

**KINE 211 Professional Preparation for Basketball - Theory and Biomechanic Application (1, 1.5, 2)**

½, 1, or 1½ hours lecture - 1½, 2 or 3 hours laboratory

**Note:** May be taken 4 times; maximum of 4 completions in any combination of KINE 166, 170 (Basketball), KINE 211

**Transfer acceptability:** CSU; UC – KINE 206 - 216 combined maximum credit, 8 units

Development of fundamental skills with emphasis on history, rules, styles, game strategy, current developments, preparation of teams for games and weekly practice schedules, and anticipated innovations for the future.

**KINE 212 Professional Preparation for Baseball - Theory and Biomechanic Application (1, 1.5, 2)**

½, 1, or 1½ hours lecture - 1½, 2 or 3 hours laboratory

**Note:** May be taken 4 times; maximum of 4 completions in any combination of KINE 170 (Baseball), KINE 212

**Transfer acceptability:** CSU; UC – KINE 206 - 216 combined maximum credit, 8 units

Development of fundamental skills with emphasis on history, rules, styles, game strategy, current developments, preparation of teams for games and weekly practice schedules, and anticipated innovations for the future.

**KINE 214 Professional Preparation for Water Polo - Theory and Biomechanic Application (1, 1.5, 2)**

½, 1, or 1½ hours lecture - 1½, 2 or 3 hours laboratory

**Note:** May be taken 4 times; maximum of 4 completions in any combination of courses for the same sport; For Swimming, KINE 135, 136, 214 (Swimming); For Water Polo, KINE 137, 170 (Water Polo), KINE 214 (Water Polo)

**Transfer acceptability:** CSU; UC – KINE 206 - 216 combined maximum credit, 8 units

Development of fundamental skills with emphasis on history, rules, styles, game strategy, current developments, preparation of teams for games, weekly practice schedules, and anticipated innovations for the future.

**KINE 215 Professional Preparation for Wrestling - Theory and Biomechanic Application (1, 1.5, 2)**

½, 1, or 1½ hours lecture - 1½, 2 or 3 hours laboratory

**Note:** May be taken 4 times; maximum of 4 completions in any combination of KINE 170 (Wrestling), KINE 215, 216 (Wrestling)

**Transfer acceptability:** CSU; UC – KINE 206 - 216 combined maximum credit, 8 units

Development of fundamental skills with emphasis on history, rules, styles, game strategy, current developments, preparation of teams for games and weekly practice schedules, and anticipated innovations for the future.

**KINE 216 Professional Preparations for Individual Sports (Golf, Tennis, and Wrestling) - Theory and Biomechanic Application (1, 1.5, 2)**

½, 1, or 1½ hours lecture - 1½, 2, or 3 hours laboratory

**Note:** May be taken 4 times; maximum of 4 completions in any combination of courses for the same sport; For Golf, KINE 117, 118, 119, 216 (Golf); For Tennis, KINE 140, 141, 142, 216 (Tennis); For Wrestling, KINE 170 (Wrestling), KINE 215, 216 (Wrestling)

**Transfer acceptability:** CSU; UC – KINE 206 - 216 combined maximum credit, 8 units

Development of fundamental skills with emphasis on history, rules, styles, game strategy, current developments, preparation for games and matches, weekly practice schedules, and anticipated innovations for the future.

**KINE 229 Lifeguarding (1.5)**

1½ hours lecture

**Prerequisite:** Ability to swim 500 yards continuously

**Transfer acceptability:** CSU; UC

Follows American Red Cross curriculum lifeguard training and professional rescuer CPR. National certifications can be earned upon successful completion of two topic areas. An individual will have basic preparation for aquatic lifeguard job opportunities in California.

**KINE 230 Lifeguarding and Emergency Response (3)**

3 hours lecture

**Prerequisite:** Ability to swim 500 yards continuously

**Transfer acceptability:** CSU; UC

Follows American Red Cross curriculum lifeguard training, professional rescuer CPR and emergency response. National certifications can be earned upon successful completion of all three topic areas. Prepares an individual for aquatic lifeguard job opportunities in California.

**KINE 231 Water Safety Instruction (3)**

3 hours lecture

**Transfer acceptability:** CSU; UC

American Red Cross Instructor candidate training and water safety instruction. Follows the National Red Cross instructor course, learning levels of basic swim instruction, aquatic activities, and emergency rescue. National certifications can be earned by students 17 years of age or older upon successful completion of topics. Prepares an individual for teaching job opportunities at an aquatic facility.

**KINE 232 Teaching Swimming (1, 1.5, 2)**

½, 1, or 1½ hours lecture - 1½, 2 or 3 hours laboratory

**Transfer acceptability:** CSU; UC

Techniques for teaching swimming. Practical experience teaching beginning and intermediate swimming classes under supervision of college instructor.

**KINE 295 Directed Study in Physical Education and Kinesiology (1, 2, 3)**

3, 6, or 9 hours laboratory

**Prerequisite:** Approval of project or research by department chairperson/director

**Note:** May be taken 4 times

**Transfer acceptability:** CSU

Independent study for students who have demonstrated skills and/or proficiencies in Physical Education subjects and have the initiative to work independently on projects or research outside the context of regularly scheduled classes. Students will work under the personal supervision of an instructor.

**Legal Studies (LS)**

Contact the Business Administration Department for further information.

(760) 744-1150, ext. 2488

Office: MD-341

For transfer information, consult a Palomar College Counselor.

**Associate in Arts Degrees -**

AA Degree requirements are listed in Section 6 (green pages).

• Legal Studies

**Certificates of Proficiency -**

Certificate of Proficiency requirements are listed in Section 6 (green pages).

• Legal Support Assistant

**PROGRAM OF STUDY****Legal Studies**

The Legal Studies major leads to an A.A. degree or transfer program, providing students with general knowledge of the philosophy of law, the legal process, legal institutions, and legal reasoning. This is not a paralegal or a para-professional major but will prepare students for careers within the legal profession.

**A.A. DEGREE MAJOR**

Program Requirements	Units
LS 105 Legal Communications and Methods	3
LS 110 Computer Skills for the Legal Profession	2
LS 121 Introduction to Law	3
LS 145 Legal Ethics	3
LS 240 Civil Liberties and Procedures	3
LS 261 Torts and Personal Injury	3

LS 290	Contemporary Legal Issues	3
POSC 101	Introduction to Politics and American Political Institutions	3
POSC 102	Introduction to United States and California Governments	3

**Electives: (Select 6 units)**

AJ 100	Introduction To Criminal Justice	3
AJ 104	Criminal Law	3
BUS 115	Business Law	3
BUS 116	Business Law	3
BUS 117	Legal Environment of Business	3
LS 170	Alternative Dispute Resolution	3
LS 190	Clinical Studies	3
LS 295	Directed Study in Legal Studies	1 - 3
PHIL 115	Critical Thinking	3
POSC 110	Introduction to World Politics	3

**TOTAL UNITS** 32

Legal Studies students may major or minor in *Law and Society* upon transfer to the University of California, San Diego.

Students who wish to double major at UCSD will be afforded maximum flexibility in the selection of elective courses.

\*Transfer students to University of California, San Diego extension Paralegal certificate program will receive credit for the asterisked courses.

Legal Studies students should seek early advising for transfer.

**PROGRAM OF STUDY****Legal Support Assistant**

For students who are interested in working within the legal field. This certificate program prepares the student for entry-level legal work, or enhances the skills of those students already working in law offices, corporations, the courts, or government agencies.

A Certificate of Proficiency will be awarded to students who successfully complete the courses listed below.

**CERTIFICATE OF PROFICIENCY**

Program Requirements	Units
LS 105	Legal Communications and Methods
LS 110	Computer Skills for the Legal Profession
LS 121	Introduction to Law
LS 145	Legal Ethics
OIS 115	Filing and Records Management
OIS 210	Law Office Procedures I
	Demonstrate the ability to type 35 words per minute
<b>TOTAL UNITS</b>	<b>15</b>

Recommended Electives: BUS 110, 125; OIS 102

**COURSE OFFERINGS****LS 105 Communications and Methods (3)**

3 hours lecture

**Note:** May not be taken for Pass/No Pass grading

**Transfer acceptability:** CSU

This course is an introduction to legal writing and research. The course begins with an overview of basic writing skills and preparation of legal correspondence. In addition, the course reviews the use of proper legal citations, and the drafting of legal memoranda. Basic research methods are reviewed to introduce the student to legal research and analysis.

**LS 110 Computer Skills for the Legal Profession (2)**

1 hour lecture - 3 hours laboratory

**Transfer acceptability:** CSU

A comprehensive hands-on study of computer software applications in the legal environment to include Word, Excel, Access, PowerPoint, PDF files, scanning, internet literacy and specific legal software.

**LS 121 Introduction to Law (3)**

3 hours lecture

**Transfer acceptability:** CSU; UC - BUS 115, 116, 117, LS 121, PLS 121 combined: maximum credit, one course.

An introduction to law and the legal system. Includes an examination of the federal and state court system, criminal law, civil law, administrative law, and procedural law.

**LS 145 Legal Ethics (3)**

3 hours lecture

**Transfer acceptability:** CSU

Legal ethics and professional responsibility within the legal profession. Focuses on standards required by the American Bar Association and other professional associations involving legal professionals working in the field of law.

**LS 155 Legal Writing (1)**

1 hour lecture

**Prerequisite:** A minimum grade of 'C' in LS/PLS 150 and ENG 100

**Note:** Cross listed as PLS 155

**Transfer acceptability:** CSU

The techniques of legal writing and analysis as applied to the drafting of a legal memorandum, case briefing, and law office correspondence. Using legal research skills developed in PLS 150/LS 150 to formulate written answers, in proper legal format, to legal issues and questions presented.

**LS 170 Alternative Dispute Resolution (3)**

3 hours lecture

**Transfer acceptability:** CSU

Alternative Dispute Resolution (ADR) utilizes various processes to settle disputes without a court adjudication, i.e., an alternative to civil dispute resolution. This course will review minitrial, settlement conference, conciliation, and emphasize negotiation mediation, and arbitration. The role of the paralegal in ADR will be addressed and a review of the essential laws.

**LS 240 Civil Liberties and Procedures (3)**

3 hours lecture

**Recommended preparation:** ENG 50 or eligibility for ENG 100

**Transfer acceptability:** CSU; UC

The study of the Bill of Rights and Supreme Court decisions focusing on civil rights and liberties. This area of constitutional law exams the relationship between individuals and government. Emphasis is on minority issues such as privacy, personal freedom, political equality, and first amendment jurisprudence.

**LS 261 Torts and Personal Injury (3)**

3 hours lecture

**Prerequisite:** A minimum grade of 'C' in LS 121

**Transfer acceptability:** CSU

An overview of substantive tort law with an emphasis on procedure. An examination of negligence and an overview of insurance law, to include forms, and the preparation of an actual case for arbitration and trial.

**LS 290 Contemporary Legal Issues (3)**

3 hours lecture

**Prerequisite:** A minimum grade of 'C' in LS 105

**Note:** Cross listed as PLS 290

**Transfer acceptability:** CSU

Contemporary legal issues will be explored by leading experts in the field via TV broadcasts. Seminars will be conducted for the purpose of further developing legal issues and completing a research project. Students will be encouraged to submit research projects to AAFPE for publication in the American Association for Paralegal Education Law Journal. This capstone course focuses on advanced legal writing, analysis, and research.

**LS 295 Directed Study in Legal Studies (1, 2, 3)**  
 3, 6, or 9 hours of laboratory  
**Prerequisite:** Approval of project or research by department chairperson/ director  
**Transfer acceptability:** CSU  
 Independent study for students who have demonstrated skills and/or proficiencies in legal Studies subjects and have the initiative to work independently on projects or research outside the context of regularly scheduled classes. Students will work under the personal supervision of an instructor.

## Library Technology (LT)

Contact the Library Technology Department for further information.  
 (760) 744-1150, ext. 2666  
 Office: LL-213-B

### Associate in Arts Degrees -

AA Degree requirements are listed in Section 6 (green pages).  
 • Library Technology

### Certificates of Achievement -

Certificate of Achievement requirements are listed in Section 6 (green pages).  
 • Library Technology

## PROGRAM OF STUDY

### Library Technology

Provides training for students desiring employment as library technical assistants and retraining for those reentering the labor market.

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

Program Requirements		Units
LT 100	Introduction to Libraries/Info Services	3
LT 110	Library Skills/Technical Services	3
LT 115	Library Operational Skills/Public Services	3
LT 120	Info Sources/Services/Reference	3
LT 130	Library Media and Technology	3
LT 140	Library Services Child/Young Adults	3
CSIT 105	Computer Concepts and Applications	
	or	
CSIT 120	Computer Applications	3
<b>Electives Group I (Select 3 – 4 units)</b>		
BUS 125	Business English	3
BUS 205	Business Writing	3
ENG 100	English Composition	4
<b>Electives Group II (Select 3 units)</b>		
CE 100	Cooperative Education	1, 2, 3
CE 150	Cooperative Education Internship	2, 3
LT 197	Topics in Library Technology	.5-3
<b>TOTAL UNITS</b>		<b>27 – 28</b>

## COURSE OFFERINGS

**LT 100 Introduction to Libraries and Information Services (3)**  
 3 hours lecture  
**Transfer acceptability:** CSU  
 This course is an introduction to the philosophy of library service; history and types of libraries; organization and operation of libraries and history of information. The role of the library/media technician; duties of the library/media technician in public services, reference, and technical services will also be introduced. Topics covered include the basic skills necessary for successful library employment including job search, application procedures, and the relationship of the LMTA to the Librarian, the library staff, and the community served.

**LT 110 Library Operational Skills/Technical Services (3)**  
 3 hours lecture  
**Transfer acceptability:** CSU  
 This course is an introduction to the principles and practices of technical services including cataloging and acquisitions.

**LT 115 Library Operational Skills/Public Services (3)**  
 3 hours lecture  
**Transfer acceptability:** CSU  
 This course will prepare the student to provide public service in the circulation area of the library. Students will be introduced to principles and practices of material shelving, interlibrary loan services, circulation of materials, fines, patron records, supervision, handling cash, maintaining statistics, and building security and emergency procedures.

**LT 120 Information Sources and Services/Reference (3)**  
 3 hours lecture  
**Transfer acceptability:** CSU  
 This course prepares the student to provide assistance in reference services. Students will be introduced to principles and practices of reference interview, reference materials, database searching, online catalogs, World Wide Web searching and evaluation, and bibliographic instruction.

**LT 130 Library Media and Technology (3)**  
 3 hours lecture  
**Transfer acceptability:** CSU  
 Prepares the student to use instructional media in the classroom and library/media center, with emphasis on the role and utilization of computers and other technology in education. Topics covered include the utilization of videotapes, graphics, and other projected and non-projected media, operation of appropriate equipment, and the production of transparencies, graphics and displays.

**LT 140 Library Services for Children and Young Adults (3)**  
 3 hours lecture  
**Transfer acceptability:** CSU  
 Practical use of children's and young adults' materials for readers' advisory, research, and reference service in school library/media centers and public library youth services' departments. Current trends, concerns, and methodology for youth programming and literature activities will be covered.

**LT 154 Information for Life Long Learning (3)**  
 3 hours lecture  
**Transfer acceptability:** CSU  
 This class will prepare students to locate, evaluate, and use information resources through the study of learning styles, goal setting, study skills, health and wellness, and human behavior. Students will work independently and in groups leading to an integrated understanding of themselves and the value of information.

**LT 197 Topics in Library Technology (.5-3)**  
*Units awarded in topics courses are dependent upon the number of lecture hours required of the student. Refer to Class Schedule.*  
**Note:** May be taken 4 times  
**Transfer acceptability:** CSU  
 Selected topics in Library Technology. Refer to the Class Schedule for topics covered.

## Mathematics (MATH)

Contact the Mathematics Department for further information.  
 (760) 744-1150, ext. 2535  
 Office: E-11

### Associate in Arts Degrees -

AA Degree requirements are listed in Section 6 (green pages).  
 • Mathematics

Any student wishing to earn an A.A. Degree must meet competence requirements at the MATH 60 level. Methods by which a student can demonstrate competence are listed under "Competence Requirements" in front of this catalog.