

Note: Course Dates indicate Beginning and Ending Dates

M=Monday, T=Tuesday, W=Wednesday, R=Thursday, F=Friday, S=

CRN	Instructor	Days	Time	Room	D	CRN	Instructor	Days	Time	Room	D
Business						30077	Durfield, T.		HRS-ARRG		04/19-06/12
						<p>BUS 130 Introduction to Business 3 Units</p> <p>This is a foundation course in business administration. It is recommended for all students planning further study in this field. Lecture, discussion, and problems involve such topics as business finance, personnel, production, distribution, government regulations, and managerial controls. 54 lecture hours. CSU UC</p> <p>30045 Richard, L. MW 08:20 AM-09:45 AM LB 207 02/17-06/12</p> <p>30047 Ghidella, R. MW 11:30 AM-12:55 PM LB 207 02/17-06/12</p> <p>30049 Durfield, T. MW 01:05 PM-02:30 PM LB 207 02/17-06/12</p> <p>30052 Richard, L. TR 08:20 AM-09:45 AM LB 207 02/17-06/12</p> <p>30054 Richard, L. TR 11:30 AM-12:55 PM LB 207 02/17-06/12</p> <p>30058 Durfield, T. T 06:00 PM-09:10 PM LB 207 02/17-06/12</p> <p>30059 Durfield, T. R 06:00 PM-09:10 PM LB 207 02/17-06/12</p> <p>30061 Richard, L. HRS-ARRG 04/19-06/12</p> <p>DISTANCE EDUCATION CLASS After registering go to www.citruscollege.edu/de On-campus testing required for this course. There are two exams, midterm and final. The exams will be administered at the Citrus College Testing Center via a computer terminal. Check citruscollege.edu to check Testing Center hours.</p>					
						30103	Grossman, B.	M	06:00 PM-09:10 PM	LB 202	02/17-06/12
BUS 132 Ethics in Business 3 Units						<p>BUS 161 Business Law and the Legal Environment II 3 Units</p> <p>A study of law, with an emphasis on the law's relationship to business. Topics covered include agency, employment law, consumer law, environmental law, sole proprietorships, franchises, partnerships, corporations, insurance, real and personal property, landlord-tenant law, wills and trusts, elder law, creditors' rights and remedies, secured transactions, bankruptcy law, negotiable instruments, antitrust law, professional liability, and international law. 54 lecture hours. CSU UC</p> <p>30103 Grossman, B. M 06:00 PM-09:10 PM LB 202 02/17-06/12</p>					
						<p>BUS 170 Small Business Management 3 Units</p> <p>The study of business organization emphasizing the small independently owned business. Instructional topics include discussion of the benefits of small business, creation of a new venture, marketing, managing, financial, and administrative controls. 54 lecture hours. CSU</p> <p>30104 Richard, L. TR 09:55 AM-11:20 AM LB 207 02/17-06/12</p>					
BUS 146 Personal Finance 3 Units						<p>BUS 172 Personnel Management 3 Units</p> <p>The study of personnel management emphasizing employer/employee relationships, communications, employee selection, job analysis and description, job motivation and productivity, employee benefits, principles of collective bargaining, labor relations, O.S.H.A., and affirmative action. 54 lecture hours. CSU</p> <p>30106 Durfield, T. HRS-ARRG 02/17-06/12</p> <p>DISTANCE EDUCATION CLASS After registering go to www.citruscollege.edu/de On-campus testing required for this course.</p>					
						<p>BUS 175 Introduction to Management 3 Units</p> <p>A course focusing on communication, decision making, and leadership for administrative and managerial positions in business, government, the professions, and the volunteer sector. 54 lecture hours. CSU</p> <p>30107 Richard, L. HRS-ARRG 02/17-06/12</p> <p>DISTANCE EDUCATION CLASS After registering go to www.citruscollege.edu/de On-campus testing required for this course. There are two exams, a midterm and final, that must be taken in the Citrus College Testing Center. The exams will be administered via computer.</p>					
BUS 152 Business Communications 3 Units						<p>BUS 185 Elements of Marketing 3 Units</p> <p>A course focusing on the moving of goods, services, and ideas from producer to consumer. Topics include: functions and institutions of marketing; marketing research and customer motivation; buying, selling, pricing and competition; transportation, storage and packaging; banking, communication, and insurance. 54 lecture hours. CSU</p> <p>30108 Richard, L. HRS-ARRG 02/17-06/12</p> <p>DISTANCE EDUCATION CLASS After registering go to www.citruscollege.edu/de On-campus testing required for this course. There are two exams, a midterm and a final, that must be taken oncampus in the Testing Center. The exams will be administered via a computer. Check citruscollege.edu to confirm Testing Center hours.</p>					
						<p>BUS 160 Business Law and the Legal Environment I 3 Units</p> <p>A study of law, with an emphasis on the law's relationship to business. Topics covered include the legal environment of business, court procedures, jurisdiction, torts and crimes in the business environment, intellectual property, principles of contract law, commercial transactions, and ethical business practices. 54 lecture hours. CSU UC</p> <p>30070 Grossman, B. HRS-ARRG 02/17-06/12</p> <p>DISTANCE EDUCATION CLASS After registering go to www.citruscollege.edu/de On-campus testing required for this course.</p>					
						<p>30071 Grossman, B. MW 08:20 AM-09:45 AM LB 202 02/17-06/12</p> <p>30072 Grossman, B. MW 11:30 AM-12:55 PM LB 202 02/17-06/12</p> <p>30074 Grossman, B. TR 09:55 AM-11:20 AM LB 202 02/17-06/12</p> <p>30075 Grossman, B. W 06:00 PM-09:10 PM LB 202 02/17-06/12</p> <p>30076 Durfield, T. HRS-ARRG 02/17-06/12</p> <p>DISTANCE EDUCATION CLASS After registering go to www.citruscollege.edu/de On-campus testing required for this course. Tests will be taken on-campus in the Citrus College Testing Center. Check citruscollege.edu to confirm Testing Center hours.</p>					