

"He that will not sail till he have a full fair Wind, will lose many a Voyage." – Thomas Fuller, Gnomologia.
No. 2354

EXTENSION PROGRAM

spring 1979



California State University
Dominguez Hills

"Let not your sail be bigger than your boat." – Ben Jonson

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"Who saileth not, knoweth not what the feare of God is." – John Florio

"A coasting man, either he is theefe, or a murderer." - John Florio

THE 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 addressing a business, governmental, legislative, or social issue of interest to professionals.

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 designing "tailor-made" programs addressing an organization's specific training needs.

Should you or your group be interested in discussing the services offered by the Center, please contact Curt Groninga, Assistant Dean, Community Programs and Extended Education, California State University Dominguez Hills, 1000 E. Victoria Street, Carson, CA. 90747, (213) 515-3741 or 515-3654.

SPECIAL EDUCATION CONFERENCE:

This two-day conference will feature nationally recognized experts in the fields of special education and early-childhood education.

PROGRAM HIGHLIGHTS:

Presentations by nationally known experts in their fields.

Dr. Victor Baldwin
Teaching Research
Oregon System of
Higher Education

"How to Design a Classroom for Success"

Dr. Earl Schaefer
Dept. of Maternal & Child Health
University of North Carolina
at Chapel Hill

"Fostering Positive Development in Infants and Young Children"

Ms. Elizabeth Freidus
Director, Gateway School
(for children with learning disabilities)
New York, N.Y.

"Children Solve Problems in Different Ways: A Demonstration in Diagnostic Teaching"

Mrs. Marcia Shearer
Project HUMRO, Carmel, Ca.
(formerly of the Portage Project)
"Curricular Trends for Early Intervention"

Dr. Ida Malian
Dept. of Special Education
San Diego State University
"Techniques for Handling Aggression in the Classroom"

Dr. Arden Thorum
Dept. of Speech Communication
California State University, Fullerton
"How to Conduct a Successful Language Program"

Dates & Times: April 27 & 28, 1979 ... 8:45AM-4:30PM

Location: Airport Marina Hotel, 8601 Lincoln Blvd., Los Angeles

- Fees: \$45-2 days
- \$42-2 days (group registration, 5 or more at same time)
- \$30-1 day registration
- \$20-2 Units graduate credit (2 days attendance & 2 critiques)
- \$10-1 Unit graduate credit (1 day's attendance & 1 critique)

QUALITY BILINGUAL EDUCATION: BEYOND COMPLIANCE

The second annual conference is designed to provide practical information and materials to teachers, aides, administrators, and members of the community-at-large involved or interested in the implementation of bilingual programs. The conference will feature several nationally recognized experts in the field of Bilingual Education.

Featured Speakers: Dr. Leonard Olguin (Professor Cal-State University Long Beach)
Honorable Peter Chacon - Member: California Assembly

Date & Time: May 12, 1979 ... 8:00AM-4:30PM

Location: California State University Dominguez Hills

Fee: \$20 registration and \$10 (1 unit credit)

SECOND ANNUAL HOUSING CONFERENCE

The second annual Housing conference will focus on three important themes relevant to revitalizing neighborhoods. They include citizen participation, public programs and private sector financing.

Dates & Times: Thursday, June 3, 1979 ... 8:30AM-4:30PM

Friday, June 4, 1979 ... 8:30 AM-3:30PM

Location: Airport Marina Hotel, 8601 Lincoln Blvd., Los Angeles (near L.A. International Airport)

Fee: \$110-(includes materials and lunch)

TAX ACCOUNTING

There will be three tax accounting classes presented in cooperation with the Internal Revenue Service, beginning on May 29 and extending through the middle of July. These courses are approved by the California State Board of Accountancy for 40 hours of continuing education credit.

BASIC COURSE

This course covers the essential elements of the typical return. This course is recommended for new or inexperienced tax preparers or as a refresher for experienced practitioners.

INTERMEDIATE COURSE

This course is a continuation for those who have completed the Basic Course or who have the requisite experience. This course is tailored to experienced practitioners: enrolled agents, public accountants, CPA's, and tax attorneys. Emphasis will be placed on individual, farm, and small business returns.

ADVANCED COURSE

This course is devoted exclusively to partnership and corporation tax law and is designed to offer the more sophisticated practitioner an opportunity to discuss complex tax issues. Although completion of prior courses is not required, this course is the natural progression from the intermediate course and therefore is not recommended for inexperienced or beginning practitioners.

Instructors: To be assigned

Time: 6-9:30 p.m.

Dates: To be decided

Place: Hawthorne High School

Fee: \$90

STRESS MANAGEMENT CONFERENCE

In recent years, the impact of stress on health and performance has been widely publicised, yet the diversity of competing approaches and claims continues to confuse and thus inhibit decisive action. In response to the necessity for both clarity and action the conference staff for this program has been selected to reflect a broad spectrum of view points and specialized experience yet to encourage approaches to specific needs.

Instructor: Sam Farry

Dates & Times: May 15 & 16, 1979 ... 8AM-4:30PM

Location: Dominguez Seminary, 18127 S. Alameda, Compton

Fee: \$135 (includes tuition, materials, luncheons)

THE SECOND SYMPOSIUM ON SPORT & SOCIETY: CAREERS IN SPORTS

The speakers and workshops will examine the many and varied careers open in the world of sports. This symposium will feature sports personalities including Pat Thomas (L.A. Rams All Pro Defensive Back) and Mike Garrett (Heisman Trophy winner).

Coordinator: Dr. Hal Charnofsky

Dates & Times: Friday, May 4, 1979 ... 7-10PM

Saturday, May 5, 1979 ... 8:00AM-4:30PM

Location: California State University Dominguez Hills

Fee: Please call Center for Training and Development

Fee: (213) 515-3654

"We were excellent sailors, and bore the voyage without inconvenience." - Benjamin Disraeli

Special Business Programs

The University is offering a series of seminars and workshops designed to meet the very special (and differing) needs of managers in the business field. The workshops and seminars are grouped by experience level and interest area in order to accommodate the great variety of business skills which participants possess.

Instructors: Corporate Planning and Finance
Location: Ramada Inn, 850 E. Dominguez Street, Carson

"HOW TO RAISE MONEY . . . THE RIGHT WAY"

All the money sources available to smaller companies . . . who they are . . . where they are . . . how to pick the right one for your needs. The nine most common mistakes made in raising money—and how to avoid them . . . the fourteen criteria used by lenders in judging your loan request . . . the truth about shopping a loan . . . how to negotiate for funds.

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.

Fee: \$50 - includes lunch and materials
Date: June 18 ... 8:45AM-4:30PM

"DATA PROCESSING IN THE SMALLER BUSINESS"

Where does it fit? . . . Can/will it pay off? . . . Which are the payback applications? . . . What options are available? . . . How do I equate cost to performance? . . . Which vendors should I talk to? . . . How do I evaluate their proposals? . . . How do I structure the deal? . . . When should I write the check? . . . How do I begin.

Fee: \$25
Date: June 19 ... 8:45AM-12:30PM

"EFFECTIVE MANAGEMENT REPORTING & CONTROL"

What information does management really need?...What should get it?...How often?...What form should it take? ... How should the reports be used? ... Establishing key result areas ... How to develop a complete set of daily, weekly, monthly reports to properly control your company.

Fee: \$25
Date: June 20 ... 8:45AM-12:30PM

"THE PRESIDENT'S FORUM"

How do I plan for growth? ... for survival? ... What should my strategy be? ... How do I develop it ... How can I measure my company's strengths? ... My company's weaknesses? ... How do I stack up against other companies? ... Against my competitors? ... How do I calculate the worth of my company? (Attendance is restricted to Company Presidents. Limited enrollment)

Fee: \$25
Dates: June 21 ... 8:45AM-12:30PM or
June 28 ... 8:45AM-12:30PM

MANAGING CASH FLOW ... TOOLS & TECHNIQUES

How successful small companies do cash planning ... How they handle growth ... Easy to use techniques that help you to collect accounts receivable ... in a shorter time ... The type of cash flow data that all company Presidents should have ... How to get it ... An inexpensive, but effective, control system that keeps you informed, in time ... Steps to take to control your company's cash.

Fee: \$25
Date: June 25 ... 8:45AM-12:30PM

MEASURING & IMPROVING PRODUCTIVITY

Techniques of work measurement ... How to go about it in your company ... What benefits can you expect? ... Learn a practical method to improve productivity of people at all levels in the company - shop - office staff - management ... How to develop a PRODUCTIVITY STATEMENT to go along with your monthly financial statements.

Fee: \$25
Date: June 26 ... 8:45AM-12:30PM

"A seaman is never broken till his neck be broken." - Head & Kirkman

"INVENTORY PLANNING & CONTROL"

Has my company outgrown its present system? .. How can I reduce inventory dollars without sacrificing service? ... Can I reduce costs through inventory value analysis, how? ... What records should I keep? ... How do I set adequate reorder levels? ... How can I establish optimum reorder quantities?

Fee: \$25
Date: June 27 ... 8:45AM-12:30PM

C.T.D.

THE SERIOUS USE OF HUMOR IN BUSINESS/MANAGEMENT

If they laughed when you said you were going to tell a joke ... But stopped when you did ... You should attend this workshop. Participants will laugh their way through various aspects of humor and in business settings. The content will include the following areas: Analysis of humor; use of humor in speeches, memos and printed materials (e.g., instructional, training and personnel manuals); use of humor for tension reduction; identification of inappropriate uses; humor editing; and improvement in joke-telling techniques. This workshop course is not designed to make the participants into comedians. It takes the view that there are many separate skills involved in using humor, and the more one knows the greater the likelihood of obtaining the desired results.

Instructor: Peter Desberg
Date & Time: Monday, May 7 ... 8:30AM-4:30PM
Location: South Bay Location
Fee: \$45.00

Use Registration Form, Page 31

For Center for Training and Development activities, please make check to: "CSUDH FOUNDATION"

Mail to: California State University Dominguez Hills
Center for Training and Development
Carson, CA 90747

'SATURDAY STUDY' PROGRAM

The University is offering several Saturday courses to serve the educational needs of community members. The purpose of the Saturday Study program is to enable students to attend University classes at a time

which is most amenable to their personal and professional schedules. Students will enroll through the Office of Extended Programs as part of the Resident Extension program and pay extension fees (\$25.00) per unit).

Fees: \$25=1 Unit \$50=2 Units \$75=3 \$100=4 Units

*ANT 213/01	Methods Techniq Archaeol (4)	Weil	S	8:30-12:10
*BUS 131/05	Essentials Accounting II (4)	Jones	S	8:30-12:10
Bus 250/06	Elements of Marketing (4)	Weisberg	S	8:30-12:10
COM 275/01	Basic Photography (4)	Rowe	S	9:00-11:00 11:00-2:30
*COM 284/01	Advanced TV Production (4)	Muir	S	9:00-2:40
LIB 150/02	Lib Skills And Strategies Meets Apr 3, May 5, June 9 (2)	Settle	S	9:00-5:00
PUB 279/01	Health Policy (4)		S	8:30-12:10
*SOC 269/01	Juvenile Delinquency (4)		S	8:30-11:50
*SPA 253/01	Literature of Spain (4)	Watts	S	8:30-12:00
THE 200/01	Enjoyment of Perform Arts (3)	Lach/Poe	S	10:00-11:40

"There is no sinner like a young saint." - Aphra Behn

CREDIT COURSES

The following extension courses offer transferable elective credit to the student. Each course is either a regular catalogue course or a new course which has been reviewed and approved by the academic department.

BIOLOGY

UNDERSTANDING CANCER: BIOLOGICAL, CLINICAL & PSYCHOSOCIAL ASPECTS

BIO X295

A lecture series presented by the Biology Department and the American Cancer Society. The lectures will be presented at a level which will be of interest to all persons and will presume no special background or preparation. The course will explore the multifaceted aspects of cancer, including fundamental biological and medical research, clinical diagnosis and treatment as well as the psychological and social impact of the disease. Lectures will be presented by medical and non-medical experts. The public is invited and encouraged to attend this course.

Tuesdays & Thursdays, April 3-June 12 6-8PM
GSUDH, HFA A-103 (Optional) Units: 4
1000 E. Victoria Street, Carson Fee: \$30

BUSINESS

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 20 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 20 for program description.)

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 20 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 20 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 20 for program description.)

SURVEY OF PRODUCTION AND INVENTORY CONTROL

INM X220

The student will learn the terminology special to manufacturing control, will be able to describe the functions of the major system used, will obtain survey level of knowledge of the tools and methods used to carry out these systems, and will gain a sense of these functions, tools, systems, etc., as an interrelated total process. Topics include: business organization and production and inventory control; forecasting; inventory planning and control; material requirements planning; master scheduling; the integrated manufacturing system. (May be applied as required credit to the Certificate Program in Production and Inventory Control. Please refer to page 18 for program description.) (Contact Office of Extended Programs for enrollment.)

Instructor: Aman Motwane
Monday, April 16-June 18
Hughes Aircraft, El Segundo

Fee: \$100
6:30-10PM
Units: 4

INVENTORY PLANNING AND 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. (May be applied as required credit to the Certificate Program in Production and Inventory Control. Please refer to page 18 for program description.)

Instructor: Kirt Behera
Tuesday, April 17-June 19
North High School
3620 W. 182nd Street, Torrance

INM X221
6:30-10PM
Units: 4
Fee: \$100

PRODUCTION PLANNING AND 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. (May be applied as required credit to the Certificate Program in Production and Inventory Control. Please refer to page 22 for program description.)

Instructor: William Montgomery
 Thursday, April 19-June 21
 North High School
 3620 W. 182nd Street, Torrance

INM X222
 6:30-10PM
 Units: 4
 Fee: \$100

COMMUNICATIONS

INTRODUCTION TO NEWSWRITING IN SPANISH

Introduction to American newswriting style and story format in Spanish; emphasis on writing skills, organization of facts and story continuity. Basic differences between traditional Latin-American newswriting and reporting and their American counterparts will be stressed. (May be applied as required credit to the Certificate Program in Journalism & Communications for the Spanish Language Media. Please refer to page 19 for program description.)

Instructor: Gerardo Lopez
 Wednesdays, April 4-June 6
 Plaza De La Raza
 3540 N. Mission Road, Los Angeles

COM X100
 6:30-9:45PM
 Units: 4
 Fee: \$100

SPANISH-ENGLISH CONTRASTS FOR JOURNALISTS

Teaching of basic skills in oral and written English, primarily for speakers of English. The lesson materials use standard English augmented with vocabulary and idioms of the electronic and print media. (May be applied as required credit to the Certificate Program in Journalism & Communications for the Spanish Language Media. Please refer to page 19 for program description.)

Instructor: Richard Beym
 Thursdays, April 5-June 7
 Plaza De La Raza
 3540 N. Mission Road, Los Angeles

COM X180
 6:30-9:45PM
 Units: 4
 Fee: \$100

EDUCATION

CHILDREN'S ART EXPRESSION (K-6)

This course will investigate 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.

Instructor: Penelope Greeven
 Saturdays, April 21 & May 12
 CSUDH, SC-B145
 1000 E. Victoria Street, Carson

EDU X256
 9AM-5PM
 Units: 2
 Fee: \$50

COUNSELING DISABLED CHILDREN AND THEIR PARENTS

This course focuses on promoting 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 multidisciplinary team approach will be discussed in depth. Some previous coursework and/or experience in psychology and/or special education is desirable.

Instructors: David Reiss/David Lynn-hill
 Wednesday, April 18-May 16
 Wednesday, April 18-June 20
 CSUDH, SC-B145
 1000 E. Victoria Street, Carson

EDU X319
 Fees: \$50-2 Units
 100-4 Units
 6:30-9:30PM

INSTRUCTIONAL HUMOR

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.

Instructor: Peter Desberg
 Saturdays, May 12 & 19
 CSUDH, SC-B145
 1000 E. Victoria Street, Carson

EDU X334
 10AM-5PM
 Units: 2
 Fee: \$50

"The greater the sinner the greater the saint."

TOPICS IN READING

This two-day workshop entitled, "Survival Skills for the Monolingual Teacher Working with the Bilingual Child" will include the following seminars: Bilingual Reading & Piagetian Concepts; Psycholinguistic Principles of Bilingual Education; Methods & Materials of Teaching Bilingual Reading; Assessment Techniques & Instruments; Diagnostic & Prescriptive Teaching in Bilingual Programs.

Instructors: CSUDH Faculty
 Saturday & Monday, May 26 & 27
 CSUDH, HFA A-103
 100 E. Victoria Street, Carson

EDU X335
 8AM-5PM
 Fees: \$25-1 Unit
 \$50-2 Units

PRE-SPEECH FEEDING THERAPY

This lecture and lab course will examine pre-speech feeding therapy. Consideration will be given to the basic facilitation of good oral and physical management, care and management of the total child and problems of oral-dysfunction leading to speech deficiencies. Also neurological dysfunction versus primitive problems (Cerebral Palsy/M.R.); the handling of feeding difficulties such as extended bottle drinkers; rigidities and behavior management. An overview of normal and abnormal growth and development will be examined. This course is designed to guide and assist, not to train feeding specialists. (Limited enrollment to 20 students)

Instructor: Florence Yossem
 Friday, June 1
 Saturday & Sunday, June 2 & 3
 Friday, June 15
 Saturday & Sunday, June 16 & 17
 CSUDH, SC-B145
 1000 E. Victoria Street, Carson

EDU X367
 5-9PM
 9AM-5PM
 5-9PM
 9AM-5PM
 Units: 5
 Fee: \$125

PROBLEM LEARNERS IN THE CLASSROOM-'TAMING THE TORNADO IN YOUR CLASSROOM"

When, if every, do children with learning and behavior problems find segregated or homogeneous grouping beyond their classrooms? Certainly not in life. But, at the same time, how many regular classroom teachers are equipped to help these special children without neglecting the "normal children" or overburdening themselves? How many have the special skills, training, background and materials they need to handle these children? How many teachers allow aggressive hyperactive, distractible classroom behavior to continue, with the vague hope that somehow, somewhere, those behaviors will change?

"Tornado" introduces management techniques, identification of and programs for children with special needs, and presents learning centers, classroom environments, materials and curriculum adaptations for children with learning and behavior problems.

Instructor: Allan Lifson, Ph.D. EDU X398.1

INDIVIDUALIZED INSTRUCTION: PRODUCTION LEARNING CENTER ACTIVITIES "FUNSHOP"

A major emphasis in today's classroom is the production and effective utilization of learning centers for individualized instruction. Participants will develop and produce activities, task cards and related materials for learning centers. A wide variety of teacher made classroom enrichment activities, job cards, games, will be available for participants to duplicate. This is a production workshop - teachers will develop instructional materials to be utilized in their classroom.

Instructor: Allan Lifson, Ph.D. EDU X398.3

INDEPENDENT STUDY/INDEPENDENT GRADUATE RESEARCH

In the "Independent Study" the students will be required to research, then create and/or modify a minimum of five learning center teaching concepts to be developed into actual centers for their classrooms. The students will then activate and field-test these learning centers in their classrooms and observe, evaluate and report to the instructor their results.

Instructor: Allan Lifson, Ph.D. EDU X399

For additional information regarding Edu X398.1, X398.3, X399, please contact (714) 962-0102 or (213) 515-3654

PARENT CONFERENCING FOR TEACHERS

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)

Instructor: Eva Schmidler
 Saturday, May 5
 CSUDH, SC-M110
 1000 E. Victoria Street, Carson

EDU X804
 9AM-5PM
 Units: 1
 Fee: \$25

READING, CULTURE & LINGUISTICS FOR BILINGUAL TEACHERS

The course is specially designed to help the monolingual teacher working with the bilingual student. The emphasis will be on language and culture, and will include stages of child development as it applies to the educational meeting.

Instructors: Richard Beym/Max Contreres
 Wednesdays, April 11-June 13
 West High School, Room 3203
 20401 Victor Street, Torrance

6:30-9:30PM
 Units: 4
 Fee: \$100

HOW TO RECOGNIZE & DEAL WITH LEARNING DISABILITIES IN A REGULAR CLASSROOM

This course is designed to give the regular classroom teacher a working definition of the various learning disabilities. It will help to recognize when a child might have a special problem and will teach you how to deal with the problem and when to ask for help. We will discuss ways to adapt existing materials to meet your child's needs and others you may wish to make yourself. This course is a "must" for teachers who will be mainstreaming — pre-school, kindergarten, first grade and for beginning teachers. (All day session—brown bag)

Instructor: Eva Schmidler

Saturday, June 2

CSUDH, SC-M110

1000 E. Victoria Street, Carson

9AM-5PM

Units: 1

Fee: \$25

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 22 for program description.)

VOCABULARY DEVELOPMENT

A course aimed at enhancing the student's understanding and use of the English vocabulary. Recommended for non-majors as well as English majors. Especially recommended for students planning to take the LSAT, MCAT, GMAT or GRE.

Instructor: Bruce Tracy

Tuesday & Thursday, April 3-June 16

CSUDH, SC-B145

1000 E. Victoria Street, Carson

ENG 135

12-1:40 PM

Units: 4

Fee: \$100

FOREIGN LANGUAGES

SPANISH FOR PUBLIC SERVICE

Selected dialogue and language practice reflecting the vocabulary spectrum in public service fields such as social welfare, business, public health, government and medicine. Useful for public service, as well as for the bilingual/cross-cultural credential program. (May be applied as required credit to the Spanish for Public Service Certificate Program. Please refer to page 18 for program description).

Instructor: TBA

Saturday, March 31-June 9

CSUDH, SC-B145

1000 E. Victoria Street, Carson

SPA X105

8:30-11:30AM

Units: 4

Fee: \$100

CONTEMPORARY HISPANIC CULTURE: MEXICO & THE SOUTHWESTERN UNITED STATES

This lively and entertaining course attempts to achieve two goals: (1) to instruct the student about the cultural norms, values, intergroup relations, institutions, customs and language of Mexico and the Southwestern United States; and (2) to expand the student's knowledge of basic written and oral communication in Spanish. The course is taught completely at the intermediate Spanish level; the equivalent of two quarters of previous Spanish study are required for this course. (May be applied as required credit to the Spanish for Public Service Certificate Program. Please refer to page 18 for program description).

Instructor: Senor Ben Pena

Saturdays, March 31-June 2

CSUDH, SBS E-022

1000 E. Victoria Street, Carson

SPA X251

8:30-11:30 AM

Units: 4

Fee: \$100

GEOGRAPHY

SPECIAL TOPICS OFFERING - TWIN HARBORS CONFERENCE

This one-day Saturday conference is planned to acquaint the student with the operation of Los Angeles and Long Beach harbors. Topics of energy, employment and environmental issues will be covered. The afternoon will consist of open workshops dealing with hazardous cargo, recreation and harbor planning.

Coordinators: Robert Johnson & Gregory Smith

GEO X391

Saturday, May 19

CSUDH, Playbox Theatre

1000 E. Victoria Street, Carson

8:30AM-3:30PM

Unit: 1

Fee: \$25

HEALTH SCIENCES

INTRODUCTION TO ALCOHOL & ALCOHOLISM

The course presents the chemistry of alcohol; blood-alcohol concentration (BAC); physiological effects; drug-alcohol interaction; psychology and physiology of addiction; legal aspects of alcohol abuse; disease concept of alcoholism; etiology of alcoholism; the alcoholic and the family; the alcoholic employee, problem identification; community and private treatment modalities. (May be applied as a required course to the Certificate Programs in Alcoholism. Please refer to page 22 for program description).

Instructor: William Wickline

Tuesdays, April 3-June 5

North High School

3620 W. 182nd Street, Torrance

HEA X280

6:30-10PM

Units: 4

Fee: \$100

SOCIETY, SEXUALITY & ALCOHOL

Alcoholic consumption, drinking among the young, alcoholism and the problem drinker have all gained alarmed attention of social workers, doctors, educators, the courts and many families. There is a predictable and high correlation between the problem drinker and inevitable sexual dysfunction. General overview of the social psychology of drinking, and basic sexual biology and physiology will precede detailed investigation of counseling and therapy for alcoholics and their families. Modes of community education will be explored. (Arrangements are being made to qualify this workshop for continuing education units)

Instructor: David Lynn-hill

Saturday, April 28

CSUDH, SC-B145

1000 E. Victoria Street, Carson

9AM-6PM

Fee: \$35

SEXUALITY AND HEALTH CARE ISSUES

Recent theoretical and legislative advances have placed emphasis on health care providers to increase awareness of human sexuality. Topics will include counseling and interviewing, therapy methodology, curriculum development for in-service and workshops. (Arrangements are being made to qualify this workshop for continuing education units)

Instructor: David Lynn-hill

Saturday, May 12

CSUDH, SC-B145

1000 E. Victoria Street, Carson

9AM-6PM

Fee: \$35

GERIATRIC SEXUALITY

In past generations society's failure to recognize the sexual needs of its older members has often been a serious failure. The countenance of this "myth" of sexless old age and its unfairness shall be examined and discussed. Emphasis will be on empathy training. (Arrangements are being made to qualify this workshop for continuing education units)

Instructor: David Lynn-hill

Saturday, June 2

CSUDH, SC-B145

1000 E. Victoria Street, Carson

9AM-6PM

Fee: \$35

INF SCIENCE MICROPROGRAMMING & MICROPROCESSORS

This course gives you the opportunity to compare programming and operating characteristics of a cross-section of current microcomputers as well as examining recent developments in the microprocessing industry. It is useful for the professional who wishes to design with microprocessors as well as the hobbyist who requires an inexpensive home computer.

Instructor: Walter Pyper

INF X280

Tuesdays, April 17-May 15

6-9PM

CSUDH, SC-B145

Units: 2

1000 E. Victoria Street, Carson

Fee: \$50

NURSING HOME

TITLE XXII, SNF/ICF REGULATIONS

One of the most important documents in the working life of the licensed nursing home administrator, director of nurses, or other health care professional, is the regulations. This course will be a working, in-depth investigation and study of Title XXII, Division 5, Chapters 3 and 4 regulations as they apply to the skilled nursing facility and intermediate compliance of Title XXII regulations. It is also of particular importance to A-I-T's preparing for the BENHA examination. The required text for the course is a current copy of Title XXII. If you plan to take this course and do not have a copy of Title XXII, Division 5, place your order now with Publications Section, P.O. Box 1015, North Highlands, CA 95660, \$5.04 + \$8 additional for amendment service. (Limited enrollment)

This course is approved by BENHA for 40 hours of continuing education (BENHA #29040-8003) and approved by the California Board of Registered Nursing, BRN Provider #00757 for 40 contact hours.

Instructor: W. Bob Turner

HEA X276

Wednesdays, April 11-June 20

7-10PM

Brentwood Savings & Loan

Units: 4

5650 S. Sepulveda, Culver City

Fee: \$100



"Every drunken skipper trusts to Providence." - George Bernard Shaw

MUSIC

The Music Department is offering to the community several music courses which are located here on the Dominguez Hills campus. Though most of the courses are individual class lessons, other courses do include Electronic Music, University Orchestra and University Chorale.

Music 100-02	Introducing Music	MW	6:00-7:40PM	(4)
Music 150-01	Songwriting	T	6:00-9:20PM	(4)
Music 200-01	Masterpieces of Music	MWF	9:20-10:30AM	(4)
Music 256-01	Music Theatre Workshop	TTH	12:00-1:40PM	(4)
Music 260-01	Conducting	MW	9:15-10:30AM	(3)
Music 265-01	Celebration of Women in Music		12:00-1:40PM	(1)
			May 30-June 1	
Music 270-01	20th Century Composers; Their Writing & Their Music	MW	4:00-5:40PM	(4)
Music 269L	Sound Recording Lab	TBA	TBA	(1)
Music 273-01	Advanced Electronic Music & Recording	MW	6:00-7:40PM	(4)
Music 271L	Electronic Music Lab	TBA	TBA	(1)
Music 275-01	University Orchestra	MW	10:40-11:50AM	(1)
			TBA	
Music 280-01	University Chorale	MWF	10:40-11:50AM	(1)
Music 286-01	Individual Lessons Comp.	TBA	TBA	(1)
Music 286-02	Individual Lessons Comp.	TBA	TBA	(1)
Music 287-01	Individual Lessons Voice	TBA	TBA	(1)
Music 288-01	Individual Lessons Woodwinds	TBA	TBA	(1)
Music 289-01	Individual Lessons Strings	TBA	TBA	(1)
Music 290-01	Individual Lessons Brass	TBA	TBA	(1)
Music 291-01	Individual Lessons Keyboard	TBA	TBA	(1)
Music 295-01	Jazz Ensemble	T	4:00-5:40PM	(1)
Music 296-01	Percussion Instruments	M	8:00-9:40PM	(1)

OPERA! WHAT IS IT?

This class is designed to introduce opera to those who know nothing about it, provide them with a strong foundation and vocabulary and to enhance the pleasure of opera for those who already have some background. Class covers all aspects of opera: styles, dramatic techniques, historical information from its inception to the present, (ca. 1975), singing, singers. No prerequisites required.

Instructor: George Rothman

MUS X264

Wednesdays, April 18-June 20

7-9PM

Rothman Residence

Units: 2

525 Third Street, Manhattan Beach

Fee: \$50



PHYSICAL EDUCATION

BEGINNING TAI CHI CHUAN

Release tension and relax through moving meditation. Learn the slow and graceful movements of this ancient Chinese exercise for physical fitness and mind-body Yin-Yang harmony. Tai Chi Chuan is an excellent non-strenuous exercise that restores intrinsic energy and provides a total relaxation. The class includes selected lectures on Taoist philosophy (I-Ching and Tao Te Ching) related to Tai Chi.

Instructor: Van Ho

PER X132

Saturday, April 14-June 16

9-11AM

CSUDH, Dance Studio

Units: 2

1000 E. Victoria Street, Carson

Fee: \$50

HATHA YOGA

Yoga means "union" uniting one's self with the existing universal laws, the laws of life. When one is in harmony with these laws, then one lives in peace, and every action becomes "right action."

The discipline of Hatha Yoga includes the practice of Asanas (stretching postures), Pranayama (breathing exercises), Kriya (cleansing techniques), deep relaxation, concentration and proper nutrition. The physical possibilities of Hatha Yoga are many: development of a slim, firm and flexible body, release of tension, improved health, and a calm and alert mind. Participants will learn how to bring the physical, mental and emotional aspects of their lives into balance.

Instructor: Dennis Estabrook

PER X133

Tuesdays, April 17-June 19

7-9PM

CSUDH, SC-B145

Units: 2

1000 E. Victoria Street, Carson

Fee: \$50

GREAT TRADITIONS OF THE SEA: A Sailing & 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. This seafaring occasion is a ten week 30-hour sailing and navigation class, including 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.

Instructor: Ron Remsburg

PER X131

Mondays, April 23-June 30

7-9PM

Yankee Whaler inn, Berth 75

(Optional) Units: 2

Ports-O-Call, San Pedro

Fee: \$60-2 Units

45-NC

"A coasting man, either he is a theefe, or a murderer." - John Florio

*"The teares of Saints more sweet by farre,
Then all the songs of sinners are." - Robert Herrick*

PHILOSOPHY

ETHICS

A critical analysis of the following subjects; the nature of morality and of moral thinking; principles of reasoning as applied to morality; the varieties of deontological and teleological theories and principles; Kantian ethics; ethical egoism; the distinction between moral and non-moral uses of such terms as good, ought, and obligatory and between moral and non-moral values; suggestions for the justification of ethical judgements by naturalism, intuitionism and non-cognitivism.

Instructor: Selton Peters
Mondays, April 9-June 18
West High School, Room 3200
20401 Victor Street, Torrance

PHIL X215
6:30-9PM
Units: 3
Fee: \$75

PSYCHOLOGY

CHILDREN'S CONCERNS WITH DEATH, DYING AND DIVORCE

This course will examine the sensitive subject of a child's role in death, dying and divorce. In the first section, the class will follow the child's developing attitudes towards death in general; next a look at the unique situation of the terminally ill child; finally, a view of the child's role in a divorced family. Group discussion and mutual support will be emphasized.

Instructor: Anthony Sanchez
Friday, May 11
Saturday, May 12
CSUDH, SC-M110
1000 E. Victoria Street, Carson

PSY X153
5-10 PM
9AM-4PM
Units: 1.5
Fee: \$37.50

DREAM WORKSHOP

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 for 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.

Instructor: Art Bernard
Friday, May 11
Saturday, May 12
CSUDH, SC-B145
1000 E. Victoria Street, Carson

PSY X170
7-10PM
9AM-4PM
Unit: 1
Fee: \$25

JOURNAL WORKSHOP

This course presents 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)

Instructor: Alice Bloch
Saturday, April 28
CSUDH, SC-B145
1000 E. Victoria Street, Carson

PSY X171
10AM-5PM
(Optional) Unit:1
Fee: \$25-1 Unit
\$20-N.C.

INTRODUCTION TO PARAPSYCHOLOGY

This course is an introduction to the science of parapsychology. Topics to include: history of consciousness exploration; biographies of famous psychics; the reality of psychic phenomena including telepathy, healing, pre-cognition, etc.; the scientific status of the field; theories of psychic phenomena and class experiments and demonstrations. A special session on Kirlian photography will be given and a creative journey through consciousness research.

Instructor: John Hubacher
Thursdays, April 19-June 21
West High School, Room 3200
20401 Victor Street, Torrance

PSY X173
7-9:30PM
Units:3
Fee:\$75

SOCIAL & PERSONAL EFFECTIVENESS TRAINING

A dynamic eight-week method that incorporates behavior modification, social and sexual assertiveness in a practical approach for becoming more personally effective. Unique in concept, the program is designed to improve communication, build confidence and employ the use of assertive techniques for developing potential, problem-solving and decision-making, both in business and intimate relationships. (No class, May 26)

Instructor: Eve Cappello
Saturday, April 21-June 16
CSUDH, SC-B145
1000 E. Victoria Street, Carson

PSY X269
10AM-12:30PM
Units: 2
Fee:\$50

"The wonder is always new that any sane man can be a sailor." — R.W. Emerson

ADVENTURES IN ATTITUDES

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.

Instructor: Don Low PSY X175
 Saturday, Sunday, Monday,
 June 16, 17, 18 8AM-5PM
 CSUDH, SC-B145 Units:2
 1000 E. Victoria Street, Carson Fee:\$75
 (Inc. materials)

HUMAN SEXUALITY

The course will cover the physiological and psychological aspects of human sexuality. The origin and treatment of sexual dysfunction will also be discussed. This course meets the relicensing requirements for the clinical social worker, marriage, family and child counselor and psychologist.

Instructor: David Lynn-Hill PSY X268
 Thursdays, April 19-June 21 6:30-9:30PM
 CSUDH, SC-B145 (Optional) Units: 4
 1000 E. Victoria Street, Carson Fee: \$100-4 Units
 \$70-N.C.

PUBLIC ADMINISTRATION

HOW TO USE THE COURTS SUCCESSFULLY

Facts, tactics and strategies—of lifetime value—on asserting and protecting your rights, and getting best results and saving time and money in suing or defending against a lawsuit. Topics include: small claims court, traffic court, wills, trusts, taxes, landlord, tenant, homeowner rights and duties, ways to hold title to property, contracts, warranties, divorce, child custody, consumer protections, creditors, debtors, how to pick a lawyer and bankruptcies.

Instructor: Sam Gordon PUB X247
 7-10PM
 West High School, Room 3200 Fees: \$50—2 Units
 20401 Victor Street, Torrance \$35—Non-Credit

SOCIOLOGY

SOCIAL PSYCHOLOGY OF HOLISTIC HEALTH

An experiential study of the social psychological influences on holistic health, fundamental laws of healing and the art of dying and living from an Eastern and Western perspective. The course will review the influences of the planet, nations, group life, the mind and consciousness on health. There will be workshop sessions on various techniques of holistic health, such as diet, meditation, sound and color, and biofeedback as well as guest speakers from the holistic health field. "Approved by the California Board of Registered Nursing, BRN Provider No. 00757, for 20 or 40 contact hours."

Instructor: Harold Stokes
 Mondays, April 16-May 14
 Mondays, April 16-June 25
 CSUDH, SC-B145
 1000 E. Victoria Street, Carson

SOC X228A
 Fees: \$50-2 Units
 \$100-4 Units
 7-10PM

UNIVERSITY COLLEGE

READING EFFICIENCY

This course is designed to improve one's present reading skills. The proper techniques will improve reading rate, comprehension, recall, retention, organization, and productiveness. Designed to develop flexible, effective reading skills. Diagnostic testing and individualized programs are utilized.

Statistics show that the average person reads between one to four hours a day on the job. This time can be cut in half simply by learning to read twice as fast as one is reading at present. For example: an employee, who earns \$20,000 a year and who reads two hours a day on the job, can save his employer \$2,500 per year by completing the same amount of reading material in half the time. Aside from the financial aspects, people who work efficiently make happy, productive employees.

Instructor: R. Duron
 Thursday, April 12-June 14
 West High School, Room 3200
 20401 Victor Street, Torrance

UNC X101
 7-9PM
 Units: 2
 Fee: \$50



CALIFORNIA STATE UNIVERSITY DOMINGUEZ HILLS

CONSERVATORY OF MUSIC & DANCE

CSUDH offers continuing instruction in all orchestral instruments, voice; piano and guitar. Additional instruction in beginning piano, beginning guitar, beginning recorder, tap, ballet, modern dance, vocal ensemble, chamber orchestra and eurythmics. Private and group lessons available for participants from 6 years old to 80 years old.

PRIVATE INSTRUCTION:

- ... All Orchestral Instruments
- ... Guitar, Piano, Recorder
- ... Ballet & Tap Dance
- ... Voice
- ... Suzuki Violin
- ... Electronic Music

CLASS INSTRUCTION:

- ... Percussion Ensemble
- ... Choral Ensemble
- ... Ballet & Tap Dance
- ... Movement & Music
- ... Musicianship
- ... Dalcroze Eurythmics
- ... Folk Dancing
- ... Chamber Ensemble
- ... Jr. Orchestra
- ... Brass Ensemble

Two Locations: California State University Dominguez Hills
1000 East Victoria Street
Carson, California 90747

First Baptist Church
28 West Moccasin Lane
Rolling Hills Estates, California

For Further Information: Office of Extended Programs
Carson, California 90747
213-515-3742

Please send me more information regarding class schedules and fees:

Name _____ Tel. # (H) _____

Address _____ (W) _____

CITY/STATE _____ ZIP _____

I'm interested in studying _____

Mail to: California State University Dominguez Hills
Office of Extended Programs, SC-B145
Carson, CA 90747



Would \$5,000 a year for writing 10 hours a week, or less, help your budget — and your writing self-esteem?

Or \$15,000 to \$25,000 annually for lending your writing skills to others?

Eager to break into prestigious, paying markets on a steady basis, and pick up extra change on reprints later?

Are you tired of rejection letters and unread manuscripts?

Angry at seeing your ideas in print while your wallet gathers dust?

Or are you just beginning, and want to make money from the outset?

SELLING 75% OF YOUR NON-FICTION

Sunday, April 22
3-6, 7-9PM

CSUDH, Cafeteria

1000 E. Victoria, Carson
Fee: \$30

IDEAS THAT SELL: *Finding, Researching, Adapting Them To Print*

Sunday, April 29
3-6, 7-9 PM

CSUDH, Cafeteria

1000 E. Victoria, Carson
Instructor: Gordon Burgett
Fee: \$30

Sound too good to be true? If every penman followed Burgett's system, it would be. But most dabble without direction, nibbling here, settling for \$100 there, and wind up frustrated, poor, and without a true medium for their talents — or worse, wondering if they have any talents at all.

Yet somebody is writing the copy that fills the newsstands, magazine racks, and bookstores and earning a steady, healthy return for their creative efforts.

According to Burgett, "Selling and writing are inseparable in the professional's mind, from the first idea to the final paycheck.

"New and practicing writers don't need creative writing classes, when income is their intent. They need to learn selling and writing for buying markets. That's the purpose of these seminars, and the reason they are being offered in this order.

"I don't see how participants can't earn the fees back in a month and a hundred times every year thereafter — if they put the lessons to work. It makes little difference whether the person is a grizzled professional or a timorous newcomer, if he or she really wants to write to sell."

WRITING SALABLE COPY: TRAVEL, HUMOR, GENERAL INTEREST

Sunday, May 6
3-6, 7-9PM

CSUDH, Cafeteria

1000 E. Victoria, Carson
Fee: \$30

GHOSTING: *An Exploding Market For Every Writer*

Sunday, May 13
3-6, 7-9 PM

CSUDH, Cafeteria

1000 E. Victoria, Carson
Instructor: Cy Zoerner
Fee: \$30

SPECIAL RATES

2 seminars, \$55; 3 for \$80; 4 for \$100

(when paid on or before 4/22)

Participants need not be CSUDH students; no parking permit required on Sundays

GORDON BURGETT has been printed in more than 350 publications, edited five books, appeared in a sixth, and sold comedy greeting cards by the pound. Currently the Evening Administrator at California State University Dominguez Hills, he also teaches communications there and in Santa Barbara.

CY ZOERNER has written four novels, numerous magazine and newspaper articles, has a non-fiction book about to be released, and will soon begin his third "ghosted" novel. At CSUDH, Dr. Zoerner is the Chairperson of the Department of Management and Marketing.

CERTIFICATE PROGRAMS

SPANISH FOR PUBLIC SERVICE CERTIFICATE PROGRAM

Los Angeles County is rapidly becoming one of the world's largest Spanish-speaking communities—3 out of 10 persons will be of Latino descent by the year 1980. Can you meet the linguistic and cultural understanding challenges that this vast demographic shift presents?

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.

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 during evening hours to accommodate work schedules.

HOW IT WORKS

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

- A. First Quarter (Spring 1979)
 1. Spanish 105 — Spanish for Public Service (4)
 2. Exper Edu 212/01 — Bilingual Public Service Internship (2)
- B. Second Quarter 202 — Commercial Spanish: Business Communications (4)
 2. Exper Edu 212/01 — Bilingual Public Service Internship (2)
- C. Third Quarter (Fall 1979)
 1. Spanish 251 — Contemporary Hispanic Culture: Mexico & the Southwestern United States
 1. Spanish 251 — Contemporary Hispanic Culture: Mexico & the Southwestern United States

2. Exper Edu 212/02 — Bilingual Public Service Internship (4)

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.

WHAT YOU GET

Graduates of the SPSC Program will be the first in California to receive a certificate guaranteeing the holder is employable for the purpose of communicating with Spanish-speaking persons in a particular 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.

WHAT IS THE COST

Fees are \$25 per unit; a four-unit course is \$100.

WHEN CLASSES BEGIN

- A. First Quarter (Spring 1979)
Tuesdays, April 10 — June 12, 1979
7-9:30 PM
CSUDH, SC-B145
 - B. Second Quarter (Summer 1979)
Tuesdays & Thursdays, June 26 - July 26, 1979
7-9:30 PM
CSUDH, SC-B145
- CLASSES DO NOT MEET DURING AUGUST TO ALLOW FOR VACATION
- C. Third Quarter (Fall 1979)
Tuesdays, September 18 - November 27, 1979
7-9:30 PM
CSUDH, SC-B145

JOURNALISM AND COMMUNICATIONS FOR THE SPANISH LANGUAGE MEDIA

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.

HOW IT WORKS

Students enroll simultaneously in two courses per quarter.

A. First Quarter

1. Communications 100 - Introduction to Newswriting in Spanish (4)
2. Communications 180 - Spanish-English Contrasts for Journalists (4)

B. Second Quarter

1. Communications 150 Introduction to Mass Communications and American Journalism (4)
2. Communications 181 - American English Usage for Media Research and Reporting (4)

C. Third Quarter

1. Communications 250 - Advanced Newswriting and Reporting in Spanish (4)
2. Communications 182 - Introductory English Conversation for Journalistic Interviewing (4)

D. Fourth Quarter

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

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.

Work in the eight required courses will adhere to the academic standards of this University. Credit for courses in the Journalism and Communications for the Spanish Language Media certificate program will be acceptable as transferable, elective units.

WHAT YOU GET

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.

WHAT IS THE COST

The fees are \$25 per unit or \$100 for each 4-unit course. Therefore, the cost to the student for completing all eight courses will be \$800 plus any charges for textbooks and related materials. These fees are subject to any changes mandated by the California State University and Colleges System.

WHERE

The program will be located at Plaza De La Raza, 3540 N. Mission Road, East Los Angeles.

INFORMATION

Sr. Victor Gargurevich
Escuela Hispano Americana De Periodismo
(213) 961-2927 - speaks Spanish
Sr. Curtis Groninga
California State University Dominguez Hills
(213) 515-3741 - speaks English

Business Management Certificate

ABOUT THE PROGRAM

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.

COURSES

BUS X205—Social Responsibility of Business
 BUS X210—Management & Organizational Theory
 BUS X211—Production Management
 BUS X250—Elements of Marketing
 BUS X260—Business Finance
 ENG X252—Writing & Speaking Skills for Management

FEE

A fee of \$100 will be charged for each course, payable by the first meeting.

ADDITIONAL INFORMATION

Curtis L. Groninga, Assistant Dean
 Office of Extended Programs
 California State University Dominguez Hills
 1000 E. Victoria Street, Carson, CA 90747
 (213) 515-3741

CLASS SCHEDULE - March 31 - June 16

CSUDH, SC-B145

Units: 4 Fee: \$100

Bus 205/01	SOCIAL RESPONSIBILITY OF BUSINESS	Chrispin	MWF	9:20-10:30AM
BUS 205/02	SOCIAL RESPONSIBILITY OF BUSINESS	Chrispin	MW	4:00-5:40PM
BUS 205/03	SOCIAL RESPONSIBILITY OF BUSINESS	Berry	TH	6:00-9:40PM
BUS 210/01	MANAGEMENT & ORGANIZATIONAL THEORY		MWF	10:40-11:50AM
BUS 210/02	MANAGEMENT & ORGANIZATIONAL THEORY	Sterling	MW	8:00-9:40PM
BUS 210/03	MANAGEMENT & ORGANIZATIONAL THEORY		TTH	8:00-9:40AM
BUS 210/04	MANAGEMENT & ORGANIZATIONAL THEORY	Clawson	TTH	4:00-5:40PM
BUS 210/05	MANAGEMENT & ORGANIZATIONAL THEORY	Mullinix	T	6:00-9:40PM
BUS 210/06	MANAGEMENT & ORGANIZATIONAL THEORY	Unterbrink	TH	6:00-9:40PM
BUS 211/01	PRODUCTION MANAGEMENT	Spier	MWF	9:20-10:30AM
BUS 211/02	PRODUCTION MANAGEMENT	Spier	MW	8:00-9:40PM
BUS 211/03	PRODUCTION MANAGEMENT	Rothbart	TTH	10:00-11:40AM
BUS 250/01	ELEMENTS OF MARKETING	Kaufman	MWF	8:00-9:10AM
BUS 250/02	ELEMENTS OF MARKETING	Greenwald	MW	2:00-3:40PM
BUS 250/03	ELEMENTS OF MARKETING	Ryan	MW	6:00-7:40PM
BUS 250/04	ELEMENTS OF MARKETING	Greenwald	TTH	10:00-11:40AM
BUS 250/05	ELEMENTS OF MARKETING	Kitson	T	6:00-9:40PM
BUS 250/06	ELEMENTS OF MARKETING	Weisberg	S	8:30-12:10AM
BUS 260/01	BUSINESS FINANCE	Nashif	MW	12:00-1:40PM
BUS 260/02	BUSINESS FINANCE	Nashif	MW	4:00-5:40PM
BUS 260/03	BUSINESS FINANCE	Garruba	MW	8:00-9:40PM
BUS 260/04	BUSINESS FINANCE	Dowling	TTH	2:00-3:40PM
BUS 260/05	BUSINESS FINANCE	Garruba	TTH	6:00-9:40PM
BUS 260/04	BUSINESS FINANCE	Dowling	TTH	2:00-3:40PM
BUS 260/05	BUSINESS FINANCE	Garruba	T	6:00-9:40PM
ENG 252/01	WRITE & SPEAK SKILLS FOR MANAGEMENT	Shafer	MWF	10:40-11:50AM
ENG 252/02	WRITE & SPEAK SKILLS FOR MANAGEMENT	Ravitz	TTH	10:00-11:40AM
ENG 252/03	WRITE & SPEAK SKILLS FOR MANAGEMENT	Shafer	MW	2:00-3:40PM
ENG 252/04	WRITE & SPEAK SKILLS FOR MANAGEMENT	Mahon	M	6:00-9:40PM
ENG 252/05	WRITE & SPEAK SKILLS FOR MANAGEMENT	Wells	T	6:00-9:40PM
ENG 252/06	WRITE & SPEAK SKILLS FOR MANAGEMENT	Jordain	W	6:00-9:40PM
ENG 252/07	WRITE & SPEAK SKILLS FOR MANAGEMENT	Tracy	TH	6:00-9:40PM

"Saints are born to suffer, and must take it patiently." – Thomas Fuller

Production and Inventory Control Certificate

co-sponsored by
American Production and
Inventory Control Society
(APICS), Los Angeles Chapter

THE PROGRAM

The Certificate Program in Production and Inventory Control consists of three courses which have been designed to give complete basic education in this profession. Each course will present principles and techniques as they relate to today's manufacturing world. Experienced professionals will present the students with sound techniques and proven systems for complex planning and controlling production and inventory. Each four-unit course will meet once each week for 10 weeks, and will include lectures, discussions and case studies. A student has the option of taking all three courses or any single course individually which he feels will be of value.

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 will be given by the Department of Industrial Management of the School of Management, California State University Dominguez Hills and Los Angeles Chapter of the American Production and Inventory Control Society (APICS) who co-sponsors this educational program.

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.

COURSES

INM X220—SURVEY OF PRODUCTION AND INVENTORY CONTROL

The student will learn the terminology special to manufacturing control, will be able to describe the functions of the major system used, will obtain a survey level of knowledge of the tools and methods used to carry out these systems, and will gain a sense of these functions, tools, systems, etc., as an interrelated total process. *Topics include: Business organization and production and inventory control; forecasting; inventory planning and control; material requirements planning; master scheduling; production planning and control; the integrated manufacturing system.*

INM X221—INVENTORY PLANNING AND 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.*

INM X222—PRODUCTION PLANNING AND 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 and types of manufacturing; master scheduling; capacity planning and control; shop floor planning and control; line of balance and network planning; a system overview.*

"Every saint, as every man, comes one day to be superfluous." – R.W. Emerson

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.

Supervisors Training Certificate In Alcoholism THE PROGRAM

The Supervisors Training Certificate in Alcoholism for Industry, Government and Commerce consists of four courses which have been designed to give an essential education for supervisors, training officers and personnel officers in assisting the alcoholic employee in obtaining valuable information regarding the treatment of the disease. Each class will present the principles and techniques as they relate to the disease of alcoholism in the industrial setting. Experienced professionals will present the students with physiological and psychological bases of alcoholism; alcoholic counseling techniques and supervised field experiences. It is the intent of this program to train supervisors and managers to assist the employer in confronting and referring the individual with an alcoholic problem.

WHO SHOULD ATTEND

The Supervisors Training Certificate in Alcoholism for Industry, Government and Commerce is designed to help those people who are in public and private organizations (governmental, manufacturing, professional, industry, etc.) to become aware of the unique features of the alcoholic and alcoholism counseling. This is not a diversion program. It is simply a program designed to help employers help their employees and their organizations in attempting to deal realistically with the alcoholic and alcoholism.

ENTRY REQUIREMENTS

Applicants should be at least 21 years of age and possess a combination of the following: equivalent of 2 years of college and/or 2 years experience in a supervisory/managerial position.

THE CERTIFICATE

The certificate will be awarded to those students who complete all four 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 and the Southwest Counseling Services who co-sponsor this education program.

SUPERVISORS TRAINING CERTIFICATE IN ALCOHOLISM

First Quarter	Second Quarter
HEA X280 (4 units)	HEA X284 (4 units) EXE X305 (2 units)
<hr/>	
Unit Total 4	

Counseling Alcoholics: Community THE PROGRAM

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.

THE 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 and Southwest Counseling Services who co-sponsor this educational program.

ONE YEAR: TWENTY UNITS COUNSELING CERTIFICATE PROGRAM SCHEDULE:

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

FEE

The fee is \$25 per unit for each course which consists of 10 meetings.

ADDITIONAL INFORMATION

California State University Dominguez Hills, Carson, CA 90747—or call (213) 515-3741.

Certificate In Energy, Resources & Population

Mass Transit?

Natural or synthetic fibers?

Who owns the ocean?

New sources of energy?

Pollution?

Each year the questions become more critical, the issues more intense. The time will come when each of us must make his/her own decision on each of these points. The certificate program courses are designed to answer some of these questions and to provide information on which to base our decisions.

The following offerings constitute the certificate program and may be taken either for undergraduate credit or a professional in-service training for teachers. Those taking the courses at the 300 level must hold a baccalaureate degree and will be expected to perform at a professional level.

The course of study will provide students, teachers, citizens and public and private officials with a background for decision-making on these crucial aspects of our modern world. Each course is an intense study of an area of concern. A Certificate in Energy, Resources and Population will be awarded to those students who complete five courses (20 units).

COURSEWORK

GEO X220/X320—RESOURCES AND ENERGY

Distribution, transportation and consumption of water, soils, food supplies, forest products and natural fibers and minerals by area. Problems and trade-offs in resource management and land use over the world.

GEO X221/X321—GEOGRAPHY OF ENERGY

Worldwide, national and regional distributions of currently usable and potential energy resources. Geographic trade-offs among current and potential alternative energy sources. Basic problems and areal comparisons in energy production, distribution and consumption. Energy considerations in the geography of food and fiber production, processing and distribution.

GEO X222/X322—ENVIRONMENTAL PROBLEMS

Nature and sources of environmental problems and methods for their mitigation.

GEO X234/X334—WORKSHOP IN ENVIRONMENTAL GEOGRAPHY

Study, observation and analysis of selected problems in environmental studies.

GEO X251/X351—GEOGRAPHY IN THE FIELD

Geographic phenomena in the field. Students are required to complete a supervised field investigation.

FEE

The fee is \$100 for each course which consists of 10 meetings.

ADDITIONAL INFORMATION

Curtis L. Groninga, Assistant Dean
Office of Extended Programs
California State University/Dominguez Hills
Carson, CA 90747
(213) 515-3741

SCHEDULE

NATURAL RESOURCES

Distribution, transportation and consumption of water, soils, food supplies, forest products and natural fibers and minerals by area. Problems and trade-offs in resource management and land use over the world.

Instructor: Charles Forbes
Saturday, April 7 - June 9
CSUDH, SC-B145

GEO X220/X320
8:30AM-12:30PM
Units: 4

1000 E. Victoria Street, Carson

Fee: \$100

"Single men in barracks don't grow into plaster saints." - Rudyard Kipling

'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 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. Students will enroll through the Office of Extended Programs as part of the Resident Extension program and pay extension fees (\$25.00 per unit). Additionally, a fee will be charged for a parking permit if so desired.

Fees: \$25=1 Unit	\$50=2 Units	\$75=3 Units	\$100=4 Units
ANT 100/01	Basic Studies: Culture (4)	Orellana	MW 12:00-1:40
*ANT 288/01	Anthro Theories Of Behav (4)	Kuykendall	TTh 12:00-1:40
ANT 292/01	Special Topics in Anthro: Portraits Human Thru Film (4)	Orellana	MWF 10:40-11:50
ART 165/01	Graphics Media (3)	Rosenthal	MW 12:00-2:30
*ART 180/01	Beginning Painting (3)	Hirsch	TTh 12:00-2:30
*ART 246/01	Package Design (3)	Baker	TTh 12:00-2:30
ART 253/01	Art Of Calif & Southwest (4)	Neuerburg	MW 12:00-1:40
*ART 289/01	Human Figure In Sculpture (3)	Goders	TTh 12:00-2:30
*ART 290/01	Sculpture III (3)	Goders	TTh 12:00-2:30
ART 291/02	Special Studies In Art: Art By Women (4)		TTh 12:00-1:40
BEH 411/01	Cross-Cult Beh Comp Soc (4)	Fisher	MW 12:00-1:40
BIO 102/01	General Biology (4) Must choose from 01L - 06L	Giacosie	MW 12:00-1:15
*BIO 114/01	Principles Of Biology (4)	Schwanzara	TTh 12:00-1:15
*BIO 283/01	Human Physiology (4)	Robles	TTh 12:00-1:15
BIO 283/01L	Human Physiology Lab	Robles	W 12:00-2:30
BUS 102/02	Legal Aspects Of Bus Trans (4)	Strier	TTh 12:00-1:40
*BUS 131/01	Essentials Accounting II (4)	Auerbach	MWF 10:40-11:50
*BUS 131/02	Essentials Accounting II (4)	Weisler	TTh 12:00-1:40
BUS 171/01	Prog Lang & Bus Systems (4)		MW 12:00-1:40
BUS 210/01	MGMT & Organ Theory (4)		MWF 10:40-11:50
*BUS 223/01	Intro Operations Research (4)	Mastor	MWF 10:40-11:50
*BUS 240/01	Actg For Nonprofit Sector (4)	Schueler	TTh 12:00-1:40
*BUS 255/01	Consumer Market Behavior (4)	Zoerner	MW 12:00-1:40
*BUS 260/01	Business Finance (4)	Nashif	MW 12:00-1:40
*BUS 267/02	Real Estate Fin & Invest (4)	Kuhlmann	TTh 12:00-1:40
*BUS 274/01	Information System Design (4)		TTh 12:00-1:40
*BUS 281/02	Financial Inst & Markets (4)	Schoen	TTh 12:00-1:40
*BUS 290/02	Management Policy (4)	Hughes	TTh 12:00-1:40
*BUS 290/03	Management Policy (4)	Milgrim	MW 12:00-1:40
*BUS 291/01	Small Business Internship (4)	Dowling	TTh 12:00-1:40
CHE 102/02	Chemistry For The Citizen (4)	Dobyns	MWF 12:00-1:10
*CHE 114/01	General Chemistry III (5)	Wiger	MWF 12:00-1:10
*CHE 254/01	Biochemistry III (5)	Garcia	MWF 10:40-11:30
*CHE 256/01	Clinical Chemistry (4)	Reilly	TTh 12:30-1:30
*COM 276/01	Advanced Photography (4)	Lamarca	F 12:00-2:00
COM 290/01	Spec Topics in Com: Entertainment In Media (4)		F 2:00-5:30
COM 290/04	Spec Topics in Com: Soc Sci Tools For Comm (4)	Fisher	TTh 12:00-1:40

*ECO 222/01	Money And Banking (4)	Blyn	MW	12:00-1:40
*ECO 227/01	Public Finance (4)	Kidane	TTh	12:00-1:40
*EDU 205/01	Intro to Classroom Tching Elementary (2)	Ellis	F	10:40-12:20
*EDU 205/02	Intro To Classroom Tching Secondary	Ellis	F	1:00-3:00
EDU 210/01	Motivation and Learning (4)	Desberg	TTh	12:00-2:00
EMS 150/01	General Geology (4)	Webb	MW	10:40-11:50
EMS 150/01L	General Geology Lab	Sigurdson	W	12:00-2:30
*EMS 258/01	Petrology	Sigurdson	TTh	12:00-12:50
EMS 258/01L	Petrology Lab	Sigurdson	TTh	12:00-3:20
ENG 100/02	Oral & Wrtn Expression I (4)	Geller	MW	12:00-1:40
ENG 130/02	Modern Fiction (4)	Laser	TTh	12:00-1:40
ENG 135/01	Vocabulary Building (4)	Tracy	TTh	12:00-1:40
ENG 210/01	The Study of Language (4)	Beym	MW	12:00-1:40
ENG 250/02	Advanced Composition (4)	Riddell	TTh	12:00-1:40
ENG 252/01	Writ Spkg Skills Mgmt (4)	Shafer	MWF	10:40-11:50
*ENG 255/01	Expository Writing (4)	Mahon	MW	12:00-1:40
*ENG 275/01	Modern Soc & Pol Fiction (4)	Bullard	MW	12:00-1:40
*ENG 290/01	Seminar In Literature: Comedy (4)	Eliet	TTh	12:00-1:40
FRE 110/01	First-Quarter French (4)	Hewitt	MWF	10:40-11:50
FRE 210/01	The Study of Language (4)	Beym	MW	12:00-1:40
FRE 240/01	Prct Fre Intrptrs Trans (4)	Lenard	TTh	12:00-1:40
GEO 260/01	Geog United States Canada (4)	Smith	MWF	10:40-11:50
GEO 275/01	Environmental Perception (4)	Romanov	MW	12:00-1:40
GEO 284/01	Marine Geology (4)	Forbes	MW	12:00-1:40
HIS 100/02	Perspectives on Present (4)	Newman	MW	12:00-1:40
HIS 101/04	History Of United States (4)		TTh	12:00-1:40
HIS 200/01	Research & Writing Skills (4)	Udeze	TTh	12:00-1:40
POL 235/01	International Politics (4)	Marenin	TTh	12:00-1:40
POL 292/01	Special Topics Poli Sci Courtwatching (4)	Garber	F	12:00-3:30
PSY 130/01	Elem Stat Analysis Psych (4)	Stodola	TTh	12:00-1:40
Psy 135/01	Intro To Research Methods (4)	Harrison	T	12:00-2:30
Psy 135/01L	Intro To Research Methods Lab	Harrison	Th	12:00-2:30
PSY 205/01	History And Systems Psych (4)	Adams	MW	12:00-1:40
PSY 242/01	Interprsn And Group Dynam (4)	Palmer	MW	12:00-1:40
PSY 253/01	Experience Death & Dying Psychological Perspective (4)	Wilcox	MW	12:00-1:40
PSY 260/02	Theories Of Personality (4)	Deckèr	TTh	12:00-1:40
PSY 263/01	The Abnormal Personality (4)	Bohart	MW	12:00-1:40
PUB 206/01	Admin Financial Resources	Smith	TTh	12:00-1:40
PUB 230/01	Intergov Relns & Admin (4)		MW	12:00-1:40
PUB 238/01	Prin & Prac Of Urban Plan (4)	Kampmann	MW	12:00-1:40
SOC 100/01	Basic Studies Sociology (4)	Charnofsky	MW	12:00-1:40
SOC 224/01	Soc Of Leisure And Sport (4)	Charnofsky	TTh	12:00-1:40
*SOC 229/02	Soc Of Adult Life Aging (4)	Raphael	MW	12:00-1:40
SOC 235/01	Soc Movements Black Awareness (4)	McCurtis	MWF	10:40-11:50
SOC 289/01	Sociology Of The Future (4)	Blischke	MW	12:00-1:40
SOC 295/01	Senior Seminar Sociology (4)	Rodriguez	MW	12:00-1:40
*SPA 111/02	Second-Quarter Spanish (4)	Beym	MWF	10:40-11:50
SPA 210/01	The Study Of Language (4)	Beym	MW	12:00-1:40
THE 143/01	Theatre Operations (2)	Christie	TTh	12:00-1:40
THE 215/20	Selected Dance Styles: Modern Dance (2)	Puerta	MW	12:00-1:40
THE 245/01	Costume For Stage & TV (4)	Lach	MW	12:00-1:40
THE 290/01	Special Topics In Theatre (4)	Vaughn	MWF	10:40-11:50
UNC 101/01	Reading Efficiency (2) Lab taken on W or F	Duron	M	10:40-11:50
			WF	10:40-11:50
UNC 103/01	Effective Student Ldershp (2)	Pierro	T	12:00-1:40

SPECIAL COURSES

In addition to the previously mentioned credit transferable courses, California State University Dominguez Hills offers several courses which respond to the variety of interests of people living and working in the university's service area. For the most part, these courses are non-credit, non-transferable, yet are designed to serve the very special interests, needs and wants of the community.

BEGINNING WEIGHT CONTROL X901

This workshop is designed to assist the new or previously experienced dieter in maximizing his/her success in staying on a diet. Students will start with a thorough definition of Calories and understanding how this translates into fat, present a food measurement practice session, look at present eating habits and discuss problem areas; why exercise is vital to the dieter and tips on how to squeeze it into your schedule, and how to keep track of your diet-monitoring yourself and setting up a meaningful system of goals and rewards. Discussion of low-calorie desserts, dieter's restaurants, and how to trick the eye in serving low-calorie foods will be included in the final session.

Instructor: Janice Hiltunen
 Sunday, April 22-May 20
 CSUDH, SC-B145
 1000 E. Victoria Street, Carson

Non-credit
 3-5PM
 Fee: \$25

CALLIGRAPHY FOR LEFTIES X902

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. We will also have a laboratory in the afternoon with guided practice and individual critiques. Italic calligraphy is fun, and can be profitable. Don't put off learning any longer.

Instructor: Elizabeth Settle
 Saturday, April 21
 CSUDH, SC-B145
 1000 E. Victoria Street, Carson

Non-credit
 9AM-4PM
 Fee: \$15

THE COMEDY WORKSHOP X903

Joan Rivers, George Carlin, Richard Pryor, Jonathan Winters - What do these people have in common? They are all crazy! You too can be crazy, if you understand your own sense of humor. What is your definition of humor? Do you want to: perform, write, learn how to communicate with people in a humorous way? Anyway you look at it, you will have a great time! Just be yourself (whatever that is). This course is geared around obtaining your goals.

Past guests at the Comedy Workshop have included: George Carlin, Dick Dunlop, Billy Beck, Kip Addotta and Gary Muldeer. We will use a stage, video-recorder (T.V.), scripts, monologues, dialogues, puns, satire, divine humor and etc. Then those interested will perform at either: The Comedy Store, The Improvisation, the Laff Shop, or The Ice House.

Instructor: David Holland
 Saturday, April 14-May 19
 CSUDH, SC-B145
 1000 E. Victoria Street, Carson

Non-Credit
 12:30-3:30PM
 Fee: \$45

DISCO DANCING! X904

Learn the current disco dances L.A. Hustle, the Latin Hustle, the Bop, the Step and the Sophisticated Lady. Classes consist of exercises, followed by learning movement patterns; isolation of the body to visualize students with parts of the body used in dances. Class open to single and couples.

Instructor: Puerta
 Wednesday, October 4-December 6
 CSUDH, SC-B145
 1000 E. Victoria Street, Carson

Non-Credit
 6:30-8 PM
 Fee: \$30

NAPA VALLEY WINE TOUR X905

Mr. William Bennet, who has offered several wine courses at California State University Dominguez Hills, will be conducting the Napa Valley Wine Tour April 7 & 8. The tour includes a round trip flight from Los Angeles to San Francisco; a bus excursion through the Napa Valley; visits to the Robert Mondavi Winery, Domain Chandon, Beaulieu Vinyard, Simi Winery,

Souverain of Alexander Valley, Sonoma Vineyards and Korbel Winery. It also includes lunch, dinner and accommodations at the Los Robles Inn in Santa Rosa. (Registration should be returned no later than March 28, 1979.)

Instructor: William Bennett
 Saturday, Sunday, April 7 & 8
 Fee: \$165 (double occupancy)

Non-credit

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"It is no use to wait for your ship to come in unless you have sent one out." - Belgian Proverb

AUTOMOTIVE SEMINAR X906

"What is a tune-up? How often should the oil be changed? What do I look for in a good repair shop? How can I get better gas mileage? All these questions and more are answered at this one-day automotive seminar. Topics to be covered are: Automotive Repair Act of 1971, how to find a good repair shop, what to tell service personnel, the basics of the internal combustion engine. Engine parts such as carburetors, pistons, and distributors will be used for instructional purposes. Each participant will go through a check-list on how to inspect belts, hoses, fluid levels, etc. This seminar is presented from a consumer's point of view and designed for people with no technical or mechanical background. (Participants please park in Parking Lot 2.)

Instructors: Hilma Cohn/Kathy Parankema Non-credit
Saturday, April 28 9AM-3PM
CSUDH, SC-B145 Fee: \$45
1000 E. Victoria Street, Carson

CLINICAL ISSUES IN MARRIAGE, FAMILY & CHILD COUNSELING X907

This course is designed to help you prepare for the MFC exam. Every effort has been made to provide a thorough review of the literature covered by the exam. This course provides a broad survey of theories and applied techniques in Marriage, Family and Child Counseling. Included is an examination of law and ethics, sexuality, theories of personality, psychopathology, human growth and development and communication theory as applied to Marriage, Family and Child Counseling.

This course should be valuable not only to prospective candidates for the MFC exam, but to any individual in the field of health, education and counseling services as it offers a solid foundation and survey of a rapidly expanding discipline.

Instructor: James Pasino Non-credit
Wednesday, April 11 - June 13 6:30-9:30PM
North High School Fee: \$70
3620 W. 182nd Street, Torrance

TAKING THE JUNK OUT OF YOUR FAVORITE FOODS X908

Worried about the nutritional value of your diet? This lecture series is devoted to assist the individual on how best to remove the harmful ingredients out of one's diet. The topics include: How to make healthy desserts with honey and remove refined sugar from the diet; how to utilize fibers and grains for the best results; how to best use seeds and nuts; how to serve hot dogs, hamburgers and pastas that are healthy.

Instructor: Dore Deverell Non-credit
Monday, April 30 - May 21 6:30-8:30PM
Depts. of Beaches Fee: \$30
2600 Strand, Manhattan Beach (inc. materials)

PIONEER DAZE X909

Do you think life should mean more than it does? Are the things that appear essential to most people not really very important to you? You may be one of the pioneers/explorers of the new frontier. The closing of the geographic frontier forced open the "mental" one. Evolution has moved from the geophysical to the biological to the cultural and now to the conceptual realm. Evolution not only continues, it accelerates. Much of the uncertainty of life is understandable when you realize you're a pioneer in new conceptual territory that's not even been mapped yet. The destination may not be clear, but the direction is. We've been getting reports from the wilderness from poets and mystics for several thousand years. Only in this century has science begun to shed some analytical light on the subject. We'll be dealing in a very loose way with anthropology, biology, physics, linguistics, general systems theory, information theory, etc. My own journal from 12 years in the wilderness will be a major source for this free-form exploration of the new frontier.

Instructor: Dennis Horn Non-credit
Wednesday, April 11 - June 13 3-5PM
CSUDH, SC B145 Fee: \$50
1000 W. Victoria Street, Carson

REMEDIAL THINKING X910

We think in language. With it we invent, manipulate, and categorize sounds in an attempt to bring order to the incredible amount of sensory and meta-sensory (linguistic) information with which our nervous systems are constantly interacting. Language is the system of analysis for thought. But the system is flawed by paradox and primitive confusions bestowed upon us by our pre-historical, pre-literate, knuckle-dragging ancestors. Distortions generated by the structure of the language itself are projected into the world where we then attempt to solve non-existent problems. The problems aren't in the world, they're in the way we think about the world. The way to eliminate this unconscious source of confusion is to become conscious of it. It's not difficult but it will demand active participation on your part. There will be readings and other activities outside of class. If you want to just sit and absorb, forget it. Learning is proportional to effort. You don't have to be a genius to think like one.

Instructor: Dennis Horn Non-credit
Wednesday, April 11 - June 13 7-9PM
North High School Fee: \$50
3620 W. 182nd Street, Torrance

REAL ESTATE LICENSURE— SALESMEN'S AND BROKERS X911

This is an eight-week course designed 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.

Instructor: Sheldon Theodore Non-credit
Monday, April 16-June 11 7-10PM
Fees: \$70 - Salesmen (includes materials)
\$85 - Broker (includes materials)

West High School, Room 5213
20401 Victor Street, Torrance

SUCCEEDING IN YOUR OWN BUSINESS X912

The purpose of this one-day workshop is to assist participants and new small business owners/managers to understand the nine basic steps in starting their own businesses. Topics include: Understanding business relations; Evaluating personal business skills; Business plan; Business selection; Sources of money and Credit requirements. Upon completion of the workshop, participants will have a better understanding of achieving a successful business venture. Additionally, individuals will be more aware of finance methods and sources of money and credit requirements.

Instructor: Woodrow Smith Non-credit
Session I - Saturday, April 21 9AM-4PM
CSUDH, SC-B145 Fees: \$15
1000 E. Victoria Street, Carson \$12 - materials, to be
Session II - Saturday, May 19 paid at workshop
Cockatoo Inn, Crystal Room
4334 W. Imperial Hwy, Hawthorne

TAX DEFERRED REAL ESTATE EXCHANGES X913

This is a course in the fundamentals of tax deferred real estate exchanges under Section 1031 of the Internal Revenue Code. The course is designed, not only for real estate brokers and salespersons, but for anyone interested and involved in real estate exchanges.

This is a "how to do it" course and will take the student from an analysis of the tax aspects of real estate exchanges through a step-by-step case study of a multiple party exchange.

Arrangements are being made to qualify this course for continuing education pursuant to the educational requirements of the California Department of Real Estate.

Instructor: Robert Schreiber Non-credit
Tuesday, April 10 - June 12 7-9PM
North High School Fee: \$50
3620 W. 182nd Street, Torrance

THE CRISIS OF MOTHERHOOD X914

This course for new mothers is aimed at understanding the negative feelings that come with motherhood. Subjects include: hopes and expectations vs. realities of motherhood; myth of the perfect mother; changes in the marital relationship; problems in the sexual relationship; parenthood as crisis for the father; and how to deal with problems and conflicts. A guest pediatrician speaker will discuss common feelings and fears of new mothers.

Instructor: Barbara Bernstein Non-credit
Monday, April 9 - May 7 7-9PM
CSUDH, SC B145 Fee: \$30
1000 E. Victoria Street, Carson

TERMINAL X915

A one-day seminar focusing on the issues involved in the death and dying process, i.e., responding to human needs, counseling techniques, complex issues involving patient/family/professional/institutional needs, etc. A must for everyone willing to accept death and dying as a fact of life. Learning to respond to others in a more meaningful way with communication skills and tested grief procedures. For non-professionals and professionals who wish to improve the quality of relating to the terminally ill and their families.

*(Approved by the California Board of Registered Nursing, BRN Provider No. 00757, for 6 contact hours)
Instructor: Eve Cappello Non-credit
Saturday, June 23 9AM-4PM
CSUDH, SC B145 Fee: \$35
1000 E. Victoria Street, Carson

WEIGHT MAINTENANCE WORKSHOP

Now that you've lost the weight — how do you keep it off? Former fatties subterfuges will be examined, how to keep from back-sliding and if you are on the YoYo syndrome what you can do to get out of it. In small group discussions, we will deal with the problems of your new self-image, and positive ways you can continue to reward yourself for losing that weight. A holistic approach to looking at your lifestyle, time utilization will be included with tie-in to dieting.

Instructor: Janice Hiltunen Non-credit
Sunday, June 3 & 10 3-7PM
CSUDH, SC-B145 Fee: \$15
1000 E. Victoria Street, Carson X916

SAT/ACT PREPARATION

X917

Review fundamental mathematical and verbal skills while gaining insight into test taking techniques. This program will be offered in preparation for the June examinations. Emphasis will be given to the verbal skills associated with antonyms, analogies, sentence completion and reading for comprehension. Mathematically, the focus will be on review of

numerical geometry, quantitative comparison and the general fundamentals of arithmetic and algebra most frequently tested.

Instructor: John Ashley
Saturday, May 12, 19, 26
CSUDH, SC-B145
1000 E. Victoria Street, Carson

Non-Credit
9AM-12:30PM
Fee: \$45
(Inc. materials)

"REMEMBERING INTO THE FUTURE"

An all day workshop which proposes that it is possible to remember into the future as easily as it is to remember into the past. This workshop will allow the participants to become more centered and to explore the excitement of the future by utilizing new age techniques and exercises called puzzles. This course synthesizes the new age sciences, the art of dreaming, visualization, meditation and centering so one can explore the enhancement of their potential as well as the future.

Limitless reservoir called memory, levels and realities of beingness, everyday problem solving, full potential, intuition and "hunches" — experience for yourself the full potential of your reality — Remembering Into the Future.

Instructors: Hal and Maria Stokes Non-credit
Saturday, May 19 9AM-4PM CSUDH, SC B145
1000 E. Victoria Street, Carson
Fees: \$20 - Sr. Citizens and CSUDH Students
 \$25 - Single
 \$45 - Couples X918

"THE MASTERY OF LIFE" WORKSHOP

Some people spend part of their lives analogous to the activity of a caterpillar. They often struggle with the activities of daily existence, worry about goals and their purpose in life, and wonder whether they will obtain their full potential and satisfaction they dreamed to have some day. The time has come to transform that caterpillar feeling and experience EMERGENCE.

EMERGENCE is a one-day workshop designed specifically to allow participants the intimacy of knowing what they want and the direction their life should take. Hal & Maria Stokes will guide you through an adventure in consciousness, through various techniques and exercises to a personal realization and active participation in controlling the direction of your life.

Instructors: Hal and Maria Stokes Non-credit
Saturday, June 16 9AM-4PM
CSUDH, SC B145
1000 E. Victoria Street, Carson
Fees: \$20 - Sr. Citizens and CSUDH Students
 \$25 - Single
 \$45 - Couples X919

YESTERDAY, TODAY AND TOMORROW

A Seminar on American
Antiques, Interior Design and
Gourmet Foods

A rare opportunity to join professionals for three days in the fine art of entertaining, collecting and appreciating one's home and valued belongings.

1st Seminar: Victorian (1840-1900)

The Victorian Dinner Party (Epicurean)
Decor in the Victorian Home (Interior Design)
Victorian Furniture and Accessories (Antiquarian)

2nd Seminar: Art Deco (1910-1940)

Bold New Designs (Antiquarian)
The Cocktail Party (Epicurean)
Adapting Art Deco to Today's Life Style (Interior Design)

3rd Seminar: Yesterday, Today and Tomorrow

Yesterday's Recipes in Today's Kitchen (Epicurean)
Yesterday's Junk - Today's Treasures (Antiquarian)
Arranging Your Valued Collectibles (Interior Design)

Each seminar includes a slide presentation, hand-outs and a door prize. After a general discussion, students may select to question one or more of the speakers in a smaller seminar group.

Seminar 1: Saturday, May 12 ... 9AM-4PM X920
Seminar 2: Saturday, May 19 ... 9AM-4PM
Seminar 3: Sunday, May 20 ... 9AM-4PM DH,
CSUDH, SC-B145, 1000 E. Victoria Street, Carson

\$20.00 PER SEMINAR OR SPECIAL RATE OF \$50.00 FOR ALL THREE

Marie Hildreth - Epicurean
Carole Van Houten - American Antiques
Margot Anderson - Interior Design
(Principals of WEE THREE DESIGNS, Anaheim, CA)

EXAMINATION REVIEW

GMAT (GRADUATE MANAGEMENT ADMISSIONS TEST) REVIEW

Saturday, June 2, 9, 16,
23 and 30 (for July 7 exam)
CSUDH, SC-B145
1000 E. Victoria Street, Carson

Non-credit
9AM-12:30PM
Fee: \$65
(inc. materials)

GRE (GRADUATE RECORD EXAM) REVIEW

Saturday, May 5, 12, 19, 26 &
June 2 (for June 9 exam)
CSUDH, SC-B145
1000 E. Victoria Street, Carson

Non-credit
9AM-12:30PM
Fee: \$55

LSAT (LAW SCHOOL ADMISSION TEST) REVIEW

Saturday, May 19, 26, June 2, 9,
and 16 (for June 23 exam)
CSUDH, SC-B145
1000 E. Victoria Street, Carson

Non-credit
9AM-12:30PM
Fee: \$65
(inc. materials)

SAT (SCHOLASTIC APTITUDE TEST) REVIEW

Session I-Saturday, April 21 & 28
For May 5 exam)
Session II - Saturday, May 5, 12, &
19 (for June 2 exam)

CSUDH, SC-B145
1000 E. Victoria Street, Carson

Non-credit
9AM-3:30PM
1-4PM
Fee: \$45
(inc. materials)

IMPORTANT! YOU SHOULD KNOW

ELIGIBILITY: Any interested high school graduate, college student and individual 21 hears 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. 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.

FEES: Registration fees for extension classes are normally \$25.00 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, BankAmericard 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

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. 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.

REGISTRATION IS EASY

BY SIMPLY . . . using the form below. You will be notified if the class(es) you choose are cancelled or rescheduled.

Please send a separate check for each class you select and write the class number in the memo section of your check.

REGISTRATION FORM

REGISTRATION FORM:	EXTENSION COURSES	1979 SPRING QUARTER
1. _____		
Course # Title		Dates Fee
2. _____		
Course # Title		Dates Fee
NAME _____		Tel. No. (H) _____
ADDRESS _____		(W) _____
CITY/STATE _____		ZIP _____
Check enclosed _____ I will pay by: BankAmericard _____ VISA _____ (California cards only)		
_____ Make check payable to: _____		
Students who do not pre-register may complete registration and payment of fees at the first class meeting. CTD activities, to ensure a place, please call in your registration.		
Extension: California State University Dominguez Hills CTD: "CSUDH Foundation"		
Office of Extended Programs, SC-B145		California State University Dominguez Hills
Carson, CA 90747		Center for Training and Development
		Carson, CA 90747

If you decide to register in person . . .

You may register between the hours of 9 a.m. and 5 p.m., beginning now in Small College B-145.

PLAN NOW FOR SUMMER

Summer Sessions at Dominguez Hills includes a wide variety of courses from the regular academic catalog, plus short courses and certificate programs.

Formal enrollment in the University is not required — there is no application fee and transcripts are not required. Registration is fast and easy — you can do it all by mail.

NEW THIS SUMMER — One Unit Weekends

One Unit Weekend is a way to get a taste of University life without spending a lot of time or money. The classwork for each course is complete within one summer weekend, and earns one unit of resident credit. The fee for each One Unit Weekend course is \$25, plus a once-per-summer activity fee of \$8.

All the courses are new, designed especially for this summer program. They are academically stimulating and challenging, and come from a variety of departments, such as:

Consumer Protection: Are You Confused? (Political Science)

Encounter at the Hollywood Bowl (Music)

Today's Religious Experiences (Philosophy)

Teaching as a Performing Art (Theatre Arts)

For a complete listing of all the summer courses and programs, we'll send you our Summer Sessions Bulletin as soon as it comes from the printer — scheduled for mid-April.

PHONE (213) 515-3746 AND ASK TO BE PUT ON OUR MAILING LIST.

Or, fillout the coupon below and mail it to Summer Sessions, or enclose it with your Extension Program registration.

____ Yes! Send me the 1979 Summer Sessions Bulletin as soon as it's available.

NAME _____

ADDRESS _____

CITY _____ STATE _____

Office of Extended Programs (SC-B145)
California State University Dominguez Hills
Carson, CA 90747



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