardin	W	6:00-9:40 pm
Hea 321/01 Dyamics of Health Communication (4)	Bush	M	6:00-9:40 pm
Hea 321/02 Dyamics of Health Communication (4)	Gomez	Th	6:00-9:40 pm
Hea 341/01 Disease in Society (4)	Hsiung	Th	6:00-9:40 pm
Hea 341/02 Disease in Society (4)	Greenberg	T	6:00-9:40 pm
Hea 342/01 Health Behavior (4)	Kvigne	T	6:00-9:40 pm
Hea 342/02 Health Behavior (4)	Kvigne	W	6:00-9:40 pm
Hea 362/01 Environmental Health Problems (4)	Giacosie	M	6:00-9:40 pm

## HISTORY

His 100/04 History of the United States (4)  
His 213/01 History of Urban America (4)  
His 234/01 The American Frontier (4)  
His 241/01 Afro-American: Thru Reconstruction (4)  
His 245/01 European Immigrants in US (4)  
His 248/01 History Mexican-American People II (4)  
His 269/01 Emergence of Modern America (4)  
His 295/01 Senior Seminar in History (4)

TBA MW 8:00-9:40 pm  
Cady TTh 8:00-9:40 pm  
Gopaul MW 6:00-7:40 pm  
Gopaul T 8:00-9:40 pm  
Brundage MW 8:00-9:40 pm  
Cortes MW 6:00-7:40 pm  
Cady TTh 6:00-7:40 pm  
Gopaul Th 6:00-9:40 pm

## INDUSTRIAL MANAGEMENT

Inm 211/01 Production Operations II (4)

Arlich M 6:00-9:40 pm

## LABOR STUDIES

Lbr 211/01 Contracts & Negotiations (4)

Castrey Th 6:00-9:40 pm

## MATHEMATICS

Mat 008/02 Introductory Algebra (2)  
Mat 010/02 Algebra (4)  
Mat 100/02 Basic Studies in Math (4)  
Mat 102/04 Math Analysis for Mgmt & Soc. Sci. I (4)  
Mat 104/01 Math Analysis for Mgmt & Soc. Sci. II (4)  
Mat 110/02 Differential & Integral Calculus I (4)  
Mat 112/02 Differential & Integral Calculus II (4)  
Mat 120/01 Survey of Calculus I (4)  
Mat 150/03 Elementary Statistics & Probability (4)  
Mat 150/04 Elementary Statistics & Probability (4)  
Mat 226/01 Numerical Analysis I (4)

TBA MW 8:00-9:40 pm  
TBA MW 8:00-9:40 pm  
Chang TTh 8:00-9:40 pm  
TBA MW 6:00-7:40 pm  
TBA MW 8:00-9:40 pm  
Chang TTh 6:00-7:40 pm  
Armacost MW 6:00-7:40 pm  
TBA MW 8:00-9:40 pm  
TBA MW 8:00-9:40 pm  
TBA TTh 6:00-7:40 pm  
Henry MW 6:00-7:40 pm

## MUSIC

Mus 100/01 Introducing Music (4)  
Mus 111/02 Music Theory II (4)  
Mus 181/02 Class Voice (1)  
Mus 211/02 Advanced Music Theory II (4)  
Mus 214/01 Instrumentation (4)  
Mus 281/02 Advanced Voice Class (1)  
Mus 375/02 University Orchestra (1)  
Mus 295/01 Chamber Music: Jazz (1)  
Mus 395/03 Chamber Music: Jubilee Choir (1)

Stockhammer TTh 6:00-7:40 pm  
Lieblich MW 8:00-9:40 pm  
Etcheto M 6:00-7:40 pm  
Bunger MW 8:00-9:40 pm  
Leiblich Th 6:00-9:40 pm  
Etcheto M 6:00-7:40 pm  
Steiner W 7:30-10:00 pm  
Rene T 6:00-7:40 pm  
Caldwell W 6:30-9:40 pm

## PHYSICAL EDUCATION

Per 131/06 Dance/Disco/Coed (1)

TBA MW 5:00-5:50 pm

## PHILOSOPHY

Phi 101/03 Values & Society (4)  
Phi 102/03 Humanity, Nature, and God (4)  
Phi 120/03 Basic Logic (4)  
Phi 213/01 Hegei to Hietzsche (4)  
Phi 218/02 Philosophy of Love and Sex (4)  
Phi 255/01 American Philosophy (4)  
Phi 271/01 Analytic Philosophy (4)  
Phi 273/01 Self (4)

Lewis TTh 6:00-7:40 pm  
Fay MW 8:00-9:40 pm  
Vanterpool MW 6:00-7:40 pm  
Hagan TTh 8:00-9:40 pm  
Lacorte MW 8:00-9:40 pm  
Malhorta MW 6:00-7:40 pm  
Pyne TTh 6:00-7:40 pm  
Puett TTh 8:00-9:40 pm

## PHYSICS

Phy 120/01 Elements of Physics with Lab (4)

Lee TTh 6:00-7:15 pm  
Th 7:30-10:00 pm

Phy 203/01 Industrial Processes (3)

Imai W 6:00-9:40 pm

## PARALEGAL STUDIES

Plg 200/01 Intro to Paralegal Studies (4)

Tarlow T 6:00-9:40 pm

## POLITICAL SCIENCE

Pol 101/02 American Institutions (4)	O'Hara	MW	6:00-7:40 pm
Pol 151/01 Quant. Methods of Political Anal. (4)	Martin	MW	6:00-7:40 pm
Pol 210/02 Issues in American National Govt. (4)	Fisher	TTh	6:00-7:40 pm
Pol 212/01 State & Local Govt. Organization (4)	Wilson	TTh	6:00-7:40 pm
Pol 241/01 Govt. & Politics of East Asia (4)	Heneghan	MW	6:00-7:40 pm
Pol 254/01 American Political Thought (4)	Fisher	TTh	8:00-9:40 pm
Pol 268/01 Family Law (4)	Riskin	Th	6:00-9:40 pm
Pol 295/01 Seminar in Political Science (4)	Wilson	TTh	8:00-9:40 pm

## PSYCHOLOGY

Psy 130/01 Elem. Statistical Analysis for Psy (4)	Rundle	TTh	8:00-9:40 pm
Psy 205/02 History and Systems of Psychology (4)	Rundle	TTh	6:00-7:40 pm
Psy 210/01 Fundamentals of Learning w/Lab (4)	Marsh	TTh	6:00-7:40 pm
		TTh	7:45-9:00 pm
Psy 242/01 Interpersonal & Group Dynamics (4)	Danis	MW	6:00-7:40 pm
Psy 250/01 Developmental Psychology (4)	Nash	MW	6:00-7:40 pm
Psy 251/01 Psychology of Adolescent Exper. (4)	Mohamed	MW	8:00-9:40 pm
Psy 254/01A Counseling the Family (4)	Mohamed	MW	6:00-7:40 pm
Psy 254/01B Counseling the Older Adult (4)	Stever	TTh	8:00-9:40 pm
Psy 260/01 Theories of Personality (4)	Nash	MW	8:00-9:40 pm
Psy 263/02 The Abnormal Personality (4)	Sutton	TTh	6:00-7:40 pm
Psy 264/02 Intro to Clinical Psychology (4)	Peer	TTh	8:00-9:40 pm
Psy 267/02 Intro to Clinical Methods (4)	Kin	MW	8:00-9:40 pm
Psy 268/02 Human Sexuality (4)	Staso	MW	6:00-7:40 pm
Psy 283/01 Psychology of Black Experience (4)	Nelson	TTh	6:00-7:40 pm
Psy 295/02 Senior Seminar in Psychology (4)	Nash	TTh	8:00-9:40 pm
Psy 296/03 Practicum in Psychology (4)	Danis	T	8:00-9:40 pm
Psy 435/01 Advanced Research Methods (4)	Rosen	TTh	6:00-7:40 pm
Psy 440/01 Seminar in Social Psychology (4)	Bohart	W	6:00-9:40 pm
Psy 450/01 Seminar in Development Psy. (4)	Holden	MW	8:00-9:40 pm
Psy 464/01 Advanced Clinical Methods (4)	Bohart	T	6:00-9:40 pm

## PUBLIC ADMINISTRATION

Pub 200/02 Perspectives on Public Management (4)	Bell	T	6:00-9:40 pm
Pub 201/02 Administrative Leadership & Beh (4)	Unterbrink	Th	6:00-9:40 pm
Pub 202/01 Philosophy & Ethics of Pub. Admin. (4)	Reeves	MW	8:00-9:40 pm
Pub 202/02 Philosophy & Ethics of Pub. Admin. (4)	Puett	W	6:00-9:40 pm
Pub 204/02 Quantitative Methods of Pub. Admin. (4)	Sullivan	W	6:00-9:40 pm
Pub 206/02 Admin. of Financial Resources (4)	Smith	M	6:00-9:40 pm
Pub 207/02 Public Personnel Administration (4)	Robinson	M	6:00-9:40 pm
Pub 238/01 Principles of Urban Planning (4)	Krushkhov	Th	6:00-9:40 pm
Pub 245/01 Legal Foundations of Justice Admin. (4)	Perlman	T	6:00-9:40 pm
Pub 276/01 Health Care organizations (4)	Scott	M	6:00-9:40 pm
Pub 279/01 Health Policy (4)	McGann	F	6:00-9:40 pm
Pub 400/01 Environment of Public Adminis. (4)	Reeves	W	6:00-9:40 pm
Pub 401/01 Theory & Practice of Public Mgmt (4)	Fleagle	Th	6:00-9:40 pm
Pub 403/01 Mgmt of Public Organizations (4)	Schoenwald	T	6:00-9:40 pm
Pub 407/01 Analytical Methods of Pub Admin (4)	Sullivan	M	6:00-9:40 pm
Pub 425/01 Seminar in Collective Bargaining (4)	Tamoush	Th	6:00-9:40 pm
Pub 461/01 Community Health Services (4)	McGann	Th	6:00-9:40 pm
Pub 499/01 Integrative Seminar in Pub Admin (4)	Fleagle	T	6:00-9:40 pm

## RECREATION

Rec 234/01 Recreation & Gerontology (4)		Th	6:00-9:40 pm
Rec 235/01 Supervision of Rec. Facil. & Pgms (4)		T	6:00-9:40 pm

## SOCIOLOGY

Soc 225/01 Sociology of Work (4)	Peters	MW	6:00-7:40 pm
Soc 240/01 Soc Psych: Social Perspectives (4)	McCoy	MW	6:00-7:40 pm
Soc 260/02 Minority Racial & Ethnic Relations (4)	TBA	TTh	8:00-9:40 pm
Soc 264/01 Corrections (4)	TBA	TTh	8:00-9:40 pm
Soc 268/01 Criminology (4)	TBA	MW	8:00-9:40 pm

Soc 269/02 Juvenile Delinquency (4)  
 Soc 270/01 Field Studies in Urban Problems (4)  
 Soc 313/01 Sociology of Education (4)  
 Soc 315/02 Health, Nutrition, & Social Policy (4)  
 Soc 335/02 Reducing Domestic Violence (4)  
 Soc 335/03 Computer Revolutions in Corp. Comm. (4)  
 Soc 335/05 Family Law & Social Change (4)  
 Soc 429/01 Seminar in Social Gerontology (4)  
 Soc 432/01 Seminar in Social Impact (4)  
 Soc 455/01 Seminar in Sociological Theory (4)

TBA	TTh	6:00-7:40 pm
Hosokawa	Th	6:00-7:40 pm
TBA	TTh	6:00-7:40 pm
Ragonesi	T	6:00-7:40 pm
King	TTh	8:00-9:40 pm
Curran	MW	6:00-7:40 pm
Riskin	Th	6:00-9:40 pm
Raphael	W	6:00-9:40 pm
TBA	M	6:00-9:40 pm
Loether	Th	6:00-9:40 pm

### SPANISH

Spa 105/01 Spanish for Public Service (4)  
 Spa 110/04 First-Quarter Spanish (4)  
 Spa 110/05 First-Quarter Spanish (4)  
 Spa 111/03 Second-Quarter Spanish (4)  
 Spa 120/01 Fourth-Quarter Spanish (4)  
 Spa 202/01 Commercial Spa: Business Commun. (4)

Watts	MW	8:00-9:40 pm
Corominas	TTh	6:00-7:40 pm
TBA	MW	6:00-7:40 pm
TBA	TTh	6:00-7:40 pm
Corominas	MW	6:00-7:40 pm
Cuervo	TTh	8:00-9:40 pm

### THEATRE ARTS

The 190/02 Experience of the Theatre (4)  
 The 215/02 Selected Dance Styles: Disco (2)

Lach	W	6:00-9:40 pm
Valadez	TTh	6:00-7:40 pm



# "LEARN AND LUNCH BUNCH" PROGRAM

The "Learn and Lunch Bunch" program is designed to serve the educational interest of people who live and work within a close radius of the Dominguez Hills campus. The University has identified those degree-applicable courses which could be easily taken during lunch hours. The purpose of this program is to assist employers and employees in developing educational plans which allow them to both work and learn.

NOTE: These courses are offered on a space-available basis.

## ANTHROPOLOGY

Ant 241/01 Folklore (4)	Pope	TTh	12:00-1:40 pm
Ant 251/01 New World Archaeology (4)	Webb	MW	12:00-1:40 pm
Ant 288/01 Antho Theories of Behavior (4)	Kuykendall	MW	12:00-1:40 pm

## ART

Art 102/01 Intro to Western Art II (4)	Harshman	MW	12:00-1:40 pm
Art 235/01 Asian Arts II: China & Korea (4)	Larinde	TTh	12:00-1:40 pm

## BEHAVIORAL SCIENCE (GRADUATE PROGRAM)

Beh 414/01 Seminar in Research Methods (4)	Paulhe	TTh	12:00-1:40 pm
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## BIOLOGICAL SCIENCES

Bio 260/01 General Oceanography (4)	McCarthy	WF	12:00-1:15 pm
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## BUSINESS

Bus 130/03 Essentials of Accounting I (4)	Weisler	TTh	12:00-1:40 pm
Bus 131/01 Essentials of Accounting II (4)	Barnett	MW	12:00-1:40 pm
Bus 170/01 Intro to Computers & Data Process. (4)	Henry	MW	12:00-1:40 pm
Bus 170/03 Intro to Computers & Data Process. (4)	Walter	TTh	12:00-1:40 pm
Bus 210/03 Management & Organization Theory (4)	Chrispen	MW	12:00-1:40 pm
Bus 214/01 Advanced Management (4)	Clawson	MW	12:00-1:40 pm
Bus 235/02 Auditing (4)	Schueler	TTh	12:00-1:40 pm
Bus 250/04 Elements of Marketing (4)	Weisberg	TTh	12:00-1:40 pm
Bus 262/01 Real Estate Principles & Practices (4)	Kuhlmann	MW	12:00-1:40 pm
Bus 266/01 Real Estate Valuation Theory (4)	Morris	TTh	12:00-1:40 pm
Bus 290/03 Management Policy (4)	Hughes	MW	12:00-1:40 pm

## CHEMISTRY

Che 102/01 Chemistry for the Citizen (4)	Dobyns	MW	12:00-1:40 pm
Che 240/01 Inorganic Chemistry (4)	Wiger	MWF	12:30-1:40 pm
Che 252/01 Biochemistry II (5)	Garcia	TTh	12:30-1:45 pm

## COMMUNICATIONS

Com 150/01 Introduction to Communications (4)	Zemp	MW	12:00-1:40 pm
Com 260/01 History of Journalism (4)	Grenier	TTh	12:00-1:40 pm

## COMPUTER SCIENCE

Csc 220/01 Programming Languages I (4)	Jones	MW	12:00-1:40 pm
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## EAST ASIAN STUDIES

Eas 101/01 Intro to East Asian Studies (4)	Hata	MW	12:00-1:40 pm
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## ECONOMICS

Eco 100/01 Basic Studies in Economics (4)	Billes	TTh	12:00-1:40 pm
Eco 211/01 Intermediate Macro-Economic Theory (4)	Moite	MW	12:00-1:40 pm
Eco 222/01 Money & Banking (4)	Kidane	TTh	12:00-1:40 pm

## EDUCATION

Edu 210/02 Motivation and Learning (4)	Desberg	TTh	12:00-1:40 pm
Edu 239/02 Multicultural Perspectives (4)	Ng	MW	12:00-1:40 pm

## ENGLISH

Eng 100/03 Oral & Written Expression I (4)	Smith	MW	12:00-1:40 pm
Eng 101/05 Oral & Written Expression II (4)	Geller	MW	12:00-1:40 pm
Eng 101/06 Oral & Written Expression II (4)	Westdal	TTh	12:00-1:40 pm
Eng 211/01 Phonology (4)			
Eng 251/01 Creative Writing (4)	Wells	TTh	12:00-1:40 pm
Eng 252/01 Writing & Speaking Skills for Mngmt (4)	Shafer	MW	12:00-1:40 pm
Eng 267/01 Shakespeare (4)	Jordain	MW	12:00-1:40 pm
Eng 400/01 Advanced Studies in Poetry (4)	Mahon	TTh	12:00-1:40 pm

## GEOGRAPHY

Geo 328/01 Geography of Trans. & Commun. (4)	Johnson	TTh	12:00-1:40 pm
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## HISTORY

His 100/01 Perspectives on the Present (4)	TBA	TTh	12:00-1:40 pm
His 112/01 Asia; The Great Tradition (4)	Hata	MW	12:00-1:40 pm
His 200/01 Research & Writing Skills (4)	TBA	MW	12:00-1:40 pm
His 203/01 Studies in Religious History (4)	Udeze	MW	12:00-1:40 pm
His 211/01 Local Community's History (4)	Holter	TTh	12:00-1:40 pm
His 238/01 Women in Law (4)	Garber	TTh	12:00-1:40 pm

## MATHEMATICS

Mat 150/02 Elementary Statistics & Probabil. (4)	Chang	MW	12:00-1:40 pm
Mat 160/01 Discrete Mathematics I (4)	Henry	TTh	12:00-1:40 pm
Mat 212/01 Advanced Analysis I (4)	Armacost	TTh	12:00-1:40 pm
Mat 338/01 Mathematical Logic II (4)	Matthews	MW	12:00-1:40 pm

## MUSIC

Mus 100/03 Introducing Music (4)	Champion	TTh	12:00-1:40 pm
Mus 111/01 Music Theory II (4)	Steiner	MW	12:00-1:40 pm
Mus 317/01 Baroque & Classical Music (4)	Caldwell	MW	12:00-1:40 pm
Mus 380/01 University Chorale (1)	Bialosky	TTh	12:00-1:40 pm

## PHYSICAL EDUCATION

Per 131/04 Dancercise/Coed (1)	Casten	MW	12:00-12:50 pm
Per 131/10 Jogging/Coed (1)	Fortner	MW	12:00-12:50 pm
Per 131/16 Self Defense/Coed (1)	Depree	T	12:00-1:40 pm
Per 121/17 Self Defense/Coed (1)	Depree	Th	12:00-1:40 pm
Per 131/19 Swimming/Beginning/Coed (1)	Frank	TTh	12:00-1:50 pm
Per 131/26 Tennis/Intermediate/Coed (1)	Johnson	TTh	12:00-12:50 pm
Per 132/01 Sports Appreciation (2)	Poole	W	12:00-1:40 pm
Per 272/01 Theory of Coaching Baseball (2)	Bafia	Th	12:00-1:40 pm

## PHILOSOPHY

Phi 100/01 Intro to Philosophy (4)	Pyne	MW	12:00-1:40 pm
Phi 101/01 Values & Society (4)	Malhotra	TTh	12:00-1:40 pm
Phi 243/01 Phil. of the Occult & Mantric Arts (4)	Lacorte	TTh	12:00-1:40 pm
Phi 280/01 Philosophy of Religion (4)	Hagan	MW	12:00-1:40 pm

## PHYSICS

Phy 160/01 Elementary Astronomy (4)	Lee	TTh	12:00-1:20 pm
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## POLITICAL SCIENCE

Pol 100/01 Basic Studies in Political Science (4)	Martin	MW	12:00-1:40 pm
Pol 101/05 American Institutions (4)	Fisher	TTh	12:00-1:40 pm
Pol 237/01 Soviet Foreign Policy (4)	O'Hara	MW	12:00-1:40 pm
Pol 243/01 Political Behavior in Latin Amer. (4)	Chaffee	TTh	12:00-1:40 pm
Pol 260/01 Amer. Constitutional Law (4)	Heneghan	MW	12:00-1:40 pm

## PSYCHOLOGY

Psy 100/01 Basic Studies in Psychology (4)	Wilcox	MW	12:00-1:40 pm
Psy 130/01 Elem Statistical Analysis for Psych (4)	Stodola	TTh	12:00-1:40 pm

Psy 260/02 Theories of Personality (4)  
 Psy 263/01 The Abnormal Personality (4)  
 Psy 267/01 Intro to Clinical Methods (4)  
 Psy 295/01 Senior Seminar in Psychology (4)

Milfs	TTh	12:00-1:40 pm
Bohart	MW	12:00-1:40 pm
Todd	MW	12:00-1:40 pm
Decker	TTh	12:00-1:40 pm

### PUBLIC ADMINISTRATION

Pub 207/01 Public Personnel Administration (4)  
 Pub 230/01 Intergovernmental Relations (4)  
 Pub 243/01 Criminal Justice and the Community (4)

Robinson	MW	12:00-1:40 pm
Smith	MW	12:00-1:40 pm
Lipson	TTh	12:00-1:40 pm

### RECREATION

Rec 124/01 Leadership in Recreation (4)  
 Rec 233/01 Management of Recreation Areas (4)

Patterson	MW	12:00-1:40 pm
Sawyer	TTh	12:00-1:40 pm

### SOCIOLOGY

Soc 205/01 Methods of Social Research (4)  
 Soc 218/01 The Family (4)  
 Soc 250/01 Seminar in Small Groups (4)  
 Soc 255/01 Modern Sociological Theories (4)  
 Soc 295/01 Senior Seminar in Sociology (4)  
 Soc 335/04 Social Movements: The Gay Experience (4)

Combs	M	12:00-1:40 pm
Charnofsky	MW	12:00-1:40 pm
Ryave	TTh	12:00-1:40 pm
Bomser	TTh	12:00-1:40 pm
McCoy	MW	12:00-1:40 pm
Raphael	MW	12:00-1:40 pm

### SPANISH

Spa 110/02 First-Quarter Spanish (4)  
 Spa 110/03 First-Quarter Spanish (4)  
 Spa 111/02 Second-Quarter Spanish (4)  
 Spa 261/01 Lecturas Mexicanas (4)

Watts	MW	12:00-1:40 pm
Cuervo	TTh	12:00-1:40 pm
Lauerhass	MW	12:00-1:40 pm
Sanchez	TTh	12:00-1:40 pm

### THEATRE ARTS

The 143/01 Theatre Operations (2)  
 The 190/01 Experience of the Theatre (4)

Christie	TTh	12:00-1:40 pm
Patterson	MW	12:00-1:40 pm

### UNIVERSITY COLLEGE

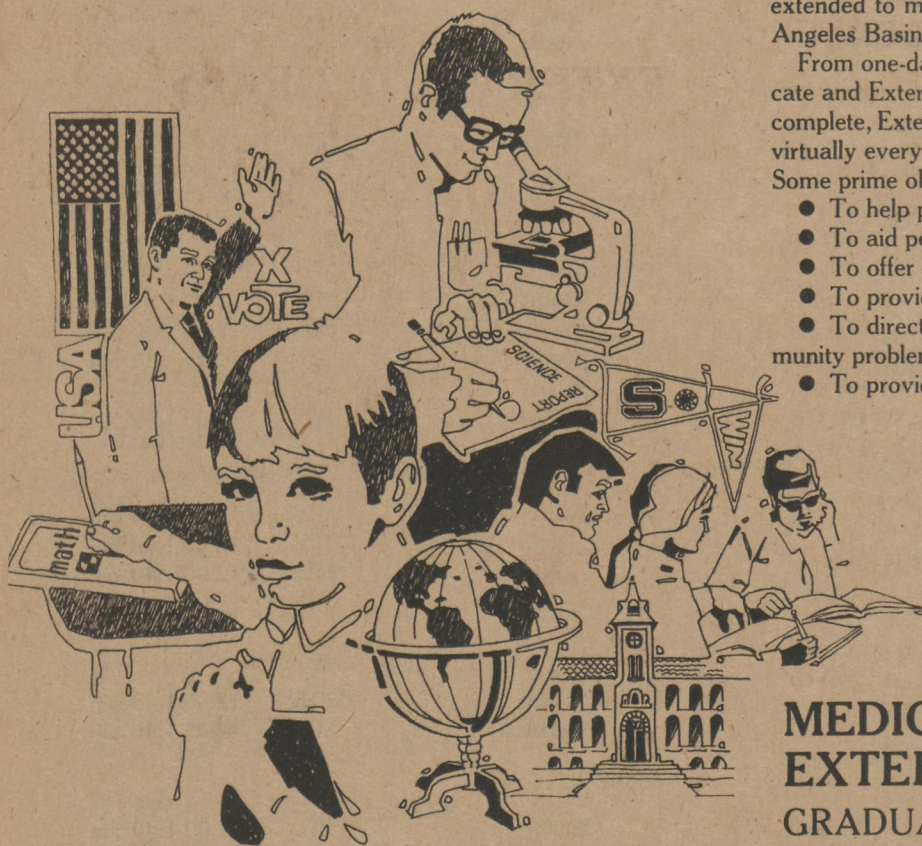
Unc 104/01 Assertive Training (2)

Smith	TTh	12:00-1:40 pm
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**DON'T FORGET** .....Courses are offered through  
 Open University on a  
 Space-Available basis

# DIVISION OF EXTENDED EDUCATION



## SUMMER SESSIONS

Following the close of the spring quarter, the Division of Extended Education conducts a multi-session summer program. A comprehensive schedule of classes from the regular University catalog is offered, as well as special courses designed for presentation during the Summer Sessions only. Classes are offered both days and evenings as well as condensed into shorter, more intensive time frames such as one or two weeks. Students may complete their degree requirements during the summer and graduate at the end of the Summer Sessions.

Students registering are not required to file an Application for Admission or transcripts. However, they must be high school graduates and are expected to have satisfied prerequisites for the courses in which they enroll. Admission to the Summer Sessions does not constitute admission to a regular quarter.

A variety of Travel Study programs will be offered again this summer, by which students may earn academic credit through non-traditional studies.

*For further information and placement on the Summer Sessions mailing list for catalogs and course announcements, check the Information Request Card on the inside back cover of this bulletin.*

Extended Education at CSUDH is the continuing education service through which the resources of the University are extended to members of the community, the surrounding Los Angeles Basin, and beyond.

From one-day conferences and short lecture series to Certificate and External Degree programs requiring several years to complete, Extended Education provides the opportunity to expand virtually every aspect of human potential.

Some prime objectives are:

- To help professionals advance
- To aid people in meeting their responsibilities as citizens
- To offer cultural and intellectual opportunities for all
- To provide a learning community for those it serves
- To direct University resources toward a solution of Community problems
- To provide a self-paced route toward a degree

## MEDICAL TECHNOLOGY EXTERNAL DEGREE GRADUATE

### Master of Science in Medical Technology

The Master of Science in Medical Technology is an external degree program open only to licensed California Clinical Laboratory Technologists and/or registered Medical Technologists. The goal of the Program is to meet professional development needs of medical technologists. Through a series of core courses required of all students, the curriculum emphasizes administrative skills, clinical and technical expertise and educational instructional techniques in medical technology. Option courses provide concentration reinforcement in a particular area of interest.

The Program is designed to be completed in a minimum of 6 quarters (1½ years) at site-locations convenient to major interest groups.

In addition to the Core Courses required of all students, one of the following options must be selected:

- A. Clinical Laboratory Management
- B. Clinical Sciences
- C. Immunohematology and Blood Transfusion
- D. Clinical Laboratory Practice
- E. Education

Note: Graduates of the program who have completed this option with appropriate elective course work are eligible for the Community College Instructor Credential in Health and Physical Care Services and Related Technologies.

*For further information on these programs, check the Information Request Card on the inside back cover of this bulletin.*



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## HUMANITIES EXTERNAL DEGREES

### UNDERGRADUATE AND GRADUATE

Since their beginning in Fall 1974, the Humanities External Degree Programs have provided students a quality education at either the baccalaureate or master's level using non-traditional teaching techniques. Because the programs receive no state funding, they must charge students \$40 per unit in order to cover instructional and administrative expenses. The fees are the same for residents of California or for students who live elsewhere.

The curricula of both programs have sufficient structure and direction to insure a basic understanding of the Humanities and to give students a range of possibilities for the direction of their studies in order to encourage intellectual freedom and the creative searching spirit. Five humanistic disciplines are involved in the curricula: art, history, literature, music, and philosophy. Students may choose a course of study that has an interdisciplinary focus or one that specializes in a single discipline with work in related disciplines.

The emphasis in both the bachelor's and master's programs is on self-study, off-campus, teacher-guided learning, carried out according to non-traditional processes. Students can progress through either program without ever stepping foot on the CSUDH campus, for neither program has regular classroom instruction. Instead, the programs utilize a variety of non-traditional teaching strategies, including complete course guides for every student, guided instruction via telephone and correspondence by mail, continued supervision by regular full-time CSUDH faculty, monthly newsletters, handbooks containing general information about the programs and suggestions for improving writing skills, lectures on audio cassette tapes, and occasional television program materials.

*For further information on these programs, check the Information Request Card on the inside back cover of this bulletin.*

## CENTER FOR TRAINING AND DEVELOPMENT

Established in 1974 to extend the University's resources to the business and professional community in Southwestern Los Angeles County, the Center offers symposia, workshops, conferences, and seminars for professionals concerned with business, governmental, legislative, or social interests.

The Center also works with public agencies and private businesses in conducting their training programs. The Center draws on a wide range of expert talent in performing training needs analyses and in designing "tailor-made" programs.

Groups or organizations interested in learning more about the services of the Center may contact the Director of Extended Education, California State University Dominguez Hills, Carson, CA 90747, phone (213)515-3737.

## BUSINESS ADMINISTRATION

### EXTERNAL DEGREES

#### UNDERGRADUATE

##### Portal Program in Administration

In the world of business today there exist many persons who have only a few years of college and no bachelor's degree. These people have succeeded on their own merits but may have found their further progress impeded by lack of college degrees.

The Portal Program in Administration provides a means for these persons to obtain entry into a professional degree program which will enable them to seek future advancement.

The Portal Program in Administration leads to certification of successful completion of a sequence of coursework which is preparatory to the Master of Business Administration, California State University Dominguez Hills, or the External Master of Science in Administration. Upon receipt of this certification and completion of the Graduate Management Admissions Test (GMAT) with an appropriate score (MBA only), the student will be admitted to the MBA or MSA program.

#### GRADUATE

##### Master of Business in Administration

The Division of Extended Education anticipates a new cycle of the External MBA to begin in the near future. For more information on the program, or to be placed on the mailing list for advance information, call or write the Division of Extended Education, California State University Dominguez Hills, Carson, CA 90747, 213/515-3351.

##### Master of Science in Administration

The program provides a broad knowledge of administrative theory and practice to individuals with decision-making responsibilities, in either the public or private sector. The program focuses on both the broad functions for which administrators are responsible, and the skills in decision-making and competent management essential to the solution of short- and long-term problems.

*For further information on these programs, check the Information Request Card on the inside back cover of this bulletin.*



# FINDING YOUR WAY TO CSUDH

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**FROM PALMDALE/LANCASTER - 14 SOUTH** - Follow Highway 14 to Golden State Freeway (5) South toward Los Angeles. From 5 South, take the Harbor Freeway (11) South toward San Pedro, then exit on the 190th Street off-ramp. Turn left (East) on 190th Street. Follow 190th Street about 2 miles to the Campus (190th Street changes into Victoria Street). The campus entrance is a right turn at the first signal past Avalon Boulevard.

**FROM SAN BERNARDINO - 10 WEST** - Follow the San Bernardino Freeway (10) West to the San Gabriel Freeway (605) South, take the Artesia Freeway (91) West toward Redondo Beach, then exit on Avalon Blvd. Turn left (South) on to Avalon Blvd. and then left (East) onto Victoria Street. The campus entrance is a right turn at traffic signal on Victoria Street.

**FROM LOS ANGELES CIVIC CENTER - 11 SOUTH** - Follow the Harbor Freeway (11) to the 190th Street off-ramp. Turn left (East) on 190th Street. This will become Victoria Street. The campus is located approximately 2 miles from the freeway off-ramp on (190th) Victoria Street. The campus entrance is a right turn at the first traffic signal past Avalon Blvd.

**FROM SAN FERNANDO VALLEY - 405 SOUTH or 101 EAST** - Follow the San Diego Freeway (405) South toward Long Beach. Exit on the Vermont Avenue off-ramp. Turn left (East) at the end of the off-ramp onto 190th Street. Follow 190th Street (East) for approximately 2 miles to the campus (190th Street becomes Victoria Street). The campus entrance is a right turn at the first traffic signal past Avalon Blvd.

**FROM SANTA MONICA - 10 EAST** - Follow the Santa Monica Freeway (10) East to the San Diego Freeway (405) South toward Long Beach. Exit at the Vermont Avenue off-ramp. Turn left at the end of the off-ramp onto 190th Street. Follow 190th Street East, which becomes Victoria Street East for about 2 miles to the campus. The campus entrance is a right turn at the first traffic signal past Avalon Blvd.

**FROM ANAHEIM - 5 NORTH** - Follow the Santa Ana Freeway (5) North to the Artesia Freeway (91) West toward Redondo Beach. Exit at Avalon Blvd. Turn left (South) onto Avalon Blvd. Turn left (East) onto Victoria Street. The campus entrance is a right turn at the next traffic signal.

**FROM SAN DIEGO - 405 NORTH** - Follow the San Diego Freeway (405) North toward Los Angeles to the Avalon Blvd. (North) off-ramp. Take Avalon Blvd. north (right) to Victoria Street. Turn right (East) onto Victoria Street. The entrance to the campus is a right turn at the next signal.

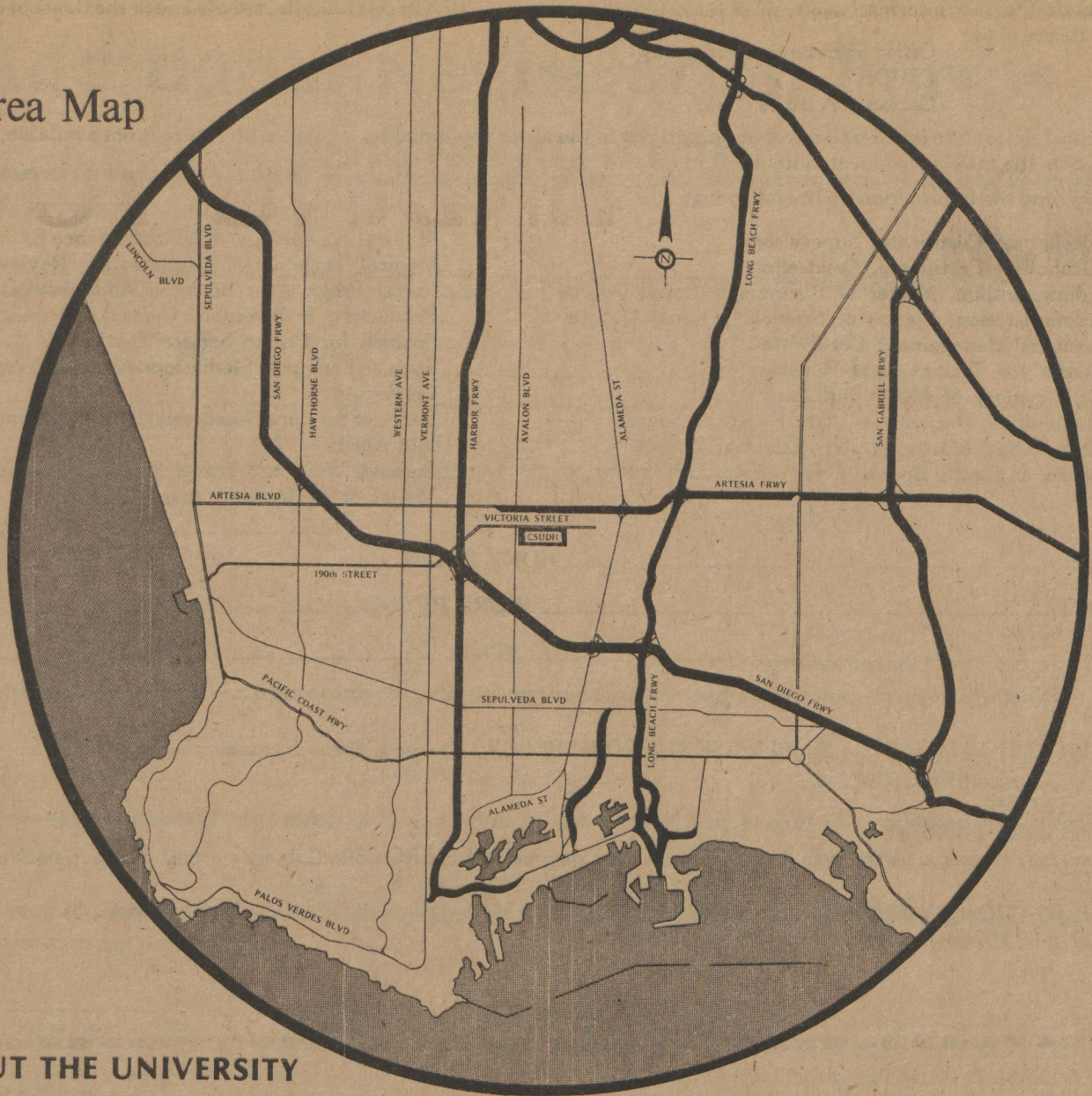
**FROM SANTA BARBARA - 101 SOUTH** - Follow the Ventura Freeway (101) South toward Los Angeles to the San Diego Freeway (405) South toward Long Beach. Take the Vermont Avenue off-ramp and turn left (East). You will be on 190th Street. Follow 190th Street East (this becomes Victoria Street) for about 2 miles. The entrance to the campus is a right turn at the first traffic signal past Avalon Blvd.

**FROM BAKERSFIELD - 99 SOUTH** - Follow Interstate 99 South to the Golden State Freeway (5) South toward Los Angeles. Take the San Diego Freeway (405) South toward Los Angeles/Long Beach. Exit at the Vermont off-ramp. Turn left (East) at the end of the off-ramp. You will be on 190th Street, follow 190th Street for about 2 miles (this will become Victoria Street). The entrance to the campus is a right turn at the first traffic signal past Avalon Blvd.

## **PARKING ON CAMPUS**

Parking on campus is free for visitors but a permit is required which can be obtained from the Kiosk.

## Area Map



## ABOUT THE UNIVERSITY

California State University Dominguez Hills is a public, metropolitan, culturally diverse University offering undergraduate, graduate and professional studies in more than 100 programs. With 7,000 students, the University provides an attractive and manageable educational environment:

- small classes and personalized approach to instruction.
- students ranging in age from 17 to 70, representing a wide variety of ethnic backgrounds, and more than 100 communities throughout the Los Angeles Basin.
- degree programs in 26 areas which can be completed by attending exclusively in the evening or on Saturday.
- a young, innovative faculty committed to individualized instruction and scholarship; nearly 80 percent hold the doctorate.
- modern low-rise buildings, well landscaped grounds and ample parking on the 346 acre site, rural in nature.
- close proximity to one of the largest concentrations of international business in the United States.
- complete degree programs offered at night at various locations in the community.

### Campus locations of special interest:

- Natural History Reserve
- Japanese Garden located in the courtyard of the Social and Behavioral Science Building
- Award-winning University Theatre
- Extensive library located in the Educational Resources Building (campus viewpoint from fourth floor)
- History Museum located on the courtyard level of the Social and Behavioral Science Building
- University Art Gallery in the lobby of the Humanities and Fine Arts Building
- Astronomical Observatory located on the roof of the Natural Science and Mathematics Building
- Bookstore (open to the public)
- Gymnasium and aquatic facilities
- Monument commemorating the first Aviation Meet in America (1910) on the frontage road off the Mall.

To request further information on any of the courses or programs listed in this bulletin, simply check the items of interest and mail this card to:

Office of Extended Programs  
CSUDH  
Carson, CA 90747

The most up-to-date information will be sent to you in the areas you indicate. If current literature is not available, you will be placed on the mailing list for that item.

Please send me information on the following:

- Alcoholism Certificate, Supervisors
- Alcoholism Certificate, Counseling
- Administration, Master of Business External Degree
- Administration, Master of Science External Degree
- Business Management Certificate
- Center for Training and Development
- Conservatory of Music and Dance
- Humanities, Bachelor of Arts External Degree
- Humanities, Master of Arts External Degree
- Learn & Lunch Bunch, Open University
- Medical Technology, Master of Science External Degree
- Medical Technology, Examination Review
- Portal Program in Business Administration
- Production & Inventory Control Administration
- Spanish for Public Service Certificate
- Spanish Language Media Journalism & Communications Certificate
- Summer Sessions, Academic Course Offerings (available mid-April)
- Summer Sessions, Travel Study Programs
- Visual & Performing Arts

NAME \_\_\_\_\_ HOME PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ WORK PHONE \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

I do not wish to receive any further Extension announcements. Please remove my name from your list. (Allow 6 weeks.)

REGISTRATION IS EASY — SIMPLY USE THE FORM BELOW. Enclose with check or money order and mail to:

Extension ERC C508  
CSUDH  
Carson, CA 90747

Or, you may register in person from 9 am to 5 pm in the Extension Office, ERC C508 (Library building, 5th floor, back corridor).

REGISTRATION BY PHONE: Students wishing to use their Mastercharge or VISA cards may register by phone by calling (213)515-3741 Monday through Friday, 9 am - 5 pm.

## REGISTRATION FORM

PLEASE TYPE OR PRINT CLEARLY

1. \_\_\_\_\_

Course No.	Title	Units	Fee

1. \_\_\_\_\_

Course No.	Title	Units	Fee

NAME (Last, First, Middle Initial

CITY, STATE, ZIP

Area Code DAYTIME PHONE

OPTIONAL INFORMATION for record-keeping purposes only.

SEX  Male  Female

RACIAL/ETHNIC BACKGROUND

- Hispanic
- American Indian or Alaskan Native
- Asian or Pacific Islander
- Black/Negro, not of hispanic origin
- Caucasian/White, not of Hispanic origin

SOCIAL SECURITY NO.

1980 WINTER QUARTER

Enclosed is \$\_\_\_\_\_ in check or moneyorder.

Make Check payable to:  
CSUDH Extension

I wish to use my \_\_\_\_\_ Visa \_\_\_\_\_ Mastercharge

Card Number

Expiration Date

Authorized Signature

Cardholder's Name (Print Clearly)



# GENERAL INFORMATION

## ELIGIBILITY:

Any interested high school graduate, college student and individual 21 years of age or over, may enroll for Extension Study. Formal admission to the university is not required. However, registration for courses may be limited to those who have completed certain prerequisites, or who can demonstrate to the instructor's satisfaction equivalent preparation for upper division work.

## STANDARDS:

Work in credit courses in extension adheres to the academic standards of the university. All the activities usually associated with the regular university coursework are integral parts of the extension credit instructional program

## EXTENSION FACULTY:

Extension faculty are either members of the resident faculty of the university or highly qualified persons approved by the resident faculty. In all cases, they are requested to explain to students the scope, content and organization of their courses, and to be explicit with regard to objectives and grading standards.

## REGISTRATION:

Pre-registration is suggested for all classes and required for some. By completing the pre-registration form and returning it with the required fees, the student is assured of a place in the class. Registration may, however, be accomplished at the first meeting of most extension classes by completing and returning a registration form with the required fee to the instructor or a representative from the Office of Extended Programs.

## COURSE CANCELLATION:

The usual minimum enrollment in extension classes is twenty students. Classes with fewer than twenty students may be continued upon approval of the Office of Extended Programs.

## PARKING:

Since regular classes will be in session, parking permits will be required for on-campus classes.

## CREDIT FOR EXTENSION COURSES:

The maximum extension (and/or correspondence) credit which may be used toward bachelor's degree requirements at California State University Dominguez Hills, is 36 units, and 13 quarter units for graduate credit. Extension work is considered the same as transfer credit.

## LIBRARY SERVICES:

Library facilities available upon request.

## AUDITORS:

Students may audit extension courses with the instructor's approval. Auditors are required to pay the same fees as those taking the course for credit.

## TEXTBOOKS:

Textbooks may be purchased in class

## WITHDRAWAL:

To avoid receiving a failing grade, students who withdraw from class must do so by filling out an official withdrawal card. These cards may be obtained from the Office of Extended Programs. Please note the deadline for withdrawal for your class.

## REFUND OF FEES:

Refunds are granted in accordance with the state refund schedule.

- If an extension course is discontinued, the entire registration fee will be automatically refunded.
- If a student withdraws after the first class (before the first 25% of the course has elapsed), 65% of the total fee will be refunded.
- After 25% of the course time has elapsed, no refund will be made.
- Courses of four meetings duration or less, no refund.

## IMPORTANT:

The time of withdrawal is determined by the date by which the Office of Extended Programs, California State University Dominguez Hills, receives written notification of the student's withdrawal.

## FEES:

Registration fees for extension classes are normally \$28.00 per unit. The fees for each course are listed in this announcement. The fees are the same for residents and non-residents. Payment may be made by check, money order, VISA draft, written to CSUDH in the exact amount required. Registration will not be considered complete until the check has been honored by the bank on which drawn. Veterans' benefits may be applied to extension courses.

## STUDENTS ELIGIBLE FOR VETERANS BENEFITS:

Contact the Veterans Office on campus for assistance with your registration — 515-3643.

## EXTENSION GRADING PROCEDURES:

Unless a course is offered for a grade of Credit/No Credit only all extension courses are offered for letter grades. However, an undergraduate student in an extension class offered for letter grade may choose to be graded on the Credit/No Credit basis by informing the instructor in writing at the beginning of the class.

## COURSE NUMBERS:

- 100-199 Lower division courses
- 200-299 Upper division courses
- 300-399 Graduate professional courses
- 400-499 Graduate level courses
- 800-899 Extension course granting credit for professional or off-campus purposes only
- 900-999 Non-credit extension courses, CEU offerings

# California State University Dominguez Hills



1. Information and Public Safety
2. Admissions and Records
3. Bookstore and Small College
4. Playbox Theatre
5. Cafeteria and Student Union
6. Social and Behavioral Sciences
7. Natural Sciences and Mathematics
8. Educational Resources Center and Administration
9. Gymnasium
10. Field House
11. Outdoor Physical Education
12. Humanities and Fine Arts
13. University Theatre/Theatre Arts
14. Casa Dominguez
15. Health Center
16. Plant Operations

# Here's what's inside.....

Advertising Design  
Alcoholism  
Art, Children's  
Arts, Visual & Performing  
Business  
Center for Training & Development  
Conservatory of Music & Dance  
Creative Writing  
Communications  
Computer Science  
Consumer Education  
Dance, Modern  
Drama, Children's  
Education  
Electronic Music  
English  
Evening Classes  
External Degrees  
GMAT Review  
GRE Review  
Health Science

Journal Writing  
Journalism  
LSAT Review  
Lunch Hour Classes  
Marine Biology  
Music  
Medical Technology  
Nursing  
Orff Schulwerk  
Physical Education & Recreation  
Production & Inventory Control  
Psychology  
Public Administration  
Real Estate  
Registration Information  
Sailing  
SAT Review  
Saturday Classes  
Sociology  
Summer Sessions  
Spanish  
Test & Examination Review  
Theatre Arts

California State University  
Dominguez Hills



Office of Extended Education  
Carson, California 90747

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