Academic Skills (ASK)

099 Student Success Seminar (0)

ASK 099 is open only to students who are recommended by the faculty Academic Appeals Committee. It is a semester-long course of seminars that meet one day a week. The lectures and activities presented are motivational and developmental. The topics include confidence, study approach, emotional well-being (coping with feelings of defeat, stress-management strategies), the importance of recognizing success, problem-solving, assessment of personal strengths and weaknesses, involvement in on-campus and community activities, setting realistic academic and life goals, health issues, taking responsibility for academic and career decisions, and dealing successfully with professors. University advising staff and guest speakers from several areas of the University facilitate the seminars.

100 Academic Skills (1)

An individualized skill-building course in which students enhance their reading/study skills using their own textbooks, improve their time management and organizational skills, and work on test-taking competencies. A basic class for students who understand that they will need new and different study skills to be successful in the college environment. (*each seven weeks of fall and spring semesters)

200 CRLA Training (1)

This course is open to students who are tutors in ACE, Saunders, CDTs or Sophomore Mentors. Training components leading to certification in college reading and learning will be covered in this 14-week program. Students who complete ASK 200 are eligible for regular and advanced certification. Other requirements apply. Topics covered in ASK 200 include policies and philosophy, active listening, specific tutoring techniques, learning styles and study skills. (*fall semester)

300 CRLA Training (1)

This course is a review of the techniques of ASK 200. Additional training components include adult learners, intercultural communication, assertiveness training and special populations. CLAs completing the course and other requirements are eligible for Master Level Certification in CRLA. (*spring semester)

Accounting (ACC)

202 Financial Accounting Information (3)

Prerequisite: MAT 150 or higher. ACC 202 introduces and focuses on the external financial reporting of enterprises. The course examines the creation, flow and analysis of enterprise financial information, including the income statement, balance sheet and statement of retained earnings, in accordance with generally accepted accounting principles. Students conduct introductory Internet research on published company financial information. (*fall and spring semesters)

203 Managerial Accounting (3)

Prerequisite: ACC 202, MAT 150 or higher. ACC 203 focuses on the concepts, systems, procedures and decision models that help managers analyze, interpret and improve business results. Managerial Accounting encompasses various systems for calculating the cost of a product or service; tools for the evaluation of business segments; models for making decisions concerning a variety of special decisions; planning and budgeting for operations and capital items; and exposure to ethical norms and dilemmas in the context of accounting and finance. The course includes Internet research and Excel spreadsheet applications. (*fall and spring semesters)