

**REVISIONS TO THE 2013-2014 TAFT COLLEGE CATALOG
FROM THE CURRICULUM AND GENERAL EDUCATION COMMITTEE AND THE INSTRUCTIONAL OFFICE**

(meeting dates are in parentheses, or "update only" or "correction only" is noted)

*Includes Curriculum and General Education Committee Meetings
From December 10, 2012*

Addendum 2013-2014

Includes C&GE from December 10, 2012

PETROLEUM TECHNOLOGY

DESCRIPTION

This program is designed to provide training and education in petroleum technology specific to well control and drilling. The certificate options are designed to provide training and knowledge in oilfield blow-out prevention, off-shore drilling operations, well control, drilling and coiled tubing. Each certificate option is built upon one another. Therefore, students may earn one or all of the certificate options offered. Some of the classes in the program are offered in partnership with our Westec location.

CERTIFICATE IN PETROLEUM TECHNOLOGY WELL CONTROL & DRILLING CERTIFICATE I (Locally Approved Certificate)

This beginning level certificate program is designed to provide skills to perform safe work practices to prevent blow-outs at drilling locations.

<u>Required courses</u>			<u>Units</u>
PETC	1100	Introductory Well Control	0.25
PETC	1102	Basic Drilling and Workover Surface	1.25
<u>Total</u>			<u>1.5</u>

CERTIFICATE IN PETROLEUM TECHNOLOGY WELL CONTROL & DRILLING CERTIFICATE II (Locally Approved Certificate)

This certificate program is designed to provide advance training and knowledge on oilfield blow-out prevention.

<u>Required courses</u>			<u>Units</u>
PETC	1100	Introductory Well Control	0.25
PETC	1103	Basic Drilling Surface Stack	1.0
<u>Total</u>			<u>1.25</u>

CERTIFICATE IN PETROLEUM TECHNOLOGY WELL CONTROL & DRILLING CERTIFICATE III (Locally Approved Certificate)

This certificate program is designed to provide training and knowledge about off-shore drilling operations.

Required courses			Units
PETC	1100	Introductory Well Control	0.25
PETC	1104	Basic Drilling Workover Sub-Sea	1.5
Total			1.75

CERTIFICATE IN PETROLEUM TECHNOLOGY WELL CONTROL & DRILLING CERTIFICATE IV (Locally Approved Certificate)

This certificate program is designed to provide training and knowledge on well control and coiled tubing.

Required courses			Units
PETC	1100	Introductory Well Control	0.25
PETC	1105	Coiled Tubing for Supervisors	1.25
Total			1.5

CERTIFICATE IN PETROLEUM TECHNOLOGY WELL CONTROL & DRILLING CERTIFICATE V (Locally Approved Certificate)

This certificate program is designed to provide training and knowledge about petroleum industry and the associated operations of well control and drilling production.

Required courses			Units
PETC	1100	Introductory Well Control	0.25
PETC	1102	Basic Drilling and Workover Surface	1.25
PETC	1103	Basic Drilling Surface Stack	1.0
PETC	1104	Basic Drilling and Workover Sub-Sea	1.5
PETC	1105	Coiled Tubing for Supervisors	1.25
COSC	1703	Introduction to Spreadsheets—Microsoft Excel 2010	1.5
ENER	1520	Introduction to Petroleum Engineering	3.0
MGMT	1510	Values & Ethics	0.5
MGMT	1515	Communication	0.5
MGMT	1520	Team Building	0.5
MGMT	1530	Conflict Resolution	0.5
Total			11.75

Course Descriptions

ADMJ 1501 Introduction to Criminal Justice (3 Units) (5/13/13, Effective Spring 2014)

Advisory: Successful completion of English 1500 with a grade of “C” or better strongly recommended; 48 hours lecture

Transfer Credit: CSU

This course introduces the characteristics of the criminal justice system in the United States. Focus is placed on examining crime measurement, theoretical explanations of crime, responses to crime, components of the system, and current challenges to the system. The course examines the evolution of the principles and approaches utilized by the justice system and the evolving forces which have shaped those principals and approaches. Although justice structure and process is examined in a cross cultural context, emphasis is placed on the US justice system, particularly the structure and function of US police, courts, and corrections. Students are introduced to the origins and development of criminal law, legal process, and sentencing and incarceration policies. C-ID: AJ 110

ADMJ 1502 Concepts of Criminal Law (3 Units) (5/13/13, Effective Spring 2014)

Prerequisite or Co-requisite: CJA 1501 Introduction to Administration of Justice or equivalent course

Advisory: Successful completion of English 1500 strongly recommended; 48 hours lecture

Transfer Credit: CSU

This course offers an analysis of the doctrines of criminal liability in the United States and the classification of crimes against persons, property, morals, and public welfare. Special emphasis is placed on the classification of crime, the general elements of crime, the definitions of common and statutory law, and the nature of acceptable evidence. This course utilizes case law and case studies to introduce students to criminal law. The completion of this course offers a foundation upon which upper-division criminal justice course will build. The course will also include some limited discussion of prosecution and defense decision making, criminal culpability, and defenses to crimes. C-ID: AJ 120

ADMJ 1503 Criminal Court Process (3 Units) (5/13/13, Effective Spring 2014)

Advisory: Successful completion of English 1500 strongly recommended; 48 hours lecture

Transfer Credit: CSU

This course provides an examination and analysis of due process in criminal proceedings from pre-arrest through trial and appeal utilizing statutory law and state and constitutional law precedents. C-ID: AJ 122

ADMJ 1504 Legal Aspects of Evidence (3 Units) (5/13/13, Effective Spring 2014)

Advisory: Successful completion of English 1500 strongly recommended; 48 hours lecture

Transfer Credit: CSU

This course examines categories of evidence and legal rules governing its admission and exclusion in the criminal process. C-ID: AJ 124

ADMJ 1505 Criminal Investigation (3 Units) (5/13/13, Effective Spring 2014)

Advisory: Successful completion of English 1500 strongly recommended; 48 hours lecture

Transfer Credit: CSU

This course addresses the techniques, procedures, and ethical issues in the investigation of crime, including organization of the investigative process, crime scene searches, interviewing and interrogating, surveillance, source of information, utility of evidence, scientific analysis of evidence and the role of the investigator in the trial process. C-ID: AJ 140

ADMJ 1506 Introduction to Forensics (3 Units) (5/13/13, Effective Spring 2014)

Advisory: Successful completion of English 1500 strongly recommended; 48 hours lecture

Transfer Credit: CSU

This course provides an introduction to the role of forensics in criminal investigations. It examines the methods utilized in the forensic analysis of crime scenes, pattern evidence, instruments, firearms, questioned documents and controlled substances. C-ID: AJ 150

ADMJ 1507 Community and the Justice System (3 Units) (5/13/13, Effective Spring 2014)

Advisory: Successful completion of English 1500 strongly recommended; 48 hours lecture

Transfer Credit: CSU

This course examines the complex, dynamic relationship between communities and the justice system in addressing crime and conflict with an emphasis on the challenges and prospects of administering justice within a diverse multicultural population. Topics covered may include crime prevention, restorative justice, conflict resolution, and ethics. C-ID: AJ 160

ADMJ 1508 Introduction to Corrections (3 Units) (5/13/13, Effective Spring 2014)

Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture

Transfer Credit: CSU

This course provides a critical analysis of punishment, the various types of punishment, alternatives to punishment, and the impact of punishment on the criminal justice system and a critical examination of the types of correctional institutions and the clients housed in each institution. The student may opt to receive credit in one of the following courses: CJA 1521 or ADMJ 1508. C-ID: AJ 200

ADMJ 1509 Juvenile Procedures (3 Units) (5/13/13, Effective Spring 2014)

Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture

Transfer Credit: CSU

This course is an examination of the origin, development, and organization of the Juvenile Justice System as it evolved in the American Justice System. The course explores the theories that focus on Juvenile Law, courts and processes, and the constitutional protections extended to juveniles administered in the American Justice System. C-ID: AJ 220

ART 1600 Basic Design (3) (4/8/13, Effective Spring 2014)

[FORMERLY ART 12A]

Prerequisite: None; 32 hours lecture; 64 hours lab (96 hours total)

Transfer Credit: CSU: UC

The creative use of principles of color and design are covered in this course, stressing development of two-dimensional and three-dimensional form, including the use of natural, abstract and historical design motifs. Field trip to a museum is required.

Remove from Catalog (12/10/12, Effective Spring 2014)

ART 1810	Graphic Design (4 Units)
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ART 1811 Graphic Design (3 Units) (12/10/12, Effective Spring 2014)

Prerequisite : Successful completion in Art 1800/Computer Science 1800 with a grade of "C" or better; 32 hours lecture; 48 hours lab (96 hours total)

Transfer Credit: CSU

This course introduces basic principles and techniques of graphic design by using the computer and Adobe InDesign software to combine text and visuals. Not open to students who have completed Art 1810.

BIOL 2201 Introductory Biology - Cells (4) (4/8/13, Effective Spring 2014)

[FORMERLY BIOL 2]

Prerequisite: Successful completion in ~~of~~ or concurrent enrollment in Chemistry 2211 **with a grade of C or better** and English 1500;

Advisory: Eligible for English 1500; 48 hours lecture; 48 hours lab (96 hours total)

Transfer Credit: CSU: UC

This is a basic course in cellular biology for all students of plant or animal science as an introduction to the fundamental principles of biology. Lecture will emphasize cell structure and function highlighting molecular aspects. Laboratory will exercise the fundamental principles of and techniques in cell and molecular biology. **This course, intended for Biology majors, will cover principles and applications of prokaryotic and eukaryotic cell structure and function, biological molecules, homeostasis, cell reproduction and its controls, molecular genetics, classical/Mendelian genetics, cell metabolism including photosynthesis and respiration, and cellular communication. The philosophy of science, methods of scientific inquiry and experimental design are foundational to the course.**

BUSN 1500 Introduction to Business (3) (5/20/13, effective Spring 2014)

[FORMERLY BUS 32]

Advisory: Eligibility for English 1000 and Reading 1005 **1500** strongly recommended; 48 hours lecture

Transfer Credit: CSU: UC

Introduction to Business is a A survey course designed to give the student an overview of the functions, objectives, organization and structure of business and its importance in a free enterprise system. **providing a multidisciplinary examination of how culture, society and its economic, legal, international, political, and financial systems link with human behavior to affect a business organization's policy and practices and how these influence organizational design and structure, leadership, human resources management, labor practices, marketing, organizational communication, technology, entrepreneurship, legal, accounting, financial practices, stocks, and securities to achieve organizational goals.**

BSAD 2220 Introduction to Financial Accounting (4) (5/20/13, Effective Spring 2014)

[FORMERLY BSAD 1A]

Advisory: Eligibility for English 1000 and Reading 1005, and Business 1050 or Business 1051 strongly recommended; 64 hours lecture

Transfer Credit: CSU: UC

Business Administration 2220 is a foundation course in financial accounting principles. It is a study of the basic principles of accounting **as an information system**, with emphasis on the accounting cycle, internal control of sole proprietorships, corporations and partnerships, financial statements, and **using generally accepted accounting principles to** accounting for assets, liabilities, expenses, revenues, and capital, and **provide internal controls.**

BSAD 2221 Introduction to Managerial Accounting (4) (5/20/13, Effective Spring 2014)

[FORMERLY BSAD 1B]

Prerequisite: Successful completion in Business Administration 2220 with a grade of 'C' or better; 64 hours lecture

Transfer Credit: CSU: UC

Business Administration 2221 is a foundation course in managerial accounting principles. **It is the**

study of how managers use accounting information in decision-making, planning, directing operations, and controlling. Areas covered include study of the **cost terms and concepts, cost behaviors,** basic features of internal reporting systems, cost system designs, **cost control, profit planning, performance analysis,** cost management and strategic management, with an emphasis on business decision making.

COMM 1510 Mass Communication and the Individual (3) (4/8/13, Effective Spring 2014)

[FORMERLY COMM 1; HUM 1]

Advisory: Eligibility for English 1000 and Reading 1005- **1500** strongly recommended; 48 hours lecture
Transfer Credit: CSU: UC

This lecture course emphasizes consumer awareness of mass communication on all levels. Students may opt to receive credit in either Communications 1510 or Journalism 1510, not both.

ENGINEERING

ENGR 1500 Introduction to Engineering (2 Units) (10/14/13, Effective Spring 2014)

Prerequisite: None; 32 hours lecture

This course explores the branches of engineering, the functions of an engineer, and the industries in which they work. It explains the engineering education pathways and explores effective strategies for students to reach their full academic potential. This course also presents an introduction to the methods and tools of design and problem solving. Finally, this course introduces and develops ethical, communication and teamwork skills for the professional engineer. Fieldtrips will be required.

ENER 1005 Energy Data Management and Analysis (1 Unit) (12/10/2012, Effective Spring 2014)

Advisory: Completion of Computer Science 1702 **or COSC 1703** strongly recommended; ~~46~~ **14** hours lecture; **12 hours lab (26 hours total)**

This course is designed as a brief overview of the data software programs used by oil, gas, and energy companies to track, monitor and calculate reservoir modeling, production management, economics, charting and graphing data. The course will provide a basic introduction to the various data software, their functions, purposes, and uses.

GEOG 1520 Cultural Geography (3) (4/8/13, Effective Spring 2014)

[FORMERLY GEOG 2]

Advisory: Eligibility for English **1500** 1000 and Reading 1005 strongly recommended; 48 hours lecture
Transfer Credit: CSU: UC

This is a study of the basic cultural elements of geography that places special emphasis on population, settlement pattern, land use, cultural worlds and their patterns of distribution. **This is a study of the basic cultural elements of geography that places special emphasis on population, settlement pattern, land use, cultural worlds and their patterns of distribution. This course is a study of diverse human populations, their cultural origins, diffusion and contemporary spatial expressions. Topics include: demography, languages and religions, urbanization and landscape modification, political units and nationalism, and economic systems and development.**

HIST 2232 History of the United States since 1877 (3) (5/18/13, Effective Spring 2014)

[FORMERLY HIST 17B]

Advisory: Eligibility for English **1500** 1000 and Reading 1005 strongly recommended; 48 hours lecture

Transfer Credit: CSU: UC

This course is a survey of the history of the United States ~~since 1877~~ **from the end of the Civil War to the present. Topics include Reconstruction, industrialization, America's emergence as a great power, economic boom and depression, world wars, the Cold War and the modern industrial society. This course** ~~It~~ meets the 3-unit requirement in American History and Institutions for the Associate degrees.

JRNL 1510 Mass Communication and the Individual (3) (4/8/13, Effective Spring 2014)

[FORMERLY JRN 1]

Advisory: Eligibility for English 1000 and Reading 1005 **1500** strongly recommended; 48 hours lecture

Transfer Credit: CSU: UC

This lecture course emphasizes consumer awareness of mass communication on all levels. Students may opt to receive credit in either Journalism 1510 or Communications 1510, not both.

MATH 1520 Finite Mathematics (3)* (5/23/13, Effective Spring 2014)

[FORMERLY MATH 11]

Prerequisite: Successful completion in Math 1060 or two years of high school algebra with a grade of 'C' or better

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 48 hours lecture

Transfer Credit: CSU: UC

~~Matrix theory and matrix operation, graphical and analytical linear programming techniques, sets and counting, probability theory and decision theory are covered in this course.~~ **Linear functions, systems of linear equations and inequalities, matrices, linear programming, mathematics of finance, sets and Venn diagrams, combinatorial techniques and an introduction to probability. This course has applications in business, economics and social sciences.**

MATH 1540 Pre-calculus Mathematics (4) (5/20/13, Effective Spring 2014)

[FORMERLY MATH 15]

Prerequisite: Qualification by assessment process or completion of Mathematics 1060 **and Mathematics 1530** or two years of high school algebra **and trigonometry** with a grade of 'C' or better

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 64 hours lecture

Transfer Credit: CSU: UC

~~Functions and graphs, inverse functions, rational and polynomial functions, exponential and logarithmic functions, trigonometric functions, analytic trigonometry, systems of linear equations, sequences, series, and mathematical induction are covered in this course.~~ **Preparation for calculus: polynomial, absolute value, radical, rational, exponential, logarithmic, and trigonometric functions and their graphs; analytic geometry, polar coordinates.**

MATH 2100 Analytic Geometry and Calculus I (5) (5/20/13, Effective Spring 2014)

[FORMERLY MATH 3A]

Prerequisite: Successful completion in Mathematics 1540, Mathematics 1060, or two years of high school algebra with a grade of 'C' or better and Mathematics 1530 or high school trigonometry with a grade of 'C' or better; 80 hours lecture

Transfer Credit: CSU: UC

This course is a beginning course in calculus and analytic geometry including functions, limits **and continuity**, derivatives, integrals, applications of derivatives and integrals, transcendental functions,

and Fundamental Theorem of Calculus. This course is **primarily for Science, Technology, Engineering, and Math majors and is** taught with a computer component (Maple).

MATH 2120 Analytic Geometry and Calculus II (4) (5/13/13, Effective Spring 2014)

[FORMERLY MATH 3B]

Prerequisite: Successful completion in Mathematics 2100 with a grade of 'C' or better; 64 hours lecture

Transfer Credit: CSU: UC

A continuation of Mathematics 2100, this course includes ~~methods and applications of integration, polar coordinates, series and parametric equations.~~ **integration; techniques of integration; infinite sequences and series; polar and parametric equations; applications of integration. Primarily for Science, Technology, Engineering, & Math majors.**

MATH 2130 Analytic Geometry and Calculus III (4) (5/13/13, Effective Spring 2014)

[FORMERLY MATH 14A]

Prerequisite: Mathematics 2120 with a grade of 'C' or better; 64 hours lecture

Transfer Credit: CSU: UC

This is a continuation of Mathematics 2120 including vector functions and analysis, partial differentiation, **vector valued functions, calculus of functions of more than one variable, partial derivatives, multiple integration, Green's Theorem, Stokes' Theorem, divergence theorem,** multiple integration and line integrals.

MUSC 1510 Music Appreciation (3) (5/20/13, Effective Spring 2014)

[FORMERLY MUSC 10]

Advisory: Eligibility for English 1000 and Reading 1005 **1500** strongly recommended; 48 hours lecture

Transfer Credit: CSU: UC

~~This course provides a general survey of music literature, emphasizing, in order of priority, the following: (1) graded listening techniques enabling students to hear music intelligently; (2) music development in the great style periods; (3) music in historical-cultural perspective; (4) music as related to art, religion, and science, including relevant information about its leading figures and their world; (5) elements of music form; and (6) technical elements of which a musical work is fashioned.~~ **This course is designed to cover the concepts and vocabulary for the appreciation and history of music. Attendance of at least one off campus concert is required.**

MUSC 1520 History of American Jazz (3 Units) (5/20/13, Effective Spring 2014)

Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture

Transfer Credit: CSU

This course provides a survey of the history and appreciation of American jazz in a historical-cultural perspective. Primarily intended for non-music majors. Concert attendance is required.

PETC 1105 Coiled Tubing for Supervisors (1.25 Units) (10/14/13, Effective Spring 2014)

Prerequisite: None; 18 hours lecture; 18 hours (36 hours total)

This course is designed to provide a working understanding of coiled tubing and the problems normally associated with pressure control as related to coiled tubing. This course is offered on a Pass/No Pass basis only.

PHIL 1531 The World's Living Religions (3) (5/20/13, Effective Spring 2014)

[FORMERLY PHIL 31]

Advisory: Eligibility for English ~~1000~~ and Reading ~~1005~~ **1500** strongly recommended; 48 hours lecture

Transfer Credit: CSU: UC

This is a presentation of the distinctive features of Judaism, Islam, Christianity, Confucianism, Taoism, Hinduism, ~~and Buddhism,~~ **the Americas and Africa**. The purpose of the course is to give the student an understanding of the world's great religions, and an appreciation of the contributions of religions to our cultural heritage.

PHYS 2221 General Physics (Calculus) (4)* (5/13/13, Effective Spring 2014)

[FORMERLY PHYC 4A]

Prerequisite: Successful completion in Mathematics 2100 with a grade of 'C' or better or concurrent enrollment in Mathematics 2100;

Advisory: ~~High school physics or chemistry strongly recommended;~~ **A year of high school physics or a prep course is recommended. Completion of 1 semester of calculus and concurrent enrollment in second semester calculus is highly recommended;** 48 hours lecture; 48 hours lab (96 hours total)

Transfer Credit: CSU: UC

Demonstration lectures, problems, and laboratory work in the fundamentals of mechanics, properties of matter, wave **and simple harmonic** motion, including problems in forces, motion, ~~and energy,~~ **and gravitation** are covered in this course which is designed for chemistry, physics, and engineering students. **C-ID: PHYS 205**

POSC 1501 Government (3) (4/8/13, Effective Spring 2014)

[FORMERLY POSC 1]

Advisory: Eligibility for English ~~1000~~ and Reading ~~1005~~ **1500** strongly recommended; 48 hours lecture

Transfer Credit: CSU: UC

~~Political Science 1501 is primarily a study of the structure and functions of government in the United States. Emphasis is placed on the constitutional background of the federal system. Some attention is given to state and local governments and their correlation with the Federal Government. The electoral process is fully explored.~~ **An introduction to United States and California government and politics, including their constitutions, political institutions and processes, and political actors. Examination of political behavior, political issues, and public policy.** This course meets the 3-unit requirement in American History and Institutions for the Associate degrees.

PSYC 1500 Introduction to Psychology (3) (5/13/13, Effective Spring 2014)

[FORMERLY PSYC 1A]

Advisory: Eligibility for English ~~1000~~ and Reading ~~1005~~ **1500** strongly recommended; 48 hours lecture

Transfer Credit: CSU: UC

This course is an introduction to the scientific study of behavior and mental processes through the exploration of major theories and concepts, methods, and research findings. Topics include the biological basis of behavior: perception, cognition, learning, emotion and motivation, lifespan development, personality, social psychology, psychological disorders, therapy, and applied psychology. C-ID: PSY 110

Remove from Catalog (5/13/13, Effective Spring 2014)

PSYC 1516	College Survival (1 or 2 units)
PSYC 1517	Becoming a Successful Online Student (1 unit)
PSYC 1518	Career Exploration (1 unit)
PSYC 1519	Career/Life Planning (2 units)

PSYC 2205 Introduction to Research Methods in the Social Sciences (4) (5/13/13, Effective Spring 2014)

Prerequisite: Successful completion in Psychology 2200 or Statistics 1510, and ~~Anthropology 1512, Psychology 1500 or Sociology 1510~~ with a grade of 'C' or better.

Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture, 16 hours lab

Transfer Credit: CSU: UC

This course is an introduction to research methodology commonly used in social science disciplines including history, psychology, sociology, anthropology, and criminal justice. Fundamental elements of empirical research and the ways behavioral scientists think critically are examined. This course includes attention to the nature of theory, hypotheses, variables, and ethics of research in the behavioral sciences. Qualitative and quantitative analytical tools are covered. Topics may include logic and research design, survey, observation, case study, focus groups, ethnographic methods, linguistic analysis, and historical/comparative research methods. Laboratory sessions include experimental and non-experimental research in a variety of areas of psychology. Actual data collected from research conducted during laboratory sessions will be analyzed with statistical software.

STAT 1510 Elementary Statistics (5) (5/13/13, Effective Spring 2014)

[FORMERLY STAT 10]

Prerequisite: Successful completion in Mathematics 1060 or two years of high school algebra with a grade of 'C' or better; 80 hours lecture

Transfer Credit: CSU: UC

This course emphasizes descriptive statistics including **the use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. Applications using data from disciplines including business, social sciences, psychology, life science, health science, and education,** sampling, sampling distributions, measures of central tendency and measures of dispersion, introductory treatment of probability and statistical inference with one and two sample problems, confidence intervals and hypothesis testing regarding means and proportions, and correlation and linear regression, ANOVA and nonparametric techniques such as the one-sample sign test, Wilcoxon rank-sum, Spearman's correlation, odds ratios and Kruskal-Wallis

STSU 1016 College Survival (1 unit) (5/13/13, Effective Spring 2014)

[FORMERLY Psychology 48, Psychology 1516]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 16 hours lecture

The course focuses on effective strategies and techniques of reading, listening, taking useful notes, planning a time schedule, memory techniques and preparation for examinations. The course also

includes an overview of college-community resources available to students as well as the following areas of importance for success in college: critical thinking, relationships, health, money, self-appraisal and the importance of setting future educational and career goals. Not open to students who have successfully completed Psychology 1516 or 48.

STSU 1017 Becoming A Successful Online Student (1 unit) (5/13/13, Effective Spring 2014)

[FORMERLY Psychology 46, Psychology 1517]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 16 hours lecture
This course covers the basics of taking an interactive, asynchronous, distance education course via the Internet. Use of E-mail, online class interactions such as discussion groups, location and downloading, copy and pasting, attaching documents, and world wide web access, equipment needs and differences between on-line, off-line, and onsite courses will be covered. The goal of this class is to better prepare students for taking on-line classes by familiarizing students with the on-line course environment. Course provided on a Pass/ No Pass basis. Not open to students who successfully completed PSYC 46 or 1517.

STSU 1018 Career and Major Exploration (1 unit) (5/13/13, Effective Spring 2014)

[FORMERLY Psychology 49, Psychology 1518]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 16 hours lecture
This course offers instruction in self-exploration to make decisions about career and major options. The course focuses on values and the decision-making process. A systematic examination of the various aspects of career alternatives is presented. Personal awareness will be explored as it relates to career choice. This course is offered on a Pass/No Pass basis only. Not open to students who have successfully completed PSYC 1518, PSYC 1519, or STSU 1519.

STSU 1019 Career/Life Planning (2 unit) (5/13/13, Effective Spring 2014)

[FORMERLY Psychology 47, Psychology 1519]

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 32 hours lecture
The course focuses on values and the decision-making process. Emphasis is placed on self discovery of goals, interests, and abilities through a series of self assessments. Other subjects covered include resume writing, the job interview process, and the exploration of career alternatives. This course is offered on a Pass/No Pass basis only. Not open to students who have successfully completed PSYC 1518, 1519 or STSU 1018.