This course reviews the community response to chemical dependency problems on a county, state and national level. Both private and public sector issues are reviewed. Topics include: outreach, prevention, intervention, referral, and employee assistance programs; legal precedents and their application to the community and individuals; confidentiality as it applies to the chemically dependent client; the role of self-help programs; and the effectiveness of controversial deterrents including drug testing and incarceration.

**Prerequisites:** BEHS 801 or 8010 or instructor approval.

**BEHS 8090 Chemical Dependency Assessment (4.5)**

**Class Nbr:** 32570  
**Cost:** $550  
**Instructor:** Leslie Rich  
**Date/Time:** 03/19 – 05/18; Mon/Wed 6:00 – 9:00 p.m.  
**Location:** BDC 401C  
**Required Text:**  
- Co-Occurring Disorders: Integrated Assessment and Treatment of Substance Use and Mental Disorders by Atkins, Charles  
- Desk Reference to the Diagnostic Criteria from DSM-V by American Psychiatric Association

Brief class description: Diagnosis is the first step toward treatment of mental and chemical addiction diseases. This course provides an introduction to the conceptual foundations of diagnosis and the major diagnosis categories for chemical dependency, chemical abuse, and dual diagnosis disorders. Case studies will be examined to apply such diagnosis tools as the DSM-IV. **Prerequisites:** BEHS 8010

**All Semester**

**BEHS 8070 Practicum: Supervised Field Placement (4.5)**

**Class Nbr:** 32567  
**Cost:** $550*  
**Instructor:** Ellen Eggert  
**Date/Time:** 01/22 – 05/18; Fridays 6:00 – 9:00 p.m.  
**Location:** BDC 401C  
**Required Text:**  
- Global Criteria: The 12 Core Functions of the Substance Abuse Counselor (6th Edition) by Herdman, J. W.

This course consists of forty-five (45) classroom hours. The instructor will confirm the student is enrolled in the course and is simultaneously completing 255 hours at an approved agency setting where direct supervision is provided by a “qualified staff person.” The instructor shall be available for consultation should a problem arise at the agency. The instructor also will be an intermediary among the agency, student and educational institution. **Prerequisites:** Completion of BEHS 800 or 8010, 802 or 8020, 803 or 8030, 804 or 8040, 805 or 8050, 806 or 8060, 808 or 8080, and 809 or 8090 with a C or better.  

* Price includes liability insurance and Practicum binder.

**GEOGRAPHIC INFORMATION SYSTEM**

**GEOG 8100 Introduction to Map Design (4.5)**

**Class Nbr:** 32718  
**Cost:** $850  
**Instructor:** Suzanne Baehr  
**Date/Time:** 01/22 – 05/18; Mondays 6:00 – 9:00 p.m.  
**Location:** WSL Lab 14  
**Required Text:**  

The ability to take raw data, manipulate it, and ultimately share it in a concise manner is critical to all organizations. This course focuses on the basics required to make thoughtful and useful maps. Focus will be placed on cartographic methods used in both paper maps and digital constructions, and discussion will also focus on alternative methods for map making in a digital age. **Prerequisite:** GEOG 8000. A skills exam may be administered by the program coordinator for those students with previous GIS education wishing to test out of GEOG 8000.

**GEOG 8230 GIS and Decision Making (4.5) CANCELLED**

**Class Nbr:** 32720  
**Cost:** $850  
**Instructor:** TBA  
**Date/Time:** 01/22 – 05/18; Wednesdays 6:00 – 8:00 p.m.  
**Location:** WSL Lab 14  

The ultimate responsibility of any GIS analyst or technician is to safeguard data collection and produce GIS outputs that have legal and public safety meaning. This course will focus on the professional and ethical guidelines as well as the understanding of how these rules relate to intuitive maps or applications, and how to apply them. The course will be delivered on the basis of GIS technology and GIS business enterprises. Students will be required to pass a final exam in order to complete the course. **Prerequisite:** Successful completion of GEOG 8000.

**HUMAN RESOURCE MANAGEMENT**

**BA 8042 California Labor Laws & Regulations (3)**

**Class Nbr:** 32722  
**Cost:** $850  
**Instructor:** Tom See  
**Date/Time:** 01/22 – 05/18; Tuesdays 6:00 – 8:00 p.m.  
**Location:** BDC 402D  
**Required Text:**  
- 2017 California Labor Law Digest, by California Chamber of Commerce

Review of the entire CA Chamber of Commerce, Labor Law Digest Contemporary issues in State and Federal Labor Law; legal documentation, checklists, and forms. CA specific regulations regarding wage and hour, leaves of absence, discrimination, hiring and discipline will be reviewed in depth. **Prerequisites:** Successful completion of BA 804 or BA 8040 with C or better or instructor approval.
OCCUPATIONAL SAFETY & RISK MANAGEMENT

Session I

BA 8020 Advanced Occupational Safety and Risk Management (2)
Class Nbr: 32571 Cost: $700 Instructor: Lee Lo Whisenant lwhisenant@csub.edu
Date/Time: 01/22 – 03/16; Thursdays 5:30 – 8:00 p.m. Location: EDUC 201
Required Text: Continue using textbooks from previous course.

Advanced Occupational Safety and Risk Management continues the instruction of regulatory and legislative material with a focus on construction, agricultural, and oil & gas industries. Expanded concentration on Cal/OSHA, MSHA, and environmental regulations are combined to balance the students’ understanding in safety and risk management fields. Research and presentation skill development cultivate to prepare students to conduct effective on-the-job safety meetings. Prerequisites: BA 801 or 8010 with a C or better or instructor approval.

ADVANCED CERTIFICATES IN OCCUPATIONAL SAFETY & RISK MANAGEMENT

Session II

BA 8021 Occupational Safety Standards & Regulations (2)
Class Nbr: 32869 Cost: $700 Instructor: Geoff Butler gbult1r@csub.edu
Date/Time: 03/19 – 05/18; Thursdays 5:30 – 8:00 p.m. Location: TBA

Advanced Standards and Regulatory Design is a course structured for the experienced Health, Safety, and Environmental Professional who wishes to understand the published safety standards, explain the process of regulatory design, and identifies important resources for structuring and developing training programs. This course will cover all safety standards and regulations that are established by Federal, State, and local agencies. The course will be taught by a regulatory design expert in the field of OSHA, MSHA, and EPA. Students are expected to have a working knowledge of safety standards and regulations. This course concludes with supporting the development of training programs to facilitate the effectiveness of training, meet regulatory compliance, and align with established published safety standard guidelines. Prerequisites: Completion of the Occupational Safety and Risk Management Certificate; or, an Associate Degree in Health, Safety, and Environmental or Human Resources; or, 2 years of experience in the Occupational Health, Safety, and Environmental field or Human Resources field; or, a combination of education and experience of equal value.

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PHARMACY TECHNICIAN

NURS 8030 Pharmacy Technician Certification Examination Preparation (8)
Class Nbr: 32572 Cost: $3500 Instructor: Pat Person jperson@csub.edu
Date/Time: Tues/Thurs 6:30 – 9:00 p.m. Location: SCI III – 239
Lab: Wed 6:45 – 9:45 p.m. Location: SCI I – 408

Continue preparation to successfully complete the PTCB pharmacy technician certification exam. This will be the course that will serve as the final review for everything that has been introduced in “Introduction to Pharmacy Technician” and “Introduction to Pharmacology.” This course will also serve as a review course for those who are in the process of becoming pharmacy technicians or who wish to take the PTCB certification test. This course will bring together all of the previously introduced material, and explain how it all relates to the current practice of pharmacy.

Prerequisites: NURS 801 or 8030 and NURS 802 or 8020 with a C or better or experience of 6 months or more as pharmacy technician with instructor approval.

PROJECT MANAGEMENT

All courses are taught by Dr. R. Dohn Kissinger and are offered online via Blackboard.

MGMT 8010 Introduction to Project Management (1)
Class Nbr: 32834 Cost: $300 Dates: 01/23 – 02/12
Required Text:

This course introduces the concepts, processes, and knowledge areas of projects.

MGMT 8020 Project Planning & Scheduling (1)
Class Nbr: 32835 Cost: $400 Dates: 02/13 – 03/12
Required Text:
- Microsoft Project 2016 Step by Step by Catfield and Johnson

In this course, you will learn how to plan and schedule your projects using Microsoft Office Project.

MGMT 8030 Managing the Project Team (1)
Class Nbr: 32836 Cost: $300 Dates: 03/13 – 04/02
Required Text:
- The Team Handbook (3rd Edition) by Scholtes et al

Management of project teams is difficult because of the unique dynamics of a project team. This course emphasizes how improved communication in project teams can help achieve project success.

MGMT 8040 Project Procurement and Quality Management (1)
Class Nbr: 32837 Cost: $300 Dates: 04/03 – 04/23
Required Text:
- The Team Handbook (3rd Edition) by Scholtes et al

This course addresses how to procure quality goods and services for your projects. You will also learn how to implement quality management principles in your projects to help improve the quality of your products and services.

MGMT 8050 Project Ethics and Risk Management (1)
Class Nbr: 32838 Cost: $300 Dates: 04/24 – 05/14
Required Text:
- Identifying and Managing Project Risk (3rd Edition) by Kendrick, T.
- Ethics 101: What Every Leader Needs to Know (1st Edition) by Maxwell, J.

This course addresses the ethics involved in projects from the perspective of the PMI Code of Ethics. You will also learn how to determine what risks may affect your project, how to assess the potential impact of these risks on your project, and how you can protect your project from these risks.

MGMT 8060 PMP Exam Preparation (1)
Class Nbr: 32882 Cost: $400 Dates: 01/23 – 02/19

After completing this course, students will know how to fill out the application for the PMP exam, what material is covered in the PMP exam, and what types of questions to expect in the PMP exam.

WORKERS’ COMPENSATION LAW – CANCELLED

BA 8090 Introduction to Workers’ Compensation Law (2)
Class Nbr: 32806 Cost: $750 Instructor: Joel Sherman jsherman@csub.edu
Date/Time: 03/22 – 03/16; Thursdays 6:00 – 8:30 p.m. Location: TBA
Required Text:

Students will receive a broad overview of California’s very complex and ever changing workers’ compensation system. Students will learn to compare the theory with practical applications of materials. The course will familiarize students with legal standards, legislative implications, administrative processes, and recent and current developments in the area.

BA 8100 Advanced Workers’ Compensation Law (2)
Class Nbr: 32837 Cost: $350 Instructor: Joel Sherman jsherman@csub.edu
Date/Time: 03/13 – 03/15; Thursdays 6:00 – 8:30 p.m. Location: TBA
Required Text: Continue to use text from prior course.

This course will continue to build upon the knowledge gained in the introduction course. You will learn advanced topics and how they apply to everyday situations whether you are an employee, injured employee, ergonomic case manager, safety manager, claims adjuster, or other professional.

Prerequisites: Completion of BA 8090 or 8090 with a C or better

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CONTACT INFORMATION

Professional and Continuing Education
P: (661) 654 – 2441
Mailstop: 30 BDC / 512
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Bakersfield, California 93311 - 1022
W: extended.csub.edu

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