

**PSYC 250 Group Leadership and Process (3)**  
 3 hours lecture  
**Note:** Cross listed as AODS 250/SOC 250  
**Transfer acceptability:** CSU

An introduction to the dynamics of group interaction, with emphasis upon the individual's firsthand experience as the group studies itself under supervision. Problems of communication, effective emotional responses, and personal growth will be highlighted. The emphasis will be upon group process as a means of changing behavior.

**PSYC 255 Treatment Modalities, Law and Ethics (3)**  
 3 hours lecture  
**Note:** Cross listed as AODS 255/SOC 255  
**Transfer acceptability:** CSU

This course reviews the principles and practices of addiction treatment including screening, intake, orientation, assessment, treatment planning, counseling, case management, crisis intervention, education of clients and their families, referral, report and record keeping, and consultation. Legal and ethical standards of practice for addictions counselors will be reviewed and included in this body of knowledge, skills, and attitudes.

**PSYC 260 Chemical Dependency Family Counseling (3)**  
 3 hours lecture  
**Note:** Cross listed as AODS 260/SOC 260  
**Transfer acceptability:** CSU

This course is designed to explore methods of assisting family members and others to understand and to cope with the alcohol and drug abuse of alcoholics and addicts. Several family therapy modalities will be explored. The approach will be experiential in format and students will participate in exercises that lead to the development of these skills.

**PSYC 296 Special Problems in Psychology (1,2,3)**  
 1, 2, or 3 hours lecture  
**Note:** May be taken 4 times  
**Transfer acceptability:** CSU; UC – Credit determined by UC upon review of course syllabus.

An individualized or group project in psychology of any nature approved by, and under the personal supervision of, the instructor.

**PSYC 298 Directed Field Experience I (5)**  
 3 hours lecture-6 hours laboratory  
**Note:** Cross listed as AODS 298/SOC 298  
**Transfer acceptability:** CSU

Principles of interpersonal conflict dynamics and approaches for conflict resolution are analyzed. Non-directive, directive and behavior modification skills that are used to increase motivation for positive behavioral change are compared and evaluated. Field placement provides students with an opportunity to observe human services providers dealing with conflict in agency settings using structured and informal conflict resolution approaches. Interns are also provided with opportunities to practice conflict resolution techniques and skills for increasing motivation for positive change.

**PSYC 299 Directed Field Experience II (6)**  
 3 hours lecture-9 hours laboratory  
**Note:** Cross listed as AODS 299/SOC 299  
**Transfer acceptability:** CSU

This course emphasizes advanced concepts in chemical dependency. The functions and consequences of denial and ambivalence are explored in depth, and students refine their skills for the 12 core functions of effective clinical practice. They prepare for the oral California certifying examinations and for entry level positions as alcohol and drug counselors. Students practice these skills in class and under the supervision of agency personnel.

### Public Administration (PA)

Contact the Economics, History and Political Science Department for further information.  
 (760) 744-1150, ext. 2412  
 Office: P-17K

**Associate in Arts Degrees -**  
 AA Degree requirements are listed in Section 6 (green pages).  
 • Public Administration

**Certificates of Achievement -**  
 Certificate of Achievement requirements are listed in Section 6 (green pages).  
 • Public Administration

### PROGRAM OF STUDY

#### Public Administration

This certificate program is designed for transfer into San Diego State University's program leading to a degree in Public Administration.

Assists in improving skills to take management positions and/or meet professional growth requirements in local government. Transfer students should consult the four year college or university catalog for specific requirements or see a Palomar College counselor.

In order to earn a certificate, students must achieve a minimum grade of 'C' in each of the certificate program courses.

#### A.A. DEGREE MAJOR OR CERTIFICATE OF ACHIEVEMENT

Program Requirements		Units
ACCT 103	Financial Accounting	4
BUS 205	Business Writing	3
ECON 102	Principles of Economics (Micro)	3
MATH 120	Elementary Statistics	3
POSC 101	Intro to Politics/American Political Institutions	3
POSC 102	Intro to United States/California Governments	3
POSC 130	Introduction to Public Administration	3
<b>TOTAL UNITS</b>		<b>22</b>

### Public Works Management (PWM)

Contact Occupational & Noncredit Programs for further information.  
 (760) 744-1150, ext. 2284  
 Office: AA-138

**Associate in Arts Degrees -**  
 AA Degree requirements are listed in Section 6 (green pages).  
 • Public Works Management - Level I  
 • Public Works Management - Level II

**Certificates of Achievement -**  
 Certificate of Achievement requirements are listed in Section 6 (green pages).  
 • Public Works Management - Level I  
 • Public Works Management - Level II

### PROGRAM OF STUDY

#### Public Works Management - Level I

Specifically designed for individuals employed by or seeking employment in public works organizations in San Diego County. Provides an overview for field personnel of the basic elements of the Public Works Industry and introduces students to administrative responsibilities and planning. This certification level prepares field personnel for "Lead Worker" positions. This is a cooperative program offered by Citrus, Palomar and Santiago Canyon Colleges in collaboration with and approved by the Maintenance Superintendents Association and American Public Works Association.

#### A.A. DEGREE MAJOR OR CERTIFICATE OF ACHIEVEMENT

Program Requirements		Units
PWM 50	Introduction to Public Works	3
PWM 51	Street Construction and Maintenance	3

PWM 52	Asphalt and Portland Cement	3
PWM 53	Public Works Inspection	3
MATH 50	Beginning Algebra	4

**Electives (Select 3 units)**

PWM 56	Parks and Landscape Management	3
PWM 58	Discharge Compliance Fundamentals	3
BMGT 101	Introduction to Management	3
BUS 125	Business English	3
BUS 138	Business Ethics	2
BUS 187	Project for Business	1
SPCH 115	Interpersonal Communication	3

**TOTAL UNITS** 19

**Public Works Management - Level II**

Specifically designed for individuals employed by or seeking employment in public works organizations in San Diego County. Introduces management and administrative concepts to field staff. Classes are designed to prepare Lead Workers for front line supervisory positions in the Public Works field. This is a cooperative program offered by Citrus, Palomar and Santiago Canyon Colleges in collaboration with and approved by the Maintenance Superintendents Association and American Public Works Association.

**A.A. DEGREE MAJOR OR CERTIFICATE OF ACHIEVEMENT**

Program Requirements	Units	
PWM 50	Introduction to Public Works	3
PWM 51	Street Construction and Maintenance	3
PWM 52	Asphalt and Portland Cement	3
PWM 53	Public Works Inspection	3
PWM 55	Public Works Administration	3
PWM 57	Plan Interpretation and Cost Estimating	3
PWM/WTE/ WWT 125	Supervision	3
R CSIS 120/ CSIT 120	Computer Applications	3

**Electives (Select 2 courses)**

PWM 56	Parks and Landscape Management	3
PWM 58	Discharge Compliance Fundamentals	3
BMGT 101	Introduction to Management	3
BUS 125	Business English	3
BUS 138	Business Ethics	2
BUS 187	Project for Business	1
MATH 56 or MATH 60	Beginning/Intermediate Algebra	6
	Intermediate Algebra	4
SPCH 115	Interpersonal Communication	3

**TOTAL UNITS** 27 - 33

**COURSE OFFERINGS**

Courses numbered under 100 are not intended for transfer credit.

**PWM 50 Introduction to Public Works (3)**  
3 hours lecture

Designed by the American Public Works and Maintenance Superintendents Associations in order to prepare public works and maintenance workers for lead and supervisory positions. Students will receive an introduction to techniques, materials and equipment used in public works, maintenance and repair projects.

**PWM 51 Street Construction and Maintenance (3)**  
3 hours lecture

**Recommended preparation:** MATH 15  
Provides instruction on street construction and maintenance; including materials and methods, specifications, records and cost accounting systems, revenue sources and budget preparation. Other subjects include safety, drainage, equipment records and specifications, as well as public relations. Codes and industry standards that pertain to improvements and repair will be reviewed.

**PWM 52 Asphalt and Portland Cement (3)**  
3 hours lecture

**Recommended preparation:** MATH 15

Provides instruction on the recommended procedures, practices, and testing criteria used by the Asphalt Institute highlighting local city and county asphalt requirements. Content includes specifications for roads, runway floors, and hydraulic structures and Portland Cement concrete design and uses. Includes transporting, placing, curing, and testing concrete as well as application and construction methods employed.

**PWM 53 Public Works Inspection (3)**  
3 hours lecture

**Recommended preparation:** MATH 15

Provides an overview of the inspector's role and responsibilities as it relates to a project. The student will be given the necessary information and training necessary for entry level inspection responsibilities. The course will apply to construction of municipal infrastructure and civil engineering type projects.

**PWM 55 Public Works Administration (3)**  
3 hours lecture

Provides an introduction to the organizational concepts used by the Public Works Department. Content includes typical organization, management concepts, political considerations, planning, financial management and public relations.

**PWM 56 Parks and Landscape Management (3)**  
2½ hours lecture-1½ hours laboratory

Survey of parks and landscape management, operations, and maintenance techniques in various parks and landscapes. Content will include the principles of parks and landscape management, design, construction, maintenance and operations, public parks, landscape management and administration principles. Specific topics will include turf, landscape, park equipment, pesticide use, park facilities, trails design and construction, irrigation system design and maintenance, installation, and maintenance practices for basic elements of landscape irrigation systems, and playground design and maintenance.

**PWM 57 Plan Interpretation and Cost Estimating (3)**  
3 hours lecture

**Recommended preparation:** A minimum grade of 'C' in MATH 15

Provides a basic introduction into reading and interpreting construction plans related to public works and street improvement projects. Will provide the student with the fundamental understanding of how construction plans relate to actual construction and how to use the plans to determine the quantity of materials needed to complete the work proposed on the plans and to estimate a cost for the completion of the work.

**PWM 58 Discharge Compliance Fundamentals (3)**  
3 hours lecture

Study of regulatory discharge compliance fundamentals of the Regional Water Quality Control Board point source and non-point source permitting process. Course study includes collection systems, storm water, and recycled water permit and reporting compliance.

**PWM 125 Supervision (3)**  
3 hours lecture

**Note:** Cross listed as WTE 125/WWT 125

Managerial aspects of public utilities including organization, decision making, coordination, communication, and public relations. Personnel management including recruiting, training, evaluation, discipline, promotion, morale, and grievances. Safety programs and encouraging safe conditions, actions and attitudes.

**Radio and Television (RTV)**

See also Communications

Contact the Communications Department for further information.

(760) 744-1150, ext. 2440

Office: U-12