



Community Education

AND

Lifelong Learning
Spring 2012



SHELTON STATE
COMMUNITY COLLEGE

Welcome to the spring 2012 schedule of courses offered by Shelton State Community College's Community Education and Lifelong Learning Center. Courses for both programs are included in this schedule. While Lifelong Learning classes are only open to seniors 55 and older, Community Education classes (with the exception of a few classes that are age specific) are open to everyone. Neither program requires high school graduation or GED for participation.

To register for any of the classes in this catalog, call 205.391.2323 or visit our Web site at www.sheltonstate.edu and click on the menu for Community and Corporate Education.

COMMUNITY EDUCATION

LANGUAGE

CEU 150-50 Course Fee: \$89

BEGINNING SIGN LANGUAGE I

M Feb. 6-Apr. 2 6-8:00 p.m.
Martin 2403 8 sessions
This sign language course offers the opportunity to learn to communicate in the language used by America's hearing-impaired. This beginning conversational class introduces finger spelling, vocabulary, fluency through hand shapes, facial expressions, body language, and mime. In addition, information will be shared regarding the deaf culture.

CEU 152-50 Course Fee: \$79

BEGINNING CONVERSATIONAL SPANISH I

M Feb. 6-Mar. 26 6-7:30 p.m.
Martin 2358 7 sessions
Gain a background in grammatical structures, vocabulary, phonetics, and pronunciation of the Spanish language. This course is designed for those with little or no knowledge of the language; practice phrases and grammatical structure for basic communication will be introduced. Class will not be held March 14. Text: *Spanish in Ten Minutes a Day* by Kristine Kershul

COMPUTER

CEU 142-50 Course Fee: \$125

INTRO TO COMPUTERS, WINDOWS, WORD & INTERNET

M Mar. 19-Apr. 30 6-9:15 p.m.
Martin 2357 7 sessions
For the absolute beginner, this course offers an introduction to the world of computers including basic information on the computer, use of Windows, the Internet, and e-mail. Basic word formatting, including production of a document, will also be taught. Class will not be held on March 15. Text: *The Practical PC*, 4th Edition by Parsons and Oja

ART EXPRESSIONS

CEU 107-50 Course Fee: \$69

BASICS IN SPRING FLORAL DESIGN

T Feb. 7-Mar. 20 6-8:15 p.m.
Martin 2153 6 sessions
Learn the basic principles in floral design focusing on

spring themes. Emphasis will be placed on balance, stability, proportion, rhythm, and harmony including the elements of line, form, and texture. Information regarding containers, conditioning, and handling is included. Supplies are in addition to the cost of the course and are to be purchased independently.

CEU 113-50 Course Fee: \$69

WEDDING WORKS

T Mar. 27-May 1 6-8:15 p.m.
Martin 2153 6 sessions
PREREQUISITE: A basic floral course
Modern wedding design is a complete, practical course in professional floral methods, providing training in the fundamental types of bouquets for home and church ceremonies. Boutonniere, corsages, and reception flowers will be discussed. The first class will be a demonstration and in the five remaining sessions participants will receive guidance in a personal creation. Supplies are in addition to the cost of the course and are to be purchased independently.

CEU 147-50 Course Fee: \$70

DIGITAL PHOTOGRAPHY

T Mar. 20-Apr. 24 6-9:15 p.m.
Martin Campus 6 sessions
PREREQUISITE: Experienced Windows user. This course will not teach Windows.
Designed to provide assistance in learning to enhance digital photography skill, this course will provide step-by-step instruction in the use of Adobe Photo Elements software. This information will be applicable to the use of other software. Learn to correct, edit, sharpen, retouch, and present photos like a pro. This is a great course as a follow-up to "Introduction to Photography."

MISCELLANEOUS INTERESTS

CEU 203-50 Course Fee: \$50

SMALL ENGINE REPAIR

M Jan. 9-May 7 3-8:00 p.m.
Fredd Bldg. 200 16 sessions
This course teaches students how to diagnose, repair, and overhaul engines on equipment ranging from boats and tractors to lawn mowers and chain saws. Basic repair techniques will be taught as well as maintenance for your equipment.

CEU 192-01 Course Fee: \$36
CABINET MAKING
 MTW Jan. 9-May 2 7:30-11:30 a.m.
 Martin 1106 47 sessions
 Explore the world of woodworking and cabinet making with this course covering topics such as choosing the proper hand tools, using power tools, and wood finishing. Students will have the chance to build their own piece of furniture or item for the home or garden. Students must provide their own materials. The course meets three times a week for four hours. Class will not meet March 14-16.

CEU 123-50 Course Fee: \$50
EVENT PLANNING & DESIGN
 T Apr.3-Apr. 24 6:30 p.m.-7:30 p.m.
 Martin 2253 4 sessions
 This course will focus on budgeting, design, decorations, event location, and themes. Take the worry out of planning your next event with this fun course designed for those who are looking for new and innovative ways to decorate and plan such occasions. Learn easy tricks to being the talk of the town with tablescape made using what you have around the house. Special attention will be given to short cuts you can take to dazzle your guests without breaking your budget.

CEU 124-50 Course Fee \$50
WEDDING PLANNING
 Th Feb. 23-Mar. 22 6-8:00 p.m.
 Martin 2358 4 sessions
 This class will focus on the total wedding experience. Attention will be given to creating and monitoring budget, guest list, ceremony, and reception down to the last detail. Priority will be given to the importance of quality photography, entertainment, and videography. Details will be given regarding flowers, invitations, and favors. Bridal luncheons, showers, and wedding etiquette will also be covered. Guest speakers will be a part of the class experience as well as tastings.

PHYSICAL FITNESS

CEU 167-50 Course Fee: \$45*
COMMUNITY/FACULTY/STAFF SUPER CIRCUIT
 M/T/W/Th Jan.9-May 2 4-7:00 p.m.
 Martin 1261 63 sessions
 Specifically designed for the faculty, staff, and community at Shelton State, this course will encourage physical health, body toning, aerobic conditioning, muscle tone development, weight maintenance, and osteoporosis prevention. Upon request, the instructor will assist participants in designing an exercise program to meet individual physical needs. Classes will not be held Jan. 16, Mar. 12, 13, 14, & 15.
 (*Retired Shelton employees may participate for a fee of \$30.)

CEU 171-50 Course Fee: \$103
INTRODUCTION TO FOIL FENCING
 W Feb. 8-May 2 6:30-8:30 p.m.
 Martin Gym 12 sessions
 An introductory course in modern foil fencing is a great opportunity for parents and children to share. It provides basic instruction including en garde, simple, and compound attack. Participants should wear appropriate exercise clothing including long track pants and white-soled shoes. Class will not be held on March 16.

YOUTH PROGRAMS

CEU 171-51 Course Fee: \$54
INTRODUCTION TO FOIL FENCING
 W Feb. 8-May 2 6:30-8:30 p.m.
 Martin Gym 12 sessions
 See previous course description.

CEU 130-50 Course Fee: \$54
KIDZ IN THE KITCHEN
 T Mar. 20-Apr. 24 6-8:00 p.m.
 Martin 1412 6 sessions
 Geared towards students 16 and under, this course focuses on age appropriate instruction with basic kitchen equipment and cooking. Principles of healthy nutrition, table setting, and basic and beginning cooking with beginner gourmet recipes are among the topics covered. Children and teens with an enthusiastic attitude for cooking are encouraged to join the fun.

LIFELONG LEARNING CENTER

For a \$15 per class fee, senior students 55 and older may take any of the courses offered through the Lifelong Learning Center.

COMPUTERS

CEU 701-01 Course Fee: \$15
KEYBOARDING 101
 T Feb. 7-21 10:00 a.m.-Noon
 Fredd 133 3 sessions
 This is a beginning class to improve keyboarding skills. Alphabetic, numeric, and common symbols will be covered in exercises to teach the entire keyboard with speed and accuracy.

CEU 702-01 Course Fee: \$15
WINDOWS
 T/Th Mar. 20-Apr. 5 10:00 a.m.-Noon
 Fredd 133 6 Sessions
 This is a first computer course designed to introduce the Windows operating system. Learn to use the mouse and task bars, explore menus and files, modify your computer environment, and perform routine file maintenance tasks. It is important to have access to a computer to practice the skills learned.

CEU 705-01 Course Fee: \$15
INTRODUCTION TO MICROSOFT WORD
T/Th Apr. 10-Apr. 19 10:00 a.m.-Noon
Fredd 133 4 sessions
Prerequisite: Keyboarding & Windows
Learn Microsoft Word: how to enter, edit, and format text; use spell check; use toolbars; and work with multiple documents. You need to be able to type at least 30 wpm.

PERSONAL INTEREST

CEU 736-01 Course Fee: \$15
DESSERTS BY DESIGN
W Feb. 8-29 1-3:00 p.m.
Martin 1412 4 sessions
This intermediate course is a four week study into complex world-class desserts. Delve into the desserts served at fine dining establishments and learn some trade secrets most Pastry Chefs won't share. A lab fee of \$5 will be collected at the beginning of class.

ART

CEU 770-01 Course Fee: \$15
INTRODUCTION TO DRAWING TECHNIQUES
M Jan. 23-Feb. 6 10:00 a.m.-3:00 p.m.
Martin 1943 3 sessions
Have you always wanted to draw? Instruction will include gesture drawing, contour drawing, and rendering. Subjects include the human figure, portraits, still life, landscapes, and, if desired, abstracts and architecture. The class direction will be guided by the level of ability and experience of the students and their desires. Skill and experience are not required. Art supplies cost extra. Call 391.2323 for a list of supplies prior to the first class.

CEU 773-01 Course Fee: \$15
INTRODUCTION TO WATERCOLOR PAINTING
M Feb. 13-Mar. 5 10:00 a.m.-3:00 p.m.
Martin 1943 4 sessions
In this beginning course, you will learn basic drawing and watercolor techniques, basic color theory, paint mixing, and the use of a paintbrush and other materials. Discover the satisfaction of creating your own original watercolor painting. No prior experience needed. Art supplies cost extra. Call for a list of supplies prior to the first class.

CEU 779-01 Course Fee: \$15
ADVANCED WATERCOLOR PAINTING
M Mar. 19-Apr. 9 10:00 a.m.-3:00 p.m.
Martin 1943 4 sessions
Build on the skills learned in the beginning watercolor class while learning new techniques. If you have watercolor experience but did not take the introductory class, this class is still for you. Instruction is individualized. Art supplies cost extra. Call for a list of supplies prior to the first class. Class will not meet on Monday, Mar. 14.

CEU 901-01 Course Fee: \$15
ACRYLIC OR OIL PAINTING
M Apr. 16-May 7 10:00 a.m.-3:00 p.m.
Martin 1943 4 sessions
Acrylics and oils are used by many fine artists and illustrators. Some art experience is desirable but not required for this course. If you have not had drawing, color theory, or basic instruction in the elements and principles of design and composition, you will be given brief instruction in these areas. Art supplies cost extra. Call for a list of supplies prior to the first class.

HEALTH AND FITNESS

CEU 166-01 Course Fee: \$15
WEIGHT TRAINING FOR SENIORS
M/W Jan. 18-May 2 12:45-1:35 p.m.
Martin 1260 29 sessions
Designed especially for seniors, this course will improve overall muscular and cardiovascular strength and endurance as well as help prevent osteoporosis.

CEU 165-01 Course Fee: \$15
SLIMNASTICS FOR SENIORS
T Jan. 17-May 1 8:15-9:05 a.m.
Martin 1260 15 sessions
This low-impact aerobics class offers supervised weight lifting, floor exercises, and aerobic workout designed for cardiovascular health and physical fitness.

CEU 168-01 Course Fee: \$15
YOGA
Th Jan. 19-May 3 8:15-9:05 a.m.
Martin 1260 15 sessions
This yoga class is specifically designed for the senior population. Different types of stretching and strengthening activities along with deep breathing techniques will be applied.

www.sheltonstate.edu

COMMUNITY EDUCATION REGISTRATION FORM

Name (Please print)

Address

City, County, State, Zip

E-mail Address

Phone (Home) and/or Phone (Work)

Social Security # _____

Course(S) Title or #	Fee
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1. _____

2. _____

3. _____

4. _____

5. _____

TOTAL COURSE FEES: \$ _____

Grand Total: \$ _____

Return this form to

Shelton State Community College

Community Education

Box 210

9500 Old Greensboro Road

Tuscaloosa, AL 35405

LIFELONG LEARNING REGISTRATION FORM

Name (Please print)

Address

City, County, State, Zip

E-mail Address

Phone (Home) and/or Phone (Work)

Social Security # _____

Course(s) Title or #	Fee
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1. _____

2. _____

3. _____

4. _____

5. _____

TOTAL COURSE FEES: \$ _____

Grand Total: \$ _____

Return this form to

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Lifelong Learning

Box 170

9500 Old Greensboro Road

Tuscaloosa, AL 35405

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www.sheltonstate.edu

and click on the menu for Community/Corporate Education.



SHELTON STATE
COMMUNITY COLLEGE

DATES OF SCHOOL CLOSING

Shelton State Community College will not be open for classes on January 16 and March 12-16.

SENIOR SCHOLARSHIP PROGRAM

The State of Alabama provides a scholarship program for senior adults allowing an individual to register for any of the credit courses offered through the college. The following guidelines must be followed: (1) An individual must be 60 years of age or older at the time of enrollment; (2) Each course may be taken only one time; (3) A person will be placed in a course after 15 traditional students have been enrolled; (4) To qualify, individuals must provide proof of high school graduation or the equivalent. The cost of each course is \$18 per semester hour with registration handled through Community Education. For more information or clarification, call Community Education 205.391.2323.

CANCELLATIONS AND REFUNDS

Class participants have two working days following the first class meeting to request a refund. A refund minus a 5 per cent administrative processing fee will be mailed. Please include your name, social security number, and course name and number on your written request. Failure to attend the program does not constitute cancellation. All registrations will be refunded in full for class cancellations due to insufficient enrollment.

It is the official policy of the Alabama Department of Postsecondary Education, including all postsecondary institutions under the control of the Alabama State Board of Education, that no person in Alabama shall, on the grounds of race, color, disability, sex, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment.

Shelton State Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the Associate in Arts, Associate in Science, and the Associate in Applied Science degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404.679.4500 for questions about the accreditation of Shelton State Community College. <http://www.sacscoc.org/>. Please do not contact the Commission with other questions unless there is evidence that appears to support Shelton State Community College's significant non-compliance with the Commission's accreditation requirements or standards.

Contact information for the Commission on Colleges is provided to allow interested constituents to: (1) learn about the accreditation status of the institution, (2) file a third-party comment at the time of the institution's decennial review, or (3) file a complaint against the institution for alleged non-compliance with a standard or requirement. Normal inquiries about the institution, such as admission requirements, financial aid, educational programs, and educational support services, should be addressed directly to Shelton State Community College and not to the Commission's office.

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