

## FALL 2018 SCHEDULE OF CLASSES

### KIN ATH 564-INTERCOLLEGIATE SOFTBALL-FITNESS & SKILLS TRAINING (CSU) (RPT 3) - 1 UNIT

**Prerequisite:** None.

Designed for the student athlete and provides an advanced strength and conditioning program specific to softball, emphasizing injury prevention and safety. The goal of this class is to improve general fitness and strength and to increase explosiveness and speed. The student also learns strategic plays necessary for competition at advanced levels.

11575 LAB 3:10 hrs/wk TBA Hylland, C ELCRPARK

**NOTE:** This class is for off-season training for the women's softball team.

### KINESIOLOGY MAJOR

Department Chair: Steve Ruys 818.364.7621

### KIN MAJ 100-INTRODUCTION TO KINESIOLOGY (CSU) (RPT 1) - 3 UNITS

**Prerequisite:** None.

An introduction to the interdisciplinary approach to the study of human movement. Using a holistic and integrated approach, students will examine the multi-faceted field of Kinesiology. Students will explore strategies aimed at creating success as they pursue their university and professional goals.

#### DAY CLASS

14208 LEC 10:35 am - 12:00 pm MW STAFF HFAC 203

### LAW

Department Chair: Vilma Bernal 818.833.3410

#### SCHEDULE OF PARALEGAL CERTIFICATE CLASSES

SEMESTER	HYBRID	ONLINE
SPRING	002, 011, 013, 016, 019, 034	001, 002, 010, 011, 012, 013, 017, 018, 020
FALL	001, 010, 017, 018	001, 002, 011, 012, 013, 016, 019, 020, 034

### LAW 001-BUSINESS LAW I (UC/CSU) - 3 UNITS

**Prerequisite:** None.

Study of the fundamental principles of law as they apply in the business world by examining legal rights and remedies, business torts and crimes, contracts, domestic and international sales contracts, negotiable instruments, agency and employment.

#### ONLINE CLASS

① 17358 LEC 3:10 hrs/wk TBA Jordan, D C INTERNET  
*ilearn.laccd.edu*

#### SHORT-TERM HYBRID EVENING CLASS

② 17361 LEC 6:50 pm - 10:00 pm W STAFF CMS 030  
And LEC 3:10 hrs/wk TBA STAFF INTERNET

HYBRID CLASS - On campus meetings are MANDATORY. *ilearn.laccd.edu*.

Note: Can be taken in conjunction with LAW 010.

(Starts 08/27/2018, Ends 10/21/2018)

### LAW 002-BUSINESS LAW II (UC/CSU) - 3 UNITS

**Prerequisite:** None.

Further study of the fundamental principles of law as they apply in the business world. Examines partnerships, franchises, corporate formation, corporate financing, corporate governance, negotiable instruments, checks, the banking system, bailments, and agency.

#### ONLINE CLASS

③ 17421 LEC 3:10 hrs/wk TBA Morinaka, B S INTERNET  
*ilearn.laccd.edu*

### LAW 010-INTRODUCTION TO LEGAL ASSISTANT I (CSU) - 3 UNITS

**Prerequisite:** None.

Study of law and the role of the legal assistant. Emphasis is on case law, constitutional law, torts, intellectual property, criminal law, administrative law, international law, employment law and environmental law.

#### LATE-START HYBRID EVENING CLASS

④ 17454 LEC 6:50 pm - 10:00 pm W STAFF CMS 030  
And LEC 3:10 hrs/wk TBA STAFF INTERNET

HYBRID CLASS - On campus meetings are MANDATORY. *ilearn.laccd.edu*

Note: Can be taken in conjunction with LAW 001.

(Starts 10/22/2018, Ends 12/16/2018)

### LAW 011-INTRODUCTION TO LEGAL ASSISTANT II (CSU) - 3 UNITS

**Prerequisite:** None.

Study of the fundamentals of California civil litigation and the role of the legal assistant in litigation. Emphasis is on California statutes, the California court system, parties and jurisdiction, pleadings, motions, discovery, pretrial and trial preparation, appeal, enforcement of judgments, and alternative dispute resolution.

#### ONLINE CLASS

⑤ 17471 LEC 3:10 hrs/wk TBA Jackman, J INTERNET  
*ilearn.laccd.edu*

### LAW 012-TORT LAW AND CLAIMS INVESTIGATION (CSU) - 3 UNITS

**Prerequisite:** None.

Study of the law of torts including tort law claims investigation, intentional torts, privileges, negligence, joint & several liability, damages, defenses, liability without fault, product liability, strict liability, nuisance, trespass, economic torts, misuses of legal process, defamation, invasion of privacy, insurance, and workers' compensation.

#### ONLINE CLASS

⑥ 17483 LEC 3:10 hrs/wk TBA Rose, E G INTERNET  
*ilearn.laccd.edu*

### LAW 013-WILLS, TRUSTS, AND PROBATE ADMINISTRATION (CSU) - 3 UNITS

**Prerequisite:** None.

Study of the law of wills and trusts, including simple wills, codicils, trust forms, living trusts, pour over wills, advance directives, powers of attorney, guardianship, conservatorship, caretakers, basic estate planning, life estates, disposition of property outside probate, tax issues, and life insurance trusts.

#### ONLINE CLASS

⑦ 17491 LEC 6:30 hrs/wk TBA Lampert, E L INTERNET  
*ilearn.laccd.edu*

Note: Can be taken in conjunction with LAW 020.

(Starts 08/27/2018, Ends 10/21/2018)

### LAW 016-EVIDENCE (CSU) - 3 UNITS

**Prerequisite:** None.

Study of the rules of evidence and the admissibility of such evidence in court including relevancy, hearsay, hearsay exceptions, character evidence, habit and custom, witness & competency, impeachment, authentication and identification of documents, constitutional restraints, and common law privileges. Students analyze evidentiary objections to trial transcripts, and other legal documents.

#### ONLINE CLASS

⑧ 17498 LEC 3:10 hrs/wk TBA STAFF INTERNET  
*ilearn.laccd.edu*

### LAW 017-LEGAL WRITING (CSU) - 3 UNITS

**Prerequisite:** None.

Study of legal writing including preparing case briefs, demand letters, legal memoranda, motions, pleadings, and writing a legal research paper.

#### SHORT-TERM HYBRID EVENING CLASS

⑨ 10098 LEC 6:50 pm - 10:00 pm T Soledad, H CMS 023  
And LEC 3:10 hrs/wk TBA Soledad, H INTERNET

HYBRID CLASS - On campus meetings are MANDATORY. *ilearn.laccd.edu*

(Starts 08/27/2018, Ends 10/21/2018)



## FALL 2018 SCHEDULE OF CLASSES

### LAW 018-MARRIAGE AND FAMILY LAW (CSU) - 3 UNITS

**Prerequisite:** None.

Study of marriage and family law with emphasis on dissolution of marriage, California community property laws, jurisdiction, forms completion, calendaring, discovery, support and custody issues, restraining orders, and domestic disputes.

#### LATE-START HYBRID EVENING CLASS

10115 LEC 6:50 pm - 10:00 pm T STAFF CMS 023  
And LEC 3:10 hrs/wk TBA STAFF INTERNET  
HYBRID CLASS - On campus meetings are MANDATORY. [ilearn.laccd.edu](http://ilearn.laccd.edu)  
(Starts 10/22/2018, Ends 12/16/2018)

### LAW 019-PROPERTY AND CREDITOR RIGHTS - 3 UNITS

**Prerequisite:** None.

Study of property and creditor rights including bankruptcy, secured transactions, real and personal property, the landlord-tenant relationship, bailments, purchase money security interests, liens, attachments, garnishments, and other creditor's remedies.

#### ONLINE CLASS

10126 LEC 3:10 hrs/wk TBA STAFF INTERNET  
[ilearn.laccd.edu](http://ilearn.laccd.edu)

### LAW 020-BASIC PROBATE PROCEDURES (CSU) - 3 UNITS

**Prerequisite:** None.

Study of the fundamental principles and methods of fact gathering, office procedures, and required court work involved in the handling of probates of both testate and intestate decedents, as well as the administration of estates in California Probate Courts.

#### ONLINE CLASS

10133 LEC 6:30 hrs/wk TBA Gudino, A C INTERNET  
[ilearn.laccd.edu](http://ilearn.laccd.edu)  
**Note:** Can be taken in conjunction with LAW 013.  
(Starts 10/22/2018, Ends 12/16/2018)

### LAW 034-LEGAL RESEARCH - 3 UNITS

**Prerequisite:** None.

Study of legal research including key search terms, precedents, citation format, finding cases, constitutions, statutes, regulations, ordinances, conducting, expanding and updating both federal and California legal research and reporting research results in various formats including a final legal research paper

#### ONLINE CLASS

10165 LEC 3:10 hrs/wk TBA De La Garza, J INTERNET  
[ilearn.laccd.edu](http://ilearn.laccd.edu)

### LIBRARY SCIENCE

**Department Chair:** David Garza 818.364.7751

### LIB SCI 101-LIBRARY RESEARCH METHODS (UC/CSU) - 1 UNIT

**Prerequisite:** None.

Students apply basic steps of the research process to find, organize, evaluate, and cite information from various print and on-line sources, including library databases, catalogs, books, e-books, periodicals, and the Internet.

#### LATE-START DAY CLASS

25084 LEC 10:00 am - 12:20 pm F Macdowell, S A LRC 205  
(Starts 10/22/2018, Ends 12/16/2018)

### LINGUISTICS

**Department Chair:** Gary Probst 818.364.7666

**Vice Chair:** Mario Escobar 818.833.3354

### LING 001-INTRODUCTION TO LANGUAGE AND LINGUISTICS (UC/CSU) - 3 UNITS

**Prerequisite:** None.

A summary of what is known about human language: the unique nature of human language, its structure, its universality, and its diversity; language in its social and cultural setting; language in relation to other aspects of human inquiry and knowledge.

#### EVENING CLASS

10642 LEC 6:50 pm - 10:00 pm W Pardess, D F CSB 207

### MANAGEMENT

**Department Chair:** Vilma Bernal 818.833.3410

### MGMT 002-ORGANIZATION AND MANAGEMENT THEORY (CSU) - 3 UNITS

**Prerequisite:** None.

A beginning course in theory and practice of management and organization. It gives a realistic account of what managers actually do and what they face. It presents various theories of management and organization. The functions of management with special emphasis on foreign operations and future trends in management are analyzed.

#### HYBRID EVENING CLASS

21305 LEC 7:00 pm - 8:25 pm T Matosic, T INST 1013  
And LEC 1:25 hrs/wk TBA Matosic, T INTERNET  
HYBRID CLASS - On campus meetings are MANDATORY. [ilearn.laccd.edu](http://ilearn.laccd.edu)

### MGMT 013-SMALL BUSINESS ENTREPRENEURSHIP (CSU) - 3 UNITS

**Prerequisite:** None.

Provides a systematic approach to developing and operating a successful small business. The areas of study include: personal qualifications for starting and managing a small business, determining the market opportunity, legal procedures, planning and marketing the business, location factors, capital requirements, protective factors to provide for risk, and personnel management. Students gain experience through the development of a business plan.

#### SHORT-TERM ONLINE CLASS

21313 LEC 6:30 hrs/wk TBA Bernal, V A INTERNET  
[ilearn.laccd.edu](http://ilearn.laccd.edu)  
**Note:** Can be taken in conjunction with MGMT 033.  
(Starts 08/27/2018, Ends 10/21/2018)

### MGMT 033-PERSONNEL MANAGEMENT (CSU) - 3 UNITS

**Prerequisite:** None.

Consists of a critical examination of the principles, methods, and procedures related to the effective utilization of human resources in organizations. Includes the management of employment recruiting, testing, selection and placement; job evaluation; wage and salary administration; labor relations and communication; performance evaluation; promotion and transfer; discipline, motivation, and morale.

#### LATE-START ONLINE CLASS

21322 LEC 6:30 hrs/wk TBA Bernal, V A INTERNET  
[ilearn.laccd.edu](http://ilearn.laccd.edu)  
**Note:** Can be taken in conjunction with MGMT 013.  
(Starts 10/22/2018, Ends 12/16/2018)

### MARKETING

### MARKET 021-PRINCIPLES OF MARKETING (CSU) - 3 UNITS

**Prerequisite:** None.

Designed to provide the student with a comprehensive introduction to concepts and principles of marketing from a marketing manager perspective. It examines the problems and decisions that marketing managers encounter in selecting an attractive target market.

#### ONLINE CLASS

12918 LEC 3:10 hrs/wk TBA Schonfeld, D INTERNET  
[ilearn.laccd.edu](http://ilearn.laccd.edu)

### MARKET 022-GREEN MARKETING (CSU) - 3 UNITS

**Prerequisite:** None. **Advisories:** ENGLISH 028 or E.S.L. 008

Analyzes emerging green marketing trends with an overview of key issues and challenges involved in sustainable marketing that relate to product development, product life cycle, marketing strategies, channels, communication and practices within the context of corporate social responsibility and environmental sustainability.

#### EVENING CLASS

23280 LEC 6:50 pm - 10:00 pm W Bordbar, J K CAI 228