

Columbia Basin College 2004 - 2006 Catalog



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Front cover photo “Isolation’s Hope”

by John Clement

John began his photography career in the 1970s. He has a Master of Photography degree from Professional Photographers of America. John has been awarded more than 55 regional, national and international awards for pictorial and commercial photography. 17 of his murals of Eastern Washington were recently installed into the new Seattle Seahawks stadium. John runs his own gallery in the Columbia Center Mall in Kennewick. A sampling of his work can be viewed at www.johnclementgallery.com.

Non Discrimination Statement

Columbia Basin College complies with the spirit and letter of state and federal laws, regulations and executive orders pertaining to civil rights, equal opportunity and affirmative action. CBC does not discriminate on the basis of gender, race, national origin, religion, age, marital status, physical, mental or sensory disability, sexual orientation or Vietnam veteran status in its educational programs or employment. Questions may be referred to Ruben Lemos, Affirmative Action Officer, (509) 547-0511, ext. 2334.

Disability Statement

Individuals with disabilities are encouraged to participate in all college sponsored events and programs. If you have a disability and require an accommodation, please contact the CBC Resource Center, (509) 547-0511, ext. 2252, or TTY/TDD at (509) 546-0400. This notice is available in alternative media by request.

Limitation of Liability

The College's total liability for claims arising from a contractual relationship with the student in any way related to classes or programs shall be limited to the tuition and expenses paid by the student to the College for those classes or programs. In no event shall the College be liable for any special, indirect, incidental, or consequential damages, including but not limited to, loss of earnings or profits.

College Information

About Columbia Basin College

Welcome to Columbia Basin College!



"I am pleased you have selected Columbia Basin College. Education is a lifelong activity and whether you are 18 or 80, we have programs and activities designed to meet your needs and interests. Columbia Basin College is fortunate to have a talented faculty and staff dedicated to bringing you the highest quality educational experience. I hope that your time at Columbia Basin College is productive and rewarding. Please feel free to call me if I can be of assistance to you."

Lee Thornton



Columbia Basin College President

Columbia Basin College Foundation

Columbia Basin College is a vital economic partner in Benton and Franklin counties, providing educational, professional/technical, and workforce training and cultural programs for our region.

The Columbia Basin College Foundation was organized in 1984 to provide new sources of financial support for Columbia Basin College programs and projects which are increasingly under-funded by state tax dollars.

Financial support is needed from private foundations, individuals, and corporations in order to keep pace with facilities and program needs designed to meet community needs.

The Columbia Basin College Foundation has an ongoing priority of providing capital and funding support for new programs at the college, in addition to offering scholarships annually to outstanding high school seniors and nontraditional students who intend to enroll at Columbia Basin College.

The Columbia Basin College Foundation Board of Directors represents a broad spectrum of alumni, business, civic, and professional leaders.

College Overview

Mission and Goals Statement

Columbia Basin College exists in an environment of diversity, fairness and equity to ensure that the people of Benton and Franklin counties have access to educational programs providing sufficient knowledge for higher educational achievement, meaningful employment, cultural enrichment, physical/emotional well-being and basic skills development.

CBC is a comprehensive two-year college that provides quality education and effective job preparation. Because of our comprehensive mission, CBC has a powerful impact on every segment of the community. We strive to provide:

- open and easy access to the college for all citizens of Benton and Franklin counties;
- an excellent and affordable academic program for students who plan to transfer to four-year institutions;
- an effective career and workforce program to train and retrain workers for jobs in present and future industries;
- diversity in art, music, drama and athletics that enrich the entire community;
- opportunities to obtain physical and emotional well-being;
- appropriate basic skills and gateway courses with effective support services.

Accreditation

Columbia Basin College is accredited by the:

Commission on Colleges

Northwest Association of Schools and Colleges

11130 N.E. 33rd Place, Suite 120

Bellevue, Washington 98004

The Commission on Colleges of the Northwest Association of Schools and Colleges is an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education.

College-Wide Learning Outcomes

Students who graduate from Columbia Basin College will be able to identify and demonstrate their knowledge in a variety of general education areas. The outcome of their learning experience is demonstrable in the areas embodied in the college-wide Learning Outcomes. CBC provides the opportunity for students to successfully complete courses leading to a degree, which incorporates knowledge in six areas. Upon degree completion, these students will be eligible for transfer to a Washington state-supported university or be prepared for employment. Columbia Basin College's Learning Outcomes are:

Think Critically

- Understand, analyze, and evaluate the elements of one's environment and one's habits of thought
- Conceptualize alternatives to both

Reason Quantitatively and Symbolically

- Develop a sense of number and pattern
- Analyze, evaluate, and synthesize symbolic statements and quantitative arguments

Communicate Effectively

- Use spoken and written language to express opinions, discuss concepts, and persuade an audience
- Synthesize ideas and supporting information to create effective messages

Apply Information Tools and Resources

- Accurately assess information needs
- Select appropriate information tools and resources and use them efficiently
- Evaluate, manage, and use information effectively and responsibly

Develop Cultural Awareness

- Respect self and others
- Explore and appreciate different cultures in an increasingly diverse, global community
- Challenge culture-bound assumptions

Master Program Learning Outcomes

- Become familiar with a body of knowledge
- Demonstrate ability to know or do the stated program learning outcomes, which are developed by each department and program and assessed annually.

History

Columbia Basin College has served Benton and Franklin counties for half a century.

The first classes at Columbia Basin College were authorized by the State Board of Education in May 1955. Classes began in September 1955 in temporary quarters at the Pasco Naval Base.

The Pasco School District received title to more than 150 acres of land for the present campus site in Pasco. CBC's first permanent building was completed in 1957 and is the current V building. CBC's capital construction program has since added 17 permanent buildings.

The Community College Act of 1967 separated the college from the Pasco School District and Columbia Basin College became the 19th community college district in the state of Washington.

CBC continually expands and renovates programs and structures to meet the community's needs. The enrollment of the college has grown from 299 students in 1955 to more than 7,000 students per quarter today. The faculty includes 112 full-time instructors and 300 part-time instructors.

CBC Richland

Columbia Basin College has operated a branch campus in Richland since 1974. In 2005, CBC Richland will be home to the new Health Sciences Center. The new center is a cooperative venture with WSU Tri-Cities and Kadlec Medical Center. Students will earn their AA degree in nursing from CBC and their BA from WSU. New classrooms and labs will make up the new 30,000-square-foot facility.

The buildings on the north side of the campus will continue to be home to the CBC Fire Science program.

CBC Richland is located at 1011 Northgate, next to the Richland Public Library.

College Schedule

Columbia Basin College's academic year is divided into four quarters: fall, winter, spring (approximately eleven weeks each), and a summer session (approximately eight weeks long).

Day classes usually meet for 60 minutes. Most classes are scheduled Monday through Thursday. Columbia Basin College offers evening, weekend, fast track, and distance learning classes. Please refer to the quarterly class schedule for days and times.

Administrative offices for the Pasco campus are open Monday through Friday, 7:30 a.m. to 4:30 p.m. Many Student Services offices offer extended hours, as does the CBC Library and Bookstore. Please refer to the quarterly class schedule for times.

50 Years and Still Learning!

On May 14, 1955, Columbia Basin College was established by order of the Washington State Board of Education. CBC was part of the Pasco school district and was housed in an abandoned Naval Air Station building at the Pasco airport.

CBC has grown from that one original building to more than 20 buildings with more to come in 2005.

CBC will celebrate its 50th Anniversary in 2005 with commemorative events in education, the arts, athletics, and old-fashioned get-togethers honoring alumni, staff and faculty throughout the year.

College Costs

Costs of Attending CBC

The costs listed below are estimated expenses. Actual costs may vary depending on credits enrolled and lifestyle.

	Resident Dependent Living With Parents	Resident Living Away From Parents
One Quarter		
Tuition & Fees*	\$768	\$768
Books & Supplies	\$246	\$246
Room & Board	\$738	\$1896
Transportation	\$430	\$430
Personal Expenses	\$644	\$686
Total	\$2826	\$4026
Three Quarters		
Tuition & Fees	\$2304	\$2304
Books & Supplies	\$738	\$738
Room & Board	\$2214	\$5688
Transportation	\$1290	\$1290
Personal Expenses	\$1932	\$2058
Total	\$8478	\$12078

*Based on 2003-2004 rates for 15 credits. *Does not include special course fees. Costs are subject to change. See quarterly schedules for specific credit costs and special fees.

* International students may be charged \$2452 per quarter.

Student Status for Fee Purposes

Full-time student: any student registered for 10 or more credits per quarter.

Part-time student: any student registered for 9 or fewer credits per quarter.

Student Status for Financial Aid

Full-time student: any student registered for 12 or more credits per quarter.

Three-quarter-time student: any student registered for 9-11 credits per quarter.

Half-time student: any student registered for 6 to 8 credits per quarter.

Less-than-half-time student: any student registered for 1 to 5 credits.

Residency Requirements for In-State Tuition

A resident student is one who is a U.S. citizen and has met specific requirements demonstrating permanent residence in the state of Washington. Permanent residence in the state of Washington is evidenced by physical presence in the state as well as having a sufficient number of permanent Washington documents. Documentation should be dated 1 year and 1 day prior to the commencement of the quarter for which a student is applying for residency status.

These documents can include:

- Voter's Registration
- Washington State Driver's License
- Car Registration
- Bank Accounts
- Federal Tax Return (required)

Students wishing to change their residency classification must complete a residency questionnaire and provide necessary documentation. Application for reclassification prior to registration into classes is preferred. Residency reclassification must take place within 30 calendar days of the first day of the quarter.

Special regulations may apply to some eligible non-citizens, Washington higher education employees, and to military personnel and their dependents stationed in the state of Washington. For further information, contact the Admissions and Registration Department.

How To Get Started – Admissions



If you need accommodations for ASSET/COMPASS testing based on a disability, please contact the Resource Center (509) 547-0511, ext. 2325 TDD/TTY: (509) 546-0400.

How to Enroll in a Class at CBC

Student Category	Enrollment Procedures
New students working on a degree or certificate	<ul style="list-style-type: none"> Submit Application for Admissions with processing fee. Take ASSET/COMPASS test. Attend academic advising session and register for classes with a counselor.
Students working on a degree or certificate, transferring credits from another college	<ul style="list-style-type: none"> Submit Application for Admissions with processing fee. Submit official transcripts from other colleges. To be official, transcript must be in a sealed envelope from the college that issued them. If you have not completed English and math at your previous college, take the ASSET/COMPASS test. Attend academic advising session and register for classes with a counselor.
Students returning after an absence of one quarter but less than four quarters and planning to work on a degree or certificate	<ul style="list-style-type: none"> Contact the Admissions/Registration office to reactivate file. Register for courses according to dates in class schedule. Students on academic probation must meet with a counselor to register.
Students returning after of an absence of more than four quarters and planning to work on a degree	<ul style="list-style-type: none"> Submit Application for Admissions with processing fee. Register for courses according to dates in class schedule. Students on academic probation must meet with a counselor to register.
New Students returning or transfer not seeking a degree or certificate	<ul style="list-style-type: none"> Submit Application for Admissions with processing fee. Register for courses according to dates in class schedule. Students on academic probation must meet with a counselor to register.
High school completion students, new or transfer	<ul style="list-style-type: none"> Submit Application for Admissions with processing fee. Meet with high school completion advisor for registration.
Students in the Running Start program	<ul style="list-style-type: none"> High school juniors and seniors should contact their high school counselor or the CBC Running Start office at (509) 547-0511, ext. 2481 for eligibility information.
High school students taking course for High School Enrichment	<ul style="list-style-type: none"> Submit an Application for Admission with processing fee. Submit High School Enrichment form. Submit official high school transcript. Take ASSET/COMPASS test if required to meet prerequisite for the course. Students may not register until the first day of the quarter on a space available basis.
Students attending English as a Second Language (ESL), Adult Basic Education (ABE), or GED Preparation courses.	<ul style="list-style-type: none"> Students interested in these programs should contact the department at (509) 547-0511, ext. 2301 for registration. Work First also offers GED preparation classes. Contact their office for information at (509) 547-0511, ext. 2719.
Students planning to take Community Service, Senior Citizen or other non-credit courses.	<ul style="list-style-type: none"> Students may register for Senior Citizen (SNR) courses through the Community Education office or at the Admissions/Registration office. Students wishing to take regular, college classes under the Gold Card rate may register to audit a class beginning the third day of the quarter on a space-available basis. For other non-credit courses, students may register at the Admissions/Registration office.

Admission Information

Columbia Basin College maintains an open door admission policy and grants admission to applicants who are 18 years of age and/or have graduated from high schools accredited by a regional accrediting association or have a GED Certificate. Home school graduates and graduates from non-accredited high schools are admitted based on their ASSET/COMPASS assessment scores.

Applicants who do not meet Columbia Basin College admission requirements may be admitted through a special admission process. Contact Admissions and Registration Department for details. Individuals under the age of 16 years will not be admitted.

Admission to Columbia Basin College does not guarantee admission to all degree or certificate programs. Typically, incoming students must meet minimum English and mathematics requirements before being admitted into a professional/technical program. In addition, some programs have special applications and admission procedures and limited entry dates. Students should consult the catalog for admission requirements in specific programs.

Transfer Policy

Columbia Basin College subscribes to the statewide policy on Inter-Collegiate Transfer and Articulation, as endorsed by the public and private colleges and universities of Washington and the State Board for Community and Technical Colleges as adopted by the Higher Education Coordinating Board.

The policy addresses the rights and responsibilities of students and the process for review and appeal in transfer credit disputes. For more detailed information, contact Columbia Basin College Admissions and Registration Department.

The college recognizes academic credit earned at regionally accredited collegiate institutions, providing the credit is essentially equivalent in academic level and nature to courses offered at Columbia Basin College.

How to Apply for General Admission

Applicants should apply at least one month prior to the start of the quarter in which they plan to enroll. To begin the admission process, applicants must complete and submit an Application for Admissions form, available at the Admissions and Registration Department in the Student Services Center on the Pasco campus. Applicants may download an Application for Admissions form from the CBC website at www.columbiabasin.edu. A \$25 nonrefundable application fee must be submitted with all new applications. Students returning after an absence of more than one year will be charged the \$25 application fee. When an applicant's file is complete, the applicant will receive notification of acceptance and registration instructions.

Applicants transferring from another college must submit an official transcript from each accredited college attended. Certain processes such as financial aid or admission to some programs may be delayed without transcripts from prior schools.

High school transcripts generally are not required from applicants 18 years of age or older. However, some degree programs require a high school transcript as part of the admission criteria and for evaluation of prerequisites. Refer to the catalog for specific program requirements.

Admission to High School Completion Program

The High School Completion Program is offered for people 18 years or older and for those whose high school class has graduated. The purpose is re-entry into the educational system for individuals who desire a high school diploma.

Applicants must submit a completed Application for Admissions form and an official high school transcript and must complete the ASSET/COMPASS assessment. For general information about the High School Completion Program contact the Counseling and Student Development Center. To schedule an ASSET/COMPASS testing appointment, contact the Assessment Center.

Anyone whose high school class has not graduated, who has not earned a GED, or who is between 16 and 18 years of age, must submit a special request letter to the Admission/Graduation Committee. It must be from appropriate high school personnel and parent(s). The letter must address three specific areas:

- the student's academic ability to function in the collegiate environment;
- the student's social and emotional ability to function in the collegiate environment;
- the specific extenuating circumstances in which the student cannot complete the diploma through the high school.

Admission to High School Enrichment Program

Students enrolled in a Benton or Franklin County high school may take courses at Columbia Basin College for enrichment. The high school enrichment program is available to students 16 or older who are high school seniors. Students with junior standing and at least 16 years of age or older may be considered for admission upon special request to the Admissions/Graduation Committee. Enrollment is limited to:

- a maximum of two courses per quarter;
- registration on the first day of the quarter on a space available basis.

Enrichment students are charged regular tuition and fees per credit.


Admission procedures require submitting the following:

- a completed Application for Admission form;
- a \$25, nonrefundable application processing fee;
- an official high school transcript;
- High School Enrichment Release form signed by parent or legal guardian and by an appropriate high school official (form available in the Admissions and Registration Department).

Admission to Running Start

Running Start is a program created by the Washington State Legislature to provide high school juniors and seniors an opportunity to enroll in college classes that will meet high school graduation requirements, as well as apply toward a college degree. Students are not charged tuition. They are, however, required to pay lab and comprehensive fees, books, supplies and transportation costs.

To participate in the program, students are required to complete the ASSET/COMPASS assessment and must qualify for reading at college level and qualify for either ENG 101 or MTH 154. Running Start students may not enroll in any courses below the 100 level. Students who qualify should first meet with their high school counselors to develop their academic schedule.

 **Individuals with a disability can qualify for accommodations on the ASSET/COMPASS test. Contact the Resource Center (509) 547-0511, ext. 2325 TDD/TTY: (509) 546-0400.**

Eligible Running Start students must complete and submit to the Running Start coordinator: (1) a CBC admission application, (2) a Running Start pre-enrollment form, and (3) an official high school transcript. After the initial enrollment, students will be required to complete the pre-enrollment form each quarter prior to registration.

International Student Admission

Columbia Basin College welcomes qualified international students.

Admission procedures require submitting the following:

- a completed Columbia Basin College international student application form, filled out in the student's own handwriting;
- a completed Columbia Basin College application. A \$25.00 application fee must accompany the application. Funds are to be in U.S. dollars;
- official transcripts translated into English by a certified translation agency from all previous high schools, colleges or universities;
- a Columbia Basin College certificate of financial responsibility and other supporting documents showing proof of ability to pay tuition, fees, and living expenses for the school year. A bank official's signature and bank seal is required on the certification. International students are required to pay the international tuition amounts for each term of study, regardless of their length of stay in Washington state;
- an official TOEFL (Test of English as a Foreign Language) score of 500 (paper-based testing), or 173 (computer-based testing), or above. This is only required of applicants from areas where English is not a native language.

In addition to the above requirements, international students transferring from another school in the United States must also submit the following:

- a photocopy of all previously issued I-20 forms;
- the I-94 card;
- transfer eligibility form to be completed by your current or former international student advisor.

If all the admission requirements are satisfied and you are admitted to Columbia Basin College, an I-20 for F-1 student status will be issued to you.

This college has four quarters; fall, winter, spring and summer. Students may begin any quarter. International students must enroll for twelve credits each

quarter and maintain a 2.0 GPA. International students are allowed to take one quarter off per academic year, once they have completed three (3) consecutive quarters.

All international students are required to have major medical insurance. Students must purchase insurance through the college or provide proof of equivalent insurance from their own country.

International students are not eligible for financial assistance. Opportunities for on-campus employment are extremely limited. International students are not eligible to work off-campus except in some very special circumstances; they should assume no money or employment would be available from the college while they are attending Columbia Basin College.

Further information and appropriate forms may be obtained from: Columbia Basin College Admissions and Registration Department, 2600 N. 20th Ave., Pasco, WA 99301, USA.

Admission to ESL

(English as a Second Language)


The English as a Second Language (ESL) program provides five levels of English language instruction to immigrants and refugees. Depending on levels, classes are held on the Pasco and Richland campuses, at the Chase Center in Pasco and at various sites around our service district. Students must be 18 years or older and will be tested to determine their speaking, listening, reading, and writing skills prior to being placed into an appropriate class. We also provide ESL classes with a parenting emphasis through our Family Literacy program. In addition, CBC offers Vocational ESL courses that focus on workplace skills and provide support to ESL students enrolled in vocational programs. Contact the ESL coordinator at ext. 2352 for additional program and registration information.

Admission to GED

(General Educational Degree)

The GED program offers classes for people 18 years or older who left high school without receiving a degree. The GED exam provides participants with a means to qualify for educational and employment opportunities. (The GED test consists of five areas: writing skills, social studies, science interpreting literature and arts and mathematics.) Admission to the GED program is fulfilled by:

- scheduling an orientation with ABE/GED support staff;
- participating in the orientation;
- taking the CASAS entry test;
- completing WABERS (Washington Adult Basic Education Reporting System) registration.

 **Individuals with a disability can qualify for accommodations on the GED test. Contact the Resource Center (509) 547-0511, ext. 2325 TDD/TTY: (509) 546-0400.**

Admission to HEP

(High School Equivalency Program)

The HEP program is funded by the U.S. Department of Education and implemented through the Diversity Division of the college. It is a secondary migrant education program designed to meet the special needs of migrant and seasonal farm workers in pursuit of the GED, a certificate of high school equivalency. The intent of the program is to assist qualified students in preparing for the GED test and to help them establish long-range goals.

Admission to the program is open to migrant or seasonally employed agricultural workers and/or their children who:

- within the past 24 months, have worked a minimum of 75 days in migrant/seasonal farm work; or been eligible or have participated in a migrant education program or in a JTPA Section 402 program (now WIA Section 167);
- are at least 16 years of age or older;
- are not currently enrolled in high school;
- have not earned a high school diploma or its equivalent;
- demonstrate a willingness to study in preparation for the GED exam;
- demonstrate a score above 6.0 level on the entrance exam used for entry;
- demonstrate a willingness to conform to the rules of the program.

Student Orientations

Mini-academic orientations for all new students are offered prior to each quarter to review important information from the college catalog and quarterly class schedule. Students meet with academic advisors and counselors who will assist them in the registration process.

Additionally, all new students to Columbia Basin College who are seeking a degree or certificate are required to complete **FYI: First Year Introduction**, a 12-hour transition to college workshop. The workshop provides information and materials about programs and services available at CBC as well as offers strategies to improve student success. Students will have many opportunities to interact with their peers and with faculty and staff.

Students who have earned at least 30-college level credits elsewhere and have a cumulative college-level GPA of at least 2.0 may request that FYI be waived. Students also may fulfill the **FYI** requirement by passing a departmental challenge examination. In either case interested students should contact a counselor or advisor at least one month prior to the quarter in which they plan to enroll so that arrangements may be made for a waiver review or course challenge.

Transfer Intent Students

Students who intend to transfer to a baccalaureate institution to complete a four-year degree are strongly recommended to work closely with Columbia Basin College counselors or advisors when planning their curricula. Additionally, students should familiarize themselves with the requirements and procedures of the institution to which they wish to transfer as soon as possible in their college experience. These are generally found in the baccalaureate institution's catalog or on their website. Catalogs for a number of baccalaureate institutions as well as other transfer resource materials are available in the Counseling and Student Development Center. Students may access links to many Washington baccalaureate institutions through the CBC Peer Mentor website at www.columbiabasin.edu/sserv/mentor/transferdatabase.htm.

The following tips may be helpful to transfer intent students:

- students should know the admission requirements for transfer;
- students should know the general graduation requirements and the recommended courses for the first two years of college in their field of interest or major;
- courses numbered 100 and above will usually transfer to most baccalaureate institutions. However, acceptance of CBC courses, non-traditional credits, credits by examination, and transfer GPA computation remain a prerogative of the receiving baccalaureate institution. Some professional-technical courses are not designated for transfer and are subject to the 15 credit limitation within the Associate in Arts and Science degree;
- any change in major or choice of baccalaureate institution may necessitate adjustment of a student's curriculum to meet the admission and/or course transfer requirements of the different baccalaureate institution. Students should meet with their CBC counselors or advisors as soon as possible to discuss the impact of any change in their curricula;
- students should attend Columbia Basin College Transfer workshops when they are offered;
- students should schedule meetings with representatives of the institution to which they wish to transfer whenever they may be on the CBC campus to meet with prospective students;
- apply to the baccalaureate institution according to the institution's procedures and deadlines, and students should forward their official Columbia Basin College transcript as requested to the baccalaureate institution;
- before transferring, students should arrange to visit the campus of the baccalaureate institution which allows students to see the facilities and visit with an advisor in their major. Students should take a Columbia Basin College transcript of their grades and a CBC catalog with them to facilitate the advisory meeting.

How to Get Started - Registration

Registration

Registration precedes the beginning of each quarter. Students are not allowed to attend a class unless they are officially registered. The registration process includes selection of classes, enrollment, and payment of tuition and fees. You will find detailed instructions and procedures in the quarterly class schedule.

Registration Procedures

After completing the admissions process, students are assigned a specific registration access date. Registration times are assigned on a first-come, first-serve basis. Early application for admission is encouraged. Currently enrolled students are assigned registration times based on cumulative credit hours earned at Columbia Basin College and/or transfer credits officially evaluated by the transcript department.

Any non-vocational, degree-seeking student or any student wishing to register for a math or English course or a course with a math or English prerequisite must complete an ASSET/COMPASS assessment. Contact the Assessment Center to schedule an appointment. There is a charge to take the ASSET/COMPASS assessment. Transfer students who have completed math and/or English from an accredited college will not be required to complete ASSET/COMPASS, provided an official college transcript is submitted for documentation.

 **If you need accommodations for ASSET/COMPASS testing based on a disability, please contact the Resource Center (509) 547-0511, ext. 2325 TDD/TTY: (509) 546-0400.**

Student Identification Card

Students enrolled at Columbia Basin College may obtain a student identification card. It is required for checking out library materials and using the computer labs and/or the fitness lab. It also may be used to participate in college and community activities.

Gold Cards

A reduced tuition fee is available to those 60 years or older. Applications are available for Gold Card membership at the Admissions and Registration Department. Course registration for Gold Card members is on a space available basis, for audit status only, beginning the third day of the quarter.

Waitlist Procedure

The Waitlist process places students in a chronological order for courses that have filled. When an opening becomes available, the first student on the waitlist is automatically enrolled. The following information will help students get the most benefit out of this process:

- students must clear any registration blocks promptly. If a block exists on a student's registration (such as library or parking fine), the next person on the waitlist will be registered. The student will be removed from the waitlist if the block has not been cleared when the next class opening occurs.
- when using the waitlist function, students are responsible to monitor their schedule daily to see if a course has been added, a course conflict exists or additional fees are due. Further, it is the student's responsibility to make all appropriate adjustments to their schedule and pay any additional fees.

Kiosk Information System

www.columbiabasin.edu/student

A kiosk is a computerized student information system where students may perform the following actions:

- check registration access times
- register for classes
- check waitlist status
- make schedule changes
- make student information changes
- access and print class schedules, degree audits, financial aid data, grades, Hope Scholarship information and transcripts
- schedule changes

Students may add a class within the first three instructional days of the fall, winter and spring quarters. Students may drop a class through the 40th day* of the quarter. Students must complete a Schedule Change form and submit it to Admissions/Registration or use Web Registration (www.columbiabasin.edu/student). For summer session and classes scheduled for less than a full quarter, students should contact the registration office for deadline dates.

Courses dropped by the 10th day* of the fall, winter and spring quarters will not be recorded on the transcript. Courses dropped from the 11th to 40th day* of the quarter are recorded on the student's transcript as a "W" (official withdrawal).

** check the quarterly schedule for dates*

Withdrawal Policy and Procedures

The student must initiate withdrawal from a course by submitting a Schedule Change form to the registration office before the deadlines published in the quarterly class schedule. Students are encouraged to meet with their counselor or advisor and instructor prior to withdrawing from a class or from college. The counselor or advisor will review with the student the implications of withdrawing and other possible options.

Any student receiving financial aid is advised to speak with Financial Services staff prior to withdrawing from a class. When a student withdraws from class, they may be required to repay money received from a financial aid award. Withdrawing from a class may negatively impact the student's ability to receive Financial Aid in the future.

The institution sets final withdrawal deadlines based upon 75 percent of the scheduled class meetings. A student may withdraw from a full-term course with no record on the transcript if the withdrawal has been processed by the 10th day* of the quarter. A student withdrawing from a full-term course from the 11th to the 40th day* of the quarter shall have a "W" recorded on his/her transcript. For summer quarter and all alternative class schedules (i.e. fast track courses) call the registration office for withdrawal deadlines.

Types of Withdrawals

Student withdrawal: Initiated by the student (refer to the quarterly schedule for deadlines). Consideration for withdrawal after the deadline requires a student to submit a Petition for Exception with supporting documentation of extenuating circumstances to Admissions/Registration. If approved, a "W" will be recorded on the transcript.

Administrative withdrawal: Initiated by the instructor. Withdrawal may be the result of excessive absences or, if in the instructor's opinion, further participation in the class will be of little value to the student and/or detrimental to the best interest of the class. An instructor initiated administrative withdrawal must be processed by the 40th day*.

** check the quarterly schedule for dates*

Refund Policy

CBC will refund tuition and refundable fees if official withdrawal from the college or course(s) occurs within the specified time frame listed below. Certain fees are non-refundable or refundable only if withdrawal occurs prior to the first day of instruction. The first day of instruction is defined as the first day of scheduled classes for the quarter. Instruction days are Monday through Friday. Calendar days are all days including weekend days and holidays. If a deadline for refund falls on a weekend day or a holiday on which the college is closed, the deadline will be the next weekday that the college is open for business.

REFUNDS	CBC will refund tuition & refundable fees if official withdrawal occurs:	
Full Sessions	up to 100% REFUND (on or before)	up to 50% REFUND (on or before)
Fall, Winter, Spring	5th day of the quarter	6th day of the quarter and within first 20 calendar days
Summer	3rd day of the quarter	4th day of the quarter and within first 15 calendar days
Mini-Sessions	up to 100% REFUND (on or before)	up to 50% REFUND (on or before)
Half-quarter courses	2nd day of the session	3rd day of the session and within first 10 calendar days
Four-week courses	2nd day of the session	3rd day of the session and within first 7 calendar days
Three-week courses	1st day of the session	2nd day of the session and within first 5 calendar days
Two-week courses	1st day of the session	2nd or 3rd day of the session
One-week or less courses	Before 1st day of the session	On 1st day of the session

Refund Exceptions

Non-Refundable Fees

The Application fee is non-refundable. The auditorium fee, per-credit comprehensive fee, and lab fees are not refundable unless withdrawal occurs prior to the first day of instruction.

Small Balance Refund Amount

No refund checks will be processed for credit balances that are less than \$25. These refunds may be applied to future CBC charges or redeemed in cash from the Cashier's Office (cash balances permitting).

Special Courses

The refund policy may not apply to contract classes, continuing education classes or other courses on special schedules.

Title IV Federal Financial Assistance

Students receiving Title IV federal financial assistance should refer to Financial Services for adding, dropping and withdrawal policies. Federal regulations supersede CBC's refund policy. Warning: withdrawal may result in the student owing amounts to the Title IV program AND to CBC. Consult the Financial Services office and the cashier's office before withdrawing.

Financial Aid

Financial Services

Student Financial Services personnel assist Columbia Basin College students and their parents to find funding for basic educational costs. Consumer information is available in English and Spanish in the Student Financial Services office.

Financial aid programs at Columbia Basin College follow policies and philosophies established nationally and statewide. They are based on the assumption that the family is primarily responsible for paying educational costs. Financial aid is intended only to fill the gap between the family's contributions and the student's yearly academic expenses.

Eligibility Requirements

A student must fulfill all the following requirements to be eligible for financial aid:

- be a U.S. citizen or an eligible non-citizen;
- be determined to have financial need based upon congressional methodology (except for Unsubsidized Stafford Loan and PLUS);
- have a high school diploma or GED certificate;
- be seeking one of the degrees or certificates available at Columbia Basin College;
- not owe a repayment on a federal student grant or be in default on a federal student loan;
- be enrolled for eligible number of credits and be maintaining satisfactory progress as published in the Columbia Basin College Guide to Financial Aid available in the Student Financial Services office. Previous academic progress at Columbia Basin College will be considered even if the student was not receiving financial aid at that time;
- not be receiving financial aid at another institution at the same time;
- be registered with Selective Service (if required);
- sign a statement on the Free Application for Federal Student Aid (FAFSA) stating that student aid will be used only for educational purposes;
- have a valid social security number;
- have satisfied federal guidelines regarding any conviction of illegal drug offense, if applicable.

How to Apply

The applicant must complete and submit the Free Application for Federal Student Aid (FAFSA) or Renewal Application and the CBC Financial Aid Data Sheet. Applications are available at the CBC Student Financial Services office, on the web at www.fafsa.ed.gov and at www.columbiabasin.edu. Applications should be made in January or February preceding the school year. Each quarterly deadline is printed in each class schedule.

Financial Aid Programs

Students will be considered for all aid programs for which they are eligible and for which funding is available. Three major forms of aid available are: gift aid, employment, and loans.

Grant and Waiver Programs

Pell Grant

federal grant program for undergraduate students;

Supplemental Education Opportunity Grant

federal aid program for students with exceptional need. Must be enrolled in at least six credits and eligible for a Pell Grant;

State Need Grant

Washington state program for resident students who meet financial criteria and are enrolled in at least six credits;

Columbia Basin College Grant

state-funded institutional grant for resident students with demonstrated need.

Employment Programs

(refer to Career and Employment Services Center for more details)

Federal College Work Study

program to provide jobs on campus to financially qualified students, who must be enrolled in at least six credits;

State Work Study

state program to provide career related employment off campus to financially qualified students, who must be enrolled in at least six credits.

Loan Programs

Federal Stafford Loan

federal need-based loan program with deferred payment and low interest (rate is set annually). Must be enrolled in at least six credits. Currently, maximum amount is \$2,625 for first-year students and \$3,500 for second-year students;

Federal Unsubsidized Stafford Loan

non-need-based loan for students. Must be enrolled in at least six credits. Maximum loan is for \$2,625 for first-year and \$3,500 for second-year, dependent students. Maximum loan for independent students is \$4,000. Interest is charged from the time the loan is disbursed;

Federal Plus Loan

non-need based federal loan program for parents of undergraduate, dependent students.

Worker Retraining

a state program for unemployed students and displaced homemakers who meet the criteria. See Career and Employment Services Center section for details.

Wage Progression Tuition Assistance

a state program for low income parents. See Career and Employment Services Center section for details.

Scholarships

Scholarships are awarded by organizations based on a variety of criteria. Visit www.columbiabasin.edu/fin-aid/scholar.htm for details.

Veterans Benefits

A veteran eligible to use educational benefits from the Department of Veterans Affairs must meet with the Veterans assistant located in the Student Financial Services office on the Pasco campus.

Academic Policies

Attendance

Regular class attendance is expected: a student may be administratively withdrawn from a course by the instructor for excessive absence. Please refer to your course syllabi.

Credit Hours

In general, a lecture class that meets for one hour per week for one quarter will earn the successful student one credit; a lecture class that meets five hours per week for one quarter will earn the student five credits.

Laboratory and certain other courses vary from this pattern. The quarter hours of credit for each course are shown after the course titles in the Course Descriptions section of this catalog.

Students earn credit only for those courses in which they are officially registered for credit. Credit is not earned for courses in which the student enrolls on an audit basis.

Grading Policy

Grades are available on the CBC website at www.columbiabasin.edu/student approximately one week after the end of the quarter. Students may also submit a self-addressed envelope prior to the end of the quarter if they wish to receive a quarterly grade report.

Columbia Basin College uses a decimal grading system for all lecture and laboratory courses numbered 100 and above, and for ENG 99, MTH 91, 95, 96, 97, and 98.

Numerical grades may be considered equivalent to letter grades as shown below.

Decimal Grades	Letter Grade
4.0 - 3.8	A
3.7 - 3.5	A-
3.4 - 3.2	B+
3.1 - 2.9	B
2.8 - 2.6	B-
2.5 - 2.3	C+
2.2 - 2.0	C
1.9 - 1.6	C-
1.5 - 1.3	D+
1.2 - 1.0	D
0.9 - 0.7	D-
0.0	F

Note: each instructor determines individual course grading procedures. Grading information is contained in course syllabi presented at the beginning of each course.

Letter Grades

Letter grades are awarded in the following categories:

- I** - Incomplete - no grade points (see statement on incomplete grade policy)
- N** - Audit** - enrollment under non-credit status
- P** - Passing* - has no grade point value and is not used in grade calculations
- W** - Official withdrawal - not calculated in grade point average
- Y** - No grade reported
- Z** - No credit award*

*All buy-time options, cooperative work education programs, supervised employment, practica, workshops, and all courses numbered below 100 will be graded in either the P or Z category, except ENG 99, MTH 91, 95, 96, 97 and 98.

** A student enrolled in a non-credit or audit course does not receive credit for the course and does not receive a grade. Students must pay regular tuition and fees for the non-credit or audit course and may not be required to do the assigned work or take examinations. Students may change from audit to credit on or before the 10th day of instruction. A change, however, from credit to audit requires instructor permission and must be made on or before the 40th day of instruction. Contact the registration office for the proper procedures.

Incomplete Grades

An incomplete grade (I) indicates work in progress. Incomplete grades are subject to instructor's discretion. An incomplete grade will be changed to a failing grade if the work is not completed within the first 20 calendar days of the succeeding quarter. The exception is when the incomplete is given in the spring quarter. In this case, the succeeding quarter is the following fall quarter, not the summer quarter.

Computation of Grade Point Averages (GPA)

Grade point averages are calculated by dividing grade points earned at Columbia Basin College by the credit hours attempted. Classes numbered 100 and above, not graded with an I, N, P, W, Z are included in the GPA. Credits/GPA earned at previous institutions may be factored into the evaluation of graduation requirements.

Grade Appeal Process

Students have responsibility for familiarizing themselves with Columbia Basin College's academic policies and practices as found in the college catalog and web site and in course syllabi. Additionally, students are responsible for learning the content of a course of study according to the standards of performance established by the faculty as outlined in course syllabi. Evaluations shall represent instructors' professional judgments of student performance.

If a student has reason to believe that a mistake was made in the computation of a course grade or otherwise believes a problem exists in a course grade that has been assigned, a student may request an appeal of the course grade. Students should understand, however, that a grade appeal may result in a higher grade, a lower grade, or no change in a grade.

The following procedures may be initiated no later than the end of the quarter following the one wherein the course was undertaken (excluding summer quarter):

- the student should engage the instructor of record in an informal meeting to discuss the course grade. If the instructor is no longer employed by CBC or is otherwise unavailable during that quarter, the student should discuss the matter with the appropriate division dean;
- the student should be able to present copies of all assessments and other relevant coursework/materials considered in the computation of the grade that were returned to the student so that an effective review of the course grade may be undertaken;
- if an error is discovered that would change the course grade, the instructor or appropriate division dean will complete the necessary administrative process for a grade change.

Grade Forgiveness Policy

A student may petition to set aside (forgive) grade records for courses taken at CBC. Forgiving grade records does not remove the records from a student's transcript, rather, a "set aside" notation is marked on the transcript to identify course(s) that will be disregarded when calculating a new cumulative grade point average. (**Note:** Federal Financial Aid regulations do not recognize grade forgiveness.)

Petitions to set aside grade records are available in the Admissions and Registration Department. Students must submit petitions to the Registrar no later than one quarter before graduation. Students may petition to set aside grade records provided:

- they are enrolled at Columbia Basin College;
- the grade records to be set aside are at least three years old and the student has not attended CBC during that three-year period;
- they have earned a minimum of 30 credits consecutively with at least a 2.5 cumulative GPA at Columbia Basin College after the set-aside period;
- students may not choose specific courses or quarters to be set aside once set aside, grade records may not be reinstated to satisfy graduation or prerequisite requirements. Finally, grade records may be set aside only once toward a degree or certification.

Standards of Academic Progress and Performance

Course Repeat Policy

Courses may be repeated to improve the grade earned. Students are required to contact the transcript office after completing the repeat so that credit is given only once and the highest grade earned is used to compute the GPA. All courses and earned grades will remain on the transcript, however. Students receiving financial aid or veterans benefits should consult the respective office prior to repeating a course as financial penalties may be imposed. Transfer students should consult with a counselor prior to repeating a course. Courses repeated more than three times are subject to all instructional costs that are equivalent to non-resident tuition.

A student who takes a course at Columbia Basin College and subsequently repeats the course at another fully accredited college or university shall be granted a repeat, upon request, for that course with the following conditions:

- the student must be enrolled at Columbia Basin College;
- the course must be evaluated by CBC and verified as substantially equivalent in credit and content;
- all courses and earned grades will remain on the transcript. A repeat indicator will appear on the CBC transcript and the original grade will be removed from the GPA;
- a notation will be entered on the transcript indicating the course was repeated via transfer.

Quarterly Honors Designations

Students who earn 12 credits in courses 100 or above within the quarter and achieve a quarterly GPA of 3.50-3.84 will be named to the Deans' Honor Roll.

Students who earn 12 credits in courses 100 or above within the quarter and achieve a quarterly GPA of 3.85-4.00 will be named to the President's Honor Roll.

Graduation Honors Designations

Students who graduate with a cumulative GPA of 3.50-3.84 will graduate "with Honors".

Students who graduate with a cumulative GPA of 3.85-4.00 will graduate "with High Honors".

Standards of Academic Progress and Performance

A student's enrollment at Columbia Basin College is a partnership among the student, the College and the State of Washington. Columbia Basin College has a responsibility to each student but also to the State that helps fund each student's college education to develop standards of academic progress and performance. SB 5135 (enacted July 2003) requires timely completion of degrees and certificates in order to make the most efficient use of instructional resources and provide capacity within colleges for additional students.

The overall objectives of Columbia Basin College's Standards of Academic Progress and Performance are to improve the performance of students having academic difficulty and to support CBC's efforts to provide sound educational programs of the highest quality. Therefore in conformance with SB 5135, the College utilizes various resources and support programs to assist students toward program completion and successful academic performance:

- The College provides detailed information about degree and certificate requirements and the College's Standards of Academic Progress and Performance at mandatory advising, registration and orientation programs for new degree and certificate seeking students.
- The College monitors student progress and academic performance throughout enrollment and intervenes when expectations are not being met.

In complying with SB 5135, Columbia Basin College does not intend to discourage or penalize students who are sincerely trying to make good use of the College's instructional services. Nevertheless, there may be instances when the College may determine that a student is not benefiting from continued enrollment. In such cases, the College may take steps to do either of the following:

- the College may limit or deny future enrollment to that student.
- the College may continue enrollment with the student bearing more of the cost.

Columbia Basin College's Standards of Academic Progress and Performance includes the following policies:

- Academic Progress Policy and
- Academic Performance Policy.

Academic Progress Policy

Columbia Basin College will monitor all students indicating degree or certificate intent to ensure completion of their stated intent within a reasonable time. Only college-level credits will be monitored. The college will intervene at four stages:

- 50% of Completion - At approximately 50% of credits required for degree or certificate completion, the College will invite students to participate in education program planning sessions. Students requiring individual assistance will have the option of meeting with an advisor or counselor.
- 85% of Completion - At approximately 85% of credits required for degree or certificate completion, the College will require students to submit a graduation application with an accompanying degree audit report. NOTE: Students who are not adhering to the appropriate educational program plan must meet with an advisor or counselor to develop completion plans and deadlines.
- 125% of Completion - At 125% of credits required for degree or certificate completion and thereafter, the College will block students from registering. **WARNING:** Blocked students must obtain advisor or counselor approval in selecting courses to ensure relevance to their educational program plan.
- 150% of Completion - At 150% of credits required for degree or certificate completion, the College will impose an academic sanction on students. Academic sanctions depend on the complexity of the academic deficiencies. **WARNING:** Sanctions can include any or all of the following:
 - (a) Academic suspension,
 - (b) Academic dismissal, and/or
 - (c) Tuition surcharge.

Academic Performance Policy

Columbia Basin College's Academic Performance Policy includes both grade performance and credit completion components. Students in a degree or certificate program must maintain a cumulative grade point average of 2.00 or above and complete at least 75% of credits attempted. Columbia Basin College will monitor student performance using all the tools at its disposal.

Academic Alert - Faculty will identify and alert students in their classes when it appears they are having academic difficulty.

Early Warning - Students, not on probation or suspension, who receive a quarterly GPA < 2.00 will receive the following:

- Notice of the various academic resources available to them and
- Strong encouragement to meet with an advisor/counselor before registration.

Academic Sanctions - Students with a cumulative GPA < 2.00 or, after 30 college-level credits, students who have not completed 75% of credits attempted will be placed on academic probation that may progress to academic suspension or dismissal. The College will block registration. Students must meet with an advisor or counselor in order to register each quarter that they remain on academic sanction. The College will remove any probation or suspension status when the student's cumulative GPA is improved to 2.00 or above.

- Probation 1 - This sanction applies to the first quarter a student receives a cumulative GPA < 2.00 or has not completed 75% of credits attempted after completing 30 college-level credits. NOTE: The student must attend a Student Success Workshop and adhere to a Student Success Contract developed between the student and his/her advisor or counselor.
- Probation 2 - This sanction applies to the second consecutive quarter a student receives a cumulative GPA < 2.00 or has not completed 75% of credits attempted after completing 30 college-level credits. **WARNING:** The next academic sanction is suspension.
- Suspension - The College will suspend the student after the third consecutive quarter he/she receives a cumulative GPA < 2.00 or has not completed 75% of credits attempted after completing 30 college-level credits. The normal duration for suspension is one quarter, excluding summer quarter. During academic suspension, the student may not register for any courses and may not participate in any events or activities reserved for students. **WARNING:** The College will assess the student a tuition surcharge from this point forward and as long as the student remains on probation or suspension.

- Probation 3 - Following the one-quarter academic suspension, a student may re-enroll after meeting with the Director of Student Retention. From this point forward the student must attain a minimum 2.00 in each class and maintain a 75% completion rate of credits attempted. **WARNING:** The next academic sanction is dismissal.
- Dismissal - A student who re-enrolls following academic suspension must meet the minimum academic performance standards or will be academically dismissed for a minimum of one year.
- Conditional Reinstatement - A student may request reinstatement following the academic dismissal period. He/she must present a petition for reinstatement to a Reinstatement Committee made up of the Vice President for Student Services, the Director of Student Retention, a counselor, and a representative of the academic program in which the student was enrolled or plans to enroll. If approved, the student will be placed on conditional reinstatement until such time that he/she attains a cumulative GPA of ≥ 2.00 . While on conditional reinstatement the student must:
 - (a) receive a minimum 2.00 in each subsequent class at CBC or elsewhere and
 - (b) complete 75% of credits attempted.

WARNING: Failure to meet these conditions will result in permanent dismissal from the College.

Appeals - Students who fail to maintain the required academic standards due to special or extraordinary circumstances may appeal the academic suspension or dismissal. The student must present his/her case to the Vice President for Student Services and the Director of Student Retention. Both must agree to waive the suspension or dismissal.

Non-Traditional Credit

Columbia Basin College acknowledges opportunities for mastering specific skills and competencies that can be gained outside of a formal classroom experience. Columbia Basin College recognizes various non-traditional programs and awards college credit and/or advanced placement. These programs are subject to standards established by the academic or professional/technical departments concerned.

Non-traditional credits may not be accepted by other educational institutions and the use of all non-traditional credits in the Associate in Arts and Science Degree and Associate in Science Transfer Degree are currently under review. Contact the Admissions Department for further information.

One-fourth of the total credits required for a CBC Associate in Applied Science Degree or certificate program may be earned by non-traditional credit. Non-traditional credits do not count toward the minimum residency requirement. For further information on non-traditional credits, contact the Admissions and Registration Department.

Credit for Prior Experiential Learning

Columbia Basin College grants credit for learning that ties prior experiences to the theories, data, and skills in the discipline. Assessment of prior experiential learning for credit is the responsibility of faculty who are content specialists. Each department that offers credit for prior experiential learning establishes specific methods for evaluation.

Prior experiential learning credit is granted only for classes that are regularly offered at Columbia Basin College. No credit will be awarded if the student has earned credit in a similar course. Before a student can be granted credit for prior experiential learning and before the credit can become part of a student's permanent record, the student must have earned 15 or more credits at Columbia Basin College with a GPA of 2.0 or better. The general guidelines for granting credit for prior experiential learning are:

- to be eligible, the student must be enrolled at Columbia Basin College during the quarter the credit is awarded;
- a non-refundable fee per each credit must be paid for the experiential learning assessment. Contact the Cashier office;
- each request for prior experiential learning should be directed to the appropriate instructional department lead;
- credits awarded will be recorded with a "P" grade and are specifically identified as credits for prior experiential learning on the transcript.

Military Credit and Experience

Columbia Basin College awards college credit in professional/technical areas for courses a student has previously taken at an Armed Services school beyond basic training.

The amount and type of credit will be based upon the recommendation found in the Guide to the Evaluation of Educational Experiences in the Armed Services. A course certificate and Form DD-214 or DD-295 are required as proof of completion.

Course Challenge

Certain courses at Columbia Basin College may be challenged for credit by passing a departmental challenge examination. Individual departments will determine which, if any, of their courses may be challenged. Contact Admissions and Registration Department to obtain an application and the procedure for credit by examination. The general guidelines for a course challenge are:

- the student must be enrolled at Columbia Basin College during the term the course is challenged;
- if the student is enrolled in the course, it must be challenged within the first week of the course;
- the course being challenged must be offered during the term in which it is being challenged unless otherwise specified by the department policy;
- the student has never received college credit(s) for the course or for one similar to the course being challenged;
- a course may only be challenged once;
- an examination fee per credit (non-refundable) must be paid prior to the examination (contact cashiering);
- only full-time Columbia Basin College instructors or adjunct instructors with permission of department lead or division dean can administer challenge examinations. In the Math/Science division, lab courses cannot be challenged;
- challenge examinations can be given any time before grades are due at the end of the quarter, except as noted;
- credit(s) earned will be recorded on the transcript with a "P" grade. A failure will not be posted.

College Level Examination Program (CLEP)

A score of 50 in the subject examination will be equated to the specific course and credit. Students must submit their score report to the Transcript Office for evaluation.

DANTES Subject Test

A score of 500 will earn credit for a specific course and credit.

College Board Advanced Placement

A score of 3 or higher will earn five credits. A score of 4 or 5 on a foreign language advanced placement test will earn ten credits. For further information on AP credits, contact the transcript office.

International Baccalaureate

Students may receive college credit for the International Baccalaureate higher level subjects when a score of 4 or higher is earned in selected subjects. No credit is awarded for:

- English as a Second Language (English B);
- any science course with a lab, unless a score of 5 or higher has been attained;
- foreign language B (if language is the student's native language);
- music and art (see department).

Records and Transcripts

Student Access to Educational Records

The college may release certain student directory information without student consent. Such information may include student name, address, date of birth, major field of study, quarter of attendance, degrees and awards received, previously attended educational institutions, participation in activities and sports and weight and height of members of athletic teams. The college provides to military recruiters the additional information of the student's home telephone listing and credits earned. Students who do not want their directory information released without their consent must file a Non-disclosure Request to Admissions and Registration Department. The request will be honored for one year. Students must renew their requests annually.

The provisions of the Family Education Rights and Privacy Act (FERPA) also establish the right of students to inspect and review their education records and provide guidelines for the correction of inaccurate or misleading data through informal and formal processes. Contact the Admissions and Registration Department for details and assistance with this process.

Access to academic transcripts, and ability to register, may be blocked if a student has not complied with college financial, academic or disciplinary directives. The Security Office may also withhold other records if there is a concern about compromising a criminal investigation.

Transcripts

An official transcript is a record of a student's academic work at Columbia Basin College. It bears the college seal and the Registrar's signature. Students may request an official transcript by submitting a signed, written request to the Transcript Office. Transcript Order Forms are available on campus or on the web site at www.columbiabasin.edu. A letter signed by the student with the following information may also be mailed or faxed to the Transcript Office: name, student I.D. number or social security number, student's mailing address, and the address to which the transcript is to be sent. The first two requested official transcripts are free; additional copies are \$2 each. Unofficial transcripts may be obtained from the CBC web site at www.columbiabasin.edu/student.

Columbia Basin College does not release transcripts from high schools or other educational institutions. Transcripts submitted during the admissions process are part of the student's official file and will not be returned to the student.

Record Retention

Columbia Basin College transcripts will be maintained according to the State retention guidelines. Student admission files, including admission application, test scores, advisory planning sheets and high school and college transcripts will be retained for three years after the last quarter the student is enrolled. International student documents are retained indefinitely.

General Policies

Student Rights and Responsibilities

All students at Columbia Basin College are expected to comply with college policies, procedures and regulations. Students are also provided with certain rights, including due process. These rights and responsibilities are fully outlined in the Code of Student Rights and Responsibilities. The Code is administered by the Vice President for Student Services and is available in the Library, the Office of the Vice President for Student Services, the ASCBC offices and on the Columbia Basin College web site. For further information, please contact the Vice President for Student Services located in the Student Services Center.

Drug and Alcohol Abuse Prevention

In compliance with the Drug Free Schools and Communities Act Amendment of 1989, Columbia Basin College has adopted and implemented a program to prevent the unlawful possession, use or distribution of illicit drugs or alcohol by students and employees. The Columbia Basin College Code of Student Rights and Responsibilities specifically prohibits the possession, use, and distribution of drugs and alcohol where prohibited by law. Violation of these policies may result in mandatory referral for evaluation or treatment for substance/alcohol abuse and/or may be cause for disciplinary action.

Sexual Harassment Policy

By upholding the requirements of Title VII of the Civil Rights Act of 1964, as amended, Columbia Basin College is committed to maintaining a college environment free from all forms of discrimination, including sexual harassment. This commitment applies to all levels and areas of Columbia Basin College operations and programs, to students, faculty, staff and all other personnel. Sexual relationships between Columbia Basin College employees and students are deemed unwise.

Any Columbia Basin College employee or student who believes he or she has been subjected to sexual harassment, or who believes he or she has been charged wrongfully with a sexual harassment complaint, may utilize Columbia Basin College's sexual harassment complaint procedures by contacting any of the following:

- Title IX Officer
- Affirmative Action Officer
- Sexual Harassment Ombudsman
- any Columbia Basin College administrator or supervisor.

Student Resources

Assessment Center

The Assessment Center provides a wide variety of testing services to assist students in the following areas:

ASSET/COMPASS: Assessment of skills in English, reading and math for appropriate college course placement;

CLEP (College Level Examination Program): College credits may be earned by taking exams in a variety of subjects;

G.E.D. Testing: Adults who have not graduated from high school may obtain a Certificate of Educational Competency by passing the G.E.D. test. Refer to Admissions Information section.

The center also serves as the test site for a number of standardized educational exams, certification exams, and proctored exams for other colleges.



If you need accommodations for assessment based on a disability, please contact the Resource Center at (509) 547-0511, ext. 2325 TDD/TTY (509) 546-0400.

Bookstore

The Columbia Basin College Bookstore is located in the Hawk Union Building (HUB). Store hours during fall, winter and spring quarters are 7:30 a.m. - 7:00 p.m. Monday through Thursday and 7:30 a.m. - 1:00 p.m. on Friday. The bookstore is closed weekends and student holidays. Please call for hours during student non-attendance breaks (i.e. summer, Christmas, spring).

The bookstore is owned and operated as a service by Columbia Basin College for our students and the community. The store sells required and recommended textbooks, as well as general reading materials and study aids, school supplies, art and engineering supplies, emblematic clothing, greeting cards, and gift items. We welcome opportunities to serve you.

There are established refund, exchange, and buyback policies. These are available in the bookstore and at our website. Current quarter textbook information is available online <http://www.cbcbookstore.com>.

Career and Employment Services Center

Career/Transfer Center

The Career/Transfer Center is located in the Student Services building and offers career assessments for students and non-students making career and educational decisions. There are interest and personality inventories, as well as labor market information. The Career/Transfer Center includes a computer lab, available for students to work on career and job related activities. The lab is also available by reservation for instruction, self-exploration and career workshops. The Career/Transfer Center, offers students the chance to meet with counselors for guidance and career assessment interpretation.

Employment/Placement Services

Students are referred to job openings throughout the Tri-Cities area. Interviews are scheduled on campus and resumes are mailed for specific job openings. Job openings, and student resumes are posted on the Internet at <http://jobs.columbiabasin.edu>. Students may be referred through the Student Employment Office at any time during the year.

Student Employment

The Student Employment office provides employment information to Columbia Basin College students, graduates and the community. Students may find part-time, full-time, temporary and summer work through the office. The range of positions varies from unskilled, part-time work to highly skilled technical positions.

Workshops

Workshops are held throughout the year to provide opportunities for students to meet with professionals in their career fields, design job-search strategies, and learn of future career opportunities.

Career Expo

Career Expo is an annual event. Nearly 100 employers are invited on campus to meet with students, answer questions, and share job opportunities.

Work-Study

Career-oriented opportunities throughout the Tri-Cities are available to students who qualify. Students are placed in jobs that allow them to gain experience in their field of study.

Job Search Assistance

The Student Employment office helps students with job search strategies, resume writing, interviewing techniques, and how and where to look for employment.

WorkFirst

Located in the Career and Employment Services Center (CESC) in the Hawk Union Building (HUB), WorkFirst programs provide services and funds to eligible low-income working parents to support some educational plans. WorkFirst programs offer:

- training specialists ready to assist you with career and educational planning;
- registration assistance;
- financial assistance for tuition, fees and books for vocational, technical and professional training programs;
- year-round WorkFirst, Work-Study, for TANF recipients;
- customized, short-term training for TANF recipients designed in partnership with businesses ready to give hiring consideration to training completers;
- referral assistance for Working Connection Child Care services.

For more information, please contact WorkFirst, (509) 547-0511, ext. 2719.

Worker Retraining

The Worker Retraining (WR) program offers to unemployed persons needed training and services to re-enter the workforce. To be eligible, a person must be receiving Washington State Unemployment Insurance benefits, or have exhausted Washington State Unemployment Insurance benefits in the last 2 years, or is a Displaced Homemaker (a person who has lost primary source of income and has been a full-time homemaker for a minimum of 2 years). Additional requirements include being a Washington state resident and enrolled in one of the vocational, professional, or technical training areas at CBC.

WR services and benefits include financial, career, and academic counseling, as well as financial assistance for re-training. Financial assistance may be in the form of tuition and fees for one quarter or more. WR training Completion Aid may also be available for additional expenses incurred during re-training for individuals who have exhausted their Washington State Unemployment Insurance benefits within the last two years. WR awards are contingent on availability of funds, state regulations and other resources each quarter. WR funds are not an entitlement.

For additional information about the Worker Retraining program, call Columbia Basin College, (509) 547-0511, ext. 2446 or TDD/TTY: (509) 546-0400.

College Assistance Migrant Program (CAMP)

The College Assistance Migrant Program is a unique educational program designed to help students from migrant and seasonal farm worker backgrounds succeed in college. The program is funded by the U.S. Department of Education and is administrated through the Office of Diversity at Columbia Basin College.

Our mission is to provide students with the academic foundation they need to successfully reach their educational and career goals. CAMP will provide students with intensive academic, career, financial and support services during their first year of college. For more information please contact the CAMP office at (509) 547-0511, ext. 2602.

Counseling and Student Development Center

The primary responsibility of the Counseling and Student Development Center is to assist students in their personal, educational and professional growth and planning. The center provides a variety of services:

Advising: Counselors and advisors assist students in making decisions about academic or occupational goals and help students understand the processes, procedures and policies of the college. They provide specific information about Columbia Basin College courses and programs, as well as specialized training options and transfer requirements for other educational institutions. In addition, counselors and advisors provide information and referral to a wide range of resources both on and off-campus.

Counseling: Licensed counselors offer students confidential sessions to assist with issues that may affect educational goals. To schedule an appointment with a counselor, please call the Counseling and Student Development Center.

Family Literacy

Working with parents to improve their literacy and basic skills so that they are better prepared to support their children's success in school is the goal of CBC's Family Literacy courses. These courses are conducted in collaboration with the local school district and other agencies and usually integrate parenting, early childhood education, and home visits into the ESL and ABE/GED Prep instruction. Many of these courses are supported through Federal Even Start/Migrant Even Start funds and are limited to parents with children up to 7 years old. Registration into these courses is based on the family's qualification through a school district or partner agency.

High School Equivalency Program (HEP)

The High School Equivalency Program (HEP) is a federally funded program that assists migrant and seasonal farm workers to earn their General Education Development (GED) Certificate.

The goal of HEP is to help students enhance their survival skills and knowledge so that they may qualify for more rewarding employment or for entry into vocational or technical schools, two-year community colleges, four-year universities or the military service. Classes are offered in both English and Spanish. For more information call (509) 547-0511, ext. 2775.

International Student Services

International Student Services coordinates with students and the Admissions and Registration Department to ensure all admission requirements are met and that students are in compliance with International Student guidelines.

Services we provide include:

- class advising;
- college transfer assistance;
- assisting students with questions and concerns;
- ensuring students are in compliance with International Student guidelines.

For more information, please contact the International Student Services office at (509) 547-0511, ext. 2300.

Library Services

Students, faculty, staff, and other interested individuals are encouraged to use the resources available at the Columbia Basin College Library, located in the L Building on the Pasco campus.

The library provides access to numerous computerized resources for educational purposes including databases that index periodicals, with more than 2,500 titles in full text. The library has approximately 55,000 books; an excellent collection of more than 2,000 sound recordings on compact discs and LPs; more than 1,000 instructional videos and other audiovisual materials; and approximately 500 magazine and journal titles. The Benton-Franklin County Law Library is located at the library. The library has study space for individuals, rooms for group study, and a large computer lab for instruction.

Reference librarians are available during library hours to provide assistance. Library orientation sessions are available upon request at the library or through remote access, providing information on effective use of the library resources.

The Columbia Basin College student identification card serves as a library card. Students are encouraged to stop by the library to fill out a registration card so they may borrow material from the library and access specialized computer resources. The college catalog and several of the computerized resources can be accessed remotely at www.columbiabasin.edu. Current students may request passwords and user information at the library or remotely at library@columbiabasin.edu.

Library hours for fall, winter, and spring quarters are Monday through Thursday from 7:30 a.m. to 9:00 p.m., Friday 7:30 a.m. to 4:45 p.m., and Saturday from 9:00 a.m. to 5:00 p.m. Contact the library regarding interim and summer quarter hours at 547-0511, ext. 2287 or TDD/TTY (509) 546-0400.

Office of Diversity

In July 2001, in an effort to provide educational access and support to all of the residents of Benton and Franklin counties, particularly those traditionally underserved by the higher education system, CBC established the Office of Diversity. Through this office, the college's goal is to make CBC a more open and inviting place for students, faculty, and staff. CBC values and respects diversity as a necessary foundation for a healthy learning and working community and is committed to diversity in its curricula, student body, faculty, staff, architecture, art, and activities.

As such, the Office of Diversity actively pursues opportunities that will ensure diversity in all aspects of campus life, including developing relationships with external partners in education, government, and the community. In addition, through this office, the college initiates special programs to assist traditionally underserved students and/or students with limited access to higher education. These special programs include:

- High School Equivalency Program, to help local farmworkers obtain a GED;
- College Assistance Migrant Program, to help migrant farmworkers and children of farmworkers achieve success in college;
- Migrant Even Start, to help migrant parents with young children improve their literacy skills and serve as their children's first and most important teachers;
- Upward Bound, to assist low-income and potential first generation college students from local high schools prepare for and pursue higher education; and
- Student Support Services, to support low-income and first generation college students succeed in college.

Given that diversity is integral to all dimensions of the CBC Mission, the college believes that it is important for strategies that promote diversity be embedded in all CBC programs. Therefore, diversity initiatives are integrated and supported within programs and services described throughout this catalog.

Office of Student Retention

The Office of Student Retention develops programs to assist students in completing their educational goals in a timely and efficient fashion. The office works closely with students on academic suspension and coordinates the First Year Introduction (FYI) workshops. The retention office also oversees the CBC Peer Mentors, who provide educational programs that benefit students.

Peer Mentors

Peer mentors are a diverse group of students who are experienced and trained to help new and current students be successful at Columbia Basin College. Services we provide include:

- assistance with the registration process;
- opportunities for group discussions on a variety of cultural and social issues;
- referrals to appropriate campus and off-campus resources;
- study groups;
- assistance in clarifying college guidelines and procedures;
- emotional support/peer advocacy.

For mentor services contact the Office of Student Retention. Visit our web site at www.columbiabasin.edu/sserv/mentors/

Research and Instructional Assessment

Columbia Basin College's commitment to its mission and goals requires conducting regular evaluations of progress in achieving those goals. Testing and surveying at various points in students' educational journeys are essential parts of this evaluation process. In addition, students may be asked to cooperate in various surveys, interviews, focus groups and other data collection efforts by the college.

Since the goals of Columbia Basin College are directed to the education of the whole person, student achievement can be measured only by evidence concerning the whole person. To protect confidentiality of data, the Office of Institutional Research never releases personal information about individuals and, wherever possible, avoids attaching names to personal data during analysis.

Resource Center

The Resource Center is dedicated to assisting students and community members in reaching their personal and professional goals. The Resource Center is open to those who want to begin college but are not sure how to get started, as well as to currently enrolled students who need assistance to overcome obstacles that make reaching their educational goals more difficult.

Our center offers services in three major areas:

Family Services

- childcare reimbursement *
- Don't Quit workshop
- community referrals
- Holiday Program *
- counseling/advising
- networking
- support groups

Disability Services

- test accommodations, including ASSET/COMPASS, GED, CASAS
- sign language interpreters
- adaptive equipment
- academic accommodations
- counseling/advocacy

Student Assistance

- short term emergency tuition and book loans*
- travel/bus passes *
- fee waivers *
- Learning Needs Assessments
- student networking
- advising/counseling

*(Income guidelines apply to some services)

To schedule an appointment, call (509) 547-0511, ext. 2325 TTY (509) 546-0400.

Security Services

The Security Department's main function is to assist students and faculty in promoting a safe and secure learning environment. Helping students retrieve their keys from locked cars or jump-start their vehicles are two courtesy services provided by Columbia Basin College Security.

Security strictly enforces all parking rules in order to provide adequate parking for the large number of cars on campus. Students who receive a parking ticket should attend to it promptly. Unpaid parking fines may result in a hold being placed on the student's grades and records. Parking rules are posted on campus and are available upon request.

Columbia Basin College Security is located in the J Building of the Pasco campus, east of the gazebo at center campus. The phone number is (509) 547-0511, ext. 2219 or TDD/TTY (509) 546-0400. To call after hours, dial the evening and weekend cell phone (509) 521-4599.

Student Activities

Student Programs Office

Participation in student activities and programs is a valuable part of the educational experience at CBC. The Student Programs office works with student groups to develop and plan cultural, social, recreational and educational events to meet the needs of the college community. These activities include intercollegiate athletics, intramural sports, music, drama, and various interest clubs. For information on activities and how to get involved, call the Student Programs office.

Student Government

The Associated Students of CBC, also known as ASCBC, is a self-governing body that allocates funds for student activities and programs. They determine the policies under which all ASCBC clubs and organizations operate. This group, led by the ASCBC Executive Council, also provides information to the administration on a variety of issues affecting students. Students can become involved with ASCBC by becoming an officer or a Senator, serving on the Program Board, serving on various campus committees, or by simply attending the programs ASCBC sponsors. The ASCBC and Program Board Offices are located on the upper level of the Hawk Union Building (HUB).

Organizations and Clubs

ASCBC co-funds Athletic and Arts organizations at CBC (see Athletics and Performing Groups)

Students are encouraged to take advantage of the honorary, professional, religious and social clubs available at CBC. Student clubs sponsor and plan many campus student activities. The clubs also involve themselves with the ASCBC Congress by sending a representative to meetings throughout the school year. All clubs have a staff advisor who helps members plan their activities. Clubs focus on arts, sports, diversity, politics, career/vocation, religion, and various other interests. Some past clubs have included:

- African American Association
- Ag Club
- Auto Tech
- Baptist Student Ministries
- M.E.Ch.A (Hispanic)
- Phi Theta Kappa (Honor Society)
- Rodeo Club
- SCI-FI Club
- Speech/Debate
- Student Art Association
- Student Nursing Association

Intramurals

CBC offers various intramural programs sponsored by ASCBC. Several activities are planned each quarter for both men and women. Past activities have included flag football, 3-on-3 basketball, golf, bowling, and other activities according to student interest.

Athletics

CBC is a member of the Northwest Athletic Association of Community Colleges. Men's teams represent Columbia Basin College in intercollegiate competition in baseball, basketball, golf, and soccer. Women's teams compete in basketball, golf, soccer, softball, and volleyball.

Athletic scholarships are available for participants. Participants must be enrolled in at least 12 credits per quarter. In addition, an athlete must have a 1.5 grade point average the quarter preceding competition. Second year participants must maintain a 2.0 grade point average.

Performing Groups

The Music Department offers a number of vocal and instrumental groups that students are encouraged to participate in. Some of the ensembles are: Jazz Ensemble, Concert Band, CBC Symphony Orchestra, FreeForm (a vocal jazz group), Concert Choir and Chamber Choir. Participation in these groups may require an audition. For more detailed information, please contact the Music Department.

The Theatre Arts Department presents several plays during the school year. All students are encouraged to try out for parts in the plays or for positions on the production staff.

Student Support Services

Student Support Services is a federally funded project to help students finish college. Students may be eligible for Student Support Services if they have a documented disability, are financially limited, or neither parent has a four-year degree. Student Support Services provides the following support:

- career planning;
- transfer planning/personal counseling;
- financial aid information and monitoring;
- academic advising;
- coordination with the Resource Center;
- individual tutoring.

Writing Center

The Writing Center offers free, individual tutorials and workshops for Columbia Basin College students from all departments and programs. The Writing Center is located in room A-126 of the A-building. Students can drop in for tutoring during open hours or schedule appointments for tutoring. Students can also send essay drafts to the Writing Center via email to cbcwriting@columbiabasin.edu. In the e-mail message, include your name, the class, and a brief description of the writing assignment. You should also indicate what areas in your essay you want the tutor to review. Please allow at least 24 hours for tutors to return comments on your draft.

Tutorials are individualized. Students bring in assignments or drafts and tutors offer suggestions on how to develop ideas, revise and edit. While listening and asking questions, tutors help students find and explore topics for writing assignments. Tutors also provide strategies for organizing a paper and supporting ideas.

Tutors will assist students with essays, science lab reports, summaries, term research papers, book reviews/reports, letters of application and inquiry, short stories and other forms of writing. Tutors will help students even if their writing is not required for a class.

The Writing Center also provides Internet access for research purposes and connections with tutors at other colleges.

Contact the Writing Center, (509) 547-0511, ext. 2387 or TDD/TTY (509) 546-0400.

Tutoring Programs

The Math/Science Tutor Centers, Homework Rooms, and the General Tutoring program provide free help with studies for Columbia Basin College students from most departments on campus.

Both programs are located in Room A of the Administration Building on the Pasco campus. The Pasco Tutor Center is open 9 a.m. to 3 p.m., Monday through Friday. The Richland Tutor Center is open 6 p.m. to 9 p.m., Tuesday and Thursdays and 10 a.m. to 1 p.m. on Saturdays.

Private tutoring is a program that assigns a one-on-one tutor for students who need more intensive help, or have hours that are outside the hours of the Tutor Centers, and for subjects for which there is no tutor on duty in the Centers. For more information, please contact the Pasco Tutor Center.

Graduation Requirements

Application for Graduation

Candidates for degrees, certificates, and diplomas should meet with their program advisor or counselor at least two quarters prior to the anticipated completion date. When all requirements are fulfilled, candidates for degrees, certificates, and diplomas are required to formally apply to graduate.

Each degree or certificate requires a separate application form.

Graduation applications for the Associate in Arts and Science Degree and the Associate in Science Transfer Degree are available from a counselor/advisor in the Counseling and Student Development Center.

Graduation applications for the Associate in Applied Science Degree are available from program department advisors.

Certificate applications are available from program department advisors.

To be approved for graduation, students must have:

- completed all degree/certificate program requirements and must have complied with the requirements of the college catalog (See Catalog Option section);
- a minimum of 30 credits of applicable course work earned at Columbia Basin College is required for any degree;
- earned a minimum combined cumulative grade point average of 2.0 or above in all college-level courses taken at Columbia Basin College as well as courses transferred from other colleges.

Students may graduate at the end of any quarter.

Catalog Option

Students applying for graduation must comply with the requirements of the college catalog. Students may apply for graduation under the catalog in effect at the time of enrollment or any subsequent catalog, provided the student does not drop out for a period of more than four consecutive quarters (including summer quarter).

Students who drop out for a period of more than four consecutive quarters (including summer quarter) have the option of applying for graduation under the catalog in effect at the time of re-enrollment or any subsequent catalog. They may not apply for graduation under any catalog that was in effect prior to the re-enrollment.

Degrees

Associate in Arts and Science Degree (Direct Transfer Agreement)

The liberal arts have played an important role in the academic life of Columbia Basin College since the founding of the college. The depth and breadth of offerings have expanded to include the first two years of diverse academic and pre-professional programs.

Option A

Option A is a two-year general education degree designed to satisfy all or most of the general educational requirements of most baccalaureate institutions in the state of Washington. This is the approved Direct Transfer Agreement (DTA) as per the Inter-collegiate Relations Commission.

The degree requires a minimum core of 66 credits, including 13 credits in Communications, 15 credits in Social Science/Behavioral Science, 15 credits in Science/Mathematics, 15 credits in Humanities, 5 credits in Quantitative/Symbolic Reasoning Skills, and 3 credits in Health/Physical Education. The degree requires 24 elective credits, with a total of 90 quarter credits and a cumulative GPA of 2.0 or above. In addition, students must earn 30 of the credits at Columbia Basin College. Substitutions of graduation requirements must be recommended by departmental faculty and the divisional dean and be approved by the Graduation/Admissions Committee.

Option B

Option B is a pre-professional/specific major degree designed primarily for transfer students planning to major in a specific professional area of study such as architecture, business, education, art or music. Students are required to complete all of the Option A/DTA requirements; however, their elective credits should be used to complete the departmental requirements for the institution to which they plan to transfer. Students wishing to use Option B should work closely with both a Columbia Basin College advisor and an advisor from the transfer baccalaureate institution to ascertain limits on transferability of community college credits.

Option C

Option C - is a two-year, major specific, general education degree designed to satisfy the general educational requirements and most or all of the specific pre-program major requirements of most baccalaureate institutions. This is an approved Direct Transfer Agreement (DTA) as per the Inter-collegiate Relations Commission. The degree requires a minimum core of 66 credits, including 13 credits in Communications, 15 credits in Social Science/ Behavioral Science, 15 credits in Science/Mathematics, 15 credits in Humanities, 5 credits in Quantitative/Symbolic Reasoning Skills, and 3 credits in Health/Physical Education. The degree requires 24 elective credits, with a total of 90 quarter credits and a cumulative GPA of 2.0 or above. In addition, students must earn 30 of the credits at Columbia Basin College. Substitutions of graduation requirements must be recommended by departmental faculty and the divisional dean and be approved by the Graduation/Admissions Committee.

Associate in Applied Science Degree

The Associate in Applied Science Degree is earned by students who complete a prescribed two-year professional/technical program with a cumulative GPA of 2.0 or above. Thirty-three percent of required degree credits must be earned at Columbia Basin College.

The Associate in Applied Science Degree is not designed for transfer, although some classes may be accepted for transfer by baccalaureate degree institutions. Course requirement substitutions and waivers must be recommended by departmental faculty and divisional dean and be approved by the Graduation/Admissions Committee.

Associate in Science Transfer Degree

This Associate Degree is designed for students who plan to earn a baccalaureate degree in science or engineering. There are two tracks to this degree. One track is for students majoring in biological sciences, chemistry, environmental science, geology or earth science. The second track is designed for students majoring in engineering, computer science, physics, or atmospheric sciences. Both tracks are part of a transfer agreement, which includes priority admission for resident transfer students to any of the state-funded baccalaureate institutions (BI). Provided proper courses are taken, the degree holder should be ready to enter his or her program with junior standing at the transfer BI. The degree does NOT guarantee that the student has met the General Education Requirements (GER's or GUR's) at the receiving institution. Students seeking this degree will need to work closely with a Columbia Basin College advisor as well as the transfer BI to ensure that appropriate course work is completed. Thirty-three percent of required degree credits must be earned at Columbia Basin College.

Associate in Applied Science-T (AAS-T)

In general, our technical degree programs are not designed for transfer to other colleges or universities. However, several 4-year colleges and universities have specific degree programs that accept the Associate in Applied Science-T degree in Office Assistant Technology and the Associate Degree in Applied Science-T Criminal Justice/Forensic Science degree. It is expected that the number of AAS-T degree options for career programs will increase in the future.

Students seeking to transfer to degree programs other than those specifically designed for the AAS-T are urged to consider the DTA or AS-T in preparation for transfer. Institutions and majors outside the specifically designed degree listed above (and others added in the future) likely will accept very few of the credits in the AAS degree. (English Composition, college-level math and other general education courses will transfer).

Certificates

Certificate Programs

The Certificate Program is designed to provide recognition for the student who does not plan to complete an Associate in Applied Science degree program but is interested in training and instruction in specialized areas.

Certificate of General Studies

The Certificate of General Studies is earned by students who have successfully completed 90 or more quarter credits in courses numbered 100 or above with a minimum of 2.0 grade point average and do not qualify for a degree. A minimum of 30 credits must be earned at Columbia Basin College. Substitutions of program and graduation requirements must be recommended by departmental faculty and the divisional dean and be approved by the Admissions/Graduation Committee. The distribution requirements are:

- Humanities - 10 credits
- Social & Behavioral Science - 10 credits
- Mathematics & Science - 10 credits
- English 101 & 3 additional courses*
- Electives - 50-52 credits

Total = 90 credits

*English 205, 201; Speech 101, 102, 110, 120

Short-term Certificates and Proficiency Statements

Short-term certificates and proficiency statements recognize students' mastery of information and skills important to employment and career advancement.

Students who have earned short-term certificates and proficiency statements do not participate in the commencement ceremony. These awards will not be posted on a student's transcript.



Degree Worksheets

Degree and Certificate Grid

Program	Proficiency	Short-term certificate	Certificate	Associate in Applied Science – AS	Associate in Applied Science Transfer – AAS-T	academic transfer courses	Associate in Arts and Science-Business – AA - Business	Associate in Arts and Sciences – Option B specific for WSU-Tridities	Associate in Arts and Sciences – Option C - AA-C	Associate in Science Transfer – AST	Associate in Science Transfer – AST B for WSU-Tridities	Contact Info (509) 547-0511 and below ext.# (unless other number is indicated)
Accounting			●	●	*							2245
Accounting Information Systems					*		●					2245
Administrative Office Technology					*							2672
Administrative Assistant				●	●	*						2672
Agricultural Business Office			●									2672
Bookkeeping Clerk			●									2672
Health Unit Coordinator		●										2672
Legal Office Clerk			●									2672
Medical Office Receptionist			●									2672
Medical Billing Clerk			●									2672
Receptionist			●									2672
Health Unit Coordinator Proficiency	●											2672
Office Software Proficiency	●											2672
Agriculture						*						2745
Anthropology						*		●				2445
Art, Visual						*		●				2331
Atmospheric Science						*			●			2783
Autobody Collision Repair				●								2675
Automotive Technology			●	●								2675
Biology						*		●				2783
Business						*	●					2445
Business Administration			●	●	*		●					2445
Chemistry						*		●				2783
Chinese						*						2245
Computer Science				●	*			●	●			2262
Internet Specialist				●	*							2262
Network Administration				●	*							2262
Programmer				●	*							2262
Help Desk Tech				●								2262
Information Specialist				●	*							2262
Criminal Justice				●	*							2245
Forensics				●	*							2245
Culinary and Food Services			●									2245
Dental Hygiene				●	*							2571
Digital Technology and Culture						*		●				2331
Early Childhood Education			●	●	●	*						2639
Earth Sciences						*			●			2783
Economics						*						2245
Education						*	●			●		2639
Emergency Medical Services												946-5518
CPR		●										2369
EMT-Basic			●									2478
EMT-Intermediate			●									946-5518
Pre-Paramedic			●									946-5518
Paramedic				●	●							946-5518
Engineering						*			●			2274

Program	Proficiency	Short-term certificate	Certificate	Associate in Applied Science – AS	Associate in Applied Science Transfer – AAS-T	academic transfer courses	Associate in Arts and Science-Business – AA - Business	Associate in Arts and Sciences – Option B specific for WSU-Tridities	Associate in Arts and Sciences – Option C - AA-C	Associate in Science Transfer – AST	Associate in Science Transfer – AST B for WSU-Tridities	Contact Info (509) 547-0511 and below ext.# (unless other number is indicated)
Engineering Technology				●								2274
Computer Aided Drafting			●									2274
English						*	●					2613
Environmental Sciences					*				●			2783
Firefighters			●									946-8548
Fire Science			●									946-8548
French						*						2245
Geography, Cultural					*							2245
Geography, all but Cultural					*							2783
Geology					*				●			2783
German					*							2245
Health					*							2369
History					*		●	●				2245
History Education					*		●					2245
Human Services				●	*							2439
Chemical Dependency			●		*							2439
Gerontology/Geriatric			●		*							2439
Humanities					*		●					2331
Intercultural Studies					*							2245
International Studies			●		*							2245
Literature					*							2331
Machine Technology				●								2672
Mathematics					*							2783
Music-Instrumental					*			●				2331
Music-Vocal					*			●				2331
Nursing-LPN			●		*							372-7680
Nursing-AND				●	*							372-7680
Paraeducation Program		●										2639
Paralegal				●	*							2559
Pharmacy Technician			●									2478
Philosophy					*							2245
Phlebotomy		●										2478
Physical Education					*							2369
Physics					*				●			2783
Political Science					*			●				2245
Psychology					*		●					2245
Resource Sciences					*				●			2783
Russian					*							2245
Social Sciences					*		●					2245
Sociology					*							2245
Spanish					*							2245
Speech					*							2331
Theatre					*			●				2331
Welding Technology		●		●								2672
Women Studies					*							2245

* A general AA degree is available with options to take courses leading to transferring

COLUMBIA BASIN COLLEGE

ASSOCIATE OF ARTS & SCIENCE (AA) DEGREE REQUIREMENTS

COMMUNICATIONS

13 credits

Communications: (10 credits in English plus a minimum of 3 credits in Speech)

ENG 101

ENG 201 or 205

SPE 101, 102, 110, 111, 260

MATH PROFICIENCY

Intermediate Algebra Proficiency requirement.
Must do one of the following:

Pass Intermediate Algebra (MTH 95 or MTH 98) with 2.0 or better.

Pass a MTH class that has an Intermediate Algebra Prerequisite.

Place into any MTH course 113 or above via ASSET.

QUANTITATIVE/SYMBOLIC REASONING

5 credits

Choose one class from the Quantitative Reasoning or Symbolic Reasoning courses.

Quantitative Reasoning:

any Math course 122 or above, except MTH 154

or

Symbolic Reasoning:

CS 102, 161, 162, 202 or PHI 121

HUMANITIES

15 credits

Complete at least one course from any two of the following groups.

Courses must be selected from three different subject areas.

Group 1

ART 110,116, 117, 118, 119, 120,121; MUS 115, 116

Group 2

ENG 255; LIT 140, 150, 160, 170, 180, 195, 203, 205, 206, 207, 225, 226, 227, 264, 265, 266, 270; THA 115, 150, 215; SPE 246

Group 3

CC 201, 202, 203; HIS 101,102, 103; ICS 120, 125; PHI 101, 120, 131, 150; WS 155, 160; COM 201; ENG 110

Group 4

FOREIGN LANGUAGE: CHIN 101, 102, 103; FR 101, 102, 103, 201, 202, 203, 260, 261, 262; GER 101, 102, 103, 201, 202, 203, 260, 261, 262 JPSE 101, 102, 103; RUS 101, 102, 103; SPA 101, 102, 103, 104, 110, 111, 112, 201, 202, 203, 205, 206, 207, 260, 261, 262; all foreign language courses count as a single subject;

EFL 101, 111

SOCIAL & BEHAVIORAL SCIENCE

15 credits

Complete at least one course from each one of the following two groups.

Courses must be selected from three different subject areas.

Group 1

PSY 100, 101, 201, 202, 205, 240; SOC 101,150, 201, 269

Group 2

AG 240, ANT 101, 120, 130; EC 110, 201, 202, 291; GEO 150; HIS 104, 105, 110, 112, 115, 233; ICS 255; PS 100, 101, 103, 104, 150, 151

MATHEMATICAL & NATURAL SCIENCE

15 credits

At least 10 credits need to be from science courses. Courses must be selected from two different subject areas. One course must be a laboratory science. A single math course cannot count for both a mathematical and natural science course and a quantitative skill course.

ANT 111; AST 101/1011

BIO 100, 105/1051, 110/1101, 111/1111, 112/1121, 113/1131, 120, 140/1401, 148/1481, 186/1861, 221/2211, 222/2221, 240/2401, 250/2501, 260/2601;

CHM 100/1001, 101/1011, 110/1101, 111/1111, 112/1121, 113/1131, 120/1201, 130/1301, 221/2211, 222/2221, 223/2231, 251/2511, 252/2521, 286;

ENVS 100/1001, 105/1051; GEL 101/1011, 102/1021, 203/2031, 211/2111; GEO 101, 120/1201;

MTH 113, 121, 122, 123, 130, 143, 147, 154, 155, 157, 210, 231, 232, 233, 234, 243, 246, 254;

NFS 111;

PHY 100/1001, 105/1051, 106/1061, 107/1071, 201/2011, 202/2021, 203/2031;

SCI 110/1101, 120

HEALTH & PHYSICAL EDUCATION

3 credits

Health Lecture or PE activity courses

HE 110, 160, 161, 1611, 170, 220, 230, 240

or

PE 1031, 1041, 1101, 1111, 1121, 1131, 1141, 1151, 1171, 1181, 1191, 1201, 1211, 1221, 1271, 1281, 1291, 1321, 1331, 1351, 1401, 1411, 1421, 1451, 1461, 1471, 1481, 1491, 1501, 1601, 1611, 1621, 1631, 1641, 1651, 1871, 1881, 1891, 1901, 2011

ELECTIVES

24 credits

Courses must be numbered 100 & above.

A maximum of 15 credits from restricted electives may be applied. Please consult with your advisor or counselor.

Note:

Required minimum credits 90

Required cumulative GPA 2.0

A minimum of 30 credits CBC courses

Depending on your major, some course choices may be more appropriate than others

Consult with your counselor or faculty advisor

Maximum 6 credits of PE activity may be applied
3 credits in Health and PE and 3 credits included in restricted electives

2004 – 2005 Associate of Arts & Science Degree Worksheet

	COLUMBIA BASIN COLLEGE	Department	Course #	Credits	Quarter
A	Communications (10 credits in English plus 3 credits in Speech)				
	1. ENG 101	_____	_____	_____	_____
	2. ENG 201 or 205	_____	_____	_____	_____
	3. Speech (options) 101, 102, 110, 111, 260	_____	_____	_____	_____
	Math Proficiency				
	1. Intermediate Algebra Proficiency requirement; must do one of the following:				
	<input type="checkbox"/> Pass Intermediate Algebra (MTH 95 or MTH 98) with 2.0 or better.				
	<input type="checkbox"/> Pass a MTH class that has an Intermediate Algebra Prerequisite.				
	<input type="checkbox"/> Place into any MTH course 113 or above via ASSET or Compass.				
B	Quantitative/Symbolic Reasoning (5 credits)				
	Quantitative/Symbolic Reasoning Skills:				
	1. Quantitative Reasoning: any Math course 122 or above, except MTH 154				
	OR				
	2. Symbolic Reasoning: CS 102, 161, 162, 202 or PHI 121	_____	_____	_____	_____
C	Humanities (15 credits)				
	<input type="checkbox"/> Complete at least one course from any two of the following groups.				
	<input type="checkbox"/> Courses must be selected from three different subject areas.				
	1. ART 110, 116, 117, 118, 119, 120, 121; MUS 115, 116.	_____	_____	_____	_____
	2. ENG 255; LIT 135, 137, 140, 150, 160, 170, 180, 195, 203, 205, 206, 207, 225, 226, 227, 264, 265, 266, 270; THA 115, 150, 215; SPE 246.	_____	_____	_____	_____
	3. CC 201, 202, 203; HIS 101, 102, 103; ICS 120, 125; PHI 101, 120, 131, 150; WS 155, 160; COM 201; ENG 110.	_____	_____	_____	_____
	4. FOREIGN LANG 101 & above; EFL 101, 111.	_____	_____	_____	_____
	Excluding conversational classes. All foreign language courses count as a single subject area.				
D	Social & Behavioral Science (15 credits)				
	<input type="checkbox"/> Complete at least one course from each of the following groups.				
	<input type="checkbox"/> Courses must be selected from three different subject areas.				
	1. PSY 100, 101, 201, 202, 205, 240; SOC 101, 150, 201, 269.	_____	_____	_____	_____
	2. AG 240; ANT 101, 120, 130; EC 110, 201, 202, 291; GEO 150; HIS 104, 105, 110, 112, 115, 233; ICS 255; PS 100, 101, 103, 104, 150, 151.	_____	_____	_____	_____
E	Mathematical & Natural Science (15 credits) *no lab				
	<input type="checkbox"/> At least 10 credits from science courses.				
	<input type="checkbox"/> Courses must be selected from two different subject areas.				
	<input type="checkbox"/> One course must be a laboratory science.				
	<input type="checkbox"/> A single math course cannot count for both a science and a quantitative skill.				
	ANT 111 ; AST 101; BIO 100 & above; CHM 100 & above; ENVS 100; MTH 113 or above; NFS 111 ; GEL 101 & above; GEO 101 ; GEO 120; PHY 100 & above; SCI 110, 120*	_____	_____	_____	_____
F	Health & Physical Education (3 credits)				
	Health Lecture or PE <u>activity</u> courses	_____	_____	_____	_____
G	Electives (24 credits)				
	Courses must be numbered 100 & above.				
	A maximum of 15 credits from restricted electives may be applied.				
	Please consult with your advisor or counselor.				

Note:

- ◆ Required minimum credits 90
- ◆ Required cumulative GPA 2.0
- ◆ A minimum of 30 credits CBC courses.
- ◆ Depending on your major, some course choices may be more appropriate than others.
- ◆ Consult with your counselor or faculty advisor.
- ◆ Maximum 6 credits of PE activity may be applied.

2004 - 2005 Associate in Science Transfer Degree Worksheet

Biological Sciences/Chemistry/Environmental or Resources Sciences/Geology & Earth Sciences

COLUMBIA BASIN COLLEGE		Department	Course #	Credits	Quarter
A	Communications (5 credits) ENG 101, 201				
B	Math (10 credits) (Two courses at or above calculus) MTH 231, 232, 233, 234, 243, 254				
C	Humanities & Social/Behavioral Science (15 credits) ◆ Complete at least one course from each of the following groups. ◆ Courses must be selected from three different subjects. 1. ART 110, 116, 117, 118, 119, 120, 121; CC 201, 202 203; ENG 255; MUS 115, 116; LIT 135, 137, 140, 150, 170, 180, 195, 203, 205, 206, 207, 225, 226, 227, 264, 265, 266, 270; THA 115, 150, 215; SPE 246; HIS 101, 102, 103; ICS 120, 125; PHIL 101, 120, 131, 150; WS 155, 160; COM 201; ENG 110; FOREIGN LANGUAGE 101 & above, (excluding conversational classes) EFL 101, 111 All foreign language courses count as a single subject area. 2. PSY 100, 101, 201, 202, 205, 240; SOC 101, 150, 201 269; AG 240; ANT 101, 120, 130 EC 110, 201, 202, 291; GEO 150; HIS 104, 105, 110, 112, 115, 233; ICS 255; PS 100, 101, 103, 104, 150, 151.				
D	Pre Major (45-50 Credits) 1. CHM 111, 112, 113 2. MTH 143 or 233 3. BIO 111, 112, 113 or ◆ PHY 105, 106 and 107 or ◆ PHY 201, 202 and 203 4. Additional requirements: 10-15 quarter credits in physics, geology, organic chemistry, biology, or mathematics, consisting of courses normally taken for science majors (not for general education), preferably in a 2-or 3-quarter sequence.				
E	Program Specific Under Advisement (10-15 credits) Sufficient additional college-level credits so that total credits earned are at least 90 quarter credits. These remaining credits may include prerequisites for major courses (e.g., pre-calculus), additional major coursework, or specific general education or other university requirements, as approved by the advisor.				

** Some baccalaureate programs require physics with calculus

*** A single course cannot count in two areas.

Select courses based on the requirements or the specific discipline at the baccalaureate institution you plan to attend.

Note: ◆ Required minimum credits 90
◆ Required cumulative GPA 2.0
◆ A minimum of 30 credits CBC courses.
◆ Depending on your major, some course choices may be more appropriate than others.
◆ Consult with your counselor or faculty advisor.

The Associate of Science Degree does **NOT** guarantee that a student has met the general education requirements at the transfer baccalaureate institution.

Rev. 5/04

Degree Worksheet

2004 – 2005 Associate in Science Transfer Degree Worksheet

Engineering/Computer Science/Physics/Atmospheric Sciences

COLUMBIA BASIN COLLEGE		Department	Course #	Credits	Quarter
A	Communications (5 credits) ENG 101, 201				
B	Math (10 credits) (Two courses at or above calculus) MTH 231, 232, 233, 234, 243, 254				
C	Humanities & Social/Behavioral Science (15 credits) <ul style="list-style-type: none"> ◆ Complete at least one course from each of the following groups. ◆ Courses must be selected from three different subjects. 1. ART 110, 116, 117, 118, 119, 120, 121; CC 201, 202, 203; ENG 255; MUS 115, 116; LIT 135, 137, 140, 150, 170, 180, 195, 203, 205, 206, 207, 225, 226, 227, 264, 265, 266, 270; THA 115, 150, 215; SPE 246; HIS 101, 102, 103; ICS 120, 125; PHIL 101, 120, 131, 150; WS 155, 160; COM 201; ENG 110; FOREIGN LANGUAGE 101 & above, (excluding conversational classes) EFL 101, 111 All foreign language courses count as a single subject area. 2. PSY 100, 101, 201, 202, 205, 240; SOC 101, 150, 201 269; AG 240; ANT 101, 120,130; EC 110, 201, 202, 291; GEO 150; HIS 104, 105, 110, 112, 115, 233; ICS 255; PS 100, 101, 103, 104, 150, 151.				
D	Pre Major (30 credits) 1. Science (5 credits) <ul style="list-style-type: none"> ◆ Any science based on program requirements or ◆ CHM 111 - engineering majors 2. Math (5 credits) MTH 143 or 233 3. Computer Programming Language (5 credits) As advised for specific discipline/institution 4. Physics (15 credits) Choose one of the following sequences: <ul style="list-style-type: none"> ◆ PHY 105, 106 and 107 or ◆ PHY 201, 202 and 203 				
E	Program Specific Under Advisement (30 credits) The remaining 30 quarter credits should be planned with the help of an advisor based on the requirements of the specific discipline at the baccalaureate institution the student selects to attend. For Engineering disciplines, these credits should include a design component consistent with ABET accreditation standards.				

** Some baccalaureate programs require physics with calculus

*** A single course cannot count in two areas.

Sequences of courses should be completed at one institution.
Select courses based on the requirements or the specific discipline at the baccalaureate institution you plan to attend.

Note: ◆ Required minimum credits 90
 ◆ Required cumulative GPA 2.0
 ◆ A minimum of 30 credits CBC courses.
 ◆ Depending on your major, some course choices may be more appropriate than others.
 ◆ Consult with your counselor or faculty advisor.

The Associate of Science Degree does **NOT** guarantee that a student has met the general education requirements at the transfer baccalaureate institution.

Rev. 5/04

Programs & Requirements

Accounting – Administrative Office Technology

Accounting

Columbia Basin College offers a two-year Occupational Degree and a one-year Occupational Certificate as an option for students. The Accounting Associate Program is designed to provide students with knowledge in accounting, business, computers, and general education to become employed in entry-level accounting positions. The main goal of the program is to provide students with both the theory of accounting plus practical experience to perform computerized accounting functions.

At the end of the program successful students will be able to:

- understand basic business principles, including accounting, computers, investments and finance;
- apply accounting concepts to learn software for processing accounting information;
- use practical skills and knowledge to understand and prepare financial statements.

PROFESSIONAL TECHNICAL

One-Year Certificate in Accounting

Major Courses

BA 251	Principles of Accounting	5
BA 252	Principles of Accounting	5

Select 2 courses from the following options:

BA 105	Business & Payroll Tax Accounting	5
BA 111/111.1	Computerized Accounting & Lab	5
BA 250	Management Information Systems	5
Subtotal		20

Major Support

(a minimum of 15 credits are required)

BA 101	Introduction to Business	5
BA 120	Personal Finance	5
BA 253	Principles of Accounting	5
BA 254	Business Law	5
BA 255	Business Law	5
BA 264	Accounting Information Systems	5
BA 270	Accounting Review/Excel	5
BA 295.2	Supervised Employment	1-5
AOT	Keyboarding	2-4
CA 100	Intro to Microcomputers	4
CS 106	Database Systems I	5
CA 124	Intermediate Spreadsheets	2
EC 201	Economics	5
EC 202	Economics	5
MTH 143	Basic Statistics	5
MTH 147	Finite Math	5
MTH 210	Basic Calculus	5
Subtotal		15

General Education

ENG 101	English Composition	5
MTH 106+	Math 106 or above	5

Psychology or Sociology (select 5 credits)

PSY 101	General Psychology or	5
PSY 201	Social Psychology or	5
SOC 101	Introduction to Sociology	5

Speech (select 3 credits)

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3

Subtotal18

Total Credits Required53

PROFESSIONAL TECHNICAL

Associate of Applied Science in Accounting

Major Courses

BA 251	Principles of Accounting	5
BA 252	Principles of Accounting	5
BA 253	Principles of Accounting	5

Select 4 courses from the following options:

BA 105	Business & Payroll Tax Accounting	5
BA 107	Federal Income Taxes	5
BA 111/111.1	Computerized Accounting & Lab	5

BA 250	Management Information Systems	5
BA 264	Accounting Information Systems	5
Subtotal		35

Major Support

(a minimum of 35 credits are required)

BA 101	Introduction to Business	5
BA 120	Personal Finance	5
BA 165	Investments	5
BA 254	Business Law	5
BA 255	Business Law	5
BA 270	Accounting Review/Excel	5
BA 295.2	Supervised Employment	1-5
CA 100	Intro to Microcomputers	4
CS 106	Database Systems I	5
CA 124	Intermediate Spreadsheets	2
EC 201	Economics	5
EC 202	Economics	5
MTH 143	Basic Statistics	5
MTH 147	Finite Math	5
MTH 210	Basic Calculus	5
AOT	Keyboarding	2-4
Subtotal		35

General Education

ENG 101	English Composition	5
ENG 205	Technical Writing	5
MTH 106+	Math 106 or above	5

Psychology or Sociology (select 5 credits)

PSY 101	General Psychology or	5
PSY 201	Social Psychology or	5
SOC 101	Introduction to Sociology	5

Speech (select 3 credits)

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3

Subtotal23

Total Credits Required93

Administrative Office Technology

(Formerly Business Technology)

The Administrative Office Technology Department builds strong business partnerships with area employers to promote student preparedness for the diverse and dynamic responsibilities of new economy office professionals. The partnerships include: job shadowing, supervised employment, an advisory committee comprised of members from office-related fields, and individual periodic consultations and meetings focusing on curriculum relevancy to employment trends and student accountability and success.

The department's mission of educating students seeking to prepare for future employment through either completing certificates or degrees or by immediately updating skills is verified by the success of its students and graduates. A sampling of positions held by recent Administrative Office Technology students and graduates includes: Marketing Assistant, Medical Office Manager, Insurance Biller, Software Trainer, Program Analyst, Receptionist, Instructional Aide, Administrative Assistant or Program Assistant with governmental agency, Accounting Office Receptionist, Health Unit Coordinator, and Secretary Senior. Acquiring technical and interpersonal skills needed to function as an office professional may merit enrollment in Columbia Basin College's Administrative Office Technology courses.

Prospective students should contact an Administrative Office Technology advisor to discuss program entry, individual placement, sequence, and program planning. All course offerings are available during the day with some evening and distance offerings. This progressive department offers:

- individualized advising;
- distance learning;
- course challenge opportunities;
- short-term courses and certificates;
- work-based learning;
- Tech Prep articulation;
- current software availability;
- advanced placement in keyboarding and word processing;

- vocationally and software certified faculty;
- software certification preparation.

All Administrative Office Technology (AOT) students are afforded the opportunity to integrate classroom learning with a work-based learning experience through involvement in Supervised Employment (AOT 195.2) at a supervised work site in a program-specific discipline. Some disciplines require criminal history background checks that must be satisfactorily met.

The Associate in Applied Science degree and several Administrative Office Technology certificates are offered for students whose goals are immediate employment. Additionally, students may enroll in classes without working toward a certificate or degree. Lastly, the department offers an Associate in Applied Science - Transfer degree for transferring to selected state institutions. The AOT degrees and certificates are different from the Associate Degree in Arts and Science, which is described elsewhere in the catalog.

Graduate Competencies

Graduates of the program have been afforded opportunities to:

- demonstrate an ability to use appropriate software;
- explore and self-assess career-development techniques;
- perform duties related to specialty content in a supervised employment capacity;
- assess and apply appropriate societal and work ethics in the global environment;
- develop critical-thinking and problem-solving abilities.

Degree Programs

Associate in Applied Science Degrees

- Administrative Assistant
- Transfer

Certificate Programs

(Require a minimum of 45 credits):

- Agricultural Business Office (offered in conjunction with CBC's Agriculture Department)
- Bookkeeping Clerk
- Health Unit Coordinator
- Legal Office Clerk
- Medical Office Receptionist
- Medical Billing Clerk
- Receptionist

Proficiency and Short-Term Certificates (2-quarter programs):

- Health Unit Coordinator Proficiency
- Office Aide Proficiency
- Office Software Proficiency

All programs require students to:

- Complete ASSET test; and
- earn a minimum grade of 2.0 in all required Administrative Office Technology courses.

PROFESSIONAL TECHNICAL

Associate of Applied Science--Transfer Degree in Administrative Assistant

Major Courses

CA 100	Intro to Microcomputers	4
AOT 102	Keyboarding II	2
AOT 109.1	Keyboarding Skillbuilding	3
AOT 117	Office Orientation	3
AOT 124	Intermediate Spreadsheet Applications	5
AOT 125	Database Applications	5
AOT 126	Presentation Applications	3
AOT 128	Web Page Maintenance	5
AOT 129	Accounting Software	3
AOT 142	General Office Procedures	5

AOT 172	Word Processing I	5
AOT 272	Word Processing II	3
AOT 243/244/245	Advanced Office Procedures	2
AOT 270	Business Correspondence	5
AOT 276	Integrated Word Processing	5
AOT 290	Professional Development	3
AOT 294	Software Teaching Methods	5
EC 201/202	Economics	5
Subtotal		71

General Education

ENG 101	English Composition	5
MTH 121	Structure of Elementary Math	5

English (select 5 credits)

ENG 201	Advanced English Composition	5
ENG 205	Technical Writing	5

Speech (select 3 credits)

SPE 101	Speech Essentials	3
SPE 110	Communication Behavior	3

Social Science or Humanities

		10
Subtotal		28-30
Total Credits Required		99-101

PROFESSIONAL TECHNICAL

Associate of Applied Science in Administrative Assistant

To be eligible for ENG 101 or 103 and the required Math, the student may need to complete ENG 98/99 and MTH 84. Degree keyboarding entry of 40 net wpm in 3'timing required. To achieve this, the student may need to complete AOT 101/102. To achieve Internet proficiency, the student may need to enroll in CS 113.

Major Courses

CA 100	Intro to Microcomputers	4
AOT 114	Editing	5
AOT 117	Office Orientation	3
AOT 124	Intermediate Spreadsheet Applications	5
AOT 125	Database Applications	5
AOT 126	Presentation Applications	3
AOT 128	Web Page Maintenance	5
AOT 129	Accounting Software	3
AOT 130	Practical Accounting	5
AOT 142	General Office Procedures	5
AOT 172	Word Processing I	5
AOT 272	Word Processing II	3
AOT 195.2	*Supervised Employment	3
AOT 243/244/245	Advanced Office Procedures	2
AOT 270	Business Correspondence	5
AOT 276	Integrated Word Processing	5
AOT 290	Professional Development	3
Subtotal		69

Major Support

Student must choose at least 10 credits from the following:

AOT 118	Legal Aspects of the Medical Office	3
AOT 132	Payroll	3
AOT 146	Legal Terminology	3
AOT 147	Medical Terminology I	5
AOT 150	Coding I	4
AOT 151	Coding II	4
AOT 153	Medical Billing	4
AOT 173	Word Processing	5
AOT 195.2	*Supervised Employment	1-4
AOT 247	Medical Terminology II	3
AOT 248	Medical Terminology III	3
AOT 291.2	Special Projects	1-5
AOT 294	Software Teaching Methods	5
Foreign Language (5 credits)		5
Additional department-approved major course may be accepted.		
Subtotal		10

General Education

MTH 106+	Math 106 or above	5
PSY 100+	Psychology 100 or above	3-5

Administrative Office Technology

English (select 5 credits)

ENG 101	English Composition or	5
ENG 103	Writing in the Workplace	5

Speech (select 3 credits)

SPE 101	Speech Essential or	3
SPE 110	Communication Behavior	3

Subtotal 16-18

Total Credits Required 95-97

AOT 109 is a prescribed course to facilitate keyboarding and 10-key speeds. Degree completion requires keyboarding speed of 60 wpm and 10-key speed of 150 cpm. To achieve these speeds, AOT 109 may be taken three times for credit. An Associate in Applied Science degree requires 90 credits.

*Supervised Employment site must meet Administrative Assistant position requirement.

PROFESSIONAL TECHNICAL

Bookkeeping Clerk Certificate

To be eligible for ENG 101 or 103 and the required math, the student may need to complete ENG 98/99 and MTH 84. Certificate entry keyboarding speed of 25 net wpm in 2' timing required. To achieve this, the student may need to complete AOT 101. To achieve Internet proficiency, the student may need to enroll in CS 113.

Major Courses

CA 100	Intro to Microcomputers	4
AOT 117	Office Orientation.	3
AOT 172	Word Processing I.	5
AOT 124	Intermediate Spreadsheet Applications	5
AOT 129	Accounting Software	3
AOT 130	Practical Accounting.	5
AOT 132	Payroll for the Office Professional.	3
AOT 142	General Office Procedures	5
AOT 195.2	*Supervised Employment	3

Students must choose at least 3 credits from the following:

AOT 102	Keyboarding II	2
AOT 114	Editing	5
AOT 128	Web Page Maintenance	5
AOT 173	Word Processing I.	5
AOT 272	Word Processing II	3
AOT 290	Professional Development	3
Foreign Language	5
Additional department-approved electives (from selected disciplines) accepted.		

*Supervised Employment site must meet Bookkeeping Clerk position requirement.

Subtotal 39

General Education

English (select 5 credits)

ENG 101	English Composition or	5
ENG 103	Writing in the Workplace	5
MTH 106+	Math 106 or above	5

Speech (select 3 credits)

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3
PSY 100+	Psychology 100 or above	3-5

Subtotal 16-18

Total Credits Required 55-57

AOT 109 is a prescribed course to facilitate keyboarding and 10-key speeds. Certificate completion requires keyboarding speed of 30 wpm and 10-key speed of 175 cpm. To achieve these speeds, AOT 109 may be taken three times for credit.

PROFESSIONAL TECHNICAL

Health Unit Coordinator Certificate

To be eligible for ENG 101 or 103 and the required math, the student may need to complete ENG 98/99 and MTH 84.

To achieve Internet proficiency, the student may need to enroll in CS 113.

Prior to Supervised Employment or employment in a hospital setting, student must have on file: required immunization records and satisfactory Washington State Patrol criminal history background check.

Major Courses

CA 100	Intro to Microcomputers	4
AOT 101/102	Keyboarding I/II	2
	(see advisor for placement)	
AOT 117	Office Orientation.	3
AOT 118	Legal Aspects of the Medical Office	3
AOT 147	Medical Terminology I	5
AOT 195.2	*Supervised Employment	6

Student must choose at least 8 credits from the following:

AOT 150	Coding I	4
AOT 172 or 173	Word Processing	5
AOT 247	Medical Terminology II	3
AOT 248	Medical Terminology III	3
BIO 110/110.1	Human Biology	5
Foreign Language	5
Additional department-approved electives (from selected disciplines) accepted.		

*Supervised Employment site must meet Health Unit Coordinator position requirement.

Subtotal 31

General Education

English (select 5 credits)

ENG 101	English Composition or	5
ENG 103	Writing in the Workplace	5
MTH 106+	Math 106 or above	5

Speech (select 3 credits)

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3
PSY 100+	Psychology 100 or above	3-5

Subtotal 16-18

Total Credits Required 47-49

AOT 109 is a prescribed course to facilitate keyboarding and 10-key speeds. Certificate completion requires keyboarding speed of 30 wpm and 10-key speed of 100 cpm. To achieve these speeds, AOT 109 may be taken three times for credit.

PROFESSIONAL TECHNICAL

Legal Office Clerk Certificate

To be eligible for ENG 101 or 103 and the required math, the student may need to complete ENG 98/99 and MTH 84.

Program keyboarding entry of 25 net wpm in 2' timing required. To achieve this, the student may need to complete AOT 101.

To achieve Internet proficiency, the student may need to enroll in CS 113.

Major Courses

CA 100	Intro to Microcomputers	4
AOT 102	Keyboarding II	2
AOT 114	Editing	5
AOT 117	Office Orientation.	3
AOT 142	General Office Procedures	5
AOT 146	Legal Terminology	3
AOT 172	Word Processing I.	5
AOT 272	Word Processing II	3
AOT 195.2	*Supervised Employment	3
AOT 244	Legal Office Procedures	2
AOT 270	Business Correspondence	5

Students must choose at least 5 credits from the following:

AOT 118	Legal Aspects of the Medical Office	3
AOT 173	Word Processing	5
AOT 290	Professional Development	3
BA 254	Business Law	5
AOT 126	Presentation Applications	3
Foreign Language	5
Additional department-approved electives (from selected disciplines) accepted.		

*Supervised Employment site must meet Legal Office Clerk position requirement.

Subtotal 45

General Education

English (select 5 credits)

ENG 101	English Composition or	5
ENG 103	Writing in the Workplace	5

MTH 106+	Math 106 or above	5
Speech (select 3 credits)		
SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3
PSY 100+	PSY 100 or above	3-5
Subtotal		16-18
Total Credits Required		61-63

AOT 109 is a prescribed course to facilitate keyboarding and 10-key speeds. Certificate completion requires keyboarding speed of 60 wpm and 10-key speed of 150 cpm. To achieve these speeds, AOT 109 may be taken three times for credit.

PROFESSIONAL TECHNICAL

Medical Billing Clerk Certificate

To be eligible for ENG 101 or 103 and the required Math, the student may need to complete ENG 98/99 and MTH 84.

Certificate entry keyboarding of 25 net wpm in 2' timing required. To achieve this, the student may need to complete AOT 101.

To achieve Internet proficiency, the student may need to enroll in CS 113.

Prior to Supervised Employment or employment in a hospital setting, student must have on file: required immunization records and satisfactory Washington State Patrol criminal history background check.

Major Courses

CA 100	Intro to Microcomputers	4
AOT 102	Keyboarding II	2
AOT 117	Office Orientation.	3
AOT 118	Legal Aspects of the Medical Office	3
AOT 129	Accounting Software	3
AOT 130	Practical Accounting	5
AOT 147	Medical Terminology I	5
AOT 150	Coding I	4
AOT 151	Coding II.	4
AOT 153	Medical Billing	4
AOT 195.2	*Supervised Employment	3

Students must choose at least 4 credits from the following:

AOT 114	Editing	5
AOT 124	Intermediate Spreadsheet Applications	5
AOT 128	Web Page Maintenance.	5
AOT 132	Payroll for the Office Professional.	3
AOT 172/173	Word Processing	5
AOT 247	Medical Terminology II	3
AOT 248	Medical Terminology III	3
AOT 290	Professional Development	3
BIO 110/110.1	Human Biology	5
Foreign Language	5
Additional department-approved electives (from selected disciplines) accepted.		

*Supervised Employment site must meet Medical Billing Clerk position requirement.

Subtotal44

General Education

English (select 5 credits)

ENG 101	English Composition or	5
ENG 103	Writing in the Workplace	5
MTH 106+	Math 106 or above	5

Speech (select 3 credits)

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3
PSY 100+	Psychology 100 or above	3-5

Subtotal 16-18

Total Credits Required 60-62

AOT 109 is a prescribed course to facilitate keyboarding and 10-key speeds. Certificate completion requires keyboarding speed of 30 wpm and 10-key speed of 100 cpm. To achieve these speeds, AOT 109 may be taken three times for credit.

PROFESSIONAL TECHNICAL

Medical Office Receptionist Certificate

To be eligible for ENG 101 or 103 and the required Math, the student may need to complete ENG 98/99 and MTH 84.

Certificate entry keyboarding of 25 net wpm in 2' timing required. To achieve this, the student may need to complete AOT 101.

To achieve Internet proficiency, the student may need to enroll in CS 113.

Major Courses

CA 100	Intro to Microcomputers	4
AOT 102	Keyboarding II	2
AOT 114	Editing	5
AOT 117	Office Orientation.	3
AOT 118	Legal Aspects of the Medical Office	3
AOT 142	General Office Procedures	5
AOT 147	Medical Terminology I	5
AOT 172	Word Processing I.	5
AOT 195.2	*Supervised Employment	3
AOT 245	Medical Office Procedures	2

Students must choose at least 3 credits from the following:

AOT 150	Coding I	4
AOT 151	Coding II.	4
AOT 153	Medical Billing	4
AOT 173	Word Processing	5
AOT 272	Word Processing II	3
AOT 247	Medical Terminology II	3
AOT 248	Medical Terminology III	3
AOT 270	Business Correspondence	5
AOT 290	Professional Development	3
Foreign Language	5
Additional department-approved electives (from selected disciplines) accepted.		

*Supervised Employment site must meet Medical Billing Clerk position requirement.

Subtotal40

General Education

English (select 5 credits)

ENG 101	English Composition or	5
ENG 103	Writing in the Workplace	5
MTH 106+	Math 106 or above	5

Speech (select 3 credits)

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3
PSY 100+	Psychology 100 or above	3-5

Subtotal 16-18

Total Credits Required 56-58

AOT 109 is a prescribed course to facilitate keyboarding and 10-key speeds. Certificate completion requires keyboarding speed of 30 wpm and 10-key speed of 100 cpm. To achieve these speeds, AOT 109 may be taken three times for credit.

PROFESSIONAL TECHNICAL

Receptionist Certificate

To be eligible for English 101 or 103 and the required Math, the student may need to complete English 98/99 and Math 84.

Certificate keyboarding entry of 25 net wpm in 2' timing required. To achieve this, the student may need to complete AOT 101.

To achieve Internet proficiency, the student may need to enroll in CS 113.

Major Courses

CA 100	Intro to Microcomputers	4
AOT 102	Keyboarding II	2
AOT 114	Editing	5
AOT 117	Office Orientation.	3
AOT 126	Presentation Applications	3
AOT 142	General Office Procedures	5
AOT 172	Word Processing I.	5
AOT 195.2	*Supervised Employment	3

Administrative Office Technology

Student must choose at least 3 credits from the following:

AOT 173	Word Processing	5
AOT 272	Word Processing II	3
AOT 290	Professional Development	3
Foreign Language		5
Additional department-approved electives (from selected disciplines) accepted.		

*Supervised Employment site must meet Receptionist position requirement.

Subtotal **33**

General Education

English (select 5 credits)

ENG 101	English Composition or	5
ENG 103	Writing in the Workplace	5
MTH 106+	Math 106 or above	5

Speech (select 3 credits)

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3
PSY 100+	Psychology or above	3-5

Subtotal **16-18**

Total Credits Required **49-51**

AOT 109 is a prescribed course to facilitate keyboarding and 10-key speeds. Certificate completion requires keyboarding speed of 30 wpm. To achieve this speed, AOT 109 may be taken three times for credit.

PROFESSIONAL TECHNICAL

Agricultural Business Office Certificate

The following certificate is offered in conjunction with the Agriculture Department.

To be eligible for ENG 101 or 103 and the required math, the student may need to complete ENG 98/99 and MTH 84.

Certificate entry keyboarding speed of 25 net wpm in 2' timing required. To achieve this, the student may need to complete AOT 101.

To achieve Internet proficiency, the student may need to enroll in CS 113.

Major Courses

CA 100	Intro to Microcomputers	4
AOT 102	Keyboarding II	2
AOT 117	Office Orientation	3
AOT 129	Accounting Software	3
AOT 130	Practical Accounting	5
AOT 132	Payroll for the Office Professional	3
AOT 195.2	*Supervised Employment	3
AG 242	Ag Finance	5
AG 244	Ag Labor Relations	5
AG 245	Ag Business Management	5

Student must choose at least 3 credits from the following:

AOT 114	Editing	5
AOT 124	Intermediate Spreadsheet Applications	5
AOT 128	Web Page Maintenance	5
AOT 172	Word Processing I	5
AOT 173	Word Processing	5
AOT 290	Professional Development	3
Foreign Language		5
Additional department-approved electives (from selected disciplines) accepted.		

*Supervised Employment site must meet Ag Business Office requirement.

Subtotal **41**

General Education

English (select 5 credits)

ENG 101	English Composition or	5
ENG 103	Writing in the Workplace	5
MTH 106+	Math 106 or above	5

Speech (select 3 credits)

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3
PSY 100+	Psychology 100 or above	3-5

Subtotal **16-18**

Total Credits Required **57-59**

AOT 109 is a prescribed course to facilitate keyboarding and 10-key speeds. Certificate completion requires keyboarding speed of 30 wpm and 10-key speed of 175 cpm. To achieve these speeds, AOT 109 may be taken three times for credit.

Short-term Certificates

PROFESSIONAL TECHNICAL

Health Unit Coordinator Proficiency

Prior to Supervised Employment or employment in a hospital setting, student must have on file: required immunization records and satisfactory Washington State Patrol criminal history background check.

Major Courses

CA 100	Intro to Microcomputers	4
AOT 101/102	Keyboarding I/II (see advisor for placement)	2
AOT 117	Office Orientation	3
AOT 118	Legal Aspects of the Medical Office	3
AOT 147	Medical Terminology I	5
AOT 195.2	*Supervised Employment	3

Student must choose at least 3 credits from the following:

AOT 150	Coding I	4
AOT 172	Word Processing I	5
AOT 247	Medical Terminology II	3
AOT 248	Medical Terminology III	3
BIO 110/110.1	Human Biology	5
Foreign Language		5
Additional department-approved electives (from selected disciplines) accepted.		

*Supervised Employment site must meet Health Unit Coordinator position requirement.

Subtotal **23**

Major Support

Speech (select 3 credits)

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3

Subtotal **3**

Total Credits Required **26**

PROFESSIONAL TECHNICAL

Office Aide Proficiency

Major Courses

CA 100	Intro to Microcomputers	4
AOT 101	Keyboarding I	2
AOT 109.1	Keyboarding Skillbuilding	2
AOT 117	Office Orientation	3
AOT 142	General Office Procedures	5
AOT 172	Word Processing I	5
AOT 195.2	*Supervised Employment	3

Subtotal **24**

Total Credits Required **24**

*Supervised Employment site may be any entry-level office position with direct supervision.

PROFESSIONAL TECHNICAL

Office Software Proficiency

AOT 109 is a prescribed course to facilitate keyboarding and 10-key speeds. To be eligible for this program, student must have recent computer skills and keyboarding speed of 35 wpm. To meet these requirements, CA 100 and/or AOT 101/2 may be required.

Major Courses

AOT 124	Intermediate Spreadsheet Applications	5
AOT 125	Database Applications	5
AOT 126	Presentation Applications	3
AOT 128	Web Page Maintenance	5
AOT 172	Word Processing I	5
AOT 272	Word Processing II	3
AOT 276	Integrated Word Processing	5

Total Credits Required **31**

Adult Basic Education

Adult Basic Education consists of two main areas of focus: ABE Education and GED Preparation. These classes serve the adult community and are available at the Learning Opportunities Center (LOC) at the Pasco campus and at the Kennewick WorkSource Center. Professional staff members provide individualized instruction as well as small group instruction.

Adult Basic Education classes in reading, writing, and math serve the needs of the adult student, 18 years or older, who lack these basic skills. Each person is tested and diagnosed for reading, writing, and math levels and is provided with appropriate materials for instruction.

The second option available under Adult Basic Education is the GED Preparation Program. Completion of this program prepares the student for the General Education Development (GED) Test.

The Adult Basic Education Program also offers a Family Literacy Program, which works with parents to improve their literacy and basic skills so that they are better prepared to support their children's success. These courses are conducted in collaboration with the local school district and other agencies and usually integrate parenting, Early Childhood Education, and home visits into the ABE/GED Prep instruction. Many of these courses are supported through Federal Even Start funds and are limited to parents with children up to 7 years old. Registration into these courses is based on the family's qualifications through a school district or partner agency.

Agriculture

The Agriculture Department is currently undergoing a program revision. At present, there are courses offered which may be used to satisfy certain requirements for the AA degree and/or transfer requirements at baccalaureate institutions. Additionally, there is a specific plan of studies for a CBC student wishing to transfer to Washington State University to obtain a BS in Agriculture. Inquiries as to degree options and/or courses should be directed to either the AG department lead or the Dean of the Math/Science Division.

Anthropology

The department features introductory courses in anthropology designed to acquaint students with the study of humans, their natural history, their present day variation, and their cultural development. Students are expected to develop an understanding of human biological and socio-cultural evolution through research, critical thinking and writing.

TRANSFER

Associate of Arts & Science with an emphasis in Anthropology Option C

Communication (13 credits)

ENG 101	English Composition	5
ENG 201	Advanced English Composition.	5
SPE	Choose from any speech courses.	3

Math Proficiency

X

Quantitative/Symbolic Reasoning (5 credits)

MTH 143	Statistics.	5
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Humanities (15 credits)

Course selections must also meet the Humanities distribution requirements for the AA Degree.

ENG 110	Linguistics.	5
Humanities Electives.		10

Social & Behavioral Science (15 credits)

Course selections must also meet the Social & Behavioral Science distribution requirements for the AA Degree.

SOC/PSY 101	General Psychology or Intro to Sociology	5
ANT 120	Introduction to Cultural Anthropology	5
Social Science Elective (see advisor for appropriate selection)		5

Mathematical & Natural Science (15 credits)

Course selections must also meet the Mathematical & Natural Science distribution requirements for the AA Degree.

ANT 111	Intro to Physical Anthropology	5
Mathematical & Natural Science Electives		

(see advisor for appropriate selection)10

Health and Physical Education (3 credits)

Selected from PE Activity Classes or Health (HE) Classes 3

Electives (24 credits)

ANT 130	Intro to Archeology.	5
Electives (see advisor for appropriate selection)		19

Total Credits Required90

Art

The Art Department offers a wide range of learning opportunities so students can:

- satisfy degree requirements;
- transfer to four-year colleges or universities;
- develop professionally;
- find personal enrichment;
- enhance their appreciation of the visual arts.

The visual arts curriculum is designed to prepare the artist or arts educator with a foundation of skills for further growth and to provide continuing education opportunities for local artists.

The initial emphasis is on drawing and design skills including studies of line and tonal control, perspective theories, spatial concerns, and building an understanding of the elements and principles of form that constitute the basic language of the visual artists. Various media areas of the arts and crafts are emphasized in specific courses representing all the major two and three-dimensional media as well as art history. Emphasis is also placed on the thematic nature of the visual arts. Teaching strategies are designed to cultivate an understanding of the various themes and issues that the visual arts have the potential to articulate. This content-based approach to art making further enriches the art education the student will experience. For art majors this affords an opportunity to build a significant portfolio of work in a variety of media areas.

This curriculum is recommended for students preparing for transfer into programs in the fine arts, art education, art history, graphic design, architecture, computer art, illustration or other commercial art areas, museum studies or arts management.

TRANSFER

Associate of Arts & Science with an Emphasis in Visual Arts - Transfer

Communication (13 credits)

ENG 101	English Composition	5
ENG 201	Advanced English Composition.	5
SPE 101 or 110	Speech Essential or Communication Behavior	3

Math Proficiency

X

Quantitative/Symbolic Reasoning (5 credits)

5

Humanities (15 credits)

Course selections must also meet the Humanities distribution requirements for the AA Degree.

ART 110	Introduction to Art	5
Humanities Electives.		10

Social & Behavioral Science (15 credits)

Course selections must also meet the Social & Behavioral Science distribution requirements for the AA Degree.

Social & Behavioral Science Electives		15
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Mathematical & Natural Science (15 credits)

Course selections must also meet the Mathematical & Natural Science distribution requirements for the AA Degree.

Mathematical & Natural Science Electives		15
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Health and Physical Education (3 credits)

Selected from PE Activity Classes or Health (HE) Classes 3

Electives - (46 credits)

ART 111	Design Sequence	5
ART 112.1	Design Sequence	5
ART 113.1	Drawing Sequence	3
ART 114.1	Drawing Sequence	3
ART 116, 117 or 118		

	Art History Sequence	10
ART Elective Studio Courses See Faculty Advisor.		20

Autobody Collision Repair – Automotive Technology

It is understood a visual arts major will complete more electives than the minimum 24 required for an AA degree.

In addition to the above required coursework, it is extremely important to stay in close contact with your faculty advisor.

It is possible your faculty advisor will recommend additional coursework within the Art Department.

Total Credits Required 112

Autobody Collision Repair

This two-year program provides training in the two main areas of collision repair: body work and painting.

The first year of the program focuses on basic collision repair and complete car refinishing. The second year of the program focuses on structural repair, mechanical repair and advanced refinishing including tinting and blending of paint. Other advanced training includes the repair techniques of aluminum and composite structure components. Students divide their time between lecture and lab classes to ensure they get theoretical training as well as employable skills.

Autobody repair is a rapidly changing field and CBC's Autobody Repair Program aims to keep students updated on new materials being used in the auto industry and the techniques necessary to repair them. Students who complete the program will be prepared for entry-level employment in collision repair shops.

For more information contact ext. 2269.

Effective Fall Quarter 2003

The department requires students achieve a minimum grade of 2.0 to be able to continue enrollment in major courses. The Associate of Applied Science Degree also requires a minimum grade of 2.0 for each major course. A student who achieves a grade of 1.9 or lower in any required major courses may repeat that course once to attempt to achieve a grade of 2.0 or higher. Exceptions to this policy must be approved by the Dean of the program prior to enrollment and must be based on extenuating circumstances.

PROFESSIONAL TECHNICAL

Associate of Applied Science in Autobody Collision Repair

Major Courses

ABT 111	Basic Repair	5
ABT 111.1	Repair Lab.	9
ABT 121	Subassembly Repair	5
ABT 121.1	Subassembly Lab	9
ABT 131	Principles of Painting.	5
ABT 131.1	Painting Lab	9
ABT 211	Repair Methods	5
ABT 211.1	Repair Lab.	9
ABT 221	Body Rebuilding I	5
ABT 221.1	Rebuilding I Lab	9
ABT 231	Body Rebuilding II	5
ABT 231.1	Rebuilding II Lab	9
Subtotal84

Major Support

WT 100	Welding	3
AMT 101	Front End Alignment.	2
AMT 112	Electrical Systems	2
BA 101	Intro to Business.	5
Subtotal12

General Education

English (select 5 credits)

ENG 101	English Composition or	5
ENG 103	Writing in the Workplace or	5
ENG 205	Technical Communication	5
MTH 100+	Math 100 or above	4-5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 260	Multicultural Communication	5

Human Relations (select 3-5 credits)

PSY 100	Applied Psychology or	3
PSY 101	General Psychology or	5
PSY 201	Social Psychology or	5
BA 271	Human Relations Business	5
Subtotal		15-20
Total Credits Required		111-116

Automotive Technology

The Automotive Technology Program is a comprehensive two-year course combining classroom instruction and hands-on training. The program is based on the eight Automotive Service Excellence (A.S.E.) topics in the National Technicians Certification Program to prepare students for the A.S.E. Mechanic Certification Tests.

CBC's automotive faculty aim to bring innovative technology into the classroom and the lab. Automotive tech students learn the basics of computer diagnosis as well as traditional tool usage as they participate in the entire repair process, evaluating, repairing and maintaining vehicles.

For more information contact ext. 2746.

Effective Fall Quarter 2003

The department requires students achieve a minimum grade of 2.0 to be able to continue enrollment in major courses. The Associate of Applied Science Degree also requires a minimum grade of 2.0 for each major course. A student who achieves a grade of 1.9 or lower in any required major courses may repeat that course once to attempt to achieve a grade of 2.0 or higher. Exceptions to this policy must be approved by the Dean of the program prior to enrollment and must be based on extenuating circumstances.

PROFESSIONAL TECHNICAL

Associate of Applied Science in Automotive Technology

Major Courses

AMT 110	Introduction to Automotive Technology	4
AMT 110.1	Introduction to Automotive Technology Lab	10
AMT 120	Basic Electrical and Electronics	2
AMT 120.1	Basic Electrical and Electronics Lab	5
AMT 123	Brake/Suspension I	2
AMT 123.1	Brake/Suspension I Lab	5
AMT 130	Engine Performance	2
AMT 130.1	Engine Performance Lab	5
AMT 133	Engine Repair and Rebuild	2
AMT 133.1	Engine Repair and Rebuild Lab	5
AMT 140.2	Automotive Internship	7
AMT 220	Advanced Electrical and Electronics	2
AMT 220.1	Advanced Electrical and Electronics	5
AMT 223	Brakes/Suspension II	2
AMT 223.1	Brakes/Suspension II Lab	5
AMT 230	Automatic Transmission.	2
AMT 230.1	Automatic Transmission Lab.	4
AMT 233	Manual Transmission.	2
AMT 233.1	Manual Transmission Lab.	5
AMT 240	Drivability Diagnostics.	2
AMT 240.1	Drivability Diagnostics Labs	5
AMT 243	Heating Ventilation & Air Conditioning Systems	2
AMT 243.1	Heating Ventilation & Air Conditioning Systems Labs.	5
Subtotal90

General Education

ENG 103	Writing in the Workplace	5
MTH 100+	Math 100 and above	5
SPE 103	Business Communication	3

Psychology (select 3-5 credits)

PSY 100	Applied Psychology or	3
PSY 101	General Psychology	5
Subtotal		16-18
Total Credits Required		106-108

Biology

The Life Sciences Department offers courses in biology and science to:

- prepare students for BIO 111/1111 and/or fulfill graduation requirements for the non-science major to obtain an Associate Degree in Arts and Sciences or Certificate of General Study (BIO 100/1001, BIO 105/1051, BIO 110/1101, ENVS 100/1001, BIO 140/1411, BIO 148/1481, SCI 1110/1101);
- meet the entrance or support course requirements for the Allied Health (Nursing, Dental Hygiene, Physical & Occupational Therapy, Paramedic/EMT, etc.) programs (BIO 105/1051, BIO 111/1111, BIO 221/2211, BIO 222/2221, BIO 260/2601);
- prepare the science major and pre-professional (pre-med, pre-vet, pre-chiropractic, pre-optometry, pre-pharmacy, etc.) transfer student for upper level biology courses (BIO 111/1111, BIO 112/1121, BIO 113/1131); and
- meet the need for elective and/or general interest to the community (BIO 140/1401, BIO 148/148.1, BIO 186, BIO 199, BIO 240/2401, BIO 250/2501, SCI 110/1101).

Lab & lecture must be taken concurrently in all class offerings.

Business

The variety of business courses offered are designed to meet many different needs. Students can complete the business prerequisites to transfer to a four-year college, can choose among the courses to build specific skills, or can select courses that will lead to a certificate or two-year degree in Accounting or Business.

TRANSFER

Associate of Arts & Science in Business

Communication (13 credits)

ENG 101	English Composition	5
ENG 201	Advanced English Composition.	5
SPE	Speech 101 or 102*.	3-5

Math Proficiency X

Quantitative/Symbolic Reasoning (5 credits)

MTH 210	Basic Calculus	5
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Humanities (15 credits)

Course selections must also meet the Humanities distribution requirements for the AA Degree.

Humanities Electives	15
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Social & Behavioral Science (15 credits)

Course selections must also meet the Social & Behavioral Science distribution requirements for the AA Degree.

EC 201	Economics	5
PSY 101	General Psychology or.	5
SOC 101	Introduction to Sociology	
Social Science Elective (see advisor for appropriate selection)**		5

Mathematical & Natural Science (15 credits)

Course selections must also meet the Mathematical & Natural Science distribution requirements for the AA Degree.

Lab Science	5
Science	5
MTH 143 Statistics	5

Health and Physical Education (3 credits)

Selected from PE Activity Classes or Health (HE) Classes3

Electives (24 credits)

Business Specific Courses25
EC 202	Economics	5
BA 251	Accounting	5
BA 252	Accounting	5
BA 253	Accounting	5
BA 254/255	Business Law 254 or 255***	5
	Additional Business Electives***10
MTH 147	Finite Math	5
MTH 154	Pre-calculus.	5
Foreign Language		5-10
BA 250	Management Info Systems.	5

*For WSU choose a 5 credit Speech 102

**For WSU choose a Political Science course

***Check with your chosen 4-year college for appropriate choice

Business Administration

The Business Program prepares students for success in many areas of business that can lead to management. Each student gains practical experience while taking courses based upon accepted business practices.

At the end of the program successful students will be able to:

- use critical thinking skills to analyze business-related problems;
- understand the importance of and apply interpersonal skills to business situations;
- understand how human resources are organized into systems and solve problems within those systems;
- apply the technology within business situations;
- understand efficient resource allocation, accounting and finance operations.

PROFESSIONAL TECHNICAL

Business Administration One-Year Certificate

Major Courses

BA 101	Introduction to Business	5
BA 251	Principles of Accounting	5
BA 254	Business Law	5
BA 271	Human Relations in Business	5

Computer Science/Computer Applications (select 4 credits)

CA/CS 100+	Computer Course(s)	4
	Subtotal	24

Major Support (select 23 credits)

Options: you may pick optional classes from prepared lists of courses. See advisor to make your course selections.

Subtotal	23
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General Education

ENG 101	English Composition	5
MTH 106+	Math 106 or above	5

Psychology or Sociology courses (select 5 credits)

PSY 101	General Psychology or	5
SOC 101	Introduction to Sociology	5

Speech (select 3 credits)

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3

Subtotal	18
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Total Credits Required	65
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PROFESSIONAL TECHNICAL

Associate of Applied Science in Business Administration

Major Courses

BA 101	Introduction to Business	5
BA 251	Principles of Accounting	5
BA 252	Principles of Accounting	5
BA 254	Business Law	5
EC 201	Economics	5
EC 202	Economics	5

Computer Science/Computer Applications (select 4 credits)

CA/CS 100+	Computer Course(s)	4
	Subtotal	34

Major Support (select 35 credits)

Options: you may pick optional classes from prepared lists of courses. See advisor to make your course selections.

Subtotal	35
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General Education

ENG 101	English Composition	5
ENG 201	Advanced English Composition or.	5
ENG 205	Technical Writing	5
MTH 106+	Math 106 or above	5
Science Course		5

Psychology or Sociology (select 5 credits)

PSY 101	General Psychology or	5
SOC 101	Introduction to Sociology	5

Speech (select 3 credits)

Chemistry – Computer Science

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3
	Subtotal28
	Total Credits Required97

Chemistry

CHM 100/100.1 fulfills the chemistry requirement for the A.A.S. Degree in Nursing, Fire Science, Dental Hygiene, and certain career tracks in agriculture. It is also ideal for non-science majors who want a lab science course that gives a good introduction to chemical topics important in our technological society.

CHM 101/101.1 is intended for science majors who have not had chemistry in high school and need the chemical and mathematical preparation required for the CHM 111, CHM 112, CHM 113 series. It can also be used to fulfill the lab science requirement for other majors.

CHM 110, CHM 120, CHM 130 is the allied health sequence and is required for respiration therapy, Dental Hygiene Programs at Yakima and Spokane colleges, and certain agriculture career tracks. This course is also suitable for nursing, particularly for those seeking the four-year Baccalaureate Degree in Nursing or other allied health fields.

CHM 111, CHM 112, CHM 113 sequence is intended for science and engineering majors and pre-professional majors such as pre-med, pre-dental, pre-veterinary, pre-optometry, pre-pharmacy, medical technology, physical therapy, and forensic science.

The Chemistry Department also provides a full array of second-year chemistry courses, including the organic chemistry sequence (CHM 221, CHM 222, CHM 223) and accompanying laboratory for chemistry, chemical engineering, biochemistry, biology, environmental science and the pre-professional majors listed above; quantitative analysis, instrumental analysis and laboratory (CHM 251, CHM 252) for chemistry, biochemistry, environmental chemistry, forensic science and certain other majors; and the unique opportunity to take undergraduate research (CHM 286) as a technical elective. Students must enroll in both the lecture and the lab unless special arrangements are made with the instructor.

Chinese

Our Chinese classes offer student-centered instruction that focuses on communicating effectively in Chinese, appreciating the Chinese culture, and recognizing linguistic and cultural connections between the Chinese-speaking part of the world and the United States.

Computer Applications

These courses are offered cooperatively by the Administrative Office Technology and Computer Science departments and are available for students wishing to enhance their knowledge of current software programs. These classes are currently part of the requirements of some Computer Science and Administrative Office Technology degrees and certificates.

Computer Science

Columbia Basin College's Computer Science department is committed to providing students and the community with the training, academic studies, and valuable hands-on experience necessary for employment in the Information Technology industry. To ensure current and relevant curriculum in this dynamic field and further its commitment to excellence, the department actively pursues partnerships with state and area employers, the Columbia Basin Advanced Technology Center (CBAT), other colleges and baccalaureate institutions, and advisory committee members from IT related fields.

Students may earn a two-year Associate in Applied Science (AAS) degree, which has five options: Information Specialist, Internet Specialist, Network Administration, Programmer, and Software Specialist (Help desk Tech). Furthermore, students may earn a one-year certificate programming in VB.Net, C#.Net, or C++ and MFC. Currently, a one-year program is a component of a Programming degree.

Students may also take classes that will transfer to a four-year degree program.

For students pursuing a 4-year degree, the Computer Science department has direct articulation agreements with WSU, City University, and the University of Phoenix. Students may optionally choose to pursue a 2-year AST degree, which will be honored at any Washington state baccalaureate institution. (The details of the AST degree are available in the Degrees & Certificates section in the front of the catalog.)

Students may also take individual classes for finding immediate employment, retraining, or maintaining and updating existing IT skills. In addition, students may take Computer Science classes to help prepare for various IT industry certifications. The certification classes may be taken in conjunction with one of the degree programs, or on an individual basis.

Many of the Computer Science classes are designed to help students prepare for industry certification such as the MCP, MCSE, and MCSA certifications. There are also Computer Science classes that will help prepare students for Novell CNA/CNE, CompTIA A+ and Network+, Cisco CCNA and Microsoft MOUS certifications. (Please note that the certification exams are difficult to pass. The Computer Science classes provide the students with an opportunity to obtain technical knowledge and product experience, but passing any certification exam requires extra study, work, and initiative on the student's part.)

Computer Science instructors bring a diverse set of talents and expertise to the classroom. Instructors for certification classes are themselves certified; and the part time instructors are subject matter experts who generally work full-time in the field they are teaching.

New students may apply to CBC and begin taking Computer Science classes any quarter of the year. All classes are offered in the traditional format on a daily or evening basis. To better serve the community, some classes are also offered on a weekend basis or over the Internet. For individuals with more immediate training needs, the Computer Science department has teamed with CBAT, which offers classes on a weeklong basis.

The Columbia Basin College Computer Science department acknowledges that students may have mastered specific skills and competencies outside of the formal classroom experience. For example, you may have gained work place experience or may be self-taught. Both CBC and the Computer Science department recognize various nontraditional programs and will possibly award a student college credit and/or placement in advanced classes. In accordance with the CBC Non-traditional Credit Policy, the Computer Science department provides two methods for earning non-traditional credit and/or placement: passing a challenge test or presenting proof of a current industry certification, CNA, A+, MCP/MCSE, etc.

The Computer Science department has also developed articulation agreements with several of the local school districts. These articulation agreements grant students college credit for taking relevant highschool classes. Students in the local K-12 school districts should check with their advisors for the availability of these classes.

Computer Science

A.A.S. Degree

With Internet Specialist, Information Specialist, Network Administrator, Programmer, or Help Desk Tech emphasis.

PROFESSIONAL TECHNICAL

C#.Net Programming Certificate

Major Courses

CS 106	Database Systems 1	5
CS 109	PC Hardware 1	5
CS 224	Networking Essentials	5
	Subtotal15

Major Support

CS 161	C++1	5
CS 171	C#1	5
CS 172	C#2	5
CS 270	Data Structures in C#.	5
CS 206	Advanced Database	5
	Subtotal25

General Education

ENG 101	English Composition.	5
MTH 102+	Math 102 or above	5

Psychology or Sociology (select 5 credits)

PSY 101	General Psychology or	5
SOC 101	Intro to Sociology	5
Speech (select 3-5 credits)		
SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior	5
Subtotal		18-20
Total Credits Required		58-60

PROFESSIONAL TECHNICAL

C++ and MFC Programming Certificate

Major Courses

CS 106	Database Systems 1	5
CS 109	PC Hardware 1	5
CS 224	Networking Essentials	5
Subtotal		15

Major Support

CS 161	C++1	5
CS 162	C++2	5
CS 260	Data Structures in C++	5
CS 261	Visual C++1	5
CS 262	Visual C++2 or	5
CS 206	Advanced Database	5
Subtotal		25

General Education

ENG 101	English Composition	5
MTH 102+	Math 102 or above	5

Psychology or Sociology (select 5 credits)

PSY 101	General Psychology or	5
SOC 101	Intro to Sociology	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior	5
Subtotal		18-20
Total Credits Required		58-60

PROFESSIONAL TECHNICAL

VB.Net Programming Certificate

Major Courses

CS 106	Database Systems 1	5
CS 109	PC Hardware 1	5
CS 224	Networking Essentials	5
Subtotal		15

Major Support

CS 102	Visual Basic 1	5
CS 202	Visual Basic 2	5
CS 212	Visual Basic 3	5
CS 221	SQL 1	5
CS 225	SQL 2 or	5
CS 206	Advanced Database	5
Subtotal		25

General Education

ENG 101	English Composition	5
MTH 102+	Math 102 or above	5

Psychology or Sociology (select 5 credits)

PSY 101	General Psychology or	5
SOC 101	Intro to Sociology	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior	5
Subtotal		18-20
Total Credits Required		58-60

PROFESSIONAL TECHNICAL

Associate of Applied Science in Help Desk Technician

Major Courses

CA 100	Intro to Microcomputers (minimum grade 2.5)	4
CS 102*	Visual Basic 1 (minimum grade 2.5)	5
CS 106	Database Systems1	5
CS 109	PC Hardware 1	5
CS 110	Windows Operating Systems 1	5
CS 113	Intro to the Internet	2
CS 122	PC Hardware 2	5
CS 222	Networking Essentials	5
Subtotal		36

Major Support

CA 103	Presentation Graphics Applications	2
CA 124	Intermediate Spreadsheet Applications	2
CA 172	Word Processing	4
CS 114	HTML	5
CS 150	Computer Security	5
CS 195.2	Work-Based Learning 1	1-5
CS 207	Word Implementation	5
CS 208	Advanced Spreadsheets	5

Computer Science Options (select 5 credits)

CS 227	Windows Professional or	5
CS 223	UNIX	5

Select 10 credits from the following courses:

CS 202	Object Oriented Programming 1	5
CS 203	Advanced Graphics/Multimedia	5
CS 206	Database Systems 2	5
Subtotal		44-48

General Education

ENG 101	English Composition	5
MTH 102+	Math 102 or above	5

Psychology or Sociology (select 5 credits)

PSY 101	General Psychology or	5
SOC 101	Intro to Sociology	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior	5
Subtotal		18-20
Total Credits Required		98-102

PROFESSIONAL TECHNICAL

Associate of Applied Science in Information Specialist

Major Courses

CA 100	Intro to Microcomputers (minimum grade 2.5)	4
CS 102*	Visual Basic 1 (minimum grade 2.5)	5
CS 106	Database Systems 1	5
CS 109	PC Hardware 1	5
CS 110	Windows Operating Systems 1	5
CS 113	Intro to the Internet	2
CS 122	PC Hardware 2	5
CS 222	Networking Essentials	5
Subtotal		36

Major Support

CS 114	XHTML	5
CS 202	Visual Basic 2	5
CS 206	Database Systems 2	5
CS 219	Active Server Pages	5
CS 221	SQL 1	5
CS 225	SQL 1	5
CS 228	Windows 2000 Server	5
CS 229	Webmaster (requires CS 228)	5
Subtotal		40

General Education

ENG 101	English Composition	5
MTH 102+	Math 102 or above	5

Computer Science – Computer Science

Psychology or Sociology (select 5 credits)

PSY 101	General Psychology or	5
SOC 101	Intro to Sociology	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior	5

Subtotal 18-20

Total Credits Required 94-96

PROFESSIONAL TECHNICAL

Associate of Applied Science in Internet Specialist

Major Courses

CA 100	Intro to Microcomputers (minimum 2.5 grade).	4
CS 102*	Visual Basic 1 (minimum 2.5 grade)	5
CS 106	Database Systems 1	5
CS 109	PC Hardware 1	5
CS 110	Windows Operating Systems 1	5
CS 113	Intro to the Internet	2
CS 122	PC Hardware 2	5
CS 224	Networking Essentials	5

Subtotal 36

Major Support

CS 114	HTML	5
CS 115	Java Script/CSS	5
CS 203	Advanced Graphics.	5
CS 218	ASP.NET or	5
CS 219	Active Server Pages.	5
CS 215	JAVA or	5
CS 216	XML.	5
CS 243	Web Animation	5

Select 10 credits from the following courses:

CS 213	Advanced Internet	5
CS 223	UNIX	5
CS 228	Windows 2000 Server	5
CS 229	Webmaster (requires CS 228)	5

Subtotal 40

General Education

ENG 101	English Composition	5
MTH 102+	Math 102 or above	5

Psychology or Sociology (select 5 credits)

PSY 101	General Psychology or	5
SOC 101	Intro to Sociology	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior	5

Subtotal 18-20

Total Credits Required 94-96

*Note: *MTH 95 with min. grade 2.0 is prerequisite for all programming classes. Students must receive min. 2.0 in all CS courses, except as noted above.*

PROFESSIONAL TECHNICAL

Associate of Applied Science in Network Administrator

Major Courses

CA 100	Intro to Microcomputers (minimum grade 2.5).	4
CS 102*	Visual Basic 1 (minimum grade 2.5)	5
CS 106	Database Systems 1	5
CS 109	PC Hardware 1	5
CS 110	Windows Operating Systems 1	5
CS 113	Intro to the Internet	2
CS 122	PC Hardware 2	5
CS 224	Networking Essentials	5

Subtotal 36

Major Support

CS 150	Computer Security	5
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CS 222	Novell 1	5
CS 223	UNIX	5
CS 227	Windows Professional	5
CS 228	Windows Server	5

Select 2 of the following courses:

CS 230	Active Directory Service.	5
CS 231	Network Infrastructure Administration	5
CS 232	Windows Network Security	5
CS 233	UNIX Administration	5

Select 1 of the following courses:

CS 221	SQL 1	5
CS 225	SQL 2	5
CS 229	Webmaster	5

Subtotal 40

General Education

ENG 101	English Composition	5
MTH 102+	Math 102 or above	5

Psychology or Sociology (select 5 credits)

PSY 101	General Psychology or	5
SOC 101	Intro to Sociology	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior	5

Subtotal 18-20

Total Credits Required 94-96

*Note: *MTH 95 with min. grade 2.0 is prerequisite for all programming classes. Students must receive min. 2.0 in all CS courses, except as noted above.*

PROFESSIONAL TECHNICAL

Associate of Applied Science in Programmer

Major Courses

CA 100	Intro to Microcomputers (minimum grade 2.5).	4
CS 102*	Visual Basic 1 (minimum grade 2.5)	5
CS 106	Database Systems 1	5
CS 109	PC Hardware 1	5
CS 110	Windows Operating Systems 1	5
CS 113	Intro to the Internet	2
CS 122	PC Hardware 2	5
CS 224	Networking Essentials	5

Subtotal 36

Major Support

CS 161*	C++1	5
CS 162*	C++2	5
CS 202	Visual Basic 2	5
CS 212	Visual Basic 3	5
CS 215	Java 1 or	5
CS 171	C#1	5
CS 234	Java 2 or	5
CS 172	C#2	5
CS 235	Java 3 or	5
CS 270	Data Structures in C#.	5
CS 260	Data Structures in C++	5
CS 261	Visual C++1	5

Subtotal 45

General Education

ENG 101	English Composition	5
MTH 102+	Math 102 or above	5

Psychology or Sociology (select 5 credits)

PSY 101	General Psychology or	5
SOC 101	Intro to Sociology	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior	5

Subtotal 18-20

Total Credits Required 99-101

*Note: *MTH 95 with min. grade 2.0 is prerequisite for all programming classes. Students must receive min. 2.0 in all CS courses, except as noted above.*

Contemporary Civilization

A year-long set of courses designed to introduce students to a wide range of issues of public significance including reading involving various traditions of argument with a focus on selected European traditions of moral, political, religious, and social thought.

Criminal Justice & Forensics

This program focuses upon the need for a broad background of educational experience. The highly complex and constantly changing life-style of our society demands that the criminal justice person and the forensics person understands the principles of human behavior and communication as well as the nature of police function.

The two associate degree programs are designed to prepare the individual for a career in criminal justice or forensics by providing students with the background necessary to function at the entry level and to advance to the limits of their ability. In addition, a large number of related criminal justice career fields and programs are open to graduates of this program.

Students not expressly interested in careers in law enforcement, but are interested in learning more about individual rights, the law, and the criminal justice system are encouraged to examine the Introduction to Criminal Justice, Criminal Law and Constitutional Law classes.

At the end of the program successful students will be able to;

- successfully compete for entry-level jobs in criminal justice;
- apply criminal justice theories to contemporary policy and practice;
- resolve conflict in a variety of situations;
- identify cultural differences and how those differences affect decisions and behavior;
- apply high ethical standards to criminal justice case studies and simulations;
- apply criminal laws as a criminal justice worker in a variety of case studies or simulations.

PROFESSIONAL TECHNICAL

Associate of Applied Science in Criminal Justice

Major Courses

CJ 131	Introduction to Criminal Justice	3
CJ 132	Criminal Law & Procedure	5
CJ 134	Organization and Administration	3
CJ 135	Traffic Control	3
CJ 136	Delinquent Behavior/Youth	3
CJ 137	Constitutional Law	5
CJ 232	Criminal Investigation	5
CJ 234	Criminal Evidence	3
CJ 242	Introduction to Forensic Science	5
CJ/HS 222	Alcohol/Drug Pharm/Phys	3
Subtotal		38

General Education

ENG 101	English Composition	5
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English (select 5 credits)

ENG 201	Advanced English Composition or	5
ENG 205	Technical Writing	5

<i>Social Science Courses</i>		<i>15</i>
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*MTH 106+	Math 106 or above	5
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Speech (select 3 credits)

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3
<i>CA/CS Computer Science Course(s)</i>		<i>.4</i>
<i>Science</i>		<i>.10</i>
<i>Humanities</i>		<i>.15</i>

*To be approved by department

Subtotal62
Total Credits Required	100

PROFESSIONAL TECHNICAL

Associate of Applied Science in Criminal Justice/Forensic Science

Major Courses

CJ 132	Criminal Law	5
CJ 137	Constitutional Law	5
CJ 232	Criminal Investigation	5
CJ 234	Criminal Evidence	3
CJ 242	Introduction to Forensic Science	5
MTH 157	Precalculus 1 & 2 or	5
MTH 154 & 155	Precalculus 1 & 2 (both courses must be completed)	10
MTH 231 & 232	Calculus/Analytic Geometry 1 & 2	10
MTH 143	Statistics	5
CHM 101/101.1	Introduction to Chemistry/Lab (if not completed in high school)	5
CHM 111/111.1	General Chemistry and Lab	5
CHM 112/112.1	General Chemistry and Lab	5
CHM 113/113.1	General Chemistry and Lab	5
CHM 251/251.1	Quantitative Analysis 1	5
CHM 252/252.1	Quantitative Analysis 2	5
Subtotal		68-78

General Education

ENG 101	English Composition	5
ENG 205	Technical Writing	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communications Behavior or	3
SPE 111	Communications Behavior or	5
SPE 260	Multicultural Communications	5
CS 161	Computer Science	4
MTH (See Degree Major Courses above)		
Humanities, Social Science, Natural Science		15
(No more than 10 cr. from any one department)		
Subtotal		34

Total Credits Required	102-112
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Dental Hygiene

The Columbia Basin College Dental Hygiene Program is accredited by the American Dental Association Commission on Dental Accreditation and has been granted the accreditation status of "approval without reporting requirements." The Commission is a specialized accrediting body recognized by the United States Department of Education. This standard is granted to an educational program indicating that the program achieves or exceeds the basic requirements of accreditation.

The Dental Hygiene Program is a two-year Associate Degree program of full-time classroom and clinical instruction. The program will enroll 18 students per year. The educational objective of the program is to prepare the student who, upon graduation and successful completion of the National Written Examination Board and appropriate Regional Clinical Examination, will be able to be licensed to perform the duties within the scope of the State Practice Act. For more information, contact (509) 547-0511, ext. 2571.

Program Costs

Including standard student fees, tuition, books and supplies the program requires an expenditure of approximately \$16,000-\$18,000 during the two year program. These figures are estimates and subject to change. Approximately \$6,000 will be needed at the beginning of the first quarter. During the last year of the program, students will be required to pass the National Board Exam and Regional Board Exams, which have additional costs, prior to being licensed as a Dental Hygienist.

An applicant must complete all of the 46 credits of Prerequisite College Courses with a minimum GPA of 2.6 or higher:

- SOC 101 Sociology
- NFS 111 Nutrition
- BIO 221 Biology
- BIO 221.1 Biology Lab

Dental Hygiene – Early Childhood Education

- BIO 222 Anatomy & Physiology
- BIO 222.1 Anatomy & Physiology Lab
- BIO 260 Microbiology
- BIO 260.1 Microbiology Lab
- ENG 101 English Composition
- MTH 143 Basic Statistics
- PSY 101 General Psychology
- SPE 101/110 Speech

In addition to the courses required listed above, applicants must complete a pre-admission requirement of Chemistry 100 and 100.1.

Satisfactory physical exam, required immunization records, current Healthcare Provider CPR card and a satisfactory Washington State Patrol criminal history background check must be on file before the beginning of dental hygiene classes.

Students must complete an application to the program as well as to the college. Dental hygiene program applications are available the beginning of December and must be turned in by the date in January specified on the website for consideration for fall entrance into the dental hygiene program.

Priority Admissions Systems for the Qualified Applicants to the Program:

- General Education Courses GPA (must be 2.6 or higher)
- College Science Courses GPA (must be 2.6 or higher)
- Dental Experience, CDA

Special Considerations: (previous degree, volunteer experience, additional chemistry classes with a minimum 2.6 in the course).

DENTAL HYGIENE

PROFESSIONAL TECHNICAL

Associate of Applied Science in Dental Hygiene

Preadmission Requirement

CHM 100	Chemistry	4
CHM 100.1	Chemistry Lab	1

Major Courses

DHYG 110	Dental Anatomy	2
DHYG 112	Oral Radiology I	1
DHYG 112.1	Oral Radiology I Lab	1
DHYG 113	Clinical Dental Hygiene Techniques I	1
DHYG 113.1	Clinical Dental Hygiene Techniques I Lab	3
DHYG 114	Dental Health Education	1
DHYG 115	Dental Materials	1
DHYG 115.1	Dental Materials Lab	1
DHYG 116	Head and Neck Anatomy	2
DHYG 121	General Pathology	1
DHYG 121.1	Dental Emergencies Lab	1
DHYG 122	Oral Radiology II	1
DHYG 122.1	Oral Radiology II Lab	1
DHYG 123	Clinical Dental Hygiene Techniques II	1
DHYG 123.1	Clinical Dental Hygiene Techniques II Lab	4
DHYG 125	Restorative Dentistry I	1
DHYG 125.1	Restorative Dentistry I Lab	1
DHYG 126	Pain Control in Dentistry	1
DHYG 126.1	Pain Control in Dentistry Lab	1
DHYG 127	Pharmacology	2
DHYG 131	Oral Pathology	2
DHYG 132	Periodontics I	3
DHYG 134	Clinical Dental Hygiene Techniques III	1
DHYG 134.1	Clinical Dental Hygiene Techniques III Lab	4
DHYG 135	Restorative Dentistry II	1
DHYG 135.1	Restorative Dentistry II Lab	2
DHYG 136	Patient Management	1
DHYG 144	Clinical Dental Hygiene Techniques IV	1
DHYG 144.1	Clinical Dental Hygiene Techniques IV Lab	5
DHYG 146	Restorative Dentistry IV	1
DHYG 146.1	Restorative Dentistry IV Lab	3
DHYG 211	Nutrition in Dentistry	2
DHYG 212	Advanced Clinical Topics	1
DHYG 212.1	Advanced Clinical Topics Lab	1
DHYG 214	Clinical Dental Hygiene Techniques V	1
DHYG 214.1	Clinical Dental Hygiene Techniques V Lab	6
DHYG 215	Ethics, Jurisprudence, and Practice Management	2
DHYG 221	Community Oral Health I	3

DHYG 221.1	Community Oral Health I Lab	2
DHYG 222	Periodontics II	3
DHYG 224.1	Clinical Dental Hygiene Techniques VI Lab	6
DHYG 227.1	Nitrous Oxide Administration Lab	1
DHYG 234	Clinical Dental Hygiene Techniques VI	1
DHYG 234.1	Clinical Dental Hygiene Techniques VI Lab	7
Subtotal88

Major Support

SOC 101	Sociology	5
HEC 111	Nutrition	5
BIO 221	Biology	4
BIO 221.1	Biology Lab	2
BIO 222	Anatomy and Physiology	4
BIO 222.1	Anatomy and Physiology Lab	2
BIO 260	Microbiology	4
BIO 260.1	Microbiology Lab	2
Subtotal28

General Education

ENG 101	English Composition	5
MTH 143	Basic Statistics	5
PSY 101	Psychology	5

Speech (select 3 credits)

SPE 101	Speech Essential or	3
SPE 110	Communication Behavior	3

Subtotal18

Total Credits Required134

Early Childhood Education

The study of Early Childhood Education (ECE) focuses on children from birth through age eight. The program is designed to provide students with skills needed to work in a variety of early childhood settings. Students who enroll in the program may enter at any quarter on either a full or part-time basis. Most courses are offered in the evenings or Saturdays to accommodate students already working in the field.

Degrees and Certificates Offered

- Associate Degree of Applied Science in Early Childhood Education (92 credits)
- Early Childhood Education Certificate (47 credits)
- Early Childhood Education Child Care Certificate of completion (15 credits)
- Child Development Associate (CDA) Certificate of completion (10 credits)
- State Training and Registry System (STARS) Certificate of completion (variable credits)

Program goals

By the end of the program successful students will be able to use both practical skills and ECE knowledge when working in an early childhood setting to:

- implement basic principles of child growth and development;
- apply current ECE concepts to plan curriculum activities;
- use appropriate child guidance/health and safety techniques;
- meet DSHS childcare licensing and State Training and Registry System (STARS) requirements;
- demonstrate sensitivity to multi-cultural and special needs issues;
- pursue a career in a child care setting, preschool, infant or toddler programs, Head Start or other program for young children;
- respond ethically within the field.

PROFESSIONAL TECHNICAL

Associate of Applied Science in Early Childhood Education

Major Courses

ECE 101	Issues and Trends in ECE	3
ECE 102	Introduction to Curriculum	3
ECE 103	Art	3
ECE 104	Child Guidance and Communication Techniques	3
ECE 106	Child Growth and Development	3
ECE 107	Understanding Special Needs	3

Early Childhood Education – Early Childhood Education

ECE 120	Children's Literature	3
ECE 122	Science and Math	3
ECE 126	Literacy and Language	3
ECE 127	Music, Movement and Motor Activity	3
ECE 151	Practicum	3
ECE 151.1	Practicum Lab	1
ECE 202	Curriculum Development	3
ECE 205	Infant/Toddler Education	3
ECE 209	Parent Involvement	3
ECE 230	First Aid, Health, Safety and Nutrition	3
	Subtotal	46

Major Support

A total of 28 credits required in the major support area. A minimum of 10 credits must be from ECE courses.

Other electives may include ECE, Education, Humanities,

Social Science or SPED courses approved by the ECE faculty advisor. These classes could include:

ECE 105	Physical Education	3
ECE 113	STARS 20-Hour Basic Training	2
ECE 114	STARS 10-Hour Continuing Education	1
ECE 116	ECE Special Topics Symposium	1-3
ECE 117	ECE Seminar	1-3
ECE 117.2	Preschool Seminar	1-3
ECE 118	Skills Training	1-3
ECE 119	ECE Workshop	1-3
ECE 125	Instructional Media	3
ECE 141	CDA	10
ECE 201	Multicultural Education	3
ECE 213	Materials Construction	3
ECE 215	Child Care Administration	3
ECE 216	Advanced Special Topics	1-3
ECE 217	Advanced Seminar	1-3
ECE 218	Advanced Skills Training	1-3
ECE 219	Advanced ECE Workshop	1-3
ECE 221	Strategies for Teaching Special Needs	3
ECE 222	Sign Language Level 1	3
ECE 223	Sign Language Level 2	3
ECE 224	Sign Language Level 3	3
ECE 289	Special Studies	1-15
ED 101	Intro to Education	3
ED 108	Paraeducator in Schools	3
ED 111	Intro to Instructional Strategies	3
ED 112	Intro to ESL Teaching Strategies	3
ED 197.2	Field Experience	1-2
	Subtotal	28

General Education

ENG 101	English Composition	5
PSY 101	General Psychology	5
MTH 108	Mathematics for Early Childhood Educators	5

Speech (select 3 credits)

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3
	Subtotal	18
	Total Credits Required	92

PROFESSIONAL TECHNICAL

Early Childhood Education Certificate

Major Courses

ECE 102	Introduction to Curriculum	3
ECE 104	Child Guidance and Communication Techniques	3
ECE 106	Child Growth and Development	3
ECE 107	Understanding Special Needs	3
ECE 151	Practicum	3
ECE 151.1	Practicum Lab	1
ECE 230	First Aid, Health, Safety and Nutrition	3
	Subtotal	19

Major Support

Choose 10 credits from the following classes.

ECE or ED elective credits could include:

ECE 101	Issues and Trends in ECE	3
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ECE 103	Art	3
ECE 105	Physical Education	3
ECE 113	STARS 20-Hour Basic Training	2
ECE 114	STARS 10-Hour Continuing Education	1
ECE 116	ECE Special Topics Symposium	3-5
ECE 117	ECE Seminar	3-5
ECE 117.2	Preschool Seminar	3-5
ECE 118	Skills Training	3-5
ECE 119	ECE Workshop	3-5
ECE 125	Instructional Media	3
ECE 126	Literacy and Language	3
ECE 127	Music, Movement and Motor Activity	3
ECE 141	CDA	10
ECE 201	Multicultural Education	3
ECE 202	Curriculum Development	3
ECE 205	Infant/Toddler Education	3
ECE 209	Parent Involvement	3
ECE 213	Materials Construction	3
ECE 215	Child Care Administration	3
ECE 216	Advanced Special Topics	3-5
ECE 217	Advanced Seminar	3-5
ECE 218	Advanced Skills Training	3-5
ECE 219	Advanced ECE Workshop	3-5
ECE 221	Strategies for Teaching Special Needs	3
ECE 222	Sign Language Level 1	3
ECE 223	Sign Language Level 2	3
ECE 224	Sign Language Level 3	3
ECE 289	Special Studies	1-15
ED 101	Intro to Education	3
ED 108	Paraeducator in Schools	3
ED 111	Intro to Instructional Strategies	3
ED 112	Intro to ESL Teaching Strategies	3
ED 197.2	Field Experience	1-2
	Subtotal	10

General Education

ENG 101	English Composition	5
MTH 108	Mathematics for Early Childhood Educators	5
PSY 101	General Psychology	5

Speech (select 3 credits)

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3
	Subtotal	18
	Total Credits Required	47

PROFESSIONAL TECHNICAL

Early Childhood Education Child Care Certificate of Completion

Major Courses

ECE 102	Introduction to Curriculum	3
ECE 104	Child Guidance and Communication Techniques	3
ECE 106	Child Growth and Development	3
ECE 107	Understanding Special Needs	3
ECE 230	First Aid, Health, Safety and Nutrition	3
	Subtotal	15

Child Development Associate (CDA) Certificate of Completion

The ten-credit Child Development Associate (CDA) Certificate of completion is issued to students who fulfill the requirements of ECE 141. It provides documentation of formal ECE education training that incorporates CDA Competency Standards as established by the CDA National Credentialing Program. Students may use this certificate to satisfy the formal training portion required by the Council for Early Childhood Professional Recognition as part of the process of applying for a CDA National Credential. Students may also use the course as elective credit in an ECE degree or certificate program at CBC.

Economics

Economics is the science which studies how societies use limited resources to meet unlimited wants. It is because of the broad nature of this social science that it is subdivided into macroeconomics and microeconomics. Macroeconomics is concerned with the use of fiscal and monetary policy to stabilize the national economy. Microeconomics tries to understand the behavior of the individual components of the economy.

Education

For students pursuing a degree in education or a related field, these classes are offered on an as-needed basis. For additional education classes see the Early Childhood Education and Paraeducation Programs.

Emergency Medical Services

The field of Emergency Medical Services (EMS) is built upon foundational levels that begin with basic CPR/First Aid and end with the advanced care provided by a paramedic. Throughout EMS you will find various levels of education that all focus toward the "chain of survival". This chain is a theoretical ideal of how patients can best be treated, whether suffering a heart attack or being involved in a motor vehicle accident.

Columbia Basin College provides the courses that make up this tiered level of training that is the framework of Emergency Medical Services. Starting with CPR, which is a short course providing the basics of adult, child and infant airway control as well as cardio-pulmonary resuscitation, further education in the EMS field leads to Emergency Medical Technician - Basic (EMT-B). EMT-B is the certification level that comprises the largest population of EMS responders, and is often considered the backbone of EMS. Entrance into the EMT course is contingent upon the successful completion of the application and acceptance process.

For Emergency Medical Technician courses see EMT 101 & EMT 102.

Beyond EMT-B are the Intermediate EMT and Paramedic. Both require substantially more training than EMT-B and represent the advanced life support side of EMS. Paramedic is approximately 18 - 24 months in duration and equips the student with the skills necessary to provide advanced life saving care in the out-of-hospital setting. Entrance in to the Paramedic is contingent upon successful completion of all following prerequisites, application and an oral interview.

- Current EMT-Basic certification for at least one year
- Successful waiver or completion of the pre-paramedic short term certificate
- Proof of ASSET testing
- Application to the CBC Paramedic Program and completion of acceptance interview

Completion of the following classes with a minimum 2.0 GPA:

- BIO 221 - 221.1 (A&P I)
- BIO 222 - 222.1 (A&P II)

The EMS Department also provides various continuing education opportunities for certified paramedics in the Southeastern Washington Region and Oregon. A 48-hour refresher is provided as deemed necessary by community need, according to the requirements for National Registry Paramedic Certification. Workshops will also provide various Advanced Life Support continuing education opportunities as required or requested by community officials. (Fees for these courses will vary by time, subject material and number of individuals attending.)

Paramedic

The Paramedic Program is accredited by the Joint Review Committee on Educational Programs for the EMT-Paramedic. The goal of the Paramedic Program is to prepare graduates to have the skills and knowledge necessary for entry-level Paramedic positions in agencies providing pre-hospital emergency services.

The Paramedic Program is scheduled in response to community needs. Generally, a new class begins every other year. The program is offered in the evening only. It takes approximately two years to complete the requirements

for the Paramedic Certificate. Students seeking the AAS Degree should plan on at least one more year of academic classes. Most academic classes are offered day and evening. Some may be taken by Distance Education. Contact the Paramedic Coordinator at 946-5518 for more information.

Applicants to both the Certificate and AAS program must meet the following criteria:

- current EMT Certification for at least one year;
- completion or successful waiver of Pre-Paramedic Short Term Certificate;
- completion of ASSET testing. Score indicating placement to ENG 101 & MTH 95 strongly encouraged;
- completion of the following classes within the last five years with at least a 2.0 grade or better (or equivalent classes).

Pre-Paramedic Short-Term Certificate

(Maximum of 4 quarters for completion)

PMD 100	Pre-Paramedic Lecture	2 cr
PMD 100	Pre-Paramedic Practicum	2 cr

(This course can be repeated for a maximum of 6 credits.)

These courses are intended to be taken concurrently with other technical support courses.

PROFESSIONAL TECHNICAL

Paramedic Certificate

Major Courses

PMD 201	Paramedic I	6
PMD 201.3	Paramedic I Lab	2
PMD 202	Paramedic II.	6
PMD 202.3	Paramedic II Lab.	3
PMD 203	Paramedic III	6
PMD 203.3	Paramedic III Lab	3
PMD 204	Paramedic IV	6
PMD 204.3	Paramedic IV Lab	3
PMD 205	Paramedic V	6
PMD 205.3	Paramedic V Lab.	3
PMD 206	Paramedic VI	6
PMD 206.3	Paramedic VI Lab	3
PMD 235	Professional Issues for the Paramedic	2
Subtotal55

Major Support

BIO 221	Anatomy & Physiology I.	4
BIO 221.1	Anatomy & Physiology I Lab	2
BIO 222	Anatomy & Physiology II	4
BIO 222.1	Anatomy & Physiology II Lab.	2
Subtotal12
Total Credits Required67

PROFESSIONAL TECHNICAL

Associate of Applied Science in Paramedicine

Major Courses

PMD 201	Paramedic I	6
PMD 201.3	Paramedic I Lab	2
PMD 202	Paramedic II.	6
PMD 202.3	Paramedic II Lab	3
PMD 203	Paramedic III	6
PMD 203.3	Paramedic III Lab	3
PMD 204	Paramedic IV	6
PMD 204.3	Paramedic IV Lab	3
PMD 205	Paramedic V	6
PMD 205.3	Paramedic V Lab.	3
PMD 206	Paramedic VI	6
PMD 206.3	Paramedic VI Lab	3
PMD 235	Professional Issues for the Paramedic	2
Subtotal55

Major Support

BIO 221	Anatomy & Physiology I.	4
BIO 221.1	Anatomy & Physiology I Lab	2
BIO 222	Anatomy & Physiology II	4
BIO 222.1	Anatomy & Physiology II Lab.	2
HE 240	Stress Management	3
BA 271	Human Relations Business	5
CA 100	Intro to Micro Computers.	4

BT 147	Medical Terminology	5
	Subtotal29

General Education

ENG 101	English Composition	5
ENG 205	Technical Communication	5
PSY 101	General Psychology	5
MTH 100+	Math 100 or above	5

Speech (select 3 credits)

SPE 101	Speech Essentials or	3
SPE 110	Communication Behavior	3

Subtotal

Total Credits Required

Engineering Technology

The Engineering Technology curriculum prepares the technician to assume a place on the engineering team as an assistant to the professional engineer. The program is two years in length and includes courses in Engineering Science, Drafting, and related academic subjects. Skills are learned by completing projects in a variety of settings including the campus Drafting Lab, the Computer-Aided Drafting (CAD) Lab and in the field completing projects in surveying.

It is the intent of the Engineering Technology Department to:

- generate an understanding of the basic principles of science and engineering and utilize that knowledge in the solution of problems;
- provide a basic education that will allow future educational growth, and;
- develop and instill pride in those skills needed for employment in the field of engineering technology.

A Computer-Aided Drafting Certificate is available. The program emphasizes the CAD classes, preparing students for entry into the work force.

PROFESSIONAL TECHNICAL

Associate of Applied Science in Engineering Technology

Major Courses

ENT 111	Intro to Engineering	5
ENT 116.1	Basic Drafting	5
ENT 121/121.1	Engineering Fundamentals & Lab	4
ENT 122	Materials.	3
ENT 126.1	Graphical Analysis	5
ENT 134/134.1	Surveying & Lab	6
ENT 135	Statics	5
ENT 136.1	Advanced Drafting	4
ENT 214	Strength of Materials.	5
ENT 216.1	Mechanical Drafting & Design.	5
ENT 219.1	Construction Estimating	1
ENT 224	Structures	5
ENT 226.1	Architecture/Structural Drafting	5
ENT 229	Construction Specifications	2
ENT 236.1	Design	5
ENT 238	Electricity	5
	Subtotal70

Major Support

PHY 105/105.1	General Physics I & Lab	5
PHY 106/106.1	General Physics II & Lab	5
PHY 107/107.1	General Physics III & Lab or	5
ENG 205	Technical Writing	5
Computer Science Elective (as approved by ENT Dept.)		5
	Subtotal25

General Education

ENG 101	English Composition	5
MTH 95	Intermediate Algebra (credits do not count toward degree)	
MTH 113	Trigonometry or	5
MTH 154	Precalculus I	5
MTH 155	Precalculus II	5

Students should select one class from each of the following areas to meet the program requirement:

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
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SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior or	3
SPE 260	Multicultural Communications	5

Human Relations (3-5 credits)

PSY 100	Applied Psychology or	3
PSY 101	General Psychology or	5
PSY 201	Social Psychology or	5
BA 271	Human Relations in Business	5

Subtotal

Total Credits Required

PROFESSIONAL TECHNICAL

Computer Aided Drafting One Year Certificate

Major Courses

ENT 171.1	Technical Drafting	3
ENT 172.1	Intermediate Technical Drafting	3
ENT 267/267.1	AutoCAD I & Lab.	3
ENT 268/268.1	AutoCAD II & Lab	3
ENT 269/269.1	Visual LISP & Lab	3
ENT 270/270.1	3-D & Lab	3

ENT (Select 6 credits):

ENT 271/271.1	Drawing Production & Lab	3
ENT 272/272.1	Advanced 3-D & Lab	3
ENT 273/273.1	Advanced CAD & Lab	3
ENT 299	Special Problems	3

Subtotal

General Education

ENG 101	English Composition	5
MTH 95	Intermediate Algebra	
MTH 113	Trigonometry	5

Students should select one class from each of the following areas to meet the program requirement:

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior or	3
SPE 260	Multicultural Communications	5

Human Relations (select 3-5 credits)

PSY 100	Applied Psychology or	3
PSY 101	General Psychology or	5
PSY 201	Social Psychology or	5
BA 271	Human Relations in Business	5

Subtotal

Total Credits Required

English

The English department offers a wide range of writing courses designed to meet the needs of all who enroll. Offerings include Review/Developmental Grammar and Writing; Expository, Research and Work-Related Writing; Creative Writing; and Linguistics.

Career opportunities include the fields of teaching, law, speech writing, technical communication and editing, journalism and public relations, among others. In general, these courses give students the reading, writing and critical thinking skills to prepare for success in life.

English As A Foreign Language

The English as a Foreign Language program offers developmental and academic language instruction for non-native speakers of English. These courses provide support and preparation for future coursework in academic and occupational programs. Courses are designed to provide advanced practice in academic reading and writing, vocabulary development, and speaking, grammar, and spelling skills.

English As A Second Language

The English as a Second Language program at CBC offers English language instruction to non-native English speaking residents of Benton and Franklin counties. Courses help students to develop or improve their English language skills and awareness of American culture from basic literacy to an advanced level. Instruction focuses on developing language and communication skills through an integration of academic, interpersonal and problem-solving activities. ESL courses coded below 090 are tuition free with non-transferable credits.

Fire Science

Firefighter (Day Program)

No job in the world commands more respect than that of the firefighter, and with it comes a good salary and strong benefits. The competition is keen, and more and more candidates are getting special training and certification to improve their chances. This program is designed to give you that edge. Career opportunities include Structural Firefighters, Wildland Firefighter, Fire Investigator, and Paramedic.

The program is divided into two options:

The first option is a Fire Science Certificate and an Associate in Applied Science Degree. The Fire Science Certificate option involves all the core classes (71 credits) and is designed for those students who wish to postpone completing the Firefighter Level I Academy.

The second option includes the Firefighter I Academy, and successful students will qualify to take the certification test. Graduates of the Firefighter Day Program will be Firefighter I Certified, EMT Certified, and will receive an Applied Fire Science degree.

General education courses are included in the program to provide the student with an opportunity to explore industrial, social, political and economic concepts relating to the field of fire science. To earn the Associate in Applied Science Degree, the student must accumulate 94 credit hours based on the amount of credit through credit transfer, course challenge, required curriculum and electives.

PROFESSIONAL TECHNICAL

Associate of Applied Science in Fire Science

Major Courses

FS 111	Fire Administration	3
FS 121	Fire Tactics I	3
FS 131	Intro to Fire Inspections	3
FS 141	Hazardous Materials I	3
FS 151	Hazardous Materials II	3
FS 211	Building Construction	3
FS 222	Fire Tactics II	3
FS 231	Fire Protection Equipment	3
FS 241	Fire Investigation	3
Subtotal27

Major Support

ENG 205	Technical Communications	5
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Political Science (select 5 credits)

PS 100	American Government or	5
PS 104	State Local Government	5

Business Administration (select 5 credits)

BA 262	Management Principles or	5
BA 271	Human Relations Business	5
Subtotal15

Restrictive Electives

Classes 100 or above - maximum	32 Maximum
EMT - Emergency Medical Technician10
Promotional exams - Maximum	9 Maximum
Special Experience - 1 credit per yr - maximum (training officer, Fire Marshall, Inspection, PMD, etc.)	5 Maximum
Fire Training Classes - 1 credit/16 hours - maximum.	15 Maximum
Work Experience - maximum (Career 2 credit/yr & Volunteer 1 credit/yr).	10 Maximum
Correspondence - maximum	5 Maximum
Subtotal	28-32 Maximum

General Education

ENG 101	English Composition	5
PSY 100+	Psychology 100 or above	3-5
MTH 106+	Math 106 or above	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior	5

Subtotal 16-20

Total Credits Required90

PROFESSIONAL TECHNICAL

Fire Science (Evening Program)

The Evening Fire Science Program is for individuals who are presently firefighters. General education courses are included in the program to provide opportunity to explore industrial, social, political and economic concepts relating to the field of Fire Science. Many of the general education requirements will be available in regular day offerings. Although the courses in Fire Science are offered on an evening basis only, there are five classes that can be taken during the day.

To earn the Associate Degree in Applied Science, the student must accumulate 90 credit hours based upon the amount of credit awarded through evaluation of work experience, credit transfer, course challenge, required curriculum and electives.

Associate of Applied Science in Fire Science (Fire Fighter)

Major Courses

FCA 105	Hydraulics	3
FCA 120	Fire Investigation	3
FCA 137	Fire Protection Systems	3
FCA 152	Building Construction	3
FCA 160	Fire Ground Tactics	3
FCA 177	Wildlands/Urban Interface	3
FCA 190	Intro to Fire Inspection & Codes	3
FS 251	Firefighter Level I Academy23
EMT 101	Emergency Medical Technician10
Subtotal54

Major Support

CA 100	Introduction to Microcomputers	4
ENG 205	Technical Communications	5

Political Science (select 5 credits)

PS 100	American Government or	5
PS 104	State Local Government	5
CHM 100	Survey of Chemistry	4
CHM 100.1	Survey of Chemistry Lab	1
Subtotal19

Restrictive Electives

Classes 100 or above - maximum	5 Maximum
Promotional exams - Maximum	5 Maximum
Special Experience - 1 credit per yr - maximum (training officer, Fire Marshall, Inspection, PMD, etc.)	5 Maximum
Fire Training Classes - 1 credit/16 hours - maximum	5 Maximum
Work Experience - maximum (Career 2 credit/yr & Volunteer 1 credit/yr)	5 Maximum
Correspondence - maximum	5 Maximum
Subtotal	1-5

General Education

ENG 101	English Composition	5
MTH 106+	Math 106 or above	5
PSY 100+	Psychology 100 or above	3

Speech (select 3-5 credits)

SPE 101	Speech Essential or	3
SPE 102	Speech Essentials	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior	5

Subtotal 16-18

Total Credits Required94

Forensics

See **CRIMINAL JUSTICE & FORENSICS**

French

Our French classes offer student-centered instruction that focuses on communicating effectively in French, appreciating the French culture, and recognizing linguistic and cultural connections between the French-speaking parts of the world and the United States.

Geography

CBC's course in Cultural Geography provides an introduction to the ways in which human groups think about, arrange, and modify their physical habitats. This geographic knowledge is a basic means to understanding one's own world and the worlds of others.

German

Our German classes offer student-centered instruction that focuses on communicating effectively in German, appreciating the Germanic culture, and recognizing linguistic and cultural connections between German-speaking Europe and the United States.

Health

The Health Department offers a variety of classes designed to enhance students' knowledge about a healthy lifestyle, and/or help the student learn first-aid skills and accident prevention.

History

The history department is comprised of instructors with a wide variety of specialties, representing most of the major regions of the world. Course offerings include both American History and World Civilization. The department's goal is to broaden the student's historical knowledge and to cultivate an historical consciousness that allows the student to think and write critically about human society. In addition, CBC now offers a two-year degree in History.

TRANSFER

Associate of Arts & Science with an emphasis in History Option C

Communication (13 credits)

ENG 101	English Composition	5
ENG 201	Advanced English Composition.	5
SPE	3
Math Proficiency	X

Quantitative/Symbolic Reasoning (5 credits)

MTH 143	Statistics.	5
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Humanities (15 credits)

Course selections must also meet the Humanities distribution requirements for the AA Degree.

HIS 101	World Civilization	5
LIT	(see advisor for appropriate selection)	5
Humanities Elective	(see advisor for appropriate selection).	5

Social & Behavioral Science (15 credits)

Course selections must also meet the Social & Behavioral Science distribution requirements for the AA Degree

SOC 101	Intro to Sociology	5
HIS 104	U.S. History	5
Social Science Elective	(see advisor for appropriate selection)	5

Mathematical & Natural Science (15 credits)

Course selections must also meet the Mathematical & Natural Science distribution requirements for the AA Degree

Mathematical & Natural Science Electives	(see advisor for appropriate selection)	15
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Health and Physical Education (3 credits)

Selected from PE Activity Classes or Health (HE) Classes 3

Electives (24 credits)

HIS 102	World Civilizations	5
HIS 103	World Civilizations	5
HIS 105	U.S. History	5
HIS 110/112/115	10

Total Credits Required 91

Hospitality & Food Service Management

These classes can be used as technical support courses for the Business Administration Degree. Courses are offered through special program with Tri-Tech.

Human Services

The Human Services Program is designed to provide the necessary education and skills for the person interested in joining the helping profession or that is currently in a helping profession and looking to supplement their skills. Students could expect to obtain jobs through a large spectrum of human service organizations working with different populations. Students can focus their course electives towards Criminal Justice, Early Childhood Education, Physical and Mental Health, Intercultural Studies, Political Science, Sociology, or transfer degree requirements. The course structure will provide essential theory and practice of helping skills for providing services to clients, consumers, and students most effectively and efficiently.

Available through the Human Services program is a two-year Associates Degree in Human Services, a two-year Associates Degree in Chemical Dependency Counseling, and a one-year Certificate in Gerontology/Geriatrics. Courses for the One-Year Certificate in Gerontology/Geriatrics can serve as electives for a Two-Year Associates Degree in Human Services or Chemical Dependency Counseling.

The two-year Associates Degree in Human Services is a professional/technical degree program that trains the student to work in a large variety of human service positions and agencies. This associate degree in Human Services includes courses to train the student in effective interviewing, professional ethics, crisis intervention, community resources, theory and practice of counseling.

The two-year Associates Degree in Chemical Dependency Counseling can be used to qualify for the Washington State Chemical Dependency Professional (CDP) credential with the Department of Health. Students entering the field of chemical dependency counseling must have completed an HIV/AIDS course and be a Registered Counselor. For additional information, please contact the Human Services coordinator.

PROFESSIONAL TECHNICAL

Associate of Applied Science in Human Services

Major Courses

HS 101	Introduction to Social Work	5
HS 102	Counseling, Theory and Practice	5
HS 103	Ethical & Legal Issues in Human Services.	3
HS 104	Community Resources.	3
HS 105	Crisis Intervention	3
HS 202	Therapeutic Approaches & Techniques	5
SOC 160	Gender Studies	5
SOC 201	Global Social Problems	5

Multicultural Elective

Please choose one from the following courses:

SPE 260	Multicultural Communications	5
ICS 120	Survey of Hispanic Culture	5
ICS 125	Native American Culture	5
HIS 110	History of Modern East Asia	5

Instructor Pre-Approved Multicultural Elective Course

Subtotal 39

Major Support

Student select 30 credits of college courses 100 or above. See advisor to make your course selections:

Subtotal 30

Human Services – International Studies Certificate

General Education

MTH 106+	Math 106 & above	5
ENG 101	English Composition	5
PSY 101	General Psychology	5
PSY 240	Developmental Psychology	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior	5

Subtotal 23-25

Total Credits Required 92-94

PROFESSIONAL TECHNICAL

Associate of Applied Science in Chemical Dependency

Major Courses

HS 103	Ethical & Legal Issues in Human Services/Chemical Dependency	3
HS 120	Drug/Alcohol Counseling Techniques	3
HS 122	Alcohol/Drug Group Process	5
HS 124	Case Management of the Chemically Dependent Patients	3
HS 222	Alcohol/Drug Pharmacology/Physiology	3
HS 224	Chemical Dependency & the Family	5
HS 231	Adolescent Chemical Dependency	3
HS 232	Relapse Prevention	3
HS 233	Chemical Dependency & the Law	3
HS 240	Survey of Chemical Dependence	3
HS 297.2	Alcohol/Drug Practicum	6

Advanced Counseling Elective (5 credits)

Please choose from one of the following courses:

HS 220	Advanced Counseling
HS 241	Advanced Adolescent Chemical Dependency Assessment & Counseling

Multicultural Elective

Please choose from one of the following courses:

SPE 260	Multicultural Communications	5
ICS 120	Survey of Hispanic Culture	5
ICS 125	Native American Culture	5
HIS 110	History of Modern East Asia	5
Instructor Pre-Approved	Multicultural Elective Course	5

Subtotal 50

Major Support

Select 20 credits. Students may select college courses 100 or above. See advisor to make your course selections.

Subtotal 20

General Education

ENG 101	English Composition	5
MTH 106+	Math 106 and above	5
PSY 101	General Psychology	5
PSY 202	Intro to Abnormal Psychology	5
PSY 240	Developmental Psychology	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior	5

Subtotal 28-30

Total Credits Required 98-100

PROFESSIONAL TECHNICAL

Gerontology/Geriatric Certificate

Major Courses

HS 170	Survey of Gerontology and Geriatrics	3
HS 171	Development and Process of Aging	5
HS 172	Psychopathology of Aging	5
HS 173	Assessment I, Physical Assessment	3
HS 174	Special Issues in Aging I	3
HS 175	Interventions for the Elderly	5

HS 176	Practicum in Interventions	1
HS 177	Assessment II, Psychosocial/Mental Health Assessment	3
HS 178	Special Issues in Aging	3
HS 179	Resources for the Aging	3

Subtotal 34

General Education

ENG 101	English Composition	5
MTH 106+	Math 106 or above	5
PSY 101	General Psychology	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior	5

Subtotal 18-20

Total Credits Required 52-54

Intercultural Studies

The courses in this area offer students the opportunity to do in-depth studies of the major issues and aspects of other cultures, thus broadening their global awareness and also encouraging a better understanding of their own culture.

International Studies Certificate

The International Studies Certificate is proposed as a means of recognizing the accomplishment of students who pursue a course of study at CBC that involves integrated knowledge of other cultures, states, and global affairs. The certificate program is intended to provide a framework for the choice of electives by students who are pursuing a general A.A. Degree and/or fulfilling their general education requirements for transfer to other institutions. It is not intended to close off options for study or to compete or interfere with established degree paths, but to supplement them by offering students an opportunity to build a base of courses that can be used as the foundation for programs at universities offering social science, humanities, and language majors.

The certificate requires 35 credits. Within this requirement, it will be possible to emphasize the international, regional, or language and literature aspects of international studies. All students seeking the certificate must take 10 credits from the International Studies List (section I). Language skills are not required of those interested in a general international studies emphasis, but may be required for regional emphasis.

TRANSFER

International Studies Certificate

Major Courses

I. International Studies (min. 10 credits; emphasis 20 credits + 15 in related courses)

ANT 120	Intro to Cultural Anthropology	5
EC 107	Economic Geography	5
EC 201	Principles of Economics I	5
GEO 150	Cultural Geography	5
HIS 103	World Civilizations	5
PS 101	Comparative Foreign Government	5
PS 103	International Relations	5
SOC 201	Global Social Problems	5

II. Regional Studies (emphasis with 10 credits + 10 cr. from and/or IV) section I + 15 cr. from III and/or IV)

A. Latin America		
ICS 120	Survey of Hispanic Culture	5
HIS 112	Modern Latin America	5
	Spanish	
B. Asia		
HIS 110	History of Modern East Asia	5
HIS 115	History of Modern Middle East	5
	Japanese	
	French	
C. Africa		
ENG 101	English Composition	5
	French	

Under development:

HIS 111	Colonial Latin America
ANT 100	New World Civilizations
HIS 120	Modern Africa

III. Languages (emphasis 15 credits in a single language or comparable accomplishment + 10 cr. from I and 10 cr. in other courses relevant to chosen language)

Current Offerings:

German
French
Japanese
Spanish
Chinese
Russian

IV. Related Courses (elective credits)

ANT 101	Anthropology	5
ANT 130	Intro to Archaeology	5
ART 116	Art History (Ancient World).	5
ART 117	Art History II (Medieval Baroque)	5
ART 118	Art History III (Modern Times)	5
ART 119	Art History of Asia.	5
ART 120	Art History of the Americas.	5
ENG 110	Intro to Linguistics	5
HIS 101, HIS 102	World Civilizations (to 1800)	5
ICS 255	Race and Ethnic Relations	5
ICS 100	Cultural & Historical	1-3
LIT 180	Multicultural Literature	5
LIT 205, LIT 206	World Literature	5
PHI 131	World Religions	5
SOC 269	Sociology of World Cinema	5
SPA 260, SPA 262	Spanish Literature Readings	3
	3.0 cr. each (in Spanish)	

Japanese

Our Japanese classes offer student-centered instruction that focuses on communicating effectively in Japanese, appreciating the Japanese culture, and recognizing linguistic and cultural connections between Japanese-speaking parts of the world and the United States.

Learning Opportunities Center (LOC)

The Learning Opportunities Center (LOC) offers classes in reading, writing and mathematics - the basic skills you need to get ahead.

The LOC is divided into three sections: Adult Basic Education (ABE), General Education Degree classes (GED) and Developmental Education courses. Each focus covers the same general subjects while the classes are geared to a specific purpose and student need. For class descriptions, see the Basic Education - Adult, English, Math and/or Reading sections;

ABE 0100/0200/0300/0400
GED 0500/0600
ENG 086/087/088 Writing Skills
ENG 091 Grammar Skills
MTH 080 Whole Numbers
MTH 081 Fractions
MTH 082 Measurements, Decimals & Percents
MTH 083 Review Basics
MTH 084 Algebra/Geometry
RDG 079 Spelling
RDG 080/081/082 Study Techniques
RDG 083/084/085 Vocabulary Improvement
RDG 086/087/088 Reading Skills
RDG 089 Speed Reading
RDG 105 Speed Reading
RDG 110 Study Techniques
RDG 115 Vocabulary Improvement

Literature

The literature department offers a wide range of courses satisfying degree requirements and enrichment. Course offerings include general introductory courses, survey courses, and special genre courses. The general value of these courses is their humanizing and aesthetic effects on students.

Career opportunities include the fields of teaching, communication, law, speech writing, journalism, public relations and library science, among others. In general, these courses give students the aesthetic, reading, writing, and critical thinking skills to prepare for success in life.

Machine Technology

From the airplane's wings to a toy alligator's computer chip, it was a machinist who made the first product, made the prototype of the product and made the machine technology and computers now a part of the machinist's day-to-day process. The industry is expanding, creating more job opportunities for skilled employees.

The CBC Machine Technology curriculum includes trade support theory courses in conjunction with laboratory training and general education courses. For more information call ext. 2267.

At the end of the program successful students will be able to:

- demonstrate manual machining skills, (operation of lathes, milling machines and surface grinders, tool), grinding skills and blueprint reading skills;
- operate high tech equipment, such as electrical discharge machines and computerized numerical control machine;
- demonstrate skills in computer-aided drafting, solid modeling and computer-aided manufacturing;
- use math and problem-solving skills.

Effective Fall Quarter 2003

The department requires students achieve a minimum grade of 2.0 to be able to continue enrollment in major courses. The Associate of Applied Science Degree also requires a minimum grade of 2.0 for each major course. A student who achieves a grade of 1.9 or lower in any required major courses may repeat that course once to attempt to achieve a grade of 2.0 or higher. Exceptions to this policy must be approved by the Dean of the program prior to enrollment and must be based on extenuating circumstances.

PROFESSIONAL TECHNICAL

Associate of Applied Science in Machine Technology

Major Courses

MT 111	Basic Machine Technology I	5
MT 111.1	Basic Machine Technology Lab	9
MT 121	Basic Machine Technology II	5
MT 121.1	Basic Machine Technology Lab	9
MT 131	Basic Machine Technology III	5
MT 131.1	Basic Machine Technology Lab	9
MT 211	Advanced Machine Technology I	5
MT 211.1	Advanced Machine Technology Lab	9
MT 221	Advanced Machine Technology II	5
MT 221.1	Advanced Machine Technology Lab	9
MT 231	Advanced Machine Technology III	5
MT 231.1	Advanced Machine Technology III Lab	9

Subtotal84

A.A.S. Degree candidates must complete all of the core curriculum plus the following courses:

Major Support

DRW 104	Industrial Drawing	2
BPR 104	Blueprint I	3
BPR 204	Blueprint II	3
CS 100/100.1	Introduction to Microcomputers/Lab OR.	4
ENT 266	Introduction to CAD/Lab	3

Subtotal15

General Education

MTH 100+	Math 100 or above	5
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English (select 5 credits)

ENG 101	English Composition or	5
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Mathematics – Nursing

ENG 103	Writing in the Workplace or	5
ENG 205	Technical Communication	5
Speech (select 3-5 credits)		
SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior or	5
SPE 260	Multicultural Communication	5
Human Relations (select 3-5 credits)		
PSY 100	Applied Psychology or	3
PSY 101	General Psychology or	5
PSY 201	Social Psychology or	5
BA 271	Human Relations Business	5
Subtotal		15-20
Total Credits Required		115-119

Mathematics

Mathematics courses are required by a vast number of technical, occupational, and academic disciplines. The Math Department seeks to support these needs by providing a full range of courses for students seeking associate degrees and certificates and students seeking to transfer to baccalaureate institutions. Additionally, courses are provided for students who require developmental math.

Music

Music offerings at Columbia Basin College meet the requirements for the first two years of bachelor of arts or bachelor of science degrees in music at most four-year institutions; enhance the musical knowledge and performance ability of students wishing to enter the professional field with an Associate in Arts degree; and provide general leisure activity.

Music majors should choose a major instrument or voice for performance emphasis and register for appropriate applied music courses. Music majors should also register for the music theory sequence beginning with the Fall quarter of their freshman year. All students in the college are encouraged to participate in the performance groups. Students planning to major in music must participate in at least one large performing group per quarter.

Career opportunities include the fields of music performance, teaching (public and private), composition, music ministry, music industry, music library studies, ethnomusicology, systematic musicology, music history and music therapy.

TRANSFER

Associate of Arts & Science with an Emphasis in Instrumental Music - Transfer

Communication (13 credits)		
ENG 101	English Composition	5
ENG 201	Advanced English Composition	5
SPE 101 or 110	Speech Essential or Communication Behavior	3
Math Proficiency		X
Quantitative/Symbolic Reasoning (5 credits)		5
Humanities (15 credits)		
<i>Course selections must also meet the Humanities distribution requirements for the AA Degree</i>		
MUS 115	Music Appreciation	5
Humanities Electives		10
Social & Behavioral Science (15 credits)		
<i>Course selections must also meet the Social & Behavioral Science distribution requirements for the AA Degree:</i>		
Social & Behavioral Science Electives		15
Mathematical & Natural Science (15 credits)		
<i>Course selections must also meet the Mathematical & Natural Science distribution requirements for the AA Degree:</i>		
Mathematical & Natural Science Electives		15
Health and Physical Education (3 credits)		
Selected from PE Activity Classes or Health (HE) Classes		3
Electives - 48 required electives		
MUS 101	Music Theory	5
MUS 102	Music Theory	5

MUS 103	Music Theory	5
MUS 204	Music Theory	5
MUS 205	Music Theory	5
MUS 206	Music Theory	5
MUS 171,172,274	Ear Training - must be enrolled for six quarters	6
MUS 118 or 125	Performance Ensemble	
	- must be enrolled for six quarters	6
MUS 123	Applied Instruction - must be enrolled for six quarters	6
<i>It is understood an instrumental music major will complete more electives than the minimum 24 required for an AA degree.</i>		
<i>In addition to the above required coursework, it is extremely important to stay in close contact with your faculty advisor.</i>		
<i>It is possible your faculty advisor will recommend additional coursework within the Music Department.</i>		
Total Credits Required		114

TRANSFER

Associate of Arts & Science with an Emphasis in Vocal Music - Transfer

Communication (13 credits)		
ENG 101	English Composition	5
ENG 201	Advanced English Composition	5
SPE 101 or 110	Speech Essential or Communication Behavior	3
Math Proficiency		X
Quantitative/Symbolic Reasoning (5 credits)		5
Humanities (15 credits)		
<i>Course selections must also meet the Humanities distribution requirements for the AA Degree:</i>		
MUS 115	Music Appreciation	5
Humanities Electives		10
Social & Behavioral Science (15 credits)		
<i>Course selections must also meet the Social & Behavioral Science distribution requirements for the AA Degree:</i>		
Social & Behavioral Science Electives		15
Mathematical & Natural Science (15 credits)		
<i>Course selections must also meet the Mathematical & Natural Science distribution requirements for the AA Degree</i>		
Mathematical & Natural Science Electives		15
Health and Physical Education (3 credits)		
Selected from PE Activity Classes or Health (HE) Classes		3
Electives - 48 required electives		
MUS 101	Music Theory	5
MUS 102	Music Theory	5
MUS 103	Music Theory	5
MUS 204	Music Theory	5
MUS 205	Music Theory	5
MUS 206	Music Theory	5
MUS 171, 172, 274	Ear Training - must be enrolled for six quarters	6
MUS 181 or 281	Performance Ensemble	
	- must be enrolled for six quarters	6
MUS 123	Applied Instruction - must be enrolled for six quarters	6
<i>It is understood an vocal music major will complete more electives than the minimum 24 required for an AA degree.</i>		
<i>In addition to the above required coursework, it is extremely important to stay in close contact with your faculty advisor.</i>		
<i>It is possible your faculty advisor will recommend additional coursework within the Music Department.</i>		
Total Credits Required		114

Nursing

Columbia Basin College offers a NLNAC Accredited career ladder nursing program. The curriculum is designed to utilize individual and group teaching strategies. Instruction takes place on campus as well as in local health care facilities. A lab is provided on campus to learn and practice clinical skills.

Two major entry points are offered. The first is at the beginning level for individuals with no experience in nursing education. A new class is admitted each fall quarter. Secondly, LPNs may enter the Advanced Placement Program without having to repeat course material they have already mastered. Transfer students are accommodated, as there is space available. Placement is based

upon individual evaluation of past education. Advanced placement students enter the summer quarter prior to ADN 211 and are also admitted on a space available basis.

An exit avenue is provided at the end of each year of the nursing program. Following successful completion of the first year, students receive a Practical Nurse Certificate and are eligible to take the LPN licensure exam. Following successful completion of the second year, students receive an Associate in Applied Science Degree and are eligible to take the RN state board licensure exam. The primary goal of the nursing program is to produce graduates prepared for entry-level positions in practical and registered nurse roles.

Entrance Requirements

All applicants to the Nursing Program must meet the following entrance requirements:

- high school graduation GPA of 2.0 or GED;
- completed application to Columbia Basin College;
- qualify for English 101 by taking the ASSET exam;
- qualify for a mathematics class above 100 by taking the ASSET exam;
- college chemistry course with at least a 2.0 grade;
- college cell biology course with at least a 2.0 grade;
- completed application for the Nursing Program. Applications are available in January and accepted in Admissions in February, prior to the planned year of entry.

Pre-Nursing

Students are strongly encouraged to complete the general education and technical support courses prior to entering the nursing program. Those choosing this pathway are given priority for admission based on a point system. It is especially helpful to have the science classes completed as they have the highest point value. Interested students should contact either the nursing department or counseling department for advising. Classes that may be completed prior to entry into the Nursing Program include:

- Anatomy and Physiology I - BIO 221/221.1
- Anatomy and Physiology II - BIO 222/222.1
- English Composition - ENG 101
- General Psychology - PSY 101
- Developmental Psychology - PSY 240
- Microbiology - BIO 260/260.1
- Sociology - SOC 101
- Math - MTH above 100
- Speech - SPE 101

**Transfer students who have taken the equivalent of Biology 221, Biology 222, and Biology 260, do not need to take Core Cell Biology (Bio 105 or 111).*

Before beginning nursing classes, a satisfactory physical exam, required immunization records, a current CPR card for Health Care Providers, and a satisfactory Washington State Patrol Criminal background history check must be on file in the nursing department.

Pre-Nursing Curriculum

The curriculum plan listed below is suggested for students desiring to fulfill all support course requirements for the Associate Degree in the Nursing Program. Students may choose to take some classes in a different sequence. All students are strongly urged to work with an advisor when developing and implementing an academic plan. A 2.0 or higher must be attained in all technical core, technical support, and general education classes applied toward the Practical Nurse Certificate and the Associate in Applied Science Degree.

PROFESSIONAL TECHNICAL

Pre-Nursing Curriculum

Fall Quarter

BIO 105 or 111	Intro to Cell Biology/Core Cell Biology	4
BIO 105.1 or 111.1	Intro to Cell Biology Lab/ Core Biology Lab	1
CHM 100	Survey of Chemistry	4
CHM 100.1	Survey of Chemistry Lab	
	(MTH 91 Prerequisite for chemistry)	1
SPE 101	Speech Essentials	3
Subtotal		13

Winter Quarter

BIO 221	Anatomy & Physiology I	5
BIO 221.1	Anatomy & Physiology I Lab (BIO 105 or BIO 111 Prerequisite for A&P)	1
PSY 101	General Psychology	5
ENG 101	English Composition (Placement by appropriate test score or successful completion of ENG 99)	5
Subtotal		16

Spring Quarter

BIO 222	Anatomy & Physiology II	5
BIO 222.1	Anatomy & Physiology II Lab (BIO 221/221.1 Prerequisite for A&P)	1
PSY 240	Developmental Psychology	5
MTH	Any Math class above 100 (Prerequisite: MTH 95 or ASSET Placement)	5
Subtotal		16

Summer Quarter

BIO 260	Microbiology	5
BIO 260.1	Microbiology Lab (BIO 105 or BIO 111 Prerequisite)	1
SOC 101	Sociology	5
Subtotal		11
Total		56

PROFESSIONAL TECHNICAL

LPN Curriculum

Major Courses

NRS 111	Nursing I	7
NRS 111.1	Nursing I Lab	4
NRS 121	Nursing	5
NRS 121.1	Nursing II Lab	5
NRS 131	Nursing III	5
NRS 131.1	Nursing III Lab	5
PN 141	Practical Nursing	5
PN 141.1	Practical Nursing Lab	7
ADN 235.1	Nursing Trends (2 credits per quarter)	6
Subtotal		49

Major Support

BIO 221	A & P I	4
BIO 221.1	A & P Lab	2
BIO 222	A & P II	4
BIO 222.2	A & P II Lab	2
PSY 101	General Psychology	5
PHAR 101	Pharmacology Math	2
Subtotal		19

General Education

ENG 101	English Composition	5
Subtotal		5
Total Credits Required		73

PROFESSIONAL TECHNICAL

Associate of Applied Science in Nursing (ADN)

Major Courses

NRS 111	Nursing I	7
NRS 111.1	Nursing I Lab	4
NRS 121	Nursing II	5
NRS 121.1	Nursing II Lab	5
NRS 131	Nursing III	5
NRS 131.1	Nursing III Lab	5
NRS 235.1	Nursing Trends (2 credits per quarter)	6
ADN 211	Nursing IV	5
ADN 211.1	Nursing IV Lab	5
ADN 221	Nursing V	5
ADN 221.1	Nursing V Lab	6
ADN 231	Nursing VI	5
ADN 231.1	Nursing VI Lab	8
ADN 235.1	Nursing Trends Lab	6
Subtotal		77

Major Support

BIO 221	Anatomy & Physiology I	4
BIO 221.1	Anatomy & Physiology I Lab	2
BIO 222	Anatomy & Physiology II	4

Paraeducation Program – Paralegal

BIO 222.1	Anatomy & Physiology II	2
PSY 101	General Psychology	5
BIO 260	Microbiology	4
BIO 260.1	Microbiology Lab	2
PHAR 101	Basic Pharmacology	2
Subtotal		.25

General Education

ENG 101	English Composition	3
MTH 100+	Math 100 or above	5
SOC 101	Intro to Sociology	5
SPE 101	Speech Essentials	3
PSY 240	Developmental Psychology	5
Subtotal		.23
Total Credits Required		125

Paraeducation Program

The Paraeducation Program prepares students for employment in primary and secondary school environments. Paraeducators are hired to assist teachers and staff making them vital members of an educational team. Paraeducators work in a variety of settings, including special education, English as a Second Language, General Education, and Early Childhood Education Programs. For students who are considering teaching as a career, this program provides a career ladder approach starting with the Paraeducation certificate, the CBC Two-Year Associate of Arts and Science Degree, and finally the Bachelor's Degree at a four-year university.

Program Goals:

At the end of the program successful students will be able to:

- understand and carry out the roles and responsibilities of paraeducators in schools;
- obtain first aid and CPR cards;
- apply safety precautions and anticipate potential safety issues in school settings;
- demonstrate knowledge of a variety of instructional strategies in reading and mathematics to use with a diverse student population;
- use appropriate child guidance and communication skills when working with children;
- apply knowledge of child growth and development in school settings;
- assist certified teacher by carrying out planned instruction with small groups of children;
- respond ethically in the field;
- pursue a career as a paraeducator in schools.

PROFESSIONAL TECHNICAL

Paraeducator Certificate

Major Courses

ED 101	Intro to Education or	3
ED 108	Paraeducator in Schools	
ED 104	Child Guidance and Communication Technology	3
ED 106	Child Growth and Development	3
ED 107	Understanding Special Needs	3
ED 111	Intro to Instructional Strategies	3
ED 112	Intro to ESL Teaching Strategies	3
ED 125	Instructional Media	3
ED 153.2	Paraeducation Supervised Practicum	4
ED 230	First Aid, Health, Safety and Nutrition	3
Subtotal		.28

General Education

ENG 101	English Composition	5
MTH 108	Mathematics for Early Childhood Educators	5
PSY 101	General Psychology	5

Speech (select 3-5 credits)

SPE 101,	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior or	5
SPE 260	Multicultural Communication	5
Subtotal		.18
Total Credits Required		.46

Paralegal

(EVENING PROGRAM ONLY)

A two-year equivalent program for those interested in obtaining the necessary training to qualify as legal assistants or paralegals and be employed in various aspects of the legal profession in attorney's offices or legal departments. This program is currently being offered as an extended-day program only, and the students should expect to take three to four courses per quarter to complete the program in a timely fashion. It should be noted that a class load of 12 credits per quarter requires a minimum of 8 quarters to complete the program.

At the end of the program successful students will be able to:

- prepare professional quality legal documents;
- conduct research relating to legal cases and judgments;
- conduct interviews of clients and witnesses;
- prepare probate inventories;
- maintain a professional office by organizing and indexing documents;
- prepare clients for court hearing;
- assist lawyers preparing for litigation.

PROFESSIONAL TECHNICAL

Associate of Applied Science in Paralegal

Major Courses

PL 101	Intro to Paralegalism	5
PL 103	Civil Procedures	3
PL 104	Criminal Procedures	3
PL 105	Law Office Management	3
PL 107	Interview/Investigation	3
PL 121/122/123	Contract Law	9
PL 131/132/133	Torts	9
PL 146	Paralegal Ethics	3
PL 147 & 147.1	Computers In A Law Environment	2
PL 150	Intro to Legal Writing	3
PL 151	Legal Research & Writing	5
PL 152	Advanced Legal Writing	5
Subtotal		.53

Major Support

A minimum of 24 credits of additional paralegal courses.

Subtotal .24

General Education

ENG 101	English Composition	5
MTH 106+	Math 106 or above	5

Select one course from the following:

PSY 101	General Psychology or	5
SOC 101	Intro to Sociology	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 111	Communication Behavior or	5
SPE 260	Multicultural Communication	5
Subtotal		18-20

Electives: (choose 4-5 credits)

CA 100	Intro to Microcomputers	4
CS 106	Database Systems 1	5
AOT 101	Keyboarding I	2
AOT 102	Keyboarding II	2
AOT 109.1	Keyboarding/Skillbuilding	3
AOT 172	Word Processing 1	5
AOT 173	Word Processing	5
Subtotal		4-5

Total Credits Required 99-102

Parent Education

The Parent Education Program incorporates positive parenting skills with a child development knowledge base that promotes strong and healthy families. Participation offers an opportunity for parents to become directly involved in the education of their young children and to be involved in their own education as parents. We offer classes for parents of infants, toddlers and preschoolers. The program enables parents through observation, involvement and discussion to enhance their parenting skills while the children experience a quality hands-on learning center environment. Families may enroll any time from September through May.

Pharmacy Technician Certificate

Pharmacy Technicians are employed in hospitals, pharmacies, and outpatient settings to assist licensed pharmacists dispense medications. By law all pharmacy technicians are always under the direct supervision of a licensed pharmacist.

Typical work includes:

- dispensing medication;
- counting pills;
- taking inventory;
- stocking supplies;
- typing prescription labels;
- repackaging medication preparations;
- preparing intravenous solution mixtures.

Licensing laws require all Pharmacy Technicians to complete an application, which includes a declaration by the applicant that he or she has never been found guilty by any court or competent jurisdiction of any violation of any laws relating to drugs or the practice of pharmacy.

The Pharmacy Technician Program at Columbia Basin College requires three academic quarters to complete. Classes are held during the extended day schedule, typically in the evening. There are lecture classes as well as clinical practice time on the college campus. Each student will spend required time in supervised practice in a variety of pharmacy settings.

PROFESSIONAL TECHNICAL

Pharmacy Technician Certificate

Entrance requires high school diploma or GED and ASSET Placement Scores at the following levels: Math 95; English 101; Typing/Keyboarding skills 25 WPM

Major Courses

PHA 100	Intro to Pharmacy.	2
PHA 101/101.1	Chemistry for Pharmacy Technicians	2
PHA 102	Intro to Human AP	2
PHA 103	Pharmaceutical Calculations.	2
PHA 104	Materials Management	3
PHA 110	Basic Pharmaceutics	4
PHA 111	Pharmacology for Pharmacy Technicians I.	4
PHA 112	Pharmaceutical Calculations II.	2
PHA 113	Pharmacy Law I	2
PHA 114	Care/Mgt. Of Patient with HIV Infection.	2
PHA 120	Pharmacy Dispensing	4
PHA 122	Pharmacy Law II.	2
PHA 123.1	Community Pharmacy Practice	4
PHA 124.1	Hospital Pharmacy Practice	4
Subtotal		46

Major Support

CA 100-100.1	Intro Microcomputers	4
BT 147	Medical Terminology.	3
Subtotal		7

General Education

ENG 101	English Composition	5
SPE 110	Communication Behavior	3
Subtotal		8
Total Credits Required		61

Philosophy

Philosophy is the attempt to think rationally and critically about the most important questions of life. The course examines normative issues of good and evil, the nature and purpose of human life, what is reality, the existence of God, and the adequacy of scientific materialism as a worldview.

Phlebotomy

This is a two-quarter sequence of classes that prepares technicians for testing by the (ASCP) American Society of Clinical Pathologists and employment into medical laboratory field. The two-quarter sequence of classes focus on the knowledge and skills necessary to function as a member of the laboratory health care team in a variety of settings. Classes are usually offered in the afternoons or evenings. Contact the Health Sciences Division office ext. 2478 for more information.

- Required immunization records
- Current CPR card for Healthcare Provider
- Satisfactory Washington State Patrol criminal history background check
- Prerequisite: AOT 147 Medical Terminology; with a 2.0 or higher

Physical Education

The Physical Education department offers a variety of classes that can expose the student to leisure activity skills and fitness activities.

Physical Education Professional

These courses are designed for the PE major or students interested in a coaching career.

Physics

Physics courses are required by vast number of technical, occupational and academic disciplines because the Laws of Physics form a foundation for Engineering, Health Sciences and other Physical Sciences. The Physics department supports these needs by providing Conceptual Physics, Algebra/Trigonometric based Physics (Intermediate Physics) and Calculus based Physics (Engineering Physics). The courses fulfill the requirement for the transfer to 4-year institutions and various technical programs.

Political Science

Political science examines the institutional means through which scarce societal resources are allocated and the processes that make determinations regarding the moral fabric of community life. It combines both normative and descriptive analyses: how power is distributed and for what values or purposes it should be employed. This includes the study of the types and branches of government, means of representation, as well as issues of policy formation. In addition, CBC now offers a two-year degree in Political Science.

TRANSFER

Associate of Arts & Science with an emphasis in Political Science

Option C

Communication (13 credits)

ENG 101	English Composition	5
ENG 201	Advanced English Composition.	5
SPE	3

Math Proficiency

		X
Quantitative/Symbolic Reasoning (5 credits)		
MTH 143	Statistics.	5

Humanities (15 credits)

HIS 103	World Civilizations	5
LIT (see advisor for appropriate selection)	5
PHIL 101	Introduction to Philosophy or	5
PHIL 150	Introduction to Ethics	

Psychology – Theatre

Social & Behavioral Science (15 credits)

SOC 101	Intro to Sociology or	5
SOC 201	Global Social Problems	5
EC 201	Economics	5
PS 100	American Government	5

Mathematical & Natural Science (15 credits)

Course selections must also meet the Mathematical & Natural Science distribution requirements for the AA Degree

Mathematical & Natural Science Electives
(see advisor for appropriate selection)15

Health and Physical Education (3 credits)

Selected from PE Activity Classes or Health (HE) Classes3

Electives (24 credits)

PS 101	Comparative Foreign Government.	5
PS 103	International Relations	5
PS 104	State & Local Government	5
PS 150	Foundations of Political Science or.	5
PS 151	American Political Thought	4
Elective (see advisor for appropriate selection)		4
Total Credits Required90

Psychology

Psychology is the study of behavior and mental processes. General Psychology (PSY 101) provides an overview of different perspectives held by psychologists. Major topics include learning theory, neurology, motivation and personality development. General Psychology is a prerequisite for many 200 level classes. Applied Psychology (PSY 100) is an alternative for those who are seeking an associate degree in one of the vocation-technical disciplines. Here the emphasis is on the practical application of psychological principles in the work place and everyday life.

Real Estate

The Real Estate Program provides several foundational courses on an as-needed basis for the community.

Russian

Our Russian classes offer student-centered instruction that focuses on communicating effectively in Russian, appreciating the Russian culture, and recognizing linguistic and cultural connections between the Russian-speaking parts of the world and the United States.

Sociology

The Sociology Department is dedicated to offering courses that concern the scientific study of the social group aspect of human life. Our courses range from concentrating on small groups (social psychology) to institutions (marriage and family) to large-scale issues (social problems). Sociology 101 provides an introduction to each of these areas.

Spanish

Our Spanish classes offer student-centered instruction that focuses on communicating effectively in Spanish, appreciating the Hispanic culture, and recognizing linguistic and cultural connections between the Spanish-speaking parts of the world and the United States. Native or partial native speakers are strongly encouraged to enroll in SPA 205, SPA 206, or SPA 207.

Speech

Speech offerings at Columbia Basin College are designed to provide students with communication skills that enhance their professional and personal relationships. These classes are open to all CBC students.

Career opportunities include the fields of teaching, film/television, public relations, advertising and other careers where speaking or performing for the public is important.

Theatre

Theatre offerings at Columbia Basin College are designed:

- to meet the requirements for the first two years of a bachelor of arts degree in theatre at four-year institutions;
- to enhance the theatre knowledge and performance ability of students wishing to enter the professional field;
- to provide extracurricular, leisure activity;
- to enrich the appreciation of the theatre going public.

The department attempts to provide a production schedule that will encourage both students and community participation as either audience members or production personnel.

Career opportunities include teaching theatre, professional acting, directing, designing, stage management and working in the dramatic/film arts. Theatre classes may also better prepare students for careers in law, public relations, advertising, teaching effectiveness and other careers where speaking or performing for the public is important. It is not necessary to be a theatre major to take theatre classes or to participate in CBC shows.

TRANSFER

Associate of Arts & Science with an Emphasis in Theatre (Including Technical Theatre, Theatre Performance and Theatre Education) - Transfer

Communication (13 credits)

ENG 101	English Composition	5
ENG 201	Advanced English Composition.	5
SPE 101 or 110	Speech Essential or Communication Behavior	3

Math Proficiency

Quantitative/Symbolic Reasoning (5 credits) **X**

Humanities (15 credits)

Course selections must also meet the Humanities distribution requirements for the AA Degree

THA 115	5
Humanities Electives		10

Social & Behavioral Science (15 credits)

Course selections must also meet the Social & Behavioral distribution requirements for the AA Degree

Social & Behavioral Science Electives15

Mathematical & Natural Science (15 credits)

Course selections must also meet the Mathematical & Natural Science distribution requirements for the AA Degree

Mathematical & Natural Science Electives15

Health and Physical Education (3 credits)

Selected from PE Activity Classes or Health (HE) Classes 3

Electives - 46 to 47 required electives

THA 120	Acting	3
THA 215	Theatre History	5
THA 126	Stagecraft	3
THA 244	Stage Makeup	1 to 2
THA 248	Stage Management	2
THA Elective Courses		

See Faculty Advisor.32

It is understood a Theatre major will complete more electives than the minimum 24 required for an AA degree.

In addition to the above required coursework, it is extremely important to stay in close contact with your faculty advisor.

It is possible your faculty advisor will recommend additional coursework within the Art Department.

Total Credits Required 112 to 113

Tri-Tech Program Completion Certificates – Welding Technology

Tri-Tech Program Completion Certificates

Students who begin their technical training in Culinary, Dental, or Radio Broadcasting at Tri-Tech Skills Center have the opportunity to complete a certificate program at Columbia Basin College. The completion program is available to students who have successfully completed courses at Tri-Tech Skills Center in one of these three areas and enrolled in the Tech Prep Dual Credit Program while still attending Tri-Tech. Upon completion of the additional electives and general education requirements, students are eligible to apply for a certificate through CBC. Questions regarding these certificates should be directed to the Tech Prep Director at CBC Ext. 2559.

Culinary And Food Services

This is a specially designed one-year certificated program in partnership with TRI TECH. The certificate courses help to prepare students for entry-level culinary positions in the food industry and/or preparation for further education in the fields of food science or hospitality.

PROFESSIONAL TECHNICAL

Culinary & Food Services One-Year Certificate

Major Courses

CUL 101	Culinary & Food Services I	8
CUL 102	Culinary & Food Services II	8
CUL 103	Culinary & Food Services III.	8
Subtotal24

Major Support

BA 101	Intro to Business.	5
NFS 111	Nutrition & Food Science	5
Subtotal10

General Education

ENG 101	English Composition	5
MTH 106+	Math 106 or above	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or.	3
SPE 111	Communication Behavior or.	5
SPE 260	Multicultural Communications	5

Psychology or Sociology (select 5 credits)

PSY 101	General Psychology or	5
PSY 201	Social Psychology or	5
SOC 101	Intro to Sociology	5
Subtotal		18-20
Total Credits Required		52-54

Dental Assisting

The Dental Assisting program is a one-year certificate that prepares students to work in the dynamic world of dentistry. Students will learn such things as patient management, dental materials, and assisting skills during dental procedures. The General Education Requirements are coordinated with the Dental Hygiene Associate of Applied Science Degree allowing students to smoothly continue their education toward increased dental career opportunities. The major courses for Dental Assisting are available through the Tech Prep program at Tri-Tech Skills Center and Clark County Skills Center.

PROFESSIONAL TECHNICAL

Dental Assisting One-Year Certificate

Major Courses

DEN 101	Dental Assisting I	8
DEN 102	Dental Assisting II.	8
DEN 103	Dental Assisting III	8
Subtotal24

General Education

ENG 101	English Composition.	5
MTH 143	Statistics.	5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3-5
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SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or.	3
SPE 111	Communication Behavior	5

Psychology or Sociology (select 5 credits)

PSY 101	General Psychology or.	5
SOC 101	Intro to Sociology	5

Biology (select 5 credits)

BIO 105/105.1	Introduction to Cell Biology or	5
BIO 111/111.1	Core-Biology-Cell	5

Subtotal 28-30

Total Credits Required 52-54

Radio Broadcasting

PROFESSIONAL TECHNICAL

Radio Broadcasting One-Year Certificate

Major Courses

RBR 101	Radio Broadcasting I	8
RBR 102	Radio Broadcasting II.	8
RBR 103	Radio Broadcasting III	8
Subtotal24

Major Support

BA 150	Advertising Principles	5
BA 271	Human Relationships in Business.	5
CA 100	Computer Applications	4

Choose one of the following:

JOR 100	Mass Media in Society or	5
SPE 111	Communication Behavior or.	5
SPE 260	Multicultural Communications	5
Subtotal19

General Education

ENG 101	English Composition	5
SPE 102	Speech Essentials	5
MTH 106+	Math 106 or above	5

Subtotal 15

Total Credits Required 58

Vocational ESL

The Vocational ESL (VESL) program at CBC offers courses for non-native speakers of English to explore career choices, prepare for enrollment in a vocational training program, receive specific occupational training, or support their language development while enrolled in regular vocational programs. Courses are specifically designed to meet the diverse linguistic, cultural and workplace needs of English as a Second Language students.

Welding Technology

Welding Technology is a two-year program that includes both theoretical and practical training in basic and advanced welding techniques. Areas covered include, shield metal arc welding, gas metal arc welding, gas tungsten arc welding, pipe welding and fabrication.

Welding has become a very sophisticated and technical science that requires mental application as well as hands-on abilities. Students who complete the A.A.S. degree will learn welding skills, but also basic math, English and other communication skills. CBC's welding training, plus general education requirements, prepare graduates for careers in today's construction trades and fabrications shops. For more information call ext. 2263.

Effective Fall Quarter 2003

The department requires students achieve a minimum grade of 2.0 to be able to continue enrollment in major courses. The Associate of Applied Science Degree also requires a minimum grade of 2.0 for each major course. A student who achieves a grade of 1.9 or lower in any required major courses may repeat that course once to attempt to achieve a grade of 2.0 or higher. Exceptions to this policy must be approved by the Dean of the program prior to enrollment and must be based on extenuating circumstances.

Welding Technology – Women’s Studies

PROFESSIONAL TECHNICAL

Associate of Applied Science in Welding Technology

Major Courses

WT 101	Oxy-acetylene Process.	1
WT 101.1	Oxy-acetylene Lab	3
WT 102.1	Intro to Shield Metal Arc Welding*	9
WT 103	Fundamentals of Major Processes & Their Consumables*	5
WT 103.1	Advanced Shield Metal Arc Welding*	9
WT 104.1	Shield Metal Arc Welding Certification*	9
	or	
WT 105.1	Gas Metal Arc Welding (MIG) Cert.*	
WT 108	Fabrication Technique I	1
WT 108.1	Fabrication Technique I Lab	2
WT 201	Weldability of Metals*	5
WT 201.1	Intro to Pipe Welding*	9
WT 202	Welding Inspection*	5
WT 202.1	Gas Tungsten Arc Welding (TIG)*	9
WT 203.1	Pipe Welding Certification*	9
WT 208	Fabrication Technique II	1
WT 208.1	Fabrication Technique II Lab	2
	Subtotal79

Major Support

BPR 106	Blueprint I	3
BPR 206	Blueprint II	3
DRW 106	Industrial Drawing	2
	Subtotal	8

General Education

ENG 101	English Composition	5
ENG 103	Writing in the Workplace or	
ENG 205	Technical Communication	
MTH 100+	Math 100 & Above	4-5

Speech (select 3-5 credits)

SPE 101	Speech Essentials or	3
SPE 102	Speech Essentials or	5
SPE 110	Communication Behavior or	3
SPE 260	Multicultural Communication	5

Human Relations (select 3-5 credits)

PSY 100	Applied Psychology or	5
PSY 101	General Psychology or	5
PSY 201	Social Psychology or	5
BA 271	Human Relations Business	5

Subtotal 15-20

Total Credits Required 102-107

**These are variable credit classes, but the maximum number of credits is required for a degree or certificate.*

PROFESSIONAL TECHNICAL

Short-term Certificate in Welding Technology

Major Courses

WT 101	Oxy-acetylene Process.	1
WT 101.1	Oxy-acetylene Lab	3
WT 102.1	Intro to Shield Metal Arc Welding*	9
WT 103	Fundamentals of Major Processes & Their Consumables*	5
WT 103.1	Advanced Shield Metal Arc Welding*	9
WT 104.1	Shield Metal Arc	9
	Welding Certification* or	
WT 105.1	Gas Metal Arc Welding.	9
	(MIG) Certification*	
WT 108	Fabrication Technique I	1
WT 108.1	Fabrication Technique I Lab	2
	Subtotal39

Major Support

BPR 106	Blueprint I	3
DRW 106	Industrial Drawing	2
	Subtotal	5
	Total Credits Required43

**These are variable credit classes, but the maximum number of credits is required for a degree or certificate.*

Women’s Studies

CBC offers students courses in Women’s Studies that focus specifically on women’s issues. Students will learn various theories to help analyze and explore women’s issues historically, economically, and across cultures, and how women’s perspectives contribute to art, literature, and culture.

Class Descriptions

Administrative Office Technology

AOT 101

Keyboarding I (2)

Introduces the fundamentals of touch typing of letters, numbers, symbols, and operational keys using a computer. It is recommended that a student take CA 100 in the same quarter as AOT 101.

AOT 102

Keyboarding II (2)

Reinforces keyboarding skills. Introduces appropriate formatting of business letters, personal letters, memos, reports, and tables using a word processing software. Prerequisites: AOT 101 and CA 100 or advanced placement for comparable skills.

AOT 1091

Keyboarding/Skillbuilding (3)

Improves keyboarding speed and accuracy through a carefully planned program stressing skill development of alphabetic and numeric keys as well as efficient use of the service keys. Develops 10-key proficiency using 10-key pad. Student may enroll once in AOT 109.1, AOT 109.2, and AOT 109.3 for a maximum of six credits. Prerequisite: AOT 101 or instructor's permission.

AOT 1092

Keyboarding/Skillbuilding (3)

Improves keyboarding speed and accuracy through a carefully planned program stressing skill development of alphabetic and numeric keys as well as efficient use of the service keys. Develops 10-key proficiency using 10-key pad. Student may enroll once in AOT 109.1, AOT 109.2, and AOT 109.3 for a maximum of six credits. Prerequisite: AOT 101 or instructor's permission, AOT 109.1.

AOT 1093

Keyboarding/Skillbuilding (3)

Improves keyboarding speed and accuracy through a carefully planned program stressing skill development of alphabetic and numeric keys as well as efficient use of the service keys. Develops 10-key proficiency using 10-key pad. Student may enroll once in AOT 109.1, AOT 109.2, and AOT 109.3 for a maximum of six credits. Prerequisite: AOT 101 or instructor's permission, AOT 109.2.

AOT 114

Editing..... (5)

Develops competency to proofread and edit business documents for correct usage of grammar, punctuation, sentence construction, parallelism, and use of numbers. Introduction to machine transcription. Develops competency to produce transcribed business documents in timely manner. Waiver considered for students achieving ASSET scores of Writing 47 and Reading 42, or 10 credits of college English writing courses with 2.0 or above. Prerequisite: AOT 102 and eligibility for ENG 99.

AOT 117

Office Orientation (3)

Encompasses business ethics, personal values, human relations, and effective communication in an office environment. Focuses on attaining and retaining entry-level employment. Provides an opportunity to shadow an office professional.

AOT 118

Legal Aspects of the Medical Office (3)

Presentation of issues concerning ethics, bioethics and laws important to medical office settings. Legal concepts with particular reference to healthcare providers (and office support personnel) and records generated in medical offices. Confidentiality, release of information, consents and liability of hospital and providers of care will be discussed, as well as current pertinent legislation including related HIPAA requirements. Recommended prerequisite: Internet proficiency.

AOT 124

Intermediate Spreadsheet Applications..... (5)

Develops employable application skills using a spreadsheet software, currently Microsoft Excel. Emphasizes creation and design of spreadsheets including formulas, projections, charting, Web pages, lists, macros, and multiple workbooks as needed for effective presentations in the business/office environment. Preparation for Microsoft Office User Specialist, Microsoft Excel Certification. Prerequisites: CA 100 and eligibility for MTH 106.

AOT 125

Database Applications..... (5)

Develops employable application skills using a database software, currently Microsoft Access. Emphasis is on creating the structure, the data file, queries, and the forms and reports needed for effective presentations in a business/office environment. Includes creating an application system using macros, wizards, and switchboard. Prerequisite: CA 100.

AOT 126

Presentation Applications..... (3)

This class introduces the fundamentals of presentation software, currently Microsoft PowerPoint. Students will learn how to create and modify a slide presentation, insert clip art, add slide transition and animation effects, create graphic objects, and prepare a presentation for publishing to the Web using PowerPoint. Preparation for Microsoft Office User Expert PowerPoint Certification. Prerequisite: CA 100.

AOT 128

Web Page Maintenance (5)

Introduces fundamental concepts and techniques of maintaining and updating Web page content. Students learn fundamental elements of design using HTML, FrontPage, and a Web browser. Prerequisite: CA 100.

AOT 129

Accounting Software (3)

Introduction to accounting software, currently QuickBooks, Pro, includes establishing a business, journalizing, and preparation of financial statements. Set up new company and make entries to existing accounting records. Prerequisites: CA 100 and concurrent enrollment in AOT 130 or instructor's permission.

AOT 130

Practical Accounting..... (5)

Applies fundamentals of accounting theory and bookkeeping procedures covering the accounting cycle, use of special journals, and financial statements. Provides practical training in the use of bookkeeping procedures, forms, and systems using manually prepared solutions for a service business.

AOT 132

Payroll for the Office Professional..... (3)

Applies bookkeeping procedures and accounting concepts using manual methods and accounting software to establish or maintain the payroll records of a sole proprietorship or partnership form of business organization. Prerequisites: AOT 129 and AOT 130.

AOT 142

General Office Procedures..... (5)

Bridges the gap between the classroom and the office by prioritizing work and managing time, preparing realistic office assignments, filing office documents, and conducting on-line research. Prerequisites: AOT 117, 172 or 173, and Internet proficiency.

AOT 146

Legal Terminology..... (3)

Provides a basic background of legal terminology for the legal office using Corel WordPerfect. Prerequisites: AOT 114 or machine transcription experience and AOT 172.

AOT 147

Medical Terminology I (5)

Provides a basic background of medical terminology for the medical office. Major topics to be studied are: cells and oncology, tissues and the integumentary system, skeletal system, muscular system, nervous system, special senses, glands, cardiovascular system; blood and lymphatic-immune systems, respiratory system; digestive system; urinary system, reproductive system, pregnancy and human development; and general diseases, lab tests, diagnoses, surgery, pharmacology, and therapy. Emphasis is placed on identifying and labeling word parts, defining and building medical terms, basic anatomy and becoming familiar with common diseases of the systems.

AOT 150

Coding I (4)

Presentation of International Classification of Diseases (ICD-9) medical coding methods and guidelines with practical application. The contents of this course were formerly in BT 151. Prerequisite: AOT 147.

AOT 151

Coding II (4)

Presentation of medical coding methods and guidelines using Current Procedural Terminology (CPT) and HCPS and complex application. The contents of this course were formerly in BT 150. Prerequisite: AOT 150.

AOT 153

Medical Billing (4)

Introduction to medical insurance including diagnostic coding, procedural coding, ambulatory care coders (ICD-9-CM, CPT/HCPCS) and completion of HCFA forms for insurance billing. The course will also include specific discussion of Blue Cross/Blue Shield, Premier Blue Cross, Medicare, Medicaid, Champus/Champo, Tri-Care, and Workmen's Compensation. Prerequisites: AOT 101, 118, and 150. Concurrent enrollment in AOT 151 approved.

AOT 172

Word Processing I (5)

Develops employable word processing skills and implements effective application in a business environment using a word processing software, currently Microsoft Word. Topics covered include all major functions of Word, including margins, tabs, tables, columns, document enhancement, graphics, merge, styles, outline, tables of contents, and templates. Preparation for Microsoft Office User Certification. Prerequisite: AOT 102.

AOT 1723

Word Processing I (5)

Available on demand for students who have previously completed BT 172 using older versions of software. Prerequisite: AOT 172.

AOT 173

Word Processing (5)

Develops employable word processing skills and implements effective application in a business environment using Corel WordPerfect software. Topics covered include: margins, tabs, tables, columns, styles, document enhancement, graphics, merge, and other advanced features. Prerequisite: AOT 102.

AOT 1952

Supervised Employment (1-15)

A supervised work experience involving the application and practice of skills and principles learned in the classroom. Supervised Employment site must meet degree or certificate specialty requirement. One credit equals 33 work hours. May be repeated for credit and experience. Prerequisites: AOT 102, AOT 117, and instructor's permission.

AOT 243

Administrative Office Management (2)

Integrates application of technical skills while assisting executives in carrying out management responsibilities; applies managerial and leadership skills while completing a simulated executive office simulation. Emphasis on problem-solving, decision-making processes, responsibilities, and implementation. Includes conducting on-line research. Prerequisites: AOT 126, AOT 142, and Internet proficiency.

AOT 244

Legal Office Procedures (2)

Integrates application of skills with knowledge of legal office procedures to complete a simulated legal office secretarial project using word processing software (and other software packages as appropriate). Includes conducting on-line research. Prerequisites: AOT 142, AOT 146, and Internet proficiency.

AOT 245

Medical Office Procedures (2)

Integrates application of skills with knowledge of medical office procedures to complete a simulated medical office project. Includes conducting on-line research. Prerequisites: AOT 142, AOT 147, and Internet proficiency.

AOT 247

Medical Terminology II (3)

Provides further training of medical terminology for the medical office. Major topics to be studied are: cardiovascular system, blood and lymphatic-immune systems, digestive system, muscular system, skeletal system, and pharmacology. Emphasis is placed on the diseases, laboratory tests, drugs, spelling and proper phrasing used in medical records. Prerequisite: AOT 147.

AOT 248

Medical Terminology III (3)

Provides further training of medical terminology for the medical office. Major topics to be studied are: cancer/oncology, laboratory/radiology, neurological system, and genitourinary system. Emphasis is placed on the diseases, laboratory tests, drugs, spelling and proper phrasing used in medical records. Prerequisite: AOT 147.

AOT 270

Business Correspondence (5)

Applies human relations in the composition of business communications by integrating effective mechanics and document content. Emphasis on analyzing and adapting messages to all audiences, including multicultural and international, and choosing the appropriate strategy to accomplish the written task effectively. Includes communicating through email, letters, memos, and reports. Utilizes on-line services. Prerequisites: AOT 114, AOT 172, or AOT 173, Internet proficiency, and eligibility for ENG 101.

AOT 272

Word Processing II (3)

Applies knowledge of advanced word processing features, including styles, macros, mail merge, templates, and long documents, to prepare complex, integrated documents. Solves software-related problems through troubleshooting practice. Preparation for Microsoft Office User Specialist, Microsoft Word Expert Certification. Prerequisite: AOT 172.

AOT 276

Integrated Word Processing (5)

Integrates knowledge and application of word processing, spreadsheet, database, presentation, and Web page software. Utilizes communication, software, and Internet functions in the creation of business/office documents. Currently using Microsoft Word, Excel, Access, PowerPoint, FrontPage, and Outlook. Prerequisites: AOT 124, AOT 125, AOT 126, AOT 128, AOT 272, and Internet proficiency.

AOT 290

Professional Development (3)

Develops ethical qualities and personal approaches for success and excellence in office careers. Emphasis on maintaining a personal and professional balance in today's society. Refines job-search strategies, resume writing, interviewing techniques, and professional image. Student must be near end of program to enroll in this class. Prerequisites: Internet proficiency, AOT 117, AOT 172 or 173, and eligibility for ENG 101.

AOT 2912

Special Projects (1-5)

Students pursue project-oriented experiences in areas or applications not provided or covered in the standard Administrative Office Technology curriculum. Prerequisites: advanced standing and instructor's permission.

AOT 294

Software Teaching Methods (5)

Explores the theory, methods, and practice of teaching adult learners in a technology or computer-based environment. Practical classroom or alternative educational experience with a professional instructor provides a setting for students to practice and analyze teaching and learning basics. Course is designed for individuals seeking to teach software applications. Prerequisites: AOT 124, AOT 125, AOT 126, AOT 128, AOT 129, AOT 272, and SPE 101.

Adult Basic Education

ABE 010

ABE Level 1 (1-15)

Math instruction in adding & subtracting of simple whole numbers. Reading instruction in phonics, language patterns, and using context to understand written material. Writing instruction for basic survival needs and for personal communication. Class held in the Learning Opportunities Center (LOC) where instruction is provided in a lab format.

ABE 020

ABE Level 2 (1-15)

Math instruction in place value, whole number operations, and problem solving. Reading instruction in phonics, language patterns, and using context to understand written material. Writing instruction for basic survival needs and for personal communication. Class held in the Learning Opportunities Center (LOC) where instruction is provided in a lab format.

ABE 030

ABE Level 3 (1-15)

Math instruction in decimals, fractions, and problem-solving. Reading instruction in word meanings, structure in word meanings, structure of paragraphs, identification of main idea, distinguishing between fact and opinion and comprehension strategies for a variety of reading materials. Writing instruction in sentence composition and paragraph construction. Class held in the Learning Opportunities Center (LOC) where instruction is provided in a lab format.

ABE 040

ABE Level 4 (1-15)

Math instruction in percent, ratio, proportion, measurement and tables and graphs. Reading instruction in organization and main idea, as well as in evaluation, comprehension, and making inferences using a variety of intermediate level reading materials. Writing instruction in writing connected paragraphs with correct punctuation, capitalization usage, spelling and more complex sentence structure. Class held in the Learning Opportunities Center (LOC) where instruction is provided in a lab format.

ABE 050

Basic GED Prep (1-15)

Individualized instruction to prepare students to pass the five official GED tests with a total score of 2250 points or better. The GED consists of a battery of 5 individual tests. The five tests include language arts-writing, social studies, science, language arts-reading, and mathematics. Class held in the Learning Opportunities Center (LOC) where instruction is provided in a lab format.

ABE 060

Advanced GED Prep (1-15)

Individual instruction to enable students to successfully complete all five of the GED tests. Student may already have completed three of the tests and need to pass the two remaining tests. Or the student could have passed all five GED tests but needs to accumulate more points to reach the necessary total score of 2250 points. Class held in the Learning Opportunities Center (LOC) where instruction is provided in a lab format.

Agriculture

AG 101

Field Crops (5)

Introduction to principles of crop production, including crop growth, development, yield and quality. High-yield production techniques of locally grown crops will be included.

AG 110

Intro to Ag: People, Plants, and Environment (5)

An introduction to the relationship between people, plants, and the environment as it relates to agriculture. This is a class that is designed to give the student an opportunity to learn about the interactions between humans, the foods they eat, the agricultural products they use, and the impact on human environment.

AG 140

Weeds: Classification, Identification (4)

Identification of weeds common to the northwest. Students will become familiar with all of the growth stages, germination, botany terminology, and characteristics of plants. This class will aid in identification of problem weeds in local crops. Botanical terminology will be introduced as an aid to identification. Prerequisite: Concurrent enrollment in AG 140.1.

AG 1401

Weeds: Classification, Identification Lab (1)

Identification of weeds common to the northwest. Students will become familiar with all of the growth stages and characteristics of plants. Botanical terminology will be introduced as an aid to identification. Prerequisite: concurrent enrollment in AG 140.

AG 141

Weed Control Technology (4)

A study of the safe handling of and recommendations for use of herbicides and biological control agents in agricultural crops of the Northwestern United States. Plant identification and regulatory issues related to control of unwanted plant species will be emphasized. Control techniques, including natural, cultural, and chemical will be introduced. Successful completion of courseware will result in preparation of pesticide licensing in agricultural and ornamental weed control. Prerequisite: concurrent enrollment in AG 141.1.

AG 1411

Weed Control Technology Lab (1)

A study of the safe handling of and recommendations for use of herbicides and biological control agents in agricultural crops of the Northwestern United States. Plant identification and regulatory issues related to control of unwanted plant species will be emphasized. Control techniques, including natural, cultural, and chemical will be introduced. Successful completion of courseware will result in preparation of pesticide licensing in agricultural and ornamental weed control. Prerequisite: concurrent enrollment in AG 141.

AG 142

Crop Protection Technology (5)

The study of the various materials and techniques for controlling insects and plant diseases that occur in the Inland Northwest. Safety to the public and personnel will be a major portion of the course.

AG 143

Fertilizer Technology (5)

Provides a working knowledge of both dry and liquid fertilizers as used in the Pacific Northwest. Discuss the uses and methods of fertilizer application for each of the various plant nutrients - nitrogen, phosphorous, potash, secondary and micro-nutrients.

AG 145

Insects of Economic Importance (4)

A study of insects as they relate to crops in the Northwest. This course is designed as an aid to help the agriculturist working with growers and their problems with insect vectored diseases common to the Northwest.

AG 1451

Insects of Economic Importance Lab (1)

A study designed to introduce the student to the breadth and diversity of the science of entomology and an in-depth study of insects including: their diversity; the basics of systematic entomology; insect societies; insect physiology and structures; their ecological relationships with their physical and biotic environments; their population and community level ecology; their effects on human welfare through applied disciplines of medical and agricultural entomology; and the methods by which humans attempt to manage insect populations. Prerequisite: concurrent enrollment in AG 145.

AG 146

Plant Pathology (4)

This course offers a study of plant diseases, with emphasis on their identification and control. The course is designed as an aid to the agriculturist working with growers and their problems with plant diseases common to the Northwest. A study of plant diseases as they relate to crops in the Northwest.

AG 1461

Plant Pathology Lab (1)

An introduction to the organisms causing plant diseases, their identification, and control. Emphasis will be placed on diseases of plants growing in the Pacific Northwest. Material presented covers the basic principles necessary to furnish an adequate understanding of the disease process for urban, commercial, and industrial applications. Prerequisite: concurrent enrollment in AG 146.

AG 181

Irrigation I (5)

A course study designed for the farm operator. The relationships between soil, water, and plants, with additional study of water conveyance, pumping characteristics and irrigation water application to the soil will be discussed.

AG 1971

Internship.....(1-8)

The internship is a field-based course in which students have an opportunity to apply and demonstrate their understanding of agricultural, geographic information systems, soils, irrigation, and biology in a work setting. Students will work in local agriculture, natural resources, and governmental establishments where they will have the opportunity to put into practice the skills and knowledge they have acquired. Interns will be engaged in meaningful tasks and assignments that contribute to their understanding of how agricultural, government and the natural resources industries function. Students will find their own placements at organizations where they have not worked previously. The department will help students network with professional organizations in the area.

AG 201

Soils (4)

To provide the student with an understanding of soils, soil formation processes, soil origins in the northwest, parameters of fertility and water management oriented to agricultural utilization of soils.

AG 2011

Soils Lab (1)

A soils lab class for students in agriculture. This course provides a working knowledge of soil formation processes and the measurement of capability of a soil to support crop growth.

AG 2101

Applied Agriculture Research (2)

In the lab, the student will be directly involved in conducting agricultural research as a member of a research team lead by a faculty member. Students will have the opportunity to collect and analyze agricultural and environmental data that will be used to make management decisions. Upon completion of this course, students will prepare a research paper summarizing their results and present this paper at a scientific meeting or seminar. The lab provides an opportunity for students to be directly involved in a research project.

AG 230

Tree Fruit Production (5)

A study of fruit production in southeastern Washington, especially concentrating on many cultural practices utilized in producing maximum yields. Site selection, propagation, pruning, training, fertilization and pest control will be the major emphasis. An Intro to Horticulture class is suggested prior to taking this course.

AG 231

General Viticulture (5)

This course covers vine growth, strategies of grape production, management of the vine and crop hazards associated with the grape juice and wine industries.

AG 233

Vegetable Production (Potatoes) (4)

The study of irrigated potato production practices employed in central Washington's irrigated conditions, including practices designed to produce maximum quality and yields.

AG 2331

Vegetable Production (Potatoes) Lab (1)

A laboratory designed to assist in the understanding of practices used in the raising of potatoes. Concurrent enrollment in AG 233 required.

AG 240

Agricultural Economics [S/B] (5)

A course in economics utilizing the microeconomic theory as it pertains to agriculture, including how it applies to farm management and decision making.

AG 242

Agricultural Finance (5)

A study of acquisition and use of capital in agriculture including financial decision-making, investments in current and fixed assets, financial strategies, and capital markets.

AG 250

Introduction to Geographic Information systems (4)

Basic computer science for GIS users including file formats, equipment, and data structures commonly used in GIS. Students will learn how to use ArcMap, ArcCatalog, and ArcToolbox, and explore how this software is used to make decisions with geographic data. Prerequisite: concurrent enrollment in AG 250.1.

AG 2501

Introduction to Geographic Info Systems Lab..... (1)

Development of basic computer skills for GIS users including file formats, equipment, and data structures commonly used in GIS. Students will learn how to use ArcMap, ArcCatalog, and ArcToolbox by the use of tutorials and will explore how this software is used to make decisions with geographic data. Prerequisite: concurrent enrollment in Ag 250.

AG 251

Advanced Geographic Information Systems (4)

Advanced GIS course that builds on skills learned in AG 250. Students will learn how to use ArcMap, ArcCatalog, and ArcToolbox, and explore how this software is used to make decisions with geographic data. Creating GIS data layers using GPS, tabular data, aerial photography, and digital elevation values. Must be taken concurrently with AG 251.1.

AG 2511

Advanced Geographic Information Systems Lab (1)

Advanced lab course for GIS users that builds on skills learned in AG 250. Students will learn how to use ArcMap, ArcCatalog, and ArcToolbox, and explore how this software is used to make decisions with geographic data. Creating GIS data layers using GPS, tabular data, aerial photography, and digital elevation values. Must be taken concurrently with AG 251.

AG 252

Precision Agriculture (4)

This course combines geographic and agriculture knowledge to deliver precise amounts of agriculture inputs to specific locations in fields. Students will learn how to use ArcMap, ArcCatalog, and ArcToolbox, and explore how this software is used to make decisions with geographic data. Creating GIS data layers using GPS, tabular data, aerial photography, and digital elevation models. Must be taken concurrently with AG 252.1.

AG 2521

Precision Agriculture Lab (1)

This course uses geographic and agriculture knowledge to deliver precise amounts of agriculture inputs to specific locations in fields. Students will refine their skills in the use of ArcMap, ArcCatalog, and ArcToolbox, and explore how software and hardware are used to match the growing requirements of crops. Students will create GIS data layers using GPS, tabular data, aerial photography, and digital elevation models. Must be taken concurrently with AG 252.

Anthropology – Art

AG 2971

Internship.....(1-8)

The internship is a field-based course in which students have an opportunity to apply and demonstrate their understanding of agricultural, geographic information systems, soils, irrigation, and biology in a work setting. Students will work in local agriculture, natural resources, and governmental establishments where they will have the opportunity to put into practice the skills and knowledge they have acquired. Interns will be engaged in meaningful tasks and assignments that contribute to their understanding of how agricultural, government and the natural resources industries function. Students will find their own placements at organizations where they have not worked previously. The department will help students network with professional organizations in the area.

Anthropology

ANT 101

Anthropology [S/B] (5)

An introduction to the study of human natural history. The course will emphasize the evolution of the human species, which led to the capacity for social evolution, and how the social accumulation of technology and institutions has reshaped its human inventor.

ANT 111

Introduction to Physical Anthropology [M/S] (5)

Physical Anthropology is the study of human beings from an evolutionary and biological perspective and ANT 111 provides an introduction to this sub-field of anthropology. In this course we will examine our own species (*Homo sapiens*) by looking at the biological basis of life, the processes of evolution, our primate relatives both living and extinct, and the variation seen in modern human populations. Because of the research paper requirement in this class, it is strongly recommended that students complete ENG 101 before taking ANT 111.

ANT 120

Introduction to Cultural Anthropology [S/B] (5)

Cultural Anthropology is the branch of anthropology that studies the species *Homo sapiens* from a cultural perspective. During this quarter we will examine the diversity and similarity of cultures and peoples throughout the world. This examination will include the diverse religions, languages, and economic, social and political systems found in different world cultures. Because of the research paper requirement in this class, it is strongly recommended that students complete ENG 101 before taking ANT 120.

ANT 130

Introduction to Archeology [S/B] (5)

Archaeology is the study of the cultural past of humankind and ANT 130 provides an introduction to the field of anthropological archaeology. In this course we will examine the major concepts, theories, and methods of anthropological archaeology that contribute to an understanding of the human past. This course will also include surveys of past cultures from the Americas, Africa, Asia, and Europe. Because of the research paper requirement in this class, it is strongly recommended that students complete ENG 101 before taking ANT 130.

ANT 1972

Field Experience.....(1-3)

The student is given the opportunity to participate in an archeological dig. Credit is dependent on the number of hours the student can devote to the field experience.

Art

ART 110

Intro to Art [H]..... (5)

A general survey of fine and applied arts with brief media encounters in various areas of art. The class emphasis is on building a general appreciation of the techniques, styles and history of art.

ART 111

Design I..... (5)

Introduction to the formal elements and principles of design common to all two-dimensional media. The student examines the formal elements of line, shape, form, space, pattern, texture and color, and applies the principles of unity and variety, balance, focus repetition, rhythm, movement and proportion. Students are introduced to spatial and ordering strategies through a sequence of design and color theory problems which emphasize creative problem solving, using a variety of media and techniques. Recommended for all art, design, photography and architecture students, and for anyone with a general interest in art.

ART 1121

3D Design II (5)

This course of study is an introduction to the visual and tactile elements and principles that relate to three-dimensional forms in space. The student will execute various aesthetic design problems that focus on arriving at a better understanding of a three-dimensional dialogue, applicable to sculpture, architecture and ceramics, as well as product package and landscape design. ART 111 Recommended. \$10 lab fee.

ART 1131

Drawing I (3)

A basic studio course that focuses on the fundamental skills: observation, composition, development of forms and personal expression. Surveys a wide range of media and techniques and examines master works of drawing.

ART 1141

Drawing II..... (3)

A continuation of ART 113.1 with emphasis on individual direction, composition, expanded technique, and media experiences. Prerequisite: ART 113.1 or instructor's permission.

ART 1151

Life Drawing (3)

A continuation of ART 114, with emphasis on human and animal forms; includes structural anatomy, proportion, composition and abstraction of these subjects for purposes of individual expression. Recommended: ART 113.1.

ART 116

Art History Ancient World [H]..... (5)

A comparative study of architecture, sculpture, and pictorial arts from the ancient cultures of the world. A chronological survey of prehistoric, Mesopotamian, Egyptian, Greek, Roman, Byzantine, and Islamic arts.

ART 117

Art History Medieval-Baroque [H] (5)

A study of architecture, painting and sculpture from the Middle Ages through the Gothic, Renaissance and Baroque. Comparative studies of cross cultural traditions.

ART 118

Art History Modern Times [H]..... (5)

A chronological study of architecture, sculpture, painting, printmaking, photography, and the design arts from Romanticism to the present.

ART 119

Art History of Asia [H]..... (5)

A survey of painting, sculpture, ceramics, and architecture of India, China, Southeast Asia, and Japan with emphasis on the political, philosophical, and religious courses that shape Far Eastern art.

ART 121

Women In Art [H] (5)

A comparative study of women's roles in the visual arts and artists, patrons, muses, subjects, critics and collectors. Cross-cultural, from ancient to contemporary.

ART 1571

Surface Design (3)

An exploratory class in the field of surface design, which is the coloring, patterning and transformation of fabric, fiber and other materials, directed toward art and design. The class emphasis is on the studying design on cloth and experimenting with the various techniques used to achieve the design.

ART 1581

Silk Painting (3)

An exploratory class in painting on silk covering various painting, dyeing, resist, and discharge techniques.

ART 2011

Photography I (1-3)

A basic course in the use of the photographic equipment, either traditional or digital, to expose and compose photographs. This will include elements of design and composition to aid in relating your ideas of people and the world around you. Students will learn to use new technologies using computers and computer software to enlarge and print pictures.

ART 2021

Photography II (1-3)

A study of photography for the advanced student photographer with a working knowledge of photographic equipment, computers and software, enabling them to manipulate photographs. ART 111 and ART 201.1 recommended.

ART 2081

Digital Photography (2)

An introduction to the use of computers and software to enhance, alter or repair photographs. Students will do text exercises and work on their own prints, slides or negatives.

ART 2101

Lettering (2)

A studio study of basic techniques and history of calligraphy styles from early manuscripts to modern, contemporary uses. Traditional calligraphic forms as well as expressive methods of calligraphy painting will be presented. The course will explore usage of type in fine arts applications as well as design. Recommended for fine arts and graphic arts majors.

ART 211

Graphic Design I (5)

An introductory class in the theory and application of graphic design used in today's advertising and industrial graphics. Industry-accepted computer software for vector drawing and page layout will be extensively used by the student. Recommended: ART 111 and ART 113.

ART 212

Graphic Design II (5)

An intermediate class in the theory and application of graphic design used in today's advertising and industrial graphics. Industry accepted computer software for bit mapped image creation and manipulation will be extensively used by the student. Further use of page layout software will be explored. Prerequisite: ART 211.

ART 2131

Printmaking I (1-3)

A study of traditional and contemporary printmaking techniques with emphasis on technical exposure and it's effect on drawing and graphic design. Contains problems in relief, intaglio, and serigraphy (silk screen). Recommended for commercial and graphic art majors.

ART 2141

Printmaking II (1-3)

A continuation of ART 213.1 with special emphasis on one of the following: intaglio, the collagraph screen printing, or lithography. Prerequisite: ART 213.1.

ART 2151

Painting I (1-3)

An introduction to techniques of painting in oil or acrylic; preparation of wood, canvas and paper supports; color mixing and application methods. Traditional and experimental approaches to subject matter, composition, and expression.

ART 2161

Painting II (1-3)

Continuation of ART 215.1 with greater emphasis on individual development of subject matter, technique and personal expression. Oil, acrylic or mixed media. Prerequisite: ART 215.1.

ART 2201

Sculpture I (1-3)

A study of three-dimensional form with emphasis on the inter-relationships between space and form through the techniques of modeling, mold-making, and casting. Recommended: ART 111 and ART 112.1.

ART 2211

Sculpture II (1-3)

A continuation of ART 220 with emphasis on the techniques of casting, construction, and carving. Prerequisite: ART 220.1.

ART 2221

Pottery I (1-3)

A basic introduction to ceramic forms with emphasis on production by hand methods. Consideration of the nature and possibilities of clay, clay body formulation, and introductory glaze testing as well as airing procedures for bisque and glaze. Recommended: ART 111 and ART 112.1.

ART 2231

Pottery II (1-3)

A continuation of ART 222.1 with special emphasis on wheel technique, glaze calculation, and design of clay forms. Prerequisite: ART 222.1.

ART 2241

Ceramic Sculpture (1-3)

A studio course designed to explore clay as a sculptural medium. Students will work in developing ideas in the hand-building processes of slab construction and coil forming. Other fabricating processes such as mold-making to cast ceramic slip and forms made on the potter's wheel will be explored. Students will also learn various glazing techniques and firing processes low-fire to hi-fire. \$10 lab fee.

ART 2251

Jewelry I (1-3)

The design and construction of jewelry using a variety of media and traditional fabrication techniques of metal working. Prerequisite: ART 111.

ART 2261

Jewelry II (1-3)

A continuation of ART 225.1 with emphasis on advanced fabrication techniques and contemporary jewelry design. Prerequisite: ART 225.1.

ART 230

Professional Practices (1-2)

This course will focus on preparing the art major for the admission into an accredited art program as well as exploring the business aspects of being a professional artist.

ART 2331

Jewelry Casting I (1-3)

Exploratory of the lost wax casting technique to make fine jewelry. How to create an original design in wax, cast it in metal and polish it to a finished piece of jewelry.

ART 2341

Jewelry Casting II (1-3)

Advanced exploratory of the lost wax casting technique to make fine jewelry.

ART 2411

Illustration I (1-3)

A studio study of design, drawing, painting media, and techniques used by professional illustrators and graphic designers. Emphasis will be on the techniques of perspective with a wide range of drawing media. Recommended: ART 111 and ART 113.1.

ART 2421

Illustration II (1-3)

A continuation of ART 241.1 with emphasis on mixed media and the techniques of pseudo realism and abstraction as applied to modern, fine, and commercial art, and graphic design. Prerequisite: ART 241.1.

Astronomy – Autobody Technology

ART 2431

Illustration III(1-3)
A continuation of ART 242.1 with emphasis on the use of mixed media, color, and graphic techniques applied to illustration. Prerequisites: ART 241.1 and ART 242.1.

ART 2501

Studio Problems(1-3)
Individual, contracted, advanced study in visual arts theory and practice. Prerequisite: completion of all available studio art within desired area of study. Instructor's permission.

ART 2511

Studio Problems - Design(1-3)
Individual, contracted, advanced study in design. Studio and seminar.

ART 2521

Studio Problems - Graphic(1-3)
Individual, contracted, advanced study in computer graphics. Studio and seminar.

ART 2531

Studio Problems - Drawing(1-3)
Individual, contracted, advanced study in drawing. Studio and seminar.

ART 2541

Studio Problems - Painting(1-3)
Individual, contracted, advanced study in painting. Studio and seminar.

ART 2551

Studio Problems - Sculpture(1-3)
Individual, contracted, advanced study in sculpture. Studio and seminar.

ART 2561

Studio Problems - Jewelry(1-3)
Individual, contracted, advanced study in jewelry. Studio and seminar.

ART 2571

Studio Problems - Pottery(1-3)
Individual, contracted, advanced study in pottery. Studio and seminar.

ART 2591

Studio Problems - Photography(1-3)
Individual, contracted, advanced study in photography. Studio and seminar.

ART 2611

Studio Problems Jewelry Casting (3)
Individual contracted advanced study in the exploratory of the lost wax casting technique to make fine jewelry.

Astronomy

AST 101

Astronomy [M/S] (4)
A survey of astronomy including history of astronomy, the solar system, galaxies, cosmology, and current topics. Several night observation sessions are held. Lecture and lab must be taken concurrently. Prerequisite: MTH 91 - Basic Algebra.

AST 1011

Astronomy Lab [M/S] (1)
Lab to be taken concurrently with AST 101.

Autobody Technology

ABT 1001

Basic Autobody(1-5)
Enrollment limited to high school students. \$10 lab fee required.

ABT 102

Automotive Detailing (1)
This hands on class will give you the skills to make any vehicle look it's best. Topics covered are: cleaning and polishing the vehicle exterior, wheels, tires, interiors to include leather, vinyl, carpet, convertible tops and glass.

ABT 1021

Automotive Detailing Lab (3)
This hands on class will give you the skills to make any vehicle looks its best. Topics covered are: cleaning and polishing the vehicle exterior, wheels, tires, interiors to include leather, vinyl, carpet, convertible tops and glass.

ABT 111

Basic Repair (5)
This course introduces students to repair techniques for shaping and restoring body panels to their original shape using hand and power tools. Each lab and lecture class includes instructions on the safe use of hand and power tools. Students will take ASSET test first week of class if not previously taken.

ABT 1111

Basic Repair Lab(1-9)
Students spend hands-on time using basic metal straightening, power and hand tool techniques.

ABT 121

Subassembly Repair (5)
This class is divided into three segments. In the first segment, students learn the mechanics of vehicle doors necessary for alignment, mechanical repairs and aligning adjustable body panels. In the second segment, students learn to replace body panels that are welded on to the vehicle. Student will take ASSET test first week of class if not previously taken.

ABT 1211

Subassembly Repair Lab(1-9)
Lab to be taken concurrently with ABT 121.

ABT 131

Principles of Painting (5)
Students learn paint preparation and how to paint a vehicle for complete re-finishing. Skills learned include: painting techniques, mixing various types of paints, equipment use, and the safe use of materials and tools. Students will take ASSET test first week of class if not previously taken.

ABT 1311

Painting Lab(1-9)
This course has two segments. In the first segment, vehicle estimating, students learn the basics of estimating using estimating manuals and computer generated estimates. In the second segment, students learn to use basic and advanced measuring tools and equipment for straightening and replacing structural components. Students will take ASSET test first week of class if not previously taken.

ABT 211

Repair Methods (5)
This course has two segments. In the first segment, students learn the basics of vehicle repair estimating using estimating manuals and computer generated estimates. In the second segment, students learn to use basic and advanced measuring tools and equipment for straightening and replacing structural components.

ABT 2111

Repair Methods Lab(1-9)
Lab to be taken concurrently with ABT 211.

ABT 221

Body Rebuilding I (5)
This course is a continuation of Body Rebuilding I. Students complete a major collision repair project and learn to use a variety of mechanical components for repair and replacement.

ABT 2211

Body Rebuilding I Lab(1-9)
Lab to be taken concurrently with ABT 221.

ABT 231

Body Rebuilding II..... (5)

Student will spend time refining skills. Emphasis will be on flat rate manual, time clock, and other skills that will be used in shop conditions. In the lab area, speed and quality work against the time clock and flat rate shop conditions will be simulated as much as possible. There will be more challenging frame work and spot painting. Prerequisite: ABT 221, 221.1.

ABT 2311

Body Rebuilding II Lab.....(1-9)

Lab to be taken concurrently with ABT 231.

Automotive Technology

AMT 100

Basic Automotive Maintenance..... (2)

This course is designed for students who would like to know more about their personal vehicle. Learn how to save maintenance and repair costs by performing some basic maintenance yourself. Save money by knowing what to look for in a repair shop. Save money by knowing how to talk to a mechanic. A variable credit lab is available that goes with this class.

AMT 1001

Basic Automotive Maintenance Lab.....(1-3)

Lab to be taken concurrently with AMT 100.

AMT 101

Front End Alignment..... (2)

This course is designed to familiarize the student with construction and operation of the front and rear suspension and alignment factors and procedures that are used on the modern automobile. This class is designed primarily for autobody students but is open for anybody wishing a short course in front end alignment. Prerequisite: ASSET test placement with math minimum 32 and reading minimum 35 or instructor's permission.

AMT 1011

Front End Alignment Lab..... (2)

Lab to be taken concurrently with AMT 101.

AMT 102

Introduction to the Automotive Trades..... (2)

An introduction to general automotive systems and service procedures. This course is designed to familiarize the student with the automotive industry and the requirements of becoming an automotive repair technician or autobody repair technician. Class time consists of lecture on theory of preventative maintenance procedures and systems, basic operation of automotive tools, shop safety, computerized on-line information systems, written assignments and basic automotive repair techniques. Lab time will consist of the student applying concepts learned with hands-on experience while working on student owned vehicles and school mock-ups.

AMT 1021

Introduction to the Automotive Trades Lab.....(1-3)

Lab to be taken concurrently with AMT 102.

AMT 110

Intro Automotive Technology (4)

This combination class/lab is designed to give the student basic knowledge and understanding of all eight vehicle systems including: electrical, engines, brakes, suspension, manual transmissions and drive train components, heating and air conditioning, automatic transmissions and engine performance. Prerequisite: completion of college placement test.

AMT 1101

Intro Automotive Technology Lab (5)

Lab to be taken concurrently with AMT 110.

AMT 111

Auto Electrical & Electronics..... (5)

Topics covered are automotive electrical basics, wiring, accessories, starting and charging systems and warning circuits. Electronic theory and the introduction to operation of automotive computers is also covered in this class. Emphasis is placed on test equipment and diagnosis. This class will help prepare the student for the National Mechanics Certification A6 and T6 tests. A variable credit lab option is available with instructor's permission. Students will take ASSET test first week of class if not previously taken.

AMT 1111

Auto Electrical & Electronics Lab.....(1-9)

Lab to be taken concurrently with AMT 111.

AMT 112

Electrical Systems (2)

A class covering electrical basics, electronics, test equipment, wiring circuitry, and basic diagnosis of starting and charging systems. Students in the lab will diagnose and repair light circuits, wiring systems and basic starting and charging systems. This course is designed for autobody students.

AMT 121

Auto Suspension (2)

This class is designed to give the student a good understanding of all types of front and rear automotive suspension systems. Includes four-wheel steering, computerized ride control, and computer two-and-four wheel alignment. The theory of operation and diagnosis is emphasized. This class will help prepare the student for the A.S.E. National Mechanics Certification A4 and T5 tests. A variable credit lab option is available with instructor's permission. Student will take ASSET test the first week of class if not previously taken.

AMT 1211

Auto Suspension Lab(1-4)

Lab to be taken concurrently with AMT 121.

AMT 122

Brakes (3)

This course is designed to give the student a good understanding of all types of automotive brake styles, to include the new types of computerized automatic braking systems. Brake theory of operation and diagnosis is emphasized. This class will help prepare the student for the A.S.E. National Mechanics Certification A5 and T4 tests. A variable credit lab option is available with instructor's permission. Prerequisite: student will take ASSET test the first week of class if not previously taken.

AMT 1221

Brakes Lab(1-5)

Lab to be taken concurrently with AMT 122.

AMT 131

Manual Drive Train & Axles (3)

This course is designed to give the student the knowledge to repair clutches, drive lines, standard transmissions and differentials. Rear wheel drive and front wheel drive vehicles will be used for training. This class will help prepare the student for the A.S.E. National Mechanics Certification A3 test. A variable credit lab option is available with instructor's permission. Student will take ASSET test first week of class if not previously taken.

AMT 1311

Manual Drive Train & Axle Lab.....(1-5)

Lab to be taken concurrently with AMT 131.

AMT 132

Heating & Air Conditioning..... (2)

The students will learn the theory of operation, diagnosis and repair of the automotive air conditioning and heating systems. The latest air conditioning and heating system controls will be emphasized. The student will be required to repair and charge several types of air conditioning systems. This class will help prepare the student for the A.S.E. National Mechanics Certification A7 and T7 tests. A variable credit lab option is available with instructor's permission. Class meets the last five weeks of the quarter.

Automotive Technology – Biology

AMT 1321

Heating & Air Conditioning Lab.(1-4)

Lab to be taken concurrently with AMT 132.

AMT 211

Engine Repair (5)

The engine repair class will familiarize the student with the latest automobile engines and the proper way to service them. Emphasis will be placed on the valve systems components, and the lowest end of the engine will be disassembled, diagnosed, and repaired. This class will help prepare the student for the A.S.E. National Mechanics Certification A1, T1, M1, M2, and M3 tests. A variable credit lab option is available with instructor's permission. Student will take ASSET test first week of class if not previously taken.

AMT 2111

Engine Repair Lab(1-9)

Lab to be taken concurrently with AMT 211.

AMT 221

Automatic Transmissions & Axles (5)

The study of the construction, hydraulic system, and power flow of several different types of automatic transmissions. In the lab, students will be required to completely rebuild transmissions, diagnose different transmission problems, and to repair transaxle problems. Prepares the student for the A.S.E. National Mechanics Certification A2 test. A variable credit lab option is available with instructor's permission. Student will take ASSET test first week of class unless previously taken.

AMT 2211

Automatic Transmissions & Axles Lab(1-9)

Lab to be taken concurrently with AMT 221.

AMT 231

Engine Performance (5)

Various ignition systems (standard, electronic, and computerized) are studied. Fuel delivery systems, circuits, and fuel injection are taught, as well as many different types of emissions systems. Emphasis is on diagnosis and the different types of diagnostic equipment, including hand-held meters, scanners, oscilloscopes, and the latest in computerized diagnostic equipment. Prepares the student for the A.S.E. National Mechanics Certification in this topic area. A variable credit lab option is available with instructor's permission. Prerequisite: AMT 111, 111.1. or instructor's permission.

AMT 2311

Engine Performance Lab(1-9)

Lab to be taken concurrently with AMT 231.

AMT 240

Drivability Diagnostics. (2)

This combination class/lab is designed to give the student a highly developed understanding of the theory, diagnosis and service of the drivability automotive systems. Emphasis will be on power train computer systems, sensors and outputs, and the proper diagnostic strategies to locate potential problems in these systems. Prerequisites: AMT 233 and AMT 233.1.

AMT 2411

Automotive Computer Lab(1-2)

\$10 lab fee required.

AMT 243

Heating Ventilation and Air Conditioning Systems ... (2)

This combination class/lab is designed to give the student a basic understanding of the theory, diagnosis and service of automotive heating, ventilation, and air conditioning (HVAC) systems. Emphasis will be on proper air conditioning recharging techniques and the electrical portion of the HVAC systems. Prerequisites: AMT 240 and AMT 240.1.

AMT 2431

Heating Ventilation & Air Conditioning Sys Lab (5)

Lab to be taken concurrently with AMT 243.

Biology

BIO 100

General Biology [M/S]. (4)

An introductory course in basic biological principles and processes. The lab illustrates the basic concepts discussed in lecture and acquaints students with general laboratory procedures. Primarily for non-science majors.

BIO 1001

General Biology Lab [M/S]. (1)

Lab to be taken concurrently with BIO 100.

BIO 105

Introduction to Cell Biology [M/S] (4)

The structure and functions of the cell covering the levels of organic complexity from molecules to tissues. The use of models, microscope slides and physiological experiments illustrate cellular structure and function. Prerequisites: high school chemistry or CHEM 100/101 strongly recommended.

BIO 1051

Introduction to Cell Biology Lab [M/S] (1)

Lab to be taken concurrently with BIO 105.

BIO 110

Human Biology [M/S] (4)

The biology of the human organism. Evolution, ecology, the functioning of cells, tissues and the major organ systems form the core of the class. Emphasis is placed on providing the student with sufficient background to make informed decisions relating to the biological aspects of the human species. Primarily for non-science majors.

BIO 1101

Human Biology Lab [M/S] (1)

Lab to be taken concurrently with BIO 110.

BIO 111

Core Biology-Cell [M/S] (4)

An introduction to the cell, the basic component of all living things, for students intending to take advanced biology courses and pre-professional programs. Emphasis on cell chemistry, structure, metabolism, energetics, cell division, the molecular basis of inheritance, the structure and function of the chromosome and the basis of genetic engineering. Recommended: high school biology and chemistry or CHM 100/100.1 and BIO 100/100.1 or BIO 110/110.1.

BIO 1111

Core Biology - Cell Lab [M/S]. (1)

Lab to be taken concurrently with BIO 111.

BIO 112

Core Biology-Plant [M/S] (4)

Includes the concept of evolution; the origin of life; a survey of prokaryotes, protists, plants, and fungi; plant anatomy and function. Primarily for science majors. Prerequisite: BIO 111/111.1.

BIO 1121

Core Biology - Plant Lab [M/S] (1)

Lab to be taken concurrently with BIO 112.

BIO 113

Core Biology-Animal [M/S] (4)

A survey of the invertebrate and vertebrate animals covering their diversity, structure and function of organ systems, and the interactions between organisms and the environment. Primarily for science majors. Prerequisite: BIO 112/112.1.

BIO 1131

Core Biology - Animal Lab [M/S] (1)

Lab to be taken concurrently with BIO 113.

BIO 120

Bioethics..... (5)

A survey of the scientific basis of advances in biotechnology, and an examination of the ethical questions raised by applications in medicine, agriculture, and natural resources use. Topics will include reproductive technology and cloning, gene therapy, genetic & disease screening, transplantation, allocating health care resources, pharmaceutical biotechnology, genetic engineering crops, patenting natural resources, and the background in cellular and molecular biology required to analyze the issues. Prerequisites: BIO 100/100.1, BIO 110/110.1 or BIO 111/111.1.

BIO 126

Human Physiology [M/S]..... (4)

Functions of the human body. Recommended: CHM 100 or above and BIO 100/BIO 100.1 or BIO 105/BIO 105.1. BIO 140

Fundamentals of Botany [M/S](1-4)

An introductory course in the plant sciences. Includes structure and function of plant cells, tissues, organs; growth, reproduction, diversity, evolution and ecology. Emphasis on local flora and ecology. Primarily for non-science or agriculture majors.

BIO 1401

Fundamentals of Botany Lab [M/S] (1)

Lab to be taken concurrently with BIO 140.

BIO 146

Plant Kingdom [M/S]..... (3)

The major groups of plants, structure, reproduction and theories of evolutionary relationship. Emphasis on life cycles. Prerequisite: BIO 100/BIO 100.1 or BIO 111/BIO 111.1.

BIO 1461

Plant Kingdom Lab [M/S]

Lab to be taken concurrently with BIO 146.

BIO 148

Plant Identification [M/S]..... (2)

Spring wildflowers of Eastern Washington with emphasis on the Columbia Basin Region. Techniques of identification, collection, preservation, mounting of preserved specimens, and ecological principles. During the latter part of the quarter, attendance at all-day Saturday field trips is required.

BIO 186

Ext Topic Biology(1-5)

Allows for presentation of a special topic in biology in a group or class situation.

BIO 221

Anatomy/Physiology I [M/S]..... (4)

The structure and functions of systems of the human body; integumentary, skeletal, muscular, and nervous. The use of the human models and dissection of the cat illustrate the systems. Prerequisite: A grade of 2.0 or better in BIO 105/105.1 or BIO 111/111.1. Recommended CHM 100/100.1.

BIO 2211

Anatomy/Physiology I Lab [M/S]..... (2)

Lab to be taken concurrently with BIO 221.

BIO 222

Anatomy & Physiology II [M/S]..... (4)

Continuation of BIO 221/221.1: endocrine, digestive, respiratory, circulatory, urinary and reproductive systems. Prerequisite: BIO 221/221.1.

BIO 2221

Anatomy & Physiology II Lab [M/S]..... (2)

Lab to be taken concurrently with BIO 222.

BIO 240

General Ecology [M/S] (4)

A general study of the interactions between organisms and their environment. Prerequisites: BIO 111/111.1 and MTH 95.

BIO 250

General Genetics [M/S]..... (4)

An introduction to molecular and classical genetics for students intending to take enhanced courses in biology and the health sciences. Emphasis on Mendelian genetics, chromosomes and genetic linkage, gene replication, regulation of gene expression, genetic engineering and population genetics. Prerequisites: BIO 111/111.1 and MTH 95.

BIO 260

Microbiology [M/S] (4)

Basic principles, concepts and techniques in the study of bacteria, protists, fungi, and viruses. Concepts of immunity and the role of micro-organisms in medicine. Prerequisite: BIO 105/105.1 or BIO 111/111.1. Strongly recommended: CHM 100/100.1, BIO 221/221.1 and BIO 222/222.1 (for nursing majors) or BIO 112/112.1 and BIO 113/113.1 (for biology majors).

BIO 2601

Microbiology Lab [M/S] (2)

Lab to be taken concurrently with BIO 260.

Blueprint Reading

BPR 104

Blueprint I (MT)..... (3)

The first course in a series of two machine shop blue-print courses designed to acquaint the machine shop student with basic machine shop fabrication drawings. Prerequisite: DRW 104.

BPR 106

Blueprint Reading I (WT) (3)

The first course in a two fold series for welding students with the emphasis on first-time basic blueprint reading. Course is designed to help students understand how to gain pertinent information from plans and specs. Prerequisite: DRW 106.

BPR 108

Blueprint Reading I (CT)..... (2)

First in a series of blueprint reading classes for carpentry students. The emphasis is on residential and light commercial print reading. Prints include some electrical, plumbing, HVAC, etc., allowing the student insight into all aspects of the construction trade. Prerequisite: DRW 108.

BPR 204

Blueprint Reading II (MT) (3)

The second course in a series of two machine shop blueprint courses designed to give the student the skills and knowledge necessary to read, understand and apply geometric dimensioning and tolerancing to machine shop drawing. Prerequisite: BPR 104.

BPR 206

Blueprint Reading II (WT) (3)

The second course in the series with the emphasis on pipe isometrics. The course is designed to provide the student with the ability to read and draw pipe isometrics for fabrication. Prerequisite: BPR 106.

BPR 208

Blueprint Reading II (CT) (2)

Continuation of Blueprint Reading I. Second in the series, goes into more depth with projects in interpreting and compiling materials and schedules. Minimum of two projects. Prerequisite: BPR 108.

Business Administration

BA 101

Intro to Business (5)

A critical survey of the theory, principles, and practices of modern business. The theme is building world class employees who produce and distribute world class goods and services in an increasingly competitive global marketplace. Critical thinking, systems understanding, resource allocation, human relations, and technology application are emphasized.

Business Administration

BA 103

Salesmanship (5)

A study in consumer motivation, buyer benefits, overcoming sales resistance, and closing of sales supplemented by sales demonstrations developed and presented in the classroom.

BA 105

Business & Payroll Tax Accounting (5)

A study of the various aspects of federal, state, and local taxes levied upon business. Emphasis placed on Federal Income and Social Security tax withholding, sales tax requirements and various state regulations regarding employee health, safety, unemployment insurance and business and occupation tax. Students will practice completion of various tax reports and maintenance of accurate tax related records. Prerequisite: BA 251 or instructor's permission.

BA 107

Federal Income Taxes (5)

This course emphasizes tax planning and tax recognition, not tax expertise. Students will be aware of the many issues and general solutions in taxation, including tax considerations in business decision-making, tax effects of business transactions; taxation of compensation; fringe benefits; capital gains; fixed asset transactions; tax credits; alternative minimum tax and passive activity rules, but leaving the detailed tax planning or compliance work for other tax courses. Recommended prerequisite: BA 251.

BA 111

Computerized Accounting (4)

This course will require students to use QuickBooks to account for service and merchandising businesses. The different modules include Accounts Receivable, Accounts Payable, Payroll and integration of Microsoft Excel and Word. Prerequisite: BA 251 and BA 252 or concurrent enrollment in BA 252.

BA 1111

Computerized Accounting Lab (1)

Lab to be taken concurrently with BA 111.

BA 120

Personal Finance (5)

A decision-making approach to personal financial planning. Students will use course materials and internet resources to develop personal financial strategies.

BA 134

Public Relations (5)

A critical study of the theory, principles, and practices of organizational public relations in the complex social, technical, and political climate of the era. The class is writing and speaking intensive, culminating in student oral presentations and a portfolio of media examples.

BA 150

Advertising Principles (5)

Study of when and how to use the major advertising mediums, with emphasis on local advertising. The course will include media buying, copywriting, layouts, production, market research, and sales promotion.

BA 165

Investments (5)

Fundamentals of investing and investment alternatives, including a study of traditional investment vehicles such as stocks, bonds, mutual funds, and more speculative strategies such as options and futures. The course will examine investment decision making within the framework of investment goals including safety, risk, growth, and income. The mechanics of various financial markets will also be discussed.

BA 1952

Supervised Employment (1-15)

A supervised paid work experience in a community agency, business, or industrial firm involving the application and practice of skills and principles learned in the classroom. Instructor's permission required.

BA 1962

Employment Seminar (1-5)

Designed to provide students with insight into the many aspects of the world of work through discussions of their personal work environments, encompassing actual on-the-job training and observations. Concurrent enrollment with BA 195.2. May be repeated to a maximum of six credits.

BA 250

Management Information Systems (5)

An overview of management information systems foundations and essentials including database management, electronic commerce, and emerging technologies. Development, management, and organization of information systems complete this basic course.

BA 251

Principles of Accounting (5)

Fundamentals of accounting as applied to actual business situations. Introduction to the accounting cycle for service and merchandising firms controlling to purchases and sales with business papers, special journals, and subsidiary ledgers.

BA 252

Principles of Accounting (5)

The theory and practice of accounting, including financial statements. Emphasis on partnership and corporate accounting. Prerequisite: BA 251 or instructor's permission.

BA 253

Principles of Accounting (5)

A continuation of BA 252. Introduction of manufacturing and cost accounting. Analysis of financial statements, budgeting and cost volume analysis. Prerequisite: BA 252.

BA 254

Business Law (5)

An introduction to the American legal system including its social, political, and philosophical roots. The court system and judicial procedures are critically examined, and the class inquires extensively into business torts, crimes, and contracts.

BA 255

Business Law (5)

A continuation of BA 254. Topics covered include: partnerships, corporations, real and personal property, financial arrangements, government regulatory schemes and more.

BA 261

Human Resource Management (5)

A critical inquiry into the theory, principles, and practices of human resource management in the global work place of the twenty-first century. Emphasis is on the shift from large-scale business to the practices needed to sustain and nourish world-class standards and practices in small and start-up enterprises.

BA 262

Management Principles (5)

A study of the essentials of management in merchandising, manufacturing, agriculture, agrichemical business, and service businesses.

BA 263

Principles of Finance (5)

An examination of the analytical tools used to manage and control finances. Concepts include: the acquisition and oversight of working capital; intermediate and long term financing; and the cost of capital and capital budgeting.

BA 264

Accounting Information Systems (5)

A comprehensive review of principles through two practice sets; an understanding of document flow through an accounting system and a corporate computer accounting package. Prerequisite: BA 251 and BA 252.

BA 265

Marketing Principles..... (5)

Study of marketing functions from the viewpoint of the manager covering such topics as marketing, distribution channels, price market grid, transportation, and consumer behavior.

BA 267

Marketing Special Project..... (1-15)

A practical and student-centered project oriented class, utilizing marketing skills to develop marketing plans for the Tri-Cities area business and charitable organizations. The use of primary and secondary data collection, research, business start-up planning, profitable business decision making, and business communications skills as they relate to a final project. Prerequisite: Instructor's permission.

BA 268

Marketing Special Projects II (1-15)

A continuing practical and student centered marketing project course utilizing material provided by proposing clients. Included in this project is the development of a marketing promotional plan for-profit and not-for-profit companies. This special project is designed to help the student use marketing skills related to primary and secondary data collecting and added researched data, business startup planning, making a business more profitable, and decision making as they relate to the final promotion of a product or business. As in course BA 267 more advanced projects will be assigned and above skills will be expanded.

BA 269

Marketing Special Projects III..... (1-15)

A continuing practical and student centered marketing project course utilizing material provided by proposing clients, student researched data. Included in this project is the development of a marketing promotional plan for-profit and not-for-profit companies. This special project is designed to help the student use marketing skills related to effective business promotion and/or product development. Selling skills, creative planning and implementation training will be utilized for the clients benefit. As in course BA 268 more technical and advanced projects and research will be assigned and the above skills will be expanded to client specifications.

BA 270

Accounting Review Using Excel..... (5)

A comprehensive review of accounting principles exercises using fundamental tools and techniques available in Excel. A written summary of current accounting articles applying accounting knowledge. Prerequisites: BA 251, BA 252, and BA 253. Recommended CA 124.

BA 271

Human Relations Business (5)

Study of the individual and his or her growth and development. Course is designed to enable students to establish goals and lead others in the accomplishment of those goals. It is aimed at heightening the students awareness of leadership and management.

BA 272

Organization Development (3)

A critical study of theory, principles, and practices in the development of contemporary business organizations. The focus is on diagnosis in a problem-solution approach. Key issues are triggering, managing, and nourishing change in a turbulent and highly competitive global business environment. Systems understanding, resource and technology applications are considered.

BA 2952

Supervised Employment(1-5)

A supervised, paid work experience in a community agency, business or industrial firm involving the application and practice of skills and principles learned in the classroom. Instructor's permission required.

BA 2962

Employment Seminar.....(1-2)

Designed to provide students with insight into the many aspects of the world of work through discussions of their personal work environment, encompassing actual on-the-job training and observations. Concurrent enrollment with Supervised Employment 295.2. May be repeated to a maximum of six credits.

Chemistry

CHM 100

Survey of Chemistry [M/S]..... (4)

Basic introduction to chemical principles as they apply to the structure and behavior of matter. Illustrations from everyday life, environmental topics, medicine, and biochemistry will be used to illustrate chemical principles. Topics include: measurement in science, properties of matter, atomic structure, bonding, nuclear chemistry, mole concept, gas laws, solutions, and acids/bases. Assumes no previous chemistry and designed to fulfill the chemistry requirement for the A.A.S. Degree in Nursing and Dental Hygiene at CBC. Course may also be used to fulfill the general science requirement for the A.A. Degree. Prerequisite: MTH 91 or higher. (MTH 106 and Vocational Math do not apply.)

CHM 1001

Survey of Chemistry Lab [M/S]..... (1)

Lab to be taken concurrently with CHM 100.

CHM 101

Introduction to Chemistry [M/S] (4)

Introduction to chemical principles, chemical measurements, matter and energy, atomic theory, periodic properties, mole concept, molecules, compounds and chemical bonding, nomenclature and chemical equations, stoichiometry and chemical calculations, gas laws, solids, liquids, phase changes, oxidation-reduction reactions, solutions, reaction rates and chemical equilibrium, and acids/bases. The course is directed toward students needing a knowledge of the fundamentals of inorganic chemistry and planning to obtain a degree in the physical/life science/engineering disciplines. Excellent preparation for CHM 111. Prerequisite: MTH 95 or MTH 98.

CHM 1011

Introduction to Chemistry Lab [M/S] (1)

Lab to be taken concurrently with CHM 101.

CHM 110

General Chemistry/Health Science [M/S] (4)

Fundamentals of inorganic chemistry with special emphasis on the application of principles to the health sciences. Topics covered include: measurements, energy, atomic structure, chemical bonding, nomenclature, mole concept, stoichiometry, gas laws, liquid and solid states, solutions, equilibrium, acid/base chemistry, oxidation-reduction and nuclear chemistry. (Students pursuing an Associate Degree in Nursing should take CHM 100/100.1) Prerequisite: MTH 91.

CHM 1101

General Chemistry Health Science Lab [M/S]..... (1)

Lab to be taken concurrently with CHM 110.

CHM 111

General Chemistry I [M/S] (4)

Fundamental concepts, stoichiometry, atomic structure and chemical bonding, nomenclature, periodic table trends, reactions, oxidation-reduction and gas laws. Problem-solving techniques stressed. Prerequisite: high school chemistry with a grade of B or better, or CHM 101/101.1, with a grade of 2.0 or better.

CHM 1111

General Chemistry I Lab [M/S] (1)

Lab to be taken concurrently with CHM 111.

Chemistry

CHM 112

General Chemistry II [M/S] (4)
Liquids, solids, solutions, colloids, acids, bases, salts, kinetics, molecular and ionic equilibria, thermodynamics, oxidation-reduction, electrochemistry, and nuclear chemistry. Theory and problem-solving are given vigorous emphasis. Prerequisite: grade of 2.0 or better in CHM 111/111.1.

CHM 1121

General Chemistry II Lab [M/S] (1)
Lab to be taken concurrently with CHM 112.

CHM 113

General Chemistry III [M/S] (4)
Nonmetals, metalloids, metals, coordination chemistry and an introduction to organic and biochemistry. Laboratory includes a basic introduction to the qualitative analysis of common cations and anions. Prerequisite: Grade of 2.0 or better in CHM 112/112.1.

CHM 1131

General Chemistry III Lab [M/S] (1)
Lab to be taken concurrently with CHM 113.

CHM 120

Organic Chemistry/Health Science [M/S] (4)
Fundamentals of organic chemistry with special emphasis on the application of principles to the health sciences. Topics covered include: saturated, unsaturated, aromatic hydrocarbons, alcohols, thiols, phenols, ethers, aldehydes, ketones, carboxylic acids, esters, amines and amides. Each family of compounds will be studied with respect to its structure, behavior and function. Biochemical applications will be integrated into this approach. Prerequisite: grade of 2.0 or better in CHM 110/110.1.

CHM 1201

Organic Chemistry/Health Science Lab [M/S] (1)
Lab to be taken concurrently with CHM 120.

CHM 130

Biochemistry/Health Science [M/S] (4)
Topics covered include: optical isomerism; structure and function of carbohydrates, lipids, proteins, and nucleic acids; protein synthesis, enzymes, hormones; biochemical energetics; and metabolism of carbohydrates, lipids and proteins. Prerequisite: Grade of 2.0 or better in CHM 120/120.1.

CHM 1301

Biochemistry/Health Science Lab [M/S] (1)
Lab to be taken concurrently with CHM 130.

CHM 221

Organic Chemistry I [M/S] (3)
Stresses nomenclature, structure, stereochemistry, and introduces conceptual material needed to understand reaction mechanisms and synthesis. Prerequisite: CHM 113/113.1.

CHM 2211

Organic Chemistry I Lab [M/S] (3)
Lab to be taken concurrently with CHM 221.

CHM 222

Organic Chemistry II [M/S] (3)
Deals with the major classes of organic compounds with respect to preparations, mechanisms of reactions, syntheses and identification. Prerequisite: Grade 2.0 or better in CHM 221/221.1.

CHM 2221

Organic Chemistry II Lab [M/S] (3)
Lab to be taken concurrently with CHM 222.

CHM 223

Organic Chemistry III [M/S] (3)
Advanced reaction mechanisms and syntheses. Polymers, macromolecular and biochemical applications, spectroscopy, chromatography, and identification of organic compounds. Prerequisite: grade of 2.0 or better in CHM 222/222.1.

CHM 2230

Organic Chemistry III [M/S] (3)
Advanced reaction mechanisms and syntheses. Polymers, macromolecular and biochemical applications, spectroscopy, chromatography, and identification of organic compounds. Prerequisite: grade of 2.0 or better in CHM 222/222.1.

CHM 2231

Organic Chemistry III Lab [M/S] (3)
Lab to be taken concurrently with CHM 223.

CHM 251

Quantitative Analysis [M/S] (2)
Introduction to analytical chemistry. Sampling, statistics, and spreadsheets. Acid-base, precipitation, complex-ion, and redox equilibria. Activity coefficients and systematic treatment of equilibrium. Volumetric, gravimetric, potentiometric, environmental, and clinical methods of analysis taught in the lab. Prerequisite: CHM 113/113.1.

CHM 2511

Quantitative Analysis Lab [M/S] (3)
Lab to be taken concurrently with CHM 251.

CHM 252

Instrumental Analysis [M/S] (2)
Electrochemistry, potentiometry, coulometry, voltammetry, spectrophotometry, atomic spectroscopy, chromatography, capillary electrophoresis, and mass spectrometry. Ion-selective electrode, coulometric, spectrophotometric, atomic spectrometric, solvent extraction, chromatographic, and mass spectrometric methods of analysis taught in the lab. CHM 252/252.1 has a heavy emphasis on instrumental methods of chemical analysis. Computer-interfaced instrumentation included in the lab. Prerequisite: grade of 2.0 or better in CHM 251/251.1.

CHM 2521

Instrumental Analysis Lab [M/S] (3)
Lab to be taken concurrently with CHM 252.

CHM 2861

Undergraduate Research, Special Topic(1-3)
Designed for students who want to expand their knowledge of chemistry beyond the basics offered in their regular courses. By arrangement with the instructor, the student can pursue a special topic of interest, design and carry out a project, or participate in undergraduate research (either alone or with other students). Prerequisite: Chemistry 101/101.1 with a grade of 2.0 or higher, or high school chemistry with a grade of B or better. Instructor's permission is also required to enroll. Note: Credits earned in this course cannot be used as a substitute for required credits in other CBC chemistry courses.

CHM 2862

Undergraduate Research, Special Topic(1-3)
Designed for students who want to expand their knowledge of chemistry beyond the basics offered in their regular courses. By arrangement with the instructor, the student can pursue a special topic of interest, design and carry out a project, or participate in undergraduate research (either alone or with other students). Prerequisite: Chemistry 101/101.1 with a grade of 2.0 or higher, or high school chemistry with a grade of B or better. Instructor's permission is also required to enroll. Note: Credits earned in this course cannot be used as a substitute for required credits in other CBC chemistry courses.

CHM 2863

Undergraduate Research, Special Topic(1-3)
Designed for students who want to expand their knowledge of chemistry beyond the basics offered in their regular courses. By arrangement with the instructor, the student can pursue a special topic of interest, design and carry out a project, or participate in undergraduate research (either alone or with other students). Prerequisite: Chemistry 101/101.1 with a grade of 2.0 or higher, or high school chemistry with a grade of B or better. Instructor's permission is also required to enroll. Note: Credits earned in this course cannot be used as a substitute for required credits in other CBC chemistry courses.



Chinese – Computer Application

CHM 2864

Undergraduate Research, Special Topic(1-3)

Designed for students who want to expand their knowledge of chemistry beyond the basics offered in their regular courses. By arrangement with the instructor, the student can pursue a special topic of interest, design and carry out a project, or participate in undergraduate research (either alone or with other students). Prerequisite: Chemistry 101/101.1 with a grade of 2.0 or higher, or high school chemistry with a grade of B or better. Instructor's permission is also required to enroll. Note: Credits earned in this course cannot be used as a substitute for required credits in other CBC chemistry courses.

CHM 2865

Undergraduate Research, Special Topic(1-3)

Designed for students who want to expand their knowledge of chemistry beyond the basics offered in their regular courses. By arrangement with the instructor, the student can pursue a special topic of interest, design and carry out a project, or participate in undergraduate research (either alone or with other students). Prerequisite: Chemistry 101/101.1 with a grade of 2.0 or higher, or high school chemistry with a grade of B or better. Instructor's permission is also required to enroll. Note: Credits earned in this course cannot be used as a substitute for required credits in other CBC chemistry courses.

CHM 2866

Undergraduate Research, Special Topic(1-3)

Designed for students who want to expand their knowledge of chemistry beyond the basics offered in their regular courses. By arrangement with the instructor, the student can pursue a special topic of interest, design and carry out a project, or participate in undergraduate research (either alone or with other students). Prerequisite: Chemistry 101/101.1 with a grade of 2.0 or higher, or high school chemistry with a grade of B or better. Instructor's permission is also required to enroll. Note: Credits earned in this course cannot be used as a substitute for required credits in other CBC chemistry courses.

Chinese

CHIN 101

Chinese First Quarter [H] (5)

Introduction to the Chinese language including speaking and listening skills, reading, writing, and grammar and Chinese culture including geography, customs, daily life, and heritage. Designed for the novice learner of Chinese, with little or no proficiency in the Chinese language. Recommended that students have successfully completed at least English 99.

CHIN 102

Chinese Second Quarter [H] (5)

Introduction to the Chinese language including speaking and listening skills, reading, writing, and grammar and Chinese culture including geography, customs, daily life, and heritage. Prerequisite: Chinese 101 or instructor's permission.

CHIN 103

Chinese Third Quarter [H] (5)

Introduction to the Chinese language including speaking and listening skills, reading, writing, and grammar and Chinese culture including geography, customs, daily life, and heritage. Prerequisite: Chinese 102 or instructor's permission.

Contemporary Civilization

CC 201

Contemporary Civilization I [H] (5)

The main purpose of contemporary civilization is to introduce students to a range of issues concerning the kinds of communities - political, social moral and religious - that human beings construct and the values that inform and define such communities; the course is intended to prepare students to become active and informed citizens. The course requires students to read closely text in various traditions of arguments: African, Asian, Middle Eastern, European and American traditions developed from biblical and classical sources. The course also asks students to construct arguments of their own, both in speech and in writing, about some of the explicit and implicit issues these texts raise.

CC 202

Contemporary Civilization II [H] (5)

The main purpose of contemporary civilization is to introduce students to a range of issues concerning the kinds of communities - political, social moral and religious - that human beings construct and the values that inform and define such communities; the course is intended to prepare students to become active and informed citizens. The course requires students to read closely text in various traditions of arguments: African, Asian, Middle Eastern, European and American traditions developed from biblical and classical sources. The course also asks students to construct arguments of their own, both in speech and in writing, about some of the explicit and implicit issues these texts raise.

CC 203

Contemporary Civilization III [H] (5)

The main purpose of contemporary civilization is to introduce students to a range of issues concerning the kinds of communities - political, social moral and religious - that human beings construct and the values that inform and define such communities; the course is intended to prepare students to become active and informed citizens. The course requires students to read closely text in various traditions of arguments: African, Asian, Middle Eastern, European and American traditions developed from biblical and classical sources. The course also asks students to construct arguments of their own, both in speech and in writing, about some of the explicit and implicit issues these texts raise.

Communication

COM 201

Technology & Society [H] (3)

This course is an exploration of the societal and cultural effects of technology on post-World War II American society. Prerequisite: ENG 101.

Community Service

CSRE 002

Traffic Control (0)

A Washington State Certified Flagging Card will be issued upon successful completion of course and test. Class is held at the Columbia Basin College Pasco campus, 8:30am-4:00pm. (CBC does not refer positions) Please pre-register for class. Fee is \$35.

Computer Application

CA 100

Introduction to Microcomputers (4)

Introduces hardware and software concepts, operating systems and/or interface systems, Internet access, basic word processing, and spreadsheet software through hands-on experience. Recommended: keyboarding experience or AOT 101 taken concurrently.

CA 103

Presentations Graphics Applications (2)

Introduces the fundamentals of Microsoft PowerPoint. Students will learn how to create and modify a slide presentation, insert clip art, add slide transition effects, as well as more advanced operations such as creating graphic objects. Preparation for Microsoft Office User Specialist, Microsoft PowerPoint Expert Certification. Prerequisite: CA 100.

CA 124

Intermediate Spreadsheet Applications (2)

Develops employable application skills using a spreadsheet software, currently Excel. Emphasizes creation and design of spreadsheets including formulas, projections, charting, and lists as needed for effective presentations in the business/office environment. Preparation for Microsoft Office User Specialist, Microsoft Excel Certification. Prerequisites: CA 100 and eligibility for Math 106.

CA 125**Database Applications (2)**

Develops employable application skills using a database software, currently Microsoft Access. Emphasis is on planning and creating the structure, the data file, queries for retrieval and interpretation of data, and the forms and reports needed for effective presentations in a business/office environment. Prerequisite: CA 100.

CA 172**Word Processing (5)**

Develops employable word processing skills and implements effective application in a business environment using a word processing software, currently Microsoft Word. Topics covered include all major functions of Word, including margins, tabs, tables, columns, document enhancement, graphics, merge, styles, outline, tables of contents, and templates. Preparation for Microsoft Office User Certification. (Cross-coded with AOT 172). Prerequisite: CA 100.

Computer Science

CS 102**Visual Basic 1 [Q/SR] (5)**

This course is an introduction to programming using Visual Basic.Net. It is designed for those with little or no programming experience. Topics include: fundamentals of programming in Visual Basic.Net, decisions, procedures, and repetitions. Prerequisite: MTH 95. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 106**Database Systems 1 (5)**

This course is an introduction to database systems using Microsoft Access. The course content includes: an introduction to Microsoft Access 2002, creating and maintaining a database, querying a database, creating forms and reports, integrating Access with the Web and other software programs, automating tasks with macros, and database security. Prerequisite: CA 100. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 109**PC Hardware 1 (5)**

This is the first course in a two-course series designed to provide the knowledge, skills, and abilities essential for a successful computer service technician as defined by experts from companies across the industry. Hardware topics include: power supply, CPUs, and motherboards. Other topics include: the DOS Operating System, number systems, working safely and professionally, and the customer relations skills necessary in the industry.

CS 110**Windows Operating Systems 1 (5)**

This course is an introduction to the Microsoft Windows XP Professional operating system. The course content includes: customizing Windows XP, Windows XP file systems, implementing shortcut strategies, using OLE technologies, data backup, safeguarding your computer, evaluating system performance, troubleshooting computer and operating system problems, and exploring the Windows Registry. Prerequisite: CA 100. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 113**Introduction to the Internet (2)**

Effective use of the Internet is recognized as an important asset for professionals in virtually every area of work or study. The students will learn how to use the Internet in a productive way to access services, resources, and information. Prerequisite: computer experience.

CS 114**HTML (Internet Publishing 1) (5)**

This course will provide students with skills needed to create WWW pages. The student will learn HTML, how to include text pictures and hypertext links, as well as advanced HTML subjects such as tables, forms, and frames. They will also learn how to create and manipulate maps and animated gifs. Prerequisite: CS 113. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 115**Javascript/CSS (Internet Publishing 2) (5)**

This course will provide students with the skills needed to add JavaScript and Cascading Style Sheets to Web pages. This course explores developing advanced graphical user interfaces and interactive processing in-line on Web pages. The student will learn the document object model used by JavaScript, and the methods required to add client-side error checking, dynamic images, dialog windows, etc. The students will also learn how to control page layout and control the layout and appearance of Web pages using CSS. Prerequisites: CS 102 and CS 114. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 122**PC Hardware 2 (5)**

This is the second course in a two-course series designed to provide the knowledge, skills, and abilities essential for a successful computer service technician as defined by experts from companies across the industry. Students will learn how to troubleshoot and repair hardware problems, and install components. Hardware topics include: memory, I/O busses, removable and fixed drives, optical drives, graphics and sounds, and printers. Prerequisite: CS 109. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 150**Computer Security (5)**

This class covers the basics of computer security. Students will learn about virus protection, installing security patches, using firewalls to protect networks, cryptography, Public Key Infrastructure (PKI), and legal issues. Prerequisites: CS 109 and CS 110, or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 161**C++1 [Q/SR] (5)**

This class is the first in a series of three in which the student will learn the C++ programming language. C++ is an extension of C language, which includes both procedural and object-oriented programming. It is the basis for most PC based windows programs. Students will learn C++ keywords, control structures, functions, arrays, and strings. Prerequisite: MTH 95. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 162**C++2 [Q/SR] (5)**

This class is the second in a series of three in which the student will learn the C++ programming language. The students will learn advanced features of C++ including: operator overloading, inheritance, virtual functions, and polymorphism, stream input/output, templates, file processing, linked lists, characters, strings, structures and classes. Prerequisite: CS 161 and must be passed with a 2.0 or better before taking this class.

CS 171**C# 1 (5)**

This class is the first in a series of three in which the student will learn the C# programming language. Students will learn C# in MS .Net framework, variables, control structures, object-oriented programming, and classes. Prerequisite: CS 161. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 172**C# 2 (5)**

This class is the second in a series of three in which the student will learn the C# programming language. Students will learn classes, C# type systems, methods, properties, overloading, characters and strings, arrays, indexers, inheritance, virtual methods, exceptions, and files and streams. Prerequisite: CS 171. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 1952**Work-based Learning 1 (1-8)**

An internship course designed to provide a practical experience for technical support students as an integral part of the overall academic program. Students intern at CBC's computer labs and Help Desk to provide technical support to campus faculty and staff via phone and on-site visits. Academic credits only, non-paying. Students are required to work 3 hours per credit hour (3 hours per week per credit). Prerequisites: enrolled in Computer Science Program and instructor's permission.

CS 1953

Work-based Learning 2(1-5)

This course is for CS students who will receive on-the-job training in information technology. Instructor's signature is required for registration. In addition, students must meet the requirements of job performance specified by the employer, learning objectives specified by instructor and the CS Department. Prerequisites: enrolled in the CS Program and instructor's permission.

CS 202

Visual Basic 2 [Q/SR] (5)

This is an intermediate Visual Basic programming course using Microsoft Visual Basic.Net. Students will learn to write, design, and debug Windows applications using multiple forms, databases, procedures, functions, files, classes, and calculations to solve problems. Students will also learn to distribute Windows applications. Prerequisites: CS 102 and must be passed with a 2.0 or better before taking this course.

CS 203

Advanced Graphics Software & Multimedia (5)

This is an advanced class in graphics software and multimedia. The focus is on teaching Adobe Photoshop. Prerequisite: CA 100. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 206

Database Systems 2 (5)

An advanced course designed to help students understand concepts including: SQL, integrity constraints, relational database design, normalization, and physical database design. Students also gain hands-on experience using Microsoft. Prerequisites: CS 106, MTH 95, and/or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 207

Word Implementation (5)

This class teaches application-specific skills that will enable students to effectively implement, support, and troubleshoot Microsoft Word within a corporate environment. There is a strong emphasis on the skills required for supporting users of Microsoft Word in a workgroup. This class is designed to help prepare students for the MOUS Word Expert Certification test. (Extra study and product experience are typically required to pass a certification exam). Prerequisite: CA 172, CS 110, or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 208

Advanced Spreadsheets (5)

An advanced spreadsheets course with topics including: integrating Excel with other Windows programs and the World Wide Web, working with multiple worksheets, data tables and scenario management, using solver for complex problems, importing data into Excel, exchanging Excel with Visual Basic, and installation and troubleshooting user's problems. Prerequisite: CA 124 or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 212

Visual Basic 3 (5)

This is an advanced Visual Basic programming course using Microsoft Visual Basic.Net. Students will learn to write, design, and debug Windows applications with essential data structures and databases, with .Net interfaces. Students will also learn to use different types of programming models to fit the needs of customers. Prerequisites: CS 202 and must be passed with a 2.0 or better before taking this class.

CS 213

Advanced Internet (5)

The current Internet applications such as Web browsers and e-mail packages, make it very easy to access and exchange information with other Internet users, without an in-depth understanding of what is actually happening. This class takes the student beyond simply using the Internet, to understanding its processes and mechanisms. This will allow the student to not only use the Internet more efficiently, but also give them the skills to troubleshoot problems, or avoid potential pitfalls from the outset. Students must know how to use basic Internet applications. Prerequisite: CS 113 or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 215

JAVA Programming (5)

This is a beginning Java course. Students will learn to write, design, test, and debug object-oriented and graphical user interface Java applications. Students will also learn to work with inheritance and interfaces using control statements, arrays, strings, and vectors. Prerequisites: CS 161 or instructor's permission, and must be passed with a 2.0 or better before taking this class.

CS 216

XML (Internet Publishing III) (5)

This class provides an introduction and practical experience with the Extensible Markup Language (XML) and its associated standards. Prerequisites: CS 115 and MTH 95. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 218

ASP.NET (5)

This course will prepare students to develop Web applications in the .NET arena. Students will learn to create Web forms and Web services. Prerequisite: CS 202, CS 114, or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 219

Active Server Pages (ASP) Internet Publishing (5)

ASP is a technology used for building interactive Web pages. In this class, students will build server-side scripts using VBScript that dynamically create and modify XHTML pages and return those pages to the browser. Topics include: ASP architecture, ADP basics, creating custom response pages, working with query string and form collections, and building a database Web application. Prerequisites: CS 102, CS 106, and CS 114. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 221

SQL1 (5)

This course provides students with the knowledge and skills to install, configure, administer, and troubleshoot Microsoft SQL Server client/server database management systems. It will help prepare students for the MCDBA Certificate. Prerequisites: CS 106 and MTH 95. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 222

Novell 1 (5)

This course is an introduction to Novell Netware. It provides students with basic knowledge about implementing NetWare and using its management tools. The course will contain information on setting up and managing network access for users, managing the file system, securing NDS and the file system, and server installation. Prerequisites: CA 100, CS 109, and MTH 95. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 223

Operating Systems 2 (5)

This course will prepare students to administer UNIX and Linux. This course covers topics related to: installation, configuration, troubleshooting, and optimization of a Linux Server. Students will learn to set up and maintain users, groups, and file systems. The students will learn how to use critical thinking and troubleshooting tools to troubleshoot the server, printers, and workstations. Prerequisite: CS 223, CS 224, MTH 95, or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 224

Networks 2 (5)

Theory, design, installation, configuration, and management of computer networks. Focuses on local area network concepts with emphasis on configuring TCP/IP, subnetting, the ISO stack, interconnect devices, and physical media. Prerequisite: CS 109. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 225

SQL2 (5)

This course provides students with the knowledge and skills to implement a database solution with Microsoft SQL Server client/server 2000 database management system. Prerequisites: CS 206 and MTH 95. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 227**Windows Professional (5)**

This course will prepare students for working with Microsoft Windows Professional. The students will learn about installation, managing accounts, configuration, interactive Access, disk resource management, printing, performance tuning and optimization, and troubleshooting. This class will help to prepare students to pass one of the Windows exams. Prerequisites: CS 224 and MTH 95. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 228**Windows Server (5)**

This course will prepare students to work with Windows Server. This course covers topics related to: installation, configuration, troubleshooting, and optimization of a Windows Server. The students will learn to set up and maintain users, groups, and file systems. The students will learn how to use critical thinking and troubleshooting tools to troubleshoot the server, printers, and workstations. This class will help to prepare students to pass one of the Windows exams. Prerequisites: CS 224 and MTH 95. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 229**Webmaster. (5)**

In this course, the student will gain the knowledge and skills needed to design and manage an Intranet or Internet Web site. Specifically, the student will learn how to set up and configure a Web Server, and the applications needed to support it. Familiarity with using Internet technologies, building Web pages with HTML, and with basic programming concepts are assumed. Prerequisites: CS 114, CS 228, and MTH 95. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 230**Active Directory (5)**

This course is designed to provide students with the knowledge and skills necessary to install, configure, and administer Microsoft Windows Active Directory services. The course also focuses on implementing Group Policy and performing the Group Policy-related tasks that are required to centrally manage users and computers. Prerequisites: CS 228 and MTH 95. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 231**Windows Network Administration (5)**

This course will prepare students to install, manage, monitor, configure, and troubleshoot DNS, DHCP, Remote Access, Network Protocols, IP Routing, and WINS in a Windows network infrastructure. In addition, this class will also prepare students to manage, monitor, and troubleshoot Network Address Translation and Certificate Services. It also prepares the student to pass one of the MCSA/MCSE exams. Prerequisites: CS 228 and MTH 95. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 232**Windows Network Infrastructure (5)**

This course will prepare students to design network security solutions. These solutions include: analyzing business requirements, identifying security needs, and applying the security recommendations to assist in the control and monitoring of network service resources. The students will also learn how to use critical thinking and troubleshooting tools to troubleshoot security problems throughout the network. Prerequisites: CS 224, CS 228, and MTH 95. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 233**UNIX Administration. (5)**

This course will prepare students to administer UNIX and Linux. This course covers topics related to installation, configuration, troubleshooting, and optimization of a Linux Server. Students will learn to set up and maintain users, groups, and file systems. The students will learn how to use critical thinking and troubleshooting tools to troubleshoot the server, printers, and workstations. Prerequisites: CS 223 and 224, or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 234**JAVA 2 (5)**

This is an intermediate Java course. Students will learn to write Java applications and applets, which enhance information delivery on the Web. The topics covered include; using menus, fonts, colors, images, shapes, file processing, and databases. Prerequisites: CS 215 or instructor's permission, and must be passed with a 2.0 or better before taking this class.

CS 235**JAVA 3 (5)**

This is an advanced Java course. Students will learn to write various types of Java Web applications and applets using essential data structures. Prerequisites: CS 234 or instructor's permission, and must be passed with a 2.0 or better before taking this class.

CS 243**Web Animation. (5)**

This class covers the basics of 2D animation for use on the Web. Students will learn Flash, a timeline-based 2D animation application. The class will introduce both motion graphic techniques and cartoon animation techniques. Prerequisites: CS 203 and MTH 95. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 260**Data Structures C++ (5)**

This course is the third in a series of three in which the student will learn the C++ programming language. The students will learn how to implement and use different types of data-structures. This will lead the student to create data-driven programs and algorithms. The student will learn more about linked lists, stacks, queues, binary trees, and binary search, recursion, and sorting. The course starts at a level that assumes a good working knowledge of C++. Prerequisite: CS 162 or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 261**Visual C++ 1 (5)**

A course in MFC programming with C++ and Visual C++ will help students to program using C++ with Microsoft Foundation classes for Windows applications. Students will also learn to use AppWizard, Class Wizard, controls menus, dialog and other resources, and database processing in large applications. This course is intended for students who are already familiar with C++ language. Prerequisite: CS162. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 262**Visual C++ 2 (5)**

This is an advanced course in MFC programming using MS Visual C++. Students will learn to use ActiveX controls, databases, threaded-based multitasking, the fundamentals of building reusable software components and applications using COM and DCOM, and the problems associated with distributing components across a network. Students will also learn about creation and use of ATL (Active Template Library) and MFC in client applications; the construction of automation-based server applications that provide components to other applications; the creation and use of ActiveX controls, and component support for multithreading. Prerequisite: CS 261 or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 270**Data Structures in C# (5)**

This class is the third in a series of three in which the student will learn the C# programming language in the .Net framework. The students will learn about how to implement and use different types of data-structures. This will lead the students to create data-driven programs and algorithms. The students will learn more about lists, arrays, stacks, queues, trees, searching, sorting, and Windows forms. The course starts at a level that assumes a good working knowledge of C#. Prerequisite: CS 172 or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

Criminal Justice

CJ 131

Intro to Criminal Justice (3)

An overview of the criminal justice system in America. A look at philosophy, history, Constitutional limitations, agencies, and processes within the criminal justice system. A study of local, state, and federal careers in the criminal justice field.

CJ 132

Criminal Law (5)

A study of the classification of crimes, criminal responsibility, and the elements of a crime. Determining the difference between crimes against property, crimes against the public, and crimes against a person. The study of the constitutional defenses, searches, seizures and arrest. An overview of the pre-trial process, the trial, sentencing, and appeals.

CJ 134

Organization/Administration (3)

The principles of organization and administration of the modern law enforcement agency. Principles of management and operation of a law enforcement agency.

CJ 135

Traffic Control (3)

A study of the history of traffic control, routine and emergency traffic procedures. Fundamentals of traffic accident investigation will be covered.

CJ 136

Delinquent Behavior/Youth (3)

A study of the causes of juvenile delinquency, Washington law concerning juvenile problems, the role of law enforcement agencies and juvenile delinquency.

CJ 137

Constitutional Law (5)

A study of the provisions of the U.S. Constitution and Constitution of the State of Washington applicable to law enforcement.

CJ 1972

Internship (1-5)

A supervised, individual learning experience for the student in the law enforcement environment. The experience shall consist of a minimum of six hours per week. The experience assignment will be at the discretion of the agency where the student is placed. The agency will make an effort to give the student a well-rounded experience; the assignment may be terminated by either party at any time. Instructor's permission required.

CJ 198

Special Projects (1-3)

A supervised, individual learning experience for the student in the law enforcement environment. The experience shall consist of a minimum of six hours per week. The experience assignment will be for the student to conduct a research project that will benefit the student in the criminal justice field. Instructor's permission required.

CJ 222

Alcohol/Drug Pharmacology/Physiology (3)

Physical response of the human body to alcohol and other drugs, current research findings, basic information and terminology essential for working on treatment teams with physicians and nurses and for communicating with patients and families.

CJ 232

Criminal Investigation (5)

The fundamentals of criminal investigation, criminalistics and investigative techniques. An overview of investigations of crimes against people and property, and the role of science in crime detection. Prerequisite: CJ 131 or instructor's permission.

CJ 234

Criminal Evidence (3)

Rules of evidence affecting the admissibility of evidence into court in criminal cases as they pertain to the law enforcement officer or other members of the criminal justice system. Prerequisite: CJ 131 or instructor's permission.

CJ 242

Introduction to Forensic Science (5)

An overview of the role of the forensic scientist in criminal investigation. Course subject matter will focus upon the crime laboratory, instruments and methods used by the forensic scientist in analyzing criminal evidence. Specialized careers in forensic science will be reviewed.

CJ 290

Basic Reserve Officer Law Enforcement Academy ... (1-9)

An overview of the fundamental subjects associated with the position of Reserve Law Enforcement Officers. Washington Criminal Justice Training Commission approved. A Law Enforcement Agency Sponsorship required.

Dental Assisting

DEN 101

DENTAL ASSISTING I 8

Students will learn oral anatomy, infection control, oral pathology, preventative dentistry, and radiography (X-Ray). Other course objectives include chairside procedures, impressions, and study models, safety standards and regulations, observation and internships. Course will follow Tri-Tech Skills Center calendar.

DEN 102

DENTAL ASSISTING II 8

Students will learn oral anatomy, infection control, oral pathology, preventative dentistry, and radiography (X-Ray). Other course objectives include chairside procedures, impressions, and study models, safety standards and regulations, observation and internships. Course will follow Tri-Tech Skills Center calendar.

DEN 103

DENTAL ASSISTING III 8

Students will learn oral anatomy, infection control, oral pathology, preventative dentistry, and radiography (X-Ray). Other course objectives include chairside procedures, impressions, and study models, safety standards and regulations, observation and internships. Course will follow Tri-Tech Skills Center calendar.

Dental Hygiene

DHYG 110

Dental Anatomy (2)

Study of the histology of the head and neck regions. Intro to tooth anatomy. Prerequisites: acceptance and enrollment in the CBC Dental Hygiene Program.

DHYG 112

Oral Radiology I (1)

First in a series on oral radiology. Focuses on radiation physics, biology, protection, recognition of anatomical landmarks, and evidence of pathologies. Prerequisites: acceptance and enrollment in the CBC Dental Hygiene Program. Required concurrent enrollment in DHYG 112.1.

DHYG 1121

Oral Radiology I Lab (1)

First in a series of oral radiology labs. Application of protection, film placement and proper exposure and developing techniques are introduced. Identification of oral structures present in radiographs is introduced. Prerequisites: acceptance and enrollment in the CBC Dental Hygiene Program. Required concurrent enrollment in DHYG 112.

DHYG 113

Clinical Dental Hygiene Techniques I (1)

Introduces basic principles used in the practice of dental hygiene, including infection control, patient assessment and treatment. Prerequisites: acceptance and enrollment in the CBC Dental Hygiene Program. Required concurrent enrollment in DHYG 113.1.

DHYG 1131

Clinical Dental Hygiene Techniques I Lab (3)

Introduces basic skills used in the practice of dental hygiene, including infection control, patient assessment, and treatment. Skills are practiced in a pre-clinical setting on dental models and student partners. Prerequisites: acceptance and enrollment in the CBC Dental Hygiene Program. Required concurrent enrollment in DHYG 113.

DHYG 114

Dental Health Education (1)

The course covers the principles and practices of prevention and control of dental disease with emphasis on plaque control, motivation and personal and patient oral hygiene education and techniques. Prerequisites: acceptance and enrollment in the CBC Dental Hygiene Program.

DHYG 115

Dental Materials..... (1)

First in a series dealing with restorative dentistry. Presents the history, composition, chemical and physical properties and use of materials commonly utilized in the dental laboratory and dental operator. Prerequisite: concurrent enrollment in DHYG 115.1. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 1151

Dental Materials Lab..... (1)

First in series of lab courses dealing with restorative dentistry skills as practiced by a dental hygienist in the State of Washington. Provides laboratory experience in performing common dental laboratory procedures and prepares for the clinical practice of expanded functions. Prerequisite: concurrent enrollment in DHYG 115. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 116

Head and Neck Anatomy (2)

Study of the head and neck regions, and oral anatomy. Identification of nerves, bones, and muscles associated with the head, neck and oral regions. Prerequisites: acceptance and enrollment in the CBC Dental Hygiene Program.

DHYG 121

General Pathology..... (1)

This course focuses on the study of commonly encountered systemic diseases: the etiology, presentation, treatment and effect on dental treatment. Emphasizes the principles of inflammation, immunology, healing, and repair. Prerequisites: acceptance and enrollment in the CBC Dental Hygiene Program.

DHYG 1211

Dental Emergencies lab (1)

This course focuses on emergency procedures in the dental office setting. Prerequisite: successful completion of DHYG 121. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 122

Oral Radiology II (1)

Second in a series of oral radiology. Focuses on radiographic quality, techniques, film processing, mounting, and interpretation of errors. Prerequisite: concurrent enrollment in DHYG 122.1. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 1221

Oral Radiology II Lab (1)

Practices oral radiology skill on dental manikin and student partner in a clinical setting. Application of knowledge, radiographic technique and evaluation of films for diagnostic effectiveness is the focus. Prerequisite: concurrent enrollment in DHYG 122. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 123

Clinical Dental Hygiene Techniques II (1)

Second in a series of Clinical Dental Hygiene Techniques. Focuses on dental hygiene treatment planning, effective communication, and preventative client education. Prerequisite: concurrent enrollment in DHYG 123.1. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 1231

Clinical Dental Hygiene Techniques II Lab (4)

Second in a series on clinical practice of dental hygiene. Basic skills of dental hygiene practice, including patient assessment, instrumentation, and treatment are introduced and practiced on manikens, student partners and clients in a clinical setting. Prerequisite: concurrent enrollment in DHYG 123. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 125

Restorative Dentistry I (1)

Second in a series of courses dealing with restorative dentistry. Presents the composition, chemical and physical properties and use of materials commonly utilized in the dental laboratory and dental operator. Prerequisite: concurrent enrollment in DHYG 125.1. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 1251

Restorative Dentistry I Lab (1)

Second in a series dealing with restorative dentistry. Provides laboratory experience in performing common dental laboratory procedures and prepares for the clinical practice of expanded functions including amalgam manipulation techniques. Prerequisite: concurrent enrollment in DHYG 125. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 126

Pain Control In Dentistry (1)

Covers the pharmacology and physiology of local anesthetic agents. Application of knowledge of the anatomy of nerves, physiology of nerve conduction and how anesthesia works. Discusses the prevention and management of associated possible emergencies. Prerequisite: concurrent enrollment in DHYG 126.1. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 1261

Pain Control In Dentistry Lab (1)

Includes effective techniques in the delivery of anesthetic to the oral cavity and appropriate selection of anesthetic as part of the expanded functions for dental hygienists in the State of Washington. Skills are practiced on student partners. Prerequisite: concurrent enrollment in DHYG 126. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

Dental Hygiene

DHYG 127

Pharmacology..... (2)

Focuses on pharmacology as it affects the clinical practice of dentistry. Emphasizes drugs commonly used by in medicine that affect dental treatment. Also emphasizes drugs of choice for treatment of common systemic and oral diseases, and for emergency treatment: effects, administration, and toxicology. Prerequisite: due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 131

Oral Pathology..... (2)

Pathology for dental hygienist. Focuses on the study of commonly encountered oral diseases; etiology, presentation, recognition, and treatment and effect on dental treatment. Prerequisite: due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 132

Periodontics I..... (3)

First in a series on periodontology. Focuses on the study of the healthy periodontal tissues, and the factors, recognition, and classes of periodontal disease. Prerequisite: due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 134

Clinical Dental Hygiene Techniques III..... (1)

Third in a series on Dental Hygiene Techniques. Focuses on expanding Dental Hygiene skills. Prerequisite: concurrent enrollment in DHYG 134.1. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 134I

Clinical Dental Hygiene Techniques III Lab..... (4)

Third in a series on clinical practice of dental hygiene. Basic skills of dental hygiene practice, including client assessment, instrumentation, and treatment are practiced on clients in a clinical setting. Expands on the procedures and techniques introduced in previous clinical courses. Prerequisite: concurrent enrollment in DHYG 134. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 135

Restorative Dentistry II..... (1)

Third in a series of courses dealing with restorative dentistry skills. Includes application of dental materials, amalgam restoration and composite restoration materials. Prerequisite: concurrent enrollment in DHYG 135.1. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 135I

Restorative Dentistry II Lab..... (2)

Third in a series of courses dealing with restorative dentistry skills. Preclinical laboratory exercises in the expanded functions of the placement and finishing of amalgam and composite restoration on model teeth. Includes application of knowledge of dental materials, tooth anatomy, and clinical skills. Prerequisite: concurrent enrollment in DHYG 135. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 136

Patient Management..... (1)

This course focuses on the characteristics of individual patients, motivation, and management and interpersonal communication. Treatment modification of the medically or mentally compromised patient, young and geriatric patient in addition to a variety of transitional special needs patients are presented. Prerequisite: due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 144

Clinical Dental Hygiene Techniques IV..... (1)

Fourth in a series of Clinical Dental Hygiene Technique courses. Provides an expanded learning experience with application of knowledge of oral findings and associated clinical application. Prerequisite: Concurrent enrollment in DHYG 144.1. Prerequisite: due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 144I

Clinical Dental Hygiene Techniques IV Lab..... (5)

Fourth in a series of Clinical Dental Hygiene Technique Lab courses. Focuses on expanding dental instrumentation skills and patient care in the clinical setting. Prerequisite: concurrent enrollment in DHYG 144. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 146

Restorative Dentistry IV..... (1)

Fourth course dealing with restorative dentistry skills and materials. Expands on previous restorative techniques and information. Prerequisite: Concurrent enrollment in DHYG 146.1. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 146I

Restorative Dentistry IV Lab..... (3)

Fourth course dealing with restorative dentistry skills. Laboratory exercises in the placement and finishing of amalgam and composite restorations on prepared model teeth and clinic patients. Prerequisite: concurrent enrollment in DHYG 146. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 211

Nutrition in Dentistry..... (2)

Builds on the basic principles of nutrition and develops an understanding of their relationship to oral health. Emphasizes the assessment of patient nutritional status and counseling for optimal oral health based on biochemical emphasis. Prerequisite: due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 212

Advance Clinical Topics..... (1)

Specific advanced skills in clinical dental hygiene for periodontally involved and implant patients are discussed and explained. Prepares for clinical dental hygiene practice application. Prerequisite: concurrent enrollment in DHYG 212.1. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 2121

Advanced Clinical Topics Lab (1)

Application of advanced skills in clinical dental hygiene practice for periodontally involved and implant patients. Practiced in a clinical setting on selected clinic patients. Prerequisite: concurrent enrollment in DHYG 212. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 214

Clinical Dental Hygiene Techniques V (1)

Fifth in a series of Clinical Dental Hygiene Technique courses. Provides an expanded learning experience through discussion case presentation, and study of clinical cases. Prerequisite: concurrent enrollment in DHYG 214.1. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 2141

Clinical Dental Hygiene Techniques V Lab (6)

Fifth in a series of Clinical Dental Hygiene Technique Lab courses. Provides progressive clinical experience, application of knowledge and skills; including restorative care for clinic patients. Prerequisite: concurrent enrollment in DHYG 214. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 215

Ethics and Jurisprudence, Practice Management. (2)

Explores the fundamental factors necessary to practice within the ethical and legal framework of the American Dental Hygiene Association Code of Ethics and the Washington State Dental Practice Act. Focuses on the history of the dental profession, dental specialties, professional dental associations, practice management, career considerations, and stress management relating to dental hygiene practice. Prerequisite: due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 221

Community Oral Health I (3)

Examines the principles of community health, including assessment indices planning, implementation, and evaluation of health care, with an emphasis on oral health. Builds on knowledge of ethics, basic and dental sciences, and clinical dental hygiene practice. Provides the knowledge to function in a community oral health setting. Prerequisite: concurrent enrollment in DHYG 221.1. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 2211

Community Oral Health I Lab (2)

Supervised clinical practice of dental hygiene students in a variety of community health settings. Prerequisite: concurrent enrollment in DHYG 221. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 222

Periodontics 11 (3)

Second in a series on periodontology. Provides background knowledge of the treatment of periodontal disease, including concepts concerning treatment planning and evaluation of treatment options and outcomes. Includes case presentation. Prerequisite: due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 2241

Clinical Dental Hygiene Techniques VI Lab (6)

Sixth in series on clinical practice in dental hygiene. Provides comprehensive clinical experience in all phases of dental hygiene practice for patient care. Expands on the procedures and techniques introduced in previous clinical courses; includes restorative care for clinical patients. Prerequisite: due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 2271

Nitrous Oxide Sedation (1)

Covers the pharmacology and physiology of nitrous oxide. Focuses on the anatomy of the nerves, physiology of nerve conduction, and how nitrous oxide works. Includes effective techniques in the delivery. Discusses the prevention and management of associated emergencies. Skills are practiced in a clinical setting on student partners. Prerequisite: due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 234

Clinical Dental Hygiene Techniques VII (1)

Seventh in a series of Clinical Dental Hygiene courses. Provides an expanded learning experience through discussion and exploration of clinical technique practices. Prerequisite: concurrent enrollment in DHYG 234.1. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

DHYG 2341

Clinical Dental Hygiene Techniques Lab VII (7)

Seventh in a series of Clinical Dental Hygiene courses. Provides comprehensive clinical experience in all phases of dental hygiene practice for a variety of patient oral health care needs. Expands on procedures and techniques introduced in previous clinical courses. Includes restorative care for patients. Prerequisite: concurrent enrollment into DHYG 234. Due to the nature of the program curriculum, each quarter builds on the knowledge and skills gained in previous quarters. Continuing enrollment is contingent upon successful completion of quarterly Dental Hygiene Program courses.

Early Childhood Education

ECE 101

Issues and Trends in ECE (3)

Examines current and historical theories, issues and trends in ECE and provides an opportunity to visit and compare a variety of ECE programs.

ECE 1011

Issues & Trends Lab (1)

Laboratory courses provide an opportunity for practical application of course content. This course is offered on an as-needed basis.

ECE 102

Introduction to Curriculum (3)

Provides students with both a theoretical and practical understanding of the content in a developmentally appropriate curriculum for young children.

ECE 1021

Early Childhood Curriculum Lab (1)

Laboratory courses provide an opportunity for practical application of course content. This course is offered on an as-needed basis.

ECE 103

Art (3)

Provides the student with a basic understanding of the methods used for teaching visual art in a developmentally appropriate manner.

Early Childhood Education

ECE 104

Child Guidance & Communications Techniques (3)

Students will learn methods of communication and behavior management that are effective with young children. Current models and theories will be explored.

ECE 105

Physical Education..... (3)

Provides students with a basic knowledge of developmentally appropriate physical education games and activities.

ECE 106

Child Growth & Development (3)

A study of the physical, emotional, social, and cognitive development of children from conception through eight years of age and related theories. An emphasis will be given to current early childhood brain development research.

ECE 1061

Child Growth & Development Lab (1)

Laboratory courses provide an opportunity for practical application of course content. This course is offered on an as-needed basis.

ECE 107

Understanding Special Needs (3)

A comprehensive introduction to the field of special needs children and their families, including an examination of legislative action, individualized education program (IEP), handicapping conditions, child abuse, drug and alcohol effects, and socioeconomic, societal and cultural factors that affect family functioning.

ECE 113

Stars 20 HR Basic Training (2)

This class meets the Washington State Training and Registry System (STARS) requirements for child care providers. Instruction will provide an overview of the core competency areas including child growth and development, child guidance, and health and safety as well as current state policies and early childhood research.

ECE 114

Stars 10 HR In Spanish (1)

This class meets the Washington State Training and Registry System (STARS) requirements for child care providers. Instruction will address one or more of the core competency areas including child growth, development and learning; curriculum development; child guidance; communication; health, safety and nutrition; administration; professionalism; environmental design; family systems; cultural and individual diversity; and observation and assessment.

ECE 116

ECE Special Topics Symposium(1-3)

An opportunity to participate in a class dealing with special topics that relate to early childhood education but are not covered in depth in the existing curriculum.

ECE 117

DAP-DEV Appropriate Practice(1-3)

Provides an opportunity to participate in an intensive, short-term learning experience relating to early childhood education.

ECE 1172

Preschool Seminar.....(1-3)

Provides an opportunity to participate in a short-term seminar relating to early childhood education.

ECE 118

Skills Training(1-3)

Provides an opportunity to participate in a short-term skills training relating to early childhood education.

ECE 119

Workshop.....(1-3)

An opportunity to participate in a workshop class relating to early childhood education.

ECE 120

Children's Literature (3)

Provides an opportunity to increase awareness of and knowledge about the vast array of literature currently available for young children birth to eight years old. Meaningful and purposeful ways to invite children into the realm of books will be presented. Ample opportunity to evaluate literature that supports the language, intellectual, emotional, social, and creative development of young children will also be provided.

ECE 122

Science & Math (3)

Provides ideas for introducing developmentally appropriate science and mathematics concepts to young children. Students will have an opportunity to develop and experience science and math learning activities.

ECE 125

Instructional Media..... (3)

A hands-on introduction to using instructional media equipment. Emphasis is given to basic computer operation and computer software review.

ECE 126

Literacy & Language..... (3)

Examines the knowledge base that adults need to support the development of language and literacy in young children. Language acquisition and its connection to literacy will be presented, and purposeful ways to involve children in language and literacy activities will be explored.

ECE 127

Early Childhood Music, Movement & Motor Activity.. (3)

Provides the student with a basic understanding of the methods used for teaching music, movement and gross motor activities to young children.

ECE 141

Child Development Associate (10)

Provides the formal education hours required for Child Development Associate (CDA) candidates working in center-based, home visitor or family child care programs. Instruction will focus on CDA Competency Goals and will prepare students for the National CDA assessment and credential. This course is offered on an as-needed basis.

ECE 151

Supervised Practicum..... (3)

Designed to be taken just before completion of an Early Childhood Education certificate or degree, this class must be taken in conjunction with ECE 1511. In class, theory is combined with practical experience in an ECE setting. Emphasis is on improving teaching skills through self-evaluation.

ECE 1511

Supervised Practicum Lab.....(1-6)

Designed to be taken just before completion of an Early Childhood Education certificate or degree, this class must be taken in conjunction with ECE 151. The student is required to spend thirty-three hours working in an early childhood setting to complete class assignments.

ECE 201

Multicultural Education..... (3)

Explores the theory and practice of implementing a culturally responsible early childhood program.

ECE 202

Curriculum Development (3)

Provides an extensive exploration of the process of theme/project development and curriculum integration for the early childhood classroom. Students will be expected to develop specific themes while integrating the different curriculum areas of an early childhood program. Prerequisite: ECE 102.

ECE 205

Infant & Toddler Education (3)

Explores the physical, cognitive and psychosocial development of infants and toddlers from birth to age three. Topics covered include planning developmentally appropriate curriculum, designing infant-toddler environments and creating nurturing relationships with very young children. Emphasis will be on teaching infants and toddlers in a group setting.



Early Childhood Education – Education

ECE 209

Parent Involvement..... (3)

Assists students to develop strategies for encouraging parent participation in an early childhood setting.

ECE 213

Materials Construction..... (3)

Gives students an opportunity to construct developmentally appropriate teacher-made materials and examine their use in an early childhood setting.

ECE 215

Child Care Administration..... (3)

Provides a general background in the organization and operation of a child care facility from the administrative perspective. Topics include licensing regulations and federal guidelines, fiscal responsibilities, staffing issues, and public relations.

ECE 216

Advanced Special Topics(1-3)

An opportunity to participate in advanced classes dealing with special topics that relate to early childhood education but are not covered in depth in the existing curriculum.

ECE 217

DAP-DEV Appropriate Prac.....(1-3)

Provides an opportunity to participate in an advanced short-term learning experience relating to early childhood education.

ECE 218

Advanced Skills Training(1-3)

Provides an opportunity to participate in an advanced short-term skills training relating to early childhood education.

ECE 219

Advanced Workshop.....(1-3)

An opportunity to participate in an advanced workshop class relating to early childhood education.

ECE 221

Strategies for Teaching Special Needs..... (3)

An introduction to teaching methods that can be used with special needs children in an inclusive early childhood setting. Prerequisite: ECE 107.

ECE 222

Sign Language Level 1 (3)

An introduction to sign language using either the Signing Exact English (SEE) or American Sign Language (ASL) method. This course provides an opportunity for students to gain a better understanding of sign language, its application and to build a basic signing vocabulary.

ECE 223

Sign Language Level 2 (3)

The level 2 sign language course broadens a student's knowledge of either Signing Exact English (SEE) or American Sign Language (ASL) and builds fluency and communication skills. Prerequisite: ECE 222 or instructor's permission.

ECE 224

Sign Language Level 3 (3)

Level 3 sign language broadens a student's knowledge of either Signing Exact English, SEE, or American Sign Language, ASL, extending communication fluency and skills learned in the Level 1 or Level 2 sign language classes. Prerequisite: ECE 223 or instructor's permission.

ECE 230

First-Aid, Health, Safety & Nutrition..... (3)

Emphasizes setting up and maintaining safe and healthy environments for young children. Course content includes basic First Aid and CPR, accident prevention and safety procedures, identification of good health practices and basic nutritional needs of children.

ECE 289

Special Studies (1-15)

Designed to incorporate into the curriculum special learning opportunities in the field of early childhood.

Economics

EC 110

Economic Trends, Issues and Policy [S/B] (5)

This course is intended as a non-technical, issues-orientated 100 level course in economics. The course will use economic theory to analyze economic situations and the implications for possible public policy. The economic theory will be very basic and appropriate and not geared to business and economics majors but to those students who would like an overview of economic theory. The theory would include supply and demand, aggregate supply and aggregate demand, production possibilities and a basic description of the general macroeconomic model. Some economic history related to the formation of U.S. policy and law would be included. The course would make an effort to include issues of gender, race, and ethnicity.

EC 201

Principles of Economics I [S/B] (5)

This course introduces such important concepts as: market systems and their alternatives, supply and demand, measurement and determination of a nation's output and income, inflation and unemployment, both demand-side and supply-side aspects of fiscal and monetary policies, federal debt, and international trade and finance.

EC 202

Principles of Economics II [S/B] (5)

Microeconomic concepts are applied to business and household decision making as well as public policy. Major topics include: scarcity and choice, production possibilities, alternative allocative mechanisms, supply and demand analysis, elasticity, consumer choice, production and costs, market structures, antitrust and regulation, and public microeconomics.

EC 291

History of American Economic Development[S/B]. . .(1-5)

Concise overview of the basic elements of microeconomics and macroeconomics. Economic analysis will be used to understand the major economic forces in American history with emphasis on those factors which aided growth and development. Economic theory will be applied to understand and evaluate current social and economic problems in contemporary American society.

Education

ED 100

College Success (3)

This course is designed to assist students in learning effective techniques for having a college experience that is successful both academically and personally. Topics will include time management, test taking, communication skills, learning styles and campus resources. The development of critical thinking skills will be incorporated throughout the course. \$25 test fee.

ED 101

Intro to Education (3)

Students receive an overview of the history and philosophy of education as well as develop an awareness of current educational requirements based on legislation for K-12 schools. Students also begin to develop a personal philosophy of education.

ED 104

Child Guidance & Communication Techniques (3)

Students will learn methods of communication and behavior management that are effective with children. Current models and theories will be explored.

ED 106

Child Growth & Development (3)

A study of the physical, emotional, social, and cognitive development of children from conception through adolescence and related theories.

ED 107

Intro to Understanding Special Needs Children (3)

A comprehensive introduction to the field of special needs children and their families, including an examination of legislative action, individualized education program (IEP), handicapping conditions, child abuse, drug and alcohol effects, and socioeconomic, societal and cultural factors that affect family functioning.

ED 108

Paraeducator in Schools (3)

Explore paraeducator roles and responsibilities in the delivery of educational services to students and certified/licensed staff. Demonstrate knowledge of selected core competencies for paraeducators in order to work effectively with a diverse student population.

ED 110

Tutor Training (1)

This course is designed to teach the student basic principles and practical strategies of peer tutoring.

ED 1101

Tutor Training Lab (1)

Lab to be taken concurrently with ED 110.

ED 111

Intro to Instructional Strategies (3)

An overview of instructional strategies including theory and practical application within the K-12 classroom.

ED 112

Introduction to ESL Teaching Strategies (3)

Provides an overview of the philosophy and stages of language acquisition for second language learners, K-12. Models and instructional strategies will be explored and language assessment tools will be examined.

ED 125

Instructional Media (3)

An introduction to instructional media equipment frequently used in a school setting using a hands-on approach. Emphasis is given to basic computer operation and computer software review.

ED 135

Career Planning Strategies (2)

An introductory course designed to assist students in gaining insight and awareness into interests, values, skills, and the decision-making processes necessary for successful career and life planning.

ED 1532

Paraeducation Supervised Practicum (4)

Designed to be taken just before completion of the paraeducation certificate, this class combines the paraeducation course content with practical application. Emphasis is on improving personal teaching skills while gaining on-the-job experience working with professionals in the field. Note: Washington State Criminal History is required before placement in the practicum setting.

ED 1972

Field Experience (1-2)

Students have an opportunity to observe theory in action and to gain experience in the field of education.

ED 230

First-Aid, Health, Safety & Nutrition (3)

Emphasizes setting up and maintaining safe and healthy environments for children. Course content includes basic First Aid and CPR, accident prevention and safety procedures, identification of good health practices and basic nutritional needs of children.

Emergency Medical Services

EMS 100

CPR-Cardiopulmonary Resuscitation (1)

This course is the foundational level of training for all first responders and EMS workers. The course covers the risk factors and early indicators of heart attacks and strokes, prudent heart living, airway obstruction, and cardiopulmonary resuscitation for adults, children and infants. Upon the successful completion of the course the student will receive a Health Care Provider card.

EMT 101

Emergency Medical Technician-Basic (1-10)

This is the entry-level course to the Emergency Medical Service (EMS) profession and is designed for those who aspire to become an Emergency Medical Technician-Basic. The course will focus on: EMT roles and responsibilities, airway management, patient assessment, medical & trauma emergencies, anatomy and physiology, documentation, lifting and moving, and communications. The course also includes practical labs and a total of 10 hours of clinical experience in the Emergency Department to provide direct hands-on experience with a variety of patients. Upon successful completion of this course, the student will be eligible to take the Washington State Certification Exam and may be considered for the Pre-paramedic Short Term Certificate.

EMT 102

Emergency Medical Technician-Intermediate (1-6)

This course provides basic understanding of the roles and responsibilities of the EMT - Intermediate, legal issues, principles and practices of patient assessment, advanced airway management and ventilation, intravenous access, pharmacology and medication administration; discusses medical-legal considerations of advanced pre-hospital care and human systems. (This course is only provided upon the request of rural community officials, to those individuals working in those areas.)

Engineering Technology

ENT 111

Intro to Engineering (5)

This course introduces students to the role of the engineer, engineering dimensions and standards, and the basic methodology of engineering problem solving. Prerequisite: concurrent enrollment in MTH 95.

ENT 1161

Basic Drafting (5)

Basic principles of drafting to include lettering, symbols, geometric construction, mechanical drawings, orthographic projection, sectional views, auxiliary views, isometric drawings, threads, fasteners and basic applications.

ENT 121

Engineering Fundamentals (3)

Fundamental concepts relevant to many engineering disciplines, including energy, vectors, force systems, free body diagrams, strength of materials, associated problem solving, and basic design procedures. Prerequisite: ENT 111.

ENT 1211

Engineering Fundamentals Lab (1)

This course is a reinforcement of theory through practical applications.

ENT 122

Materials (3)

An introduction to the materials which are used in the fabrication of construction projects including: foundations, wood, heavy timber frame construction, wood light frame construction, exterior finishes, interior finishes, masonry, roofing, and glass.

ENT 1261

Graphical Analysis (5)

Descriptive geometry to include the spatial relationship of points, lines, and planes; intersection of planes and polyhedra; and development of surfaces. Vector analysis of coplanar concurrent and coplanar parallel force systems. Advanced isometric drawings. Prerequisite: ENT 116.

ENT 134

Surveying (3)

A course in plane surveying, which will include: horizontal, vertical and angular measurements, traversing, mapping, construction survey, land survey, construction curves, and calculations. Prerequisite: MTH 113, MTH 155, or instructor's permission.

ENT 1341

Surveying Lab (3)

This course will allow students to demonstrate their abilities to use the equipment and apply their surveying knowledge. Lab to be taken concurrently with ENT 134.

ENT 135

Statics (5)

Vectors, types of forces, vector addition, moments, conditions for equilibrium, free-body diagrams and conventions, coplanar and non-coplanar force systems, and load analysis of basic trusses and frames. Prerequisites: MTH 113, ENT 121 or instructor's permission.

ENT 1361

Advanced Drafting (4)

An introduction to the fundamentals of computer-aided drafting including extensive use of the draw and modify commands for sketches and mechanical drawings. Prerequisite: ENT 126 or instructor's permission.

ENT 1711

Technical Drafting (3)

An introductory course in mechanical drawing which includes geometric construction, orthographic projection, sectional views, dimensions, threads, fasteners, and lettering.

ENT 1721

Technical Drafting (3)

This course will present to the student the fundamentals of: multiview projection, sectional views, auxiliary views, shop fabrication processes, and dimensioning. Prerequisite: ENT 171 or instructor's permission.

ENT 214

Strength of Materials (5)

A study of stress and deformation of materials; topics include axial and torsional loading, stress-strain relationships, shearing stresses, temperature stresses, and engineering applications. Prerequisite: ENT 135 or instructor's permission.

ENT 2161

Mechanical Drafting & Design (5)

Fundamentals of design, assembly drawings, dimensioning systems, and a mechanical design/drafting project. The primary emphasis of this course will be the application of CAD to mechanical drawings using AutoCAD. Prerequisite: ENT 136 or instructor's permission.

ENT 2191

Construction Estimating (1)

An overview of the techniques used in estimating material quantities and labor in construction projects. Prerequisite: ENT 122 or instructor's permission.

ENT 224

Structures (5)

Load analysis and design of basic structural members using timber and steel. Prerequisite: ENT 214.

ENT 2261

Architectural/Structural Drafting (5)

A drafting and design course covering construction techniques, architectural drawings, organization of drawing sets, and design projects. Prerequisite: ENT 136.

ENT 229

Construction Specifications (2)

A study of construction specifications using the CSI format. Prerequisite: completion of or concurrent enrollment in ENT 226 or instructor's permission.

ENT 2361

Design (5)

Various individual and team projects with specific criteria and constraints are assigned. The completed projects are formally presented using both oral and written reporting techniques. Prerequisite: ENT 224, ENT 226 and students must be enrolled in the ENT program.

ENT 238

Electricity (5)

An introductory course in electricity which includes basic electrical theory and mathematical relationships, series and parallel circuits, DC and AC circuit components, power generation and distribution. Prerequisite: MTH 159, or student must be enrolled in the ENT program, or instructor's permission.

ENT 267

AutoCAD I (2)

This course continues in utilizing AutoCAD for computer-aided drafting (CAD). The course shows how to use AutoCAD to set up drawings, additional draw and edit commands, dimensioning, blocks, and text. Students will utilize drafting and editing techniques to efficiently produce their drawings. Prerequisite: ENT 116, ENT 172, or equivalent.

ENT 2671

AutoCAD I Lab (1)

This course is offered to complement the ENT 267 course. Students must be concurrently enrolled in ENT 267.

ENT 268

AutoCAD II (2)

This course goes beyond the basic fundamentals of AutoCAD and examines ways to use it in today's work place. Emphasis is placed on advanced commands including: blocks, dimensions, attributes and extracting them, paper space/model space, xrefs and file management. The class then customizes a menu. Creating macros in pulldowns, images, slides and script files. Prerequisite: ENT 267.

ENT 2681

AutoCAD II Lab (1)

This course is reinforcement of theory through practical applications and lab experiments.

ENT 269

VisualLISP (2)

The focus of this course is VisualLISP. Students will write programs using VisualLISP which interfaces with AutoCAD. Students will learn to access and change characteristics of AutoCAD entities through LISP and learn to create LISP programs that emulate complex AutoCAD commands. Prerequisite: ENT 268 or instructor's permission.

ENT 2691

VisualLISP Lab (1)

This laboratory section complements the ENT 269 course.

ENT 270

3-D (2)

The focus of this course is three-dimensional drawings using AutoCAD. After completion, the students will be proficient in wire line and surface 3-D modeling. There will also be a brief overview of rendering and transferring of rendered information to other presentation software. Prerequisite: ENT 268 or instructor's permission.

ENT 2701

3-D Lab (1)

This course is reinforcement of theory through practical applications and lab experiments.

ENT 271

Drawing Production (2)

This course simulates actual drawing projects in a variety of disciplines such as: civil, structural, architectural, mechanical, and electrical. Students are expected to develop and manage large sets of drawings. Prerequisite: ENT 268 or instructor's permission.

ENT 2711**Drawing Production Lab (1)**

This course is reinforcement of theory through practical applications and lab experiments.

ENT 272**Advanced 3D (2)**

The focus of this course is three-dimensional solid modeling using AutoCAD. After completion, students will be proficient in 3D solids modeling, mass property takeoffs, and the uses of three-dimensional media across software platforms. Prerequisite: ENT 268.

ENT 2721**Advanced 3D Lab (1)**

This course goes beyond the basics of computer assisted drafting and focuses on the productivity tools and special feature tools that enhance AutoCAD's value in the world of Electronic Commerce. Prerequisite: ENT268.

ENT 273**Advanced AutoCAD Applications (2)**

This course goes beyond the basics of computer assisted drafting and focuses on the productivity tools and special feature tools that enhance AutoCAD's value in the world of Electronic Commerce. Prerequisite: ENT 268.

ENT 2731**Advanced AutoCAD Applications Lab (1)**

This course is offered to complement the ENT 273 course. Students must be concurrently enrolled in ENT 273.

ENT 2801**Extended CAD Lab (1-3)**

This is an open lab class to support AutoCAD. It allows for intermediate and advanced skill placement. Specific projects may be assigned. It will be a variable credit, continued enrollment class. Prerequisite: ENT 267 or instructor's permission.

English

ENG 086**Writing Skills (1-3)**

This class is for students needing individualized instruction to improve their proficiency in basic writing skills. After interpreting diagnostic testing in the Learning Opportunities Center (LOC), the instructor develops a program for each student. The grade is pass/no-credit. Class held in the Learning Opportunities Center (LOC) where instruction is conducted in a lab format.

ENG 087**Writing Skills (1-3)**

This class is for students needing individualized instruction to improve their proficiency in basic writing skills. After interpreting diagnostic testing in the Learning Opportunities Center (LOC), the instructor develops a program for each student. The grade is pass/no credit. Class held in the Learning Opportunities Center (LOC) where instruction is conducted in a lab format.

ENG 088**Writing Skills (1-3)**

This class is for students needing individualized instruction to improve their proficiency in basic writing skills. After interpreting diagnostic testing in the Learning Opportunities Center (LOC), the instructor develops a program for each student. The grade is pass/no-credit. Class held in Learning Opportunities Center (LOC) where instruction is conducted in a lab format.

ENG 090**Writing Prep II (5)**

An intensive composition course designed to prepare students for college reading and writing. Successful completion of this course will make the student eligible for English 101. Prerequisite: ENG 98 or an ASSET score between 39-42.

ENG 091**Grammar Skills (1-3)**

A review of basic grammar including sample writing, sentence structure, usage, and mechanics. The grade is pass/no credit. Class is held in the Learning Opportunities Center (LOC) where instruction is a lab format.

ENG 098**Writing Prep I (5)**

This course is designed to teach the basics of writing well-developed and grammatically correct single and multiple paragraph papers. Prerequisite: an ASSET score between 33-38.

ENG 099**Writing Prep II (5)**

An intensive composition course designed to prepare students for college reading and writing. Successful completion of this course will make the student eligible for English 101. Prerequisite: ENG 98 or an ASSET score between 39-42.

ENG 101**English Composition [C] (5)**

Study and application of the principles of writing clear exposition, with emphasis on organizing unified and coherent essays. Prerequisite: a passing grade in ENG 99 or ASSET score of 43 or above.

ENG 103**Writing in the Workplace (5)**

This course is designed to teach writing tasks encountered in the workplace including resumes, business letters, memos, reports, instructions, and policies. Prerequisite: a passing grade in ENG 99 or ASSET score of 43 or above.

ENG 110**Intro to Linguistics [H] (5)**

An introduction to the study of human language, from the standpoint of sounds and sound patterns, word formation and sentence structure. Students will learn about the similarities and differences among the world's languages and be introduced to the various sub-disciplines of the field of linguistics. Prerequisite: none.

ENG 201**Advanced English Composition [C] (5)**

An advanced expository writing course, focusing on research essays and other aspects of college writing. Prerequisite: ENG 101.

ENG 205**Technical Writing [C] (5)**

This course emphasizes students' technical communication skills for use in the workplace and other academic settings. Students will employ various methods of analyzing and writing for different audiences and purposes. Students will also use traditional and online resources for problem solving, research, documentation, and editing. Prerequisite: ENG 101.

ENG 240**Creative Writing (5)**

A study of creative writing, emphasizing diverse styles and techniques. Previous completion of English 101 is strongly recommended.

ENG 241**Creative Writing (5)**

A continuation of ENG 240. Prerequisite: ENG 240.

ENG 255**English Grammar [H] (5)**

An introduction to the terms, concepts (including phonemics, morphology, and syntax), and analytical methods of English grammar. Prerequisite: ENG 101 or concurrent with ENG 101.

Environmental Science

ENVS 100

Environmental Science [M/S] (4)

A multidisciplinary course designed to provide both the non-science and science major the background necessary to understand environmental problems that have arisen due to human activities. Topics include: food chains; energy production; nutrient cycles; forest and wildlife management; population demographics; air and water pollution; ozone depletion and global warming. Lab and lecture must be taken concurrently.

ENVS 1001

Environmental Science Lab [M/S] (1)

Lab to be taken concurrently with ENVS 100.

ENVS 105

Natural Resources (4)

The purpose of this course is to introduce students to the science of natural resource management. This course emphasizes the latest concepts of resource management, such as Geographic Information Systems (GIS), Global Positioning Systems (GPS) along with proven traditional approaches. The course couples fundamental topics such as plant ecology, soil science, climatology, economics, together with the difficult public policy choices that confronts the resource manager today. Prerequisite: concurrent enrollment in ENVS 105.1.

ENVS 1051

Natural Resources Lab (1)

The purpose of this course is to introduce students to the science of natural resource management. This course emphasizes the latest concepts of resource management, such as Geographic Information Systems (GIS), Global Positioning Systems (GPS) along with proven traditional approaches. The course couples fundamental topics such as plant ecology, soil science, climatology, economics, together with the difficult public policy choices that confronts the resource manager today. Prerequisite: Concurrent enrollment in ENVS 105.

Fire Science

FCA 105

Hydraulics (3)

A course that is designed to give the new firefighter a basic understanding of municipal water systems, principles of fluids, fire flow requirements, and basic fire stream calculations.

FCA 120

Fire Investigation (3)

Includes methods of determining the area of fire origin, fire causes, fire spread and the aspects of fire behavior; recognition of accidental and incendiary fires; and securing and preserving evidence.

FCA 137

Fire Protection Systems (3)

Designed to give a clear understanding of the principles and limitations of fire suppression and detection systems.

FCA 152

Building Construction (3)

A course covering basic building construction, outlining the specific weaknesses of various types of construction.

FCA 160

Fire Ground Tactics (3)

Discussion of basic firefighting tactics of company response, including size-up, rescue, exposure, ventilation and fire problems and tactics used.

FCA 177

Wildland/Urban Interface (3)

Discussion of basic firefighting tactics of wildland fires that threaten homes within urban areas. In addition to general firefighting tactics, discussions on determining if a home or a group of homes can be safely protected will be presented.

FCA 190

Introduction to Fire Inspection and Codes (3)

A course designed to give the new firefighter a basic concept of inspections involving the Uniform Fire Code and the Uniform Building Code.

FS 111

Fire Administration(1-3)

Management in the fire service explores the skills and techniques used by competent management in business, government and voluntary organizations, with particular emphasis on their application to the fire service.

FS 121

Fire Tactics(1-3)

Discussion of basic firefighting tactics of company response, including size-up, rescue, exposure, ventilation and fire problems and tactics used.

FS 131

Fire Investigation Techniques(1-3)

A course designed to give the new inspector a basic concept of inspections dealing with fire hazards, authority to inspect and how to conduct a pre-fire plan.

FS 141

Hazardous Materials I(1-3)

A basic hazardous materials course with emphasis on the identification, recognition and resource information available to the fire fighting situations involving hazardous materials.

FS 151

HAZMAT II(1-3)

An applied course covering special fire fighting situations involving hazardous materials. Prerequisite: FS 141.

FS 211

Building Construction(1-3)

A course covering basic building construction, outlining the specific weaknesses of various constructions.

FS 222

Fire Tactics II (3)

This course includes planning, implementing and evaluating basic and advanced fire tactics at the command officer level. Prerequisite: FS 121 - Fire Tactics I.

FS 231

Fire Protection Equipment(1-3)

Designed to give students a clear understanding of the principles and limitations of fire suppression and detection systems.

FS 241

Fire Investigation(1-3)

Includes methods of determining the area of fire origin, fire causes, fire spread and the aspects of fire behavior; recognizing accidental and incendiary fires; and securing and preserving evidence. Witness interrogation methods, arson laws, court procedures and review of case histories will be discussed.

FS 251

Firefighter Level I Academy (1-23)

This Academy offers extensive classroom and hands-on training to those seeking a career in Fire Science. The Academy meets or exceeds all the required subject areas for Firefighter Level I Certification as outlined by the Washington State Patrol Fire Protection Bureau.

FS 261

Firefighter II (8)

This Academy is a continuation of Firefighter Academy I. Firefighter II provides extensive classroom and hands-on training to those seeking a career in Fire Science. The Academy meets or exceeds all the required subject areas for Firefighter Level II. Prerequisite: Firefighter I certification. Certification as outlined by the Washington State Patrol Fire Protection Bureau.

French

FR 101

French 1st Quarter [H] (5)
Introduction to the French language including conversational skills, reading, writing and grammar and French culture including geography, customs, daily life and heritage. Designed for the novice learner of French, with little or no proficiency in the French language. Recommended that students have successfully completed at least English 99.

FR 102

French-2nd Quarter [H] (5)
Introduction to the French language including conversational skills, reading, writing and grammar and French culture including geography, customs, daily life and heritage. Prerequisite: FR 101 or instructor's permission.

FR 103

French 3rd Quarter [H] (5)
Introduction to the French language including conversational skills, reading, writing and grammar and French culture including geography, customs, daily life and heritage. Prerequisite: FR 102 or instructor's permission.

FR 150

Beginning Conversational French.....(1-5)
Intensive practice in speaking and listening with an emphasis on surviving in everyday situations.

FR 151

Beginning Conversational French.....(1-5)
Intensive practice in speaking and listening with an emphasis on surviving in everyday situations.

FR 152

Conversational French(1-5)
Intensive practice in speaking and listening with an emphasis on surviving in everyday situations.

FR 201

French 4th Quarter [H] (5)
Extensive practice in all four language skills (reading, writing, speaking, listening). The course includes cultural readings and short stories and includes an in-depth review of basic French grammar, expansion of basic vocabulary, and a broadening of the student's understanding of French culture. Prerequisite: FR 103 or instructor's permission.

FR 202

French 5th Quarter [H] (5)
Extensive practice in all four language skills (reading, writing, speaking, listening). The course includes cultural readings and short stories and includes an in-depth review of basic French grammar, expansion of basic vocabulary, and a broadening of the student's understanding of French culture. Prerequisite: FR 201 or instructor's permission.

FR 203

French 6th Quarter [H] (5)
Extensive practice in all four language skills (reading, writing, speaking, listening). The course includes cultural readings and short stories and includes an in-depth review of basic French grammar, expansion of basic vocabulary, and a broadening of the student's understanding of French culture. Prerequisite: FR 202 or instructor's permission.

FR 250

Intermediate Conversational French(1-5)
Intensive practice in speaking French for students who have already gained a knowledge of beginning level grammar and vocabulary. Class will be conducted entirely in French. Instructor's permission required.

FR 251

Intermediate Conversational French(1-5)
Intensive practice in speaking French for students who have already gained a knowledge of beginning level grammar and vocabulary. Class will be conducted entirely in French. Instructor's permission required.

FR 252

Intermediate Conversational French(1-5)
Intensive practice in speaking French for students who have already gained a knowledge of beginning level grammar and vocabulary. Class will be conducted entirely in French. Instructor's permission required.

FR 260

French Literature Reading.....(1-3)
Selected readings of French literature. Prerequisite: FR 203 or instructor's permission.

FR 261

French Literature Reading.....(1-3)
Selected readings of French literature. Prerequisite: FR 203 or instructor's permission.

FR 262

French Literature Reading.....(1-3)
Selected readings of French literature. Prerequisite: FR 203 or instructor's permission.

General Engineering

GE 101

Engineering Drawing I (3)
Principles of mechanical drawing: geometric construction, orthographic projection, sectional views, dimensions, tolerances, threads, fasteners and lettering.

GE 102

Engineering Drawing II (3)
Descriptive geometry: lines, points, planes, successive auxiliary views, intersections, developments and topographic drawing and perspective. Prerequisite: GE 101.

GE 281

Statics (5)
Analysis of force systems in static equilibrium. Topics include force vectors, equilibrium of particles and rigid bodies, structural analysis, distributed forces, friction, center of gravity, moments of inertia. Prerequisites: PHY 201/201.1 and MTH 231.

GE 291

Dynamics (5)
Analysis of motion of particles and rigid bodies. Topics include kinematics of particles and rigid bodies, kinetics of particles and rigid bodies, Newton's laws, work and energy, impulse, momentum. Prerequisite: GE 281.

Geography

GEO 101

Physical Geography [M/S] (5)
Physical Geography provides an introduction to the physical earth. It may include processes, which impact the earth; it may also include the relationship between humans and the earth. Study of the physical areas and environment of the earth. Topics include the weather, climate water cycle, plate tectonics, gradation and soils. The class also covers how humans influence and are influenced by their environment.

GEO 120

Introduction to Atmospheric Science [M/S] (4)
An introductory study of fundamental scientific principles through their application to everyday weather events. Study and observations of the atmosphere and the principles of meteorology. Students use analysis and decision-making skills used by meteorologists to diagnose weather patterns, understand air motions, and predict future atmospheric conditions. Lecture/lab must be taken concurrently. Prerequisites: reading ASSET score of 35+; a WebCT workshop.

Geology – German

GEO 1201

Introduction to Atmospheric Science Lab (1)

Lab to be taken concurrently with GEO 120.

GEO 150

Cultural Geography [S/B] (5)

An introduction to the use of human geography as a framework with which to critically analyze and understand the world, both on a micro and macro level. CBC's course in Cultural Geography provides an introduction to the ways in which human groups think about, arrange, and modify their physical habitats. This geographic knowledge is a basic means to understanding one's own world and the worlds of others.

Geology

GEL 101

Physical Geology I [M/S] (3)

Composition and structure of the earth. Study and identification of common minerals and the three major rock groups. Plate tectonics concept of the evolution of surface features of continents. A study of volcanic, seismic, weathering and ground water processes. Outline of geologic development of the Pacific Northwest, including field studies. Lecture and lab must be taken concurrently.

GEL 1011

Physical Geology I Lab [M/S] (2)

Lab to be taken concurrently with GEL 101.

GEL 102

Physical Geology II [M/S] (1-3)

An introduction to geomorphology. A descriptive and interpretive examination of the earth's topographic features produced by: a) surface processes such as glaciers, streams, wind, waves, and ground water, and b) deformation which results in structures such as folds and faults. Laboratory exercises will include the use and interpretation of topographic maps and aerial photographs and possible field experiences. Lecture and lab must be taken concurrently. Prerequisite: GEL 101 or instructor's permission.

GEL 1021

Physical Geology II Lab [M/S] (1-2)

Lab to be taken concurrently with GEL 102.

GEL 211

Environmental Geology [M/S] (3)

Relationships of human activities with earth materials and processes. Earthquakes, volcanic activity, mass wasting, subsidence, surface water, mineral resources, waste disposal, water pollution, and a heavy emphasis on groundwater may all be included. Students will be expected to make interpretations and draw conclusions from scientific data such as graphs, charts, and maps. Lecture and lab must be taken concurrently. Field trips may be included as a part of the laboratory experience. Prerequisite: GEL 101 or instructor's permission.

GEL 2111

Environmental Geology Lab [M/S] (2)

Lab to be taken concurrently with GEL 211.

German

GER 101

German 1st Quarter [H] (5)

Introduction to the German language including conversational skills, reading, writing and grammar and German culture including geography, customs, daily life and heritage. Designed for the novice learner of German, with little or no proficiency in the German language. Recommended that students have successfully completed at least ENG 99.

GER 102

German 2nd Quarter [H] (5)

Introduction to the German language including conversational skills, reading, writing and grammar and German culture including geography, customs, daily life and heritage. Prerequisite: GER 101 or instructor's permission.

GER 103

German 3rd Quarter [H] (5)

Introduction to the German language including conversational skills, reading, writing, and grammar and German culture including geography, customs, daily life and heritage. Prerequisite: GER 102 or instructor's permission.

GER 150

Beginning Conversational German (1-5)

Intensive practice in speaking and listening with an emphasis on surviving in everyday situations.

GER 151

Beginning Conversational German (1-5)

Intensive practice in speaking and listening with an emphasis on surviving in everyday situations.

GER 152

Conversational German (1-5)

Intensive practice in speaking and listening with an emphasis on surviving in everyday situations.

GER 201

German 4th Quarter [H] (5)

Extensive practice in all four language skills: reading, writing, speaking, and listening. The course is based on cultural readings and short stories and includes an in-depth review of basic German grammar, expansion of basic vocabulary, and a broadening of the student's understanding of the Germanic culture. Prerequisite: GER 103 or instructor's permission.

GER 202

German 5th Quarter [H] (5)

Extensive practice in all four language skills: reading, writing, speaking, and listening. The course is based on cultural readings and short stories and includes an in-depth review of basic German grammar, expansion of basic vocabulary, and a broadening of the student's understanding of the Germanic culture. Prerequisite: GER 201 or instructor's permission.

GER 203

German 6th Quarter [H] (5)

Extensive practice in all four language skills: reading, writing, speaking, and listening. The course is based on cultural readings and short stories and includes an in-depth review of basic German grammar, expansion of basic vocabulary, and a broadening of the student's understanding of the Germanic culture. Prerequisite: GER 202 or instructor's permission.

GER 250

Intermediate Conversational German (1-5)

Intensive practice in speaking German for students who have already gained a knowledge of beginning level grammar and vocabulary. Class will be conducted entirely in German. Instructor's permission required.

GER 251

Intermediate Conversational German (1-5)

Intensive practice in speaking German for students who have already gained a knowledge of beginning level grammar and vocabulary. Class will be conducted entirely in German. Instructor's permission required.

GER 252

Intermediate Conversational German (1-5)

Intensive practice in speaking German for students who have already gained a knowledge of beginning level grammar and vocabulary. Class will be conducted entirely in German. Instructor's permission required.

GER 260

German Literature Readings (1-3)

Selected readings of German literature. Prerequisite: GER 203 or instructor's permission.

GER 261

German Literature Readings(1-3)
Selected readings of German literature. Prerequisite: GER 203 or instructor's permission.

GER 262

German Literature Readings(1-3)
Selected readings of German literature. Prerequisite: GER 203 or instructor's permission.

Health

HE 160

Diet, Exercise & Weight (2)
Class is designed to promote and achieve knowledge in the areas of diet, exercise, and weight management for today's lifestyles as it relates to the students' total well-being.

HE 161

HIV/AIDS Issues and Strategies (2)
A comprehensive overview of the virus HIV and AIDS, including biological, epidemiological, historical, universal precautions, economic, legal, ethical, social, and behavioral aspects.

HE 170

Health and Wellness (3)
Study of current health and wellness issues and problems of the college age student. Emphasis is on lifestyles, risk factors, and preventing disease and illness with a wellness lifestyle.

HE 220

Drugs and Health (3)
This course is designed to achieve physiological knowledge and awareness of chemical use and abuse as it relates to the student's total well-being.

HE 230

First-Aid Safety (3)
Course designed to help students learn first-aid skills and accident prevention. Advanced first-aid and CPR card given for successful completion.

HE 240

Stress Management (3)
A study of the causes of human stress and how to manage or minimize this stress. Theories, implications, and practical applications are emphasized.

History

HIS 101

World Civilizations [H] (5)
A study of world civilizations from their origins through late antiquity. Emphasis will be placed upon Western, East Asian, and South Asian civilizations. Philosophies, religions, and political and social systems will be covered.

HIS 102

World Civilizations [H] (5)
The development of world civilizations from the end of the classical age to the beginning of the modern. Political, social, economic and cultural development will be covered with emphasis upon Europe, Asia and Africa.

HIS 103

World Civilizations [H] (5)
An examination of the major civilizations of the world from the birth of the modern age to the present. Emphasis is on the development of the modern nation-state, international relations, socio-economic developments and shifting patterns of thought.

HIS 104

U.S. History [S/B] (5)
Survey of American history from the colonial period through the Civil War and Reconstruction. Emphasis is placed on early colonial development, the American Revolution, the building of the nation, territorial expansion, slavery, the Civil War and Reconstruction.

HIS 105

U.S. History [S/B] (5)
A survey of American history from the post-Civil War era to the present. Emphasis is upon the political, social, economic, and cultural forces which have shaped modern America. Special emphasis is given to industrialization, class, and race relations, social reform movements, foreign policy and political change, including the World Wars, the Great Depression, and postwar politics to the present.

HIS 110

History of Modern East Asia [S/B] (5)
A history of East Asia from 1840 to the present. Major emphasis will be on the history of communism in China, an analysis of modernization in Japan and issues of colonialism and nationalism in Southeast Asia.

HIS 112

Modern Latin America [S/B] (5)
A survey of the political, social, and economic history of Latin America from the last decades of the nineteenth century to the present.

HIS 115

History of Modern Middle East [S/B] (5)
An introduction to the history of the modern Middle East. Topics covered include: an introduction to Islam as a polity; Arab Muslim societies, past and present; Islamic law; the Ottoman Empire and societies; and age of nation-states and the end of the Empires; economics of the region.

HIS 233

War In History [S/B] (5)
A study of the history of warfare in the Western world from the Ancient period to the present. Students will be introduced to the study of war in terms of its social, political, economic, technological, and cultural roots and its effects on these various fields.

HIS 251

Washington and Pacific Northwest (5)
A general history of the Pacific Northwest, with particular emphasis on Washington state. Special emphasis is given to Indian culture, Indian-White relations, settlement, race relations, industrialization, and changes created by WWI and WWII.

HIS 275

Recent American History [S/B] (5)
A survey of United States history from World War II to the present. Emphasis on political, diplomatic, and social history.

Horticulture

HORT 201

Horticulture (5)
A course offering the student a general background in the basic principles of plant growth and development covering a wide range of plants and industries related to production, marketing, and utilization of plants and plant products. Topics will emphasize nursery operations, landscaping, container gardening, houseplants, floral design, plant identification, and career opportunities.

HORT 215

Urban Forest Management (5)
Introduction to the use of trees and related vegetation planted in cities and urban sites. Such plantings are used for beautification, religious purposes, and linkage with nature. The elements of area design, cultural considerations, environmental impact, and maintenance of trees and shrubs used in urban settings will be addressed.

HORT 220

Turf and Landscape Management (4)
A course in the principles and practices of landscape installation and management. Students will survey the landscape industry; learn the biology and management of turf grasses, and interior plantscape management including soil preparation, planting, maintenance, and pest identification and management. Prerequisite: concurrent enrollment in HORT 220.1.

Horticulture – Human Services

HORT 2201

Turf and Landscape Management Lab (1)

A course in the principles and practices of landscape installation and management. Students will survey the landscape industry; learn the biology and management of turf grasses, and interior plantscape management including soil preparation, planting, maintenance, and pest identification and management. Prerequisite: concurrent enrollment in HORT 220.0.

HORT 230

Tree Fruit Technology (5)

Introduction to the horticultural principles and practices used in deciduous tree fruit production and orchard management. Topics include cultivars, rootstocks, climate and environment, orchard systems, orchard establishment, pruning and training, flowering, pollination, fruit set, fruit growth and thinning, fruit maturation, harvest and storage, hardiness, and acclimation.

HORT 234

Small Fruit Technology (5)

An introduction to the cultivation of plants bearing edible fruit of small to moderate size. Small fruits produced in the Pacific Northwest will be emphasized. Cultural, financial, and environmental factors will be addressed. Uses of fruit produced, from fresh consumption to medicinal extracts, will be discussed.

HORT 235

Greenhouse Management. (5)

A course designed to present the principles and practices of greenhouse production and management. Students will survey the greenhouse industry; learn the biology and management of greenhouse plants, and interior plantscape management including soil preparation, planting, maintenance, and pest identification and management.

HORT 240

Aquaculture Technology (5)

An introduction to the basic principles of aquaculture. Examples of major aquatic plant and animal species cultured in fresh, brackish, and marine ecosystems will be discussed. Production and uses of flowering plant materials, methods of production, cultural practices, and environmental factors will be emphasized. Specific reference to selected freshwater species of commercially cultured animals, their culture and uses, will complete the course.

HORT 242

Hydroponic Technology (5)

An introduction to the production and uses of liquid (soil less) culture media to produce plant materials. Methods of production, cultural practices, and environmental factors will be emphasized. Specific reference to selected plants, growth media, their culture and uses, will complete the course.

HORT 245

Floriculture (4)

An introduction to the production and uses of flowering plant materials. Methods of production, cultural practices, and environmental factors will be emphasized. Specific reference to selected flowering plants, their culture and uses, will complete the course. Prerequisite: concurrent enrollment in HORT 245.1.

HORT 2451

Floriculture Lab (1)

An introduction to the production and uses of flowering plant materials. Methods of production, cultural practices, and environmental factors will be emphasized. Specific reference to selected flowering plants, their culture and uses, will complete the course. Prerequisite: concurrent enrollment in HORT 245.

HORT 251

Plant Propagation (4)

An introduction to the methods of plant propagation including methods of propagating by true seed, bulbs, divisions, layering, cuttings, budding, grafting, and micro-propagation. Emphasis is placed on the basic principles necessary to furnish an adequate understanding for commercial and industrial application. Prerequisite: concurrent enrollment in AG 251.1.

HORT 2511

Plant Propagation Lab (1)

An introduction to the methods of plant propagation including methods of propagating by true seed, bulbs, divisions, layering, cuttings, budding, grafting, and micro-propagation. Emphasis is placed on the basic principles necessary to furnish an adequate understanding for commercial and industrial application. Prerequisite: concurrent enrollment in AG 251.

Human Services

HS 101

Intro to Social Work (5)

An overview of social work experience including history, purpose and tasks, practice settings, and future trends of social work profession.

HS 102

Counseling: Theory & Practice (5)

Introduction to psychopathology, personality theory, assessment, and counseling theories. The course will include some demonstration techniques associated with the therapies as well as an opportunity for student involvement and role play.

HS 103

Ethical & Legal Issues in Human Services/Chem De... (3)

The course is intended to help the human services worker identify, understand and deal with the professional ethical issues, dilemmas, and laws that most affect the human service practitioner in a variety of settings.

HS 104

Community Resources (3)

Introduction to publicly and privately funded social services. The services provided by the agencies will be reviewed. Students will also learn how to facilitate an appropriate referral and act as an effective advocate for people in need.

HS 105

Crisis Intervention (3)

The course is intended to introduce crisis theory and techniques for beginning counselors. Emphasis will be placed on areas causing stress such as psychiatric emergencies, sexual assault, incest, battered women, death and dying, and loss. Assessment techniques and in-depth interviewing skills will also be covered along with time spent on the actual practice of crisis intervention.

HS 120

Drug/Alcohol Counseling Techniques (3)

Overview of interview/listening skills and counseling theories unique to the chemically dependent person and family members. Introduction to self-help support systems, and developmental aspects of coping skills to maintain clean and sober lifestyle.

HS 122

Alcohol/Drug Group Process (5)

Practical basics of group work as applied to alcohol/drug and co-dependency treatment. Dynamics of group interaction, composition, goal-setting, and group topic development to be included. Experiential learning opportunity provided.

HS 124

Case Management of Chemically Dependent Client .. (3)

Understanding coordination of assessment, treatment planning, resource identification, service implementation, monitoring progress, legal documentation requirements, and evaluation of the chemically dependent patient.

HS 131

Survey of Chemical Dependency (5)

HS 170

Survey of Gerontology/Geriatrics (3)

Primary education regarding the process of aging, issues in aging, problems with aging, treatment perspectives, and resources available for the elderly.



HS 171

Development and the Process of Aging (5)

Overview and study of various domains of development and aging, including biological, psychological, social, family and spiritual development.

HS 172

Psychopathology of Aging (5)

This course will include subjects related to aging and their influence on mental health. This will include grief, loss, mental illness and adjustment issues for the aging.

HS 173

Assessment I - Physical Assessment (3)

This course is designed to provide an introduction to physical assessments with special focus on medicine, nursing, occupational therapy, physical therapy and speech therapy. The student will also learn the boundaries between medical and non-medical personnel.

HS 174

Special Issues in Aging I-Interpersonal Issues (3)

This course will focus on the interpersonal issues faced by the older adult. These issues will include health care and health problems, life expectancy and longevity, living will, psychology of aging, retirement and stereotypes of the aging.

HS 175

Interventions for the Elderly (5)

This course is designed to provide an overview of the many types of interventions available for the older adult. Areas addressed will include treatment modalities and methods as well as how to reach the older adults and their families best.

HS 176

Practicum in Interventions (1)

The student will be involved in an agency/organization that provides interventions that serve the older adult client. Fifty-five hours of practicum experience will be required for this practicum credit. The student will be able to use the practicum time to observe and model interventions as they are being provided to the older adult.

HS 177

Assessment-Psychosocial/Mental Health Assessment (3)

This course is designed to provide an introduction to comprehensive assessment and will include psychosocial and mental health assessments.

HS 178

Special Issues in Aging II-Intrapersonal Issues (3)

This course will focus on the intrapersonal issues of the older adult individual. These issues will include death and dying, demography, economic status, employment issues, environmental stress, family relations, religion, sexuality, social services, and social security, social status and support for the older adult individual.

HS 179

Resources for the Aging (3)

This course will focus on the students local resources for the aging adult client. Activities may include research, survey, interview and intense study of the local facilities and individuals who provide resources to the aging adult.

HS 180

Alcohol/Drug Information School Instructor Course.. (3)

The Alcohol and Drug Information School (A/DIS) Instructor Training is designed to teach chemical dependency counselors or trainees how to conduct the 9-12 hour class that is required for non-chemically dependent persons convicted for driving under the influence. Since A/DIS is often for other client groups who attend as an educational experience on decision-making and substance use, students of this course will also learn how to empower a culturally and socially diverse group of clients to avoid risk-taking with psychoactive substances. This course provides certificate of completion by the Washington State Department of Alcohol and Substance Abuse.

HS 202

Therapeutic Approaches & Techniques (5)

Introduction to basic counseling skills. The course will deal with principles, concepts, and processes of counseling. Counseling skills are demonstrated and practiced.

HS 220

Advanced Counseling..... (5)

Designed for the individual who is involved in the field of therapeutic counseling of chemically dependent patients, their families, and significant others. Advanced skills are introduced and practiced in class sessions. Includes brief review of basic interviewing skills. Special attention to issues regarding non-verbal language and counselor ethics. Prerequisite: HS 120.

HS 222

Alcohol/Drug Pharmacology/Physiology (3)

Physical response of the human body to alcohol and other drugs, current research findings, basic information and terminology essential for working on treatment teams with physicians and nurses and for communicating with patients and families.

HS 224

Chemical Dependency in the Family (5)

Study of family dysfunction and family therapy models focusing on empowerment of family members. Introduction to dynamics of co-dependency, family intervention and support programs.

HS 231

Adolescent Chem Depend Assessment and Counsel

Techniques..... (3)

This course will explore in depth the various needs of the chemically dependent adolescent, including specific assessment and counseling techniques. Models of adolescent chemical dependency treatment will be studied as well as their effectiveness.

HS 232

Relapse Prevention (3)

The course will provide a comprehensive understanding of the problems of relapse, models of relapse, assessment of relapse, relapse management, and relapse prevention.

HS 233

Chemical Dependency and the Law (3)

This course will allow the student to have an enhanced understanding of the legal ramifications of chemical dependency. Topics that will be covered are ethical and legal obligations and limitations of the chemical dependency counselor, search and seizure law practices, domestic law as related to chemical dependency, the influence and effect of drugs on the criminal justice and corrections systems, and other related topics.

HS 240

Survey of Chemical Dependency (3)

This course is designed to provide the student with a basic knowledge of chemical dependency, disease concepts, theories of addiction, rates of prevalence, and problems associated with addiction.

HS 241

Adv Adolescent Chem Dependency Assess & Counsel (5)

This course will expand the knowledge gained in HS 231 and will provide additional experience with adolescent addictions theory. Specific course topics will include advanced adolescent assessment, adolescent and child development in relation to alcohol/drug use, and advanced assessment and treatment of the culturally diverse youth as required by Washington Administrative Code for Youth Chemical Dependency Counselors (YCDC).

HS 2972

Alcohol/Drug Practicum(1-6)

Students will acquire practical experience within a qualified chemical dependency agency to assist in utilizing skills learned within the classroom.

Industrial Drawing

DRW 104

Industrial Drawing.....2

A basic course in drawing that acquaints the machine technology student with the techniques of sketching and drawing. These techniques are used to create orthographic, oblique and isometric drawings. The course is designed to lead the machine student into reading basic machine shop blue-prints.

DRW 106

Industrial Drawing.....2

A basic course in the technique of sketching and drawing. The welding student will learn to create orthographic, oblique, and isometric renderings. The course also teaches dimensioning for the welding shop fabrication drawings.

DRW 108

Industrial Drawing.....2

A basic course designed to teach sketching and drawing to the carpentry student. The course is constructed to teach perspectives, isometrics, and orthographics. The class is structured to take the carpentry student to the Intro to Residential Construction and Light Commercial Blue Prints.

DRW 208

Architectural Drawing.....2

This is an advanced course in drawing with the emphasis on a project. The student will produce working drawings, design, and write a spec(s) for a project to be assigned. Prerequisites: DRW 108 and 208 or drafting experience.

Industrial First-aid

IFA 003

CPR..... (1)

This course covers risk factors, prudent heart living, and adult, child, and infant CPR and airway obstruction training. Successful completion leads to a Healthcare Provider card if needed.

Intercultural Studies

ICS 100

Cultural and Historical Linked to Travel(1-3)

An introduction to the history, culture, geography, art, and language of a country or countries, to be followed by a required trip to the area studied for an immersion experience.

ICS 120

Survey of Hispanic Culture [H]..... (5)

An introduction to the culture and civilization of the Spanish speaking world; taught in English.

ICS 125

Native American Culture [H]..... (5)

An introduction to the history and culture of Native American peoples. The situation of Native Americans in contemporary society is also discussed with particular focus on issues of tribal sovereignty.

ICS 255

Race and Ethnic Relations [S/B]..... (5)

This course explores how the original thousands of aboriginal cultures were aggregated by group and political conflict into broader and broader categories of social practice and "identity", culminating in the homogenizing modern "nation-state" and the varieties of human categories generated by the state, by resistance to the state, and by conflict within the state. Prerequisite: any one of the following: Introduction to Sociology, Introduction to Anthropology, or Gender Studies.

Japanese

JPSE 101

Japanese, First Quarter [H]..... (5)

Introduction to the Japanese language including speaking and listening skills, reading, writing, and grammar and the Japanese culture including geography, customs, daily life, and heritage. Designed for the novice learner of Japanese, with little or no proficiency in the Japanese language. Recommended that students have successfully completed at least English 99.

JPSE 102

Japanese, Second Quarter [H]..... (5)

Introduction to the Japanese language including speaking and listening skills, reading, writing, and grammar and the Japanese culture including geography, customs, daily life, and heritage. Prerequisite: JPSE 101 or instructor's permission.

JPSE 103

Japanese, Third Quarter [H]..... (5)

Introduction to the Japanese language including speaking and listening skills, reading, writing, and grammar and the Japanese culture including geography, customs, daily life and heritage. Prerequisite: JPSE 102 or instructor's permission.

Literature

LIT 140

The Cinema [H]..... (5)

The twentieth century art form is studied by observing and discussing film which demonstrates the growth of ideas and techniques in this medium. Prerequisite: ENG 101, or concurrent with English 101.

LIT 150

Intro to Literature [H]..... (5)

This course focuses on reading and analyzing prose, poetry and drama and is designed to help students develop a method of reading and evaluating literature. Prerequisite: ENG 101, or concurrent with English 101.

LIT 160

Women's Literature [H]..... (5)

This course is a study of the ways women represent female experience and question cultural norms through the literary arts. Previous completion or current enrollment in English 101 is required.

LIT 180

Multicultural Literature [H]..... (5)

Introduction to the multicultural literatures of the Americas (i.e., African-American Literature, Native American Literature, Hispanic-American Literature, Asian American Literature, etc). Prerequisite: ENG 101, or concurrent with English 101.

LIT 195

Bible as Literature [H]..... (5)

Readings from the Old Testament and New Testament, in appropriate cultural, historical and literary contexts. Prerequisite: ENG 101, or concurrent with English 101.

LIT 203

Mythology [H]..... (5)

The theory of mythology and the use of Graeco-Roman myths in art, literature, and music. Prerequisite: English 101 or concurrent with English 101.

LIT 205

World Literature [H]..... (5)

A survey of world literature from ancient times through the Roman Empire. Prerequisite: ENG 101, or concurrent with English 101.

LIT 206

World Literature [H]..... (5)

A survey of world literature emphasizing European Medieval and Renaissance literature. Prerequisite: ENG 101, or concurrent with English 101.

Machine Technology – Machine–Occupational

LIT 207

World Literature [H] (5)

A survey of world literature emphasizing Classicism, Romanticism, Realism and Modernism. Prerequisite: ENG 101, or concurrent with English 101.

LIT 225

American Literature [H] (5)

A survey of American literature from the founding of Jamestown to the Civil War Era. Prerequisite: ENG 101, or concurrent with English 101.

LIT 226

American Literature [H] (5)

A survey of American literature from Civil War to World War I. Prerequisite: ENG 101, or concurrent with English 101.

LIT 227

American Literature [H] (5)

A survey of American literature from World War I to the present. Prerequisite: ENG 101, or concurrent with English 101.

LIT 264

English Literature [H] (5)

A survey of English literature from Beowulf to 1640. Prerequisite: ENG 101, or concurrent with English 101.

LIT 265

English Literature [H] (5)

A survey of English literature from 1640 to 1800. Prerequisite: ENG 101, or concurrent with English 101.

LIT 266

English Literature [H] (5)

A survey of English literature from 1800 to the present. Prerequisite: ENG 101, or concurrent with English 101.

LIT 270

Shakespeare [H] (5)

Shakespeare as dramatist and poet. Readings from comedies, histories and tragedies. Prerequisite: ENG 101, or concurrent with English 101.

Machine Technology

MT 111

Basic Machine Tech I (5)

This course is designed to give the students skills in using measuring instruments, and concepts of machining with a metal lathe. Upon completion of this course, the student should know how to turn and measure diameters within .001, cut threads, knurl, and cut tapers. Student will take ASSET test first week of class if not previously taken.

MT 1111

Basic Machine Tech I Lab(1-9)

Work on projects using the lathe to practice the concepts taught in the class.

MT 121

Basic Machine Tech II (5)

This course is designed to build skills and knowledge on vertical and horizontal milling machine. Upon completion, the student should be able to set up a milling machine to cut features with a tolerance of .001". Prerequisite: MT 111 or instructor's permission.

MT 1211

Basic Machine Tech II Lab(1-9)

Work on projects using the lathe and milling machine to practice the concepts taught in class. Prerequisite: MT 111.1 or instructor's permission.

MT 131

Basic Machine Tech III (5)

This course is designed to build skills and knowledge on a vertical milling machine. Upon completion of this course, the student should be able to set up the machine and cut project within a .001" tolerance. Prerequisite: MT 121 or instructor's permission.

MT 1311

Basic Machine Tech III Lab(1-9)

Work on projects using the lathe, milling machine, surface grinder, cylindrical, and heat treating furnace to practice the concepts taught in the class. Prerequisite: MT 121.1 or instructor's permission.

MT 1411

Computer Machining(1-9)

Prerequisite: MT 191.1 minimum or instructor's permission. \$10 lab fee required.

MT 211

Advanced Machine Technology I (5)

This course is designed to build skills and knowledge in Computer Numerical Controlled (CNC) milling. Upon completion of this course, the student should be able to program, set up, and operate a CNC milling machine. Prerequisite: MT 131 - Basic Machine Technology III or instructor's permission.

MT 2111

Advanced Machine Technology I Lab(1-9)

Work on projects using the CNC milling machine to practice the concepts taught in class. Prerequisite: MT 131.1 or instructor's permission.

MT 221

Advanced Machine Technology II (5)

This course is designed to build skill and knowledge in CNC. Upon completion of this course, the student should be able to program, set up, and operate a CNC equipment. Prerequisite: MT 211.

MT 2211

Advanced Machine Technology II Lab (9)

Work on projects using the CNC lathe to practice the concepts taught in class. Prerequisite: MT 211.1 or instructor's permission.

MT 231

Advanced Machine Technology III (5)

This course is designed to build skill and knowledge in Computer Aided Manufacturing (CAM). Upon completion of this course, the student should be able to draw a part in a solid modeling software, write a program with the CAM system, and machine the part on a CNC. Prerequisite: MT 221 or instructor's permission.

MT 2311

Advanced Machine Technology III Lab (9)

Work on projects using Solidworks, CAM system, CNC lathe, and CNC milling machine to practice the concepts taught in class. Prerequisite: MT221.1 or instructor's permission.

Machine-Occupational

MO 1911

Machine Shop (2)

The study of basic machining operations involving lathes, milling machines, drill presses, and grinding machines. It also includes precision measurement and lay-out techniques. The emphasis is "hands-on" experiences and is exemplified by required machining projects.

MO 1921

Machine Shop (2)

Intermediate machining course. It involves basic set-ups and operations on typical machine tools. Lay-out techniques, operations planning, precision measurement, and machining theory are included. Prerequisite: MO 191.1.

MO 1931

Machine Shop (2)

Intermediate machining course involves basic set-ups and operations on typical machine tools. Layout techniques, operations planning, precision measurement, and machining theory are included. Prerequisite: MO 192.1.

Mathematics

MTH 080

Whole Numbers (1)
Addition, subtraction, multiplication, and division. Class held in the Learning Opportunities Center (LOC) where instruction is a lab format unless otherwise noted. Prerequisite: ASSET test placement.

MTH 081

Fractions (1)
Fraction operations and word problems. Class held in the Learning Opportunities Center (LOC) where instruction is a lab format unless otherwise noted. Prerequisite: MTH 080 or ASSET test placement.

MTH 082

Measures/Decimals/Percentages (2)
Decimals, ratios, proportions, percents, measurements and graphs. Class held in the Learning Opportunities Center (LOC) where instruction is a lab format unless otherwise noted. Prerequisite: MTH 081 or ASSET test placement.

MTH 083

Review Basics (2)
A review of whole numbers, fractions, decimals, percents, power and square roots, measurement and metrics, word problems (fractions, decimals, percentages) and tables and graphs. Class held in the Learning Opportunities Center (LOC) where instruction is a lab format unless otherwise noted. Prerequisite: MTH 082 or ASSET test placement.

MTH 084

Algebra/Geometry (2)
This introductory course includes signed number operations, algebraic concepts, ratio and proportion, rectangular coordinates, angles, triangles, and area and volume. For the student who has never taken algebra or who needs a refresher before enrolling in MTH 91. Prerequisite: MTH 082 with appropriate TABE test score or MTH 083 or ASSET/Compass placement.

MTH 091

Basic Algebra (5)
This course is an introductory course to prepare the student for intermediate algebra. Topics include: operations with real numbers, solving linear equations and inequalities, operations with polynomials, factoring of polynomials, exponents, scientific notation, graphing lines, and applications of all of the aforementioned. Prerequisite: MTH 84 or ASSET/COMPASS test placement.

MTH 095

Intermediate Algebra (5)
This course is a rapid coverage of high school level algebra. Topics include: integer and rational exponents, operations with polynomials and factoring, operations with rational and radical expressions, solving quadratic and rational equations, graphs of lines and parabolas, systems of equations, complex numbers, functions, and applications of all of the aforementioned. Prerequisite: 2.0 or better in MTH 91, or 2.0 or better in MTH 97, or ASSET/COMPASS test placement.

MTH 096

Algebra Review 1 (5)
The first course of a three-quarter sequence which covers the same material as the MTH 91/MTH 95 sequence. Topics include: operations with real numbers, solutions of linear equations and inequalities, graphing lines, and applications of the aforementioned. Prerequisite: MTH 84 or ASSET/COMPASS test placement.

MTH 097

Algebra Review 2 (5)
The second course of a three-quarter sequence which covers the same material as the MTH 91/MTH 95 sequence. Topics include: operations with polynomials, factoring polynomials, solving equations by factoring, exponents, scientific notation, operations with rational expressions, solving rational equations, and applications of all of the aforementioned. Prerequisite: grade of 2.0 or better in MTH 96, or Grade of 1.5 or better in MTH 91, or ASSET/COMPASS test placement, or permission of departmental lead.

MTH 098

Algebra Review 3 (5)
The third course of a three-quarter sequence which covers the same material as the MTH 91/MTH 95 sequence. Topics include: graphs of lines and parabolas, systems of equations, operations with radical expressions, complex numbers, solving quadratic equations, functions and applications of the aforementioned. A grade of 2.0 or better in this class will satisfy the Intermediate Algebra Proficiency requirement for the AA degree. Prerequisite: Grade of 2.0 or better in MTH 97, or ASSET/COMPASS test placement, or permission of departmental lead.

MTH 100

Algebraic Tools for Vocational Application (2)
Designed to introduce the vocational student to the algebraic tools needed to solve problems applicable to their trade. The course contains formulas for the area and volumes of common surfaces and solids, powers and roots, equation solving, methods of approximation, and some statistics. This course does not satisfy the prerequisite requirements for courses requiring MTH 91 or MTH 95. Prerequisite: MTH 84 or ASSET test placement.

MTH 102

Geometric Tools for Vocational Application (2)
Designed to introduce the vocational student to the geometric tools needed to solve problems applicable to their trade. The course contains writing and graphing of equations in two variables (particularly linear equations), solving systems of linear equations, topics from geometry and trigonometry including angles, trigonometric functions, and solving triangles. Throughout the course trades-related problem solving will be emphasized. This course does not satisfy the prerequisite requirements for courses requiring MTH 91 or MTH 95. Prerequisite: Grade of 2.0 or better in MTH 100.

MTH 106

Business Mathematics (5)
Mathematical concepts used in business such as interest, buying, selling, and depreciation. Required by some majors for A.A.S. degree; does not satisfy math requirement for A.A. degree. This course does not satisfy the prerequisite requirements for courses requiring MTH 91 or MTH 95. Prerequisite: MTH 84 or ASSET/Compass test placement.

MTH 108

Math for Early Childhood Education (5)
An elementary introduction to problem solving, fractions and decimals, probability and statistics, geometry and measurement, functions and graphs. Intended for early childhood and para education majors, only. Prerequisite: Math 84 or Asset test placement.

MTH 113

Geometry/Trigonometry [M/S] (5)
Areas and volumes of basic geometric figures, approximations, ratio and proportions, literal equations, scientific notation, vectors, logarithms, complex numbers, trigonometric functions and graphs of trigonometric functions. Recommended for students intending to take PHY 105. Prerequisite: grade of 2.0 or better in MTH 95 or ASSET test placement.

MTH 121

Structure of Elementary Math [M/S] [Q/SR] (5)
An introduction to problem-solving principles and strategies, sets and logic, numerating systems, properties of the real number system and its subsystems, and applications of mathematics. Primarily for elementary education majors. This course satisfies the quantitative skills requirement for the AA degree provided that Math 122 is also successfully completed. Prerequisite: grade of 2.0 or better in MTH 95, MTH 98, or ASSET/Compass test placement.

MTH 122

Informal Geometry/Elementary Teachers [M/S][Q/SR] (5)
An informal approach to the basic ideas of geometry, including construction, congruence and similarity, transformations, symmetry, measurement, and coordinate geometry. This course satisfies the quantitative skills requirement for the A.A. degree, provided that MTH 121 has also been successfully completed. Prerequisite: grade of 2.0 or better in MTH 121.

Mathematics

MTH 123

Algebra, Probability & Statistics for Elementary

Education (5)

An elementary introduction to algebraic reasoning, probability and statistics. Primarily for elementary education majors. When coupled with MTH 121 will satisfy Quantitative Skills distribution requirement for AA degree. Does not apply to distribution requirements in Math/Science unless MTH 121 is also taken. Prerequisite: 2.0 or better in MTH 121.

MTH 130

Math Appreciation [M/S] [Q/SR] (5)

This class is designed for the student who has successfully completed intermediate algebra. The course will attempt to make mathematics enjoyable, practical, understandable and informative using a variety of real-life applications. Topics include: linear, quadratic, exponential and logarithmic models, geometry, tessellations, fractals, logic, interest, annuities, loans, probability and statistics. The class will satisfy the quantitative skills requirement for the A.A. degree. Prerequisite: grade of 2.0 or better in MTH 95, MTH 98 or ASSET-Compass test placement.

MTH 143

Basic Statistics [M/S] [Q/SR] (5)

A course especially suited for the non-physical science major such as business, behavioral sciences, computer science, etc. A study of both descriptive and inferential statistics. It includes measures of central tendency, probability, sampling methods, hypothesis testing, linear regression and correlation. Prerequisite: grade of 2.0 or better in MTH 95, MTH 98 or ASSET/Compass test placement.

MTH 147

Finite Math [M/S] [Q/RS] (5)

Fundamental concepts of mathematics emphasizing appreciation and respect for precise definitions and logical reasoning. A course specially suited for students in the behavioral, managerial and social sciences. Topics include matrices, systems of linear equations and inequalities, finance, probability and counting techniques, game theory, decision analysis and Markov chains. Prerequisite: grade of 2.0 or better in MTH 95, MTH 98 or ASSET/Compass test placement.

MTH 154

Precalculus I [M/S] (5)

Designed to prepare the student for entry into Basic Calculus, MTH 210. Precalculus I together with Precalculus II is designed to prepare the student for entry into the calculus sequence: MTH 231, MTH 232, MTH 233 and MTH 234. The topics include absolute value, complex numbers, linear and quadratic equations, rational, polynomial, exponential and logarithmic functions, inverse functions, theory of equations, and sequences and series. Prerequisite: grade of 2.0 or better in MTH 95, MTH 98 or Asset/Compass test placement. Students completing MTH 154 may not receive graduation credit for MTH 157.

MTH 155

Precalculus II [M/S] [Q/SR] (5)

Precalculus II is the second quarter of the precalculus sequence. Precalculus II is predominantly trigonometry. The topics include trigonometric functions and their inverses, solving triangles, circular functions, identities, conditional equations, complex numbers in polar form, parametric and polar equations, systems of equations, matrices and determinants, and vectors. Prerequisite: grade of 2.0 or better in MTH 154. "Students completing MTH 155 may not receive graduation credit for MTH 157."

MTH 157

Precalculus I & II [M/S] [Q/SR] (5)

Precalculus I & II is a condensed, accelerated combination of Precalculus I and Precalculus II. Selected topics from Precalculus I and Precalculus II are covered in one quarter, allowing the better prepared student to complete the precalculus preparation in one quarter rather than two. The topics include polynomial, rational, logarithmic and circular functions. Also, analytic geometry, complex numbers, vectors, and sequences and series. Prerequisite: grade of 2.0 or better in MTH 95 or Asset/Compass test placement. Students completing MTH 157 may not receive graduation credit for MTH 154 and /or MTH 155.

MTH 210

Basic Calculus [M/S] [Q/SR] (5)

Designed for non-physical science majors such as business, management, behavioral science and social science. Topics include: relations, functions, exponential and logarithmic functions, derivatives and their applications, integrals and their applications, and functions of several variables. Prerequisite: grade of 2.0 or better in MTH 154 or ASSET/Compass test placement.

MTH 231

Calculus with Analytic Geometry I [M/S] [Q/SR] (5)

The first course in the sequence for students whose major field of study requires a full year of calculus. Topics include limits of algebraic and trigonometric expressions, the derivatives of algebraic and trigonometric functions, applications of the derivative, and an introduction to antiderivatives and the definite and indefinite integral. Prerequisites: grade of 2.0 or better in MTH 154 and MTH 155 or MTH 157 or ASSET/Compass test placement.

MTH 232

Calculus with Analytic Geometry II [M/S] [Q/SR] (5)

A continuation of MTH 231. Topics include: applications of the definite integral; differentiation and integration of logarithmic, exponential and inverse trigonometric functions; hyperbolic functions and their inverses, techniques of integration; indeterminate forms and improper integrals. Prerequisite: grade of 2.0 or better in MTH 231 or equivalent.

MTH 233

Calculus with Analytic Geometry III [M/S] [Q/SR] (5)

A continuation of MTH 232. Topics include: infinite sequences and series, conics, parametric equations, polar coordinates, arc length, vectors in two and three dimensions, surfaces, cylindrical coordinates, and spherical coordinates. Prerequisite: grade of 2.0 or better in MTH 232 or equivalent.

MTH 234

Multi-variable Calculus [M/S] [Q/SR] (5)

An introduction to the calculus applied to functions of two or three variables. Topics include functions of several variables, partial derivatives, differentials, directional derivatives, multiple integration, vector fields, line integrals, Green's Theorem, surface integrals, the Divergence Theorem and Stoke's Theorem. Prerequisite: grade of 2.0 or better in MTH 233 or equivalent

MTH 243

Linear Algebra [M/S] [Q/SR] (5)

Designed for the physical science majors in fields such as mathematics, engineering and physics. Topics include vectors, matrices and determinants, lines and planes in 3-space, linear systems, vector spaces, linear transformations, eigenvalues and eigenvectors. Prerequisite: grade of 2.0 or better in MTH 231.

MTH 246

Discrete Structures [M/S] [Q/SR] (5)

This course is an introduction to discrete mathematics, trees, graphs, elementary logic, and combinatorics with applications to computer science. Prerequisite: grade of 2.0 or better in MTH 154. A knowledge of computers and programming would be beneficial but is not required.

MTH 254

Differential Equations [M/S] [Q/SR] (5)

Beginning course in Differential Equations. Topics include first order methods, linear differential operators, Laplace transforms, series methods and numerical techniques. Prerequisite: Mth 233 or equivalent. MTH 233 may be taken concurrently.

Music

MUS 101

Music Theory..... (5)

Courses must be taken in sequence. The melodic, rhythmic and harmonic elements of music through ear-training, sight singing, writing, analysis, and keyboard work. This course should be taken concurrently with MUS 171. Some music background is required. Students with no piano background should take MUS 134 concurrently. Offered Fall Quarter only.

MUS 102

Music Theory..... (5)

Courses must be taken in sequence. The melodic, rhythmic, and harmonic elements of music through ear-training, sight singing, writing, analysis, and keyboard work. Students with no piano background must take MUS 135 concurrently. Prerequisite: MUS 101. Offered Winter Quarter only.

MUS 103

Music Theory..... (5)

Courses must be taken in sequence. The melodic, rhythmic, and harmonic elements of music through writing, analysis, ear-training, sight singing, and keyboard work. Music background is required. Students with no piano background must take MUS 136 concurrently. Prerequisite: MUS 102. Offered Spring Quarter only.

MUS 115

Music Appreciation [H]..... (5)

The study of musical literature from early times to the present. Emphasis on listening and enjoyment through the use of recordings, attendance at concerts, and films.

MUS 116

History of Jazz [H] (5)

The evolution of jazz and the development of black music in white America. This is an intercultural humanities course. Emphasis on listening and enjoyment through the use of recordings, attendance at concerts, and films.

MUS 118

Band(1-2)

Instruction and performance of standard and contemporary wind literature. In all performing groups a maximum of six elective credits may be applied to an A.A. degree.

MUS 122

Applied Music..... (1)

Private lessons on wind, percussion and keyboard instruments. Instruction may be by CBC faculty or by instructors approved by the CBC music department. There may be additional fees charged by the instructor. These courses are intended for students who are pursuing a degree in music.

MUS 123

Applied Music..... (1)

Private vocal lessons. Instruction may be by CBC faculty or by instructors approved by the CBC music department. There may be additional fees charged by the instructor. These courses are intended for students who are pursuing a degree in music.

MUS 124

Applied Music..... (1)

Private lessons on string. Instruction may be by CBC faculty or by instructors approved by the CBC music department. There may be additional fees charged by the instructor. These courses are intended for students who are pursuing a degree in music.

MUS 125

Orchestra (1)

Introduction in and performance of standard orchestral literature. In all performing groups a maximum of six elective credits can be applied to an A.A. degree. Prerequisite: orchestra instrument background and instructor's permission.

MUS 134

Piano Class..... (2)

Group piano instruction for all students interested in beginning piano. Students may take more than one quarter.

MUS 135

Piano Class..... (2)

Group piano instruction for music majors and minors who cannot meet entrance requirements in piano and for all students interested in beginning piano.

MUS 136

Piano Class..... (2)

Group piano instruction for music majors and minors who cannot meet entrance requirements in piano and for all students interested in beginning piano.

MUS 137

Jazz Band(1-3)

Study, rehearse, and perform jazz, commercial, and big band literature. Performances required on and off campus. A maximum of six elective credits from this course can be applied to an A.A. degree. Prerequisite: audition and/or instructor's permission.

MUS 140

Vocal Jazz.....(1-3)

Emphasis on swing and vocal jazz concepts within a performance ensemble. Performances required on and off campus. In all performing groups a maximum of six elective credits from this course can be applied to an A.A. degree. Prerequisite: instructor's permission.

MUS 141

Voice Class (2)

An introduction to the principles of voice production, vocal literature, and vocal techniques.

MUS 142

Voice Ensemble(1-3)

Emphasis on vocal ensemble literature. May include different types of ensembles/styles according to available voicing. Prerequisite: instructor's permission.

MUS 147

Instrument Ensemble (1)

The following ensembles will be organized if enrollment warrants: brass ensemble, woodwind ensemble, string ensemble, and mixed instrumental ensemble. A maximum of six elective credits from this course can be applied to an A.A. degree.

MUS 161

Beginning Folk Guitar (2)

Group guitar instruction in the fundamentals of folk guitar playing for the beginner, including basic strums, chords and note reading.

MUS 162

Intermediate Folk Guitar (2)

Group intermediate guitar instruction for intermediate students. The student will cover various techniques in strumming, picking, movable chords and musical styles; i.e., Calypso, Latin Strum, Bossa Nova.

MUS 171

Ear Training Fundamentals..... (1)

This class will focus on developing the skills to correctly identify major and minor scales, intervals, rhythmic patterns, and triads in root position. This class should be taken concurrently with MUS 101. Offered Fall Quarter only.

MUS 172

Ear Training Fundamentals..... (1)

This class will focus on developing the skills to correctly identify triads in 1st and 2nd inversion, basic chord progressions, and cadences. This class should be taken concurrently with MUS 102. Offered Winter Quarter only.

Music – Nursing

MUS 173

Ear Training Fundamentals (1)

This class will focus on developing the skills to correctly identify seventh chords (both in root position and inversion), diatonic chord progression, and simple melodies containing basic non-harmonic tones. This class should be taken concurrently with MUS 103. Offered Spring Quarter only.

MUS 181

Chorus.....(1-3)

Instruction and performance of standard choral literature from a variety of historical periods and cultures. Performances required on and off campus. Open to all students. A maximum of six credits from this course can be applied to an A.A. degree.

MUS 204

Music Theory..... (5)

Melody harmonization, harmonic dictation, chromatic harmony, advanced modulation, 20th century techniques, and oral composition. Prerequisite: MUS 103. This course should be taken concurrently with MUS 274. Offered Fall Quarter only.

MUS 205

Music Theory..... (5)

Melody harmonization, harmonic dictation, chromatic harmony, advanced modulation, 20th century techniques, and oral composition. Prerequisite: MUS 204. Offered Winter Quarter only.

MUS 206

Music Theory..... (5)

Melody harmonization, harmonic dictation, chromatic harmony, advanced modulation, 20th century techniques, and oral composition. Prerequisite: MUS 205. Offered Spring Quarter only.

MUS 225

Applied Music..... (2)

Advanced private vocal lessons. Instruction may be by CBC faculty or by instructors approved by the CBC music department. There may be additional fees charged by the instructor. These courses are intended for students who are pursuing a degree in music.

MUS 227

Applied Music..... (2)

Advanced private instrumental lessons. Instruction may be by CBC faculty or by instructors approved by the CBC music department. There may be additional fees charged by the instructor. These courses are intended for students who are pursuing a degree in music.

MUS 236

Class Piano/Music Majors (2)

Group piano instruction for music majors who cannot meet keyboard entrance requirements necessary for transfer to four-year institutions or for more advanced students interested in concepts of piano theory. Students may take more than one quarter.

MUS 240

Jazz Theory and Improvisation(1-2)

A combination of jazz theory and improvisation techniques for the small group setting. The emphasis will be on individual solving skills. Performance required at various CBC concerts and jazz festivals.

MUS 242

Advanced Vocal Jazz.....(1-3)

Emphasis on traditional and contemporary vocal jazz concepts in an advanced ensemble situation. Extensive audition required each spring for the following academic year. Performances required on and off campus. A maximum of six credits from this course can be applied to an A.A. degree. Prerequisite: instructor's permission.

MUS 274

Advanced Ear Training (1)

This class will focus on developing the skills to correctly identify chord progressions and melodic dictation. There will also be continued work with Ear Training concepts. This class should be taken concurrently with MUS 204. Offered Fall Quarter only.

MUS 275

Advanced Ear Training (1)

This class will focus on developing the skills to correctly notate chord progressions using inversions, 2-part melodic dictation and identification of chromatically altered chords. This class should be taken concurrently with MUS 205. Offered Winter Quarter only.

MUS 276

Advanced Ear Training (1)

This class will focus on developing the skills to correctly notate chord progressions using inversions and chromatically altered chords, 4-part dictation and identification of scales, chords and progressions as used in 20th century techniques. This class should be taken concurrently with MUS 206. Offered Spring Quarter only.

MUS 281

Advanced Chorus.....(1-3)

Instruction and performance of advanced choral literature from a variety of historical periods and cultures. Performances required on and off campus. A maximum of six credits from this course can be applied to an A.A. degree. Prerequisites: instructor's permission.

Nursing

Associate Degree Nursing

ADN 211

Nursing IV(1-5)

The first course in the second level of the ADN program. Emphasis is on the application of the nursing process in the delivery of nursing care to individuals experiencing acute medical/surgical and psychiatric illness. Classroom and clinical experiences are directed toward increasing the student's knowledge of pathophysiological and psychiatric dysfunctions and developing advanced nursing skills in assessment, planning, and implementation of patient care. Prerequisite: the student must meet minimal requirements for entry into the second year of the ADN Program under the following conditions: an LPN with advanced placement; a student continuing in the nursing program from the first year with a minimum 2.5 GPA in nursing and a 2.0 in all supporting courses; Bio 260/260.1 with a grade of 2.0 or above or concurrent enrollment.

ADN 211

Nursing IV Lab(1-5)

Lab to be taken concurrently with ADN 211.

ADN 221

Nursing V(1-5)

A continuation of ADN 211/211.1. There is continued emphasis on advanced nursing skills as well as leadership, delegation, pharmacological management and critical thinking skills development in both theory and clinical. Prerequisites: ADN 211/211.1 and Bio 260/260.1, with a grade of 2.0 or above.

ADN 221

Nursing V Lab(1-6)

Lab to be taken concurrently with ADN 221.

ADN 231

Nursing VI.....(1-5)

A progression from ADN 221/221.1 with additional physiological and psychological health needs. Concurrent focus on exploration of nursing roles and organizational approach to the delivery of nursing and health care. Clinical experience focuses on the refinement of advanced nursing skills, critical thinking, and leadership abilities. Clinical experiences will assist the student in transition from the classroom to employment. The professional issues will focus on the history and trends of nursing, legal aspects, community health and current political issues concerning nursing. A project reviewing normal pediatric growth and development as well as care of the pediatric client in the health care setting will be required. Prerequisites: ADN 221/221.1; Psych 240 and Soc 101 or concurrent enrollment. All must have a grade of 2.0 or above.



Nursing – Paralegal

ADN 2311

Nursing VI Lab.....(1-8)

Lab to be taken concurrently with ADN 231.

ADN 2351

Nursing Trends Lab(1-2)

A campus laboratory experience designed to allow the Nursing student time to gain proficiency in nursing skills before actual practice in the hospital setting. Students enrolled in the Nursing Program register for this class each quarter. Pass/Fail class. Prerequisite: enrollment in the Nursing Program.

Nursing

NUR 150

Advanced Placement Preparation (11)

The course is offered each summer quarter on a space available basis. Acceptance into the fourth quarter of the Nursing program is contingent upon successful completion of this course.

NRS 111

Nursing I.....(1-7)

Initial course in the Nursing Program. Includes theory and clinical practice in the fundamentals of nursing care and the introduction of the nursing process. Concepts of growth and developmental tasks for all ages and beginning-level professional communication skills are presented. Emphasis is on safety, health maintenance and basic skills development. Prerequisites: admission to the Nursing Program and BIO 221, BIO 221.1 or concurrent enrollment. All must have a grade of 2.0 or above.

NRS 1111

Nursing I Lab.....(1-4)

Lab to be taken concurrently with NRS 111.

NRS 121

Nursing II(1-5)

A continuation of the skills and concepts introduced in NRS 111, NRS 111.1. Introduction of physical and mental illness throughout the life span. The nursing process is used as a framework to develop knowledge and skills needed to care for clients. Clinical experience in acute care and gerontology are a part of the course. Prerequisites: PHAR 101; NRS 111, NRS 111.1; BIO 221, BIO 221.1; BIO 222, BIO 222.1; PSY 101 or concurrent enrollment. All must have a grade of 2.0 or above.

NRS 1211

Nursing II Lab(1-5)

Lab to be taken concurrently with NRS 121.

NRS 131

Nursing III.....(1-5)

A continuation of NRS 121, NRS 121.1 with further exploration of physical and mental illness throughout the life span. Normal labor, delivery and postpartum care are introduced. A continuing and increasing emphasis on the use of the nursing process to plan, deliver and evaluate nursing care in the clinical setting. Prerequisites: BIO 222, BIO 222.1; NRS 121, NRS 121.1; PSY 101, and ENG 101 or concurrent enrollment. All must have a grade of 2.0 or above.

NRS 1311

Nursing III Lab.....(1-5)

Lab to be taken concurrently with NRS 131.

NRS 2351

Nursing Trends Lab (2)

A campus laboratory experience designed to allow the nursing student to gain proficiency in nursing skills before actual practice in the hospital setting. Prerequisite: enrollment in the nursing program.

Nursing Assistant

NA 100

Nursing Assistant..... (1-10)

The NA 100 course includes completion of 37 hours of class work and 50 hours of clinical instruction. These hours are to be completed during one academic quarter. The students that successfully complete the course work and testing will receive a certification of completion from DSHS. There are additional application and state certification fees on order to complete certification. A listing of fees and course requirements are available from the Health Sciences office at (509) 547-0511, ext. 2478.

Practical Nursing

PN 141

Practical Nursing(1-5)

A course designed to be the completion point of the Practical Nurse curriculum. Emphasis is on theory and practice at the Practical Nurse level in the acute care setting. The legal and professional roles of the Licensed Practical Nurse are included. Students satisfactorily completing the course are eligible to write the State Board Examination leading to licensure as an LPN. Prerequisites: NRS 131/131.1; ENG 101. All must have a grade of 2.0 or above.

PN 1411

Practical Nursing Lab(1-7)

Lab to be taken concurrently with PN 141.

Nutrition & Food Science

NFS 111

Nutrition & Food Science [M/S] (5)

Principles of nutrition as they apply to macro-nutrients. Economic, cultural and psychological influences are considered. The need for vitamins, minerals, and special nutritional requirements at different stages of the life cycle and special topics of current concern are included.

Paralegal

PL 101

Intro to Paralegalism(1-5)

Basic paralegal procedures designed to acquaint those interested in the paralegal field with a broader understanding of the judicial process.

PL 103

Civil Procedures 3

This course is designed to familiarize the student with rules of civil procedure in Washington State including: pretrial tasks in the office, through discovery, to the trial and appeal and the role of the paralegal in civil litigation.

PL 104

Criminal Procedures (3)

This course is designed to familiarize the student with rules of criminal procedure in Washington State. This class will begin with constitutional concepts (state and federal) including double jeopardy, right against self-incrimination, right to counsel, etc., how criminal cases are initiated, arrest, search and seizure, exceptions to the warrant requirement, confession procedure, preliminary appearances, pre-trial, trial, verdicts, and post-conviction procedures.

PL 105

Law Office Management (3)

Office management including policies, budgeting, personnel, purchasing, billing, etc., to relieve attorney from routine duties.

PL 107

Interviewing and Investigation (3)

Methods of successfully interviewing clients in a legal setting to put them at ease and obtain the necessary information needed by the attorney.

PL 108

Administrative Law (3)

Class focuses on state and federal administration agencies, their impact, rule-making procedures, growth, accountability, discretion, and judicial review of their actions.

PL 1172

Paralegal Seminar(1-3)

Designed to incorporate into the curriculum special learning opportunities in the field of paralegal studies.

PL 121

Beginning Contract Law (3)

A three-quarter series of courses that study promissory agreements between two or more persons which create, modify, or destroy legal relations. Courses include the study of offer, acceptance, and consideration.

PL 122

Intermediate Contract Law (3)

The study of promissory agreements between two or more persons that create, modify, or destroy legal relations. Courses will include the study of offer, acceptance, and consideration. Prerequisite: PL121 with a grade of 2.0 or better.

PL 123

Advanced Contract Law (3)

The study of promissory agreements between two or more persons that create, modify, or destroy legal relations. Courses will include the study of offer, acceptance, and consideration. Prerequisite: PL 122 with a grade of 2.0 or better.

PL 131

Intro to Torts (3)

A three-quarter series of courses that includes an introduction to the field of personal injury case law. Emphasis on principles such as international injuries, negligent injuries, activities for which one may be held strictly liable and products liability. The student also develops an understanding of the principles of case and tort analysis.

PL 132

Intermediate Torts (3)

Student will develop an understanding of the principles of case and tort analysis. Prerequisite: PL 131 with a grade of 2.0 or better.

PL 133

Advanced Torts (3)

Studying personal injury case law. Prerequisite: PL 132 with a grade of 2.0 or better.

PL 141

Probate Procedures (3)

The study of probate laws, practices, and procedures necessary to probate estates. Special emphasis on the skills necessary for a paralegal to handle probate matters.

PL 142

Community Property Law (3)

A study of the various laws and regulations as they pertain to community and separate property.

PL 143

Trial Preparation (3)

This course explores the use of investigative techniques in both the civil and criminal arenas, including crime scene and physical evidence, civil rules of evidence, and witness location and interviews. The class learns how the evidence gathered may eventually be used in trial through participation in a mock trial.

PL 145

Family Law (5)

The various laws and regulations of community and separate property along with the study of procedures as they relate to the family: substantive practice including dissolution procedures, decrees of invalidity, separate maintenance, property settlement agreements, adoptions, and surrogacy.

PL 146

Paralegal Ethics (3)

This course will explore ethics and the practice of law. Special attention will be paid to ethics for paralegal practice and issues that the paralegal might encounter.

PL 147

Computers in a Law Environment (1)

A course that will assist the student to use standard and specialized computer software to complete legal documents, conduct research, and coordinate paralegal activities. Must be taken currently with PL 147.1. Prerequisite: CA 100 or instructor's permission.

PL 1471

Computers in a Law Environment Lab (1)

A lab that provides an opportunity to have hands on interaction with standard and specialized computer software to complete legal documents, conduct research, and coordinate paralegal activities. This lab is taken with PL 147 course.

PL 150

Introduction to Legal Writing (3)

This is the first of a three-quarter sequence of courses that examine and develop legal research and writing skills. This course examines the fundamentals of legal research and writing. Students become familiar with the American court system, criminal and civil legal process, legal citations, and the law library. Lectures, practical exercises, as well as writing assignments, will be used to assist the students in understanding the topics covered in this course. Prerequisites: PL 101 and English 101.

PL 151

Legal Research & Writing (5)

This is the second course in a series of three courses designed to examine the fundamentals of legal research and writing. The students continue familiarization with the law library and sources of legal information. Application of these sources in the form of practical exercises, research and writing assignments, as well as examinations will be used to assist the student in developing and learning the skills of legal research and writing. Prerequisite: PL 150 with a grade of 2.0 or better.

PL 152

Advanced Legal Writing (5)

This course examines advanced techniques of legal research and writing. Emphasis is on developing advanced research methods and concise legal writing. Students apply research methods in practical applications and in legal writing assignments. Prerequisite: PL 151 with a grade of 2.0 or better.

PL 1972

Internship(1-3)

Supervised learning in a law office or other legal facility. Jobs are planned to give students on-the-job training as legal assistants enabling them to see the practical use of course work they have completed. Prerequisite: at least 45 credits of paralegal courses.

PL 201

Commercial Law (3)

The study of commercial law as it relates to transactions in personal property, commercial paper, mortgages, and other security agreements. Prerequisites: PL 121, PL 122, PL 123.

PL 212

Real Estate & Personal Property (3)

An overview of basic Washington State Real Estate Law, designed to acquaint the student with traditional concepts.

PL 213

Insurance Law (3)

General legal principles relating to motor vehicles, homeowners, commercial property, and multiple line insurance agreements. Emphasis will be on understanding insurance agreements, in particular, relating to the definition of insurable events, and understanding of endorsements, duties of the insured exclusions, and policy limits. Laws relating to the regulation of the insurance industry in Washington State will also be examined.

PL 214

Criminal Law (3)

Examination of criminal justice system, including procedures from arrest to final disposition; study of federal, state, and local laws as they affect the process in criminal court procedures.

PL 215

Bankruptcy Law (3)

Study of the Bankruptcy Act including procedural steps involved in bankruptcy proceedings and wage-earner plans. Attention also given to collection of claims and creditors' rights including enforcement of judgments and remedies.

PL 216

Corporate Law (3)

Study of law, procedures and documents involved in the organization, operation and dissolutions of business entities, with emphasis on corporations.

PL 218

Advanced Criminal Law (3)

Continuation of PL 214, with emphasis on civil procedures as they pertain to the paralegal's duties. Prerequisite: PL 214.

PL 219

Environmental Law (3)

History of environmental law, with emphasis on the inter-relationships between federal, state, and local environmental regulations and requirements. Prerequisites: PL 108 and PL 150.

PL 220

Employee Benefits Law (3)

Survey of employee benefits laws with applications to paralegal work. Prerequisites: 15 credits of 100-level PL courses.

PL 221

Labor Law (3)

Survey of the field of labor law and relations as it relates to paralegal work. Prerequisites: 15 credits of 100-level PL courses.

PL 222

Personal Injury (3)

An advanced course that teaches students how to manage a personal injury case. Prerequisites: PL 103, PL 104, PL 107, PL 131, PL 132, PL 133, PL 143.

PL 225

CLA Prep (3)

This course is offered to assist students in preparing for the Certified Legal Assistant (CLA) Examination sponsored by the National Association of Legal Assistants (NALA).

PL 2972

Advanced Internship (1-2)

Continuation of PL 197.2. Prerequisite: 60 hours of paralegal courses.

Paramedic

PMD 100

PreParamedic Short Term Certificate Lecture (2)

The Pre-Paramedic Short Term Certificate is designed to supplement an EMT's basic field experience. The Short Term Certificate course starts with an introduction course that would review EMT cognitive and psychomotor objectives and lay the groundwork for students to prepare for PMD 100.2 and the Paramedic course. This field experience will focus on primary responsibilities of an EMT.

PMD 1002

PreParamedic Short Term Certificate Practicum (1-6)

The Pre-Paramedic Short Term Certificate includes up to 6 credits of practicum experience, designed to provide the EMT with a minimum number of patient contacts, geared towards establishing a strong EMT basic foundation. The practicum portion of the Short Term Certificate will be accomplished with the local fire department agencies. The practicum will include no more than 110 hours of ride time per quarter in the field.

PMD 201

Paramedic I (6)

This is the first course in a six-quarter sequence intended to prepare the paramedic student in the areas of medical, legal, ethics, roles & responsibilities, principles of Pathophysiology, Pharmacology, intravenous access, and medication administration. The course follows the 1998 DOT National Standard Curriculum for EMT Paramedics, and is designed to give students the foundation to continue training to become eligible to take the National Registry EMT-Paramedic Exam. The lab portion of the course introduces the students to the policies & procedures of the field and hospital internship sites, where students begin in same day surgery performing IV's on patients preparing for surgical procedures. Prerequisite: Acceptance into the program upon application and completion of the oral interview and approval of the Paramedic Program Director.

PMD 2013

Paramedic I Lab (2)

Lab to be taken concurrently with PMD 201.

PMD 202

Paramedic II (6)

The second course in the Paramedic sequence, intended to train the student in the areas of advanced airway management, physical assessment, field assessment, clinical decision-making, documentation, and the assessment and management of respiratory emergencies. The course follows the 1998 DOT National Standard Curriculum for EMT Paramedics, and is designed to give students the foundation to continue training to become eligible to take the National Registry EMT-Paramedic Exam. The lab portion of the course introduces the students to the policies & procedures of the field and hospital internship sites, where they continue to work on their minimum competencies in same day surgery, Operating room, Emergency department as well as beginning their field/ambulance experience. Prerequisite: Completion of PMD 201/201.3 with a grade of 2.0 or above.

PMD 2023

Paramedic II Lab (3)

Lab to be taken concurrently with PMD 202.

PMD 203

Paramedic III (6)

This is the third course in the Paramedic sequence. It provides skills and knowledge necessary to assess and manage medical emergencies specifically: cardiac, neurological, & endocrine emergencies as well as allergies and anaphylaxis. At the completion of this course students will be certified in ACLS. The course follows the 1998 DOT National Standard Curriculum for EMT Paramedics, and is designed to give students the foundation to continue training to become eligible to take the National Registry EMT-Paramedic Exam. The lab portion of the course introduces the students to the policies & procedures of the field and hospital internship sites, where they continue to work on their minimum competencies in the operating room, emergency department, respiratory therapy, cardiac catheterization lab and the intensive care units. Students continue the field/ambulance clinical competencies. Prerequisite: completion of PMD 202/202.3 with a grade of 2.0 or above.

PMD 2033

Paramedic III Lab (3)

Lab to be taken concurrently with PMD 203.

PMD 204

Paramedic IV (6)

This is the fourth course in the Paramedic sequence. It provides skills and knowledge necessary to assess and manage trauma emergencies specifically: mechanism of injury, soft tissue & burn injuries, as well as head, neck, chest, abdominal and other musculoskeletal trauma. The course follows the 1998 DOT National Standard Curriculum for EMT Paramedics, and is designed to give students the foundation to continue training to become eligible to take the National Registry EMT-Paramedic Exam. The lab portion of the course introduces the students to the policies & procedures of the field and hospital internship sites, where they continue to work on their minimum competencies in the emergency department, respiratory therapy, cardiac catheterization lab and the intensive care units. Students continue the field/ambulance clinical competencies. At the end of this course, the areas of neonate and pediatric care will begin, with completion in PMD 205. Prerequisite: completion of PMD 203/203.3 with a grade of 2.0 or above.

PMD 2043

Paramedic IV Lab (3)

Lab to be taken concurrently with PMD 204.

PMD 205

Paramedic V (6)

This is the fifth course in the Paramedic sequence. It provides skills and knowledge necessary to assess and manage special emergencies with neonates, pediatrics, childbirth, geriatrics, behavioral emergencies as well as abuse and assault. At the completion of this course students will be certified in PALS. The course follows the 1998 DOT National Standard Curriculum for EMT Paramedics, and is designed to give students the foundation to continue training to become eligible to take the National Registry EMT-Paramedic Exam. The lab portion of the course introduces the students to the policies & procedures of the field and hospital internship sites, where they continue to work on their minimum competencies in the emergency department, respiratory therapy, cardiac catheterization lab, intensive care units, pediatrics, neonate intensive care unit, obstetrics unit and psychiatric rotations. Students continue the field/ambulance clinical competencies. Prerequisite: completion of PMD 204/204.3 with a grade of 2.0 or above.

PMD 2053

Paramedic V Lab (3)

Lab to be taken concurrently with PMD 205.

PMD 206

Paramedic VI (6)

Sixth and final major course in the Paramedic sequence. The course provides skills and knowledge necessary to assess and manage emergencies of a gastrointestinal, urological, toxicological, or environmental nature. It additionally reviews special considerations of mass casualty, hazardous materials, rescue, and crime scene awareness. Students will also complete a term paper during this quarter, of an approved subject. At the completion of this course, students will complete a term paper and oral presentation. The course follows the 1998 DOT National Standard Curriculum for EMT Paramedics, and is designed to give students the foundation to continue training to become eligible to take the National Registry EMT-Paramedic Exam. The lab portion of the course focuses on the completion of hospital internship, where they continue to work on their minimum competencies in the emergency department, respiratory therapy, cardiac catheterization lab, intensive care units, pediatrics, neonate intensive care unit, obstetrics unit and psychiatric rotations. Students continue the field/ambulance clinical competencies.

PMD 2063

Paramedic VI Lab (3)

Lab to be taken concurrently with PMD 206.

PMD 2103

Extended Paramedic Internship (1-3)

This course is provided to current paramedic students who are working to complete field and/or hospital internship requirements as required by the program. The course follows the National Curriculum for Paramedic Training and is allows the student to complete all requirements, and to become eligible to take the National EMT-P Certification Exam. Prerequisite: successful completion of all previous PMD sequences, with a minimum overall GPA of 2.5. All students must have malpractice insurance.

PMD 235

Professional Issues for the Paramedic (2)

A course designed to provide the Paramedic student the opportunity to explore professional issues important to the success of a certified paramedic. The focus will be upon advanced directives of terminally ill patients, documentation considerations, advanced cardiac life-support skills, and advanced trauma skills and procedures.

Parent Education

PED 085

Parent Infant (1-2)

Parents and infants 0-12 months attend class together once each week in a specially designed infant/toddler environment. Class time is spent in active parent-child interactions and in group discussions lead by parent education instructors. The class helps parents develop realistic age-level expectations, clarify child rearing values, explore methods of child guidance, strengthen family communication, explore contemporary family issues and relax and enjoy their role as parents.

PED 086

Parent Young Toddler (1-2)

Parents and child(ren) ages 12 to 24 months attend class together once a week. A quality early childhood program, taught by an early childhood specialist is offered to the children. Parents assist in the classroom with developmentally appropriate activities. During group discussion lead by a parent education instructor, parents develop realistic age-level expectations, clarify personal child rearing values, explore child guidance techniques and discuss contemporary family issues.

PED 088

Parent-Toddler (1-2)

Parents and child(ren) ages 24 to 36 months attend school together once a week. A quality early childhood program taught by an early childhood specialist is offered to the children. Parents assist in the classroom with developmentally appropriate activities. During group discussion lead by a parent education instructor, parents develop realistic age-level expectations, clarify personal child rearing values, explore child guidance techniques, and discuss contemporary family issues.

PED 089

Co-op Preschool (1-3)

Parents and child(ren) ages 3 to 5 years attend school together one day and the child attends an additional one or two days per week. A quality preschool program taught by an early childhood specialist is offered to the children. Parents assist in the classroom with developmentally appropriate activities. Through observation, participation and discussion with a parent education instructor, parents have an opportunity to better understand their own child and his/her individual needs as well as explore a variety of parenting issues.

Pharmacology

PHAR 101

Pharmacology Math (1-3)

Drug dosage calculations and administration techniques. Emphasis is on mathematic computations for various forms of drug administration utilizing household, metric and Apothecary measurements. Prerequisite: admission to the Nursing Program.

Pharmacy Assistant

PHA 100

Introduction to Pharmacy (2)

Introduction to Pharmacy is designed to provide students with an overview of pharmacy education and practice. The role of Pharmacist and Pharmacy Technician as a member of a health care team will be discussed.

PHA 101

Chemistry for Pharmacy Assistant (2)

This is an introductory course in chemical principles. Previous course in chemistry is not required. This course is designed to fulfill the chemistry requirement for Pharmacy Technician students.

PHA 1011

Chemistry for Pharmacy Assistant Lab (2)

Lab to be taken concurrently with PHA 101.

Pharmacy Assistant – Phlebotomy

PHA 102

Introduction to Human Anatomy and Physiology for Pharmacy Assistants..... (2)

This is an introductory course in basic anatomy and physiology. Previous course in anatomy and physiology is not required. This course is designed to fulfill the Anatomy and Physiology requirement for Pharmacy Technician students.

PHA 103

Pharmaceutical Calculations I (2)

Pharmaceutical Calculations I is the first of a two series course designed to prepare Pharmacy Technicians for pharmaceutical calculations required in pharmacy practice. Mathematical manipulation of fractions, ratio and proportion, conversion systems, formulae and percentages will be discussed.

PHA 104

Materials Management for the Pharmacy Assistant .. (3)

Materials Management for the Pharmacy Technician course is designed to provide students with the basic knowledge of the principles of purchasing, inventory control, records keeping and contract laws.

PHA 110

Basic Pharmaceutics (4)

Basic Pharmaceutics is designed to provide students with fundamental knowledge of different drug delivery systems. This course fulfills the basic pharmaceuticals requirements for Pharmacy Technician students.

PHA 111

Pharmacology for Pharmacy Assistant I (4)

Pharmacology for Pharmacy Technician I is the first of two courses in pharmacology designed to provide students with the knowledge of basic pharmacology. Common drugs used in the treatment of diseases of endocrine systems, gastrointestinal tract, pulmonary, bone and joints will be discussed. Antineoplastic drugs also will be covered.

PHA 112

Pharmaceutical Calculations II..... (2)

The Pharmaceutical Calculations II is the last of a two series course designed to prepare Pharmacy Technicians for pharmaceutical calculations required in pharmacy practice. Dosage calculations involving IV preparations and extemporaneous compounding will be covered in this course. Also, commercial calculations will be discussed.

PHA 113

Pharmacy Law I (2)

Pharmacy Law I & II are designed to provide Pharmacy Technician students with knowledge of Federal and State Pharmacy Laws, Rules and Regulations. This is the first of the two courses in pharmacy laws required for Pharmacy Technician students.

PHA 114

Care and Management of the Patient with HIV

Infection..... (2)

Care and Management of the Patient with HIV Infection is designed to provide students with a general overview of HIV infection and how to manage patients with HIV infection. This course meets the state requirements for mandatory AIDS education.

PHA 115

Introduction to Drug Information..... (1)

Introduction to Drug Information is designed to introduce students to drug information resources and computer application in drug information services.

PHA 116

Over-the-counter Drugs (2)

Over-the-Counter Drugs course is designed to train students on the uses, advantages and disadvantages of different over-the-counter drugs.

PHA 120

Pharmacy Dispensing..... (4)

Pharmacy Dispensing course is designed to provide students with on-campus practical pharmacy training. The course simulates community, hospital and home health care pharmacy practice environment. Students are expected to apply knowledge gained from previous courses.

PHA 121

Pharmacology for Pharmacy Assistant II (4)

Pharmacology for Pharmacy Technician II is the last of two courses in pharmacology designed to provide students with the knowledge of basic pharmacology. Pharmacology of common drugs used to treat infectious diseases, cardiovascular diseases, psychotic disorders, depression, seizure disorders, Parkinson disease and pain will be discussed.

PHA 122

Pharmacy Law II (2)

Pharmacy Law I & II are designed to provide Pharmacy Technician students with knowledge of Federal and State Pharmacy Laws, Rules and Regulations. This is the second of the two courses in pharmacy law required for Pharmacy Technician students.

PHA 1231

Community Pharmacy Practice (4)

Community Pharmacy Practice is designed to provide students with practical experience in all aspects of community pharmacy practice.

PHA 1241

Hospital Pharmacy Practice (4)

The Hospital Pharmacy Practice is designed to provide students with practical experience in all aspects of hospital pharmacy practice. Students will also acquire some experience in home health pharmacy practice.

Philosophy

PHI 101

Philosophy Introduction [H] (5)

A study of the fundamental questions concerning humans and the universe that recur in the history of their thoughts; religion, knowledge, reality, and morality.

PHI 120

Logic [H] (5)

A study of the principles of formal and informal thinking: induction, deduction, and language.

PHI 121

Symbolic Logic [Q/SR]..... (5)

A study of the principles of formal thinking, which includes an analysis of symbolic theory within a context that encourages the development of logical skills. This course can be used as an elective or quantitative reasoning. Previous completion of MTH 95 is highly recommended.

PHI 131

Comparative Religion [H] (5)

A survey of the major religious systems of the world, including Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity, and Islam.

PHI 150

Introduction to Ethics [H] (5)

An introduction to moral concepts; their assumptions, arguments, implications, and practices. Special consideration will be given to topics in the area of medicine, business, war, individual rights and the future.

Phlebotomy

PHLEB 100

Phlebotomy I..... (4)

Phlebotomy classes are scheduled for two consecutive quarters. The first quarter of the class is lecture. A listing of fees and course requirements are available from the Health Sciences office at (509) 547-0511, ext. 2478.

PHLEB 1001

Phlebotomy Lab..... (5)

The second quarter of the class includes 120 hours of supervised clinical experience in 14 various medical facilities throughout the Tri-Cities area. These 120 clinical hours will be arranged by the instructor. Students will need to accommodate the hours of the facility and complete the 120 hours within the quarter. Students that successfully complete both quarters will receive a certification of completion from CBC with academic credit and will be prepared to test with the American Society of Clinical Pathologists (ASCP). This additional licensing test is not included and will cost the student an additional \$75.00.

Physical Education Professional

PEC 1351

Swing Analysis and Strategies..... (2)

A comprehensive study of the individual parts of the modern golf swing with intensive training directed toward precise control and more power. Class meets at Golf Land, Argent & Rd. 42 in Pasco.

PEC 180

Care and Prevention of Athletic Injuries..... (3)

This course includes information on preventative procedures such as taping and bracing. Care of initial injury including American Red Cross certification for Adult CPR and first aid. Rehabilitation and return to activity protocol. This is good information for coaches, athletes, or active people in general.

PEC 235

Fundamentals of Basketball..... (2)

History, fundamentals, practice organization, method of instruction, game preparation, and player evaluation are the main topics for instruction.

PEC 236

Fundamentals of Volleyball..... (2)

This is an introductory course in the history and development of power volleyball. It is also a study of the basic skills and organization of offensive and defensive strategies.

PEC 239

Fundamentals of Golf..... (2)

All elements of basic knowledge of golf fundamentals will be reviewed with emphasis on methods and techniques of golf instruction for individuals or groups.

PEC 242

Theory Basketball..... (2)

Advanced concepts and theory in basketball coaching and continuation of fundamentals of basketball will supply students with up-to-date information concerning fundamentals, practice organization, game preparation, and player evaluation. Prerequisite: PE 235.

PEC 243

Theory of Volleyball..... (2)

Theory of volleyball for prospective coaches and advanced players with the aspects of philosophy, psychology, methods, and organization.

PEC 248

Theory of Baseball I..... (2)

Introduces the student to the complexities of offensive and defensive strategies. A complete review of the mental aspects of individual and team play. Prerequisite: PE 250.

PEC 249

Theory of Golf..... (2)

To introduce the student to the philosophies and strategies involved in golf at all levels. The main objective is to help each student understand and form sound philosophy in teaching and playing the sport. The course will include stroke, match, and best ball strategy and cover weather, game management, and the mental aspects. The complete theory of the mechanics of the golf swing will be investigated and explored with reference to the scientific foundation of the maneuver. Prerequisites: PE 132.1, PE 133.1, and instructor's permission.

PEC 250

Baseball Fundamentals..... (3)

Study of the basics involved in the total offensive and defensive scheme of baseball. Methods of instruction and techniques of performance will be covered along with specific progress drills.

Physical Education

PE 1101

Aerobics Step Training I..... (1)

A low-impact exercise program that involves stepping up and down on a platform of adjustable height to the accompaniment of music, leading to improved cardiovascular conditioning, as well as lower body endurance and strength.

PE 1111

Aerobics Step Training II..... (1)

Continued study and involvement offering a greater level of conditioning through the use of more intense training techniques involved with step training.

PE 1121

Aerobic Dance I..... (1)

Dance steps and routines rigorously executed to increase cardiovascular rate, leading to figure trimming and toning. Records on improvements in pulse rates and pulmonary recovery will be kept.

PE 1131

Aerobic Dance II..... (1)

Continued study and advanced techniques of this activity. Dance steps and routines executed to increase cardiovascular rate. Students test and record improvements in pulse rates and pulmonary recovery. Prerequisite: PE 112.

PE 1141

Aerobic Dance III..... (1)

Advanced study in this activity. Dance steps and routines rigorously executed for improving cardiovascular rate and leading to figure trimming and toning. Improvements will be tested and recorded. Prerequisite: PE 113.

PE 1151

Body Mechanics..... (1)

This course involves special exercise and calisthenics which enhance total fitness, figure improvement, body toning, weight control, and posture.

PE 1171

Yoga I..... (1)

An introductory course to Hatha Yoga. The course will emphasize physical exercises, breathing exercises, and meditation practice.

PE 1181

Step Aerobic Interval Training..... (1)

Using intervals of high intensity exercise followed by recovery periods, this class will combine high and low intensity exercises performed on the floor as well as on the step. Aerobic exercise, power moves, step training, light weight training, and body resistance will be used to introduce the student to the benefits of an interval training program. Greater cardiovascular strengthening as well as muscular strengthening and endurance will be introduced and practiced in this class.

PE 1191

Yoga II..... (1)

A continuation course to a Hatha Yoga practice. The course will include intermediate physical poses, yoga breathing exercises, and selected meditations.

PE 1201

Weight Training I..... (1)

The student will be exposed to theories of weight training. Emphasis will be placed on strength development, muscular endurance, and flexibility. The student will design an individual program with the use of free weights and multi-station machines.

Physical Education – Physical Education

PE 1211

Weight Training II.....(1-2)

An intermediate program with the student designing his/her individual workout program.

PE 1221

Weight Training III.....(1-2)

An advanced program with the student designing her/his individual workout program.

PE 1271

Fitness Center I.....(1-2)

A total fitness program that develops individual fitness levels in cardiovascular training with benefits of weight training to improve muscle tone and physical conditioning. \$10 lab fee required.

PE 1281

Fitness Center II.....(1-2)

A continuation of the total fitness program with more involvement in strength, flexibility, muscle toning, aerobic exercise, and body composition. \$10 lab fee required.

PE 1291

Fitness Center III.....(1-2)

An advanced, self-paced approach to fitness through the use of specialized exercises, multiple weight machines, and aerobic equipment. \$10 lab fee required.

PE 1321

Golf I..... (1)

Basic stroke instruction with all clubs to provide the student with sufficient skill to enjoy playing the game. The rules, courtesies, and safety factors will be taught and tested.

PE 1331

Golf II..... (1)

Techniques on special shots such as sand shots, sidehill, and downhill lies are emphasized. Prerequisite: PE 132.1.

PE 1351

Golf Swing Analysis Strategies..... (2)

A comprehensive study of the individual parts of the modern golf swing with intensive training directed toward precise control and more power.

PE 1401

Softball I..... (1)

Softball I is designed for the beginning softball player. The course offers instruction of basic skills and rules of softball. Skills and knowledge of rules will be tested.

PE 1411

Softball II..... (1)

Designed for the intermediate softball player. Additional work of strategy, individual, and team offensive/defensive techniques will be taught. Skills and knowledge of rules will be tested. Prerequisite: PE 140.

PE 1421

Softball III..... (1)

Designed for the advanced softball player. Additional work of strategy, individual, and team offensive/defensive techniques will be taught. Skills and knowledge of rules will be tested. Prerequisites: PE 140.1 and PE 141.1.

PE 1451

Soccer I..... (1)

Basic individual skills are presented and developed. The international rules are emphasized and a physical conditioning program designed to prepare the student for play is implemented.

PE 1461

Soccer II..... (1)

Soccer II is designed for the intermediate player. Review of the basic skills taught in the beginning course. Additional work on strategy, defensive techniques. Prerequisite: PE 145.

PE 1471

Soccer III..... (1)

Soccer III is designed for the advanced player. Advanced strategy, team defensive, and team offensive techniques will be taught. Skills and rules will be tested. Prerequisite: PE 146.

PE 1481

Jogging I.....(1-2)

Provides cardiovascular improvement, burns body fat, and builds lifetime skills in aerobic fitness. Emphasis on stretching, safety, motivation, and enjoying jogging. Offered for the beginning jogger or walker through the competitive runner.

PE 1491

Jogging II.....(1-2)

Provides cardiovascular improvement, burns body fat, and builds lifetime skills in aerobic fitness. Emphasis on stretching, safety, motivation, and enjoying jogging. Offered for the intermediate jogger or walker through the competitive runner.

PE 1501

Jogging III.....(1-2)

Provides cardiovascular improvement, burns body fat, and builds lifetime skills in aerobic fitness. Emphasis on stretching, safety, motivation, and enjoying jogging. Offered for the advanced jogger or walker through the competitive runner.

PE 1601

Basketball I..... (1)

Beginning skills and strategy, this class is suitable for anyone with a desire to learn the basics of the game, with emphasis on rules and court procedure.

PE 1611

Basketball II..... (1)

The students will expand their knowledge of the skills of basketball, and additional skills will be introduced. Team strategy at a more advanced level will be emphasized. Prerequisite: PE 160.1.

PE 1621

Basketball III..... (1)

Review of advanced basketball skills. Introduction of offensive patterns, defensive sets, and individual style of play. The class will also involve usage of fast break and the transition game. Prerequisite: PE 161.1.

PE 1631

Volleyball I..... (1)

Covers basic skills, court positions, and strategies for beginning sets along with 4-2 and 5-1 offenses.

PE 1641

Volleyball II..... (1)

A continuation of Volleyball I. Intermediate skills, defensive strategies, play sets, and how to play doubles and triples volleyball. Prerequisite: PE 163.1.

PE 1651

Volleyball III..... (1)

Emphasis is on team plan and interaction using and applying all volleyball skills. Prerequisite: PE 164.1.

PE 1811

Swimming I..... (1)

\$10 lab fee required.

PE 1871

Baseball I.....(1-2)

Introduces the student to basic skills of baseball. Student will be given instruction in all phases of game, with main purpose being to gain an understanding of fundamentals. Instructor's permission required.

PE 1881

Baseball II..... (1)

Students will expand their knowledge of the skills of baseball taught at the beginning level. Team strategy will be taught at a more advanced level. Prerequisite: PE 187 and instructor's permission.

PE 1891

Baseball III (1)
Advanced level of skills will be taught, and theory of baseball strategy will be introduced in all phases of the game. Specific drills will be used for development of specialized skills. Prerequisite: PE 188 and instructor's permission.

PE 1901

Cardio Kickboxing I (1)
This course involves the study and implementation of martial art style kicks and punches, along with exercises to enhance flexibility, cardiovascular endurance, and increased stamina.

PE 2011

Exercise and Weights (1)
Combination of activities including plyometrics, agility and speed training, and circuit training. Students participate in a supervised program designed to improve cardiovascular conditioning, core body strength and physical agility.

Physics

PHY 100

Concepts of Physics [M/S] (4)
Introduces the principles and concepts of physics using elementary algebraic procedures. Selected topics from classical and modern physics. Primarily for the non-science major. Prerequisite: MTH 91 or MTH 96.

PHY 1001

Concepts of Physics Lab [M/S] (1)
Lab to be taken concurrently with PHY 100.

PHY 105

General Physics I [M/S] (4)
This course is designed for those students that are not majoring in a four-year engineering or physical science degree. Topics include measurement and units, vectors, motion in one and two dimensions, Newton's laws, work and energy, momentum and collisions, circular motion, gravity, rotational motion. Prerequisite: MTH 113 or equivalent with a 2.0 or higher.

PHY 1051

General Physics I Lab [M/S] (1)
Lab to be taken concurrently with PHY 105.

PHY 106

General Physics II [M/S] (4)
Solids and fluids, thermal physics, laws of thermodynamics, vibrations and waves, sound, electric forces and fields, electrical energy, capacitance. Prerequisite: PHY 105/105.1.

PHY 1061

General Physics II Lab [M/S] (1)
Lab to be taken concurrently with PHY 106.

PHY 107

General Physics III [M/S] (4)
Resistance, direct current circuits, magnetism, inductance, alternating current circuits, electromagnetic waves, reflection, refraction, interference and diffraction of light, mirrors and lenses, optical instruments. Prerequisite: PHY 106/106.1.

PHY 1071

General Physics III Lab [M/S] (1)
Lab to be taken concurrently with PHY 107.

PHY 201

Engineering Physics I [M/S] (4)
Physics for engineering or physical science majors or mechanics. Prerequisite: MTH 231, or equivalent, with a G.P.A. of 2.0 or better.

PHY 2011

Engineering Physics I Lab [M/S] (1)
Lab to be taken concurrently with PHY 201.

PHY 202

Engineering Physics II [M/S] (4)
Mechanics, thermodynamics and electromagnetism. Prerequisite: MTH 232 and PHY 201/201.1.

PHY 2021

Engineering Physics II Lab [M/S] (1)
Lab to be taken concurrently with PHY 202.

PHY 203

Engineering Physics III [M/S] (4)
Electromagnetism and optics. Prerequisite: PHY 202/202.1.

PHY 2031

Engineering Physics III Lab [M/S] (1)
Lab to be taken concurrently with PHY 203.

Political Science

PS 100

American Government [S/B] (5)
A survey of the system and process of American national politics and government; including the structure and function of the executive, legislative, and judicial branches; and the American political party system.

PS 101

Comp Foreign Government [S/B] (5)
A comparative study of the development and transformation of western democratic, communist, and third world political systems and processes.

PS 103

International Relations [S/B] (5)
An examination of various theoretical approaches to international politics, causes of war, approaches to peace, and sources of conflict in the contemporary world.

PS 104

State and Local Government [S/B] (5)
An examination of federal, state, and local government relationships; state executive, legislative, judicial, and political party systems; and forms of local governmental units.

PS 150

Foundations of Political Science [S/B] (5)
An introduction to fundamental concepts and theories in political science. This course uses classic and contemporary works of political thought to deal with basic issues in the study of politics, such as who should rule, and the nature and limits of political authority, and political rights.

PS 151

American Political Thought [S/B] (5)
This course in American Political Thought examines through classical and contemporary texts the crucial, ethical, and philosophical issues that shaped the Founding and continues to be debated up to the modern day.

Psychology

PSY 100

Applied Psychology [S/B] (3)
Designed to meet requirements for students graduating with vocational and technical degrees. The application of psychology in the workplace and the development of human relations skills is emphasized.

PSY 101

General Psychology [S/B] (5)
Introduction to the basic principles of human behavior and mental processes. Some areas of study are personality and learning theory, neurobiology, motivation, cognition, memory, research design and methods.

Reading

PSY 201

Social Psychology [S/B] (5)

Interaction between the individual and the group with emphasis on how the group influences the behavior of individuals. Topics include conformity, aggression, communication, attitudes, attribution processes group dynamics and the social construction of reality.

PSY 202

Intro Abnormal Psychology [S/B] (5)

Explores mental disorders from sociocultural, neurobiological, psychodynamic, cognitive, and behavioral perspectives. Describes maladaptive mental disorders as well as their incidence and treatment. Prerequisite: PSY 101.

PSY 205

Psychology of Adjustment [S/B] (5)

A study of important findings of modern psychology as they relate to adjustment: social development, personality theory, motivation, mental health, and resources for personal growth. No prerequisite.

PSY 230

Human Sexuality (5)

A survey of human sexuality from biological, psychological, sociocultural, and sociobiological perspectives. Topics include sexual orientation, sexual dysfunction, and sexually transmitted diseases.

PSY 240

Developmental Psychology [S/B] (5)

A comprehensive survey of psychological development of the human from conception to death in relation to biological, physical, social and psychological conditions. Prerequisite: PSY 101.

PSY 2972

Field Experience (1-3)

The student will work as a volunteer in a community agency and complete a journal and report (usually 1 credit). Prerequisite: PSY 101 and instructor's permission.

Reading

RDG 079

Spelling (1-3)

This course teaches students how to improve their spelling through the use of spelling rules and in-context exercises. Grading is pass/no credit. Class held in the Learning Opportunities Center (LOC) where instruction is a lab format.

RDG 080

Study Techniques (1-3)

Students become active learners by developing academic study strategies for college. Topics include needs assessments, campus resources, self (time) management, creating a study system, test preparation and taking. This is a directed learning course offered by the Learning Opportunities Center (LOC). Instruction includes textbook and Web activities. \$5 Testing Fee.

RDG 081

Study Techniques (1-3)

Students become active learners by developing academic study strategies for college. Topics include needs assessments, campus resources, self (time) management, creating a study system, test preparation and taking. This is a directed learning course offered by the Learning Opportunities Center (LOC). Instruction includes textbook and Web activities. \$5 Testing Fee.

RDG 082

Study Techniques (1-3)

Students become active learners by developing academic study strategies for college. Topics include needs assessments, campus resources, self (time) management, creating a study system, test preparation and taking. This is a directed learning course offered by the Learning Opportunities Center (LOC). Instruction includes textbook and Web activities. \$5 Testing Fee.

RDG 083

Vocabulary Improvement (1-3)

This developmental vocabulary class teaches students how to increase their vocabulary using an in-context approach. Two levels of text are available, based on reading level. Grading is pass/no credit. Class held in the Learning Opportunities Center (LOC) where instruction is a lab format.

RDG 084

Vocabulary Improvement (1-3)

This developmental vocabulary class teaches students how to increase their vocabulary using an in-context approach. Two levels of text are available, based on reading level. Grading is pass/no credit. Class held in the Learning Opportunities Center (LOC) where instruction is a lab format.

RDG 085

Vocabulary Improvement (1-3)

This developmental vocabulary class teaches students how to increase their vocabulary using an in-context approach. Two levels of text are available, based on reading level. Grading is pass/no credit. Class held in the Learning Opportunities Center (LOC) where instruction is a lab format.

RDG 086

Reading Skills (1-3)

Designed for students needing individualized instruction to improve their proficiency in basic reading skills. After interpreting diagnostic testing in the LOC, the instructor develops a program for each student. Grading is pass/no credit. Class is held in the Learning Opportunities Center (LOC) where instruction is a lab format. For those students whose schedules do not allow for Reading 091, this class serves as an alternate. Prerequisite: minimum ASSET score of 32 or teacher recommendation.

RDG 087

Reading Skills (1-3)

Designed for students needing individualized instruction to improve their proficiency in basic reading skills. After interpreting diagnostic testing in the LOC, the instructor develops a program for each student. Grading is pass/no credit. Class is held in the Learning Opportunities Center (LOC) where instruction is a lab format. For those students whose schedules do not allow for Reading 091, this class serves as an alternate. Prerequisite: minimum ASSET score of 32 or teacher recommendation.

RDG 088

Reading Skills (1-3)

Designed for students needing individualized instruction to improve their proficiency in basic reading skills. After interpreting diagnostic testing in the LOC, the instructor develops a program for each student. Grading is pass/no credit. Class is held in the Learning Opportunities Center (LOC) where instruction is a lab format. For those students whose schedules do not allow for Reading 091, this class serves as an alternate. Prerequisite: minimum ASSET score of 32 or teacher recommendation.

RDG 089

Speed Reading (1-3)

This class is designed to increase reading speed and to improve reading comprehension and vocabulary through the use of computer software. Grading is pass/no credit. Class is held in the Learning Opportunities Center (LOC) where instruction is a lab format.

RDG 091

Reading Skills (3)

Reinforces six essential reading comprehension skills: recognizing vocabulary in context, locating main ideas, understanding supporting details, identifying transitions, making inferences, outlining, and summarizing. This class gives students an opportunity to practice and improve these strategies in a supportive, non-threatening environment. Prerequisite: minimum ASSET score of 32 or teacher recommendation.

RDG 099**College Reading Skills (3)**

Emphasizes four study-reading strategies: preparing to read, comprehending what you read, processing what you read, and proving you understand what you read. Special emphasis is placed on vocabulary development relevant to the social sciences. Prerequisite: minimum ASSET score of 35 or successful completion of Reading 091 or teacher recommendation.

RDG 105**Speed Reading(1-3)**

This class is designed to increase reading speed and to improve reading comprehension and vocabulary through the use of computer software. Class is held in the Learning Opportunities Center (LOC) where instruction is a lab format.

RDG 110**Study Techniques.....(1-3)**

Students become active learners by developing academic study strategies for college. Topics include needs assessments, campus resources, self (time) management, creating a study system, test preparation and taking. This is a directed learning course offered by the Learning Opportunities Center (LOC). Instruction includes textbook and Web activities. \$5 Testing Fee.

RDG 115**Vocabulary Improvement(1-3)**

This class teaches students how to expand their vocabularies with emphasis on Greek and Latin root words. Also included are words often confused and misused, descriptive words, action words, name derivatives and words from various academic disciplines. Class is held in the Learning Opportunities Center (LOC) where instruction is a lab format.

Real Estate

RE 207**Principles of Real Estate.....(1-5)**

An overview of the sale, financing, transfer, and management of real estate, through lectures, discussion, workbooks and video materials. Course completion qualifies for taking the Washington State Real Estate Licensing Exam.

Russian

RUS 101**Russian First Quarter [H] (5)**

Introduction to the Russian language including speaking and listening skills, reading, writing, and grammar and Russian culture including geography, customs, daily life, and heritage. Designed for the novice learner of Russian, with little or no proficiency in the Russian language. Recommended that students have successfully completed at least English 99.

RUS 102**Russian Second Quarter [H] (5)**

Introduction to the Russian language including speaking and listening skills, reading, writing, and grammar and Russian culture including geography customs, daily life, and heritage. Prerequisite: Russian 101 or instructor's permission.

RUS 103**Russian Third Quarter [H] (5)**

Introduction to the Russian language including speaking and listening skills, reading, writing, and grammar and Russian culture including geography, customs, daily life and heritage. Prerequisite: Russian 102 or instructor's permission.

Science

SCI 110**Natural History of the Columbia Basin Region [M/S]. . (3)**

The course will examine basic principles of Biology, Geology, and Environmental Science through an understanding and appreciation of local ecosystems, human activities, and cultural history. The laboratory will include Saturday field trips and subsequent analysis of collected materials. A local emphasis on the role of the Columbia River will include a day long float trip on the Hanford Reach, observing salmon spawning and migratory eagles, and a discussion of natural and cultural history. Topics include Shrub-Steppe ecosystem structure, ornithology, wildlife management, local geology, cultural history, and environmental impacts of the Hanford Site.

SCI 1101**Natural History of Columbia Basin Region Lab [M/S] . (2)**

Lab to be taken concurrently with SCI 110.

SCI 120**Complexity in Human and Natural Systems [M/S] (5)**

A multi-disciplinary course designed to provide both the non-science and science major an understanding of the science of complexity and its application to current environmental problems. This course will critically examine the interconnections between economic, political, social and biological systems. Topics will include discussion of the scientific basis for the analysis of complex systems including the theory of complexity, Gaia theory, Chaos theory, and the science of self-organized criticality, in the context of human and natural systems. Prerequisites: Math 95 and one quarter of one of the following laboratory sciences: Science, Biology, Chemistry, or Physics.

Social Science

SSCI 100**Social Science of American History [S/B]..... (5)**

A survey of core concepts of sociology, psychology, economics, anthropology, and political science applied to American history. The course provides a basic foundation for subsequent social science courses.

Sociology

SOC 101**Intro to Sociology [S/B] (5)**

An introduction to the scientific study of society. Emphasis on relationship of the individual to society, inequality, social institutions, and deviant behavior.

SOC 150**Marriage-Family [S/B]..... (5)**

The family is discussed in broad sociobiological, historical and comparative perspectives. Modern family life is analyzed after conceptual frameworks have been developed.

SOC 160**Gender Studies..... (5)**

Societies create many roles for their members, depending upon technology, organization, and the distribution of power. Some of those roles are assigned on the basis of sex. This course examines the social creation of those gender roles assigned to sex and sexual behavior, and explores the inner life of acting out those roles.

SOC 1972**Field Experience.....(1-3)**

Arrangements will be made for the student to receive actual field experience. The number of hours per week will determine the credit enrollment. Prerequisite: SOC 101 and instructor's permission.

SOC 201**Global Social Problems [S/B] (5)**

Examines conditions that adversely affect the quality of life in the United States. Deviant behavior (crime, alcoholism, drug abuse, sexual deviance, mental illness) and problems of inequality (including poverty, racism, and sexism) will be covered.

SOC 230

Human Sexuality (3)

A survey of human sexuality from biological, psychological, sociocultural, and sociobiological perspectives. Topics include sexual orientation, sexual dysfunction, and sexually transmitted diseases.

SOC 269

Sociology of World Cinema [S/B]..... (5)

This course introduces students to one of the most vital and significant aspects of cultural life in the world. The world cinema is central to an artistic self-awareness that reflects a range of dominant social and cultural issues. Through a number of feature films from the Arab, Iranian, Israeli, Turkish, Chinese, Indian, French, Italian, German, Mexican and American cinema, this course will take these cultural products as the aesthetic expressions of some enduring social, cultural, political, and economic concerns in contemporary world societies. A total of about ten feature films will be shown and discussed in the course of the quarter.

SOC 2972

Field Experience.....(1-3)

Arrangements will be made for the student to receive actual field experience. The number of hours per week will determine the credit enrollment. Prerequisite: SOC 101 and instructor's permission.

Spanish

SPA 101

Spanish-1st Quarter [H] (5)

Introduction to the Spanish language including conversational skills, reading, writing and grammar and Hispanic culture including geography, customs, daily life and heritage. Designed for the novice learner of Spanish, with little or no proficiency in the Spanish language. Recommended that students have successfully completed at least English 99.

SPA 102

Spanish-2nd Quarter [H] (5)

Introduction to the Spanish language including conversational skills, reading, writing and grammar and Hispanic culture including geography, customs, daily life and heritage. Prerequisite: SPA 101 or instructor's permission.

SPA 103

Spanish-3rd Quarter [H]..... (5)

Introduction to the Spanish language including conversational skills, reading, writing, grammar, Hispanic culture including geography, customs, daily life and heritage. Prerequisite: SPA 102 or instructor's permission.

SPA 104

Intensive 1st Year Spanish [H] (15)

An intensive introduction to the Spanish language (including speaking and listening skills, reading, writing, and grammar) and Hispanic Culture (including geography, customs, daily life, and heritage).

SPA 110

Beginning Spanish for Professionals [H]..... (5)

A beginning level Spanish course designed for those who interact with Spanish-speaking people professionally, as customers, clients, patients, or co-workers. This course is also intended for students who intend to follow business, service, legal, or medical professions. The class will begin with basic Spanish language study, followed by activities specifically designed to meet the individual needs and professions of the participants. No previous Spanish is required.

SPA 111

Intermediate Spanish for Professionals [H] (5)

The second level of Spanish for Professionals, is a course designed for those who interact with Spanish-speaking people professionally, as customers, clients, patients, or co-workers. This course is also intended for students who intend to follow business, service, legal, or medical professions. Continuing basic Spanish instruction will be followed by activities specifically designed to meet the individual needs and professions of the participants. Prerequisites: Spanish 110, Spanish 101, or instructor's permission.

SPA 112

Advanced Spanish for Professionals [H] (5)

The third level of Spanish for Professionals, a course designed for those who interact with Spanish-speaking people professionally, as customers, clients, patients, or co-workers. This course is also intended for students who intend to follow business, service, legal, or medical professions. Continuing Spanish language instruction will be followed by activities specifically designed to meet the individual needs and professions of the participants. Prerequisite: SPA 111, SPA 102, or instructor's permission.

SPA 150

Beginning Conversational Spanish(1-5)

Intensive practice in speaking and listening with an emphasis on surviving in everyday situations.

SPA 151

Beginning Conversational Spanish(1-5)

Intensive practice in speaking and listening with an emphasis on surviving in everyday situations.

SPA 152

Conversational Spanish (5)

Intensive practice in speaking and listening with an emphasis on surviving in everyday situations.

SPA 201

Spanish-4th Quarter [H]..... (5)

Extensive practice in all four language skills (reading, writing, speaking, listening). The course includes cultural readings and short stories and an in-depth review of basic Spanish grammar, expansion of basic vocabulary, and a broadening of the student's understanding of Hispanic culture. Prerequisite: SPA 103 or instructor's permission.

SPA 202

Spanish-5th Quarter [H]..... (5)

Extensive practice in all four language skills (reading, writing, speaking, listening). The course includes cultural readings and short stories and an in-depth review of basic Spanish grammar, expansion of basic vocabulary, and a broadening of the student's understanding of Hispanic culture. Prerequisite: SPA 201 or instructor's permission.

SPA 203

Spanish-6th Quarter [H]..... (5)

Extensive practice in all four language skills (reading, writing, speaking, listening). The course includes cultural readings and short stories and an in-depth review of basic Spanish grammar, expansion of basic vocabulary and a broadening of the student's understanding of Hispanic culture. Prerequisite: SPA 202 or instructor's permission.

SPA 205

Spanish for Spanish Speakers [H] (5)

Native or near-native speakers of Spanish will develop and improve reading, writing, and grammar skills in their native language, while learning to appreciate the depth and diversity of Latino culture both in the United States and abroad. Special attention will be given to spelling, accents, grammar, and vocabulary of standard Spanish. Students will also be introduced to a comprehensive and analytical survey of Spanish and Latin American literature.

SPA 206

Spanish For Spanish Speakers [H]..... (5)

Native or near-native speakers of Spanish develop and improve reading, writing and grammar skills in their native language, while learning to appreciate the depth and diversity of Latino culture both in the United States and abroad. Special attention is given to advanced grammar and vocabulary of standard Spanish. Students are introduced to a comprehensive and analytical survey of Spanish and Latin American literature. Prerequisite: SPA 205 or instructor's permission.

SPA 207**Spanish For Spanish Speakers (3rd Qtr) [H] (5)**

Native or near-native speakers of Spanish develop and improve reading, writing and grammar skills in their native language, while learning to appreciate the depth and diversity of Latino culture both in the United States and abroad. Special attention is given to advanced grammar and vocabulary of standard Spanish. Students are introduced to a comprehensive and analytical survey of Spanish and Latin American literature, as well as theoretical and practical approaches in Spanish translating and interpreting. Prerequisite: SPA 106 or instructor's permission.

SPA 250**Intermediate Conversational Spanish(1-5)**

Intensive practice in speaking Spanish for students who have already gained a knowledge of beginning level grammar and vocabulary. Class will be conducted entirely in Spanish. Prerequisite: one year of college-level Spanish, or instructor's permission.

SPA 251**Intermediate Conversational Spanish(1-5)**

Intensive practice in speaking Spanish for students who have already gained a knowledge of beginning level grammar and vocabulary. Class will be conducted entirely in Spanish. Prerequisite: one year of college-level Spanish, or instructor's permission.

SPA 252**Intermediate Conversational Spanish(1-5)**

Intensive practice in speaking Spanish for students who have already gained a knowledge of beginning level grammar and vocabulary. Class will be conducted entirely in Spanish. Prerequisite: one year of college-level Spanish, or instructor's permission.

SPA 260**Spanish Literature Readings (3)**

An introduction to Spanish and Spanish American Literature, with reading selections from a variety of Hispanic authors and discussions of literary movements and periods. Taught entirely in Spanish. Prerequisite: SPA 203 or instructor's permission.

SPA 261**Spanish Literature Readings (3)**

An introduction to Spanish and Spanish American Literature, with reading selections from a variety of Hispanic authors and discussions of literary movements and periods. Taught entirely in Spanish. Prerequisite: SPA 203 or instructor's permission.

SPA 262**Spanish Literature Readings (3)**

An introduction to Spanish and Spanish American Literature, with reading selections from a variety of Hispanic authors and discussions of literary movements and periods. Taught entirely in Spanish. Prerequisite: SPA 203 or instructor's permission.

Speech

SPE 101**Speech Essentials [C] (3)**

This course is recommended for students with no previous speech experience. Students are taught to set a specific purpose for their speech and then to accomplish the purpose they have set for themselves. The course also deals with problems of self-confidence, organizing ideas, developing content, and articulation of ideas. Recommended to be taken in tandem with, or after completing, ENG. 101.

SPE 102**Speech Essentials [C] (5)**

This course is an extended SPE 101 and recommended for students who plan to transfer to a senior institution on a semester system. This course is recommended for students with no previous speech experience. In addition to the goals as stated in SPE 101, the student will develop more poise and self-confidence while performing before the audience. Additionally, interactive communication skills and interviewing techniques are introduced. Credit not granted for both SPE 101 and SPE 102.

SPE 103**Workplace Communication (3)**

This course deals with interviewing techniques, customer service techniques, resolving conflicts, and cultural diversity in the workplace. Students will be able to recognize communication styles and communicate ideas successfully. No prerequisite required.

SPE 110**Communication Behavior [C] (3)**

An introduction to the basic elements that impact our communication with each other. The course is designed to illustrate to the student the reasons for communication failures in two party and small group situations. Among other areas, active listening, conflict communication, self-esteem, and assertiveness will be covered.

SPE 111**Communication Behavior [C] (5)**

This course is recommended for students seeking to improve their communication with friends, family and co-workers. It is designed to heighten the student's awareness of personality styles and communication behaviors and their respective impact on interpersonal and group communication. Credit not granted for both SPE 110 and SPE 111.

SPE 141**Debate I (2)**

Provides investigation and practice in oral problem solving through debate format and impromptu speaking. Includes principles of argumentation and analysis of propositions; use of tests of evidence, reasoning, and logic; detection of fallacies, structure of arguments and methods of refutation and rebuttal. The student is expected to attend a minimum of two debate tournaments. SPE 101 or equivalent recommended.

SPE 142**Debate II (2)**

Provides investigation and practice in oral problem solving through debate format and persuasive speaking. Includes principles of argumentation and analysis of propositions; use of tests of evidence, reasoning, and logic; detection of fallacies, structure of arguments and methods of refutation and rebuttal. The student is expected to attend a minimum of two debate tournaments. SPE 101 or equivalent recommended.

SPE 143**Debate III (2)**

Provides investigation and practice in oral problem solving through debate format and extemporaneous speaking. Includes principles of argumentation and analysis of propositions; use of tests of evidence, reasoning, and logic; detection of fallacies, structure of arguments and methods of refutation and rebuttal. The student is expected to attend a minimum of two debate tournaments. SPE 101 or equivalent recommended.

SPE 260**Multicultural Communications [C] (5)**

Multicultural Communications will teach the student culturally-sensitive methods of identifying basic problems involving communication failures across ethnic and racial settings. The course is designed to encourage participants to explore their own cultural identities in relationship to their cultures and those of others in order to improve the quality of their interpersonal communication skills. They will also learn to apply various multicultural approaches to behavior modification, racism, sexism, the valuing of cultural diversity, collaboration, and the move toward inherent pluralism.

Theatre Arts

THA 1001

Theatre Study Tour(1-3)

Students participate in a field trip experience to attend professional, commercial theatre. Destinations are selected among Ashland, Los Angeles, Seattle, San Francisco, Portland and New York City. Students meet for analysis and discussions before and after attending the planned events. Fees apply. May be repeated for credit.

THA 1051

Rehearsal and Performance(1-3)

Participation in college theatre productions on stage and backstage. After play auditions for each quarter, the class, composed of students selected for cast and production staff positions, will be involved in rehearsals and performances.

THA 1061

Rehearsal and Performance(1-3)

Participation in college theatre productions on stage and backstage. After play auditions for each quarter, the class, composed of students selected for cast and production staff positions, will be involved in rehearsals and performances.

THA 1071

Rehearsal and Performance(1-3)

Participation in college theatre productions on stage and backstage. After play auditions for each quarter, the class, composed of students selected for cast and production staff positions, will be involved in rehearsals and performances.

THA 115

Introduction to Theatre [H] (5)

An exploration of the many facets of theatre and the many creative artists who comprise the theatre arts. The student studies the history of theatre, styles of production, plays, playwrights, directors, actors, critics, and designers.

THA 120

Acting-Beginning (3)

An introductory course in acting fundamentals. Basic fundamentals such as the playing of actions and objectives, imagination, relaxation and concentration will be explored through improvisation, scenework, and the study of theory.

THA 121

Acting-Intermediate (3)

An intermediate studio acting course which is a continuation of THA 120. This course continues its focus on creating a character with internal truth that is presented with an awareness of external craft, including interpretive skills, through a variety of exploratory exercises. Class culminates in performance final. Prerequisite: THA 120 or instructor's permission.

THA 122

Acting-Advanced (3)

An advanced studio acting course which is a continuation of THA 121. This course continues its focus on creating a character with internal truth that is presented with an awareness of external craft, including interpretive skills, through exploration of scenes, monologues and readings. Students will broaden their knowledge of dramatic literature and build their repertoire of audition monologues. Prerequisite: THA 120 and THA 121 or instructor's permission.

THA 1261

Stagecraft(1-3)

A study of the technical aspects of stage craft, and some design, with an emphasis on construction techniques. During lab times, students will gain a working knowledge of shop tools, their application, shop safety and crew protocol.

THA 1271

Stagecraft(1-3)

A study of the technical aspects of stage craft, and some design, with an emphasis on construction techniques. During lab times, students will gain a working knowledge of shop tools, their application, shop safety and crew protocol.

THA 1281

Stagecraft(1-3)

A study of the technical aspects of stage craft, and some design, with an emphasis on construction techniques. During lab times, students will gain a working knowledge of shop tools, their application, shop safety and crew protocol.

THA 130

Stage Movement(1-3)

This course explores various types of movement particularly useful for the stage, inclusive of dance, ballet, and stylized period movement. It is a technique class intended to help the student gain control of his/her body (and thus more effectively use it on stage), and to introduce various skills and functions useful to period plays. May be repeated for credit.

THA 150

Introduction to TV/Film [H] (3)

A general survey of television/film organizations, including broadcasting organizations, business/industrial organizations, cable companies and private production houses. In addition, the history of television and its impact within society will be studied and discussed.

THA 2001

Theatre Study Tour(1-3)

Students participate in a field trip experience to attend professional, commercial theatre. Destinations are selected among Ashland, Los Angeles, Seattle, San Francisco, Portland and New York City. Students meet for analysis and discussions before and after attending the planned events. Fees apply. May be repeated for credit.

THA 215

Survey of Theatre History [H] (5)

This is a survey course that will cover significant trends and innovations throughout theatre history from its inception in ancient Greece through the present. The emphasis, however, will be on early theatre and its development and evolution.

THA 216

Acting for the Camera (3)

Instruction and practice in the basics of acting for both TV and film style productions: playing to the camera, shooting out of sequence, blocking and other production considerations. Prerequisite: THA 120 or instructor's permission.

THA 2201

Acting Studio(1-3)

A professional acting studio which utilizes class performances of scenes and monologues, as well as class discussions of theory. This course will focus on creating a character with internal truth (Stanislavskian-based) that is presented with an awareness of external craft, including interpretive skills. Emphasis will be placed on actor coaching and discovery. Prerequisite: THA 120 or instructor's permission.

THA 2211

Acting Studio(1-3)

A professional acting studio which utilizes class performances of scenes and monologues, as well as class discussions of theory. This course will focus on creating a character with internal truth (Stanislavskian-based) that is presented with an awareness of external craft, including interpretive skills. Emphasis will be placed on actor coaching and discovery. Prerequisite: THA 120 or instructor's permission.

THA 2221

Acting Studio(1-3)

A professional acting studio which utilizes class performances of scenes and monologues, as well as class discussions of theory. This course will focus on creating a character with internal truth (Stanislavskian-based) that is presented with an awareness of external craft, including interpretive skills. Emphasis will be placed on actor coaching and discovery. Prerequisite: THA 120 or instructor's permission.

THA 2251

Children's Theatre Workshop(1-3)

This course is a two-quarter commitment. The first quarter involves adapting and developing material (from stories and original literature) into theatrical presentations. Emphasis is on ensemble acting and improvisation skills. The second quarter focuses on performance through touring area grade schools. Prerequisite: instructor's permission.

THA 2261

Children's Theatre Workshop(1-3)

This course is a two-quarter commitment. The first quarter involves adapting and developing material (from stories and original literature) into theatrical presentations. Emphasis is on ensemble acting and improvisation skills. The second quarter focuses on performance through touring area grade schools. Prerequisite: instructor's permission.

THA 2271

Touring Rep Part I(1-3)

This course is a two-quarter commitment. The first quarter involves casting, language and script study, and rehearsal of the one hour classical play that will be presented to middle and high schools during the second quarter. This course emphasizes ensemble acting, learning how to work with classical text, learning iambic pentameter and other meters, as well as how to act and heighten classical text.

THA 2281

Touring Rep Part II(1-3)

This course is a two-quarter commitment. The second quarter class travels to Washington middle and high schools, performing the previously rehearsed material. Student will learn the challenges and skills of touring theatre, with emphasis on ensemble acting and touring techniques. Prerequisite: THA 227.1.

THA 2431

Stage Costuming(1-3)

An introductory course in the theory and practice of stage costume design and construction.

THA 244

Stage Makeup(1-2)

A course covering the basics of stage make-up design as an extension of characterization. Students will learn the techniques of make-up application, including youth, middle-age, old-age, and specialty make-up.

THA 2461

Stage Lighting(1-3)

A beginning course in the theory and practice of stage lighting. The course is a hands-on approach to design and technical drawing. Lab time involves "hang and focus", crew techniques and protocol, and special projects.

THA 248

Stage Management (2)

A course which examines the work of the stage manager. The course covers the management of the stage and explores the business aspects of the commercial theatre. Emphasis is placed on preparing students for stage managing in the commercial theatre and to prepare him/her to pursue a theatre career with an enlightened view of theatre as a business. Prerequisite: instructor's permission.

THA 250

Directing for the Stage (3)

An introductory course in the theory and practice of directing for the stage. Students explore analysis, interpretation, and concept formulation of dramatic literature. Communication and collaboration is emphasized. Prerequisite: THA 115 or THA 120 or instructor's permission.

Vocational ESL

VESL 084

Health Care Technician (1-18)

This course is designed to teach non-native English speakers the fundamentals of health care terminology and the basics of health care. The course is designed for students interested in improving their language skills (reading, writing, listening and speaking), while focusing on the specific content area of health care. Topics covered include basic medical terms, medical word parts, systems of the body, how to care for children, disease, careers in health care, CPR and first aid and highlights from the history of medicine. Class is offered in a computer lab setting and through online instruction. The class is open to level 3 and above ESL students.

VESL 087

Workplace Skills(1-8)

This course is primarily designed for ESL students who are interested in learning basic keyboarding and computer skills. Subjects taught include fundamentals of English, use of a personal computer and mouse, and training in Word Perfect 6.1 for Windows and other programs. Instruction is individualized. Students progress at their own pace in a lab setting.

Welding Technology

WT 1001

Basic Welding Lab(1-3)

This class is designed for students wanting to explore the welding trade. It is also available for automotive and autobody students to meet their required welding class. The class will provide hands-on demonstrations, as well as personalized instruction of various welding applications including safety, set-up and tear down, and methods of operation for oxy-acetylene, arc welding, and wire feed.

WT 101

Oxy-Acetylene Process (1)

A theoretical approach to give the student an understanding in the areas of oxy-acetylene cutting, welding and brazing of various metals. This class is for the beginning entry level student. Subject matter will focus on background of the process and safety of this process and equipment and its uses.

WT 1011

Oxy-Acetylene Process Lab(1-3)

This course is designed to fit the needs of beginning level students in a variety of process. Oxy-acetylene, Cutting, Shielded Metal Arc Welding, Gas Metal Arc Welding (Mig), Flux Core Arc Welding, and Gas Tungsten Arc Welding. This includes background safety, present concepts applications and methods of operation.

WT 1021

Introduction to Shield Metal Arc Welding(1-9)

An introduction to mild steel arc welding, consisting of manipulative skills using the shield metal arc process with E6010 type mild steel electrode. Prerequisite: Asset test placement with a math minimum of 32 and a reading minimum of 35 or instructor's permission.

WT 103

Fundamentals of Major Processes and Their

Consumables(1-5)

This is the systems' approach to welded design, the design of welded joints and allowable for welds. Arc welding consumables will also be covered. The student will also become familiar with various welding processes.

WT 1031

Advanced Shield Metal Arc Welding(1-9)

This course will develop welding skills to meet AWS and ASME standards using the shielded metal arc process. Prerequisites: WT 101.1 and WT 102.1 or instructors permission.

Welding Technology – Workshop

WT 1041

Shield Metal Arc Welding Certification(1-9)

Advanced development of arc welding skills to meet AWS, WABO, and ASME certification standards using the shielded metal process. Prerequisite: WT 103.1 or the instructor's permission.

WT 1051

Gas Metal Arc Welding (Mig) Certificate(1-9)

An introduction to gas metal arc welding, consisting of manipulative skills using the gas metal arc process. Prerequisite: WT 103, 103.1 or 104.1 or the instructors permission.

WT 108

Fabrication Technique I (1)

This course is designed to aid students in understanding the variables that greatly affect welding fabrication. Prerequisites: WT 103.1 or instructor's permission.

WT 1081

Fabrication Technique I Lab (2)

This course is designed to aid students in understanding the variables that greatly affect welding fabrication. This will also give the students hands-on experience in structural fabrication. Prerequisites: WT 103, 103.1 or 104.1 or 105.1 or the instructor's permission.

WT 1301

Metallic Arc Refresher (1-10)

Designed primarily for tradesmen who need upgrading in shielded metallic arc welding. Includes instruction and practice for up-grading skills, test qualifications and special application. Prerequisite: trade experience. A test may be given to verify experience.

WT 201

Weldability of Metals(1-5)

An introduction to pipe welding using mild steel pipe and the shield metal arc process with E6010 covered electrode. Develop the necessary welding skills and techniques to prepare for certification in accordance with ASME code.

WT 2011

Intro Pipe Welding(1-9)

An introduction to pipe welding using mild steel pipe and the shield metal arc process with E6010 covered electrode. Develop the necessary welding skills and techniques to prepare for certification in accordance with ASME code. Prerequisite: WT 104.1 or 105.1 or the instructor's permission.

WT 202

Welding Inspection(1-5)

This course has been designed to acquaint the student with fundamental information and to help in the preparation for the AWS welding inspector certification examination.

WT 2021

Gas Tungsten Arc Welding (TIG)(1-9)

This course is designed for the welding of plate and pipe using the gas tungsten arc welding (GTAW) process. Instruction will stress developing proper manipulative techniques and skills necessary to certify using the GTAW process. Prerequisite: WT 201.1

WT 2031

Pipe Welding Certification.....(1-9)

This course will have special emphasis on qualification tests for piping and tubing. Prerequisite: WT 202.1

WT 208

Fabrication Technique II..... (1)

This course is designed to aid students in understanding the variables that greatly affect welding fabrication. Prerequisite: WT 202.1 or instructor's permission.

WT 2081

Fabrication Technique II Lab..... (2)

This course is designed to to aid students in understanding the variables that greatly affect welding fabrication. Prerequisites: WT 202, 202.1 or instructor's permission.

WT 2211

Advanced Pipe Welding (9)

Code quality procedures are intended to provide highest level of quality and appearance. These procedures will be developed by using the tungsten inert gas process in ferrous and non-ferrous metals. Prerequisite: WT 211.1. \$10 lab fee required.

WT 2301

Pipe Welding Refresher (1-10)

This course is desinged for tradesmen who need up-grading on pipe welding procedures for employment in the piping field. Includes instruction and practice for upgrading welding test qualifications and special applications. Prerequisite: Trade experience. A test may be given to verify experience.

WT 2302

Pipe Welding Refresher(1-3)

\$10 lab fee required.

WT 2411

Automated Welding Lab(1-5)

This course will provide laboratory time to allow the student to gain experience in the desired area of automated welding. There is a experience in the desired area of automated welding. There is a prerequisite of successful completion of/or currently taking WT 241. \$10 lab fee required.

Women's Studies

WS 155

Womens Cultural Heritage [H] (5)

An introductory course which presents an overview of the contributions women have made socially, politically, and culturally.

WS 160

Women in Literature and Art [H] (5)

A survey of women writers and artists from the 19th and 20th centuries, including the historical background and social context of their works, the intellectual/cultural issues they addressed and their role and influence in society.

Workshop

WKSP 090

First Year Introduction (0)

Introduction to the academic culture, purpose, expectations, resources, procedures and policies. Required for all degree and certificate seeking students prior to enrollment in second quarter of classes.

WKSP 095

First Year Introduction Challenge Exam (0)

Degree or certificate seeking students may elect to complete the mandatory orientation by taking a challenge exam. The challenge exam assesses students knowledge of college, general policy and procedures and resources available to students at CBC. There is a challenge fee of \$25. No more than two retakes allowed on the challenge exam.

Other Information

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Executive Dean, Career Development

Richard Cummins

Interim Executive Dean, Arts & Sciences

Evangelina Galvan Holt

Executive Dean, Skills Enhancement

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Dean, Health Sciences

M.Ed., Heritage College

B.S., Washington State University

Katie Foley (1990)

Dean, Library Services

M.L.S., University of California, Los Angeles

B.A., Whittier College

William McKay (1992)

Dean, Arts & Humanities Division

M.M., University of Texas, Austin

B.A., University of Washington

Deborah Meadows (1979)

Dean, Business & Information Technology/Social Science & Foreign Language Division

Ed.D., International Graduate School

M.Ed., B.S., Ed., University of Idaho

Vacant

Executive Dean, Arts & Sciences

Faculty & Administrative Exempt

Dave Abbott (1985)

English

M.A., B.A., Washington State University

Elizabeth Abadie Green (1998)

Counselor, Worker Retraining

M.A.CN., University of Alabama at Birmingham

B.A., Mississippi State University

Dawn Alford (2001)

Assistant Director for Public Information, College Relations

B.A., Southern University A&M, Baton Rouge

Barbara Anderson (2000)

WorkFirst Training Specialist

B.A., Seattle Pacific University

A.A., Wenatchee Valley College

Rachel Anderson (2001)

Biology

Ph.D., Washington State University

B.A., M.A., California State University – Sacramento

Scott Andrews (2002)

Accountant, Foundation

B.A. Central Washington University

Raul Arambel (2002)

Director, College Assistance Migrant Program/Diversity

M.A., Eastern Washington University

B.A., Pacific Lutheran University

A.A., Columbia Basin College

David Arnold (1998)

History

M.A., Ph.D., University of California, Los Angeles

B.A., Washington State University

Farhad Arshad (2001)

Sociology

A.B.D., Columbia University

M.A., University of Chicago

B.A., Illinois Institute of Technology

Stephen Badalamente (1994)

Librarian

M.L.S., B.A., University of Washington

Janel Baker (2002)

Student Program Specialist

B.A. Washington State University

Kathleen E. Barr (2000)

Human Services

M.S., Eastern Washington University

B.A., Central Washington University

Jeremy Beard (2001)

Sports Information Director/Assistant Athletic Director/Assistant Baseball Coach

B.S. Oregon State University

Kay Lynn Beard (2003)

Psychology

M.S., B.S., Washington State University

Nicole Castilleja Beck (2003)

Health Care Coordinator

B.A., Washington State University

A.A., Columbia Basin College

Toure Bourama (1997)

Mathematics

M.S., Ph.D., University of Paris

Derek Brandes (2002)

Student Retention Director/Women's Assistant /Basketball Coach

B.A., M.A. Washington State University

Mike Brands (1995)

Mathematics

B.S., M.S., Washington State University

A.A.S., Clark College

Janelle Braunwart (2003)

Achievement Coordinator

B.A., Washington State University

Kathy Brault (2003)

Nursing

M.N. & B.S., Washington State University

A.A., Columbia Basin College

Carolina Broderick-Sanchez (2001)

Director, HEP/Migrant Education Even Start

B.A., Western Oregon University

Donna Brouns (1990)

Counselor

M.S., Eastern Washington University

B.S., Washington State University

A.A., Columbia Basin College

Debbie Bruce (1974)

Director, Bookstore Operations

Peggy Buchmiller (1994)

Assist. Dean, Student Programs

M.Ed., Central Washington University

B.A., Washington State University

Gary Bullert (1992)

Political Science

Ph.D., M.A., Claremont Graduate School

B.A., Stanford University

Laura Burns (1999)

Health Science

B.S.N., M.N., Montana State University

A.D.N., College of St. Marys

D. Robert Burroughs (1999)

Music

M.M., B.M., University of Idaho

Donna Campbell (1972)

Executive Dean for Careers

M.N., University of Washington
B.S.N., Washington State University
A.A., Columbia Basin College

Pat Campbell (1993)

Associate Dean for Enrollment Services

M.A., B.A., Humbolt State University
P.P.S. Credential, Humbolt State University

Ronn Campbell (2002)

Drama

M.F.A., Humboldt State University
B.F.A., University of Idaho

Bruce Carter (1993)

Educational Advisor, Multicultural Specialist

B.A., Southwest State University
Northland Community College,
North Dakota State School of Science

Bev Casey (1993)

Counselor, The Resource Center

B.A., M.Ed., Washington State University
A.A., Columbia Basin College

David Cazier (1993)

Music

M.M., B.A., Central Washington University
A.A., Columbia Basin College

Robert Chisholm (1999)

Political Science/History

Ph.D., University of Pittsburgh
B.A., M.A., Queen's University, Ontario, Canada

Leslie Clark (2002)

Director, Dental Hygiene

B.S., Concordia University
A.S., Clark College

Cathy Clary (1987)

Counselor

M.Ed., Washington State University
B.A., Hiram Scott College, Nebraska
CMHC, Certified Mental Health Counselor

Jason Clizer (2001)

ESL

M.A. Gonzaga University
B.A. Eastern Washington University

John Cochran (2003)

Agriculture

Ph.D., Kennedy Western University
M.A., University of Wyoming
B.A., Seattle Pacific University

Noel Commeree (1967)

English/Philosophy

Advanced Study, Whitworth College
University of Washington
M.A., Seattle University
B.A., Central Washington University

Rick Corson (1997)

Criminal Justice Coordinator

M.Ed., Heritage College
B.S., Central Washington University

Judith Cox (1998)

Paraeducation Coordinator/Early Childhood Education

B.A., Dominican University, River Forest, Illinois

Teri Cox (1984)

Payroll and Benefits Director

A.A., Columbia Basin College

James Craig (1998)

Art

M.F.A., University of Montana
B.F.A., Florida Atlantic University

Antonio Cruz (1996)

Spanish

B.A., M.A., Washington State University

Richard Cummins (1990)

Interim Vice President for Instruction

M.F.A., University of Arizona
B.A., University of Cincinnati

Pat Dalpiaz (1995)

Learning Opportunities Center/Adult Basic Education

M.Ed., Heritage College
B.A., Washington State University

Bruce Davis (2002)

Counselor, Small Business Development

Melisa DeHaan (1985)

Computer Science

B.A., Washington State University
A.A., A.A.S., Columbia Basin College

Carrie Wester DeLeon (2000)

Counselor

M.Ed., Washington State University
B.A., University of Massachusetts
A.A., Endicott College

Santos DeLeon (2000)

Advocacy Specialist, Gear-Up

Jerry Delich (1994)

Psychology

Advanced Studies, U.S.A.F. Aeromedical
Research Laboratories
M.S., B.S., Washington State University
Clark Community College

Brian Dexter (1999)

Network Manager, Information Services

A.A. Columbia Basin College

Theo Dobie (1989)

Director, Student Employment/Career Employment Services

M.Ed., Heritage College
B.S., Moorhead State University

Debbie Dougan (1999)

Gear-Up Director

M.A., Central Missouri State University
B.A., Eastern Washington University

Dave Dunterman (1980)

Athletic Director, Physical Education

M.A., Eastern Washington University
M.P.E., Idaho State University
B.S., Whitman College
A.A., Walla Walla Community College

Julia Epperly (1994)

ESL

M.A., Washington State University-Tri-Cities
B.A., University of California, Davis
San Jose State University

Amy Esterhuizen (1996)

Director, Student Programs

M.Ed., Educational Administration, Washington State University
B.S., University of Wisconsin, Stout

Carolyn Fazzari (2001)

Coordinator, Parent Education

B.A. Eastern Washington University

Jeanette Filan (2002)

Dental Hygiene

B.S., Eastern Washington University

Cheryl Fix (1977)

Nursing

M.S., University of Portland
B.S.N., Mary College

Katie Foley (1990)

Dean, Library Services

M.L.S. University of California, Los Angeles
B.A., Whittier College

Curt Freed (1994)

Dean, Health Sciences

M.Ed., Heritage College
B.S., Washington State University

Jay Frichette (1968)

Associate Dean, Career Development

A.A.S., Columbia Basin College
Journeyman Automotive Technician

Margaret Gamon Bartrand (1992)

Mathematics

Ph.D., M.S., Washington State University
B.A., Whitman College

Rolando Garcia (2002)

Outreach Specialist/Women's Assistant Basketball Coach

B.A., Northwest Nazarene University
A.A., Columbia Basin College

Roy Garcia (2002)

Counselor, College Assistance Migrant Program

M.Ed., Heritage College
B.A., Northwest Nazarene University

Faculty & Staff

Robert Garza (2002)

Specialist, College Assistance Migrant Program

A.A., Columbia Basin College

Carol Gassman (1998)

Chemistry

M.S., B.S., Virginia Polytechnic Institute and State University

Cruz R. Gonzalez (2000)

Development Specialist, Historically Underutilized Business

B.S., Central Washington University

Karen Grant (1981)

Chemistry

M.S., University of Wisconsin

B.S., Bates College

Mike Grinnell (1977)

Assistant Vice President for Fiscal Operations

B.A., Eastern Washington University

Mary Valdez Gutierrez (2000)

Counselor

Faculty Fellow, U.S. Department of Agriculture

M.Ed., Heritage College

B.A., Washington State University

Shanna Halsey-Corson (1997)

Coordinator, Assessment Center

B.A., Washington State University

Sharon Harris (1993)

Biology

M.S., B.A., Central Washington University

B.A., Central Washington State College

Rhody Hayes (1982)

Auto Body Technology

A.A.S., Columbia Basin College

Journeyman Collision Technician

Reid Helford (1981)

Sociology

M.A., Ph.D., Loyola University Chicago

B.S., University of Kentucky

Charles E. Henry (1981)

Computer Science

M.S., Washington State University

B.S., Oregon State University

A.A.S., Columbia Basin College

Robert Hindes (2003)

Agriculture

M.A. & B.S., Central Washington University

B.S., Oregon State University

Mary Hoerner (1987)

Nursing Coordinator

M.N., NP-C, ARNP, Washington State University

Gene Holand (1981)

Business Administration

Advanced Studies, Heritage College

B.A., Eastern Oregon State University

A.A., A.A.S., Columbia Basin College

Cheryl Holden (2002)

Running Start Coordinator/Women's Head Basketball Coach

B.A., Central Washington University

Melissa Holmes (1999)

English

M.A., Western Washington University

B.A., Western Washington University

Evangelina Galvan Holt (1999)

Vice President for Diversity and Development, Executive Dean Basic Skills

M.P.A., University of Washington

B.A., University of Washington

Tracy Horntvedt (1999)

Nursing

B.A., B.S.N., Washington State University

ADN, Columbia Basin College

Randall Hubbs (1987)

Music

B.A., M.A., Central Washington University

Ed Hue (1977)

Welding Technology and Apprenticeship Coordinator

Journeyman Welder

Advanced Study, Columbia Basin College

Gwendolyn James (2000)

English

B.A., M.A., Eastern Washington University

A.A., Community Colleges of Spokane

Madeline Jeffs (2000)

Vice President For Student Services

B.A., M.A., Ph.D., Michigan State University

Stephen Jette (1998)

Engineering Technology

M.S., Montana State University

B.S., University of Montana

Manjushree Jindal (2000)

Mathematics

M.S., California State University at Hayward

M.S.C., Punjabi University, India

Kay Johnston (1998)

Administrative Office Technology

M.A., Washington State University

B.S., Colorado State University

R. Ty Jones (1999)

System Analyst

B.A./B.S. Brigham Young University

Gary Key (1998)

Business/Assistant Baseball Coach

M.B.A., University of Dallas

B.S., Arkansas Polytechnic University

Judi Knutzen (1997)

Director, Institutional Research and Marketing

B.A., M.B.A., City University

A.A., Skagit Valley College

Lon B. Kongsli (1980)

Director, Career/Transfer Center

Counselor/Instructor

M.Ed., Heritage College

B.T., A.T., Oregon Institute of Technology

Michael Lee (1999)

English

M.A., Western Washington University

B.A., University of Idaho

Ruben Lemos (1988)

Assistant Vice President for Human Resources

M.A., Whitworth College

B.A., Central Washington University

Jerry Lewis (1993)

Webmaster

B.A., University of Washington

Tara Lewis (1996)

Director, Accounting Services

M.B.A., Washington State University

B.S., Accounting, Central Washington University

Nina Liebler (1991)

Learning Opportunities/Adult Basic Education

M.A., Washington State University

B.S., Pennsylvania State University

Jim Lynch (1989)

Biology

D.V.M., Washington State University

M.S., University of Idaho

B.A., Oakland University

Charles Malone (1975)

Accounting/Economics

M.B.A., Gonzaga University

B.A., Eastern Washington University

Certified Public Accountant

Lupe Martinez (1993)

Administrative Office Technology Coordinator

B.A., Eastern Washington University

Matt Mathesius (1993)

English/Humanities

M.A., B.A., Western Washington University

Community Colleges of Spokane

Tracy McDowell (1996)

Welding Technology

A.A.S., Columbia Basin College

William McKay (1992)

Dean, Arts, Humanities, P.E./Health Education Division

M.M., University of Texas at Austin

B.A., University of Washington

Laurie McQuay-Peninger (1998)

Director, Title III Programs

M.P.A., B.A., Eastern Washington University
B.A., Pacific University

Deborah Meadows (1979)

Dean, Business & Information Technology/Social Science & Foreign Language Divisions

Ed.D., International Graduate School
M.Ed., B.S., Ed., University of Idaho

Paul Meier (1981)

Mathematics

M.S., University of Idaho
B.S., Eastern Illinois University

Marisela Mendoza (2002)

Recruitment and Achievement Specialist, Agriculture Science

B.S., National University of Mexico

Louise Meyers (1979)

Administrative Assistant to the President

Jesse Mickelson (2001)

Mathematics

M.S., Washington State University
B.S., Washington State University

Shirley Moffitt (1991)

Nursing

M.S.N., Bellarmine College, Louisville
A.D.N., B.S.N., Eastern Kentucky University

Meg Molton (1980)

Associate Dean, Basic Skills

Director, Early Childhood Education

M.Ed., Heritage College
B.A., University of Birmingham
Coventry College of Education, England

Pamela Morris (2000)

Nursing

M.A., California School of Professional Psychology
B.A., Idaho State University
B.S.N., Washington State University
A.D.N., Columbia Basin College

Frank Murray (2000)

Director, Communications

B.A., Washington State University

J. J. Morales (2000)

Cohort Coordinator, Gear-Up

Kathleen Neary (2002)

Coordinator, Small Business Development

Tom Nguyen (2001)

Tutor Coordinator, Upward Bound

B.A., Washington State University

Eric Nilson (2003)

Paramedic Coordinator

B.A., Washington State University

Joyce Oates (1993)

Counselor, LOC

M.A., University of Oregon
B.A., University of Hawaii
Kapiolani Community College
Certified Rehabilitation Counselor

Janet Ogden (2002)

Dental Hygiene

B.A., Antioch University

Gary Olson (1981)

Mathematics

M.S., B.A., Western Washington University

Janet O'Neill (1990)

Associate Director, Financial Services

B.S., Oregon State University
B.A., Eastern Oregon State College

John Patrick (1979)

Physical Education/Head Volleyball Coach

M.Ed., University of Oregon
B.S., Oregon State University

Dennis L. Pearson (1977)

English/Reading

Advanced Study, M.A., B.A., Central Washington University

Robert Pedersen (1992)

Writing Center/English

M.A., B.A., Washington State University

Lupe Perez (1990)

Administrative Assistant - Instruction

Jo Ellen Peters (1997)

Planned Giving Office, Foundation

B.S., University of Idaho

Tracy Petre (2002)

Art

M.F.A., University of Cincinnati
B.A., M.A., Central Washington University

Gregory Pierce (2001)

Art

M.F.A., San Diego State University
B.A., New York State College of Ceramics/Alfred University

Karin Pierce (2004)

Esvelt Gallery Coordinator

M.A., University of Michigan
B.A., William Smith College

Drew Proctor (1994)

Librarian

M.L.S., University of Maryland
B.S., University of Nevada

Virginia Quinley (1983)

Speech, Theatre Coordinator

M.A., B.A., Washington State University

Cecilia Ramon (2000)

Administrative Assist., Diversity

Cecilia Ratliff (2000)

Director, Student Financial Services

M.Ed., Heritage College
B.A., Oregon State University

Richard Reisinger (2004)

Director, Business Development

M.B.A., University of Portland
B.A., University of Washington

Debbie Risk (1998)

Director, Fund Development, Foundation

Churairat Tym Robbins (1993)

Computer Science

M.Ed., Heritage College
B.S., Washington State University
B.Ed., Srinakarinwirot University

Nancy Roe (1997)

Enrollment Support Specialist

Scott Rogers (1997)

Physical Education/Head Baseball Coach

B.Ed., M.A., Gonzaga University
A.A., Bellevue Community College

Devonne Roth (2001)

Coordinator, Workfirst

Bryan Rufener (2000)

Tutor Coordinator, TRIO

B.A., Washington State University

Tony Sako (1995)

Computer Science

B.S., University of Washington

Frank Salinas (2001)

Advisory Specialist, GEAR UP

Susan Sandmeier (1989)

Learning Opportunities Center/Adult Basic Education

M.Ed., Eastern Washington University
B.A., University of Oregon

Barbara Sandness (1995)

Spanish

M.A., Advanced Studies, University of Wisconsin
B.A., University of Iowa

Sally Sandoz (1996)

Learning Opportunities Center/Adult Basic Education

M.A. Eastern Washington University
B.A. Willamette University

Bill Saraceno (1985)

Vice President, Administration

M.B.A., Nova University
B.S., Eastern Oregon State College
Gonzaga University

Faculty & Staff

Dean T. Schau (1986)

Economics

M.A., Washington State University
B.A., Central Washington University

Marja Schlosser (1987)

Physics

M.S., Purdue University
B.S., Fairleigh Dickinson University

Lane Schumacher (2002)

Educational Advisor/Head Men's Basketball Coach

B.A., M.Ed., Northwest Nazarene University

Sharon Schwenk (1988)

Mathematics

M.A., Central Michigan University
B.A., University of Idaho

Brad Sealy (1999)

English

M.S., Instructional Technology, Boise State University
M.A., English, University of North Carolina
B.A., English, University of California

David Shaw (2003)

Special Advisor/Human Resources

M.P.A., Howard University
B.A., American University

Aissata Sidibe (1995)

Physics

M.S., University of California Davis
B.S., M.S., University of Abidjan

Melody Sims (2002)

Recruitment & Advising Specialist, Health Sciences

B.A. University of Iowa

Anita Smith (1994)

Learning Opportunities Center/Adult Basic Education

B.A., M.Ed., Eastern Washington University

Betty Stallworth (2000)

Cohort Coordinator, Gear-Up

B.A., Eastern Washington University

Donna Starr (1995)

Information Services Coordinator

B.S., Computer Science, Washington State University

Philip Stroh (1999)

Welding

Journeyman Welder

Adan Suarez (2001)

Associate Director, HEP

M.Wd., WSU Tri-Cities
B.A., Eastern Washington University
A.A., Columbia Basin College

Yongsheng Sun (1994)

Vocational ESL

M.Ed., Heritage College
M.A., B.A., Inner Mongolia Teachers' University

Mark Taff (2000)

Anthropology/Psychology

Ph.D., M.A., B.A., U.C., Berkeley

Teresa Thonney (1986)

English

M.A., B.A., Eastern Washington University

Lee Thornton (1995)

President

Faculty fellow, Yale University
Ph.D., Michigan State University
M.A., University of Colorado
B.S., University of Wisconsin
A.A., Kendal College, Illinois

Adan Tijerina (1992)

Director, Trio Program

M.Ed., Washington State University
B.A., Western Washington University
CMHC, Certified Mental Health Counselor

Elvin Trusley (1998)

Automotive

A.A.S., Columbia Basin College
A.S.E. Heavy Duty Truck Mastery Certified

Kim Tucker (1997)

Nursing

M.N. School of Nursing, Washington State University
B.S.N., Intercollegiate Center for Nursing Education, Washington State University

Gene Tyssen (1979)

Counselor

M.A., Ph.D., Washington State University
B.A., Moorehead State University

Sheryl Valdez (2000)

WorkFirst Training Specialist

B.A., Washington State University
A.A., Columbia Basin College

Judith Van Schoiack (1985)

Nursing

P.N.P., University of Washington
B.S.N., Washington State University

Susan Vega (1989)

Director, Upward Bound

M.Ed., Education Administration, Washington State University
B.A., Eastern Washington University
A.A., Columbia Basin College

Elia Villarreal (1990)

Counselor/Tutor Coordinator, Student Support Services

M.Ed., Heritage College
B.A., Eastern Washington University
A.A., Columbia Basin College

Stacy Vladimiroff (2000)

Fitness Center Coordinator/Assistant Volleyball Coach

M.P.E., Emporia State University
B.S., Eastern New Mexico University
A.A., Columbia Basin College

Daniel Von Holten (2000)

Automotive

Jennifer Von Reis (2000)

Biology

M.S., California Polytechnic State University
B.S., University of Michigan

Debbie Wagar (2003)

Instructional Services Coordinator, Migrant Evenstart

M.A. Washington State University
B.A. Central Washington University

Clifford Wakeman (1994)

English/Humanities

Advanced studies, University of Nebraska
M.A., San Francisco State University
B.A., University of California
A.A., Modesto Junior College

Carol Walker (1989)

Geology

M.S., Western Oregon State College
B.S., Oregon College of Education

Cynthia Walker (2001)

Director, Tech Prep

A.A., A.A.S., Columbia Basin College

Robert Walker (1999)

Machine Technology

A.A.S., Walla Walla Community College

Tammy Wend (2001)

Business Instructor

B.S., M.P.A.C., Montana State University
Certified Public Accountant

Scott Wilburn (1985)

Director, Graphics

Ken Williams (1997)

Fire Science

A.A.S., Columbia Basin College

Shirley Willis (2003)

Administrative Office Technology

M.B.A., University of Tennessee
B.S., Knoxville College

David Winn (1999)

Computer Science

A.A.S. Computer Science, Columbia Basin College

Tracy Witeck (1994)

Administrative Assistant to Vice President/Administration

Debbie Wolf (1999)

Computer Science

B.A., Washington State University
A.A.S., Columbia Basin College

Tom Woodall (1990)

ESL

*M.A., Monterey Institute of International Studies
B.A., University of Washington*

Margaret Woods (1991)

Sociology/History

M.A., B.A., Washington State University

Paige Wyatt (1996)

Engineering

*M.S., Washington State University
B.S., Oklahoma State University*

Carol Wysocki (1995)

Accounting

*M.B.A., Washington State University
B.S., Eastern Oregon University
B.S., Iowa State University
Certified Public Accountant, Certified Management Accountant*

James I. Yates (1980)

Counselor

*Advanced Study, Washington State University
M.S., B.A., Eastern Washington University
A.A., Columbia Basin College
Washington State Registered Counselor*

Ying Yu

Librarian

*M.S., University of Illinois Urbana-Champaign
B.A., Shaanxi Normal University*

Limin Zhang (1993)

Mathematics

*Ph.D., Washington State University
M.S., B.S., Northeast University of Technology*

Emeriti

Al Anthis

Machine Tech

Pat Armstrong

Nursing

Steve Baer

Music

Sully Bayless

Business

Darrell Beers

Political Science

Russ Beyers

English

Don Bogenberger

Speech

Darryl Boone

Humanities

William Bruer

Social Sciences

Morse Clary

Art

Terry Crabb

Music

Jim Corkrum

Agriculture

Gary Culbert

Welding Tech

Larry DeWitt

Radiological Protection

G. Richard Dibble

Business

Fred Dixon

Theatre

Gerry Emery

Business Technology

Fred Esvelt

President Emeritus

Marlin Friedrich

Social Science

Kae Fullagar Hopkins

Business Tech

Frances Gleason

Nursing

Charles Greer

Welding

Charles Halbert

Counseling

Bonnie Hart

Counseling

Mary Alice Hawkins

English

John Howard

Physical Education

Mollie Hungate

Humanities

Bill Jordan

Carpentry

Harlen Jorgenson

Autobody

Richard Kallsen

Engineering Technology

Christine King

Humanities

Harry Kleine

Mathematics

Jeanne Luhman

Home Economics

Lloyd Lund

Accounting

Arlene Macy

Librarian

Richard Manke

Engineering Technology

Ted Neth

Art

Marilla Petersen

Nursing

Jerry Selvig

Mathematics

Joan Sherwood

Library

Jean Thompson

Library



ACADEMIC CALENDAR 2004 - 2005

2004 - 2005 Instructional / Faculty Days				
	2004	2005		
	Fall	Winter	Spring	Summer
Instructional	54	53	54	39
Faculty	59	53	54	39

September 2004						
Su	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2004						
Su	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2004						
Su	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2004						
Su	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2005						
Su	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2005						
Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2005						
Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2005						
Su	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2005						
Su	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2005						
Su	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2005						
Su	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2005						
Su	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Evening classes will meet Presidents Day February 21, 2005.

rev. 4/03

Beginning of Quarter		End of Quarter		Holiday (College Closed)		Employee Inservice (non attendance for students)		Commencement Graduation		Advising Day		Final Exams	
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Columbia Basin College, 2600 North 20th Avenue, Pasco, WA 99301 - (509) 547-0511 - <http://www.columbiabasin.edu>



ACADEMIC CALENDAR 2005 - 2006

2005 - 2006 Instructional / Faculty Days				
	2005	2006		
	Fall	Winter	Spring	Summer
Instructional	54	55	54	39
Faculty	59	55	54	39

September 2005						
Su	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2005						
Su	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2005						
Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	No Classes	No Classes	No Classes	24	25	26
27	28	29	30			

December 2005						
Su	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2006						
Su	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2006						
Su	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2006						
Su	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2006						
Su	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2006						
Su	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2006						
Su	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2006						
Su	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2006						
Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Evening classes will meet Presidents' Day February 20, 2006.

rev. 4/04

Beginning of Quarter		End of Quarter		Holiday (College Closed)		Employee Inservice (non attendance for students)		Commencement Graduation		Advising Day		Final Exams	
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Student Body offices (ASB)	H bldg.
Theatre	P bldg.
Women's Resource Center	H bldg.
Writing Center	B bldg.

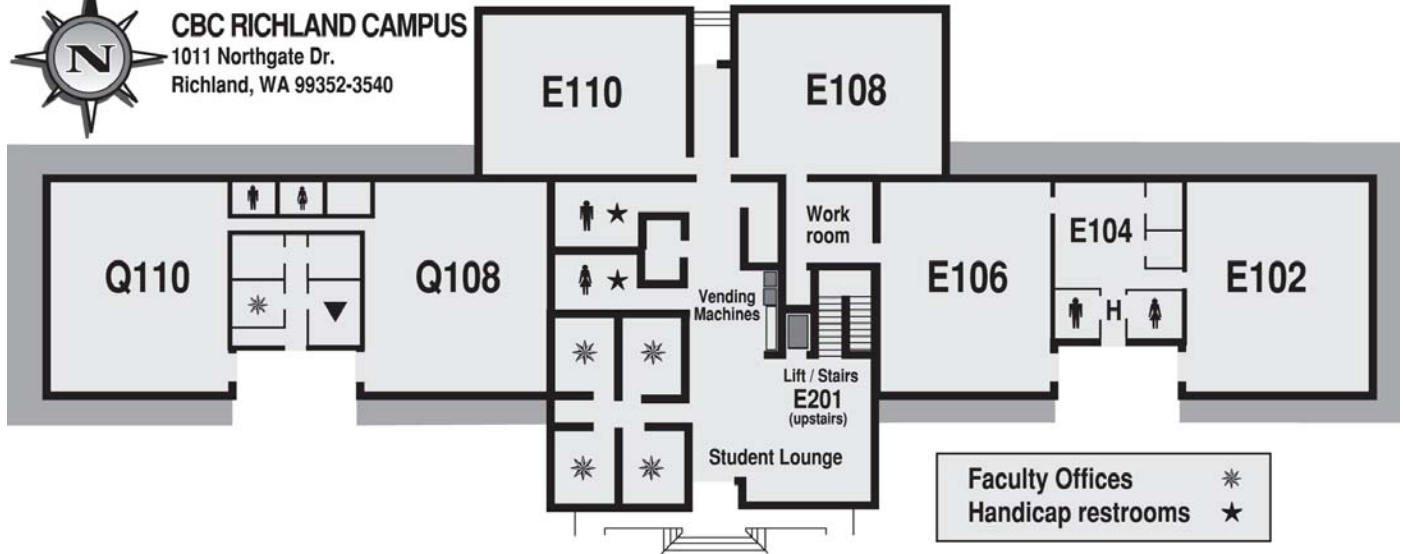
A	Administration bldg.
AF	Foundation Building
B	Business bldg.
BC	Carpentry bldg.
C	Classroom bldg.
D	Gymnasium
G	Student Services (HUB)
H	Industrial complex
I	Security bldg.
J	Karchner Ag. Tech. bldg.
K	
L	Library
M	Maintenance
M-1	Maintenance annex
M-2	Grounds Maintenance
N	Garco Ag. Tech. Center
P	Performing Arts bldg.
S	Science bldg.
T	Technical education
U	Utility bldg.
V	Vocational bldg.
W	CH2M Hill Technology Center

W CH2M Hill Technology Center

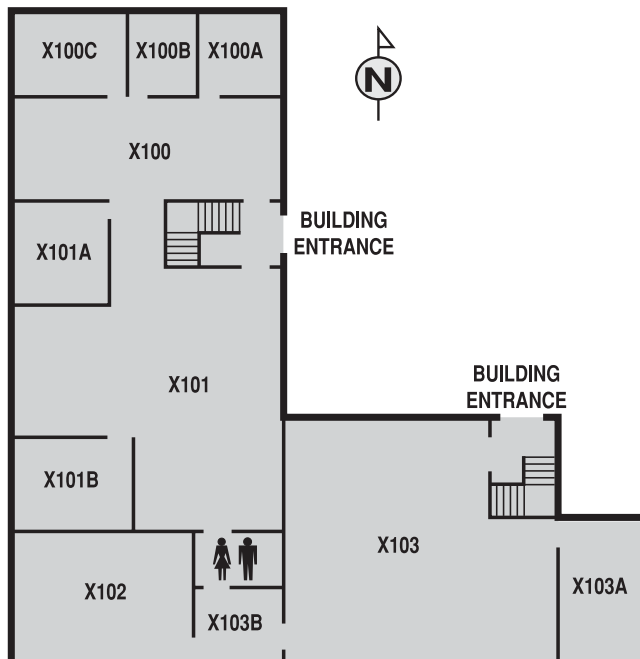
Richland Campus Map – Chase Centre Map



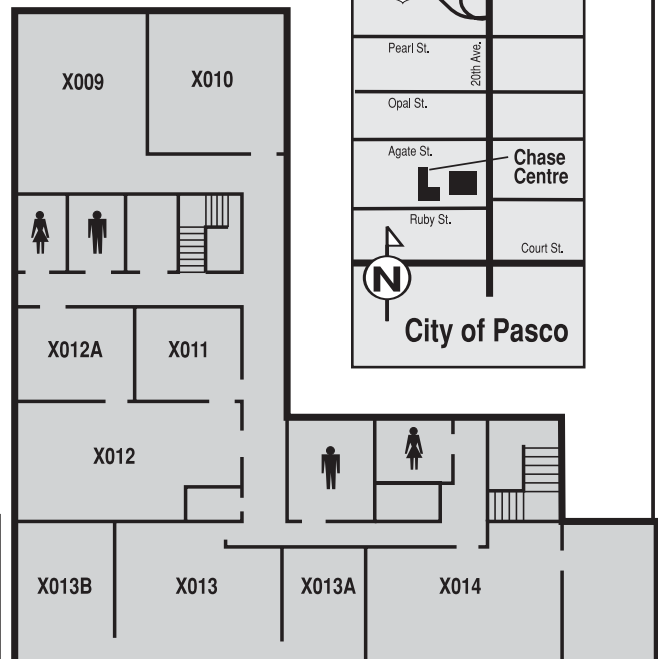
CBC RICHLAND CAMPUS
1011 Northgate Dr.
Richland, WA 99352-3540



Street level



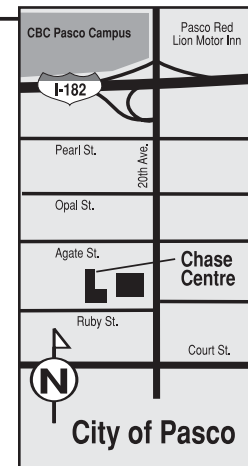
Basement level



Reception area	X100
Literacy Tutor Resource Center	X100A
Senior/Flagger Coordinator	X100B
Literacy Tutor Coordinator	X100C
Computer lab/classroom	X101
Conference room	X101A

Chase Centre

1600 North 20th Avenue Pasco, WA 99301







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citizens and business***



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PO Box 293
Pasco, WA 99301-0293
(509) 545-3408
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