

C A T A L O G



Columbia Basin College
2009-11

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General Information



About Columbia Basin College ?

Welcome to Columbia Basin College!



Columbia Basin College is **your** community college. If you seek the first two years of a university education, want to pursue a two-year degree or certificate to begin a successful career, or earn your Bachelor of Applied Science degree in Applied Management, CBC is your first choice for higher education.

CBC is also your first choice to improve your English language skills, qualify for a GED certificate, increase your personal enrichment, or assist you with a business start-up. We are here to help in many ways.

Columbia Basin College is **your** community college.

Richard Cummins, Ph.D., 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 non-traditional 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, equity, and sustainability 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 Northwest Commission on Colleges and Universities, an institutional accrediting body recognized by the Council for Higher Education Accreditation and/or the Secretary of the U.S. Department of Education.

Northwest Commission on Colleges and Universities

8060 165th Avenue N.E.

Suite 100

Redmond, WA 98052

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 which incorporate knowledge in six areas. Upon 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

Bachelor of Applied Science

Columbia Basin College offers a Bachelor of Applied Science (BAS) degree in Applied Management. The Washington State Legislature authorized the community college baccalaureate program to increase access to bachelor's degrees for Washington citizens. The BAS degree allows Columbia Basin College to expand the college's workforce mission.

Many two-year degree holders have reached a plateau in their career, unable to advance because they cannot meet the bachelor's degree requirements for many supervisory positions. The BAS degree will broaden career opportunities and help graduates climb the career ladder leading to improved chances for promotion to management positions.

This degree is designed for those who have earned an Associate in Applied Science (AAS) degree, but lack the broader business-related education needed to move into leadership positions. The degree also serves students with an Associate in Arts and Sciences degree and a minimum of two years work experience.

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 former 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 18 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 7,500 students per quarter today. The faculty includes 125 full-time instructors and 300 part-time instructors.

In 2003, Columbia Basin College received federal designation as a Hispanic Serving Institution (HSI) by the U.S. Department of Education. This designation is received when an institution has an enrollment of at least 25 percent Hispanic students, of which 50 percent are designated as low-income. As an HSI, Columbia Basin College is eligible to apply for federal grant programs designed to meet our unique needs.

CBC Richland

Columbia Basin College has operated a branch campus in Richland since 1974. In 2006, the campus underwent immense growth with a new four-story, 66,000-square-foot building for health science programs. The Columbia Basin College Health Science Center opened in fall 2006. The facility is a cooperative effort between CBC and Kadlec Medical Center. The Health Science Center houses nearly all of CBC's health science programs. The old Richland campus is the site of Delta High School, the new Science, Technology, Engineering, and Mathematics high school.

CBC Richland is located at 891 Northgate Dr.

College Schedule

Columbia Basin College's academic year is divided into four quarters: fall, winter, spring (approximately 11 weeks each), and a summer session (approximately 8 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 these times. Summer quarter administrative hours may vary. Please refer to the CBC website.

Transfer Rights and Responsibilities

Student Rights and Responsibilities

1. Students have the right to clear, accurate, and current information about their transfer admission requirements, transfer admission deadlines, degree requirements, and transfer policies that include course equivalencies.
2. Transfer and direct-entry students have the right to expect comparable standards for regular admission to programs and comparable program requirements.
3. Students have the right to seek clarification regarding their transfer evaluation and may request the reconsideration of any aspect of that evaluation. In response, the College will follow established practices and processes for reviewing its transfer credit decisions.
4. Students who encounter other transfer difficulties have the right to seek resolution. Each institution will have a defined process for resolution that is published and readily available to students.
5. Students have the responsibility to complete all materials required for admission and to submit the application on or before the published deadlines.
6. Students have the responsibility to plan their courses of study by referring to the specific published degree requirements of the college or academic program in which they intend to earn a bachelor's degree.
7. When a student changes a major or degree program, the student assumes full responsibility for meeting the new requirements.

College and University Rights and Responsibilities

1. Colleges and universities have the right and authority to determine program requirements and course offerings in accordance with their institutional missions.
2. Colleges and universities have the responsibility to communicate and publish their requirements and course offerings to students and the public, including information about student transfer rights and responsibilities.

- Colleges and universities have the responsibility to communicate their admission and transfer related decisions to students in writing (electronic or paper).

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*	\$1,033	\$1,033
Books & Supplies	\$324	\$324
Room & Board	\$910	\$2,820
Transportation	\$448	\$392
Personal Expenses	\$558	\$680
Total	\$3,273	\$5,249
Three Quarters		
Tuition & Fees	\$3,099	\$3,099
Books & Supplies	\$972	\$972
Room & Board	\$2,730	\$8,460
Transportation	\$1,344	\$1,176
Personal Expenses	\$1,674	\$2,040
Total	\$9,819	\$15,747

*Based on 2009-2010 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 \$2,452 per quarter.

Student Status for Tuition and Fee Purposes

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

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

Student Status for Financial Aid

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

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

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

Less-than-half-time student: 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 one year and one 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 tuition allowances 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 office.

How To Get Started – Admission ?

Are you a ...	Admissions/Registration Procedures
New Student who has never attended college?	<ol style="list-style-type: none"> 1. Submit application and processing fee 2. Apply for Financial Aid 3. Call or visit the New Student Center to schedule: <ul style="list-style-type: none"> • Course Placement Assessment (COMPASS) • Student Orientation to Advising and Registration (SOAR) 4. Pay tuition 5. First Year Introduction (FYI)
Transfer or Returning student with LESS than 15 credits?	<ol style="list-style-type: none"> 1. Submit application and processing fee or reactivate your application 2. Submit official transcripts 3. Apply for Financial Aid 4. Call or visit the New Student Center to schedule: <ul style="list-style-type: none"> • Course Placement Assessment (COMPASS) if required for course placement • Student Orientation to Advising and Registration (SOAR) 5. Pay tuition 6. First Year Introduction (FYI)
Transfer or Returning student with MORE than 15 credits?	<ol style="list-style-type: none"> 1. Submit application and processing fee or reactivate your application 2. Submit official transcripts 3. Apply for Financial Aid 4. Schedule Course Placement Assessment (COMPASS) if required for course placement 5. Schedule an Advising/Counseling appointment 6. Register for classes 7. Pay tuition
Running Start student?	High school juniors and seniors should contact their high school counselor or the CBC Running Start office at (509) 542-4481 for eligibility information
High School Completion student?	<ol style="list-style-type: none"> 1. Submit application and processing fee 2. Submit official high school transcripts 3. Schedule Course Placement Assessment (COMPASS) if required for course placement 4. Schedule an Advising/Counseling appointment 5. Register for classes 6. Pay tuition
High school student taking courses for High School Enrichment?	<ol style="list-style-type: none"> 1. Submit application and processing fee 2. Submit High School Enrichment form 3. Submit official high school transcripts 4. Schedule Course Placement Assessment (COMPASS) if required for course placement 5. Register for classes on first day of the quarter on space available basis 6. Pay tuition
Gold Card student (age 60 and older)?	<ol style="list-style-type: none"> 1. Register for classes on third day of the quarter on space available basis 2. Pay tuition
Student enrolling in Senior Fitness (age 55-59) or a community user?	<ol style="list-style-type: none"> 1. Register for classes on third day of the quarter on space available basis 2. Pay tuition 3. Registering for Fitness Center
ESL, ABE, or GED preparation student?	Contact the department at (509) 542-5501
WorkFirst client wanting GED prep classes?	Contact the WorkFirst office for information at (509) 542-4719

 If you need accommodations for ASSET/COMPASS testing based on a disability, please contact the Resource Center (509) 542-5525 TDD/TTY: (509) 546-0400.

Admission Information

Columbia Basin College maintains an open door admission policy and grants admission to applicants who are at least 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 COMPASS assessment scores.

Applicants who are less than 16 years of age and/or do not meet Columbia Basin College admission requirements may be admitted through a special admission process. Contact the Admissions and Registration office for the special admissions policy and procedure.

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 outlined 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 and 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.

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.

For more detailed information, contact Admissions.

How to Apply for General Admission

Applicants must complete and submit an Application for Admission form by the deadline as outlined in the quarterly class schedule. Admission Application forms may be obtained from the Admissions office in the Student Services Center on the Pasco campus or may be downloaded from the CBC website. A non-refundable application fee must be submitted with all new applications. Students who have not been enrolled at CBC for more than four consecutive quarters also will be charged the 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 Admission form and an official high school transcript and must complete the COMPASS assessment. For general information about the High School Completion program, contact the Counseling Center. To schedule a 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 High School Release form.

Admission to High School Enrichment Program

Students enrolled in Benton or Franklin County high schools may take courses at Columbia Basin College for enrichment or to meet high school graduation requirements. The high school enrichment program is available to students 16 years of age or older who are high school seniors. Enrollment is limited to:

- A maximum of two courses per quarter
- Registration on the first day of the quarter on a space available basis

Admission procedures require submitting the following:

- A completed Application for Admission form
- A 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 office)

Students with junior standing and at least 16 years of age or older may be considered for admission upon special request to the Director of Admissions and Registration.

Enrichment students are charged regular tuition and fees per credit.

Expanding options for students to earn high school diplomas, Bill Number: SHB 1758

CBC may issue a high school diploma or certificate when:

- An individual satisfactorily completes the requirements for high school completion; or
- An individual enrolls through the Running Start program and satisfactorily completes an associate degree, including an Associate in Arts and Sciences degree, Associate of Science degree, or Associate in Applied Science degree. A written request from the student to the Registrar is required. (These individuals are not required to complete the State Board of Education's graduation requirements.) or
- An individual, 21 years or older, satisfactorily completes an Associate degree, including an Associate in Arts and Sciences degree, Associate in Science degree, or Associate in Applied Science degree. A written request from the student to the Registrar is required. (These individuals are not required to complete the State Board of Education's graduation requirements.)

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 COMPASS assessment and must qualify for reading at college level and qualify for either ENG 101 or MTH 141. Students who qualify meet with their high school counselors to determine high school graduation requirements.

Eligible Running Start students must complete and submit to the Running Start coordinator:

- A CBC admission application (after student qualifies)
- A Running Start pre-enrollment form (provided by the Running Start office)

After the initial enrollment, students will be required to complete the pre-enrollment form each quarter prior to registration.

College in the High School

College in the High School is a cooperative program between local school districts and Columbia Basin College. It allows high school students to simultaneously earn high school and college credit for work done in one or more pre-approved advanced high school courses. The courses are taught by qualifying high school teachers who work closely with CBC faculty mentors to insure that the work the students perform in the high school course is equivalent to similar courses taught on campus.

Students can accelerate their academic studies in this dual credit program. The courses included in the program are those most often required in the freshman coursework of Washington's community colleges and universities. Classes are challenging and similar in content and rigor to the classes taught on campus. They are more intensive and often require more time and effort outside the classroom than high school students are used to. Upon successful completion, the course is transcribed with the college's course title and number, just as it appears in the catalog. Grades awarded for college credit (and posted to the college transcript) will be determined using the CBC grading scale, and may be different from the high school grade awarded. Students in the program must pay fees to CBC and purchase required textbooks.

The College in the High School program is coordinated by the Tech Prep Coordinator, Ying-Chen Milbrath. She may be contacted at (509) 542-4559 or by email at ymilbrath@columbiabasin.edu.

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
- 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 61 (internet-based testing) or above is required. An official STEP (Society for Testing English Proficiency) score of pre-first grade level is accepted in lieu of the required TOEFL score. 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 the student is admitted to Columbia Basin College, an I-20 for F-1 student status will be issued.

This college has four quarters; fall, winter, spring, and summer. Students may begin any quarter. International students must enroll for 12 credits each quarter and maintain a 2.0 GPA or better. International students are allowed to take one quarter off per academic year, once they have completed three 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 federal/state student financial assistance. They may be eligible for some scholarships and private loans. 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 will 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, 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 six levels of English language instruction to immigrants and refugees. Depending on levels, classes are held on the Pasco campus, 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. In addition, CBC offers ESL courses that focus on workplace skills and provide support to ESL students enrolled in vocational programs. Contact the ESL registration at (509) 542-5605 for additional program and registration information. There is a \$25 tuition charge per quarter.

Admission to GED

(General Educational Degree)

The GED program offers classes for people 18 years or older who left high school without receiving a diploma. 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, at (509) 542-5501
- Participating in the orientation
- Taking the CASAS entry test
- Completing WABERS (Washington Adult Basic Education Reporting System) registration
- Making a payment of \$25 for quarterly tuition



Individuals with a disability can qualify for accommodations on the GED test. Contact the Resource Center (509) 542-5525 TDD/TTY: (509) 546-0400.

Admission to HEP

(High School Equivalency Program)

HEP 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
- Demonstrate a willingness to conform to the rules of the program

Student Orientations

All new, degree and certificate seeking students and students who have earned 15 or less quarter-based college-level credits are required to attend Student Orientation to Advising and Registration (SOAR). SOAR is offered prior to each quarter to review important information from the College catalog and quarterly schedule. Students learn about various resources on campus, general information about CBC degrees, and how to register for classes. Students meet in small groups lead by Educational Planners and Counselors who assist them in the registration and advising processes. At SOAR, students register for First Year Introduction (FYI), a 12-hour transition workshop. FYI prepares new students for academic and social success by providing them with critical knowledge and strategies to be a successful college student. As part of FYI, students build relationships with staff, faculty, and other students --- a necessary experience for academic integration and success. As a result of attending FYI, students are able to identify key College resources, improve critical thinking, and be able to better articulate how they learn. Students who have earned 15 quarter-based credits or more from a regionally accredited higher education institution and have a cumulative college-level GPA of at least 2.0 may request that the FYI requirement be waived. Please contact the Director of FYI (509) 542-4390 if you have questions.

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 and Educational Planners 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.

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. Most professional-technical courses are not designated for transfer and are subject to the 15 credit limitation within the Associate in Arts and Sciences 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 Counselor or Educational Planner 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 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 for those classes. 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, registration times are assigned on a first-come, first-serve basis. Early application for admission is strongly 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 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 a COMPASS assessment. Contact the Assessment Center to schedule an appointment. There is a charge to take the 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 that documents the attainment of the necessary prerequisites.

 *If you need accommodations for COMPASS testing based on a disability, please contact the Resource Center (509) 542-5525 TDD/TTY: (509) 546-0400.*

Student Identification Card

Students enrolled at Columbia Basin College may obtain a student identification card at the New Student Center. 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. Students are required to show photo ID, proof of enrollment at CBC, and have tuition and fees paid in full to obtain card.

Gold Cards

A reduced tuition fee is available to those individuals 60 years or older who wish to take classes without credit. Applications are available for Gold Card membership at the Admissions and Registration office or the Foundation office. Course registration for Gold Card members is on a space available basis, for audit status only, beginning the third day of the quarter. Gold Card members enrolling in Fitness Center will need to obtain a photo ID card (see above, Student ID Card, for more information). For more information please call 542-4436.

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
- Make schedule changes
- Make student information changes
- Access and print class schedules, degree audits, financial aid data, grades, Hope Scholarship information, and transcripts
- Pay tuition online

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.

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 a Counselor or Educational Planner and instructor prior to withdrawing from a class or from college. The Counselor or Educational Planner will review with the student the implications of withdrawing and other possible options to consider.

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, she/he may be required to repay money received from a financial aid award. Withdrawing from a class also may negatively impact the student's ability to receive financial aid in the future.

Final withdrawal deadlines are 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.

College initiated withdrawal: initiated by the instructor and/or an administrator. This 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 withdrawal must be submitted to the Registrar in order to 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 Admission 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 \$10. 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, workshops, or other courses on special schedules.

Title IV Federal Financial Assistance

Students receiving Title IV federal financial assistance should refer to Student 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 and State Need Grant programs AND to CBC. Consult the student Financial Services office and the Cashier's office before withdrawing.

Financial Aid ?

Student 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, statewide, and institutionally. 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, GED certificate, or ability to benefit
- Be seeking one of the eligible 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 according to the Financial Aid Satisfactory Academic Progress Policy 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 on the web at www.fafsa.ed.gov and at www.columbiabasin.edu/finaid. 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.

Gift Aid

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.

Academic Competitiveness Grant (ACG)

A federal need-based grant for Pell Grant eligible students who graduated after 1/1/05 or 1/1/06 from a rigorous high school program.

State Need Grant

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

Columbia Basin College Grant

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

Scholarships

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

Employment

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

Federal College Work Study

Program to provide jobs on campus to financially qualified students. Must be enrolled in at least six credits.

State Work Study

State program to provide career-related employment on or off campus to financially qualified students. Must be enrolled in at least six credits.

Loans

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 \$3,500 for first-year students and \$4,500 for second-year students.

Federal Unsubsidized Stafford Loan

Non-need-based loan for students. Must be enrolled in at least six credits. 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.

Alternative Loan

Non-need-based private loans based on criteria determined by individual lending institutions.

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.

Veterans Benefits

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

Academic Policies ?

Attendance

Students who choose to attend Columbia Basin College also choose to participate actively in the learning process offered by the College. Students are expected to attend all class sessions; a student may be officially withdrawn from a course by the instructor for excessive absences. Please refer to the course syllabus for attendance requirements.

Attendance in online distance learning classes is determined by login records and by communication with the instructor. A student who does not log into a distance learning class during the first week of an academic term may be officially withdrawn from the class at the discretion of the instructor. A student who does not log into a class for more than one week during an academic term and who otherwise does not communicate with the instructor may also be withdrawn at the discretion of the instructor. Students should consult their course syllabi for specific attendance policies in online classes.

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 MTH 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 MTH 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.*

Pass/Fail Grades

Columbia Basin College issues a passing grade in certain predesignated courses or experience-related evaluations for credit. A passing grade is issued and accepted for courses numbered 100 or above when performance is certified at a 2.0 grade point minimum. A passing grade in a course may satisfy a prerequisite requirement if the performance level is certified at the established minimum defined in the course description. For certification procedures, contact the Admissions/Registration office.

Transfer students are cautioned that many baccalaureate institutions impose limits or restrictions on acceptance of P/F graded credit. Students are advised to consult with an advisor at the transfer institution for how pass/fail credits are applied toward degree requirements. Students receiving a "P" grade will receive credits toward graduation as follows:

- With the exception of College Board Advanced placement credits, a maximum of 10 pass/fail credits earned through classroom instruction from a regionally accredited college will be applied toward degree requirements as:
- General elective credits for Associate in Arts and Sciences degree and the Associate in Science Transfer degree
- Support or elective credits for the Associate in Applied Science degree;
- Core credits for the Associate in Applied Science degree, if program approved. Consult program advisor for program-approved credits
- Experiential learning credit, CLEP, DANTES, and IB is limited to use within the restricted electives
- A maximum of three pass/fail credits earned for military credit or experience may be applied toward the Physical and Health Education distribution

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 (GPA) 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 website 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 office. 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 the set aside has been granted, grade records may not be reinstated to satisfy graduation or prerequisite requirements. Grade records may be set aside only once toward a degree or certificate. Courses being petitioned cannot have been used towards a previously earned degree or certificate.

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. The College utilizes various resources and support programs to assist students toward successful academic performance and program completion:

- 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

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

Academic Progress Policy

In order to assist students in the timely completion of degrees and certificates, Columbia Basin College monitors student progress at pivotal stages of their enrollment.

As they begin their studies at CBC, students are provided detailed information about degree and certificate requirements. During our mandatory transition workshop for all new degree- and certificate-seeking students (FYI: First Year Introduction), students develop an educational plan that maps out a strategy to meet degree or certificate requirements.

At approximately 65 percent of credits required for degree or certificate completion, the College will invite students to meet with Counselors to review their academic progress and to prepare a graduation application. At this time, Counselors may advise that students make changes in their educational plans as necessary to complete their degrees or certificates within a reasonable time.

In the unusual case where a student has earned more than 125 percent of the credits required for degree or certificate completion and has not yet completed a graduation application, CBC may require advisor or Counselor approval in selecting courses to ensure relevance to their educational program plan.

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 minimum cumulative, college-level grade point average (GPA) of 2.0. Additionally, excessive withdrawals from classes will be monitored.

Academic Alert - Faculty will identify and alert students in their classes who are having academic difficulty.

Early Warning - Students, not on academic probation or suspension, who receive a quarterly, college-level GPA below 2.0 will receive the following:

- Notice of the various academic resources available to them
- Strong encouragement to meet with an advisor or counselor before subsequent registration

Academic Sanctions - Students who have a cumulative, college-level GPA below 2.0 will be placed on academic probation that may progress to academic suspension or dismissal. In all such situations, CBC will block students' ability to register for future classes until they have met with an Educational Planner or Counselor at which time they will receive focused advice on course selection and scheduling and assistance with the identification of appropriate resources and other academic services. CBC will remove the probation or suspension status when the student's cumulative GPA is improved to 2.0 but reserves the right to continue to monitor student progress and performance as it deems appropriate. (Please refer to "Academic Monitoring.")

- **Probation 1** - This sanction applies to the first quarter a student receives a cumulative, college-level GPA below 2.0.
- **Probation 2** - This sanction applies to the second consecutive quarter a student receives a cumulative, college-level GPA below 2.0. **WARNING:** The next academic sanction is suspension.
- **Academic Suspension** - CBC will academically suspend the student after the third consecutive quarter she/he receives a cumulative, college-level GPA below 2.0. 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.
- **Waiver of Academic Suspension** - A student may request the College to waive the one-quarter suspension by submitting a "Petition to Waive One-Quarter Suspension" and meeting with a Counselor prior to the first day of the quarter. If the Counselor approves the waiver, the student will be placed on conditional enrollment. If the waiver is not approved, the student will be unable to enroll for a minimum of one quarter and, upon returning to CBC, will be placed on conditional enrollment.
- **Conditional Enrollment** - A student who re-enrolls following academic suspension must obtain a minimum 2.0 in each class or obtain a minimum 2.0 cumulative, college-level GPA.
- **Academic Dismissal** - A student who has not fulfilled the performance standards while on conditional enrollment will be academically dismissed for a period of one year.
- A student may appeal the academic dismissal based on extraordinary circumstances that affected his/her performance during the quarter leading to the academic dismissal. The student must submit an "Appeal of Academic Dismissal" form to the Vice President for Student Services no later than 30 calendar days from the date of the dismissal. The Vice

President may request a meeting with the student prior to making a decision.

- (a) If the appeal is granted, the student will be allowed to register at the start of the next quarter. Students who fail to maintain the academic standards for conditional enrollment (above) will be academically dismissed for a period of one year without the right to a second appeal.
- (b) If the appeal is not granted, the student will not be allowed to re-enroll at CBC until a year has passed and then must petition for conditional reinstatement.
- **Conditional Reinstatement** – A student wishing to return to CBC after the one year academic dismissal must petition for reinstatement by submitting a “Petition for Reinstatement after Academic Dismissal” form to the Vice President for Student Services no later than 90 calendar days prior to the quarter in which she/he wishes to return. The student is expected to meet with a Reinstatement Committee, consisting of the Vice President for Student Services, the Director for Student Success and Engagement, a Counselor, and an instructional faculty member who will determine if the student is to be reinstated. A student who is reinstated must:
 - Obtain a minimum 2.0 grade in every class taken or
 - Obtain a minimum 2.0 cumulative, college-level GPA

A student who does not fulfill the performance standards while on conditional reinstatement may continue to enroll in CBC classes, but will be assessed a financial penalty due to continued unsatisfactory performance.

Academic Monitoring – A student who has previously been academically suspended or dismissed may be considered at-risk even when she/he is able to bring his/her cumulative, college-level GPA to a minimum of 2.0. Thus, at the discretion of the College, a student may be required to continue working with a counselor in order to register and to monitor his/her continued academic progress.

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.

- One-fourth of the total credits required for a CBC Associate in Arts and Sciences degree, Associate in Science-Transfer degree, Associate in Applied Science degree, or a certificate program may be earned by non-traditional credit
- Non-traditional credits do not count toward the minimum residency requirement
- With the exception of a College Board Advanced Placement course, a P graded nontraditional course is limited to use within the restricted electives of the Associate in Arts and Sciences degree
- Non-traditional credits may not be accepted by other educational institutions

For further information about non-traditional credits, contact the Admissions and Registration office.

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’s 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 recognizes learning acquired in the military by accepting the credit recommendations of the Guide to the Evaluation of Educational Experiences in the Armed Services. In addition, a student may earn credits awarded by institutions listed in the ACE National Guide to Educational Credit for Training Program and the Directory of the National Program on Non-collegiate Sponsored Instruction, provided that the courses are at the college level. Only those courses actually listed in these directories which have been approved for a specific period of time and which correspond to the actual time the student completed the course will be acceptable as college credit. Other non-collegiate training will be evaluated on a case-by-case basis.

Credits will be evaluated only from official transcripts requested by the student from the American Council on Education’s Registry of Credit Recommendations from the organization that provided the training. Military credits will be evaluated only from official military documents.

A maximum of three Physical Education credits will be awarded for physical conditioning and all other military credit is limited to a 15-credit maximum in the restricted electives for the Associate in Arts and Sciences degree. Credits awarded for military training and education are recorded with a pass or fail grade.

Course Challenge

Certain courses at Columbia Basin College may be challenged for credit through the process of a departmental challenge examination. Individual departments will determine which, if any, of their courses may be challenged. Contact Admissions and Registration 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 cashier)
- 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) and grade earned will be recorded on the transcript

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 four or higher will earn five credits. For further information about AP credits, contact the Transcript office.

International Baccalaureate

Students may receive college credit for the International Baccalaureate higher-level subjects when a score of four 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 five or higher has been attained
- Foreign language B (if language is the student's native language)
- Music and art (see department)

Records and Transcripts

Education Records

Confidentiality of Student Records

The Family Educational Rights and Privacy Act (FERPA) afford students and the College certain rights with respect to education records.

They are:

- 1. The right of the student to inspect and review their education records within 45 days of the day Columbia Basin College (hereinafter referred to as "the College") receives a request for access.**

Students should make a written request to the College Registrar, identifying the records they wish to inspect. The Registrar will notify the student of the time and place where the records may be inspected. If the records the student wishes to inspect are not maintained by the Registrar, the Registrar will forward the request to the appropriate College official who will notify the student of the time and place where the records may be inspected.

Student records will be maintained according to the retention policy set out by the State Board for Community and Technical Colleges.

The College reserves the right to refuse to permit the inspection and review of:

- Financial statements of the student's parents
- Confidential letters and confidential statements of recommendation placed in the education record if the student has waived his or her right to inspect and review those letters and statements and the letters and statements related to the student's admission to a program, an application for employment, or receipt of an honor or honorary recognition
- Confidential letters and statements placed in the education record except when these documents have been used for any purpose other than that for which they were originally intended
- Records that contain information about other students
- Documents excluded from the FERPA definition of education records

- 2. The right of the student to request the amendment of their education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy or other rights.**

Students may request that the College amend a record that they believe is inaccurate, misleading, or otherwise inappropriate. They should submit their request in writing to the appropriate College official responsible for the record, clearly identifying the part of the record they want changed and specifying why the record is inaccurate, misleading, or otherwise inappropriate.

The College will provide a written response to student requests, either demonstrating the change in the record which has been made or the decision not to amend the record as requested. In the latter case, the College will notify the student of his/her right to a hearing regarding the request for the amendment as well as provide additional information regarding the hearing procedures.

- 3. The right of the College to release personally identifiable information contained in a student's education records, except to the extent that FERPA authorizes disclosure without consent (section 4).**

One exception, which permits disclosure without consent, is disclosure to College officials with legitimate educational interests. College officials include parties who contract with the College or are required by law to provide services to the College and have a legitimate educational interest in a student's education records.

A College official has a legitimate educational interest if the official is:

- Performing a task or service specified in the official's position description or contract
- Performing an instructional task directly related to the student's education
- Performing a task related to the discipline of a student
- Performing as a faculty advisor, program director, or dean
- Providing a service or benefit related to the student or student's family, such as healthcare, counseling, job placement, financial aid, or health and safety emergency
- Providing legal services to the College

- 4. The right of the College to release directory information without student consent.**

The College considers the following to be directory information that may be disclosed without consent if it is determined the party requesting the information has a legitimate need for the information: name, address, telephone number, date of birth, email address, dates of attendance, degrees/awards received, previously attended educational institutions, participation in activities or sports, and weight and height of members of athletic teams. Additionally, the College is required to provide military recruiters with the following additional information: student's telephone listing and number of credits earned.

Columbia Basin College may disclose personally identifiable information designated as directory information from a student's education records without prior consent, unless the student informs the Registration and Records office in writing that directory information should not be released without their written approval. This request will prevent any release of information to a third party without a signed release from the student. In addition, the electronic record will be annotated preventing the electronic release of information, with the words "privacy block" in the student records. This certification does not preclude the verification of degrees awarded for graduation purposes.

- 5. The right of the College to release educational records without student consent.**

Institutions may disclose to parents or legal guardians the educational records or components thereof without written consent by the student if it is determined that the student violated any federal, state, or local law or any institutional policy or rule governing the use of alcohol or controlled substances (refer to Article X of the CBC Code of Student Rights and Responsibilities) and the student is under the age of 21 at the time of the disclosure to the parent. FERPA allows higher educational institutions to share information as necessary in a crisis or in situations where students are a potential harm to themselves or others.

6. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Columbia Basin College to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is:

Family Policy Compliance Office

U.S. Department of Education

400 Maryland Avenue SW

Washington, DC 20202-4605

Transcripts

An official transcript is a record of a student's permanent academic work at Columbia Basin College. It bears the College seal and the Registrar's signature. In compliance with the Family Education Rights and Privacy Act of 1974 (FERPA), a transcript of grades will be sent to a college, university, or other agency only upon the student's written request. Students may order an official transcript via the College's website at www.columbiabasin.edu/transcripts. Transcripts will not be released to a third party without written permission of the student. Unofficial transcripts are available at no cost on the college's website at www.columbiabasin.edu/kiosk. Holds on permanent records resulting from non-payment of financial obligations, or failure to return College equipment or material, must be cleared by the student before transcripts will be released. 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. For additional information on ordering transcripts, call (509) 542-4524.

Record Retention

Columbia Basin College academic records will be maintained according to the state retention guidelines. For further information, contact the Registrar.

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 website at www.columbiabasin.edu/rights&responsibilities. For further information, please contact the Vice President for Student Services.

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.

Harassment and Discrimination Policy

Harassment and discrimination directed at any individual or group on the basis of race, color, sex, religion, creed, age (over 40 years old), marital status, national origin, sexual orientation, disability, honorably discharged veteran or military status, and the use of a trained dog guide or service

animal by a person with a disability (protected class status) is a violation of the mission and purpose of Columbia Basin College as an institution of higher education and, pursuant to Board policy and CBC's Prevention of Harassment and Discrimination Policy, shall be prohibited. The Washington Law Against Discrimination (Chapter 49.60 RCW), Age in Discrimination Employment Act, Americans with Disabilities Act, Titles VI and VII of the Civil Rights Act of 1964 and all law and regulations affecting state employees, shall apply to employment, education, and services provided by CBC.

Student complaints of harassment and discrimination based on an individual's protected class status by other students are handled by the Vice President for Student Services who can be reached at (509) 542-4765.

Employee or student complaints of harassment and discrimination based on an individual's protected class status by employees are handled by the Vice President for Human Resources & Legal Affairs who can be reached at (509) 542-5548.

Student Resources

Assessment Center

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

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.

GED testing: adults who have not graduated from high school may obtain a Certificate of Educational Competency by passing the GED 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) 542-5525 TDD/TTY (509) 546-0400.

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, soccer, softball, golf, 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.

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, winter, 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 at <http://www.cbcbookstore.com>.

Career and Employment Services

Career Counseling

Counselors in the Counseling/Advising Center help students and members of the community identify educational interests and assist in career exploration. They interpret interest and personality inventories to aid individuals who are making career and educational decisions or are undecided about a major or program. Career, transfer, job search, and personal/professional development workshops are scheduled throughout the year. They provide information and referrals to a wide range of resources both on-and off-campus.

Career Expo

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

Student Employment Services

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 about future career opportunities.

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.

Students are referred to job openings throughout the Tri-Cities area. Interviews are scheduled on campus and resumes are mailed for specific career opportunities. 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.

State Work Study

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

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.

WorkFirst

Located in the Career and Employment Services Center (CESC) in the Hawk Union Building (HUB), the WorkFirst program provides services and funds to eligible parents either currently receiving temporary assistance to needy families (TANF) or parents who had received TANF within the last two years and are currently working a minimum of 20 hours per week and still meeting low income eligibility. WorkFirst services include:

- Career and educational planning assistance
- Registration assistance
- Financial assistance for tuition, fees, and books for vocational, technical, and professional training programs
- WorkFirst Work Study
- Customized, short-term training for TANF recipients designed in partnership with businesses ready to give hiring consideration to training completers

For more information, please contact WorkFirst, (509) 542-4719.

Worker Retraining

Are you unemployed? Is your occupation or industry in decline? Are your skills no longer in demand? If you are unemployed, through no fault of your own, with limited opportunity to return to your previous occupation, receiving Washington state unemployment insurance or have exhausted your unemployment benefits within the last two years, you may be eligible for Worker Retraining program under Dislocated Worker.

Have you been a homemaker for the past two years and have lost your source of support? You may qualify for Worker Retraining as a Displaced Homemaker.

You may also qualify under the Expanded Eligibility if you are currently employed and meet two of the three following requirements: 1. your current job is a job not in demand, 2. your current employer requires that you take courses in order for you to keep your job or move up, 3. you have under 45 college credits.

Financial assistance for training in technical or vocational programs may be available if you qualify for any of the above categories.

For more information about program eligibility, call Columbia Basin College Worker Retraining office at (509) 542-4446.

eLearning

The eLearning department at Columbia Basin College supports students, faculty, and staff in using and implementing educational technologies. This includes support of internet delivered distance classes, as well as use of technology in face-to-face classrooms. To find out more about distance classes and eLearning at Columbia Basin College, visit www.columbiabasin.edu/eLearning on the web. The eLearning department is in the Faculty House, and can be reached at (509) 542-4468 or via email at eLearning@columbiabasin.edu.

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 administered through the Office of Diversity and Outreach 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) 542-4602.

Counseling and Advising Center

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

- Educational Planning - Educational Planners assist students in their transition to CBC by providing information about the College's processes, procedures, and policies. They participate in College orientation and initial registration activities and, most importantly, assist students in developing educational plans to meet individual goals.
- Academic and Transfer Advising - Although a variety of individuals at CBC provide academic advice to students, faculty counselors are primarily responsible for assisting students in making decisions about academic or occupational goals. They provide specific information about Columbia Basin College courses and programs, as well as specialized training options and transfer requirements for other educational institutions.
- Career Counseling - Counselors help students and members of the community identify educational interests and assist in career exploration. They interpret interest and personality inventories to aid individuals who are making career and educational decisions or are undecided about a

major or program. Career, transfer, job search, and personal/professional development workshops are scheduled throughout the year. They provide information and referrals to a wide range of resources both on-and off-campus.

- Personal Counseling - Counselors are registered by the state of Washington to provide personal counseling and assist students with issues that may affect their academic performance or progress in meeting their educational goals. They offer workshops and other interventions aimed at improving student educational success and personal development. Counselors refer students wanting prolonged counseling to community mental health professionals.

To schedule an appointment with a Counselor or Educational Planner, please call the Counseling and Advising Center at (509) 542-5505.

First Year Introduction (FYI)

First Year Introduction (FYI) is a 12-hour mandatory college transition workshop for all new degree and certificate seeking students. FYI assists new students by providing a thorough introduction to college and to CBC. Students are required to complete the workshop at the start of their first quarter at Columbia Basin College. Students register for this workshop while registering for their first quarter classes. Students who have a minimum of 15 transfer credits with a minimum 2.0 GPA, students who are taking less than 15 credits at CBC prior to transferring to another institution, students who are taking courses for personal enrichment only, and/or students in short-term certificate programs are exempt from taking FYI.

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) 542-4775.

International Student Services

International Student Services coordinates with students and the Admissions and Registration office to ensure all admission requirements are met and 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) 542-5500.

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 6,700 titles in full text. The Library has approximately 60,000 books; an excellent collection of more than 2,400 sound recordings on compact discs and LPs; more than 3,000 instructional videos, and other audiovisual materials. The Library has study space for individuals, rooms for group study, and a large computer lab for instruction.

The Benton-Franklin County Regional Law Library is located in the north-west corner of the CBC library. The Columbia Basin Regional Medical Library, a branch library for Columbia Basin College, is located on the third floor of the CBC Health Science Center in Richland. The medical library provides resources, services, training, and professional assistance to students, faculty, physicians, and other healthcare professionals in Benton and Franklin counties.

Reference librarians are available during library hours to provide assistance to library users. Library orientation sessions are available upon request at the main library and the medical 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 form 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 library@columbiabasin.edu. The quarterly password is also available through student WebCT accounts.

The main campus 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 5:00 p.m., and Saturday from 9:00 a.m. to 5:00 p.m. Contact the Library regarding hours for the medical library, interim, and summer quarter hours at (509) 542-4887 or TDD/TTY (509) 546-0400.

Office of Diversity & Outreach

In July 2001, in an effort to provide educational access and support to all 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.

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. 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 farm workers obtain a GED
- College Assistance Migrant Program, to help migrant farm workers and children of farm workers achieve success in college
- Title V Developing Hispanic-Serving Institutions Cooperative Grant, to improve online advising and at-risk student success in math and science
- Community Based Job Training Grant, to develop a radiologic sciences training program
- Upward Bound, to assist low-income and potential first-generation college students from local high schools prepare for and pursue higher education
- 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.

Tutor Center

The Tutor Center provides free help with studies for Columbia Basin College students for most departments on campus. Drop-in help is available for math, science, writing, and other subjects for which there is generally high demand during regular Tutor Center hours. Please visit the Tutor Center located in the Math/Science building (TD-434) on the Pasco campus or refer to the Tutor Center website for current hours and drop-in subject availability.

Private tutoring is also available in subjects for which there is no drop-in tutoring or in other extraordinary circumstances upon approval by the Tutor Center staff.

e-Tutoring is available to all CBC students in a variety of subjects. e-Tutoring provides both synchronous and asynchronous instructional support for students enrolled in live and online courses at CBC. Students may access e-tutoring from the Tutor Center website or at www.etutoring.org.

For writing assistance, students bring in assignments or drafts and tutors offer suggestions on how to develop ideas, revise, and edit. Writing tutors 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. Students can drop in during the regular hours or they can send essay drafts to the writing tutors via email to cbcwriting@columbiabasin.edu.

For more information, please contact the Tutor Center at (509) 542-4676 or visit the website at www.columbiabasin.edu/tutor.

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.

The Center offers counseling and advising, as well as, services in three major areas:

Disability Services

- Test accommodations, including COMPASS, GED, CASAS
- Sign language interpreters
- Adaptive equipment
- Academic accommodations

Family Services

- Childcare assistance*
- Don't Quit workshop
- Community referrals
- Holiday Program*
- Support groups

Student Assistance

- Short-term emergency tuition and book loans*
- Travel/bus passes*
- Fee waivers*
- Learning Needs Assessments
- Student networking

To schedule an appointment, call (509) 542-5525, TTY (509) 546-0400.

**Income guidelines apply.*

Campus Security

Columbia Basin College strives to provide a safe and secure environment for students, staff, and visitors. The College has a Campus Security department whose staff also enforces College parking and traffic regulations, provides escorts, jump-starts vehicles, retrieves keys locked in vehicles, maintains lost and found articles, and assists local, state, and federal law enforcement agencies.

In an emergency, 911 is called. On-campus emergency assistance is available by calling (509) 542-4819 or ext. 2219 from a campus phone or TDD/TTY (509) 546-0400. To call after hours, dial the evening and weekend cell phone (509) 521-4599. At least one parking or security officer routinely patrols CBC facilities and parking lots and provides emergency assistance as necessary. Security officers have authority to request identification and to determine whether individuals have lawful business at Columbia Basin College.

Coordination With Law Enforcement

CBC maintains close coordination with local law enforcement agencies at all CBC locations and activities. CBC's security officers have the same arrest capability as a citizen. Criminal incidents are referred to the local police who have jurisdiction on the CBC campus. All College personnel and students should immediately report any crime, suspicious circumstance/person, or emergency to the 911 Dispatch Center or to the CBC Security department at (509) 542-4819 or via the Crime Incident Report Form located on the CBC website at <http://columbiabasin.edu/asafercbc>. Prompt reporting will assure timely warning notices on campus and timely disclosure of crime statistics.

Contact Campus Security if you:

- Are a victim of a crime that has occurred on campus
- See a suspicious activity or a suspicious vehicle on campus
- Have information about a theft of property
- Have been involved in an auto accident or have witnessed one
- Smell smoke or fumes inside a building
- See smoke or flames inside a building
- Have been injured and/or need first aid
- Notice any other safety or security related problems

Campus Security Act

The Department of Education and the Jeanne Clery Act require all colleges to provide information to students and employees about its campus safety policies, procedures, and statistics on certain crimes. CBC has developed a protocol with area law enforcement agencies to report and obtain data for the annual crime statistical report that is required for both on-campus and off-campus locations owned or operated by the College and occurring on adjacent public property. These statistics can be located at the following website: www.columbiabasin.edu/safety.

Printed copies of the above report are available in the Admissions/Registration office at CBC. The report on safety and crime statistics also is available by contacting: Columbia Basin College, Camilla Glatt, Vice President for Human Resources & Legal Affairs, 2600 North 20th Avenue, MS-A2, Pasco, WA, 99301, (509) 542-5548, or cglatt@columbiabasin.edu.

Safety Alerts

In the event that a situation arises, either on-or off-campus, that, in the judgment of the President's Cabinet and the Campus Security office, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The notification could be in the form of posters, flyers, email, text messages, and/or notices in the student bulletin.

Disciplinary Action

Any student or College employee who commits an act in College facilities, which is punishable as a misdemeanor or a felony, such as sexual assault, under Washington state law, may be subject to appropriate disciplinary process procedures. These proceedings may include the opportunity of the accused and accuser to have others present during a disciplinary proceeding and notification of the final determination resulting from the proceeding.

Sexual Offender Notification

Sexual offenders (includes kidnappers), Level I, II, and III, are required by law to register with the county sheriff in the county where they reside. The law requires that they also inform the county sheriff if they register for school. The county sheriff, in turn, is required to notify the school of any Level II or III sex offender who may have registered to attend classes. These notifications are intended to inform the campus community and to promote personal safety rather than create panic.

CBC is bound by state law to be an open door admission institution and only in those situations where a prospective or enrolled student is determined to be disruptive to the educational environment or would not benefit from enrollment will admission be denied or revoked.

Notifications of sex offenders enrolling at CBC are received from the Franklin or Benton County Sheriff's Department and are sent to CBC's Campus Security office who will provide notification to the College's Vice President for Student Services or Vice President for Human Resources and Legal Affairs as appropriate. Notification to the College community will be made pursuant to the CBC's Sexual Offender Notification Procedure which can be located at the following website: www.columbiabasin.edu/safety.

Personal Safety Information

If you are being followed:

- Change your direction, cross the street
- Keep looking back so the person knows you can't be surprised
- Go to a well-lighted area, such as a classroom, office, or library, anywhere there are people
- Notice and remember as much as possible about the person so you can give a good description
- At night, walk with someone; there is safety in numbers
- Report anything suspicious to campus security or the police

Sexual Assault

CBC is aware of the growing occurrence of sexual assault, including acquaintance/date rape. All members of the College community are encouraged to follow standard crime prevention practices such as locking their motor vehicles, parking and walking in well-lighted areas, and being aware of the people and surroundings around them. The College offers information and referral for victims of sexual assault. Victims of sexual assault on any College-owned or leased facility are encouraged to report the incident as soon as possible to a College official or the College Security department through the normal security procedures, as well as to local law enforcement authorities.

Office of Student Success and Engagement

The Office of Student Success and Engagement develops programs to assist students in completing their educational goals in a timely and efficient fashion. This office also works with student groups to develop and plan cultural, social, recreational, and educational events to meet the needs of the College community. Student-funded activities include intercollegiate athletics, game room access, music, drama, and various interest clubs.

Student Engagement & ASCBC

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 offices are located on the upper level of the Hawk Union Building (HUB).

Clubs

Students are encouraged to take advantage of the honorary, professional, religious, and social clubs available at CBC. Student clubs sponsor and plan many campus 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.

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 detailed information, please contact the Music department at (509) 542-4772.

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/educational counseling
- Financial aid information and monitoring
- Academic advising and campus visits
- Coordination with the Resource Center
- Individual tutoring in math and science
- Cultural events

Graduation Requirements

Application for Graduation

Candidates for degrees, certificates, and diplomas should meet with their Counselor, Educational Planner, or program advisor at least two quarters prior to the anticipated completion date. During the last quarter in which all requirements are being completed, students must formally apply to graduate. Graduation applications for all transfer degrees are available from

a Counselor or Educational Planner in the Counseling and Advising Center. Graduation applications for the Associate in Applied Science degrees and certificates are available from program department advisors. Students may graduate at the end of any quarter. 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)
- Earned a minimum of 30 credits of applicable course work at Columbia Basin College
- Earned a minimum cumulative grade point average of 2.0 or above in all college-level courses taken at Columbia Basin College
- Earned a minimum combined cumulative grade point average of 2.0 or above in all college-level courses taken at Columbia Basin College and transferred from other colleges

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

General Description

The liberal arts have played an important role in the academic life of Columbia Basin College since the founding of the College. The Associate in Arts and Sciences degree is a direct transfer degree (DTA) designed for students who plan to transfer to a four-year institution after completing the first two years of study at Columbia Basin College. This degree meets the Inter-college Relations Commission (ICRC) guidelines for direct transfer degrees. If admitted to an institution subscribing to these guidelines, the degree holder will be granted junior status and will have fulfilled most of the lower-division general education requirements of baccalaureate degree programs offered by many public and independent colleges and universities in Washington state. Students are encouraged to meet with their advisors early in their academic planning to review the degree options listed below and design a plan that best fits their educational and transfer goals.

As a result of the work by members of the Washington community and technical college system and the public baccalaureate institutions, the Major Related Program (MRP) agreements were developed. These direct transfer agreements place transfer students from community colleges on comparable footing with direct entry counterparts at four-year institutions within Washington state. Students who complete the requirements for an MRP will have satisfied the lower division general education (or core) requirements and lower division math and science requirements to the same extent as direct-entry university students pursuing similar goals.

The Associate in Science Transfer degree (AS-T) is based upon an agreement between Columbia Basin College and many colleges and universities in the state of Washington. This degree is an efficient pre-designed educational path for students who wish to complete a baccalaureate program in several of the science fields. The AS-T will not substitute for many of the general university requirements, but will allow CBC students to enter a participating four-year college or university with 90 credits, junior standing and the majority of major prerequisites completed. Students completing the degree must be prepared to complete any remaining general education requirements along with remaining program or graduation requirements during their junior or senior year of academic study.

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. The Associate in Applied Science degree is not designed for transfer, although some classes may be accepted for transfer by baccalaureate degree institutions.

Direct Transfer Agreements

All degree requirements are listed below. It is important that students refer to the specific degree outlines located in this catalog and work closely with a Counselor, Faculty Advisor, or Educational Planner at Columbia Basin College to assist in choosing the appropriate degree to meet their educational goals.

Bachelor of Applied Science in Applied Management (BAS)

Minimum of 180 Credits

The Bachelor of Applied Science in Applied Management is designed for two-year graduates who seek to expand their career opportunities and who have built a strong work history. The degree offers students a chance to take 300- & 400-level business classes without the traditional business prerequisites. The ideal BAS candidate is someone who has a workforce degree and is seeking career advancement into a management position. The management curriculum is designed to teach theory within the context of real life work place.

The management courses will examine theory in the classroom and ask working students to apply what they have learned in the workplace. Students will be asked to integrate theory and application into each of their assignments and each class will have a capstone assignment demonstrating the application of theory. With the immediate application of class information, the goal is to imbue a continuous internship experience throughout the degree experience. The general education courses are specifically designed to support the management program in the areas of applied economics, professional ethics, technology, environmental principles, and the changing diversity of the 21st century worker. Integrated in the course work is the use of technology, sustainability concepts, teamwork skills, and applied ethics across the curriculum. The degree is structured to use 70 credits of approved 100- & 200-level courses, 55 credits of required distribution credits, and 55 credits of approved upper division applied management courses. Refer to the degree outline in the catalog.

Associate in Arts and Sciences Degree (DTA)

An Associate in Arts and Sciences degree is recommended for students who have not yet decided the field they will enter or the four-year institution they will attend. It gives students the broad background they need before beginning more specialized, upper-division courses and indicates to the transfer institution that a student has completed a two-year liberal arts program. Refer to the specific degree outline located in the "Degree Offerings" section within the catalog. Students are advised to work closely with an advisor from Columbia Basin College.

For students who have selected a major and identified the four-year institution they plan to attend, the Associate in Arts and Sciences degree is also recommended and may be tailored to fulfill most pre-program, lower-division requirements. This option provides students an opportunity to prepare for a specific professional area of study, such as architecture, education, art, or music, and, thereafter, transfer to a specific college or university. Students are required to complete all of the Associate in Arts and Sciences degree requirements listed in the specific degree outline located in the "Degree Offerings" section within the catalog and are strongly advised to work closely with an advisor from Columbia Basin College and an advisor from the transfer baccalaureate institution to ascertain limits on transferability of community college credits and appropriate course selection for the major.

Associate in Arts and Sciences Degree (DTA) - With Emphasis

An Associate in Arts and Sciences degree (DTA) with an emphasis (Option C) is recommended for students who have decided on a major but have not identified the four-year institution they will attend. The degree is designed to satisfy most or all of the specific pre-program major requirements of most baccalaureate institutions. Please refer to the degree outlines located alphabetically within the catalog and work closely with an advisor from Columbia Basin College.

Associate in Math Education (DTA)

The Associate in Math Education degree is a direct transfer agreement and was created to aid students interested in careers as secondary math or science teachers. Future secondary teachers must pursue a major in their field as well as fulfill entrance requirements into a school of education. As a result, there is little room for electives. This degree is intended to insure that graduates of Columbia Basin College are as well prepared as their counterparts at four-year colleges. The transferability of this degree is backed by a statewide articulation agreement with teacher-training universities. This degree will fulfill the general education requirements at the public Washington state transfer institutions. Apart from the requirements embedded within the degree, it is recommended that students check specific requirements of their intended transfer schools. This is especially true of the area of field experience, since teacher certification institutions vary in terms of the quality and quantity of experience required. Please refer to the specific degree outline located alphabetically within the catalog and work closely with an advisor from Columbia Basin College and the transfer baccalaureate institution.

Associate in Elementary Education Degree (DTA/ MRP)

The Associate in Elementary Education is a direct transfer degree that is intended for all future elementary school teachers. It provides students a broad foundation in liberal arts and beginning coursework in teacher education that is needed upon transfer to teacher certification programs at Washington state colleges and universities. It is designed to provide early experiences in teacher education, including opportunities for hands-on work in local classrooms and specific courses for elementary teachers. The transferability of this degree is backed by a January 2006 statewide articulation agreement between the following baccalaureate institutions offering Elementary Education bachelor's degrees and the community and technical colleges system. The baccalaureate institutions party to this agreement are: CWU, EWU, WSU, WWU, City University, Gonzaga, Heritage, PLU, SMU, SPU, WWU, and Whitworth.

Students must earn a cumulative grade point average of at least 2.0, but students should be advised that most teacher preparation programs require a GPA of 2.5 to 3.0 for admission. A minimum of 30 hours of K-8 classroom experience must be included during the degree program and students should be able to demonstrate computer literacy in software programs including word processing, PowerPoint, and spreadsheets, in addition to being proficient on the Internet. These skills should be demonstrated through a portfolio of files gathered during their educational coursework. Although not required for this degree, students should be advised they must take the WEST-B before completing their community college course work in order to apply to teacher preparation programs.

Associate in Business Degree (DTA/MRP)

The Associate in Business degree is a direct transfer degree and is generally pursued by students who plan to transfer to a four-year university as a business major after completing their first two years at Columbia Basin College. It is designed to meet the distribution requirements at four-year institutions in Washington state, by fulfilling the general requirements taken by freshman and sophomores. The degree also indicates that a student has

completed a two-year business program, which may be of value to career or lifetime goals. Refer to the degree outline located alphabetically within the catalog and work closely with an advisor from Columbia Basin College and the transfer baccalaureate institution.

Associate in Science – Transfer Degree (AS-T)

For most students majoring in engineering and science, the Associate in Science – Transfer degree, works best. The AS-T is not a Direct Transfer Agreement and therefore does NOT guarantee that the student has met the general education requirements at the receiving institution. Provided proper courses are taken, the degree holder should be ready to enter his or her program with junior standing at the transfer institution.

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. Refer to the degree outline located alphabetically within the catalog and work closely with an advisor from Columbia Basin College and the transfer baccalaureate institution.

Associate in Applied Science Degree - Transfer (AAS-T)

In general, our technical degree programs are not designed for transfer to other colleges or universities. However, several four-year colleges and universities have specific degree programs that accept the Associate in Applied Science-T degree in Office Assistant Technology and the Associate in Applied Science-T Criminal Justice/Forensic Science degree. 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 degrees 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. Refer to the specific degree outlines located alphabetically within the catalog and work closely with an advisor from Columbia Basin College.

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. Refer to the specific degree outlines located alphabetically within the catalog and work closely with a program advisor from Columbia Basin College.

Certificates/Programs

The certificate program is designed to provide recognition for students who do not plan to complete an Associate in Applied Science degree program but are interested in training and instruction in specialized areas.

Certificate of General Studies

Minimum 90 credits

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.

Short-term Certificates

Minimum credits vary by program

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

Students who have earned short-term certificates do not participate in the commencement ceremony.

Specialized Transfer Assistance

Washington State University Tri-Cities at Columbia Basin College

Columbia Basin College students and staff seeking information about transferring to Washington State University Tri-Cities through the BRIDGES program can meet with WSU Tri-Cities advisors located in the Transfer University office. BRIDGES is a coordinated bachelor's degree program partnership between CBC and WSU Tri-Cities offering students a continuous pathway to one of 17 bachelor degree programs. An important component of this program is the integrated advising that occurs between CBC students, counselors, and WSU Tri-Cities academic advisors utilizing Plans of Study to keep students on track toward a bachelor's degree. On the CBC campus, academic advisors share transfer information via office visits, campus information tables, "Future Cougs" FYI modules, and collaborative workshops. For more information or to schedule an appointment, contact: Kristy Gutierrez, 509-372-7241 or CBC Counseling and Advising Center, 509-542-5505.

Heritage University at Columbia Basin College

Heritage University offers rigorous, relevant, and responsive academic programs in the Tri-Cities through a convenient evening and weekend model. With a strong liberal arts environment that stresses academic excellence, cross-cultural learning, and the development of the whole person, Heritage University provides professional and career-oriented programs to prepare students for life and work.

For more information:

Paul B. Dowdy, Regional Director

(509) 546-1438 or dowdy_p@heritage.edu

CBC office: Student Services Center in the HUB, Pasco campus

Main office: 719 Jadwin Ave., Richland, WA

Undergraduate Degrees

Bachelor of Arts in Education

Elementary Education (K-8)

- ESL Endorsement
- Bilingual Endorsement

Bachelor of Social Work

Bachelor of Criminal Justice

Graduate Degrees

Master of Education

Professional Studies in Teaching & Learning

Professional Studies with Professional Certification

Professional Studies with National Boards

Educational Administration

Counseling (School or Mental Health in the Community)

Master in Teaching (K-8). For individuals with a bachelor's degree seeking a teaching certificate.

www.heritage.edu • 1.888.272.6190

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 sex, race, color, 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 Camilla Glatt, Vice President for Human Resources & Legal Affairs, (509) 542-5548. 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) 542-4412 or TTY/TDD at (509) 546-0400. This notice is available in alternative media by request.

Community College District #19 provides equal opportunity in education and employment and does not discriminate upon the basis of race, color, national origin, sex or handicap in accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972 and Section 504 of the Rehabilitation Act of 1974.

Class schedules for Columbia Basin College are published quarterly by CBC. Every effort is made to provide accurate information. Policies, class and fee information contained herein, however, may have changed subsequent to the time of publication. Students are therefore advised to consult with the counseling office or with the appropriate college division for any possible corrections or revisions.

Degree/Certificate Requirements



ASSOCIATE IN ARTS & SCIENCES (AA) DEGREE REQUIREMENTS

A. COMMUNICATIONS (13 credits)

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

ENGL& 101;
ENGL& 102 or ENGL& 235;
CMST& 210, 220, or CMST 101, 110, or 260;

MATH PROFICIENCY

Intermediate Algebra Proficiency requirement.

Must do one of the following:

Pass Intermediate Algebra (MATH 095 or MATH 098) with a 2.0 or higher.

Pass a Math class that has an Intermediate Algebra prerequisite.

Place into any MATH course 113 or above via placement test.

B. QUANTITATIVE/SYMBOLIC REASONING (5 credits)

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

Quantitative Reasoning:

MATH& 107 or any MATH course 122 or higher or

Symbolic Reasoning:

CS& 131, CS 102, 162, 202, or PHIL 121;

C. 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& 100, ART 116, 117, 118, 119, 120, 121;
MUSC& 105, MUSC 116;

Group 2

CMST 221, 246;
DRMA& 101, DRMA 215;
ENGL& 111, 220, 236, 237, 244, 245, 246, 254, 255, 256, ENGL 140, 160, 180, 195, 203, 257, 264, 265, 266, 280;

Group 3

CC 201, 202, 203;
ENGL 210;
HIST& 126, 127, 128;
ICS 120, 125, 130, 135, 222;
PHIL& 101, 106, PHIL 131, 150;
WS 155, 160;

Group 4

World Languages:
ARAB 121, 122, 123;
CHIN& 121, 122, 123;
FRCH& 121, 122, 123, 221, 222, 223, FRCH 260, 261, 262;
GERM& 121, 122, 123, 221, 222, 223, GERM 260, 261, 262;
HEB 121, 122, 123;
JAPN& 121, 122, 123, 221, 222, 223;
RUSS& 121, 122, 123;
SPAN& 121, 122, 123, 221, 222, 223, SPAN 104, 110, 111, 112, 205, 206, 207, 260, 261, 262;
all World Languages courses count as a single subject area.
EFL 101, 111;

D. 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

PSYC& 100, 200, 220, PSYC 103, 201, 205;
SOC& 101, 201, SOC 110, 150, 269;

Group 2

ANTH& 100, 204, 206, 234;
ECON& 201, 202, ECON 110, 291;
GEO 150;
HIST& 146, 147, 148, HIST 107, 108, 110, 111, 112, 113, 115, 116, 117, 233;
ICS 255;
POLS& 201, 202, 203, 204, POLS 104, 205;
SSCI 290/2901;

E. 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.

ANTH& 205;
ASTR& 101/101L;
BIOL& 100/100L, 160/160L, 175/175L, 211/211L, 212/212L, 213/213L, 241/241L, 242/242L, 260/260L;

BIOL 120, 140/140L, 148/148L, 186/186L, 201/201L, 240/240L, 250/250L, 252/252L, 253/253L, 254/254L;
CHEM& 110/110L, 121/121L, 122/122L, 123/123L, 131/131L, 140/140L, 161/161L, 162/162L, 163/163L, 241/251, 242/252, 243/253, CHEM 254/264, 255/265, 2861-2869, 2901-2909;
ENVS& 101/101L, ENVS 174;
GEOL& 101/101L, 103/103L, 110/110L, GEOL 102/102L;
GEO 101, 120/1201;
MATH& 107, 141, 142, 144, 146, 148, 151, 152, 153, 254, MATH 113 121, 122, 123, 147, 243, 246, 255;
NUTR& 101;
PHYS& 100/101, 121/131, 122/132, 123/133, 221/231, 222/232, 223/233;
SCI 110/1101;

F. HEALTH & PHYSICAL EDUCATION (3 credits)

Health lecture or PE activity courses

HE 110, 160, 161, 1611, 170, 171/1711, 210, 215/2151, 220, 230, 232, 240, 250; or
PE 1101, 1111, 1121, 1131, 1141, 1151, 1161, 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, 180/1801, 1811, 1871, 1881, 1891, 1901, 2011;

G. ELECTIVES 24 credits

Courses must be numbered 100 or 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 minimum 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.*

2009-2010 Associate in Science Transfer Degree

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

A. Communications (5 credits)

ENGL& 101, 102;

B. Math (10 credits)

Two courses at or above Calculus.

MATH& 151, 152, 153, 254, MATH 243, 255;

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.

Group 1

ART& 100, ART 116, 117, 118, 119, 120, 121;

CC 201, 202, 203;

CMST 221, 246;

DRMA& 101, DRMA 215;

ENGL& 111, 220, 236, 237, 244, 245, 246, 254, 255, 256,

ENGL 140, 160, 180, 195, 203, 210, 257, 264, 265, 266, 280;

HIST& 126, 127, 128,

ICS 120, 125, 130, 135, 222;

MUSC& 105, MUSC 116;

PHIL& 101, 106, PHIL 131, 150;

WS 155, 160;

World Languages 121& above (excluding conversational classes)

All World Languages courses count as a single subject area.

EFL 101, 111

Group 2

ANTH& 100, 204, 206, 234;

ECON& 201, 202, ECON 110, 291;

GEO 150;

HIST& 146, 147, 148, HIST 107, 108, 110, 111, 112, 113, 115, 116, 117, 233;

ICS 255;

POLS& 201, 202, 203, 204, POLS 104, 205;

PSYC& 100, 200, 220, PSYC 103, 201, 205;

SOC& 101, 201, SOC 110, 150, 269;

SSCI 290/2901

D. Pre Major (45-50 credits)

1. CHEM& 161/161L, 162/162L, 163/163L

2. MATH& 146 or MATH& 153

3. BIOL& 211/211L, 212/212L, 213/213L, or

PHYS& 121/131, 122/132, 123/133, or

PHYS& 221/231, 222/232, 223/233

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 2-3 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 minimum 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 in Science degree does NOT guarantee that a student has met the general education requirements at the transfer baccalaureate institution.

2009-2010 Associate in Science Transfer Degree

Engineering/Computer Science/Physics/ Atmospheric Sciences

A. Communications (5 credits)

ENGL& 101, 102

B. Math (10 credits)

Two courses at or above Calculus.

MATH& 151, 152, 153, 254, MATH 243, 255;

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.

Group 1

ART& 100, ART 116, 117, 118, 119, 120, 121;

CC 201, 202, 203;

CMST 221, 246;

DRMA& 101, DRMA 215;

ENGL& 111, 220, 236, 237, 244, 245, 246, 254, 255, 256,

ENGL 140, 160, 180, 195, 203, 210, 257, 264, 265, 266, 280;

HIST& 126, 127, 128;

ICS 120, 125, 130, 135, 222;

MUSC& 105, MUSC 116;

PHIL& 101, 106, PHIL 131, 150;

WS 155, 160;

World Languages 121& above (excluding conversational classes)

All World Languages courses count as a single subject area.

EFL 101, 111

Group 2

ANTH& 100, 204, 206, 234;

ECON& 201, 202, ECON 110, 291;

GEO 150;

HIST& 146, 147, 148, HIST 107, 108, 110, 111, 112, 113, 115, 116, 117, 233;

ICS 255;

POLS& 201, 202, 203, 204, POLS 104, 205;

PSYC& 100, 200, 220, PSYC 103, 201, 205;

SOC& 101, 201, SOC 110, 150, 269;

SSCI 290/2901

D. Pre Major (30 credits)

1. Science (5 credits)

Any Science based on program requirements or
CHEM& 161 and CHEM& 161L-Engineering majors

2. Math (5 credits)

MATH& 146 or MATH& 153

3. Computer Programming Language (5 credits)

As advised for specific discipline/institution.

4. Physics 15 (credits) Choose one of the following sequences:

PHYS& 121/131, 122/132, 123/133 or

PHYS& 221/231, 222/232, 223/233

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 minimum 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 in Science degree does NOT guarantee that a student has met the general education requirements at the transfer baccalaureate institution.

2009-2010 GENERAL STUDIES CERTIFICATE

A. Communications (8 credits)

ENGL& 101 (5 credits)

Choose 3 additional credits from the following:

ENGL& 102 or ENGL& 235;

CMST& 210, 220, CMST 101, 110, 260;

B. Humanities (10 credits)

Complete at least 10 credits from any of the following courses:

ARAB 121, 122, 123;

ART& 100, ART 116, 117, 118, 119, 120, 121;

CC 201, 202, 203;

CHIN& 121, 122, 123;

CMST 221, 246;

DRMA& 101, DRMA 215;

EFL 101, 111

ENGL&111, 220, 236, 237, 244, 245, 246, 254, 255, 256, ENGL 140, 160, 180, 195, 203, 210, 257, 264, 265, 266, 280;

FRCH& 121, 122, 123, 221, 222, 223, FRCH 260, 261, 262;

GERM& 121, 122, 123, 221, 222, 223, GERM 260, 261, 262;

HEB 121, 122, 123;

HIST& 126, 127, 128;

ICS 120, 125, 130, 135, 222;

JAPN& 121, 122, 123, 221, 222, 223;

MUSC& 105, MUSC 116;

PHIL& 101, 106, PHIL 131, 150;

RUS& 121, 122, 123;

SPAN& 121, 122, 123, 221, 222, 223, SPAN 104, 110, 111, 112, 205, 206, 207, 260, 261, 262;

WS 155, 160;

C. Social & Behavioral Science (10 credits)

Complete at least 10 credits from any of the following courses:

ANTH& 100, 204, 206, 234;

ECON& 201, 202, ECON 110, 291;

GEO 150;

HIST& 146, 147, 148, HIST 107, 108, 110, 111, 112, 113, 115, 116, 117, 233;

ICS 255;

POLS& 201, 202, 203, 204, POLS 104, 205;

PSYC& 100, 200, 220, PSYC 103, 201, 205;

SOC& 101, 201, SOC 110, 150, 269;

SSCI 290/2901

D. Mathematical & Natural Science (10 credits)

Complete at least 10 credits from any of the following courses:

ANTH& 205;

ASTR& 101/101L;

BIOL& 100/100L, 160/160L, 175/175L, 211/211L, 212/212L, 213/213L, 241/241L, 242/242L, 260/260L;

BIOL 120, 140/140L, 148/148L, 186/186L, 201/201L, 240/240L, 250/250L, 252/252L, 253/253L, 254/254L;

CHEM& 110/110L, 121/121L, 122/122L, 123/123L, 131/131L, 140/140L, 161/161L, 162/162L, 163/163L, 241/251, 242/252, 243/253, CHEM 254/264, 255/265, 2861-2869, 2901-2909;

ENVS& 101/101L, ENVS 174;

GEOL& 101/101L, 103/103L, 110/110L, GEOL 102/102L;

GEO 101, 120/1201;

MATH& 107, 141, 142, 146, 144, 148, 151, 152, 153, 254, MATH 113, 121, 122, 123, 147, 243, 246, 255;

NUTR& 101;

PHYS& 100/101, 121/131, 122/132, 123/133, 221/231, 222/232, 223/233;

SCI 110/1101;

G. Electives (50-52 credits)

Courses must be numbered 100 or above. Please consult with your advisor or counselor.

Note:

**Required minimum credits 90.*

**Required minimum cumulative GPA 2.0.*

**A minimum of 30 credits CBC courses.*

Program Offerings



Accounting ?

Department Overview: Columbia Basin College offers transfer accounting courses, a two-year occupational degree, and a one-year occupational certificate in accounting. 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 and practical experience to perform computerized accounting functions.

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

- Apply fundamental accounting process to properly record ordinary business transactions
- Use practical skills and knowledge to understand and prepare basic accounting and business reports for internal and external users
- Apply accounting and/or business concepts in a variety of business situations and business structures including corporations, partnerships, and small businesses
- Apply information tools and resources within business organizations
- Develop an understanding of the regulatory environment of business
- Demonstrate proficiency in communication skills necessary in a business environment

Associate in Applied Science in Accounting

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
ACCT& . 201	Principles of Accounting I	5
ACCT& . 202	Principles of Accounting II	5
ACCT& . 203	Principles of Accounting III	5

Select 4 courses from the following options:

BUS . . 105	Business and Payroll Tax Accounting	5
BUS . . 107	Federal Income Taxes	5
BUS . . 111	Computerized Accounting	5
BUS . . 250	Management Information Systems	5
BUS . . 264	Fraud and Accounting Information Systems	5
Subtotal.		35

Major Support

(a minimum of 35 credits are required)

Course No.	Course Title	Credits
AOT . . 124	Intermediate Spreadsheet Applications	5
BUS& . 101	Intro to Business	5
BUS . . 120	Personal Finance	5
BUS . . 130	Project Management	5
BUS . . 165	Investments	5
BUS . . 220	Advanced Personal Finance	5
BUS& . 201	Business Law	5
POLS& . 200	Introduction to Law	5
BUS . . 2952	Supervised Employment	1-5
CA . . 100	Introduction to Microcomputers	4
CS . . 101	Introduction to Computers and Information Technology	5
CS . . 106	Database Systems	5
ECON& . 202	Macro Economics	5
ECON& . 201	Micro Economics	5
MATH& . 146	Introduction to Stats	5
MATH . 147	Finite Math	5
MATH& . 148	Business Calculus	5
AOT	Keyboarding	2-4
Subtotal.		35

General Education

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
ENGL& . 235	Technical Writing	5
MATH . 106+	MATH 106 or above	5

Psychology or Sociology (select 5 credits)

PSYC& . 100	General Psychology or	5
PSYC . . 201	Social Psychology or	5
SOC& . . 101	Intro to Sociology	5

Speech (select 3 credits)

CMST . . 101	Speech Essentials or	3
CMST . . 110	Communication Behavior	3
Subtotal.		23
Total Credits Required.		93

Accounting

One-Year Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
ACCT& . 201	Principles of Accounting I	5
ACCT& . 202	Principles of Accounting II	5

Select 2 courses from the following options:

BUS . . 105	Business and Payroll Tax Accounting	5
BUS . . 111	Computerized Accounting	5
BUS . . 250	Management Information Systems	5
Subtotal.		20

Major Support

(a minimum of 15 credits are required)

Course No.	Course Title	Credits
AOT . . 124	Intermediate Spreadsheet Applications	5
BUS& . 101	Intro to Business	5
BUS . . 107	Federal Income Taxes	5
BUS . . 120	Personal Finance	5
BUS . . 130	Project Management	5
BUS . . 220	Advanced Personal Finance	5
ACCT& . 203	Principles of Accounting III	5
BUS& . 201	Business Law	5
POLS& . 200	Introduction to Law	5
BUS . . 264	Fraud and Accounting Information Systems	5
BUS . . 2952	Supervised Employment	1-5
AOT	Keyboarding	2-4
CA . . 100	Introduction to Microcomputers	4
CS . . 101	Introduction to Computers and Information Technology	5
CS . . 106	Database Systems	5
ECON& . 202	Macro Economics	5
ECON& . 201	Micro Economics	5
MATH& . 146	Introduction to Stats	5
MATH . 147	Finite Math	5
MATH& . 148	Business Calculus	5
Subtotal.		15

General Education

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
MATH . 106+	MATH 106 or above	5

Psychology or Sociology (select 5 credits)

PSYC& . 100	General Psychology or	5
PSYC . . 201	Social Psychology or	5
SOC& . . 101	Intro to Sociology	5

Speech (select 3 credits)

CMST . . 101	Speech Essentials or	3
CMST . . 110	Communication Behavior	3
Subtotal.		18
Total Credits Required.		53

Administrative Office Technology ?

Department Overview: The Administrative Office Technology department (located in the W building) 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 attend the First Year Introduction seminar offered by AOT to discuss program entry, individual placement, sequence, scheduling, and program planning. (To locate AOT, consult the maps provided elsewhere in the catalog.) 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 1952) 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 in Arts and Sciences degree, 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

Certificates 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 (two-quarter programs):

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

All programs require students to:

- Complete COMPASS test
- Earn a minimum grade of 2.0 in all required Administrative Office Technology courses

Associate in Applied Science in Administrative Assistant

PROFESSIONAL TECHNICAL

The following assumes the student enters the program college-ready and has completed AOT 101/AOT 102/AOT 109 or ability to test out/challenge.

Eligibility for MATH 106 and ENGL& 101. Recommended: students purchase a USB storage drive.

Major Courses

Course	No.	Course Title	Credits
CA	100	Introduction to Microcomputers	4
AOT	114	Editing	5
AOT	117	Office Orientation	3
AOT	124	Intermediate Spreadsheet Applications	5
AOT	142	General Office Procedures	5
AOT	172	Word Processing I	5
AOT	270	Business Correspondence	5
AOT	290	Professional Development	3
Subtotal.			35

Support Courses

Available Emphases: General and Legal.

Choose one Available Emphasis from below:

General:

Course	No.	Course Title	Credits
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	132	Payroll for the Office Professional	4
AOT	1952*	Supervised Employment	3
AOT	243	Administrative Office Management	2
AOT	272	Word Processing II	4
AOT	276	Integrated Word Processing	5
Subtotal.			39

General Major and Support Subtotal. . . . 74

**AOT 1952-Supervised Employment site must meet intended emphasis requirement.*

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 100 cpm. To achieve these speeds, AOT 109 may be taken three times for credit.

Legal:

Course	No.	Course Title	Credits
AOT	129	Accounting Software	3
AOT	130	Practical Accounting	5
AOT	132	Payroll for the Office Professional	4
AOT	146	Legal Terminology	5
AOT	1952*	Supervised Employment	3
AOT	244	Legal Administrative Office Procedures	5
AOT	272	Word Processing II	4
PL	101	Introduction to Paralegalism	5
PL	105	Law Office Management	3
Subtotal.			37

Legal Major and Support Subtotal. . . . 72

**AOT 1952-Supervised Employment site must meet intended emphasis requirement.*

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 100 cpm. To achieve these speeds, AOT 109 may be taken three times for credit.

General Education

Course	No.	Course Title	Credits
ENGL&	101	English Composition I	5
MATH	106+	MATH 106 or above	5
PSYC&	100	General Psychology	5

Speech (select 3-5 credits)

CMST.	101	Speech Essentials or	3
CMST&	220	Public Speaking or	5
CMST.	103	Workplace Communication or	3
CMST.	110	Communication Behavior or	3
CMST&	210	Interpersonal Communication or	5

Program Offerings

CMST.260.Multicultural Communications	5
Subtotal.	18-20
Total General Credits Required.	92-94
Total Legal Credits Required.	90-92

Associate in Applied Science Administrative Assistant

PROFESSIONAL TECHNICAL
TRANSFER DEGREE TO CWU

To be eligible for ENGL& 101 or ENGL 103 and the required math, the student may need to complete ENGL 098/ENGL 099 and MATH 095. Certificate entry keyboarding of 25 net wpm in 3' timing required. To achieve this, the student may need to complete AOT 101/AOT 102. Also AOT 114 or COMPASS Reading 82 & Writing 87.

Recommended: students purchase a USB storage drive.

Major Courses

Course	No.	Course Title	Credits
CA	100	Introduction to Microcomputers	4
AOT.	102	Keyboarding II	2
AOT.	1091	Keyboarding/Skillbuilding	3
AOT.	117	Office Orientation	3
AOT.	124	Intermediate Spreadsheet Applications	5
AOT.	125	Database Applications	5
AOT.	129	Accounting Software	3
AOT.	142	General Office Procedures	5
AOT.	172	Word Processing I	5
AOT.	243	Administrative Office Management	2
AOT.	270	Business Correspondence	5
AOT.	272	Word Processing II	4
AOT.	290	Professional Development	3
Subtotal.			49

Major Support

Course	No.	Course Title	Credits
AOT.	126.	Presentation Applications .	3
AOT.	128.	Web Page Maintenance .	5
AOT.	276.	Integrated Word Processing.	5
AOT.	294.	Software Teaching Methods	5
Subtotal.			18

General Education

Course No.	Course Title	Credits
ENGL&.101.	English Composition I	5
MATH121.	Structure of Elementary Math or above or	5
CS102.	Visual Basic 1	5

Economics (select 5 credits)

ECON&.202.	Macro Economics or	5
ECON&.201.	Micro Economics	5

English (select 5 credits)

ENGL&.102.	Composition II or	5
ENGL&.235.	Technical Writing	5

Speech (select 3-5 credits)

CMST.101.	Speech Essentials or	3
CMST&.220.	Public Speaking or	5
CMST.103.	Workplace Communication or	3
CMST.110.	Communication Behavior or	3
CMST&.210.	Interpersonal Communication or	5
CMST.260.	Multicultural Communications	5
Social Sciences or Humanities.		10

Total Credits Required. 100-102

Office Clerk

One-Year Certificate

PROFESSIONAL TECHNICAL

The following assumes the student enters the program college-ready and has completed AOT 101/AOT 102/AOT 109 or ability to test out/challenge. Eligibility for MATH 106 and ENGL& 101.

Recommended: students purchase a USB storage drive.

Major Courses

Course No.	Course Title	Credits
CA100.	Introduction to Microcomputers	4
AOT.114.	Editing	5

AOT.117.	Office Orientation	3
AOT.124.	Intermediate Spreadsheet Applications.	5
AOT.142.	General Office Procedures	5
AOT.172.	Word Processing I	5
AOT.1952*	Supervised Employment	3
AOT.270.	Business Correspondence	5
AOT.290.	Professional Development	3
	Subtotal.	38

Support Courses

Available Emphases: General, Legal, or Billing and Posting.

Choose one Available Emphasis from below:

General:

Course	No.	Course Title	Credits
AOT.	125.	Database Applications	5
AOT.	272.	Word Processing II	4
Subtotal.			9

*AOT 1952-Supervised Employment site must meet intended emphasis requirement.

AOT 109 is a prescribed course to facilitate keyboarding and 10-key speeds. Degree completion requires keyboarding speed of 50 wpm and 10-key speed of 100 cpm. To achieve these speeds, AOT 109 may be taken three times for credit.

Legal:

Course	No.	Course Title	Credits
AOT.	146.	Legal Terminology	5
AOT.	244.	Legal Administrative Office Procedures	5
Subtotal.			10

*AOT 1952-Supervised Employment site must meet intended emphasis requirement.

AOT 109 is a prescribed course to facilitate keyboarding and 10-key speeds. Degree completion requires keyboarding speed of 50 wpm and 10-key speed of 100 cpm. To achieve these speeds, AOT 109 may be taken three times for credit.

Billing and Posting:

Course No.	Course Title	Credits
AOT.129.	Accounting Software.	3
AOT.130.	Practical Accounting	5
AOT.132.	Payroll for the Office Professional	4
Subtotal.		12

*AOT 1952-Supervised Employment site must meet intended emphasis requirement.

AOT 109 is a prescribed course to facilitate keyboarding and 10-key speeds. Degree completion requires keyboarding speed of 35 wpm and 10-key speed of 175 cpm. To achieve these speeds, AOT 109 may be taken three times for credit.

General Education

Course No.	Course Title	Credits
ENGL&.101.	English Composition I	5
MATH106+	MATH 106 or above	5
PSYC&.100.	General Psychology	5

Speech (select 3-5 credits)

CMST.101.	Speech Essentials or	3
CMST&.220.	Public Speaking or	5
CMST.103.	Workplace Communication or	3
CMST.110.	Communication Behavior or	3
CMST&.210.	Interpersonal Communication or	5
CMST.260.	Multicultural Communications	5

Total General Credits Required. 65-67

Total Legal Credits Required. 66-68

Total Billing and Posting Credits Required. 68-70

Practical Accounting

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

Course No.	Course Title	Credits
AOT.129*	Accounting Software.	3
AOT.130*	Practical Accounting.	5
Subtotal.		8
Total Credits Required.		8

*Must complete with a 2.0 or above. All AOT-HIT students completing these two courses will be afforded this short-term certificate.

Receptionist

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

AOT Prerequisites: AOT 101/AOT 102/AOT 109 or Challenge/AP (Advanced Placement).

Recommended: students purchase a USB storage drive.

Major Courses

Course No.	Course Title	Credits
CA . . . 100	Introduction to Microcomputers	4
AOT . . . 117	Office Orientation	3
AOT . . . 142	General Office Procedures	5
AOT . . . 172	Word Processing I	5
AOT . . . 1952*	Supervised Employment	2
Subtotal.		19
Total Credits Required.		19

*AOT 1952-Supervised Employment site must meet intended emphasis requirement. AOT 109 is a prescribed course to facilitate keyboarding and 10-key speeds. Degree 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.

Adult Basic Education/General Education Development (GED) ?

Department Overview: Adult Basic Education (ABE) consists of two main areas of focus: ABE and GED preparation. These classes serve the adult community and are available at the Learning Opportunities Center (LOC), on the Pasco campus and at the Kennewick WorkSource. 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 lacks 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. Again, each person is tested and diagnosed for reading, writing, and math levels. Instruction may be individualized or in a classroom.

Agriculture ?

Department Overview: Agriculture is the science of the food and fiber industry. Courses are designed to provide the student with a deeper understanding of the foundational science of modern agriculture. Students will develop their ability to think critically and communicate through both spoken and written media. See also Horticulture, Agricultural Food Systems, and Animal Science for courses required to earn an Associate in Arts and Sciences with an Emphasis in Agri-Business.

Associate in Arts & Sciences with an Emphasis in Agri-Business

TRANSFER DEGREE

Option C

A. Communication (15 credits)

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
ENGL& . . 102	Composition II	5
CMST& . . 220	Public Speaking	5

Math ProficiencyX

B. Quantitative/Symbolic Reasoning (5 credits)

Course No.	Course Title	Credits
MATH& . . 146	Introduction to Stats	5

C. Humanities (15 credits)

Course No.	Course Title	Credits
ICS . . . 120	Survey of Hispanic Culture	5
SPAN . . 110	Beginning Spanish for Professionals or	5
CHIN& . . 121	Chinese I	5
CMST . . 221	Communication Skills for Conflict Resolution	5

D. Social & Behavioral Science (15 credits)

Course No.	Course Title	Credits
PSYC& . . 100	General Psychology	5
SOC& . . 101	Intro to Sociology	5
ECON& . . 202	Macro Economics	5

E. Mathematical & Natural Science (15 credits)

Course No.	Course Title	Credits
CHEM& . . 161	General Chemistry I w/Lab	5
CHEM& . . 161L*	General Chemistry I Lab	0
CHEM& . . 162	General Chemistry II w/Lab	5
CHEM& . . 162L*	General Chemistry II Lab	0
BIOL& . . 211	Majors Cellular w/Lab	5
BIOL& . . 211L*	Majors Cellular Lab	0

F. Health and Physical Education (3 credits)

Course No.	Course Title	Credits
HE . . . 230	First-Aid Safety	3

G. Electives (33 credits)

Course No.	Course Title	Credits
AFS . . . 101	Introduction to Agricultural Systems	3
AFS . . . 201	Agricultural and Food Systems	4
AFS . . . 2011	Agricultural and Food Systems Lab	1
AG . . . 201	Soils	4
AG . . . 2011	Soils Lab	1
AG . . . 102	Introduction to Animal Science	4
AG . . . 1021	Introduction to Animal Science Lab	1
ACCT& . . 201	Principles of Accounting I	5
CHEM& . . 163	General Chemistry III w/Lab	5
CHEM& . . 163L*	General Chemistry III Lab	0
HORT . . . 202	Cultivated Plants	4
HORT . . . 2021	Cultivated Plants Lab	1

Total Credits Required. . . . 101

Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.

Agricultural Food Systems ?

Department Overview: Agri-Food Systems give you a broad, interdisciplinary understanding of agriculture systems and allow you to develop specialized knowledge of business management in agriculture and related areas. The program prepares not only aspiring growers of crops, but also students who are interested in related industries, such as global marketing, direct marketing, or food production to contribute to the changing field of agriculture.

Agricultural and Industrial Equipment Technology ?

Department Overview: The Agriculture and Industrial Equipment Technology program prepares students to become technicians for agriculture and construction equipment dealers who sell such brands as AGCO, CASE IH, Caterpillar, Kubota, and New Holland products. The program is two years in length and includes courses in hydraulics, electronics, diesel, mobile air conditioning, and diagnostics. The Agriculture and Industrial Equipment department intends to meet the following goals:

- Upgrade the technical competency and professional level of incoming Ag and Industrial Equipment service technicians
- Train students to analytically diagnose service and maintain agriculture and industrial products using recommended procedures, special tools, and service information

Program Offerings

- Develop technicians with strong communications and customer service skills including listening, interpersonal communication, conflict resolution, and teamwork
- Provide content that will enable successful graduates to advance in position after additional experience, and to understand new systems and components as they are introduced

To enter the program students must be sponsored by an equipment dealership and meet the dealership hiring requirements. Students are encouraged to do a pre-internship at an equipment dealership prior to entering the program. Students complete six sessions of courses at Columbia Basin College (109-111 credits/1,694-1,716 hours) and four sessions of paid internships at sponsoring dealerships (20 credits/1,000 hours). An Associate in Applied Science in Agriculture and Industrial Equipment Technology is awarded to students who complete all required and related coursework, general education requirements, and internship credits.

Associate in Applied Science in Ag and Industrial Equipment Technology

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
AGET . . . 110	Fundamentals of Maintenance	7
AGET . . . 112	Pre-Delivery & Maintenance	7
AGET . . . 117	Internship 1	5
AGET . . . 120	Power Train	7
AGET . . . 122	Mobile Air Conditioning	7
AGET . . . 127	Internship 2	5
AGET . . . 130	Hydraulic Principles	7
AGET . . . 132	Wiring Circuits, Charging & Starting Systems.	7
AGET . . . 210	Hydraulic Systems	7
AGET . . . 212	Electronic Systems	7
AGET . . . 217	Internship 3	5
AGET . . . 220	Engines and Fuel Systems	7
AGET . . . 227	Internship 4	5
AGET . . . 232	Precision Ag and Construction	5
AGET . . . 234	Diagnostics	7
AGET . . . 238	Capstone	2
Subtotal.		97

Major Support

Course No.	Course Title	Credits
AMT . . . 207	Material Science of Automotive Technology	3
BUS& . . 101	Intro to Business	5
FYI . . . 103	First Year Introduction for Skilled Trades	1
Subtotal.		9

General Education

Course No.	Course Title	Credits
MATH . . 111	Automotive Math.	5

English (select 5 credits)

ENGL& . . 101	English Composition I or	5
ENGL . . 103	Writing in the Workplace (preferred)	5

Human Relations (select 5 credits)

PSYC& . . 100	General Psychology or	5
PSYC . . 201	Social Psychology or	5
BUS . . . 271	Human Relations Business (preferred)	5

Speech (select 3-5 credits)

CMST . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST . . 103	Workplace Communication (preferred) or	3
CMST . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication or	5
CMST . . 260	Multicultural Communications	5
Subtotal.		18-20

Total Credits Required. . . 124-126

Equipment Electronics

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

Course No.	Course Title	Credits
AGET . . . 132	Wiring Circuits, Charging & Starting Systems.	7
AGET . . . 212	Electronic Systems	7
Subtotal.		14
Total Credits Required.		14

Hydraulics

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

Course No.	Course Title	Credits
AGET . . . 130	Hydraulic Principles	7
AGET . . . 210	Hydraulic Systems	7
Subtotal.		14
Total Credits Required.		14

Anthropology ?

Department Overview: 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 sociocultural evolution through research, critical thinking, and writing.

Associate in Arts & Sciences with an Emphasis in Anthropology

TRANSFER DEGREE

Option C

A. Communication (13 credits)

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
ENGL& . . 102	Composition II	5
CMST	3

Math ProficiencyX

B. Quantitative/Symbolic Reasoning (5 credits)

Course No.	Course Title	Credits
MATH& . 146	Introduction to Stats	5

C. Humanities (15 credits)

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

Course No.	Course Title	Credits
Humanities Electives (see Anthropology advisor for appropriate selection)		15

D. Social & Behavioral Science (15 credits)

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

Course No.	Course Title	Credits
PSYC& . . 100	General Psychology or	5
SOC& . . 101	Intro to Sociology.	5
ANTH& . 206	Cultural Anthropology	5
Social Science Elective (see Anthropology advisor for appropriate selection)		5

E. Mathematical & Natural Science (15 credits)

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

Course No.	Course Title	Credits
ANTH& . 205	Biological Anthropology.	5
Mathematical & Natural Science Electives (see Anthropology advisor for appropriate selection)		10

F. Health and Physical Education (3 credits)

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

Program Offerings

G. Electives (24 credits)

Course No.	Course Title	Credits
ANTH& .204.	Archeology (Required)	5
ANTH& .234.	Religion & Culture (Recommended)	5
Electives (see Anthropology advisor for appropriate selection)		19
Total Credits Required.		90

Applied Management ?

Department Overview: Beginning fall quarter 2009, Columbia Basin College will offer a Bachelor of Applied Science (BAS) degree in Applied Management. This degree is designed for those who have earned an Associate in Applied Science (AAS) degree, but lack the broader business-related education needed to move into leadership positions. Many AAS holders have reached a plateau in their career, unable to advance because they cannot meet the bachelor's degree requirements for many supervisory positions. The BAS degree will broaden career opportunities and help graduates climb the career ladder leading to improved chances for promotion to management positions.

Bachelor of Applied Science (BAS) Applied Management

General Education Requirements (55 credits)

A. Communication (10-15 credits)

Course No.	Course Title	Credits
ENGL& .101.	English Composition I	5
ENGL .410.	Professional & Organizational Communications	5
Communication course (see BAS advisor for appropriate selection)		

B. Humanities (10-15 credits)

Course No.	Course Title	Credits
ICS .310.	American Diversity	5
PHIL .305.	Professional Ethics	5
Humanities course (see BAS advisor for appropriate selection)		

C. Social & Behavioral Science (10-20 credits)

Course No.	Course Title	Credits
PSYC& .100.	General Psychology or other Social Science course	5
ECON .305.	Managerial Economics	5
Social Science course(s) (see BAS advisor for appropriate selection)		

D. Mathematical & Natural Science (15-25 credits)

Course No.	Course Title	Credits
MATH	Approved College-Level Math	5
MATH& .146.	Introduction to Stats	5
ENVS .310.	Environmental Issues	5
Mathematical & Natural Science course(s) (see BAS advisor for appropriate selection)		

Subtotal. 55

Foundation Workforce Courses (70 credits)

E. Foundation Workforce Coursework 70 (see BAS advisor for additional information)

Applied Management Courses (55 credits)

F. Applied Management Core Coursework (45 credits)

Course No.	Course Title	Credits
AMGT .300.	Management and Organization Theory	5
AMGT .310.	Operations Management	5
AMGT .320.	Leadership and Organization Behavior	5
AMGT .330.	Legal Issues for Business & Managers	5
AMGT .340.	Information Technology and Applications	5
AMGT .360.	Business Planning and Strategy	5
AMGT .400.	Financial and Managerial Accounting	5
AMGT .430.	Fundamentals of Financial Management	5
AMGT .480.	Business Strategy Capstone or	5
AMGT .490.	Small Business Start-up Capstone	5
Subtotal. 45		

G. Applied Management Core Electives (10 credits)

Course No.	Course Title	Credits
AMGT .317.	Special Topics	5
AMGT .350.	Marketing for Managers	5
AMGT .389.	Independent Study	5
AMGT .410.	Project Management	5
AMGT .417.	Special Topics	5
AMGT .420.	Human Resources Management	5

AMGT .470.	Applied Management Internship	5-10
AMGT .489.	Independent Study	5-10
or		
Approved Electives (see BAS advisor for appropriate selection)		5-10
Subtotal. 10		
Total Credits Required. 180		

Arabic ?

Department Overview: Our Arabic classes offer student-centered instruction that focuses on communicating effectively in Arabic, appreciating the culture of Arab countries of the Middle East and Northern Africa, and recognizing linguistic and cultural connections between Arabic-speaking parts of the world and the United States.

Art, Visual ?

Department Overview: 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 artists 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 has 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.

Associate in Arts & Sciences with an Emphasis in Visual Arts

TRANSFER DEGREE

Option C

A. Communication (13 credits)

Course No.	Course Title	Credits
ENGL& .101.	English Composition I	5
ENGL& .102.	Composition II	5
CMST .101	Speech Essentials or	3
CMST .110.	Communication Behavior	3

Math Proficiency X

B. Quantitative/Symbolic Reasoning (5 credits). 5

C. Humanities (15 credits)

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

Course No.	Course Title	Credits
ART& .100.	Art Appreciation	5
Humanities Electives		10

Program Offerings

D. 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

E. 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

F. Health and Physical Education (3 credits)

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

G. Electives - 46 required electives

Course	No.	Course Title	Credits
ART	111	.Design I	5
ART	1121	.3D Design II	5
ART	1131	.Drawing I	3
ART	1141	.Drawing II	3

Select 10 credits from the following courses:

ART	116	.Art History Ancient World	5
ART	117	.Art History Medieval-Baroque	5
ART	118	.Art History Modern Times	5
ARTElective Studio Courses (See Faculty Advisor)	20

Total Credits Required. 112

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.

Astronomy ?

Department Overview: The Astronomy program is offered to give science students a choice in how they integrate and apply math and science skills in their learning process. Currently, Introductory Astronomy is taught as the primary astronomy class. This includes: understanding the basics of observational astronomy, the solar system, stars, galaxies, and the universe. Our Robert and Elisabeth Moore Observatory gives students the opportunity for hands-on learning by observing in a research-grade facility right on campus. The use of the scientific process, math skills, and critical thinking are emphasized as the basis for moving forward in a technologically challenging world.

Autobody Collision Repair ?

The Autobody program is being discontinued following the 2009-2010 school year. Only second-year students are eligible to register for the 2009-2010 school year.

Department Overview: 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 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, call (509) 544-2269.

The department requires students achieve a minimum grade of 2.0 to be able to continue enrollment in major courses. The Associate in 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.

Associate in Applied Science in Autobody Collision Repair

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
ABT	111	.Basic Repair	5
ABT	1111	.Basic Repair Lab	9
ABT	121	.Subassembly Repair	5
ABT	1211	.Subassembly Repair Lab	9
ABT	131	.Principles of Painting	5
ABT	1311	.Painting Lab	9
ABT	211	.Repair Methods	5
ABT	2111	.Repair Methods Lab	9
ABT	221	.Body Rebuilding I	5
ABT	2211	.Body Rebuilding I Lab	9
ABT	231	.Body Rebuilding II	5
ABT	2311	.Body Rebuilding II Lab	9
Subtotal.			84

Major Support

Course	No.	Course Title	Credits
WT	100	.Basic Welding	1
WT	1001	.Basic Welding Lab	2
BUS&	101	.Intro to Business	5
FYI	103	.First Year Introduction for Trades	1
Subtotal.			9

General Education

Course	No.	Course Title	Credits
English (select 5 credits)			
ENGL&	101	.English Composition I or	5
ENGL	103	.Writing in the Workplace	5

Human Relations (select 3-5 credits)

PSYC	103	.Applied Psychology or	3
PSYC&	100	.General Psychology or	5
PSYC	201	.Social Psychology or	5
BUS	271	.Human Relations Business	5

Math (select 4-5 credits)

MATH	100+	.MATH 100 or above	4-5
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Speech (select 3-5 credits)

CMST	101	.Speech Essentials or	3
CMST&	220	.Public Speaking or	5
CMST	103	.Workplace Communication or	3
CMST	110	.Communication Behavior or	3
CMST&	210	.Interpersonal Communication or	5
CMST	260	.Multicultural Communications	5

Subtotal. 15-20

Total Credits Required. 108-113

Autobody Collision Repair Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
ABT	111	.Basic Repair	5
ABT	1111	.Basic Repair Lab	9
ABT	121	.Subassembly Repair	5
ABT	1211	.Subassembly Repair Lab	9
ABT	131	.Principles of Painting	5
ABT	1311	.Painting Lab	9
Subtotal.			42

Major Support

Course	No.	Course Title	Credits
WT	1001	.Basic Welding Lab	2
Subtotal.			2

Total Credits Required. 44

Automotive Technology ?

Department Overview: 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, call (509) 542-4746.

The department requires students achieve a minimum grade of 2.0 to be able to continue enrollment in major courses. The Associate in 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.

Associate in Applied Science in Automotive Technology

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
AMT	110	Introduction to Automotive Technology	4
AMT	1101	Introduction to Automotive Technology Lab	10
AMT	120	Basic Electrical and Electronics	2
AMT	1201	Basic Electrical and Electronics Lab	5
AMT	123	Brakes/Suspension I	2
AMT	1231	Brakes/Suspension I Lab	5
AMT	130	Engine Performance	2
AMT	1301	Engine Performance Lab	5
AMT	133	Engine Repair and Rebuild	2
AMT	1331	Engine Repair and Rebuild Lab	5
AMT	1402	Automotive Internship	7
AMT	207	Material Science of Automotive Technology	3
AMT	220	Advanced Electrical and Electronics	2
AMT	2201	Advanced Electrical and Electronics Lab	5
AMT	223	Brakes/Suspension II	2
AMT	2231	Brakes/Suspension II Lab	5
AMT	230	Automatic Transmission	2
AMT	2301	Automatic Transmission Lab	4
AMT	233	Manual Transmission	2
AMT	2331	Manual Transmission Lab	5
AMT	240	Drivability Diagnostics	2
AMT	2401	Drivability Diagnostics Lab	5
AMT	243	Heating Ventilation and Air Conditioning Systems	2
AMT	2431	Heating Ventilation and Air Conditioning Systems Lab	5
Subtotal.			93

Major Support

FYI	103	First Year Introduction for Trades	1
Subtotal.			1

General Education

Course	No.	Course Title	Credits
ENGL	103	Writing in the Workplace	5
MATH	111	Automotive Math	5
CMST	103	Workplace Communication	3

Psychology (select 3-5 credits)

PSYC	103	Applied Psychology or	3
PSYC&	100	General Psychology	5

Subtotal. . . . 16-18

Total Credits Required. . . 110-112

Automotive Technology Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
AMT	110	Introduction to Automotive Technology	4
AMT	1101	Introduction to Automotive Technology Lab	10
AMT	120	Basic Electrical and Electronics	2
AMT	1201	Basic Electrical and Electronics Lab	5
AMT	123	Brakes/Suspension I	2
AMT	1231	Brakes/Suspension I Lab	5
AMT	130	Engine Performance	2
AMT	1301	Engine Performance Lab	5
AMT	133	Engine Repair and Rebuild	2
AMT	1331	Engine Repair and Rebuild Lab	5
Subtotal.			42
Total Credits Required.			42

Biology ?

Department Overview: The Life Sciences Department offers courses in Biology & Science to:

- Prepare students for BIOL& 211/BIOL& 211L and/or fulfill graduation requirements for the non-science major to obtain an Associate in Arts and Sciences degree or Certificate of General Study (BIOL& 100/BIOL& 100L, BIOL& 160/BIOL& 160L, BIOL& 175/BIOL& 175L, ENV& 101/ENV& 101L, BIOL 140/BIOL 140L, SCI 110/SCI 1101)
- Meet the entrance or support course requirements for the Health Sciences (Nursing, Dental Hygiene, Physical & Occupational Therapy, Paramedic/EMT, etc.) programs (BIOL& 160/BIOL& 160L, BIOL& 211/BIOL& 211L, BIOL& 241/BIOL& 241L, BIOL& 242 /BIOL& 242L, BIOL& 260/BIOL& 260L)
- 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 (BIOL& 211/BIOL& 211L, BIOL& 212/BIOL& 212L, BIOL& 213/BIOL& 213L)
- Meet the need for elective and/or general interest to the community (BIOL 120, BIOL 140/BIOL 140L, BIOL 186/BIOL 186L, BIOL 201/BIOL 201L, BIOL 240/BIOL 240L, BIOL 250/BIOL 250L, BIOL 252/BIOL 252L, BIOL 253/BIOL 253L, BIOL 254/BIOL 254L, SCI 110/SCI 1101)

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

Blueprint Reading ?

Department Overview: Columbia Basin College offers four Blueprint reading classes. They are tailored specifically for the following programs:

Machine Technology BPR 204

These classes are designed to lead the Machine Technology student into reading Machine Shop blueprints. Students will also be introduced to Computer Aided Drafting (CAD) software and will create blueprints of machining projects using the software.

Welding Technology BPR 106 and BPR 206

These classes are designed to teach students to interpret blueprints used on structural projects (BPR 106) along with utility and process piping projects (BPR 206). Students learn to create a materials list from reading blueprints in both BPR 106 and BPR 206.

Business ?

Department Overview: The variety of business courses offered are designed to meet many different needs. Students can complete the AA in Business, complete business prerequisites to transfer to a four-year college,

can choose among the courses to build specific skills, and/or can select courses that will lead to a certificate or two-year degree in Accounting or Business Administration.

Associate in Arts & Sciences in Business

TRANSFER DEGREE

A. Communication (13 credits)

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
ENGL& . 102	Composition II	5
CMST. . 101	Speech Essentials or	3
CMST& . 220 ¹	Public Speaking	5

Math ProficiencyX

B. Quantitative/Symbolic Reasoning (5 credits)

Course No.	Course Title	Credits
MATH& . 148	Business Calculus	5

C. Humanities (15 credits)

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

Humanities Electives ²	15
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D. Social & Behavioral Science (15 credits)

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

Course No.	Course Title	Credits
ECON& . 202	Macro Economics	5
PSYC& . 100	General Psychology or	5
SOC& . 101	Intro to Sociology	5
Social Science Elective (see advisor for appropriate selection) ³		5

E. Mathematical & Natural Science (15 credits)

Course selections must also meet the Mathematical & Natural Science distribution requirements for the AA degree.⁴

Course No.	Course Title	Credits
Lab Science		5
Science		5
MATH& . 146	Introduction to Stats	5

F. Health and Physical Education (3 credits)

Selected from PE activity classes **or** Health (HE) classes3

G. Electives (40-55 credits)

Course No.	Course Title	Credits
ECON& . 201	Micro Economics	5
ACCT& . 201	Principles of Accounting I	5
ACCT& . 202	Principles of Accounting II	5
ACCT& . 203	Principles of Accounting III	5
BUS& . 201 ⁵	Business Law or	5
POLS& . 200 ⁵	Introduction to Law	5
MATH . 147	Finite Math	5
MATH& . 141	Precalculus I	5
BUS . 250	Management Information Systems	5
Business Elective ⁶	Computer Science course	0-5
World Languages ²		0-10

Total Credits Required . . 106-121

- For WSU, choose a 5-credit CMST& 220.
- Students intending the international business major should consult their potential transfer institutions regarding the level of world languages required for admission to the major, only five credits in world languages may apply to the Humanities requirement.
- For WSU, choose a Political Science course.
- Students intending the manufacturing management major at WWU should consult WWU regarding the selection of natural science courses required for admission to the major.
- Check with your chosen four-year college for appropriate choice, CBC does not have an equivalent required course for University of Washington.
- Four institutions have requirements for admission to the business major that go beyond those specified above that students can meet by careful selection of the elective course: WSU Management Information Systems MIS that can be satisfied by CBC's BUS 250, this course is required to certify for major; Gonzaga, PLU, and SPU have other computer course expectations, see advisor for information.

Business Administration ?

Program Overview: The Business Administration 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 contemporary business practices.

Upon successful completion of the program, students will be able to:

- Use critical thinking skills to analyze business problems
- Communicate effectively and apply interpersonal skills and cultural awareness to business situations
- Understand how human resources are organized into systems and solve problems within those systems
- Apply information tools and resources within organizations
- Reason quantitatively and apply accounting and financial knowledge to business practices

Associate in Applied Science in Business Administration

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
BUS& . 101	Intro to Business	5
ACCT& . 201	Principles of Accounting I	5
ACCT& . 202	Principles of Accounting II	5
BUS& . 201	Business Law	5
ECON& . 202	Macro Economics	5
ECON& . 201	Micro Economics	5

Computer Science/Computer Applications (select 4-5 credits)

CA/CS . 100+	Computer Course(s)	4-5
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Subtotal . . 34-35

Major Support

Select 35 credits. Options: You may pick optional classes from pre-pared lists of courses. See advisor to make your course selections.

Subtotal . . . 35

General Education

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
ENGL& . 102	Composition II or	5
ENGL& . 235	Technical Writing	5
MATH . 106+	MATH 106 or above	5
	Science course (Natural Science with lab)	5

Psychology or Sociology (select 5 credits)

PSYC& . 100	General Psychology or	5
SOC& . 101	Intro to Sociology	5

Speech (select 3-5 credits)

CMST. . 101	Speech Essentials or	3
CMST& . 220	Public Speaking or	5
CMST. . 110	Communication Behavior or	3
CMST& . 210	Interpersonal Communication or	5
CMST. . 260	Multicultural Communications	5

Subtotal . . 28-30

Total Credits Required . . 97-100

Business Administration

One-Year Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
BUS& . 101	Intro to Business	5
ACCT& . 201	Principles of Accounting I	5
BUS& . 201	Business Law	5
BUS . 271	Human Relations Business	5

Computer Science/Computer Applications (select 4-5 credits)

CA/CS . 100+	Computer course(s)	4-5
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Subtotal . . 24-25

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

General Education

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
MATH . 106+	MATH 106 or above	5

Psychology or Sociology courses (select 5 credits)

PSYC& . 100	General Psychology or	5
SOC& . 101	Intro to Sociology.	5

Speech (select 3-5 credits)

CMST. . 101	Speech Essentials or	3
CMST& . 220	Public Speaking or	5
CMST. . 110	Communication Behavior or	3
CMST& . 210	Interpersonal Communication or	5
CMST. . 260	Multicultural Communications	5

Subtotal. . . 18-20

Total Credits Required. . . 65-68

Chemistry ?

Department Overview: CHEM& 110/CHEM& 110L fulfills the chemistry requirement for the AAS degree in Nursing, Fire Science, 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.

CHEM& 140/CHEM& 140L is intended for science majors who have not had chemistry in high school and need the chemical and mathematical preparation required for the CHEM& 161, CHEM& 162, CHEM& 163 series. It can also be used to fulfill the lab science requirement for other majors.

CHEM& 121, CHEM& 122, CHEM& 123 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. Only CHEM& 121 is a pre-admission requirement for the CBC Dental Hygiene program.

CHEM& 161, CHEM& 162, CHEM& 163 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.

CHEM& 131 provides an overview of organic chemistry and biochemistry for students that do not need the level of detail provided by CHEM& 122 and CHEM& 123. This course is accepted for the Baccalaureate degree in Nursing at some four-year institutions.

The Chemistry department also provides a full array of second-year chemistry courses, including the organic chemistry sequence (CHEM& 241, CHEM& 242, CHEM& 243) and accompanying laboratory for chemistry, chemical engineering, biochemistry, biology, environmental science, and the pre-professional majors listed above; quantitative analysis, instrumental analysis, and laboratory (CHEM 254, CHEM 255) for chemistry, biochemistry, environmental chemistry, forensic science, and certain other majors; and the unique opportunity to take undergraduate research (CHEM 286 and CHEM 290) as a technical elective. Students must enroll in both the lecture and the lab unless special arrangements are made with the instructor.

Chinese ?

Department Overview: 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.

Commercial Drivers License ?

Department Overview: The Commercial Truck Driving program stresses the basic knowledge and skills needed to operate trucks. Includes instruction in safe operation of a trailer, including loading, unloading, and specialized docking. Students also receive instruction on federal, state, and local laws.

Commercial Truck Driving

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

Course No.	Course Title	Credits
CDL. . . 101	Commercial Drivers License	5
CDL. . . 1101	Range Operations and Maneuvers Lab	3
CDL. . . 1151	Backing Maneuvers	1
CDL. . . 1201	On Street Driving	1
CDL. . . 1301	Driving Proficiency	1

Subtotal. . . 11

Total Credits Required. . . 11

Communication Studies ?

Department Overview: Communication Studies 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.

Community Education ?

Department Overview: Columbia Basin College offers the Evergreen Flagger Training Certification program, which is the most recognized course for flagger training for Washington state. This flagger card is accepted in Oregon and Idaho as well. The handbook and instructor's manual are constantly updated and contain all the timely information and requirements.

This is the premier flagger training course offered in Washington state. It is offered by Evergreen-certified instructors through Columbia Basin College.

- This program is approved by the Washington State Traffic Control Oversight Committee (membership includes Departments of Transportation, Labor and Industries and Board for Colleges, business and labor)
- Certified instructors are authorized to issue the Washington State Flagger Certification card, recognized in Washington, Oregon, and Idaho
- Flaggers working on WSDOT construction projects are required to have the Washington State Flagger Certification card, which is approved for distribution through this program
- Meets Department of Labor & Industries requirements for WAC 296-155-305, "Flagger Training Requirements" for Washington state

This is a one-day class in which a Washington State Certified Flagging card will be issued upon successful completion of the class and test. (CBC does not refer positions.) Classes are held at the Pasco campus in the V building in room V 121 located at 2600 North 20th Avenue, Pasco from 8:30 a.m. to 4:00 p.m.

The cost for this class is \$46. Pre-registration is required and students are asked to bring their payment receipt to class.

Computer Applications ?

Department Overview: 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 of the Professional/Technical programs on campus.

Computer Science ?

Department Overview:

COMPUTER APPLICATIONS

These courses (CA courses) are currently offered cooperatively by the Administrative Office Technology and Computer Science departments and are available for students wishing to enhance their knowledge of current basic software programs.

COMPUTER SCIENCE

Computer Science courses (CS courses) are offered by the Computer Science department. The department is committed to provide 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, 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 six options: Internet Specialist, Database Administrator, Network Administrator, Programmer, Helpdesk Tech, and Multimedia. Furthermore, students may earn a one-year programming certificate in VB.Net, C#.Net, or C++.

Students may also take classes that will transfer to a four-year degree program. For students pursuing a four-year degree, the Computer Science department has direct articulation agreements with WSU, City University, CWU, EWU, and the University of Phoenix. Students may optionally choose to pursue a two-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 CBC 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 CompTIA A+ and Network+, 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.)

The 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. Classes are offered in the traditional format, day and night, and online.

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 non-traditional 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 nontraditional credit and/or placement: Passing a challenge test or presenting proof of a current industry certification, 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 high school classes. Students in the local K-12 school districts should check with their advisors for the availability of these classes.

Associate in Applied Science in Database Administrator

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
CS	101	Introduction to Computers and Information Technology	5
CS	102*	Visual Basic 1 (minimum grade 2.5)	5
CS	106	Database Systems	5
CS	109	PC Hardware 1	5
CS	110	Windows Operating Systems	5
CS	122	PC Hardware 2	5
CS	150	Computer Security	5
Subtotal.			35

Major Support

Course	No.	Course Title	Credits
CS	114	HTML (Internet Publishing 1)	5
CS	140	SharePoint	5
CS	202	Visual Basic 2	5
CS	206	Database Design	5
CS	218	ASP.NET	5
CS	221	SQL Server Administration	5
CS	225	SQL Server Programming	5
CS	228	Windows Server	5
Subtotal.			40

General Education

Course	No.	Course Title	Credits
ENGL&	101	English Composition I	5
MATH	106+	MATH 106 or above	5

Psychology or Sociology (select 5 credits)

PSYC&	100	General Psychology or	5
SOC&	101	Intro to Sociology.	5

Speech (select 3-5 credits)

CMST.	101	Speech Essentials or	3
CMST&	220	Public Speaking or	5
CMST.	110	Communication Behavior or	3
CMST&	210	Interpersonal Communication or	5
CMST.	260	Multicultural Communications	5

Subtotal. . . 18-20

Total Credits Required. . . 93-95

*Note: *MATH 095 or MATH 098 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.*

Associate in Applied Science in Help Desk Technician

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
CS	101	Introduction to Computers and Information Technology	5
CS	102*	Visual Basic 1 (minimum grade 2.5)	5
CS	106	Database Systems	5
CS	109	PC Hardware 1	5
CS	110	Windows Operating Systems	5
CS	122	PC Hardware 2	5
CS	150	Computer Security	5
Subtotal.			35

Program Offerings

Major Support

Course No.	Course Title	Credits
CS . . . 107	Intermediate Word Processing	2
CS . . . 108	Intermediate Spreadsheets	2
CS . . . 111	Web 2.0	5
CS . . . 114	HTML (Internet Publishing 1)	5
CS . . . 140	SharePoint	5
CS . . . 1952	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 Administration or	5
CS . . . 223	Unix/Linux	5

Select 10 credits from the following courses:

CS . . . 202	Visual Basic 2	5
CS . . . 203	Digital Graphics & Design 1	5
CS . . . 206	Database Design	5
CS . . . 244	Digital Graphics & Design 2	5

Subtotal. . . 45-49

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
MATH . . 106+	MATH 106 or above	5

Psychology or Sociology (select 5 credits)

PSYC& . . 100	General Psychology or	5
SOC& . . 101	Intro to Sociology	5

Speech (select 3-5 credits)

CMST. . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST. . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication or	5
CMST. . . 260	Multicultural Communications	5

Subtotal. . . 18-20

Total Credits Required. . . 98-104

*Note: *MATH 095 or MATH 098 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.*

Associate in Applied Science in Internet Specialist

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
CS . . . 101	Introduction to Computers and Information Technology	5
CS . . . 102*	Visual Basic 1 (minimum 2.5 grade)	5
CS . . . 106	Database Systems	5
CS . . . 109	PC Hardware 1	5
CS . . . 110	Windows Operating Systems	5
CS . . . 122	PC Hardware 2	5
CS . . . 150	Computer Security	5

Subtotal. . . 35

Major Support

Course No.	Course Title	Credits
CS . . . 111	Web 2.0	5
CS . . . 114	HTML (Internet Publishing 1)	5
CS . . . 115	JavaScript/CSS (Internet Publishing 2)	5
CS . . . 203	Digital Graphics & Design 1	5
CS . . . 216	XML (Internet Publishing III)	5
CS . . . 218	ASP.NET or	5
CS& . . 131	Computer Science I C++ or	5
CS . . . 243	Web Animation	5

Select 10 credits from the following courses:

CS . . . 140	SharePoint	5
CS . . . 223	Unix/Linux	5
CS . . . 228	Windows Server	5
CS . . . 229	Webmaster	5
CS . . . 244	Digital Graphics & Design 2	5

Subtotal. . . 45

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
MATH . . 106+	MATH 106 or above	5

Psychology or Sociology (select 5 credits)

PSYC& . . 100	General Psychology or	5
SOC& . . 101	Intro to Sociology	5

Speech (select 3-5 credits)

CMST. . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST. . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication or	5
CMST. . . 260	Multicultural Communications	5

Subtotal. . . 18-20

Total Credits Required. . . 98-100

*Note: *MATH 095 or MATH 098 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.*

Associate in Applied Science in Multimedia

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
CS . . . 101	Introduction to Computers and Information Technology	5

Select any 6 of the following courses:

CS . . . 102*	Visual Basic 1	5
CS . . . 110	Windows Operating Systems	5
CS . . . 111	Web 2.0	5
CS . . . 114	HTML (Internet Publishing 1)	5
CS . . . 115	JavaScript/CSS (Internet Publishing 2)	5
CS . . . 203	Digital Graphics & Design 1	5
CS . . . 218	ASP. Net	5
CS . . . 243	Web Animation	5
CS . . . 244	Digital Graphics & Design 2	5

Subtotal. . . 35

Major Support

Art Courses (39-40 credits)

Course No.	Course Title	Credits
ART& . . 100	Art Appreciation	5
ART. . . 111*	Design 1	5
ART. . . 1121	3D Design II	5
ART. . . 1131	Drawing 1	3
ART. . . 211	Graphic Design I	5
ART. . . 212	Graphic Design II	5
ART. . . 2411	Illustration I	3
ART. . . 2421	Illustration II	3

Select 2 of the following courses:

ART. . . 2011	Photography I	3
ART. . . 2021	Photography II	3
ART. . . 2081	Digital Photography	2

Subtotal. . . 39-40

Business Administration (6-20 credits)

Course No.	Course Title	Credits
BUS . . . 271	Human Relations Business	5
BUS . . . 267	Marketing Special Projects	1-15

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
MATH . . 106+	MATH 106 or above	5

Human Relations (select 5 credits)

PSYC& . . 100	General Psychology or	5
SOC& . . 101	Intro to Sociology	5

Speech (select 3-5 credits)

CMST. . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST. . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication or	5
CMST. . . 260	Multicultural Communications	5

Subtotal. . . 18-20

Total Credits Required. . . 98-115

*Note: *MATH 095 or MATH 098 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.*

Program Offerings

Associate in Applied Science in Network Administrator

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
CS . . . 101	Introduction to Computers and Information Technology	5
CS . . . 102*	Visual Basic 1 (minimum grade 2.5)	5
CS . . . 106	Database Systems	5
CS . . . 109	PC Hardware 1	5
CS . . . 110	Windows Operating Systems	5
CS . . . 122	PC Hardware 2	5
CS . . . 150	Computer Security	5
Subtotal.		35

Major Support

Course No.	Course Title	Credits
CS . . . 140	SharePoint	5
CS . . . 223	Unix/Linux	5
CS . . . 228	Windows Server	5
CS . . . 230	Active Directory	5
CS . . . 232	Network Security	5

Select 15 credits from the following courses:

CS . . . 221	SQL Server Administration	5
CS . . . 227	Windows Administration	5
CS . . . 225	SQL Server Programming	5
CS . . . 229	Webmaster	5
CS . . . 231	Network Infrastructure	5

Subtotal. . . . 40

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
MATH . . 106+	MATH 106 or above	5

Psychology or Sociology (select 5 credits)

PSYC& . . 100	General Psychology or	5
SOC& . . 101	Intro to Sociology	5

Speech (select 3-5 credits)

CMST. . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST. . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication or	5
CMST. . . 260	Multicultural Communications	5

Subtotal. . . 18-20

Total Credits Required. . . 93-95

*Note: *MATH 095 or MATH 098 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.*

Associate in Applied Science Programmer

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
CS . . . 101	Introduction to Computers and Information Technology	5
CS . . . 102*	Visual Basic 1 (minimum grade 2.5)	5
CS . . . 106	Database Systems	5
CS . . . 109	PC Hardware 1	5
CS . . . 110	Windows Operating Systems	5
CS . . . 122	PC Hardware 2	5
CS . . . 150	Computer Security	5
Subtotal.		35

Major Support

Course No.	Course Title	Credits
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Select 45 credits from the following courses:

CS& . . 131*	Computer Science I C++	5
CS . . . 162*	C++2	5
CS . . . 171	C# 1	5
CS . . . 172	C# 2	5
CS . . . 202	Visual Basic 2	5
CS . . . 206	Database Design	5
CS . . . 212	Visual Basic 3	5
CS . . . 221	SQL Server Administration	5
CS . . . 223	Unix/Linux	5

CS . . . 260	Data Structures in C++	5
CS . . . 261	Visual C++	5
CS . . . 262	Game Programming Design	5
CS . . . 270	Data Structures in C#	5
Subtotal.		45

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
MATH . . 106+	MATH 106 or above	5

Psychology or Sociology (select 5 credits)

PSYC& . . 100	General Psychology or	5
SOC& . . 101	Intro to Sociology	5

Speech (select 3-5 credits)

CMST. . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST. . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication or	5
CMST. . . 260	Multicultural Communications	5

Subtotal. . . 18-20

Total Credits Required. . . 98-100

*Note: *MATH 095 or MATH 098 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.*

C++ Programming

One-Year Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
CS& . . 131	Computer Science I C++	5
CS . . . 162	C++2	5
CS . . . 260	Data Structures in C++	5
CS . . . 261	Visual C++ or	5
CS . . . 262	Game Programming Design	5
Subtotal.		20

Major Support

Course No.	Course Title	Credits
CS . . . 106	Database Systems	5
CS . . . 206	Database Design	5
CS . . . 221	SQL Server Administration or	5
CS . . . 223	Unix/Linux	5

Subtotal. . . 15

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
MATH . . 106+	MATH 106 or above	5

Psychology or Sociology (select 5 credits)

PSYC& . . 100	General Psychology or	5
SOC& . . 101	Intro to Sociology	5

Speech (select 3-5 credits)

CMST. . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST. . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication or	5
CMST. . . 260	Multicultural Communications	5

Subtotal. . . 18-20

Total Credits Required. . . 53-55

C# .Net Programming

One-Year Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
CS . . . 171	C# 1	5
CS . . . 172	C# 2	5
CS . . . 262	Game Programming Design	5
CS . . . 270	Data Structures in C#	5
Subtotal.		20

Major Support

Course No.	Course Title	Credits
CS . . . 106	Database Systems	5

CS	206.	Database Design	5
CS	221.	SQL Server Administration or	5
CS	223.	Unix/Linux.	5
Subtotal.			15

General Education

Course No.	Course Title	Credits
ENGL&	101. English Composition I	5
MATH	106+ MATH 106 or above	5

Psychology or Sociology (select 5 credits)

PSYC&	100. General Psychology or	5
SOC&	101. Intro to Sociology.	5

Speech (select 3-5 credits)

CMST.	101. Speech Essentials or	3
CMST&	220. Public Speaking or	5
CMST.	110. Communication Behavior or	3
CMST&	210. Interpersonal Communication or	5
CMST.	260. Multicultural Communications	5
Subtotal.		18-20

Total Credits Required. 53-55

VB.Net Programming

One-Year Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
CS	102* Visual Basic 1	5
CS	202. Visual Basic 2	5
CS	212. Visual Basic 3	5
Subtotal.		15

Major Support

Course No.	Course Title	Credits
CS	106. Database Systems	5
CS	206. Database Design	5
CS	221. SQL Server Administration	5
CS	110. Windows Operating Systems or	5
CS	223. Unix/Linux.	5
Subtotal.		20

General Education

Course No.	Course Title	Credits
ENGL&	101. English Composition I	5
MATH	106+ MATH 106 or above	5

Psychology or Sociology (select 5 credits)

PSYC&	100. General Psychology or	5
SOC&	101. Intro to Sociology.	5

Speech (select 3-5 credits)

CMST.	101. Speech Essentials or	3
CMST&	220. Public Speaking or	5
CMST.	110. Communication Behavior or	3
CMST&	210. Interpersonal Communication or	5
CMST.	260. Multicultural Communications	5
Subtotal.		18-20

Total Credits Required. 53-55

*Note: *MATH 095 **or** MATH 098 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 ?

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

Criminal Justice and Forensics ?

Department Overview: This program focuses upon the need for a broad background of educational experience. The highly complex and constantly changing lifestyle of our society demands that the Criminal Justice person understands the principles of human behavior and communication as well as the nature of law enforcement's function.

The Associate degree program is designed to prepare the individual for a career in Criminal Justice by providing the students with the background necessary to function at the entry-level and to advance to the limits of their ability. A large number of related Criminal Justice career fields and programs are open to graduates of this program.

Students must obtain an overall average GPA of 2.3 or higher in the Criminal Justice Major Course section of the degree, and students must also obtain an overall average GPA of 2.0 or higher for successful degree completion.

Students not expressly interested in careers in law enforcement, but 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:

- 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

CBC's Criminal Forensic Science program combines both the field of Science and the field of Criminal Justice. The Forensic Science degree prepares the student for a career as a scientist in a Forensic laboratory. CBC's Forensic Science program offers a two-year degree for students who plan to obtain a Chemistry or Bio/Chemistry degree from a four-year university. The Forensic Science degree combines courses of investigation, evidence, criminal law, and procedures with science courses of chemistry, calculus, analytic geometry, and quantitative analysis. Upon completion of a four-year degree in Chemistry or Bio/Chemistry from an accredited university, the student will be able to apply for entry-level positions in forensic laboratories that specialize in both criminal and civil evidence analysis.

Degrees:

Associate in Applied Science in Forensics

Associate in Applied Science in Criminal Justice

The program prepares students for a career in criminal justice by providing them with the background needed to function in entry-level positions, develop professionally, or continue their education at a four-year institution. Instruction includes traffic control, criminal investigation, criminal justice, criminal law, organization and administration, constitutional law, alcohol/drug pharmacology, criminal evidence, delinquent behavior, and administration of justice.

Transferability: The Associate in Applied Science degree is designed for students planning to enter their chosen career upon graduation. Often only selected credits are considered transferable to public or private baccalaureate institutions in Washington state. Selected universities maintain agreements providing for full credit transfer of some AAS degrees.

Associate in Applied Science in Criminal Justice

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
CJ&	101. Intro to Criminal Justice	3

Program Offerings

CJ&	110	Criminal Law	5
CJ	134	Organization/Administration	5
CJ	135	Traffic Control	5
CJ	136	Delinquent Behavior/Youth	3
CJ	137	Constitutional Law	5
CJ	232	Criminal Investigation	5
CJ	234	Criminal Evidence	3
CJ&	240	Intro to Forensic Science	5
CJ	222	Alcohol/Drug Pharmacology/Physiology	3
Subtotal.			42

General Education

Course	No.	Course Title	Credits
ENGL&	101	English Composition I	5

English (select 5 credits)

ENGL&	102	Composition II or	5
ENGL&	235	Technical Writing	5

Social Science Courses (15 credits)

*MATH	106+	MATH 106 or above	5
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Speech (select 3-5 credits)

CMST	101	Speech Essentials or	3
CMST&	220	Public Speaking or	5
CMST	110	Communication Behavior or	3
CMST&	210	Interpersonal Communication or	5
CMST	260	Multicultural Communications	5
CA/CS	100+	Computer Science Course(s)	4-5
Science			10
Humanities			15

*To be approved by department

Subtotal. 62-65
Total Credits Required. 104-107

Associate in Applied Science in Forensic Science

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
CJ&	110	Criminal Law	5
CJ	137	Constitutional Law	5
CJ	232	Criminal Investigation	5
CJ	234	Criminal Evidence	3
CJ&	240	Intro to Forensic Science	5
Subtotal.			23

Major Support

Course	No.	Course Title	Credits
MATH&	144	Precalculus I and II or	5
MATH&	141 & 142	Precalculus I and II (both courses must be completed)	10
MATH&	151 & 152	Calculus I & II	10
MATH&	146	Introduction to Stats	5
CHEM&	140/140L*	General Chemistry Prep w/Lab (If not completed in High School)	5
CHEM&	161	General Chemistry I w/Lab	5
CHEM&	161L*	General Chemistry I Lab	0
CHEM&	162	General Chemistry II w/Lab	5
CHEM&	162L*	General Chemistry II Lab	0
CHEM&	163	General Chemistry III w/Lab	5
CHEM&	163L*	General Chemistry III Lab	0
CHEM	254	Quantitative Analysis	2
CHEM	264	Quantitative Analysis Lab	3
CHEM	255	Instrumental Analysis	2
CHEM	265	Instrumental Analysis Lab	3
Subtotal.			45-55

General Education

Course	No.	Course Title	Credits
ENGL&	101	English Composition I	5
ENGL&	235	Technical Writing	5
MATH		(See Major Courses above)	
CS&	131	Computer Science I C++	5
Humanities, Social Science, Natural Science (no more than 10 credits from any one department)			15

Speech (select 3-5 credits)

CMST	101	Speech Essentials or	3
CMST&	220	Public Speaking or	5
CMST	110	Communications Behavior or	3

CMST&	210	Interpersonal Communication or	5
CMST	260	Multicultural Communications	5
Subtotal.			33-35

Total Credits Required. 106-118

Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.

Dental Hygiene ?

Department Overview: 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 Western Regional Clinical examination, will be able to serve the community within the state of Washington and is able to be licensed to practice Dental Hygiene in 11 western states. For more information, call (509) 542-4571.

Program Costs

Including standard student fees, the program requires an expenditure of approximately \$23,000 to \$25,000 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 are eligible to take both the National written Dental Hygiene Board exam and the Western Regional Board exams in clinical dental hygiene, restorative, and the delivery of local anesthesia which have additional costs, prior to being licensed to practice as a dental hygienist. Prior to being accepted into the program, students must complete all of the 46 credits of prerequisite college courses with a minimum GPA of 2.6 or higher:

- Intro to Sociology, SOC& 101
- Nutrition, NUTR& 101
- Human A&P 1, BIOL& 241
- Human A&P 1 Lab, BIOL& 241L
- Human A&P 2, BIOL& 242
- Human A&P 2 Lab, BIOL& 242L
- Microbiology, BIOL& 260
- Microbiology Lab, BIOL& 260L
- English Composition, ENGL& 101
- Introduction to Stats, MATH& 143
- General Psychology, PSYC& 100
- Speech Essentials/Communication Behavior, CMST 101/CMST 110

Pre-admission Requirement:

Fall 2007 and later:

Students applying for admission into the Dental Hygiene program for fall 2007 or later will have the pre-admission requirement of CHEM& 121/ CHEM& 121L. CHEM& 110/CHEM& 110L will no longer be accepted as an alternative pre-admission course. Satisfactory physical exam, required immunization records, current CPR Health Care Provider 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. Applications are accepted by January 31 every year for the following September class enrollment.

Priority Admissions Systems for the Qualified Applicants to the Program:

- College cumulative GPA
- College science GPA
- Dental experience
- Health Occupations Basic Education Test (HOBET) results
- Special considerations (previous degree, volunteer experience, additional chemistry classes)

Associate in Applied Science in Dental Hygiene

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
DHYG .110.	Dental Anatomy	1
DHYG .111.	Histology/Embriology	1
DHYG .112.	Oral Radiology I.	1
DHYG .1121.	Oral Radiology I Lab	1
DHYG .113.	Clinical Dental Hygiene Techniques I.	2
DHYG .1131.	Clinical Dental Hygiene Techniques I Lab	3
DHYG .114.	Dental Health Education.	1
DHYG .115.	Dental Materials	1
DHYG .1151.	Dental Materials Lab	1
DHYG .116.	Head and Neck Anatomy	2
DHYG .120.	Medical Emergencies in Dentistry	2
DHYG .121.	General Pathology	1
DHYG .122.	Oral Radiology II	1
DHYG .1221.	Oral Radiology II Lab	1
DHYG .123.	Clinical Dental Hygiene Techniques II	1
DHYG .1231.	Clinical Dental Hygiene Techniques II Lab	4
DHYG .125.	Restorative Dentistry I.	1
DHYG .1251.	Restorative Dentistry I Lab	1
DHYG .126.	Pain Control in Dentistry.	2
DHYG .1261.	Pain Control in Dentistry Lab	2
DHYG .127.	Pharmacology	2
DHYG .131.	Oral Pathology	2
DHYG .132.	Periodontics I	2
DHYG .134.	Clinical Dental Hygiene Techniques III.	1
DHYG .1341.	Clinical Dental Hygiene Techniques III Lab	4
DHYG .135.	Restorative Dentistry II	1
DHYG .1351.	Restorative Dentistry II Lab	2
DHYG .136.	Patient Management	2
DHYG .144.	Clinical Dental Hygiene Techniques IV.	1
DHYG .1441.	Clinical Dental Hygiene Techniques IV Lab	5
DHYG .246.	Restorative Dentistry III	1
DHYG .2461.	Restorative Dentistry III Lab	2
DHYG .211.	Nutrition in Dentistry	1
DHYG .212.	Advanced Clinical Topics	1
DHYG .214.	Clinical Dental Hygiene Techniques V	1
DHYG .2141.	Clinical Dental Hygiene Techniques V Lab	6
DHYG .215.	Ethics and Jurisprudence, Practice Management	2
DHYG .221.	Community Oral Health I	2
DHYG .2211.	Community Oral Health I Lab	2
DHYG .222.	Periodontics II.	2
DHYG .224.	Clinical Dental Hygiene Techniques VI	1
DHYG .2241.	Clinical Dental Hygiene Techniques VI Lab	6
DHYG .234.	Clinical Dental Hygiene Techniques VII	1
DHYG .2341.	Clinical Dental Hygiene Techniques VII Lab	8
Subtotal.		88

Major Support

Course No.	Course Title	Credits
SOC& .101.	Intro to Sociology.	5
NUTR& .101.	Nutrition.	5

Human Anatomy and Physiology

BIOL& .241.	Human A&P 1 w/Lab.	6
BIOL& .241L*	Human A&P 1 Lab	0
BIOL& .242.	Human A&P 2 w/Lab.	6
BIOL& .242L*	Human A&P 2 Lab	0

Microbiology

BIOL& .260.	Microbiology w/Lab	6
BIOL& .260L*	Microbiology Lab	0

Subtotal. 25-28

General Education

Course No.	Course Title	Credits
ENGL& .101.	English Composition I	5
MATH& .146.	Introduction to Stats	5
PSYC& .100.	General Psychology	5

Speech (select 3-5 credits)

CMST. .101.	Speech Essentials or	3
CMST& .220.	Public Speaking or	5
CMST. .110.	Communication Behavior or	3
CMST& .210.	Interpersonal Communication or	5
CMST. .260.	Multicultural Communications	5

Subtotal. . . . 18-20

Total Credits Required. . . 131-136

*Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.*

Diagnostic Ultrasound Technology ?

Department Overview: Diagnostic medical sonographers use high-frequency sound waves (ultrasound) to create body images that show the shape and composition of body tissues. These images assist physicians in diagnosing disease, injury, or other physical conditions. Although many sonographers are trained to use ultrasound on all body parts, CBC plans to offer other specialty certificates including vascular sonography, echocardiography, abdominal and small parts sonography, obstetrics/gynecological sonography, and breast sonography.

The certificate programs would have common course requirements and module specialties areas. Certificates offered would include: Abdomen and Small Parts, OB/GYN, Breast Sonography, Breast Sonography for Mammographers, Adult Echocardiography, and/or Cardiovascular sonography options. The Cardiovascular Sonography option would also be available to current Registered Diagnostic Medical Sonographer (RDMS) credentialed individuals.

For additional information, contact the Health Sciences Division at (509) 544-8300.

Abdomen and Small Parts Sonography

Certificate

PROFESSIONAL TECHNICAL

Major Courses

General Sonography Core Courses

Course No.	Course Title	Credits
DUTEC .105.	Pathophysiology I	3
DUTEC .106.	Pathophysiology II	3
DUTEC .107.	Human Cross-Sectional Anatomy	7
DUTEC .170.	Ultrasound Physics & Instrumentation I.	3
DUTEC .171.	Ultrasound Physics & Instrumentation II	3
DUTEC .135.	Ultrasound Equipment I.	3
DUTEC .145.	Ultrasound Equipment II	4
DUTEC .165.	Ultrasound Equipment III	3

Subtotal. . . . 29

Support Courses

Abdomen and Small Parts Sonography Support Courses

Course No.	Course Title	Credits
DUTEC .110.	Ultrasound I: Abdominal Scanning & Techniques	4
DUTEC .130.	Ultrasound III: Small Parts/Intraoperative Techniques	3

Subtotal. . . . 7

Practicum Courses

Course No.	Course Title	Credits
DUTEC .210.	Clinical Practicum I.	10
DUTEC .220.	Clinical Practicum II	10
DUTEC .230.	Clinical Practicum III	10

Subtotal. . . . 30

General Education

Course No.	Course Title	Credits
English (select 5 credits)		
ENGL& .101.	English Composition I or	5
ENGL .103.	Writing in the Workplace	5
MATH .100+	Above MATH 100	5

Psychology or Sociology (select 3-5 credits)

PSYC .103.	Applied Psychology or	3
PSYC& .100.	General Psychology or	5
SOC& .101.	Intro to Sociology.	5

Speech (select 3-5 credits)

CMST. .101.	Speech Essentials or	3
CMST& .220.	Public Speaking or	5
CMST. .110.	Communication Behavior or	3
CMST& .210.	Interpersonal Communication or	5
CMST. .260.	Multicultural Communications	5

Program Offerings

Subtotal. . . 16-20
Total Credits Required. . . 82-86

Adult Echocardiography Sonography

Certificate

PROFESSIONAL TECHNICAL

Major Courses

General Sonography Core Courses

Course No.	Course Title	Credits
DUTEC . 107	Human Cross-Sectional Anatomy	7
DUTEC . 170	Ultrasound Physics & Instrumentation I	3
DUTEC . 171	Ultrasound Physics & Instrumentation II	3
DUTEC . 135	Ultrasound Equipment I	3
DUTEC . 145	Ultrasound Equipment II	4
DUTEC . 165	Ultrasound Equipment III	3
Subtotal.		23

Support Courses

Adult Echocardiography Sonography Support Courses

Course No.	Course Title	Credits
DUTEC . 150	Basic Echocardiography	3
DUTEC . 155	Ultrasound IV: Echocardiography	3
DUTEC . 112	Pathophysiology III	3
DUTEC . 113	Pathophysiology IV	3
DUTEC . 181	Advanced Studies: Echo-Vascular	3
Subtotal.		15

Practicum Courses

Course No.	Course Title	Credits
DUTEC . 210	Clinical Practicum I	10
DUTEC . 220	Clinical Practicum II	10
DUTEC . 230	Clinical Practicum III	10
Subtotal.		30

General Education

Course No.	Course Title	Credits
ENGL& . 101	English Composition I or	5
ENGL . 103	Writing in the Workplace	5
MATH . 100+	Above MATH 100	5

Psychology or Sociology (select 3-5 credits)

PSYC . 103	Applied Psychology or	3
PSYC& . 100	General Psychology or	5
SOC& . 101	Intro to Sociology	5

Speech (select 3-5 credits)

CMST . 101	Speech Essentials or	3
CMST& . 220	Public Speaking or	5
CMST . 110	Communication Behavior or	3
CMST& . 210	Interpersonal Communication or	5
CMST . 260	Multicultural Communications	5

Subtotal. . . 16-20

Total Credits Required. . . 84-88

Associate in Applied Science in Diagnostic Ultrasound

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
DUTEC . 101	Concepts of Patient Care	3
DUTEC . 105	Pathophysiology I	3
DUTEC . 106	Pathophysiology II	3
DUTEC . 107	Human Cross-Sectional Anatomy	7
DUTEC . 110	Ultrasound I: Abdominal Scanning & Techniques	4
DUTEC . 112	Pathophysiology III	3
DUTEC . 113	Pathophysiology IV	3
DUTEC . 120	Ultrasound II: Obstetrics & Gynecological Techniques	5
DUTEC . 130	Ultrasound III: Small Parts/Intraoperative Techniques	3
DUTEC . 135	Ultrasound Equipment I	3
DUTEC . 145	Ultrasound Equipment II	4
DUTEC . 150	Basic Echocardiography	3
DUTEC . 155	Ultrasound IV: Echocardiography	3
DUTEC . 160	Ultrasound V: Peripheral Vascular Scanning Techniques	3
DUTEC . 165	Ultrasound Equipment III	3

DUTEC . 170	Ultrasound Physics & Instrumentation I	3
DUTEC . 171	Ultrasound Physics & Instrumentation II	3
DUTEC . 180	Advanced Studies: General Ultrasound (general ultrasound students only) or	3
DUTEC . 181	Advanced Studies: Echo-Vascular (echocardiography and vascular students only)	3
DUTEC . 210	Clinical Practicum I	10
DUTEC . 220	Clinical Practicum II	10
DUTEC . 230	Clinical Practicum III	10
DUTEC . 240	Clinical Practicum IV	10

Subtotal. . . 102

Support Courses

Course No.	Course Title	Credits
HIT . 147	Medical Terminology	5
PHYS& . 100	Physics Non-Sci Majors	4
PHYS& . 101	Physics Lab Non-Sci Majors	1

Human Anatomy and Physiology 10-12

BIOL& . 241	Human A&P 1 w/Lab	6
BIOL& . 241L*	Human A&P 1 Lab	0
BIOL& . 242	Human A&P 2 w/Lab	6
BIOL& . 242L*	Human A&P 2 Lab	0

Subtotal. . . 20-22

General Education

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
MATH . 106+	Math 106 or above	5
PSYC . 100+	PSYC 100 or above	3-5

Speech (select 3-5 credits)

CMST . 101	Speech Essentials or	3
CMST& . 220	Public Speaking or	5
CMST . 110	Communication Behavior or	3
CMST& . 210	Interpersonal Communication or	5
CMST . 260	Multicultural Communications	5

Subtotal. . . 16-20

Total Credits Required. . . 138-144

*Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.*

Breast Sonography for Mammographers

Certificate

PROFESSIONAL TECHNICAL

Eligibility Requirements: Current American Registry of Radiologic Technologist (ARRT) Mammography certification.

Major Courses

Course No.	Course Title	Credits
DUTEC . 250	Ultrasound Physics for Mammographers	3
DUTEC . 251	Breast Ultrasound for Mammographers	3
DUTEC . 252	Ultrasound Equipment/Knobology for Mammographers	2
Subtotal.		8

Practicum Courses

Course No.	Course Title	Credits
DUTEC . 210	Clinical Practicum I	10
DUTEC . 220	Clinical Practicum II	10

Subtotal. . . 20

Total Credits Required. . . 28

Breast Sonography

Certificate

PROFESSIONAL TECHNICAL

Admission to Program: Prospective students must have completed a two-year allied health program that is patient-care related. Allied health occupations include, but are not limited to, diagnostic medical sonographer, radiologic technologist, respiratory therapist, radiation therapist, occupational therapist, physical therapist, nuclear medicine technologist, and registered nurse, or a Bachelor's degree and successfully completed human anatomy and physiology courses with a 2.0 grade or better.

Major Courses

Course No.	Course Title	Credits
DUTEC . 250	Ultrasound Physics for Mammographers	3
DUTEC . 251	Breast Ultrasound for Mammographers	3
DUTEC . 252	Ultrasound Equipment/Knobology for Mammographers	2
Subtotal.		8

Practicum Courses

Course No.	Course Title	Credits
DUTEC .210	Clinical Practicum I	10
DUTEC .220	Clinical Practicum II	10
Subtotal.		20
Total Credits Required.		28

OB/GYN Sonography

Certificate

PROFESSIONAL TECHNICAL

Major Courses

General Sonography Core Courses

Course No.	Course Title	Credits
DUTEC .105	Pathophysiology I	3
DUTEC .106	Pathophysiology II	3
DUTEC .107	Human Cross-Sectional Anatomy	7
DUTEC .170	Ultrasound Physics & Instrumentation I	3
DUTEC .171	Ultrasound Physics & Instrumentation II	3
DUTEC .135	Ultrasound Equipment I	3
DUTEC .145	Ultrasound Equipment II	4
DUTEC .165	Ultrasound Equipment III	3
Subtotal.		29

Support Courses

OB/GYN Sonography Support Courses

Course No.	Course Title	Credits
DUTEC .120	Ultrasound II: Obstetrics & Gynecological Techniques	5
DUTEC .180	Advanced Studies: General Ultrasound	3
Subtotal.		8

Practicum Courses

Course No.	Course Title	Credits
DUTEC .210	Clinical Practicum I	10
DUTEC .220	Clinical Practicum II	10
DUTEC .230	Clinical Practicum III	10
Subtotal.		30

General Education

Course No.	Course Title	Credits
English (select 5 credits)		
ENGL& .101	English Composition I or	5
ENGL .103	Writing in the Workplace	5
MATH .100+	Above MATH 100	5

Psychology or Sociology (select 3-5 credits)

PSYC .103	Applied Psychology or	3
PSYC& .100	General Psychology or	5
SOC& .101	Intro to Sociology	5

Speech (select 3-5 credits)

CMST .101	Speech Essentials or	3
CMST& .220	Public Speaking or	5
CMST .110	Communication Behavior or	3
CMST& .210	Interpersonal Communication or	5
CMST .260	Multicultural Communications	5

Subtotal. . 16-20

Total Credits Required. . 83-87

Vascular Sonography

Certificate

PROFESSIONAL TECHNICAL

Major Courses

General Sonography Core Courses

Course No.	Course Title	Credits
DUTEC .107	Human Cross-Sectional Anatomy	7
DUTEC .170	Ultrasound Physics & Instrumentation I	3
DUTEC .171	Ultrasound Physics & Instrumentation II	3
DUTEC .135	Ultrasound Equipment I	3
DUTEC .145	Ultrasound Equipment II	4
DUTEC .165	Ultrasound Equipment III	3
Subtotal.		23

Support Courses

Vascular Sonography Support Courses

Course No.	Course Title	Credits
DUTEC .160	Ultrasound V: Peripheral Vascular Scanning Techniques	3
DUTEC .112	Pathophysiology III	3
DUTEC .113	Pathophysiology IV	3
DUTEC .181	Advanced Studies: Echo-Vascular	3
Subtotal.		12

Practicum Courses

Course No.	Course Title	Credits
DUTEC .210	Clinical Practicum I	10
DUTEC .220	Clinical Practicum II	10
DUTEC .230	Clinical Practicum III	10
Subtotal.		30

General Education

Course No.	Course Title	Credits
English (select 5 credits)		
ENGL& .101	English Composition I or	5
ENGL .103	Writing in the Workplace	5
MATH .100+	Above MATH 100	5

Psychology or Sociology (select 3-5 credits)

PSYC .103	Applied Psychology or	3
PSYC& .100	General Psychology or	5
SOC& .101	Intro to Sociology	5

Speech (select 3-5 credits)

CMST .101	Speech Essentials or	3
CMST& .220	Public Speaking or	5
CMST .110	Communication Behavior or	3
CMST& .210	Interpersonal Communication or	5
CMST .260	Multicultural Communications	5

Subtotal. . 16-20

Total Credits Required. . 81-85

Early Childhood Education ?

Department Overview: Early Childhood Education (ECE) is a vocational program designed to prepare students for employment in a variety of early childhood settings. Course content focuses on the educational and developmental needs of children from birth to age eight. The ECE program combines theory and practical experience with emphasis placed on active student involvement. Course work includes participation, observation, and practical experience.

Students may enroll in the ECE program at the beginning of any quarter on either a full or part-time basis. Most courses are offered in the evenings or on Saturdays to accommodate the varied schedules of working students.

Additional class options are listed in the Education Common Course section.

Degrees and Certificates Offered

- Associate Degree of Applied Science in Early Childhood Education (AAS) - 92-94 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

Upon completion of the program, successful students will demonstrate both practical skills and foundational knowledge of best practices in early care and education in order to:

- Understand and apply the principles of child development and learning for children birth to age eight
- Create a nurturing child-centered environment that considers the needs of the whole child

Program Offerings

- Design curriculum and assessments that are developmentally appropriate and responsive to the diverse needs of children
- Practice current first-aid, health, and safety techniques
- Demonstrate the ability to select guidance strategies tailored to the unique needs of each child
- Utilize core knowledge of the early childhood field to demonstrate intentional decision-making about policies and practices for children
- Engage with children, families, colleagues, community, and society ethically and professionally
- Enter the workforce prepared to deliver quality services to young children and their families in a variety of settings

Associate in Applied Science in Early Childhood Education

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
ECE . . . 101	Issues and Trends in ECE	3
ECE . . . 102	Introduction to Curriculum	3
ECE . . . 103	Art	3
ECE . . . 104	Child Guidance & Communications Techniques	3
EDUC& . . 114	Child Development	3
EDUC& . . 203	Exceptional Child	3
ECE . . . 120	Children's Literature	3
ECE . . . 122	Math & Science	3-5
ECE . . . 126	Literacy and Language	3
ECE . . . 127	Early Childhood Music, Movement & Motor Activity	3
ECE . . . 151	Supervised Practicum	3
ECE . . . 1511	Supervised 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 & Nutrition	3
Subtotal.		46-48

Major Support

A total of 28 credits required in the major support area. A minimum of 10 credits must be from ECE courses.
*A maximum of 5 credits of ECE Special Studies Lab will be accepted. Other electives may include ECE, Education, Humanities or Social Science courses approved by the ECE faculty advisor. These classes could include:

Course No.	Course Title	Credits
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 . . . 1172	Preschool Seminar	1-3
ECE . . . 118	Skills Training	1-3
ECE . . . 119	Workshop	1-3
ECE . . . 125	Instructional Media	3
ECE . . . 141	Child Development Associate or	10
ECE . . . 1412-1419	Child Development Associate	1-10
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	1-3
ECE . . . 217	Advanced Seminar	1-3
ECE . . . 218	Advanced Skills Training	1-3
ECE . . . 219	Advanced 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
ECE . . . 2891	Special Studies Lab*	1-3
ECE . . . 2892-2899	Special Studies Lab*	1-15
EDUC . . . 101	Intro to Education	4
Subtotal.		28

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
PSYC& . . 100	General Psychology	5

MATH . . . 108 Math for Early Childhood Education 5

Speech (select 3 credits)

CMST . . . 101 Speech Essentials **or** 3
CMST . . . 110 Communication Behavior 3

Subtotal. 18

Total Credits Required. 92-94

It is important to stay in close contact with your ECE advisor. More information can be obtained from the Early Childhood Education office at 542-4640.

Early Childhood Education

One-Year Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
ECE . . . 102	Introduction to Curriculum	3
ECE . . . 104	Child Guidance & Communications Techniques	3
EDUC& . . 114	Child Development	3
EDUC& . . 203	Exceptional Child	3
ECE . . . 151	Supervised Practicum	3
ECE . . . 1511	Supervised Practicum Lab	1
ECE . . . 230	First Aid, Health, Safety & Nutrition	3
Subtotal.		19

Major Support

Choose 10 credits from the following classes. *A maximum of 5 credits of ECE Special Studies Lab will be accepted. ECE or EDUC elective credits could include:

Course No.	Course Title	Credits
ECE . . . 101	Issues and Trends in ECE	3
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	1-3
ECE . . . 117	ECE Seminar	1-3
ECE . . . 1172	Preschool Seminar	1-3
ECE . . . 118	Skills Training	1-3
ECE . . . 119	Workshop	1-3
ECE . . . 125	Instructional Media	3
ECE . . . 126	Literacy and Language	3
ECE . . . 127	Early Childhood Music, Movement & Motor Activity	3
ECE . . . 141	Child Development Associate or	10
ECE . . . 1412-1419	Child Development Associate	1-10
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	1-3
ECE . . . 217	Advanced Seminar	1-3
ECE . . . 218	Advanced Skills Training	1-3
ECE . . . 219	Advanced 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
ECE . . . 2891	Special Studies Lab*	1-3
ECE . . . 2892-2899	Special Studies Lab*	1-15
EDUC . . . 101	Introduction to Education	4
Subtotal.		10

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
MATH . . . 108	Math for Early Childhood Education	5
PSYC& . . 100	General Psychology	5

Speech (select 3 credits)

CMST . . . 101 Speech Essentials **or** 3
CMST . . . 110 Communication Behavior 3

Subtotal. 18

Total Credits Required. 47

It is important to stay in close contact with your ECE advisor. More information can be obtained from the Early Childhood Education office at 542-4640.

Early Childhood Education Child Care

Certificate of Completion PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
ECE	102	Introduction to Curriculum	3
ECE	104	Child Guidance & Communication Techniques	3
EDUC	114	Child Development	3
EDUC	203	Exceptional Child	3
ECE	230	First Aid, Health, Safety & Nutrition	3
Subtotal.			15
Total Credits Required.			15

Child Development Associate (CDA)

Short-Term Certificate PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
ECE	141	Child Development Associate	10
Subtotal.			10
Total Credits Required.			10

Economics ?

Department Overview: 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 ?

Department Overview: The Associate in Elementary Education DTA/ MRP is a direct transfer degree that is intended for future elementary school teachers. It provides students a broad foundation in liberal arts and beginning coursework in teacher education that is needed upon transfer to teacher certification programs at Washington state colleges and universities. It is designed to provide early experiences in teacher education, including opportunities for hands-on work in local classrooms and specific courses for elementary teachers.

Students may enroll in the Elementary Education program at the beginning of any quarter on either a full- or part-time basis. Most courses are offered in the evenings or on Saturdays to accommodate the varied schedules of working students.

Associate in Arts & Sciences in Elementary Education (DTA/MRP)

TRANSFER DEGREE

A. Communication (13 credits)

Course	No.	Course Title	Credits
ENGL	101	English Composition I	5
ENGL	102	Composition II	5
CMST	101	Speech Essentials or	3
CMST	220	Public Speaking	5

Math Proficiency (Refer to Placement Test)

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

*Pass Intermediate Algebra (MATH 095 **or** MATH 098) with a 2.0 or better.

*Pass a Math class that has an Intermediate Algebra prerequisite.

*Place into any Math course MATH 113 **or** above via COMPASS.

B. Quantitative/Symbolic Reasoning (5 credits)

Course	No.	Course Title	Credits
MATH	123	Algebra, Probability and Statistics for Elementary Teachers	5

C. Humanities (15 credits)

15 credits in Humanities required including 5 credits of World Civilization, 5 credits of Diversity, and 5 credits of Other.

Course	No.	Course Title	Credits
World Civilization (5 credits):			
HIST	126	World Civilizations I or	5
HIST	127	World Civilizations II or	5
HIST	128	World Civilizations III	5

Diversity (5 credits):

ICS	120	Survey of Hispanic Culture or	5
ICS	125	Survey of Native American Cultures or	5
ENGL	160	Women's Literature or	5
ENGL	180	Multicultural Literature or	5
ENGL	280	Gay and Lesbian Studies or	5
WS	155	Women's Cultural Heritage or	5
WS	160	Women in Literature and Art	5

Other (5 credits):

ART	100	Art Appreciation or	5
MUSC	105	Music Appreciation or	5
DRMA	101	Intro to Theatre	5

D. Social & Behavioral Science (15 credits)

15 credits in Social & Behavioral Sciences required including 5 credits of Psychology, 5 credits of U.S. History, and 5 credits from Economics, Geography or Political Science.

Course	No.	Course Title	Credits
Psychology (5 credits):			
PSYC	100	General Psychology	5
U.S. History (5 credits):			
HIST	146	U.S. History I or	5
HIST	147	U.S. History II or	5
HIST	148	U.S. History III	5

Economics, Geography, Political Science (5 credits):

ECON	202	Macro Economics or	5
ECON	201	Micro Economics or	5
GEO	150	Cultural Geography or	5
POLS	202	American Government or	5
POLS	104	State and Local Government	5

E. Mathematical & Natural Science (15 credits)

15 credits in Natural Science required, including 5 credits of Biological sciences, 5 credits Geology or Earth Science and 5 credits of Physical sciences. Two (2) courses must be a laboratory science.

Course	No.	Course Title	Credits
Biological Science (5 credits):			
BIOL	100	Survey of Biology w/Lab	5
BIOL	100L*	Survey of Biology Lab	0
BIOL	175	Human Biology w/Lab	5
BIOL	175L*	Human Biology Lab	0
Geology or Earth Science (5 credits):			
ENVS	101	Intro to Environmental Science w/Lab	5
ENVS	101L*	Intro to Environmental Science Lab	0
GEOL	101	Intro to Physical Geology w/Lab	5
GEOL	101L*	Intro to Physical Geology Lab	0
GEO	101*	Physical Geography (*No Lab)	5
Physical Science (5 credits):			
ASTR	101	Intro to Astronomy w/Lab	5
ASTR	101L*	Intro to Astronomy Lab	0
CHEM	110	Chemical Concepts w/Lab	5
CHEM	110L*	Chemical Concepts Lab	0
CHEM	121	Intro to Chemistry w/Lab	5
CHEM	121L*	Intro to Chemistry Lab	0
PHYS	100	Physics Non-Sci Majors	4
PHYS	101	Physics Lab Non-Sci Majors	1

F. Health and Physical Education (3 credits)

Course	No.	Course Title	Credits
HE	230	First-Aid Safety	3

G. Electives (28 credits)

Course	No.	Course Title	Credits
CS	101	Introduction to Computer & Information Technology	5
EDUC	101	Introduction to Education	4
EDUC	1972	Field Experience	1-2
EDUC	201	Introduction to Multicultural Education	3

Program Offerings

MATH . . .121.	Structure of Elementary Math	5
MATH . . .122.	Informal Geometry/Elementary Teachers	5
PSYC& . . .200.	Lifespan Psychology	5
Total Credits Required.		94-97

Important:

*Required minimum 94 credits

*Required cumulative GPA 2.0

*A minimum of 30 credits CBC

*You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.

Notes:

1. The Associate in Elementary Education DTA/MRP will be issued only to students who have earned a cumulative grade point average of at least 2.0.
2. Students should be advised that most teacher prep programs require a GPA of 2.5 to 3.0 for admission.
3. A minimum of 30 hours of K-8 classroom experience must be included during the degree program (EDUC 1972).
4. Students should be able to demonstrate computer literacy in software programs including Word Processing, PowerPoint, spreadsheets, in addition to being proficient on the Internet. These skills should be demonstrated through a portfolio of files gathered during their educational course work (CA 100).
5. Although not required for this degree, students should be advised they must take the WEST-B before completing their community college course work in order to apply to teacher preparation programs.

Electronics ?

Department Overview: Electronics courses are offered in support of degree programs such as Nuclear Technology. Courses are designed to offer a basic understanding of electricity and electrical components.

Emergency Medical Services-CPR ?

Department Overview: 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.

The Cardiopulmonary Resuscitation course is the first course provided among several options within the Emergency Medical Services training provided by Columbia Basin College.

Emergency Medical Technician ?

Department Overview: 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.

EMT-B is the certification level that comprises the largest population of EMS responders, and is often considered the backbone of EMS. EMTs perform basic life saving skills which include: control of bleeding, stabilizing fractures, assisting patients with medications, providing oxygen, and other necessities to avoid the development/progression of shock, as well as transport to the emergency room.

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** and **EMT 102**.

EMT-Intermediate is an additional course that is offered on an as-needed basis. This need is determined by the EMS officers and fire chiefs from rural departments. EMT-I is approximately 40-50 hours of additional training beyond EMT-B, and equips the responder with the skills to start IV's, control the airway with invasive procedures, and administer some medications to patients.

More information is available from either the Paramedic program or the Health Sciences Division office at (509) 544-8300.

The following are required for the first day of class:

- Criminal history background check
- Current list of required immunizations
- Signed Confidentiality Statement
- Malpractice insurance

EMT-Basic

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

Course	No.	Course Title	Credits
EMT . . .101.		Emergency Medical Technician-Basic	10
Subtotal.			10
Total Credits Required.			10

Engineering Technology ?

Department Overview: 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 campus labs, 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
- Develop confidence in those skills needed for employment in the field of engineering technology

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

Associate in Applied Science in Engineering Technology

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
ENT. . .111.		Introduction to Engineering	5
ENT. . .1161.		Basic Drafting	5
ENT. . .121.		Engineering Fundamentals	3
ENT. . .1211.		Engineering Fundamentals Lab	1
ENT. . .122.		Materials	3
ENT. . .1261.		Graphical Analysis	5
ENT. . .134.		Surveying	3
ENT. . .1341.		Surveying Lab.	3
ENT. . .135.		Statics	5
ENT. . .1361.		Advanced Drafting	4
ENT. . .214.		Strength of Materials	5
ENT. . .2161.		Mechanical Drafting & Design	5
ENT. . .2191.		Construction Estimating.	1
ENT. . .224.		Structures	5
ENT. . .2261.		Architectural/Structural Drafting.	5
ENT. . .229.		Construction Specifications	2
ENT. . .2361.		Design	5
ENT. . .238.		Electricity	5
Subtotal.			70

Major Support

Course	No.	Course Title	Credits
PHYS&. .121.		General Physics I	4
PHYS&. .131.		General Physics Lab I.	1
PHYS&. .122.		General Physics II.	4

Program Offerings

PHYS& . 132	General Physics Lab II	1
Physics/English (5 credits)		
PHYS& . 123	General Physics III &	4
PHYS& . 133	General Physics Lab III or	1
ENGL& . 235	Technical Writing	5
	Computer Science Elective (as approved by ENT dept.)	5
Subtotal.		20

General Education

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
MATH . 113	Geometry/Trigonometry or	5
MATH& . 141	Precalculus I	5
MATH& . 142	Precalculus II	5
Subtotal.		15

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

Course No.	Course Title	Credits
Human Relations (3-5 credits)		
PSYC . 103	Applied Psychology or	3
PSYC& . 100	General Psychology or	5
PSYC . 201	Social Psychology or	5
BUS . 271	Human Relations Business	5

Speech (select 3-5 credits)

CMST. . 101	Speech Essentials or	3
CMST& . 220	Public Speaking or	5
CMST. . 110	Communication Behavior or	3
CMST& . 210	Interpersonal Communication or	3
CMST. . 260	Multicultural Communications	5

Subtotal. **6-10**

Total Credits Required. **111-115**

Computer Aided Drafting

One-Year Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
ENT. . 1711	Technical Drafting	3
ENT. . 267	AutoCAD I &	2
ENT. . 2671	AutoCAD I Lab	1
ENT. . 268	AutoCAD II &	2
ENT. . 2681	AutoCAD II Lab	1

ENT Electives: 20 credits required, a minimum of 9 credits must be CAD electives and a maximum of 6 credits may be other designated ENT classes.

CAD: (select a minimum of 9 credits)

Course No.	Course Title	Credits
ENT. . 269	Visual LISP &	2
ENT. . 2691	Visual LISP Lab	1
ENT. . 270	3-D &	2
ENT. . 2701	3-D Lab	1
ENT. . 271	Drawing Production &	2
ENT. . 2711	Drawing Production Lab	1
ENT. . 272	Advanced 3-D &	2
ENT. . 2721	Advanced 3-D Lab	1
ENT. . 273	Advanced AutoCAD Applications &	2
ENT. . 2731	Advanced AutoCAD Applications Lab	1
ENT. . 274	Architectural Residential Drawing &	2
ENT. . 2741	Architectural Residential Drawing Lab	1
ENT. . 281	MicroStation I for the AutoCAD User &	2
ENT. . 2811	MicroStation I for the AutoCAD User Lab	1
ENT. . 282	MicroStation II for the AutoCAD User &	2
ENT. . 2821	MicroStation II for the AutoCAD User Lab	1

Other ENT electives: (must meet course prerequisites)

Course No.	Course Title	Credits
ENT. . 111	Introduction to Engineering	5
ENT. . 121	Engineering Fundamentals &	3
ENT. . 1211	Engineering Fundamentals Lab	1
ENT. . 122	Materials	3
ENT. . 134	Surveying &	3
ENT. . 1341	Surveying Lab	3
ENT. . 1721	Technical Drafting	3
ENT. . 2191	Construction Estimating	1
ENT. . 229	Construction Specifications	2
ENT. . 238	Electricity	5
Subtotal.		29

General Education

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
MATH . 113	Geometry/Trigonometry	5

Human Relations (select 3-5 credits)

PSYC& . 100	General Psychology or	5
PSYC . 103	Applied Psychology or	3
PSYC . 201	Social Psychology or	5
BUS . 271	Human Relations Business	5

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

Speech (select 3-5 credits)

CMST. . 101	Speech Essentials or	3
CMST. . 110	Communication Behavior or	3
CMST& . 210	Interpersonal Communication or	5
CMST& . 220	Public Speaking or	5
CMST. . 260	Multicultural Communications	5

Subtotal. **16-20**

Total Credits Required. **45-49**

English ?

Department Overview: 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 ?

Department Overview: The English as a Foreign Language (EFL) 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 ?

Department Overview: The English as a Second Language (ESL) 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. A \$25 tuition fee per quarter is required for registration in ESL classes up to 18 credits.

Environmental Science ?

Department Overview: Environmental Science offers both science and non science students the necessary background to understand the environmental problems that have arisen due to human activities. Courses deal with the interrelationships of soil, air, and water as they are affected by human activities. Students are challenged to think critically about their lifestyle choices and how these choices affect their immediate environment in the short term and the biosphere in the long run. Education of students is the key that opens their minds to the possibility that humans do, in fact, cause changes to their environment by using resources at rates that exceed the systems ability to replenish them.

Fire Protection Technology ?

The Fire Protection Technology program is being discontinued following the 2009-2010 school year. Only second-year students are eligible to register for the 2009-2010 school year.

Department Overview: 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 strong, and more and more candidates are getting special training and certification to improve their chances. This program is designed to give students the competitive edge to obtain a career position within an emergency agency. Career opportunities include Structural Firefighters, Wildland Firefighter, Fire Investigator, and Fire Prevention Officers.

The program offers an Associate in Applied Science Degree in Fire Protection Technology. Graduates of the program will be qualified to test for the International Fire Service Accreditation Congress (IFSAC) Firefighter I Certification and will have successfully completed the Emergency Medical Technician-Basic course.

General education courses are included in the program to provide students with an opportunity to explore industrial, social, political, and economic concepts relating to the field of fire science.

Associate in Applied Science in Fire Protection Technology

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
FPT . . . 110	Fire Behavior and Fire Ground Tactics	5
FPT . . . 120	Fire Protection Systems/Fire Prevention	5
FPT . . . 130	Fire Service Hydraulics/E.V.A.P.	5
FPT . . . 205	Fire Academy I	8
FPT . . . 210	Building Construction	5
FPT . . . 215	Fire Academy II	8
FPT . . . 220	Fire Inspection/Fire Codes	5
FPT . . . 225	Fire Academy III	8
FPT . . . 230	Fire Investigation	5
EMT . . . 101	Emergency Medical Technician-Basic	10
Subtotal.		64

Major Support

Course No.	Course Title	Credits
CA . . . 100	Introduction to Microcomputers or	4
CS . . . 101	Introduction to Computers and Information Technology	5
CHEM& . 110	Chemical Concepts w/Lab	5
CHEM& . 110L*	Chemical Concepts Lab	0
ENGL& . 102	Composition II or	5
ENGL& . 235	Technical Writing	5

PE (select 5 credits)

PE . . . 1271	Fitness Center I	1-2
PE . . . 1281	Fitness Center II	1-2
PE . . . 1291	Fitness Center III	1-2

Political Science (select 5 credits)

POLS& . 202	American Government or	5
POLS . . 104	State and Local Government	5

Subtotal. 24-25

General Education

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
MATH . 106+	MATH 106 or above	5
PSYC . 100+	PSYC 100 or above	3-5

Speech (select 3-5 credits)

CMST . 101	Speech Essentials or	3
CMST& . 220	Public Speaking or	5
CMST . 110	Communication Behavior or	3
CMST& . 210	Interpersonal Communication or	5
CMST . 260	Multicultural Communications	5

Subtotal. 16-20

Total Credits Required. . . 104-109

*Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.*

Fire Science ?

Department Overview: The Evening Fire Science program is for individuals who are presently firefighters in either career or volunteer based systems.

General education courses are included in the program to provide the 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 and distance learning format options. The courses specific to the Fire Science degree are generally offered evenings and rotated each year. Students should meet with the program faculty to develop an academic plan that will meet the student's needs.

Associate in Applied Science in Fire Science

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
FS . . . 111	Fire Administration	3
FS . . . 121	Fire Tactics	3
FS . . . 131	Introduction 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
Subtotal.		27

Major Support

Course No.	Course Title	Credits
ENGL& . 235	Technical Writing	5

Political Science (select 5 credits)

POLS& . 202	American Government or	5
POLS . . 104	State and Local Government	5

Business Administration (select 5 credits)

BUS . . 262	Management Principles or	5
BUS . . 271	Human Relations Business	5

Subtotal. 15

Restrictive Electives

EMT-Emergency Medical Technician	10
Promotional Exams - Maximum	9
Special Experience - 1 credit per yr - Maximum	5
(Training Officer, Fire Marshall, Inspection, Paramedic, etc.)	
Fire Training Classes - 1 credit/16 hours - Maximum	15
Work Experience - Maximum (Career 2 credit/yr & Volunteer 1 credit/yr)	10
Correspondence - Maximum	5

Subtotal. 28-32

General Education

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
MATH . 106+	MATH 106 or above	5
PSYC . 100+	PSYC 100 or above	3-5

Speech (select 3-5 credits)

CMST . 101	Speech Essentials or	3
CMST& . 220	Public Speaking or	5
CMST . 110	Communication Behavior or	3
CMST& . 210	Interpersonal Communication	5

Subtotal. 16-20

Total Credits Required. . . 90-94

First Year Introduction (FYI) ?

Department Overview: The purpose of FYI is to introduce new students to the academic culture, expectations, resources, procedures, and policies at Columbia Basin College. Students will attend seminars where topics like

college terminology, study skills, and learning styles will be discussed. There are also a number of diverse modules they will choose from ranging from career planning to computer survival skills to time management. Students will also have the opportunity to explore the campus, meet CBC faculty, and interact with students who are also new to the college experience.

Desired FYI Outcomes:

- Educate new students on college expectations
- Identify "high risk" students and provide earlier interventions
- Develop educational plans for every student
- Create a stronger sense of responsibility among students for their education
- "Warm up" students' critical thinking skills
- Build relationships with peers, staff, and faculty
- Improve the socialization process for new students at CBC
- Reduce the number of students on academic probation and suspension
- Increase retention rates

First Year Introduction for Trades ?

Department Overview: The First Year Introduction for Trades assists students in transitioning into the following trade programs at CBC: Agricultural and Industrial Equipment Technology, Autobody/Collision Repair, Automotive, Machine, and Welding Technology. The program emphasizes such topics as safety, industry expectations, program expectations, student success, campus resources, time management, and career planning.

Completion of this course satisfies CBC's First Year Introduction (FYI) requirement for all degree and certificate seeking students. CBC's FYI program is nationally recognized by the National Council of Student Development for improving the acclimation of students to the college environment and improving student persistence in college. Students who are not in trades programs should take the FYI workshop - WKSP 090.

French ?

Department Overview: 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.

General Engineering ?

Department Overview: General Engineering courses are required for various engineering degrees and fulfill the requirements for transfer to four-year institutions.

Geography ?

Department Overview: The geography offerings through CBC's Math/Science Division provide transfer science credits to science majors, science requirements and electives toward graduation with an Associate in Arts and Sciences degree, and personal interest opportunities for the community. The current geography courses explore relationships between Earth's natural environments; including the atmosphere, solid earth, oceans and streams, and between the environment and humans. Course offerings also include in-depth study of the atmosphere, including Meteorology. The courses promote extensive skillbuilding opportunities in communication through the spoken and written word, skills in the use of technology as a learning/research tool, and emphasis on critical thinking skills (also see Cultural Geography).

Cultural 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.

Geology ?

Department Overview: The Geology offerings through CBC's Math/Science Division provide transfer science credits to science majors, science requirements and electives toward graduation with an Associate in Arts and Sciences degree, and personal interest opportunities for the community.

Physical Geology I is an introductory Geology course which introduces students to Earth's processes and the relationships between the processes and Earth's physical/chemical properties. Physical Geology II is an introductory study in geomorphology—a study of Earth's landforms through processes that build them. Environmental Geology is a study of the ever-increasing collision course between humans and our geologic environment, including flooding, landslides, earthquakes, pollution, and volcanic eruptions. Historical Geology is the study of Earth's continents, oceans, and life forms through time. The Geology offerings promote extensive skillbuilding opportunities in communication through the spoken and written word, skills in the use of technology as a learning and research tool, and emphasis on critical thinking skills.

German ?

Department Overview: 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 parts of the world and the United States.

Health Education ?

Department Overview: The Health Education 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.

Associate in Arts & Sciences with an Emphasis in Health & Physical Education

TRANSFER DEGREE

Option C

A. Communication (10 credits in English, plus 3 credits in Speech)

Course No.	Course Title	Credits
ENGL&. 101	English Composition I	5
ENGL&. 102	Composition II or	5
ENGL&. 235	Technical Writing	5
CMST. 101	Speech Essentials or	3
CMST&. 220	Public Speaking or	5
CMST. 110	Communication Behavior or	3
CMST&. 210	Interpersonal Communication or	5
CMST. 260	Multicultural Communications	5

Math ProficiencyX

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

Pass Intermediate Algebra (MATH 095 **or** MATH 098).

Pass a Math class that has an Intermediate Algebra prerequisite.

Place into any Math course MATH 113 **or** above via Placement Test.

B. Quantitative/Symbolic Reasoning (5 credits).5

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

1. Quantitative Reasoning:

MATH& 107 **or** any MATH course 122 **or** higher **or**

2. Symbolic Reasoning:

CS 102, CS& 131, CS 162, CS 202, or PHIL 121

C. Humanities (15 credits) 15

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

D. Social & Behavioral Science (15 credits) 15

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

E. Mathematical & Natural Science (15 credits)

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

Course No.	Course Title	Credits
CHEM& .121	Intro to Chemistry w/Lab &	5
CHEM& .121L*	Intro to Chemistry Lab or	0
CHEM& .161	General Chemistry I w/Lab &	5
CHEM& .161L*	General Chemistry I Lab	0
BIOL& .160	General Biology w/Lab &	5
BIOL& .160L*	General Biology Lab or	0
BIOL& .211	Majors Cellular w/Lab &	5
BIOL& .211L*	Majors Cellular Lab	0
BIOL& .241	Human A&P 1 w/Lab &	6
BIOL& .241L*	Human A&P 1 Lab	0

F. Health and Physical Education (3 credits)

One of the required electives will satisfy this 3 credit requirement.

G. Required Electives (33-45 credits of the following list):

Not every course is required. Please consult the department advisor for more information.

Course No.	Course Title	Credits
BIOL& .242	Human A&P 2 w/Lab &	6
BIOL& .242L*	Human A&P 2 Lab	0
PEC . .180	Care & Prevention of Athletic Injuries	3
PEC . .182	Care & Prevention of Athletic Injuries II	2
PEC . .1821	Care & Prevention of Athletic Injuries II Lab	1
PEC . .183	Athletic Training Internship	2
PEC . .1831	Athletic Training Internship Lab	1
HE . .160	Diet, Exercise and Weight Control	2
HE . .170	Health and Wellness	3
HE . .171	Exercise Prescription	2
	(Recommended-BIOL& 241/BIOL& 241L and BIOL& 242/BIOL& 242L)	
HE . .1711	Exercise Prescription Lab	1
PE . .180	Adaptive Physical Education	2
	(Recommended-BIOL& 241/BIOL& 241L and BIOL& 242/BIOL& 242L)	
PE . .1801	Adaptive Physical Education Lab	1
HE . .210	Sports Nutrition	3
HE . .215	Health and Fitness for Life	2
HE . .2151	Health and Fitness for Life Lab	1
HE . .220	Drugs and Health	3
HE . .230	First-Aid Safety	3
HE . .232	Sports Psychology	3
HE . .240	Stress Management	3
HE . .250	Sports Management	3

Total Credits Required. . . 99-111

Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.

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

Health Information Technology ?

Department Overview: The Medical Reimbursement and Coding degree will prepare students to become specialists in this field. Students develop an understanding of coding and classification systems. Students will use ICD-9-CM (International Classification of Diseases-9th Revision-Clinical Modification) and CPT (Current Procedural Terminology) to assign valid diagnostic and/or procedural codes. Students gain a knowledge base for the validation of coded clinical information and case mix/severity of illness data. Students are also able to perform claims processing and electronic billing procedures for different health care settings. Courses in coding, reimbursement, study of diseases and surgical procedures will prepare the students to work in clinical or hospital settings. The use of actual health records, coding and reimbursement software, medical office simulation, and supervised employment in a health information setting will allow the students to gain the hands on experience needed for successful

employment. This program will prepare students to take entry-level national coding certification examinations for both physician and hospital coding.

Associate in Applied Science in Health Information Technology

PROFESSIONAL TECHNICAL

The following assumes the student enters the program college-ready and has completed AOT 101/AOT 102/AOT 109 or ability to test out/challenge. Eligibility for MATH 106 and ENGL& 101. Recommended: Students purchase a USB storage drive.

Major Courses

Course No.	Course Title	Credits
CA . . .100	Introduction to Microcomputers	4
AOT . .117	Office Orientation	3
AOT . .129	Accounting Software	3
AOT . .130	Practical Accounting	5
AOT . .172	Word Processing I	5
AOT . .290	Professional Development	3
HIT . .118	Legal Aspects of the Medical Office III	3
HIT . .147	Medical Terminology	5
HIT . .154	Anatomy and Physiology for Health Information Technology	4
HIT . .152	Pharmacotherapy for Health Information Technology	2
HIT . .158	Pathophysiology for Health Information Technology	4
Subtotal.		41

Available Emphases: Medical Reimbursement and Coding and Medical Transcription.

Choose one Available Emphasis from below:

Support Courses

Medical Reimbursement and Coding:

Course No.	Course Title	Credits
AOT . .142	General Office Procedures	5
AOT . .1952*	Supervised Employment	4
HIT . .153	Medical Reimbursement	5
HIT . .155	Introduction to Medical Coding	5
HIT . .156	Intermediate Medical Coding	5
HIT . .157	Advanced Medical Coding	5
HIT . .159	Advanced Hospital Coding and CCS Prep	5

Medical Reimbursement and Coding Subtotal. 75

AOT 1952 -need to be specific to the intended degree/certificate. Prior to Supervised Employment in a hospital setting: Required immunizations and WSP background check must be on file. Degree 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.

Medical Transcription:

Course No.	Course Title	Credits
AOT . .272	Word Processing II	4
AOT . .114	Editing	5
AOT . .1952*	Supervised Employment	10
HIT . .283	Medical Transcription I	4
HIT . .284	Medical Transcription II	4
HIT . .285	Medical Transcription III	4

Medical Transcription Subtotal. 72

*AOT 1952 -need to be specific to the intended degree/certificate. Prior to Supervised Employment in a hospital setting: Required immunizations and WSP background check must be on file. To achieve these speeds, AOT 109 may be taken three times for credit.

General Education

Course No.	Course Title	Credits
ENGL& .101	English Composition I	5
MATH .106+	MATH 106 or above	5
PSYC& .100	General Psychology	5

Speech (select 3-5 credits)

CMST . .101	Speech Essentials or	3
CMST& .220	Public Speaking or	5
CMST . .103	Workplace Communication or	3
CMST . .110	Communication Behavior or	3
CMST& .210	Interpersonal Communication or	5
CMST . .260	Multicultural Communications	5

Subtotal. . . 18-20

Medical Reimbursement and Coding Total Credits Required. . . 93-95

Medical Transcription Total Credits Required. . . 90-92

Program Offerings

Medical Billing Clerk

One-Year Certificate

PROFESSIONAL TECHNICAL

The following assumes the student enters the program college-ready and has completed [AOT 101/AOT 102/AOT 109](#) **or** ability to test out/challenge. Eligibility for [MATH 106](#) and [ENGL& 101](#).

Recommended: students purchase a USB storage drive.

Major Courses

Course No.	Course Title	Credits
CA . . . 100	Introduction to Microcomputers	4
AOT . . . 117	Office Orientation	3
AOT . . . 129	Accounting Software	3
AOT . . . 130	Practical Accounting	5
AOT . . . 172	Word Processing I	5
AOT . . . 1952*	Supervised Employment	3
AOT . . . 290	Professional Development	3
HIT . . . 147	Medical Terminology	5
HIT . . . 118	Legal Aspects of the Medical Office III	3
HIT . . . 153	Medical Reimbursement	5
HIT . . . 155	Introduction to Medical Coding	5
HIT . . . 156	Intermediate Medical Coding	5
Subtotal.		49

General Education

ENGL& . . 101	English Composition I	5
MATH . . 106+	MATH 106 or above	5
PSYC& . . 100	General Psychology	5

Speech (select 3-5 credits)

CMST. . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST. . . 103	Workplace Communication or	3
CMST. . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication or	5
CMST. . . 260	Multicultural Communications	5
Subtotal.		18-20

Total Credits Required. . . 67-69

*AOT 1952 -need to be specific to the intended degree/certificate. Prior to Supervised Employment in a hospital setting: Required immunizations and WSP background check must be on file. Degree 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.

Medical Secretary

One-Year Certificate

PROFESSIONAL TECHNICAL

The following assumes the student enters the program college-ready and has completed [AOT 101/AOT 102/AOT 109](#) **or** ability to test out/challenge.

Eligibility for [MATH 106](#) and [ENGL& 101](#).

Recommended: students purchase a USB storage drive.

Major Courses

Course No.	Course Title	Credits
CA . . . 100	Introduction to Microcomputers	4
AOT . . . 117	Office Orientation	3
AOT . . . 172	Word Processing I	5
AOT . . . 1952*	Supervised Employment	6
HIT . . . 147	Medical Terminology	5
HIT . . . 118	Legal Aspects of the Medical Office III	3
HIT . . . 155	Introduction to Medical Coding	5
Subtotal.		31

General Education

ENGL& . . 101	English Composition I	5
MATH . . 106+	MATH 106 or above	5
PSYC& . . 100	General Psychology	5

Speech (select 3-5 credits)

CMST. . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST. . . 103	Workplace Communication or	3
CMST. . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication or	5
CMST. . . 260	Multicultural Communications	5
Subtotal.		18-20

Total Credits Required. . . 49-51

*AOT 1952 -need to be specific to the intended degree/certificate.

Prior to Supervised Employment in a hospital setting: Required immunizations and WSP background check must be on file. Degree 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.

Medical Secretary

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

The following assumes the student enters the program college-ready and has completed [AOT 101/AOT 102/AOT 109](#) **or** ability to test out/challenge.

Recommended: students purchase a USB storage drive.

Major Courses

Course No.	Course Title	Credits
AOT . . . 117	Office Orientation	3
AOT . . . 1952*	Supervised Employment	4
HIT . . . 118	Legal Aspects of the Medical Office III	3
HIT . . . 147	Medical Terminology	5
CMST. . . 101	Speech Essentials or	3
CMST. . . 103	Workplace Communication	3

Subtotal. . . . 18

Total Credits Required. . . 18

*AOT 1952 -need to be specific to the intended degree/certificate. Prior to Supervised Employment in a hospital setting: Required immunizations and WSP background check must be on file. Degree 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.

Health Sciences ?

Department Overview: The Health Sciences (HSCI) courses provide both specialized multi-healthcare education and certification as well as general courses to meet a broad spectrum of healthcare program needs.

Hebrew ?

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

History ?

Department Overview: The History department is comprised of instructors with a wide variety of specialties, representing most of the major regions of the world. Offerings include a variety of general and more specialized courses in American and World History. 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.

Associate in Arts & Sciences with an Emphasis in History

TRANSFER DEGREE

Option C

A. Communication (13 credits)

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
ENGL& . . 102	Composition II	5
CMST.	3

Math ProficiencyX

B. Quantitative/Symbolic Reasoning (5 credits)

Course No.	Course Title	Credits
MATH& . . 146	Introduction to Stats	5

C. Humanities (15 credits)

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

Course	No.	Course Title	Credits
HIST&	126	World Civilizations I	5
ENGL		(see advisor for appropriate selection)	5
		Humanities Elective (see advisor for appropriate selection)	5

D. Social & Behavioral Science (15 credits)

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

Course	No.	Course Title	Credits
SOC&	101	Intro to Sociology	5
HIST&	146	U.S. History I	5
		Social Science Elective (see advisor for appropriate selection)	5

E. 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

F. Health and Physical Education (3 credits)

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

G. Electives (25 credits)

Course	No.	Course Title	Credits
HIST&	127	World Civilizations II	5
HIST&	128	World Civilizations III	5
HIST&	147	U.S. History II	5
HIST&	148	U.S. History III	5

Select 10 credits from the following courses:

HIST	110	History of Modern East Asia	5
HIST	112	Modern Latin America	5
HIST	115	History of Modern Middle East	5

Total Credits Required. 91

Horticulture ?

Department Overview: Horticulture is the science and art of growing plants for food, personal enjoyment, and environmental enhancement. Horticulture includes the production, marketing, and utilization of fruit and vegetable products that improve health and well-being, shade trees that reduce the urban heat island effect, bedding plants that increase business profits, and interior plants that reduce stress and enhance productivity. See also Agriculture, Agricultural Food Systems, and Animal Science for courses required to earn an Associate in Arts and Sciences with an Emphasis in Agri-Business.

Human Development ?

Department Overview: Human Development courses at Columbia Basin College provide students with a theoretical and practical foundation for human growth and development across the life span. Encompassing a broad spectrum of inter- and intra-personal skills that enhance professional and personal relationships, these courses address such topics as learning theory, tools and techniques to succeed in college and life, career exploration and planning, decision-making, and interpersonal communication. These classes are open to all CBC students and can be taken as college-level restricted credits towards the Associate of Arts degree or for personal enrichment.

Human Services ?

The Human Services program is being discontinued following the 2009-2010 school year. Only second-year students are eligible to register for the 2009-2010 school year.

Department Overview: 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 Associate's Degree in Human Services and a two-year Associate's Degree in Chemical Dependency Counseling.

The two-year Associate's 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's 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 Associate's Degree in Chemical Dependency Counseling can be used to qualify for the Washington State Chemical Dependency Professional (CDP) credential with the Washington State Department of Health. Students entering the field of Chemical Dependency Counseling must complete an HIV/AIDS course and be a Registered Counselor. For additional information, please contact the Human Services coordinator at (509) 542-4439.

Associate in Applied Science in Human Services

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
HS	101	Introduction to Social Work	5
HS	102	Counseling: Theory & Practice	5
HS	103	Ethical & Legal Issues in Human Services/Chemical Dependency	3
HS	104	Community Resources	3
HS	105	Crisis Intervention	3
HS	202	Therapeutic Approaches & Techniques	5
HS	203	Working with Difficult Clients	5
SOC	160	Gender Studies	5
SOC&	201	Social Problems	5

Multicultural Elective (5 credits)

Please choose one from the following courses:

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

Subtotal. 44

Major Support

Student select 30 credits of college courses 100 **or** above.

See advisor to make your course selections:

Subtotal. 25

General Education

Course	No.	Course Title	Credits
MATH	106+	MATH 106 or above	5
ENGL&	101	English Composition I	5
PSYC&	100	General Psychology	5
PSYC&	200	Lifespan Psychology	5

Speech (select 3-5 credits)

CMST	101	Speech Essentials or	3
CMST&	220	Public Speaking or	5
CMST	110	Communication Behavior or	3
CMST&	210	Interpersonal Communication	5

Subtotal. 23-25

Total Credits Required. 92-94

Associate in Applied Science in Chemical Dependency

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
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 Chemically Dependent Client	3
HS . . . 203	Working with Difficult Clients	5
HS . . . 222	Alcohol/Drug Pharmacology/Physiology	3
HS . . . 224	Chemical Dependency in the Family	5
HS . . . 231	Adolescent Chemical Dependency Assessment & Counseling Techniques	3
HS . . . 232	Relapse Prevention	3
HS . . . 233	Chemical Dependency and the Law	3
HS . . . 240	Survey of Chemical Dependency	3
HS . . . 2972	Alcohol/Drug Practicum	6

Advanced Counseling Elective (5 credits)

Please choose from one of the following courses:

HS . . . 220	Advanced Counseling or	5
HS . . . 241	Advanced Adolescent Chemical Dependency Assessment & Counseling Techniques	5

Multicultural Elective (select 5 credits)

Please choose from one of the following courses:

HIST . . . 110	History of Modern East Asia or	5
ICS . . . 120	Survey of Hispanic Culture or	5
ICS . . . 125	Survey of Native American Cultures or	5
CMST . . . 260	Multicultural Communications or	5
Instructor Pre-Approved Multicultural Elective Course		5

Subtotal. 55

Major Support

Select 20 credits. Students may select college courses 100 or above.

See advisor to make your course selections.

Subtotal. 15

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
MATH . . 106+	MATH 106 or above	5
PSYC& . . 100	General Psychology	5
PSYC& . . 220	Abnormal Psychology	5
PSYC& . . 200	Lifespan Psychology	5

Speech (select 3-5 credits)

CMST . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication	5

Subtotal. 28-30

Total Credits Required. 98-100

Industrial Drawing ?

Department Overview: Columbia Basin College offers two Industrial Drawing classes. They are tailored specifically for the following programs:

Machine Technology

This course is designed to lead the Machine Technology student into reading basic Machine Shop blueprints. Students will also be introduced to Computer Aided Drawing (CAD) software.

Welding Technology

The course is designed to teach sketching and drawing for welding shop fabrication along with an introduction to blueprint reading.

Instrumentation and Control ?

Department Overview: Instrumentation and control courses support the Nuclear Technology program. Instrumentation and control requires highly skilled people who understand electrical, mechanical, hydraulic, and pneumatic principles in the installation, operation and maintenance of instrumentation and process control systems.

Intercultural Studies ?

Department Overview: 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 ?

Department Overview: The Associate in Arts and Sciences with an emphasis in International Studies combines social sciences and humanities to examine international problems and change. Using a diverse, multidisciplinary approach, the emphasis encourages students to look at our increasingly interdependent world in order to learn how to study it and understand its politics, societies, economies, and cultures.

Associate in Arts & Sciences with an Emphasis in International Studies

TRANSFER DEGREE

Option C

A. Communication (10 credits in English, plus 3 credits in Speech)

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
ENGL& . . 102	Composition II	5
CMST . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication or	5
CMST . . 260	Multicultural Communications	5

Math Proficiency X

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

Pass Intermediate Algebra (MATH 095 **or** MATH 098).

Pass a Math class that has an Intermediate Algebra prerequisite.

Place into any Math course MATH 113 or above via Placement Test.

B. Quantitative/Symbolic Reasoning (5 credits)

1. Quantitative Reasoning:

Course No.	Course Title	Credits
MATH& . . 146	Introduction to Stats	5

C. Humanities (15 credits)

Course No.	Course Title	Credits
HIST& . . 128	World Civilizations III	5
Humanities Electives (Course selections must also meet the Humanities distribution requirements for the AA degree.)		10

D. Social & Behavioral Science (15 credits)

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

Course No.	Course Title	Credits
GEO . . . 150	Cultural Geography	5
POLS& . . 204	Comparative Government or	5
POLS& . . 203	International Relations	5
SOC& . . . 201	Social Problems	5

E. Mathematical & Natural Science (15 credits)

Course No.	Course Title	Credits
ENVS& . . 101	Intro to Environmental Science w/Lab	5
ENVS& . . 101L*	Intro to Environmental Science Lab	0
Other course selections must meet the Mathematical & Natural Science distribution requirements for the AA Degree.		10

F. Health and Physical Education (3 credits) 3

Health lecture or PE activity courses will satisfy this three-credit requirement.

G. Required Electives (9 credits) 9

(Select 24 credits from the following list:)

Language (15 credits of World Languages.) 15

This requirement may also be met by demonstrating the ability to speak and read at sophomore level. If this requirement is met without taking the courses, the 15 credits may be taken as electives. (See advisor for class selections.)

Additional Electives

A class can only be used to fulfill one requirement.

Course No.	Course Title	Credits
ANTH& . 206	Cultural Anthropology	5
ECON& . 202	Macro Economics	5
HIST . . 110	History of Modern East Asia	5
HIST . . 111	Colonial Latin America	5
HIST . . 112	Modern Latin America	5
HIST . . 113	Mexico Since Independence	5
HIST . . 115	History of Modern Middle East	5
HIST . . 116	History of Africa	5
HIST . . 117	History of India	5
HIST . . 100	Cultural and Historical Linked to Travel	1-3
ICS . . . 120	Survey of Hispanic Culture	5
ICS . . . 255	Race and Ethnic Relations	5
POLS& . 204	Comparative Government	5
POLS& . 203	International Relations	5
SOC . . . 269	Sociology of World Cinema	5

Total Credits Required. 90

You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.

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

Japanese ?

Department Overview: 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.

Latino and Latin American Studies ?

Department Overview: In our increasingly multi-ethnic and global society it is important to learn about and understand the people and cultures of the many places around the world. The growing presence of people of Hispanic/Latino descent in the United States as well as our country's continued economic, political, and cultural connection with Spanish speaking countries makes it imperative to learn about this region and its people.

An Associate in Arts and Sciences degree with an emphasis in Latino and Latin American Studies is valuable for students who would like to transfer to a four-year college with expertise from a specific region and culture. Students who intend to pursue majors in history, international relations, international business, education, foreign service as well as anyone who sees themselves working in Latin America or with people of Latin American descent in the United States would benefit greatly by pursuing this degree.

Associate in Arts & Sciences with an Emphasis in Latino & Latin American Studies

TRANSFER DEGREE

Option C

A. Communication (10 credits in English, plus 3 credits in Speech)

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
ENGL& . 102	Composition II or	5
ENGL& . 235	Technical Writing	5

CMST. . . 101	Speech Essentials or	3
CMST& . 220	Public Speaking or	5
CMST. . . 110	Communication Behavior or	3
CMST& . 210	Interpersonal Communication or	5
CMST. . . 260	Multicultural Communications	5

Math Proficiency X

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

Pass Intermediate Algebra (MATH 095 or MATH 098).

Pass a Math class that has an Intermediate Algebra prerequisite.

Place into any Math course MATH 113 or above via Placement Test.

B. Quantitative/Symbolic Reasoning (5 credits)

1. Quantitative Reasoning:

Course No.	Course Title	Credits
MATH& . 146	Introduction to Stats (Recommended)	5

2. OR Symbolic Reasoning:

CS 102, CS& 131 CS 162, CS 202, or PHIL 121

C. Humanities (15 credits)

Course No.	Course Title	Credits
ICS . . . 120	Survey of Hispanic Culture	5
Humanities Electives (Course selections must also meet the Humanities distribution requirements for the AA degree.)		10

D. Social & Behavioral Science (15 credits)

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

Course No.	Course Title	Credits
HIST . . 111	Colonial Latin America or	5
HIST . . 107	Chicano History	5
POLS& . 203	International Relations or	5
ANTH& . 206	Cultural Anthropology	5
	Psychology or Sociology (See advisor for appropriate selection)	5
PSYC . . 201	Social Psychology or	5
SOC& . . 201	Social Problems	5

E. Mathematical & Natural Science (15 credits) 15

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

F. Health and Physical Education (3 credits) 3

Health lecture or PE activity courses will satisfy this three-credit requirement.

G. Required Electives. 9

(Select 24 credits from the following list:)

Language (15 credits of Spanish language classes.) 15

This requirement may also be met by demonstrating the ability to write and read at one-year language level. If this requirement is met without taking the courses, the 15 credits may be taken as electives. (See advisor for class selections.)

Additional Electives

A class can only be used to fulfill one requirement.

Course No.	Course Title	Credits
ANTH& . 206	Cultural Anthropology	5
ART . . . 120	Art History of Americas	5
HIST . . 107	Chicano History	5
HIST . . 108	History of Immigration in the United States	5
HIST . . 111	Colonial Latin America	5
HIST . . 112	Modern Latin America	5
HIST . . 113	Mexico Since Independence	5
HIST . . 100	Cultural and Historical Linked to Travel	1-3
ICS . . . 255	Race and Ethnic Relations	5
ENGL . . 180	Multicultural Literature	5
ENGL& . 254	World Literature I	5
ENGL& . 255	World Literature II	5
PHIL . . 131	World Religions	5
PL . . . 210	Immigration Law	3
POLS& . 204	Comparative Government	5
POLS& . 203	International Relations	5
SOC& . . 201	Social Problems	5
SPAN . . 260	Spanish Literature Readings	3
SPAN . . 261	Spanish Literature Readings	3
SPAN . . 262	Spanish Literature Readings	3
CMST . . 260	Multicultural Communications	5

Total Credits Required. 90

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

Learning Opportunity Center ?

Department Overview: The Learning Opportunities Center (LOC), Pasco campus, is a large classroom where many courses are offered simultaneously in a lab format. Instruction is provided one-on-one with faculty, through textbooks, and through the use of computers. The developmental education courses offered are as follows:

- ENGL 086, ENGL 087, ENGL 088 Writing Skills
- ENGL 091 Grammar Skills
- MATH 080 Whole Numbers
- MATH 081 Fractions
- MATH 082 Measurements, Decimals & Percents
- MATH 083 Review Basics
- MATH 084 Algebra/Geometry
- RDG 079 Spelling
- RDG 080, RDG 081, RDG 082 Study Techniques
- RDG 083, RDG 084, RDG 085 Vocabulary Improvement
- RDG 086, RDG 087, RDG 088 Reading Skills
- RDG 089 Speed Reading

The LOC also offers courses at college-level which are designed to improve college success. Those courses are as follows:

- RDG 105 Speed Reading
- RDG 110 Study Techniques
- RDG 115 Vocabulary Improvement

To find out more about the courses offered by the LOC, find a detailed description in the CBC Catalog.

The LOC, WorkSource, located in Kennewick, offers a limited number of developmental education courses in a modularized format.

Machine Technology ?

Department Overview: 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 (509) 544-2267.

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

The department requires students achieve a minimum grade of 2.0 to be able to continue enrollment in major courses. The Associate in 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.

Associate in Applied Science in Machine Technology

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
MT . . . 102	Solidworks for Machine Technology	5
MT . . . 111	Basic Machine Technology I	5
MT . . . 1111	Basic Machine Technology I Lab	9
MT . . . 121	Basic Machine Technology II	5
MT . . . 1211	Basic Machine Technology II Lab	9
MT . . . 131	Basic Machine Technology III	5
MT . . . 1311	Basic Machine Technology III Lab	9
MT . . . 211	Advanced Machine Technology I	5
MT . . . 2111	Advanced Machine Technology I Lab	9
MT . . . 221	Advanced Machine Technology II	5
MT . . . 2211	Advanced Machine Technology II Lab	9
MT . . . 231	Advanced Machine Technology III	5
MT . . . 2311	Advanced Machine Technology III Lab	9
Subtotal.		89

Major Support

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

Course No.	Course Title	Credits
BPR . . . 204	Blueprint Reading II (MT)	3
FYI . . . 103	First Year Introduction for Trades	1
Subtotal.		4

General Education

Course No.	Course Title	Credits
MATH . . 112	Machinist Math	5

English (select 5 credits)

ENGL& . 101	English Composition I or	5
ENGL . . 103	Writing in the Workplace or	5
ENGL& . 235	Technical Writing	5

Human Relations (select 3-5 credits)

PSYC . . 103	Applied Psychology or	3
PSYC& . 100	General Psychology or	5
PSYC . . 201	Social Psychology or	5
BUS . . . 271	Human Relations Business	5

Speech (select 3-5 credits)

CMST . . 101	Speech Essentials or	3
CMST& . 220	Public Speaking or	5
CMST . . 110	Communication Behavior or	3
CMST& . 210	Interpersonal Communication or	5
CMST . . 260	Multicultural Communications	5
Subtotal.		16-20

Total Credits Required. . 109-113

Mathematics ?

Department Overview: 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.

Associate in Arts & Sciences with an Emphasis in Mathematics

TRANSFER DEGREE

Option C

A. Communication (13 credits)

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
ENGL& . 102	Composition II or	5
ENGL& . 235	Technical Writing	5
CMST . . 101	Speech Essentials or	3
CMST& . 220	Public Speaking or	5
CMST . . 260	Multicultural Communications	5

Math Proficiency (Refer to Placement Test)

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

*Pass Intermediate Algebra (MATH 095 or MATH 098) with a 2.0 or better.

*Pass a Math class that has an Intermediate Algebra prerequisite.

*Place into any Math course MATH 113 or above via ASSET.

B. Quantitative/Symbolic Reasoning (5 credits)

Course No.	Course Title	Credits
MATH& .151.	Calculus I	5

C. Humanities (15 credits)

Course selections must also meet the Humanities distribution requirements for the AA degree. Complete at least one course from any three of the following groups. Courses must be selected from three different subject areas.

Art	5
English	5
History	5
World Languages (Excluding conversational classes.) All count as a single subject area.	5

D. Social & Behavioral Science (15 credits)

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

Social & Behavioral Science Electives 15

E. Mathematical & Natural Science (15 credits)

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

Course No.	Course Title	Credits
MATH& .152.	Calculus II	5
MATH& .153.	Calculus III	5
PHYS& .221.	Engineering Physics I	4
PHYS& .231.	Engineering Physics Lab I	1

F. Health and Physical Education (3 credits)

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

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

G. Emphasis Courses (25 credits required electives)

A minimum cumulative 2.0 GPA is required for a Mathematics emphasis. Additional electives require departmental approval.

Course No.	Course Title	Credits
MATH& .254.	Calculus IV	5
PHYS& .222.	Engineering Physics II	4
PHYS& .232.	Engineering Physics Lab II	1
MATH .243.	Linear Algebra	5
MATH .255.	Differential Equations	5
Additional elective with departmental approval.		5

Total Credits Required. 91

Additional Notes:

*Required minimum credits 90.

*Required cumulative 2.0 GPA is required for a Mathematics Emphasis.

*A minimum of 30 credits must be 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.

Associate in Arts & Sciences in Math Education-DTA

TRANSFER DEGREE

A. Communication (13 credits)

Course No.	Course Title	Credits
ENGL& .101.	English Composition I	5
ENGL& .102.	Composition II	5
CMST. .101.	Speech Essentials or	3
CMST& .220.	Public Speaking.	5

Math Proficiency (Refer to Placement Test)

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

*Pass Intermediate Algebra (MATH 095 or MATH 098) with a 2.0 or better.

*Pass a Math class that has an Intermediate Algebra prerequisite.

*Place into any Math course MATH 113 or above via COMPASS.

B. Quantitative /Symbolic Reasoning (5 credits)

Course No.	Course Title	Credits
MATH& .151.	Calculus I	5

C. Humanities (15 credits)

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

D. Social & Behavioral Science (15 credits)

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

Social & Behavioral Science Electives

Course No.	Course Title	Credits
PSYC& .100.	General Psychology	5

E. Mathematical & Natural Science (15 credits)

Course selections must also meet the Mathematical & Natural Science distribution requirements for the AA degree. One course must be a laboratory science.

Course No.	Course Title	Credits
MATH& .152.	Calculus II	5
	Physics & Lab	5
	Physics & Lab	5

F. Health and Physical Education (3 credits)

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

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

G. Emphasis Courses (24 credits required electives)

A minimum cumulative 2.0 GPA is required for a Mathematics emphasis. Additional electives require departmental approval.

Course No.	Course Title	Credits
MATH& .153.	Calculus III	5
MATH& .254.	Calculus IV	5
MATH .243.	Linear Algebra	5
Additional electives with departmental approval.		9

Total Credits Required. 90

Additional Notes:

*Required minimum credits 90.

*Required cumulative 2.0 GPA is required for a Mathematics Emphasis.

*A minimum of 30 credits must be 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.

Mechanical Maintenance ?

Department Overview: Courses offered in support of programs such as Nuclear Technology. Covers the theory, construction, and application of mechanical components such as air compressors, steam traps, and steam turbines.

Medical Assistant ?

The Columbia Basin College Medical Assistant Certificate program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Medical Assisting Education Review Board (MAERB).

Department Overview: The Medical Assistant program prepares a student to work within the medical office with skills in office administrative tasks as well as clinical and patient care skills. The program provides a two-year Associate in Applied Science Degree as well as a One-Year Certificate in Medical Assistant.

Students must meet minimum entrance standards and be accepted for enrollment after application to the department. The major courses for the Medical Assistant program are offered over a four-quarter sequence, beginning in fall quarter of each year. The fourth quarter of the program will be offered in the summer in which students will be active in externships throughout the healthcare community.

Students may complete General Education requirements and major support courses flexibly, either before or after completion of the Medical Assistant major courses.

Prerequisites that must be fulfilled prior to application to the Medical Assistant program include:

- Prepared for MATH 083 or higher
- Reading ability at the RDG 099 level or higher
- Able to type a minimum of 25 words per minute
- Current healthcare provider CPR card
- Current first-aid card
- Completed a minimum of seven documented hours of HIV education

A Medical Assistance application is required for consideration into the program. More information is available from the Health Sciences Division office at (509) 544-8300.

The following are required for the first day of class:

- Criminal history background check
- Current list of required immunizations
- Signed Confidentiality Statement
- Malpractice insurance

Associate in Applied Science Medical Assistant

Curriculum (First and Second Year)**

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
MA	111	Pharmacology I	5
MA	114	Human Body Structure, Function, and Diseases I	4
MA	115	Clinical Procedures Theory I	4
MA	1151	Clinical Procedures Lab I	4
MA	140	Administrative Medical Assistant Office Procedures I	5
MA	141	Career Development for Medical Assistants	2
MA	211	Pharmacology II	5
MA	214	Human Body Structure, Function, and Diseases II	4
MA	215	Clinical Procedures Theory II	4
MA	2151	Clinical Procedures Lab II	4
MA	240	Administrative Medical Assistant Office Procedures II	5
MA	241	Externship Seminar	1
MA	2413	Externship	6
Subtotal.			53

Major Support

Course	No.	Course Title	Credits
Electives (select 15 credits)			
	+100	Humanities, Social Science, Behavioral Science, or Natural Science Distribution List	15
HIT	115	Legal Aspects of the Medical Office I	2
HIT	147	Medical Terminology	5
Subtotal.			22

General Education

Course	No.	Course Title	Credits
ENGL&	101	English Composition I	5
MATH	106+	MATH 106 or above (except MATH 109)	5
PSYC&	100	General Psychology	5

Speech (select 3-5 credits)

CMST.	101	Speech Essentials or	3
CMST&	220	Public Speaking	5
Subtotal.			18-20
Total Credits Required.			93-95

**Students who complete the Associate in Applied Science may be able to license as a Category F Health Care Assistant (WAC 246-826-180).

Medical Assistant

One-Year Certificate

Curriculum (First Year)*

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
MA	111	Pharmacology I	5
MA	114	Human Body Structure, Function, and Diseases I	4
MA	115	Clinical Procedures Theory I	4
MA	1151	Clinical Procedures Lab I	4

MA	140	Administrative Medical Assistant Office Procedures I	5
MA	141	Career Development for Medical Assistants	2
MA	211	Pharmacology II	5
MA	214	Human Body Structure, Function, and Diseases II	4
MA	215	Clinical Procedures Theory II	4
MA	2151	Clinical Procedures Lab II	4
MA	240	Administrative Medical Assistant Office Procedures II	5
MA	241	Externship Seminar	1
MA	2413	Externship	6
Subtotal.			53

Major Support

Course	No.	Course Title	Credits
HIT	115	Legal Aspects of the Medical Office I	2
HIT	147	Medical Terminology	5
Subtotal.			7

General Education

Course	No.	Course Title	Credits
PSYC&	100	General Psychology	5
ENGL&	101	English Composition I	5
CMST.	101	Speech Essentials or	3
CMST&	220	Public Speaking	5
Subtotal.			13-15

Total Credits Required. . . . 73-75

Students who complete only the One-Year Certificate may be able to license as a Category E Health Care Assistant (WAC 246-826-170).

Medical Imaging Technology ?

Department Overview: The IMAGE courses are designed to prepare students for advanced level ARRT certification examinations in the following three areas:

- Computed Tomography (CT)
- Bone Densitometry
- Magnetic Resonance Imaging (MRI)
- Mammography

For additional information, see the program specialty information

Computed Tomography (CT)

The Computed Tomography certificate program is designed to address competency development required by the American Registry of Radiologic Technologists (ARRT) for the advanced level certification exam in Computed Tomography (CT). In addition to clinical competency, academic coursework is offered to prepare the student for the exam administered by the ARRT. Coursework includes sectional anatomy, physics, and instrumentation of CT scanning machines. Additional work experience may be needed to satisfy the minimum number of exams necessary to qualify for the ARRT advanced level exam in CT. The program is designed for certified technologists registered by the ARRT in Radiography, Nuclear Medicine, or Radiation Therapy.

Magnetic Resonance Imaging (MRI)

The Magnetic Resonance Imaging (MRI) certificate program is designed to address competency development required by the American Registry of Radiologic Technologists (ARRT) for the advanced level certification exam in Magnetic Resonance Imaging (MRI). In addition to clinical competency, academic coursework is offered to prepare the student for the exam administered by the ARRT. Coursework includes sectional anatomy, physics, and instrumentation of MRI scanning machines. Additional work experience may be needed to satisfy the minimum number of exams necessary to qualify for the ARRT advanced level exam in MRI. The program is designed for certified technologists registered by the ARRT in Radiography, Nuclear Medicine, or Radiation Therapy.

Mammography

The Mammography short-term certificate program is designed to prepare radiologic technologists certified by the ARRT in radiography [R.T. (R)] in the specialized emerging area of mammography. Lecture, lab, and academic coursework are offered to prepare students for the advanced level

Program Offerings

certification exam offered by the ARRT in Mammography. Students may need additional work experience to satisfy the minimum number of exams to be accomplished under supervision to qualify for the exam.

For more information contact Health Sciences Division at 509-544-8306 or 509-544-8300.

Bone Densitometry

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

Course	No.	Course Title	Credits
IMAGE	.100	Bone Densitometry	4
IMAGE	.110	Bone Densitometry Clinical Practicum	4
Subtotal.			8
Total Credits Required.			8

Program Prerequisites: Current enrollment in an approved Radiologic Technology program or ARRT Certified Radiologic Technologist.

Computed Tomography (CT) Technology

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

Course	No.	Course Title	Credits
IMAGE	.250	Cross Sectional Anatomy	3
IMAGE	.270	CT Clinical Practicum	12
IMAGE	.280	CT Instrumentation	3
Subtotal.			18
Total Credits Required.			18

Magnetic Resonance Imaging (MRI) Technology

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

Course	No.	Course Title	Credits
IMAGE	.250	Cross Sectional Anatomy	3
IMAGE	.271	MRI Clinical Practicum	12
IMAGE	.281	MRI Instrumentation and Procedures	3
Subtotal.			18
Total Credits Required.			18

Mammography

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

Course	No.	Course Title	Credits
IMAGE	.225	Mammography	4
IMAGE	.229	Mammography Clinical	4
Subtotal.			8
Total Credits Required.			8

Multi-Occupational Trades

The Associate in Applied Science in Multi-Occupational Trades provides a two-year degree option for students in registered apprenticeship programs through Columbia Basin College. Current apprenticeship programs that would qualify for this program include carpenters, electricians, millwrights, sheet metal, and plumbers & pipefitters.

Students obtain the "major" course work from a minimum of 5,200 OJT and 450 related training hours from their apprenticeship program. The general education requirements and one elective course, 20 – 23 credits/220 – 253 hours, are completed at Columbia Basin College.

For apprentices, this degree program allows them an opportunity to strengthen their resume. Additional education benefits apprentices in future career progressions such as foreman or above. Each career progression is a pay increase of 5 to 15 percent depending on the trade. It also allows individuals the potential access to other employment opportunities in the future like management, teaching, or full time safety coordinator positions.

Associate in Applied Science in Multi-Occupational Trades

PROFESSIONAL TECHNICAL

Major Courses

1. Completion of an apprenticeship program of at least 5,200 (equivalent to 95 credit hours) OJT hours certified by JATC.
2. Completion of 450 hours (equivalent to 34 credit hours) of related training certified by JATC.

Subtotal 5650 hours. . . 129

Major Support

Select one of the following with approval from JATC:

Course	No.	Course Title	Credits
BUS&	.101	Intro to Business	5
BUS	.130	Project Management	5
BUS	.262	Management Principles	5
CA	.100	Introduction to Microcomputers	4
SPAN&	.121+	Spanish 121 or above.	5
Subtotal.			4-5

General Education

Course	No.	Course Title	Credits
MATH	.106+	Math 106 or above	5

English (select 5 credits)

ENGL&	.101	English Composition I or	5
ENGL	.103	Writing in the Workplace	5

Human Relations (select 3-5 credits)

PSYC	.103	Applied Psychology or	3
PSYC&	.100	General Psychology or	5
BUS	.271	Human Relations Business or	5
CMST	.260	Multicultural Communications	5

Speech (select 3-5 credits)

CMST	.101	Speech Essentials or	3
CMST&	.220	Public Speaking or	5
CMST	.103	Workplace Communication or	3
CMST	.110	Communication Behavior or	3
CMST&	.210	Interpersonal Communication	5
Subtotal.			16-20

Total hours: 5870-5925 Equivalent Credit Hours. . 149-154

Music ?

Department Overview: 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.

Associate in Arts & Sciences with an Emphasis in Instrumental Music

TRANSFER DEGREE

Option C

A. Communication (13 credits)

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
ENGL& . 102	Composition II	5
CMST. . 101	Speech Essentials or	3
CMST. . 110	Communication Behavior	3

Math Proficiency **X**

B. Quantitative/Symbolic Reasoning (5 credits) **5**

C. Humanities (15 credits)

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

Course No.	Course Title	Credits
MUSC& . 105	Music Appreciation	5
Humanities Electives		10

D. 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

E. 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

F. Health and Physical Education (3 credits)

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

G. Electives (48-50 required electives)

Course No.	Course Title	Credits
MUSC& . 141	Music Theory I	5
MUSC& . 142	Music Theory II	5
MUSC& . 143	Music Theory III	5
MUSC& . 241	Music Theory IV	5
MUSC& . 242	Music Theory V	5
MUSC& . 243	Music Theory VI	5
MUSC . 236	Class Piano/Music Majors or	2
MUSC . 134	Piano Class or	2
MUSC . 135	Piano Class or	2
MUSC . 136	Piano Class	2
MUSC . 171	Ear Training Fundamentals	1
MUSC . 172	Ear Training Fundamentals	1
MUSC . 173	Ear Training Fundamentals	1
MUSC . 274	Advanced Ear Training	1
MUSC . 275	Advanced Ear Training	1
MUSC . 276	Advanced Ear Training	1
MUSC . 118	Band - must be enrolled for six quarters or	6
MUSC . 125	Orchestra - must be enrolled for six quarters	6
MUSC . 123	Applied Music - must be enrolled for six quarters or	6
MUSC . 124	Applied Music-must be enrolled for six quarters or	6
MUSC . 125	Orchestra-must be enrolled for six quarters	6

Total Credits Required. . 114-116

It is understood an instrumental music 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 Music department.

Associate in Arts & Sciences with an Emphasis in Vocal Music

TRANSFER DEGREE

Option C

A. Communication (13 credits)

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
ENGL& . 102	Composition II	5
CMST. . 101	Speech Essentials or	3
CMST. . 110	Communication Behavior	3

Math Proficiency **X**

B. Quantitative/Symbolic Reasoning (5 credits) **5**

C. Humanities (15 credits)

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

Course No.	Course Title	Credits
MUSC& . 105	Music Appreciation	5
Humanities Electives		10

D. 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

E. Mathematical & Natural Science (15 credits)

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

Mathematical & Natural Science Electives 15

F. Health and Physical Education (3 credits)

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

G. Electives (48-50 required electives)

Course No.	Course Title	Credits
MUSC& . 141	Music Theory I	5
MUSC& . 142	Music Theory II	5
MUSC& . 143	Music Theory III	5
MUSC& . 241	Music Theory IV	5
MUSC& . 242	Music Theory V	5
MUSC& . 243	Music Theory VI	5
MUSC . 236	Piano Class/Music Majors or	2
MUSC . 134	Piano Class or	2
MUSC . 135	Piano Class or	2
MUSC . 136	Piano Class	2
MUSC . 171	Ear Training Fundamentals	1
MUSC . 172	Ear Training Fundamentals	1
MUSC . 173	Ear Training Fundamentals	1
MUSC . 274	Advanced Ear Training	1
MUSC . 275	Advanced Ear Training	1
MUSC . 276	Advanced Ear Training	1
MUSC . 181	Chorus - must be enrolled for six quarters or	6
MUSC . 281	Advanced Chorus - must be enrolled for six quarters	6
MUSC . 123	Applied Music - must be enrolled for six quarters or	6
MUSC . 124	Applied Music - must be enrolled for six quarters or	6
MUSC . 125	Orchestra - must be enrolled for six quarters	6

Total Credits Required. . 114-116

It is understood a vocal music 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 Music department.

Non-Destructive Testing ?

Department Overview: Non-destructive testing is a method of testing equipment and materials which does not destroy them or effect their future performance or properties. Non-destructive testing is used to detect abnormalities in physical, chemical, or electrical characteristics.

Nuclear Medicine Technology ?

Department Overview: Nuclear medicine is the medical specialty that utilizes the nuclear properties of radioactive and stable nuclides to make diagnostic evaluations of the physiologic and/or anatomic conditions of the body and to provide therapy with unsealed radioactive sources. The nuclear medicine technologist is an allied health professional who, under the direction of an authorized user, is committed to applying the art and skill of diagnostic evaluation and therapeutics through the safe and effective use of radionuclides. Responsibilities include, but are not limited to: preparation, quality control testing, and administration of radioactive compounds; execution of patient imaging procedures including computer processing and image enhancement; laboratory testing; patient interviews; instruction and preparation for administration of prescribed radioactive compounds for therapy; quality control; and radiation safety.

Program Offerings

This is an 18-month, full-time Nuclear Medicine Technology program leading to an Associate of Arts in Nuclear Medicine Technology at Bellevue College. It is offered through a cooperative effort between Columbia Basin College and Bellevue College. The curriculum prepares students in all aspects of nuclear medicine technology. In addition to performing a wide variety of imaging and therapeutic procedures, students learn to prepare and administer radiopharmaceuticals, explain the procedures and their risks, take patient histories, and analyze the results of each study. Students work with a number of radiation detection systems, including gamma cameras and positron emission tomography systems. They also work with computers that analyze data from imaging studies in addition to those used for administrative tasks. Most importantly, students work directly with patients helping to ease their anxiety as well as provide important test result information for physician diagnosis of their ailments. Through the use of distance education and interactive television courses, Bellevue College will deliver course content to students at Columbia Basin College. Students will be able to complete the clinical portion of the degree at clinical facilities in the Tri-City area. Upon successful program completion, students are eligible for national certification exams as well as Washington state licensure.

Students are required to attend a Nuclear Medicine Information Session at CBC prior to applying for the program through Bellevue College. The prospective student would then apply to Bellevue College for the program which is a selective and competitive admissions process. Tuition and fees for the entire program are approximately \$8,000; books are approximately \$500, most of which are purchased at the beginning of the program.

Nuclear Technology ?

Department Overview: Due to an aging workforce and resurgence of interest in nuclear power generation, nuclear technicians are in high demand. The Nuclear Technology program allows students to specialize in nuclear facility clean-up activities at the Hanford Reservation or in reactor plant operation at the Columbia Generating Station. The curriculum follows the common curriculum standards for adopted by the nuclear industry.

Enrollment in the Nuclear Technology program is limited and students are selected on a competitive basis. Contact the Career and Technical Education Division for application requirements and deadline.

Program Mission

The mission of the Nuclear Technology program is to provide students the technical expertise, critical and analytical skills, interpersonal skills, and knowledge needed to begin a successful career in the nuclear industry.

Program Goals

Graduates of the Nuclear Technology program will be able to effectively address the needs of the nuclear industry by:

- Applying relevant theory and techniques from mathematics, physics, and chemistry to effectively understand, communicate, and/or operate, nuclear systems, structures, and components promoting excellence and safety
- Effectively and accurately applying, understanding, and communicating nuclear technology related concepts
- Effectively and accurately applying, understanding, and communicating basic knowledge of nuclear facilities operations
- Understanding nuclear fundamentals, systems, tools, and equipment
- Applying skills pertinent to each discipline minimizing personnel exposure to radiation and/or hazardous materials
- Applying, understanding, and communicating radiological protection theory and techniques promoting excellence and safety
- Understanding and communicating nuclear facilities, design, theory, and/or operations

Associate in Applied Science in Nuclear Technology Instrumentation and Control

Technician Option
PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
NT . . . 111	Basic Nuclear Math and Physics	5
NT . . . 114	Introduction to Radiation Safety	5
NT . . . 121	Reactor Plant Operations or	4
NT . . . 122	Basic Nuclear Facilities	4
NT . . . 131	Nuclear Facility Components	4
NT . . . 141	Basic Reactor Safety, Theory, and Operations or	5
NT . . . 142	Basic Nuclear Safety and Environmental Compliance	5
NT . . . 150	Internship Seminar	1
NT . . . 152	Internship	7
ELT . . . 111	Introduction to Electricity	5
MEC . . . 111	Mechanical and Fluid Power Transmission	4
FYI . . . 103	First Year Introduction for Trades	1
Subtotal.		41

Major Support

Course No.	Course Title	Credits
NT . . . 220	Nuclear and Special Processes Instrumentation	5
NT . . . 230	Nuclear Facility Instrumentation I	5
NT . . . 240	Nuclear Power Plant Instrumentation II or	5
NT . . . 241	Nuclear Facility Instrumentation II	5
ELT . . . 211	Applied Electronics	5
IC . . . 220	Industrial Motors and Their Controls	5
IC . . . 230	PLC Programming and Computer Interfacing	5
Subtotal.		30

General Education

Course No.	Course Title	Credits
English (10 credits)		
ENGL& . 101	English Composition I	5
ENGL& . 235	Technical Writing	5

Science (10 credits)

(Choose one from Physics and one from Chemistry)

PHYS& . 100	Physics Non-Sci Majors &	4
PHYS& . 101	Physics Lab Non-Sci Majors or	1
PHYS& . 121	General Physics I &	4
PHYS& . 131	General Physics Lab I or	1
PHYS& . 221	Engineering Physics I &	4
PHYS& . 231	Engineering Physics Lab I	1
CHEM& . 110	Chemical Concepts w/Lab &	5
CHEM& . 110L	Chemical Concepts Lab or	0
CHEM& . 140	General Chemistry Prep w/Lab &	5
CHEM& . 140L	General Chemistry Prep Lab	0

Math (15 credits)

MATH& . 141	Precalculus I	5
MATH& . 142	Precalculus II	5
MATH& . 146	Introduction to Stats	5

Human Relations (5 credits)

PSYC& . 100	General Psychology	5
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Speech (select 3-5 credits)

(Choose one Speech course)

CMST . . 101	Speech Essentials or	3
CMST& . 220	Public Speaking or	5
CMST . . 103	Workplace Communication (preferred) or	3
CMST . . 110	Communication Behavior or	3
CMST& . 210	Interpersonal Communication or	5
CMST . . 260	Multicultural Communications	5

Subtotal. **43-45**

Total Credits Required. . 114-116

Nursing ?

Department Overview: Columbia Basin College offers a National League for Nursing 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 healthcare facilities. A lab is provided on campus to learn and practice clinical skills. For more

Program Offerings

information call, (509) 544-8309. 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. An exit avenue is provided at the end of each year of the Nursing program. Following successful completion of the first year (four quarters), students receive a Practical Nurse Certificate and are eligible to take the LPN Licensure exam. Following successful completion of the second year (seven quarters), students receive an Associate in Applied Science Degree and are eligible to take the RN State Board Licensure exam.

Entrance Requirements

PRE-NURSING

Students are strongly encouraged to complete as many nursing support courses as possible before entering the Nursing program. These courses provide points for the Admission Index Score. It is especially helpful to have the science classes completed before entry. Students should contact the Admissions department to work with an advisor after attending a pre-nursing information session. Students apply to the Nursing program in January prior to planned entry year. For additional information, please see Entrance Requirements. **Nursing support courses that may be completed prior to entry include the following:**

Human A&P 1, BIOL& 241/BIOL& 241L

Human A&P 2, BIOL& 242/BIOL& 242L

English Composition I, ENGL& 101

General Psychology, PSYC& 100

Lifespan Psychology, PSYC& 200

Microbiology, BIOL& 260/BIOL& 260L

Math, MATH above 100

Speech Essentials, CMST 101

Entrance Requirements

Students are admitted based on their Admission Index Score, which utilizes three elements within the entrance requirements for program admission. Those elements include (A) cumulative grade point average among four selected courses, (B) pre-nursing assessment score (TEAS), and (C) departmental course completion score index. Students with the highest Admission Index Score will be admitted first. Admission to the program is limited and completion of entrance requirements does not ensure admission to the program. For further information please refer to the Nursing department on the CBC website. Students preparing for Nursing admission must meet the minimum program requirements:

- Demonstrate completion of high school with a GPA of 2.0 or GED certificate
- Eligible to enter ENGL& 101 (English Composition I) based on COMPASS exam scores
- Qualify for a five-credit Math class above 100 level based on COMPASS exam score
- Complete one year of high school chemistry within the past five years or a five-credit college level introductory chemistry course, with a grade of 2.0 or higher. Demonstrate proof of high school course on submitted high school transcript
- Eligible to enter BIOL& 241/BIOL& 242L (Human A&P 1 and Human A&P 2) or BIOL& 260/BIOL& 260L (Microbiology)
- Complete application to Columbia Basin College. Have all previous college transcripts transferred to CBC
- Submit Nursing program application to Admissions in January of each year for the fall class

Once admitted into the program, each student will be responsible for the following:

- Required immunization records
- Current CPR card for Healthcare Provider

- Satisfactory criminal history background check.

A minimum GPA of 2.0 per course must be obtained for the successful completion of the One-Year Certificate (Practical Nursing) and Associate Degree in Nursing departmental offerings. This 2.0 requirement is required for major courses, major support courses, and general education requirements.

Associate in Applied Science in Nursing (ADN)

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
NRS	.111	Nursing I	7
NRS	.111	Nursing I Lab	4
NRS	.121	Nursing II	5
NRS	.121	Nursing II Lab	5
NRS	.131	Nursing III	5
NRS	.131	Nursing III Lab	5
NRS	.1351	Nursing Trends Lab (2 credits per quarter)	6
NRS	.211	Nursing IV	5
NRS	.211	Nursing IV Lab	5
NRS	.221	Nursing V	5
NRS	.221	Nursing V Lab	5
NRS	.222	Professional Issues I	1
NRS	.231	Nursing VI	5
NRS	.231	Nursing VI Lab	8
NRS	.232	Professional Issues II	1
NRS	.2351	Nursing Trends Lab (1 credit per quarter)	3
Subtotal.			.75

Major Support

Course	No.	Course Title	Credits
PSYC&	.200	Lifespan Psychology	5
NRS	.101	Basic Pharmacology	1
NRS	.201	Pharmacology	1

Human Anatomy and Physiology

BIOL&	.241	Human A&P 1 w/Lab	6
BIOL&	.241L*	Human A&P 1 Lab	0
BIOL&	.242	Human A&P 2 w/Lab	6
BIOL&	.242L*	Human A&P 2 Lab	0

Microbiology

BIOL&	.260	Microbiology	6
BIOL&	.260L*	Microbiology Lab	0

Subtotal. .22-25

General Education

Course	No.	Course Title	Credits
ENGL&	.101	English Composition I	5
MATH	.106+	MATH 106 or above (except MATH 109)	5
CMST	.101	Speech Essentials	3
PSYC&	.100	General Psychology	5

Subtotal. .18

Total Credits Required. 115-118

Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.

LPN Curriculum

One-Year Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
NRS	.111	Nursing I	7
NRS	.111	Nursing I Lab	4
NRS	.121	Nursing II	5
NRS	.121	Nursing II Lab	5
NRS	.131	Nursing III	5
NRS	.131	Nursing III Lab	5
NRS	.141	Practical Nursing	5
NRS	.141	Practical Nursing Lab	6
NRS	.1351	Nursing Trends Lab (2 credits per quarter)	6
Subtotal.			.48

Major Support

Course No.	Course Title	Credits
PSYC& . 100	General Psychology	5
NRS . 101	Basic Pharmacology	1

Human Anatomy and Physiology 10-12		
BIOL& . 241	Human A&P 1 w/Lab.	6
BIOL& . 241L*	Human A&P 1 Lab	0
BIOL& . 242	Human A&P 2 w/Lab.	6
BIOL& . 242L*	Human A&P 2 Lab	0
Subtotal.		16-18

General Education

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5

Subtotal. 5

Total Credits Required. 69-71

*Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.*

Pre-Nursing Requirements

Students should consult the catalog or the pre-nursing academic advisor for course prerequisites prior to pursuing this suggested sequence of pre-nursing classes. A college level chemistry or high school chemistry (if completed within the last five years of application) is a pre-entrance requirement.

Fall Quarter

Course No.	Course Title	Credits
BIOL& . 160	General Biology w/Lab &	5
BIOL& . 160L*	General Biology Lab or	0
BIOL& . 211	Majors Cellular w/Lab &	5
BIOL& . 211L*	Majors Cellular Lab	0
CMST . 101	Speech Essentials.	3
Subtotal.		13

Winter Quarter

Course No.	Course Title	Credits
BIOL& . 241	Human A&P 1 w/Lab.	6
BIOL& . 241L*	Human A&P 1 Lab	0
PSYC& . 100	General Psychology	5
ENGL& . 101	English Composition I	5
Subtotal.		16

Spring Quarter

Course No.	Course Title	Credits
BIOL& . 242	Human A&P 2 w/Lab.	6
BIOL& . 242L*	Human A&P 2 Lab	0
PSYC& . 200	Lifespan Psychology	5
MATH . 106+	MATH 106 or above (except MATH 109)	5
Subtotal.		16

Summer Quarter

Course No.	Course Title	Credits
BIOL& . 260	Microbiology w/Lab	6
BIOL& . 260L*	Microbiology Lab	0
Subtotal.		6

Total Credits Required. 51

*Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.*

Nursing Assistant ?

Department Overview: The Nursing Assistant course is designed to prepare candidates for the Nursing Assistant Certification in Washington. This course is designed to comply with the Nursing Home Reform Act (OBRA 1987). The purpose of the (National Nurse Aide Assessment Program) NNAAP examination is to make sure that you understand and can safely perform the job of an entry-level nursing assistant. The NNAAP examination is a measure of nursing assistant-related knowledge, skills, and abilities that includes testing by both a written examination and a skills evaluation.

In order for students to successfully complete the Columbia Basin College Nursing Assistant (NA 100) course work, they will have to pass the class and the State Certificate Test. The students that successfully complete the course work and testing will receive a Certification of Completion from DSHS.

Course Lecture Requirements

In order to complete the NA 100 class lecture hours, students are required to meet three to four days a week and attendance is mandatory.

Course Clinical Requirements

Students are required to complete 50 clinical hours during the quarter. These hours will include a minimum of 36 shift hours. These shift hours will be held at various facilities in locations throughout the Tri-Cities. Students will be required to complete these hours during shifts that may start as early as 7:00 a.m. These hours will be arranged by the instructor with the facility. Students need to make arrangements to attend these required shifts, attendance is mandatory.

More information can be obtained from the Health Sciences Division office at (509) 544-8300.

The following are required for the first day of class:

- Criminal history background check
- Current list of required immunizations
- Signed Confidentiality Statement
- Malpractice insurance

Nursing Assistant

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

Course No.	Course Title	Credits
NA . . . 100	Nursing Assistant.	4
NA . . . 100L	Nursing Assistant Lab	4

Subtotal. 8

Total Credits Required. 8

Nutrition ?

Department Overview: Nutrition and Food Sciences currently offer a course designed to introduce students to the concept of food and nutrition to maintenance of a healthy life. Students will learn the principles of nutrition as they apply to macro-nutrients and metabolic pathways. Application of vitamins, minerals, and special nutritional requirements at different stages of the live cycle, as well as current issues in nutrition will be considered.

Paralegal ?

The Paralegal program is being discontinued following the 2009-2010 school year. Only second-year students are eligible to register for the 2009-2010 school year.

Department Overview: The Paralegal program is 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 attorneys' offices or legal departments. This program is currently being offered as an evening program only, and the students should expect to take three to four courses per quarter to complete the program in a timely manner. It should be noted that a class load of 12 credits per quarter will require a minimum of eight 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; and
- Assist lawyers preparing for litigation

Program Offerings

For more information contact Health Sciences Division at 509-544-8306 or 509-544-8300.

Associate in Applied Science in Paralegal

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
PL	101	Introduction 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	Beginning Contract Law	3
PL	122	Intermediate Contract Law	3
PL	123	Advanced Contract Law	3
PL	131	Introduction to Torts	3
PL	132	Intermediate Torts	3
PL	133	Advanced Torts	3
PL	146	Paralegal Ethics	3
PL	147	Computers in a Law Environment	1
PL	1471	Computers in a Law Environment Lab	1
PL	150	Introduction to Legal Writing	3
PL	151	Legal Research & Writing	5
PL	152	Advanced Legal Writing	5
Subtotal.			53

Major Support

Students must choose at least 24 credits from the following:

Course	No.	Course Title	Credits
AOT	146	Legal Terminology	5
AOT	244	Legal Administrative Office Procedures	5
CJ&	101	Intro to Criminal Justice	3
CJ	137	Constitutional Law	5
CJ	232	Criminal Investigation	5
CJ	234	Criminal Evidence	3
PL	108	Administrative Law	3
PL	1172	Paralegal Seminar	1-3
PL	141	Probate Procedures	3
PL	142	Community Property Law	3
PL	143	Trial Preparation	3
PL	145	Family Law	5
PL	1972	Internship	1-3
PL	201	Commercial Law	3
PL	210	Immigration Law	3
PL	212	Real Estate & Personal Property	3
PL	213	Insurance Law	3
PL	214	Criminal Law	3
PL	215	Bankruptcy Law	3
PL	216	Corporate Law	3
PL	219	Environmental Law	3
PL	220	Employee Benefits Law	3
PL	221	Labor Law	3
PL	222	Personal Injury	3
PL	2972	Advanced Internship	1-3
Subtotal.			24

Electives: (choose 4-5 credits)

Course	No.	Course Title	Credits
CA	100	Introduction to Microcomputers	4
CA	172	Word Processing	5
CS	106	Database Systems	5
AOT	101	Keyboarding I	2
AOT	102	Keyboarding II	2
AOT	1091	Keyboarding/Skillbuilding	3
AOT	172	Word Processing I	5
Subtotal.			4-5

General Education

Course	No.	Course Title	Credits
ENGL&	101	English Composition I	5
MATH	106+	MATH 106 or above	5

Psychology or Sociology (select 5 credits)

PSYC&	100	General Psychology or	5
SOC&	101	Intro to Sociology.	5

Speech (select 3-5 credits)

CMST.	101	Speech Essentials or	3
CMST&	220	Public Speaking or	5
CMST.	110	Communication Behavior or	3
CMST&	210	Interpersonal Communication or	5
CMST.	260	Multicultural Communications	5

Subtotal. . . . 18-20

Total Credits Required. . . . 99-102

Paramedic

Department Overview: Beyond EMT-B and Intermediate is Paramedic. Paramedic requires substantially more training than EMT-B and represents 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 program is contingent upon successful completion of all following prerequisites, application, and an oral interview.

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

Paramedic Program Entrance Requirements

- Current EMT-Basic certification for at least one year
- Successful waiver or completion of the Pre-Paramedic Short-Term Certificate
- Proof of COMPASS testing
- Application to the CBC Paramedic program and completion of acceptance interview

Completion of the following classes with a minimum 2.0 GPA:

- BIOL& 241 Human A&P 1 w/Lab
- BIOL& 241L Human A&P 1 Lab
- BIOL& 242 Human A&P 2 w/Lab
- BIOL& 242L Human A&P 2 Lab

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.)

PreParamedic Short-Term Certificate

(Maximum of four quarters for completion)

PMD 100.....PreParamedic Lecture.....2 credits

PMD 1002.....PreParamedic Practicum.....1-6 credits

(This course can be repeated for a maximum of six credits.)These courses are intended to be taken concurrently with other technical support courses.

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 having the skills and knowledge necessary for entry-level paramedic positions in agencies providing pre-hospital emergency services.

A National background check must be completed prior to admittance into this program. More information is available from the Health Sciences Division office at (509) 544-8300.

Associate in Applied Science in Paramedicine

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
PMD	201	Paramedic I	6
PMD	2013	Paramedic I Lab	2

Program Offerings

PMD . . . 202	Paramedic II	6
PMD . . . 203	Paramedic II Lab	3
PMD . . . 203	Paramedic III	6
PMD . . . 203	Paramedic III Lab	3
PMD . . . 204	Paramedic IV	6
PMD . . . 204	Paramedic IV Lab	3
PMD . . . 205	Paramedic V	6
PMD . . . 205	Paramedic V Lab	3
PMD . . . 206	Paramedic VI	6
PMD . . . 206	Paramedic VI Lab	3
PMD . . . 235	Professional Issues for the Paramedic	2
Subtotal.		55

Major Support

Course No.	Course Title	Credits
HE . . . 240	Stress Management	3
BUS . . . 271	Human Relations Business	5
CA . . . 100	Introduction to Microcomputers	4
HIT . . . 147	Medical Terminology	5

Human Anatomy and Physiology 10-12

BIOL& . . 241	Human A&P 1 w/Lab	6
BIOL& . . 241L*	Human A&P 1 Lab	0
BIOL& . . 242	Human A&P 2 w/Lab	6
BIOL& . . 242L*	Human A&P 2 Lab	0
Subtotal.		27-29

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
ENGL& . . 235	Technical Writing	5
PSYC& . . 100	General Psychology	5
MATH . . 106+	MATH 106 or above (except MATH 109)	5

Speech (select 3 credits)

CMST. . . 101	Speech Essentials or	3
CMST. . . 110	Communication Behavior	3
Subtotal.		23

Total Credits Required. . . 105-107

*Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.*

Paramedic

One-Year Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
PMD . . . 201	Paramedic I	6
PMD . . . 203	Paramedic I Lab	2
PMD . . . 202	Paramedic II	6
PMD . . . 203	Paramedic II Lab	3
PMD . . . 203	Paramedic III	6
PMD . . . 203	Paramedic III Lab	3
PMD . . . 204	Paramedic IV	6
PMD . . . 204	Paramedic IV Lab	3
PMD . . . 205	Paramedic V	6
PMD . . . 205	Paramedic V Lab	3
PMD . . . 206	Paramedic VI	6
PMD . . . 206	Paramedic VI Lab	3
PMD . . . 206	Paramedic VI Lab	3
PMD . . . 235	Professional Issues for the Paramedic	2
Subtotal.		55

Major Support

Course No.	Course Title	Credits
BIOL& . . 241	Human A&P 1 w/Lab	6
BIOL& . . 241L*	Human A&P 1 Lab	0
BIOL& . . 242	Human A&P 2 w/Lab	6
BIOL& . . 242L*	Human A&P 2 Lab	0
Subtotal.		10-12

Total Credits Required. . . 65-67

*Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.*

Pre-Paramedic

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

(Maximum of 4 quarters for completion)

Course No.	Course Title	Credits
PMD . . . 100	Pre-Paramedic Short-Term Certificate	2
PMD . . . 100	Pre-Paramedic Short-Term Certificate Practicum	2
Subtotal.		4

Total Credits Required. . . 4

(This course can be repeated for a maximum of 6 credits.) These courses are intended to be taken concurrently with other technical support courses.

Parent Education ?

Department Overview: 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 early learning environment. Families may enroll any time from September through May.

Philosophy ?

Department Overview: 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 world view.

Phlebotomy ?

Department Overview: This is a two-quarter sequence of classes that prepares technicians for testing by the (ASCP) American Society of Clinical Pathologists and employment into the medical laboratory field. The two-quarter sequence of classes focus on the knowledge and skills necessary to function as a member of the laboratory healthcare team in a variety of settings.

Phlebotomy classes are scheduled for two consecutive quarters. During the first quarter, lecture classes are normally held two afternoons a week. During the second quarter, students will complete 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 these hours.

In order for students to successfully complete the Phlebotomy course work, they must achieve a 70 percent average or higher on the testing during the first quarter in order to go on to the second quarter of clinical coursework. 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 be an additional cost to the student.

More information can be obtained from the Health Sciences Division office at (509) 544-8300.

The following are required for the first day of class:

- Criminal history background check
- Current list of required immunizations
- Signed Confidentiality Statement
- Malpractice insurance

Phlebotomy

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

Course No.	Course Title	Credits
PHLEB . . . 100	Phlebotomy I	4
PHLEB . . . 1001	Phlebotomy I Lab.	5
Subtotal.		9
Total Credits Required.		9

Physical Education ?

Department Overview: The Physical Education department offers a variety of classes that can expose the student to leisure activity skills and fitness activities.

Physical Education Professional ?

Department Overview: These courses are designed for the PE major or students interested in a coaching career.

Physics ?

Department Overview: 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 four-year institutions and various technical programs.

Political Science ?

Department Overview: 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.

Associate in Arts & Sciences with an Emphasis in Political Science

TRANSFER DEGREE

Option C

A. Communication (13 credits)

Course No.	Course Title	Credits
ENGL& . . . 101	English Composition I	5
ENGL& . . . 102	Composition II	5
CMST.	3

Math Proficiency **X**

B. Quantitative/Symbolic Reasoning (5 credits)

Course No.	Course Title	Credits
MATH& . . . 146	Introduction to Stats	5

C. Humanities (15 credits)

Course No.	Course Title	Credits
HIST& . . . 128	World Civilizations III	5
ENGL.	(see advisor for appropriate selection)	5
PHIL& . . . 101	Intro to Philosophy or	5
PHIL . . . 150	Introduction to Ethics	5

D. Social & Behavioral Science (15 credits)

Course No.	Course Title	Credits
SOC& . . . 101	Intro to Sociology or	5
SOC& . . . 201	Social Problems.	5
ECON& . . . 202	Macro Economics	5
POLS& . . . 202	American Government.	5

E. 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

F. Health and Physical Education (3 credits)

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

G. Electives (24 credits)

Course No.	Course Title	Credits
POLS& . . . 204	Comparative Government.	5
POLS& . . . 203	International Relations	5
POLS . . . 104	State and Local Government	5
POLS& . . . 201	Intro to Political Theory or	5
POLS . . . 205	American Political Thought	5
Elective (see advisor for appropriate selection)		4

Total Credits Required. **90**

Psychology ?

Department Overview: Psychology is the scientific study of human behavior and mental processes. General Psychology (PSYC& 100) provides an overview of different perspectives held by psychologists. Major topics include: research methods, learning theory, neuropsychology, memory, consciousness, and motivation. General psychology is a prerequisite for many 200-level classes. Applied Psychology (PSYC 103) 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.

Race, Ethnicity, and Immigration ?

Department Overview: The United States is a nation made of people of various racial and ethnic backgrounds and whose ancestors, or themselves, migrated to the nation in order to create a new and better life for themselves and their families. The program in Race, Ethnicity, and Immigration provide students an opportunity to examine these aspects of American society through a combination of courses in history, anthropology, political science, and sociology. They will also examine how the U.S. experience in race, ethnicity, and immigration compares to that of other areas of the world.

Associate in Arts & Sciences with an Emphasis in Race, Ethnicity & Immigration

TRANSFER DEGREE

Option C

A. Communication (10 credits in English, plus 3 credits in Speech)

Course No.	Course Title	Credits
ENGL& . . . 101	English Composition I	5
ENGL& . . . 102	Composition II or	5
ENGL& . . . 235	Technical Writing.	5
CMST. . . 101	Speech Essentials or	3
CMST& . . . 220	Public Speaking or	5
CMST. . . 110	Communication Behavior or	3
CMST& . . . 210	Interpersonal Communication or	5
CMST. . . 260	Multicultural Communications	5

Math Proficiency **X**

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

Pass Intermediate Algebra (MATH 095 or MATH 098).

Pass a Math class that has an Intermediate Algebra prerequisite.

Place into any Math course MATH 113 or above via Placement Test.

Program Offerings

B. Quantitative/Symbolic Reasoning (5 credits)

1. Quantitative Reasoning:

Course No.	Course Title	Credits
MATH& .146.	Introduction to Stats (Recommended)	5

2. OR Symbolic Reasoning:

CS 102, CS& 131, CS 162, CS 202, or PHIL 121

C. Humanities (15 credits)

Choose one from the following:

Course No.	Course Title	Credits
ICS . . . 120.	Survey of Hispanic Culture or	5
ICS . . . 125.	Survey of Native American Cultures or	5
ICS . . . 130.	Survey of Asian American Culture	5
Humanities Electives (Course selections must also meet the Humanities distribution requirements for the AA degree.)		10

D. Social & Behavioral Science (15 credits)

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

Course No.	Course Title	Credits
ICS . . . 135.	Survey of African American Cultures or	5
HIST . . 107.	Chicano History or	5
HIST . . 108.	History of Immigration in the United States	5
ICS . . . 255.	Race and Ethnic Relations	5

Psychology or Sociology (See advisor for appropriate selection).

PSYC . . 201.	Social Psychology or	5
SOC& . . 201.	Social Problems.	5

E. Mathematical & Natural Science (15 credits)

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

F. Health and Physical Education (3 credits)

Health lecture or PE activity courses will satisfy this three-credit requirement.

G. Required Electives (Select 24 credits from the following list:)

Additional Electives

A class can only be used to fulfill one requirement.

Course No.	Course Title	Credits
ANTH& .206.	Cultural Anthropology	5
ART . . . 120.	Art History of the Americas	5
ICS . . . 135.	Survey of African American Cultures	5
HIST . . 107.	Chicano History	5
HIST . . 108.	History of Immigration in the United States	5
HIST . . 110.	History of Modern East Asia	5
HIST . . 111.	Colonial Latin America	5
HIST . . 112.	Modern Latin America	5
HIST . . 116.	History of Africa	5
HIST . . 117.	History of India	5
HIST . . 100.	Cultural and Historical Linked to Travel	1-3
ICS . . . 120.	Survey of Hispanic Culture	5
ICS . . . 125.	Survey of Native American Cultures	5
ICS . . . 130.	Survey of Asian American Culture	5
ICS . . . 255.	Race and Ethnic Relations	5
ENGL . . 180.	Multicultural Literature	5
ENGL& .254.	World Literature I	5
ENGL& .255.	World Literature II	5
PHIL . . 131.	World Religions	5
PL . . . 210.	Immigration Law	3
SOC& . . 201.	Social Problems	5
CMST . . 260.	Multicultural Communications	5

Total Credits Required. . . . 90

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

Radiologic Technology

Department Overview: The Radiologic Technology program at Columbia Basin College is an eight-quarter program preparing students to be eligible to become certified by taking the National Registry Examination offered by the American Registry of Radiology Technologists.

Radiology Technologists work directly with the patient and physician performing sophisticated diagnostic x-ray procedures including radiation safety, radiographic exposures, image and film processing, and operating many types of technological equipment. The radiology technologist also provides professional handling and care of patients.

The program requires a series of credit courses directly related to radiologic sciences. The program also requires students have completed major support and general education courses prior to admission. For additional information, please refer to the Associate in Applied Science in Radiologic Technology degree requirements.

The Radiologic Technology program admits students annually during summer quarter for this eight-quarter program.

For more information contact Health Sciences Division at 509-544-8306 or 509-544-8300.

Associate in Applied Science in Radiologic Technology

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
RATEC .101.	Introduction to Radiologic Technology	1
RATEC .102.	Radiographic Physics	5
RATEC .103.	Principles of Radiographic Exposure	3
RATEC .104.	Advanced Radiographic Procedures	4
RATEC .105.	Introduction to Radiographic Technique	2
RATEC .106.	Computed Imaging	2
RATEC .107.	Positioning and Related Anatomy I	2
RATEC .108.	Positioning and Related Anatomy II	3
RATEC .109.	Positioning and Related Anatomy III	3
RATEC .1103.	Clinical Education I	3
RATEC .1113.	Clinical Education II	5
RATEC .1123.	Clinical Education III	5
RATEC .1133.	Clinical Education IV	5
RATEC .120.	Nursing Procedures	2
RATEC .121.	Patient Care	2
RATEC .125.	Medical Terminology	1
RATEC .127.	Introduction to Sectional Anatomy	2
RATEC .207.	Concept Integration	2
RATEC .2103.	Clinical Education V	13
RATEC .2113.	Clinical Education VI	8
RATEC .2123.	Clinical Education VII	8
RATEC .2133.	Clinical Education VIII	8
RATEC .220.	Pathology I	3
RATEC .221.	Pathology II	2
RATEC .230.	Quality Assurance	2
RATEC .240.	Radiation Biology and Protection	3
RATEC .296.	Special Topics in Radiology	2
Subtotal.		101

Major Support

Course No.	Course Title	Credits
Human Anatomy and Physiology		10-12
BIOL& .241.	Human A&P 1 w/Lab	6
BIOL& .241L*	Human A&P 1 Lab	0
BIOL& .242.	Human A&P 2 w/Lab	6
BIOL& .242L*	Human A&P 2 Lab	0
Subtotal.		10-12

General Education

Course No.	Course Title	Credits
ENGL& .101.	English Composition I	5
MATH& .146.	Introduction to Stats	5
PSYC& .100.	General Psychology	5
CMST . . 260.	Multicultural Communications	5
Subtotal.		20

Total Credits Required. . . 131-133

Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.

Reading

Department Overview: The Basic Skills Division offers reading classes at several levels for students who wish to improve spelling, vocabulary, reading comprehension and/or speed, and study techniques and strategies for

Program Offerings

college success. Classes are offered in the Learning Opportunities Center (LOC) where instruction is a lab format, the classroom, and online (Study Techniques 110).

Real Estate ?

Department Overview: The Real Estate program provides several foundational courses on an as-needed basis for the community.

Retail Associate ?

Department Overview: The Retail Associate program prepares students to work in a variety of customer service and cashiering positions in the retail wholesale and/or grocery industry. Students will learn workplace skills along with the ability to provide excellent customer service and effectively handle monetary transactions.

Retail Operations

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

Course	No.	Course Title	Credits
RO	100	Introduction to Retail	10
Subtotal.			10
Total Credits Required.			10

Russian ?

Department Overview: 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.

Science ?

Department Overview: The science class listed is for non science majors and educators. It provides the student a broader view of our local ecosystem.

Social Science ?

Department Overview: The Social Science program is designed to provide students with a basic foundation and overview of the social sciences.

Sociology ?

Department Overview: The Sociology department is dedicated to offering courses which 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). SOC& 101 provides an introduction to each of these areas.

Solar/Photovoltaic (PV) Design ?

Department Overview: This short-term certificate will train people to select and/or certify solar panel systems for residences and commercial buildings. The course will prepare students for the Silicon Energy

Manufacturing Solar Installation Certificate and the National Photovoltaic (PV) Installer Certification through the North American Board for Certified Energy Practitioners (NABCEP).

Solar/Photovoltaic (PV) Designer

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

Course	No.	Course Title	Credits
NRG	120	Solar Electric Design and Applications	5
Subtotal.			5
Total Credits Required.			5

Spanish ?

Department Overview: 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 SPAN 205, SPAN 206, or SPAN 207.

Surgical Technology ?

Department Overview: The Surgical Technology program prepares students to work as an effective surgical team member. Students learn a variety of skills in lecture, experiential lab, and practical settings. These skills include: aseptic technique, surgical procedures, surgical instrumentation, and surgical conscience. Clinical practice locations include: hospitals, surgical centers, and physician-owned surgery centers.

Admission eligibility requirements are successful completion of the following prerequisite courses:

- BIOL& 241 Human A&P 1 w/Lab
- BIOL& 241L Human A&P 1 Lab
- BIOL& 242 Human A&P 2 w/Lab
- BIOL& 242L Human A&P 2 Lab
- HIT 147 Medical Terminology

Application to the Surgical Technology program is submitted through the Health Sciences Division. Required immunization records and current CPR Healthcare Provider and First Aid cards must be completed as part of the application process.

The program provides a One-Year Operating Room Aide Certificate and a Two-Year Associate in Science Degree in Surgical Technology.

The following are required for the first day of class:

- Criminal history background check
- Current list of required immunizations
- Signed Confidentiality statement
- Malpractice insurance

For more information contact Health Sciences Division at 509-544-8306 or 509-544-8300.

Associate in Applied Science in Surgical Technology

PROFESSIONAL TECHNICAL

Major Courses

Course	No.	Course Title	Credits
SRGT	101	Introduction to Surgical Technology	4
SRGT	1011	Introduction to Surgical Technology Lab	2
SRGT	102	Disease Transmission and Control	3
SRGT	103	Ethics and Professionalism	2
SRGT	104	Pharmacology for the Surgical Technologist	5

SRGT . . . 110	Operating Room Aide	3
SRGT . . . 1101	Operating Room Aide Lab	2
SRGT . . . 120	Central Service	1
SRGT . . . 1201	Central Service Clinical	1
SRGT . . . 130	Human Anatomy for the Surgical Technician	4
SRGT . . . 1301	Human Anatomy for the Surgical Technician Lab	2
SRGT . . . 1411	Operating Room Practicum I Lab	6
SRGT . . . 150	Surgical Procedures I	4
SRGT . . . 1501	Surgical Procedures I Lab	2
SRGT . . . 160	Perioperative Patient Care	2
SRGT . . . 1601	Perioperative Patient Care Lab	1
SRGT . . . 240	Surgical Seminar	3
SRGT . . . 2411	Operating Room Practicum II	10
SRGT . . . 250	Surgical Procedures II	4
SRGT . . . 2501	Surgical Procedures II Lab	2
Subtotal.		63

Major Support

Course No.	Course Title	Credits
HIT . . . 147	Medical Terminology	5
Human Anatomy and Physiology		10-12
BIOL& . . 241	Human A&P 1 w/Lab	6
BIOL& . . 241L*	Human A&P 1 Lab	0
BIOL& . . 242	Human A&P 2 w/Lab	6
BIOL& . . 242L*	Human A&P 2 Lab	0
Subtotal.		15-17

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
MATH . . 106+	MATH 106 or above (except MATH 109)	5
PSYC& . . 100	General Psychology	5

Speech (select 3-5 credits)

CMST. . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking	5
Subtotal.		18-20

Total Credits Required. . . 96-100

*Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.*

Operating Room Aide

One-Year Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
SRGT . . . 101	Introduction to Surgical Technology	4
SRGT . . . 1011	Introduction to Surgical Technology Lab	2
SRGT . . . 110	Operating Room Aide	3
SRGT . . . 1101	Operating Room Aide Lab	2
SRGT . . . 160	Perioperative Patient Care	2
SRGT . . . 1601	Perioperative Patient Care	1
Subtotal.		14

Major Support

Course No.	Course Title	Credits
HIT . . . 147	Medical Terminology	5

Human Anatomy and Physiology		10-12
BIOL& . . 241	Human A&P 1 w/Lab	6
BIOL& . . 241L*	Human A&P 1 Lab	0
BIOL& . . 242	Human A&P 2 w/Lab	6
BIOL& . . 242L*	Human A&P 2 Lab	0
Subtotal.		15-17

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
MATH . . 106+	MATH 106 or above (except MATH 109)	5
PSYC& . . 100	General Psychology	5

Speech (select 3-5 credits)

CMST. . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking	5
Subtotal.		18-20

Total Credits Required. . . 47-51

*Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.*

Theatre ?

Department Overview: 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.

Associate in Arts & Sciences with an Emphasis in Acting & Directing

TRANSFER DEGREE

Option C

A. Communication (10 credits in English, plus 3 credits in Speech)

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
ENGL& . . 102	Composition II or	5
ENGL& . . 235	Technical Writing	5
CMST. . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST. . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication or	5
CMST. . . 260	Multicultural Communications	5

Math ProficiencyX

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

Pass Intermediate Algebra (MATH 095 or MATH 098) with 2.0 or better.

Pass a Math class that has an Intermediate Algebra prerequisite.

Place into any Math course MATH 113 or above via Placement Test.

B. Quantitative/Symbolic Reasoning (5 credits).5

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

1. Quantitative Reasoning:

MATH& 107 or any MATH course 122 or higher or

Course No.	Course Title	Credits
MATH . . 147	Finite Math (Recommended)	5

2. OR Symbolic Reasoning:

CS 102, CS& 131, CS 162, CS 202, or PHIL 121

C. Humanities (15 credits)

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

Required:

Course No.	Course Title	Credits
DRMA& . 101	Intro to Theatre or	5
DRMA . . 215	Survey of Theatre History	5
And 10 additional credits selected from other Humanities electives.		10

Recommended:

ENGL& . . 220	Intro to Shakespeare	5
CMST. . . 246	Oral Interpretation	5

D. Social & Behavioral Science (15 credits)

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

Recommended:

Course No.	Course Title	Credits
PSYC& . . 100	General Psychology	5
SOC& . . 101	Intro to Sociology	5
ANTH& . . 206	Cultural Anthropology	5

Program Offerings

E. 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.

Recommended to include:

Course No.	Course Title	Credits
GEOL& . 101	Intro to Physical Geology w/Lab &	5
GEOL& . 101L*	Intro to Physical Geology Lab	0
BIOL& . 100	Survey of Biology w/Lab &	5
BIOL& . 100L*	Survey of Biology Lab	0
NUTR& . 101	Nutrition	5

F. Health and Physical Education (3 credits)

Recommended:

Course No.	Course Title	Credits
HE 230	First-Aid Safety or	3
HE 240	Stress Management	3

G. Required Electives (26-38 credits)

Course No.	Course Title	Credits
DRMA . 1051-1071	Rehearsal and Performance (3 credits required in any combination)	1-3
DRMA . 120	Acting-Beginning	3
DRMA . 121	Acting-Intermediate	3
DRMA . 122	Acting-Advanced	3
DRMA . 244	Stage Makeup	2
DRMA . 1261-1281	Stagecraft (3 credits required in any combination)	1-3
DRMA . 2201-2221	Acting Studio (3 credits required in any combination)	1-3
DRMA . 2251	Touring Children's Theatre (offered fall only)	1-3
DRMA . 2271	Touring Rep Part I (2 qtr. commitment)-winter	1-3
DRMA . 2281	Touring Rep Part II (2 qtr. commitment)-spring	1-3
DRMA . 250	Directing for the Stage (offered odd years)	3

Select 6 credits from the following:

DRMA . 130	Stage Movement	2
DRMA . 248	Stage Management	2
DRMA . 216	Acting for the Camera (offered even years)	2
DRMA . 2301	Stage Combat	2
DRMA . 217	Classical Acting	1-3

Total Credits Required. . 89-101

It is understood that a theatre major will acquire more credits than are transferable to complete this degree.

Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.

It is extremely important to stay in close contact with your faculty advisor.

C. Humanities (15 credits)

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

Required:

Course No.	Course Title	Credits
DRMA& . 101	Intro to Theatre or	5
DRMA . 215	Survey of Theatre History	5

Recommended:

ART . . . 116	Art History Ancient World or	5
ART . . . 117	Art History Medieval-Baroque	5
And 10 additional credits selected from other Humanities Electives.		10

D. Social & Behavioral Science (15 credits)

Course selections must meet the Social & Behavioral distribution requirements for the AA degree.

E. 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.

Recommended to include:

PHYS& . 100	Physics Non-Sci Majors &	4
PHYS& . 101	Physics Lab Non-Sci Majors	1

F. Health and Physical Education (3 credits)

Selected from PE Activity Classes or Health (HE) Classes

Course No.	Course Title	Credits
HE 230	First-Aid Safety	3

G. Required Electives (22-36 credits)

Courses must be numbered 100 & above.

A maximum of 15 credits may be approved professional technology.

Course No.	Course Title	Credits
DRMA . 1261-1281	Stagecraft	1-3
DRMA . 244	Stage Makeup	2
DRMA . 2461	Stage Lighting	3
DRMA . 248	Stage Management	2
DRMA . 2451	Sound Design	3
DRMA . 242	Design Essentials	3

Acting Classes

Select 3 credits minimum from the following:

DRMA . 120	Acting-Beginning	3
DRMA . 2251	Touring Children's Theatre (offered fall only)	1-3
DRMA . 2271	Touring Rep Part I (2 qtr. commitment)-winter	1-3
DRMA . 2281	Touring Rep Part II (2 qtr. commitment)-spring	1-3

Recommended Electives

DRMA . 2431	Stage Costuming	1-3
ENT . . . 1161	Basic Drafting	5

Total Credits Required. . 88-102

It is extremely important to stay in close contact with your faculty advisor. It is understood that a theatre major will acquire more credits than are transferable to complete this degree.

Associate in Arts & Sciences

with an Emphasis in Technical Theatre & Design

TRANSFER DEGREE

Option C

A. Communication (10 credits in English, plus 3 credits in Speech)

Course No.	Course Title	Credits
ENGL& . 101	English Composition I	5
ENGL& . 102	Composition II or	5
ENGL& . 235	Technical Writing	5
CMST . 101	Speech Essentials or	3
CMST& . 220	Public Speaking or	5
CMST . 110	Communication Behavior or	3
CMST& . 210	Interpersonal Communication or	5
CMST . 260	Multicultural Communications	5

Math ProficiencyX

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

Pass Intermediate Algebra (MATH 095 or MATH 098) with 2.0 or better.

Pass a Math class that has an Intermediate Algebra Prerequisite.

Place into any Math course MATH 113 or above via Placement Test.

B. Quantitative/Symbolic Reasoning (5 credits).5

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

1. Quantitative Reasoning:

MATH& 107 or any MATH course 122 or higher or

Course No.	Course Title	Credits
MATH . 147	Finite Math (Recommended)	5

2. OR Symbolic Reasoning:

CS 102, CS& 131, CS 162, CS 202, or PHIL 121

Tri-Tech Program Completion Certificates

Department Overview: 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 (509) 542-4559. See Culinary and Food Services, Dental Assisting, and Radio Broadcasting for certificate requirements and course descriptions.

Culinary and Food Services

Department Overview: Students who begin their technical training in Culinary Arts at Tri-Tech Skills Center and successfully earn the equivalent Tech Prep college credits have the opportunity to complete a certificate

program at Columbia Basin College. To earn the equivalent college credits, one must enroll in the CBC Tech Prep Dual Credit program while attending the year-long high school Tri-Tech class and attain a B (85 percent) or better grade for the class. 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.

Upon completion of the general education and elective requirement courses at CBC, students are eligible to apply for a certificate through CBC. Questions concerning this certificate should be directed to the CBC Tech Prep Coordinator at (509) 542-4559.

Culinary & Food Services

One-Year Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
CUL . . . 101	Culinary/Food Services I	8
CUL . . . 102	Culinary/Food Services II	8
CUL . . . 103	Culinary/Food Services III	8
Subtotal.		24

Major Support

Course No.	Course Title	Credits
BUS& . . 101	Intro to Business	5
NUTR& . . 101	Nutrition	5
Subtotal.		10

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
MATH . . 106+	MATH 106 or above	5

Psychology or Sociology (select 5 credits)

PSYC& . . 100	General Psychology or	5
PSYC . . 201	Social Psychology or	5
SOC& . . 101	Intro to Sociology	5

Speech (select 3-5 credits)

CMST. . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST. . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication or	5
CMST. . . 260	Multicultural Communications	5

Subtotal. . . . 18-20

Total Credits Required. . . . 52-54

Dental Assisting ?

Department Overview: 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 in 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. For more information on the certificate program, please contact the Health Sciences Division office.

Dental Assisting

One-Year Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
DEN . . . 101	Dental Assisting I	8
DEN . . . 102	Dental Assisting II	8
DEN . . . 103	Dental Assisting III	8
Subtotal.		24

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
MATH& . . 146	Introduction to Stats	5
NUTR& . . 101	Nutrition	5
PSYC& . . 100	General Psychology	5
SOC& . . 101	Intro to Sociology	5

Biology (select 5 credits)

BIOL& . . 160	General Biology w/Lab &	5
BIOL& . . 160L*	General Biology Lab or	0
BIOL& . . 211	Majors Cellular w/Lab &	5
BIOL& . . 211L*	Majors Cellular Lab	0

Speech (select 3-5 credits)

CMST. . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST. . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication	5

Subtotal. . . . 33-35

Total Credits Required. . . . 57-59

*Important: *You must sign up for both lecture and lab courses to receive combined lecture and lab credits. Lab credits will display zero as they are included in the lecture credits.*

Radio Broadcasting ?

Department Overview: Students who begin their technical training in Radio Broadcasting at Tri-Tech Skills Center and successfully earn the equivalent Tech Prep college credits have the opportunity to complete a certificate program at Columbia Basin College. To earn the equivalent college credits, one must enroll in the CBC Tech Prep Dual Credit program while attending the year-long Tri-Tech class and attain a B (85 percent) or better grade for the class. The Radio Broadcasting certificate courses help prepare students for entry-level employment in the field of radio broadcasting and further education in communication.

Upon completion of the general education and elective requirement courses at CBC, students are eligible to apply for a certificate through CBC. Questions concerning these certificates should be directed to the CBC Tech Prep Coordinator at (509) 542-4559.

Radio Broadcasting

One-Year Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
RBR . . . 101	Radio Broadcasting 1	8
RBR . . . 102	Radio Broadcasting 2	8
RBR . . . 103	Radio Broadcasting 3	8
Subtotal.		24

Major Support

Course No.	Course Title	Credits
BUS . . . 150	Advertising Principles	5
BUS . . . 271	Human Relations Business	5
CA . . . 100	Introduction to Microcomputers	4

Choose one of the following:

CMST& . . 102	Intro to Mass Media or	5
CMST& . . 210	Interpersonal Communication or	5
CMST. . . 260	Multicultural Communications	5

Subtotal. . . . 19

General Education

Course No.	Course Title	Credits
ENGL& . . 101	English Composition I	5
CMST& . . 220	Public Speaking	5
MATH . . 106+	MATH 106 or above	5

Subtotal. . . . 15

Total Credits Required. . . . 58

Welding Technology ?

Department Overview: 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 flu and cored arc welding, metal arc welding, gas tungsten arc welding, structural 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 AAS 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, (509) 544-4924.

The department requires students achieve a minimum grade of 2.0 to be able to continue enrollment in major courses. The Associate in 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.

Associate in Applied Science in Welding Technology

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
WT . . . 101	Oxy-Acetylene Process	1
WT . . . 1011	Oxy-Acetylene Process Lab	3
WT . . . 1021*	Introduction to Shield Metal Arc Welding	10
WT . . . 103*	Fundamentals of Major Processes and Their Consumables	5
WT . . . 1031*	Advanced Shield Metal Arc Welding	10
WT . . . 1041*	Shield Metal Arc Welding Certification or	10
WT . . . 1051*	Gas Metal Arc Welding (MIG) Certificate	10
WT . . . 108	Fabrication Technique I	1
WT . . . 1081	Fabrication Technique I Lab	3
WT . . . 201*	Weldability of Metals	5
WT . . . 2011*	Introduction to Pipe Welding	10
WT . . . 202*	Welding Inspection	5
WT . . . 2021*	Gas Tungsten Arc Welding (TIG)	10
WT . . . 2031*	Pipe Welding Certification	10
WT . . . 208	Fabrication Technique II	1
WT . . . 2081	Fabrication Technique II Lab	3
Subtotal.		87

Major Support

Course No.	Course Title	Credits
BPR . . . 106	Blueprint Reading I (WT)	3
BPR . . . 206	Blueprint Reading II (WT)	3
DRW . . . 106	Mechanical Drawing for Vocational Application	3
FYI . . . 103	First Year Introduction for Trades	1
Subtotal.		10

General Education

Course No.	Course Title	Credits
MATH . . 100+	MATH 100 or above(100/102/109)-are preferred	8-10

English (select 5 credits)

ENGL& . . 101	English Composition I or	5
ENGL . . . 103	Writing in the Workplace	5

Human Relations (select 3-5 credits)

PSYC . . . 103	Applied Psychology or	3
PSYC& . . 100	General Psychology or	5
PSYC . . . 201	Social Psychology or	5
BUS . . . 271	Human Relations Business	5

Speech (select 3-5 credits)

CMST . . . 101	Speech Essentials or	3
CMST& . . 220	Public Speaking or	5
CMST . . . 110	Communication Behavior or	3
CMST& . . 210	Interpersonal Communication or	5
CMST . . . 260	Multicultural Communications	5

Subtotal. 19-25

Total Credits Required. 116-122

**These are variable credit classes, but the maximum number of credits is required for a degree or certificate.*

Welding Technology

Certificate

PROFESSIONAL TECHNICAL

Major Courses

Course No.	Course Title	Credits
WT . . . 101	Oxy-Acetylene Process	1
WT . . . 1011	Oxy-Acetylene Process Lab	3
WT . . . 1021*	Introduction to Shield Metal Arc Welding	10
WT . . . 1031*	Advanced Shield Metal Arc Welding	10
WT . . . 1041*	Shield Metal Arc Welding Certification or	10
WT . . . 1051*	Gas Metal Arc Welding (MIG) Certificate	10
WT . . . 108	Fabrication Technique I	1
WT . . . 1081	Fabrication Technique I Lab	3
Subtotal.		38

Major Support

Course No.	Course Title	Credits
BPR . . . 106	Blueprint Reading I (WT)	3
DRW . . . 106	Mechanical Drawing for Vocational Application	3
Subtotal.		6

Total Credits Required. 44

**These are variable credit classes, but the maximum number of credits is required for a degree or certificate.*

Wine Tasting Room Attendant ?

Department Overview: Wine courses are offered to support the needs of the local wine industry. Individual courses are developed in response to input from local vintners and wineries. Some courses may lead to short term certificates that will aid students in finding employment in a variety of wine industry settings.

Wine Tasting Room Attendant

PROFESSIONAL TECHNICAL

SHORT-TERM CERTIFICATE

Major Courses

Course No.	Course Title	Credits
WINE . . . 100	Wine Tasting Room Attendant	7
Subtotal.		7

Total Credits Required. 7

Women's Studies ?

Department Overview: 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.



Course Offerings



Accounting

ACCT& 201

Principles of Accounting I • • • • • 5.0 Credits

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. (Previously BA 251)

ACCT& 202

Principles of Accounting II • • • • • 5.0 Credits

The theory and practice of accounting, including financial statements. Emphasis on partnership and corporate accounting. Prerequisite: ACCT& 201 or instructor's permission. (Previously BA 252)

ACCT& 203

Principles of Accounting III • • • • • 5.0 Credits

A continuation of ACCT& 202. Introduction of manufacturing and cost accounting. Analysis of financial statements, budgeting, and cost volume analysis. Prerequisite: ACCT& 202. (Previously BA 253)

Administrative Office Technology

AOT 1002

Introduction to Microcomputers-Concepts • • • • • 1.0 Credit

This class introduces computer hardware and software concepts. Keyboarding experience is recommended or AOT 101 taken concurrently.

AOT 1003

Introduction to Microcomputers-Operating System • • • • • 1.0 Credit

This class introduces operating systems and/or interface systems. Keyboarding experience is recommended or AOT 101 taken concurrently.

AOT 1004

Introduction to Microcomputers-Word Processing • • • • • 1.0 Credit

This class introduces word processing through hands-on experience. Keyboarding experience is recommended or AOT 101 taken concurrently.

AOT 1005

Introduction to Microcomputers-Spreadsheets • • • • • 1.0 Credit

This class introduces spreadsheet software through hands-on experience. Keyboarding experience is recommended or AOT 101 taken concurrently.

AOT 1006

PowerPoint 2007 • • • • • 1.0 Credit

Basic concepts of Presentation Graphics: Creating a new presentation from an outline; use of PowerPoint views; applying layouts and templates; inserting and sizing objects including clip art online; creating custom shows; changing slide masters; viewing the show, printing slides and handouts.

AOT 1007

Outlook 2007 • • • • • 1.0 Credit

Basic concepts of learning how to become more effective in your communication through understanding of email features and working with messages; how to view and manage your calendar; create/group contacts; schedule appointments, events, and tasks; and use of reminder options.

AOT 1008

Access 2007 • • • • • 1.0 Credit

Basic concepts of database management systems: Creating a new database; sorting and filtering records, using table wizards; creating forms; working with queries; designing a report.

AOT 101

Keyboarding I • • • • • 2.0 Credits

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 • • • • • 2.0 Credits

Reinforces keyboarding skills. Introduces appropriate formatting of business letters, personal letters, memos, reports, and tables using word processing software. Prerequisites: AOT 101 and CA 100 or advanced placement for comparable skills.

AOT 1091

Keyboarding/Skillbuilding • • • • • 3.0 Credits

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 1091, AOT 1092, and AOT 1093 for a maximum of six credits. Prerequisite: AOT 101 or instructor's permission.

AOT 1092

Keyboarding/Skillbuilding • • • • • 3.0 Credits

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 1091, AOT 1092, and AOT 1093 for a maximum of six credits. Prerequisite: AOT 101, AOT 1091 or instructor's permission.

AOT 1093

Keyboarding/Skillbuilding • • • • • 3.0 Credits

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 1091, AOT 1092, and AOT 1093 for a maximum of six credits. Prerequisite: AOT 101, AOT 1092 or instructor's permission.

AOT 114

Editing • • • • • 5.0 Credits

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 COMPASS scores of Writing 87 and Reading 82, or 10 credits of college English writing courses with 2.0 or above. Prerequisites: AOT 102 and eligibility for ENGL 099.

AOT 117

Office Orientation • • • • • 3.0 Credits

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 124

Intermediate Spreadsheet Applications • • • • • 5.0 Credits

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 MATH 106.

AOT 125

Database Applications • • • • • 5.0 Credits

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 • • • • • 3.0 Credits

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 • • • • • 5.0 Credits

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 • • • • • 3.0 Credits

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 • • • • • 5.0 Credits

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. Prerequisites: Eligibility for MATH 106 or higher or COMPASS Pre-Algebra 59 or Algebra 26-32 or higher; and COMPASS Reading 82 or higher.

AOT 131

Practical Accounting II • • • • • 5.0 Credits

Covers accounting controls and systems; presents a more in-depth study of the end-of-period adjustments and procedures for a merchandising business using accounting software. Prerequisites: AOT 129 and AOT 130.

AOT 132

Payroll for the Office Professional • • • • • 4.0 Credits

Applies bookkeeping procedures and accounting concepts using manual methods and accounting software to establish or maintain the records of a sole proprietorship or partnership form of business organization. Uses Quickbooks Pro to create correspondence and reports to clients, customers, and vendors using Word templates; export data to Excel. Prerequisites: AOT 129 and AOT 130 (2.0 minimum grade).

AOT 142

General Office Procedures • • • • • 5.0 Credits

Bridges the gap between the classroom and the office by prioritizing work and managing time, preparing realistic office assignments, filing office documents; managing personal information (PIM software); and conducting online research. Enroll in either AOT 243, AOT 244, or AOT 245 concurrently. Prerequisites: AOT 117, AOT 172, or AOT 173, and Internet proficiency.

AOT 146

Legal Terminology • • • • • 5.0 Credits

Provides a basic background of legal terminology for the legal office using multiple word processing software for transcribing legal text and documents, creating up/downloadable files using appropriate software. Prerequisites: AOT 114 or machine transcription experience and AOT 172.

AOT 172

Word Processing I • • • • • 5.0 Credits

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, styles, outline, tables of contents, and templates. Preparation for Microsoft Office User Certification. Specialist or Expert level. Prerequisite: AOT 102.

AOT 173

Word Processing • • • • • 5.0 Credits

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 • • • • • 1.0 - 15.0 Credits

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 • • • • • 2.0 Credits

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 online research. Prerequisites: AOT 126, AOT 142, and Internet proficiency.

AOT 244

Legal Administrative Office Procedures • • • • • 5.0 Credits

Integrates application of skills with knowledge of legal administrative office procedures to complete simulated legal office projects and documents using word processing, scheduling, billing and research software. Includes conducting online research. Prerequisites: AOT 146, AOT 172, and Internet proficiency.

AOT 247

Medical Terminology II • • • • • 3.0 Credits

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/HIT 147.

AOT 248

Medical Terminology III • • • • • 3.0 Credits

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/HIT 147.

AOT 270

Business Correspondence • • • • • 5.0 Credits

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 online services. Prerequisites: AOT 114, AOT 172 or AOT 173, Internet proficiency, and eligibility for ENGL& 101.

AGET 112

Pre-Delivery & Preventive Maintenance • • • • • 7.0 Credits

This course will include a review of pre-delivery, preventive maintenance (PM), and the responsibilities of the service technician to ensure that all PM items are performed to a benchmark standard. Students will review pre-delivery and PM standards established by equipment manufacturers and associations. Students will use manufacturer service and maintenance software and literature to determine proper pre-delivery and PM procedures as well as oil sampling etc. They will perform walk around inspections, pre-delivery inspections, test coolant, and learn proper disposal methods for used oil, filters, coolant, batteries, etc. This course will introduce correct machine operation, specifically related to safety precautions listed in the operators manual as well as regulations for safe machine transportation to include tie down, flagging, permitting and weight distribution. Prerequisites: RDG 099, MATH 084, and ENGL 099 or COMPASS test placement.

AGET 117

Internship 1 **5.0 Credits**

An internship is a cooperative agreement between industry and education which allows students to utilize and refine skills previously learned in their educational process. All work is to be performed in accordance with industry standards and guidelines and will be supervised by industry and school representatives. Lab. Prerequisites: Students must have a valid driver's license, be in good academic standing and have successfully completed required core courses.

AGET 120

[illegible]

This course will discuss the basic components, operations, maintenance, diagnostics, and repair of power train systems used in agricultural and construction equipment. Included will be basic components, couplings, clutches, manual transmissions, torque converters, and power shift transmissions, hydrostatic transmissions, differentials, brakes, and final drives. Hydraulically driven machines will also be included. Prerequisite: AGET 117.

AGET 122

Mobile Air Conditioning **7.0 Credits**

This course is a study of the theory, application, and repair of mobile air conditioning and refrigeration systems. Emphasis is on preventive maintenance, design, failure analysis, troubleshooting, proper repair, and refrigerant recovery recycle methods. Prerequisite: AGET 117.

AGET 127

Internship 2 5.0 Credits

An internship is a cooperative agreement between industry and education which allows students to utilize and refine skills previously learned in their educational process. All work is to be performed in accordance with industry standards and guidelines and will be supervised by industry and school representatives. Lab. Prerequisites: Student must have a valid driver's license, be in good academic standing and have successfully completed required core courses.

AGET 130

Hydraulic Principles • • • • • • • • • • • **7.0 Credits**

This course is designed to teach the systems operation and the testing, adjusting, maintenance and repair procedures for pilot operated hydraulic systems, load sensing pressure compensated hydraulic systems, electro-hydraulic systems and hydrostatic systems. Students will identify system components and be able to discuss their operation and application. Students will identify different systems, trace the oil flow through the systems and state the systems operation and application. Students will use onboard diagnostic systems, T adapter kits, digital volt/ohm meters, flow meters, pressure gauges, and manufacturer specific tools to diagnose hydraulic system malfunctions. Prerequisite: AGET 127 or instructor's permission.

AGET 132

Wiring Circuits, Charging & Starting Systems • • • • • 7.0 Credits

This course introduces electrical laws and principles. It includes the use of digital volt/ohm meters, amp probes, wiring diagrams and electrical schematics, wire and connector repair methods, and semiconductors. Students will learn to diagnose, maintain, and repair electrical circuits, charging circuits, and starting circuits. Emphasis is on diagnostics, preventive maintenance, and correct repair procedures. Prerequisite: AGET 127 or instructor's permission.

AGET 210

Hydraulic Systems • • • • • 7.0 Credits

This course is designed to teach the systems operation and the testing, adjusting, maintenance, and repair procedures for pilot operated hydraulic systems, load sensing pressure compensated hydraulic systems, electro-hydraulic systems, and hydrostatic systems. Students will identify system components and be able to discuss their operation and application. Students will identify different systems, trace the oil flow through the systems and state the systems operation and application. Students will use onboard diagnostic systems, T adapter kits, digital volt/ohm meters, flow meters, pressure gauges, and manufacturer specific tools to diagnose hydraulic system malfunctions. Prerequisites: AGET 130 and AGET 132.

AGET 212

Electronic Systems • • • • • 7.0 Credits

This course requires the student to use diagnostic testing as specified by manufacturer software, literature and troubleshooting charts to complete required service, repair or replacement procedures on agricultural and construction equipment electronic systems. Students will identify, locate, service, test and repair connectors, sensors, actuators, switches and control modules. Students will use onboard diagnostic systems, T adapter kits, digital volt/ohm meters, electrical repair kits, crimper tools, and manufacturer specific diagnostic tools. Prerequisite: AGET 130, AGET 132, or instructor's permission.

AGET 217

Internship 3 5.0 Credits

An internship is a cooperative agreement between industry and education which allows students to utilize and refine skills previously learned in their educational process. All work is to be performed in accordance with industry standards and guidelines and will be supervised by industry and school representatives. Lab. Prerequisites: Student must have a valid driver's license, be in good academic standing and have successfully completed required core courses.

AGET 220**Engines and Fuel Systems • • • • • 7.0 Credits**

This course is an introduction to engine terminology, operating principles and maintenance. Engine systems are examined along with diagnostic, repair, and maintenance procedures. Student will study fuel systems used by major engine manufacturers. The function and operation of various types of fuel systems, fuel system maintenance, and basic troubleshooting is covered. This course emphasizes the application of repair procedures for engines. Disassembly, parts evaluation and reusability, failure analysis, assembly, tune-up procedures, and troubleshooting are covered. Safety, special tool use, and use of service publications are stressed throughout the course. Prerequisite: AGET 217.

AGET 227

Internship 4 • • • • • 5.0 Credits

An internship is a cooperative agreement between industry and education which allows students to utilize and refine skills previously learned in their educational process. All work is to be performed in accordance with industry standards and guidelines and will be supervised by industry and school representatives. Lab. Prerequisites: Students must have a valid driver's license, be in good academic standing, and have successfully completed required core courses.

AG 2531

Plant Pathology Lab • • • • • • • • • • **1.0 Credit**
Lab to be taken concurrently with AG 253.

AG 254

Plant Systematics • • • • • 2.0 Credits

A course offering the student a general background and understanding of the identification and classification of vascular plants with emphasis on the local flora of the Pacific Northwest. Prerequisites: BIOL& 212/BIOL& 212L or BIOL 140/BIOL 140L. This course is cross linked to BIOL 254/BIOL 254L. Students completing AG 254/AG 2541 may not receive graduation credit for BIOL 254/BIOL 254L.

AG 2541

Plant Systematics Lab • • • • • • • • • • **3.0 Credits**
Lab to be taken concurrently with AG 254.

AG 2971

[illegible]

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

ANTH 1972

Field Experience **1.0 - 3.0 Credits**

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. (Previously ANT 1972)

ANTH& 100

Survey of Anthropology [S/B] 5.0 Credits

The field of anthropology is the scientific study of people from all periods of time and in all areas of the world. Anthropology, as a discipline, focuses on both the biological and cultural characteristics of our species (*Homo sapiens*). In this course, we will explore this discipline by looking at how each of the major branches of anthropology attempts to answer the basic question: What does it mean to be human? (Previously ANT 101)

ANTH& 204

Archeology [S/B] 5.0 Credits

Archaeology is the study of the cultural past of humankind and ANTH&204 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. **(Previously ANT 130)**

ANTH& 205

Biological Anthropology [M/S] • • • • • 5.0 Credits

Physical Anthropology is the study of human beings from an evolutionary and biological perspective and ANTH& 205 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. **(Previously ANT 111)**

ANTH& 206

Cultural Anthropology [S/B] • • • • • • • • 5.0 Credits

Cultural Anthropology is the branch of anthropology that studies the species *Homo sapiens* from a cultural perspective. This course examines and attempts to explain the diversity and similarity of cultures and peoples throughout the world. **(Previously ANT 120)**

ANTH& 234**Religion & Culture [S/B]. 5.0 Credits**

The Anthropology of Religion is the cross-cultural study of the relationship between humans and the supernatural world. Unlike other religious studies scholars, anthropologists are more concerned about the relationship and interconnections between people's religious traditions and beliefs, and other aspects of society. The objective of this course is familiarizing students with certain aspects that are common to many of the world's religions. In ANTH& 234 we will explore and analyze the meaning of myth systems, the importance and meaning of religious symbols, rituals, religious specialists, how different societies organize supernatural powers and entities, and then finally a quick survey of the world's religions. We will do this in order to come to appreciate the significance all religions hold for the people who follow them, and develop a broad definition of religion that enables us to examine myriad systems of belief on equal terms. **(Previously ANT 128)**

Applied Management

AMGT 300

Management and Organization Theory • • • • • 5.0 Credits

This is a survey course in the fundamental principles of management and organization. The course covers the various roles of the manager and the basic managerial functions. It also looks at the fundamentals of organizations from a “macro” (overall) perspective. The final project is a comprehensive analysis of a real organization (profit or non-profit). Prerequisite: enrollment in the Applied Management program.

AMGT 310

Operations Management 5.0 Credits

This course helps the student understand the role of operations management in an organization. Students will understand how the operations function transforms inputs to outputs in an efficient manner. The course covers the role of the operations manager in the design, implementation and control of the organization's transformation processes, as well as the key role that issues of quality play in those processes. As a final project each student will apply techniques of operations management to a real business problem. Prerequisite: enrollment in the Applied Management program.

AMGT 317

Special Topics • • • • • 1.0 - 5.0 Credits

An opportunity to participate in a class dealing with special topics related to applied management that are not covered in depth in the existing curriculum. Topics chosen relate to emerging issues in management/business or topics of regional interest within the management/business arena. Prerequisites: enrollment in the Applied Management program and instructor's permission.

AMGT 320

Leadership and Organization Behavior • • • • • 5.0 Credits

This course examines the theory and practice of leadership and organization behavior as it relates to all types of organizations. The course looks at the organization from the “micro” perspective of groups and teams. The final project will require each student to conduct a complete analysis of their own leadership style and philosophy, and how their leadership style could impact their organization and its members. Prerequisite: enrollment in the Applied Management program.

AMGT 330

Legal Issues for Business & Managers • • • • • 5.0 Credits

This course explores the state and federal laws that affect management behavior and organizational practices including contracts, business organizations, employment law, products liability, safety issues, and environmental regulation. The course will pay special attention to issues surrounding business start-up and intellectual property. Each student will develop a portfolio/notebook of topics related to their career choice. Prerequisite: acceptance into the Bachelors of Applied Science in Applied Management program.

AMGT 340

Information Technology and Applications • • • • • 5.0 Credits

This course encompasses technology innovation and strategy for managers and entrepreneurs including understanding technological change, innovations, and strategy. Topics include: technology evolution, adoption, competitive advantage, costs and benefits, and collaborative strategies including Web 2.0. Each student will develop and present a technology plan, using software, for a company or business as a final project. Prerequisite: enrollment in the Applied Management program.

AMGT 350

Marketing for Managers • • • • • 5.0 Credits

This course helps develop the marketing knowledge and skills necessary for the successful manager of a profit or not-for-profit organization, including business start-ups. Topics include understanding marketing concepts, including the development of and the execution of a marketing strategy. The course focuses on niche, business-to-business and business-to-government marketing as well as the marketing of services. The final project will be to develop a marketing plan. Prerequisite: enrollment in the Applied Management program.

AMGT 360

Business Planning and Strategy • • • • • 5.0 Credits

This course provides the fundamentals of strategic planning and business strategy for practicing managers. Topics include the nature and importance of formal planning, strategy formulation and implementation. The final project will be completion of a strategic plan for a real organization/business. Prerequisite: enrollment in the Applied Management program.

AMGT 389

Independent Study • • • • • 1.0 - 5.0 Credits

A class designed to explore a specific topic of special interest. Students are required to work 55 hours to earn one credit hour. Prerequisite: enrollment in the Applied Management program and instructor's permission.

AMGT 400

Financial and Managerial Accounting • • • • • 5.0 Credits

This course covers accounting theory, application, and language, with an emphasis from a manager's perspective. Topics include: balance sheets, income statements, and statements of cash flows, financial statement analysis, cost behavior, and capital budgeting. Each student will complete an accounting project designed to integrate course topics into a business project. Prerequisite: enrollment in the Applied Management program.

AMGT 410

Project Management • • • • • 5.0 Credits

This course provides students with an understanding of the concepts of project management and its management application using Project Management software tools. Students will receive experience in developing and working in a virtual team and will also develop a project management assignment for a business/company project. Prerequisites: AMGT 340 and enrollment in the Applied Management program.

AMGT 417

Special Topics • • • • • 1.0 - 5.0 Credits

An opportunity to participate in a class dealing with special topics related to applied management that are not covered in depth in the existing curriculum. Topics chosen relate to emerging issues in management/business or topics of regional interest within the management/business arena. Prerequisites: enrollment in the Applied Management program and instructor's permission.

AMGT 420

Human Resources Management • • • • • 5.0 Credits

This course examines the major trends in human resources management, including problems and issues faced by organizations and individuals in times of change. Students learn the responsibilities of the human resources department and the roles that that every manager plays, both as a supervisor and as a client of the human resources department. Each student will select a class topic and plan how to apply that to a business/company project. Prerequisite: enrollment in the Applied Management program.

AMGT 430

Fundamentals of Financial Management • • • • • 5.0 Credits

The course will cover basic financial tools and principles including short-term and long-term financial and investment decisions. Topics include: financial statement analysis, the time value of money, capital budgeting, the cost of capital, dividend policies, and working capital. A final project will be assigned for students to apply course concepts to a business related to their career choice. Prerequisites: AMGT 400 and enrollment in the Applied Management program.

AMGT 470

Applied Management Internship • • • • • 1.0 - 5.0 Credits

This course is designed to provide students with major-related, supervised, evaluated practical training work experiences which may be paid or voluntary. Students are graded on the basis of documented learning acquired through hands-on new experiences in an actual work setting. Prerequisites: enrollment in the Applied Management program and instructor's permission.

AMGT 480

Business Strategy Capstone • • • • • 5.0 Credits

This course will provide the opportunity for the student to demonstrate that he/she has learned the material and concepts from the program and can apply it in the real world. It provides the student the opportunity to do a comprehensive analysis of an on-going business and develop a long range, strategic plan including implementation and recommendations for change. Prerequisite: completion of all BAS core courses.

AMGT 489

Independent Study • • • • • 1.0 - 5.0 Credits

A class designed to explore a specific topic of special interest. Students are required to work 55 hours to earn one credit hour. Prerequisites: enrollment in the Applied Management program and instructor's permission.

AMGT 490

Small Business Start-Up Capstone • • • • • 5.0 Credits

This course is designed to examine strategies for effectively embarking on new business ventures and focuses on the many phases of entrepreneurship. Students will begin thinking about and planning a new business start-up from the first day of class. Included will be business plan writing using software such as BizBuilder. Students will have access to worksheets, templates, and example plans to assist in their planning. The final project is an individually prepared, professionally written business plan. Prerequisite: completion of all BAS core courses.

Arabic

ARAB 121

Arabic I [H] • • • • • 5.0 Credits

Introduction to the modern, standard Arabic language including conversational skills, reading, writing and grammar, and the culture of Arab countries of the Middle East and Northern Africa including geography, customs, daily life, and heritage. Designed for the novice learner of Arabic, with little or no proficiency in the Arabic language. Prerequisite: recommended that students have successfully completed at least ENGL 099.

ARAB 122

Arabic II [H] • • • • • • • • • • **5.0 Credits**
Introduction to the modern, standard Arabic language including conversational skills, reading, writing and grammar, and the culture of Arab countries of the Middle East and Northern Africa including geography, customs, daily life, and heritage. Prerequisite: ARAB 121 or instructor's permission.

ARAB 123

Arabic III [H] • • • • • • • • • • • • • • • • **5.0 Credits**
Introduction to the modern, standard Arabic language including conversational skills, reading, writing and grammar, and the culture of Arab countries of the Middle East and Northern Africa including geography, customs, daily life, and heritage. ARAB 102 or instructor's permission.

Art, Visual

ART 111

Design I • • • • • • • • • • • • • • • • **5.0 Credits**

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 • • • • • • • • • • 5.0 Credits

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.

ART 1131[illegible]**ART 1141**[illegible]**ART 1151**

Life Drawing 3.0 Credits

A continuation of ART 114, with emphasis on human figures; includes structural anatomy, proportion, composition, and abstraction of these subjects for purposes of individual expression. Recommended: ART 1131 or instructor's permission.

ART 116

Art History Ancient World [H] • • • • • **5.0 Credits**
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] • • • • • **5.0 Credits**
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] **5.0 Credits**
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] • • • • • **5.0 Credits**
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 120

Art History of the Americas [H] • • • • • 5.0 Credits
Survey of pre-Columbian art in North and South America; North American and Latin American colonial arts; modern and contemporary Latin American and Native American art and their contributions to contemporary culture.

ART 121

Women In Art [H] • • • • • • • • • • • • • • **5.0 Credits**

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 • • • • • • • • • • 3.0 Credits
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 • • • • • • • • • • • • • • • • **3.0 Credits**
An exploratory class in painting on silk covering various painting, dyeing, resist, and discharge techniques.

ART 2011

Photography I • • • • • • • • • • 1.0 - 3.0 Credits
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 • • • • • • • • • • • 1.0 - 3.0 Credits

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 2011 recommended.

ART 2081

Digital Photography • • • • • • • • • • **2.0 Credits**
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 209

Digital Art and Design • • • • • • • • • • 3.0 Credits
An introduction to the use of digital media in art. This course will acquaint the student with the basic fundamentals of using the Creative Suite program that includes Adobe PhotoShop, Illustrator, and InDesign. These computer programs are used for creating graphic design layouts, working with digital imagery, or creating your own unique digitally-based works of art. Recommended: ART 111.

ART 2101[illegible]

ART 2531

Studio Problems - Drawing • • • • • • • • • • **1.0 - 3.0 Credits**
Individual, contracted, advanced study in drawing. Studio and seminar.

ART 2541

Studio Problems - Painting • • • • • • • • • • **1.0 - 3.0 Credits**
Individual, contracted, advanced study in painting. Studio and seminar.

ART 2551

Studio Problems - Sculpture • • • • • • • • • • **1.0 - 3.0 Credits**
Individual, contracted, advanced study in sculpture. Studio and seminar.

ART 2561

Studio Problems - Jewelry • • • • • • • • • • **1.0 - 3.0 Credits**
Individual, contracted, advanced study in jewelry. Studio and seminar.

ART 2571

Studio Problems - Pottery • • • • • • • • • • **1.0 - 3.0 Credits**
Individual, contracted, advanced study in pottery. Studio and seminar.

ART 2611

Studio Problems-Jewelry Casting • • • • • • • • • • **1.0 - 3.0 Credits**
Individual contracted advanced study in the exploratory of the lost wax casting technique to make fine jewelry.

ART& 100

Art Appreciation [H] • • • • • • • • • • **5.0 Credits**
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. (Previously ART 110)

Astronomy

ASTR& 101

Intro to Astronomy w/Lab [M/S]- • • • • • • • • • • **5.0 Credits**
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: MATH 095 or MATH 096. (Previously AST 101)

ASTR& 101L

Intro to Astronomy Lab [M/S] • • • • • • • • • • **0.0 Credit**
You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously AST 101L)

Autobody Collision Repair

The Autobody program is being discontinued following the 2009-2010 school year. Only second year students are eligible to register for the 2009-2010 school year.

ABT 1001

Basic Autobody- • • • • • • • • • • **1.0 - 5.0 Credits**
Enrollment limited to high school students. \$10 lab fee required.

ABT 102

Automotive Detailing • • • • • • • • • • **1.0 Credit**
This hands-on class will give you the skills to make any vehicle look its 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 • • • • • • • • • • **3.0 Credits**
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 • • • • • • • • • • • • • • **5.0 Credits**
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 the COMPASS test the first week of class if not previously taken.

ABT 1111

Basic Repair Lab • • • • • • • • • • • • • • **1.0 - 9.0 Credits**
Lab to be taken concurrently with ABT 111.

ABT 112

Structural Glass Installation • • • • • • • • • • **3.0 Credits**
Explore the history of glass manufacturing and fabrication. This course will cover stationary glass removal and installation. Understanding proper adhesives selection will be emphasized.

ABT 121

Subassembly Repair • • • • • • • • • • • • • • **5.0 Credits**
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. Students will take the COMPASS test the first week of class if not previously taken.

ABT 1211

Subassembly Repair Lab • • • • • • • • • • • • • • **1.0 - 9.0 Credits**
Lab to be taken concurrently with ABT 121.

ABT 131

Principles of Painting • • • • • • • • • • • • • • **5.0 Credits**
Students learn paint preparation and how to paint a vehicle for complete refinishing. Skills learned include: painting techniques, mixing various types of paints, equipment use, and the safe use of materials and tools. Students will take the COMPASS test the first week of class if not previously taken.

ABT 1311

Painting Lab • • • • • • • • • • • • • • **1.0 - 9.0 Credits**
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 the COMPASS test the first week of class if not previously taken.

ABT 150

Custom Painting & Airbrush Design • • • • • • • • • • **2.0 Credits**
This is an introductory course in the theory of custom painting of vehicles using airbrush techniques. The learner will be introduced to the equipment, paints and coverings used to create custom designs on vehicles. Computer design will be introduced using the Corel Draw software. Concurrent registration in ABT 1501 is required.

ABT 1501

Custom Painting & Airbrush Design Lab • • • • • • • • • • **3.0 Credits**
This is an introductory course in which the learner uses the airbrush to create custom designs and paint vehicles. The learner will use the equipment, paints, and coverings to paint custom designs on vehicles. Learners will complete a computer design using the Corel Draw software. Concurrent registration in ABT 150 is required.

ABT 211

Repair Methods • • • • • • • • • • • • • • **5.0 Credits**
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 • • • • • • • • • **1.0 - 9.0 Credits**
Lab to be taken concurrently with ABT 211.

ABT 221

Body Rebuilding I • • • • • 5.0 Credits
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 • • • • • • • • • **1.0 - 9.0 Credits**
Lab to be taken concurrently with ABT 221.

ABT 231

Body Rebuilding II • • • • • • • • • • 5.0 Credits

Students 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. Prerequisites: ABT 221 and ABT 2211.

ABT 2311

Body Rebuilding II Lab • • • • • 1.0 - 9.0 Credits
Lab to be taken concurrently with ABT 231.

Automotive Technology

AMT 100

Basic Automotive Maintenance • • • • • • • • • 2.0 Credits
An introduction to general automotive systems and service procedures. This course is designed to familiarize the student with the automotive industry learning how to properly service and maintain today's vehicles, knowing how to understand what a service repair facility is saying to them when they are having a vehicle repaired, and the requirements to continue on becoming an automotive repair technician if desired. 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 1001

Basic Automotive Maintenance Lab • • • • • 1.0 - 3.0 Credits
Lab to be taken concurrently with AMT 100.

AMT 101

Front End Alignment • • • • • • • • • • 2.0 Credits
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 anyone wishing a short course in front end alignment. Prerequisite: COMPASS test placement or instructor's permission.

AMT 1011

Front End Alignment Lab • • • • • • • • • • **2.0 Credits**
Lab to be taken concurrently with AMT 101.

AMT 102

Introduction to the Automotive Trades • • • • • 2.0 Credits
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 online 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 • • • • 1.0 - 3.0 Credits
Lab to be taken concurrently with AMT 102.

AMT 110

Introduction to Automotive Technology • • • • • 4.0 Credits
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

Introduction to Automotive Technology Lab • • • • 10.0 Credits
Lab to be taken concurrently with AMT 110.

AMT 112

Electrical Systems 2.0 Credits
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 automotive students.

AMT 120

Basic Electrical and Electronics • • • • • • • • 2.0 Credits
This combination class/lab is designed to give the student a basic understanding of the theory, diagnosis, and service of automotive electrical and electronic systems. This includes examining and understanding basic electrical principles and how malfunctions affect electrical systems. Service and repair techniques are also covered. Prerequisites: AMT 110 and AMT 1101, RDG 099, ENGL 098/ENGL 099, MATH 084.

AMT 1201

Basic Electrical and Electronics Lab • • • • • 5.0 Credits
Lab to be taken concurrently with AMT 120.

AMT 123

Brakes/Suspension I 2.0 Credits
This combination class/lab is designed to give the student a basic understanding of the theory, diagnosis and service of automotive brake, steering, and suspension systems. The emphasis will be on the mechanical portion of those systems. Prerequisites: AMT 120 and AMT 1201.

AMT 1231

Brakes/Suspension I Lab • • • • • • • • • • **5.0 Credits**
Lab to be taken concurrently with AMT 123.

AMT 130

Engine Performance **2.0 Credits**
This combination class/lab is designed to give the student a basic understanding of the theory, diagnosis and service of automotive engine performance systems. Emphasis will be on basic engine performance related to engine diagnosis, ignition systems, fuel delivery, emission systems, and routine maintenance. Prerequisites: AMT 123, AMT 1231, and CMST 103.

AMT 1301

Engine Performance Lab **5.0 Credits**
Lab to be taken concurrently with AMT 130.

AMT 133

Engine Repair and Rebuild • • • • • 2.0 Credits
This combination class/lab is designed to give the student a basic understanding of the theory, diagnosis and service of internal engines. Students will study the operation of an internal combustion engine with an emphasis on failure analysis. Upon completing an engine rebuild, the learner will do hot run engine dynamometer diagnostic tests. Prerequisites: AMT 130, AMT 1301, and CMST 103.

AMT 1331

Engine Repair and Rebuild Lab • • • • • 5.0 Credits
Lab to be taken concurrently with AMT 133.

AMT 1402

Automotive Internship • • • • • • • • • • 7.0 Credits
This summer internship program is designed to prepare the student for actual shop employment. Students will be required to spend a minimum of eight weeks (340 hours) working in an automotive repair facility gaining experience with genuine automotive shop working conditions. This “hands-on” practice will enable the student to be more prepared for their second year advanced studies and will allow them to have verifiable “employed” experience when searching for employment at completion of the second year. The internship work site must be instructor approved. Prerequisites: AMT 133, AMT 1331, ENGL 103, and CMST 103.

AMT 207

Material Science of Automotive Technology • • • • • 3.0 Credits
This is an introductory level study of automotive materials used today and new materials in the future. Steels and aluminum alloys, carbon fiber composites and plastics are introduced to the student in the context of their manufacturer and properties. The automotive maintenance and repair students are presented the common failure modes and an understanding the common nondestructive testing techniques used to diagnose degradation processes prior to catastrophic failure. The student will also learn the general steps in performing nondestructive testing and how components wear, corrode or mechanically fail during service. The nondestructive testing component of the class training will follow guidelines set forth by the American Society of Nondestructive Testing SNT-TC-1A for Magnetic Particle Testing Level I and Penetrant Testing Level I (PT-I).

AMT 220

Advanced Electrical and Electronics • • • • • • • • 2.0 Credits
This combination class/lab is designed to give the student a highly developed understanding of the theory, diagnosis and service of the advanced automotive electrical and electronic operating systems.
Prerequisite: AMT 1402.

AMT 2201

Advanced Electrical and Electronics Lab • • • • • 5.0 Credits
Lab to be taken concurrently with AMT 220.

AMT 223

Brakes/Suspension II **2.0 Credits**
This combination class/lab is designed to give the student a highly developed understanding of the theory, diagnosis and service of the advanced steering, suspension, and brake systems, with a heavy emphasis on the electronic side of those systems. Prerequisites: AMT 220 and AMT 2201.

AMT 2231

Brakes/Suspension II Lab • • • • • • • • • • **5.0 Credits**
Lab to be taken concurrently with AMT 223.

AMT 230

Automatic Transmission **2.0 Credits**
This combination class/lab is designed to give the student a basic understanding of the theory, diagnosis, and service of automotive automatic transmissions. This includes the complete rebuild of an automatic transmission and the understanding of the internal hydraulic, electrical and mechanical operations. Prerequisites: AMT 223, AMT 231, and PSYC 103.

AMT 2301

Automatic Transmission Lab • • • • • • • • • • **4.0 Credits**
Lab to be taken concurrently with AMT 230.

AMT 233

Manual Transmission 2.0 Credits
This combination class/lab is designed to give the student a basic understanding of the theory, diagnosis, and service of automotive manual transmissions. The student will rebuild a manual transmission and gain knowledge of internal gear transfer paths. In addition, study of clutches, drive axles, and differentials will round out this course of study. Prerequisites: AMT 230, AMT 2301, and PSYC 103.

AMT 2331

Manual Transmission Lab • • • • • • • • • **5.0 Credits**
Lab to be taken concurrently with AMT 233.

AMT 240

Drivability Diagnostics • • • • • • • • • • 2.0 Credits
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, AMT 2331, and above MATH 111.

AMT 2401

Drivability Diagnostics Lab • • • • • • • • • 5.0 Credits
Lab to be taken concurrently with AMT 240.

AMT 243

Heating Ventilation and Air Conditioning Systems 2.0 Credits

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, AMT 2401, and above MATH 111.

AMT 2431

Heating Ventilation & Air Conditioning Systems Lab • • • 5.0 Credits
Lab to be taken concurrently with AMT 243.

Biology

BIOL 120

Bioethics [M/S] • • • • • • • • • • 5.0 Credits
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 and disease screening, transplantation, allocating healthcare resources, pharmaceutical biotechnology, genetic engineering crops, patenting natural resources, and the background in cellular and molecular biology required to analyze the issues. Prerequisite: BIOL& 100/BIOL& 100L or higher. (Previously BIO 120)

BIOL 140

Fundamentals of Botany [M/S] • • • • • 1.0 - 4.0 Credits
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. (Previously BIO 140)

BIOL 140L

Fundamentals of Botany Lab [M/S] • • • • • **1.0 Credit**
Lab to be taken concurrently with BIOL 140. (Previously BIO 1401)

BIOL 148

Plant Identification [M/S] • • • • • • • • • • **2.0 Credits**
Spring wildflowers of Eastern Washington with emphasis on the Columbia Basin Region. Techniques in 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. (Previously BIO 148)

BIOL 148L

Plant Identification Lab [M/S] • • • • • • • • • **3.0 Credits**
Lab to be taken concurrently with BIOL 148. (Previously BIO 1481)

BIOL 186

Extended Topics in Biology [M/S] • **1.0 - 5.0 Credits**

A class designed to explore a specific topic of special interest. (Previously BIO 186)

BIOL 186L

Extended Topics in Biology Lab [M/S] • • • • • **1.0 - 3.0 Credits**
Lab to be taken concurrently with BIOL 186. (Previously BIO 1861)

BIOL 201

[illegible]

BIOL 201L

[illegible]**BIOL 240**

General Ecology [M/S] • • • • • • • • • • **4.0 Credits**
A course offering the student a general background and understanding of the fundamental principles of ecology with emphasis on ecology of terrestrial systems. Topics will include review and discussion of the organism in the context of its environment, evolutionary processes, population dynamics, communities, energy flow and ecosystems, conservation biology, and field and lab techniques as presented in the text and lecture, basic natural history, and human influences on ecosystems. Prerequisites: BIOL& 211/BIOL& 211L, or CHEM& 140/CHEM& 140L or higher, and ENV& 101/ENV& 101L. (Previously BIO 240)

BIOL 240L

General Ecology Lab [M/S] • • • • • • • • • • **1.0 Credit**
Lab to be taken concurrently with BIOL 240. (Previously BIO 2401)

BIOL 250

General Genetics [M/S] • • • • • • • • • • **4.0 Credits**

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: BIOL& 160/BIOL& 160L, or BIOL& 211/BIOL& 211L, and MATH 095. **(Previously BIO 250)**

BIOL 250L

General Genetics Lab [M/S] • • • • • • • • • • 1.0 Credit
Lab to be taken concurrently with BIOL 250. (Previously BIO 2501)

BIOL 252

Insects of Economic Importance [M/S] • • • • • 4.0 Credits
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: BIOL 252L to be taken concurrently with BIOL 252. This course is cross linked to AG 252/AG 2521. Students completing BIOL 252/BIOL 252L may not receive graduation credit for AG 252/AG 2521. (Previously BIO 252)

BIOL 252L

Insects of Economic Importance Lab [M/S] 1.0 Credit
Lab to be taken concurrently with BIOL 252. (Previously BIO 2521)

BIOL 253

Plant Pathology [M/S] 4.0 Credits
An introduction to the organisms causing plant diseases, their identification, and control technologies. Material presented covers the basic principles necessary to develop an adequate understanding of plant disease processes in natural, urban, commercial, and industrial situations. Emphasis will be placed on diseases encountered in the Pacific Northwest. Prerequisite: AG 2531 to be taken concurrently with AG 253. This course is cross linked to AG 253/AG 2531. Students completing BIOL 253/BIOL 253L may not receive graduation credit for AG 253/AG 2531. (Previously BIO 253)

BIOL 253L

Plant Pathology Lab [M/S] • • • • • • • • • • **1.0 Credit**
Lab to be taken concurrently with BIOL 253. (Previously BIO 2531)

BIOL 254

Plant Systematics [M/S] **2.0 Credits**
A course offering the student a general background and understanding of the identification and classification of vascular plants with emphasis on the local flora of the Pacific Northwest. Prerequisites: BIOL& 212/BIOL& 212L or BIOL 140/BIOL 140L. This course is cross linked to AG 254/AG 2541. Students completing BIOL 254/BIOL 254L may not receive graduation credit for AG 254/AG 2541. (Previously BIO 254)

BIOL 254L

Plant Systematics Lab [M/S] • • • • • • • • • **3.0 Credits**
Lab to be taken concurrently with BIOL 254. (Previously BIO 2541)

BIOL& 100

Survey of Biology w/Lab [M/S] 5.0 Credits
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. (Previously BIO 100)

BIOL& 100L

Survey of Biology Lab [M/S] • • • • • • • • • • **0.0 Credit**
You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously BIO 1001)

BIOL& 160

General Biology w/Lab [M/S] • • • • • • • • **5.0 Credits**
An introduction to basic cell structure and physiology with emphasis on: function and structure of cell membranes; metabolism and enzyme function; genetics and protein synthesis; genetics of viruses, prokaryotes, and eukaryotes; cell signaling and communication. The use of models, microscope slides and physiological experiments illustrate cellular structure and function. Prerequisite: Strongly recommended: high school chemistry, or CHEM& 110/CHEM& 110L or higher, or concurrent enrollment. This course does not satisfy the prerequisite for BIOL& 212/BIOL& 212L or BIOL& 213/BIOL& 213L. (Previously BIO 105)

BIOL& 160L

General Biology Lab [M/S] **0.0 Credit**
You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously BIO 1051)

BIOL& 175

Human Biology w/Lab [M/S] **5.0 Credits**
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. (Previously BIO 110)

BIOL& 175L

Human Biology Lab [M/S] **0.0 Credit**
You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously BIO 1101)

BUS 107

Federal Income Taxes • • • • • 5.0 Credits

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. Offered fall quarter. Recommended prerequisite: ACCT& 201. (Previously BA 107)

BUS 111

Computerized Accounting • • • • • 5.0 Credits

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. Prerequisites: ACCT& 201 and ACCT& 202 or concurrent enrollment in ACCT& 202. (Previously BA 111)

BUS 120

Personal Finance • • • • • 5.0 Credits

A decision-making approach to personal financial planning. Students will use course materials and Internet resources to develop personal financial strategies. (Previously BA 120)

BUS 130

Project Management • • • • • 5.0 Credits

This introductory course covers project, program, and portfolio management. The course content includes project initiation, planning, execution, monitoring, and closing within the context of the project management profession, certification, and ethics. Theory and software application are combined to provide a foundation for future professional development.

BUS 134

Public Relations • • • • • 5.0 Credits

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. (Previously BA 134)

BUS 150

Advertising Principles • • • • • 5.0 Credits

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. (Previously BA 150)

BUS 165

Investments • • • • • 5.0 Credits

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. (Previously BA 165)

BUS 1952

Supervised Employment • • • • • 1.0 - 15.0 Credits

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. (Previously BA 1952)

BUS 1962

Employment Seminar • • • • • 1.0 - 5.0 Credits

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 BUS 1952. May be repeated to a maximum of six credits. (Previously BA 1962)

BUS 220

Advanced Personal Finance • • • • • 5.0 Credits

This advanced personal finance course is for the mature individual who is seeking in-depth information and discussion on retirement, tax, and estate planning. The specifics of retirement trends and strategies, life goals, IRAs, pension plans, distributions, insurance, and wills are researched culminating in a retirement and estate plan. Prerequisite: BUS 120 or instructor's permission.

BUS 250

Management Information Systems • • • • • 5.0 Credits

This course is designed to introduce business majors to Management Information Systems (MIS) and demonstrate how these systems are used throughout organizations in theory and application. The course will focus on organizational information systems, including managerial support systems and acquisition and application of information systems. Topical coverage consists of a web-based, global environment, and how to manage it through a competitive advantage and strategic information system. Ethics and privacy, network communications, E-Commerce, mobile commerce, and contemporary topics are explored. The software deliverables include a WebCT homepage, a PowerPoint presentation and a Word document from the student's fictional or real business, followed by an Excel spreadsheet and Web 2.0 Google Docs. As a result of taking this course, students will obtain valuable information technology knowledge and skills required for success in business. (Previously BA 250)

BUS 257

Government Accounting • • • • • 5.0 Credits

Accounting practices for the growing nonprofit segment of the economy (governmental units, educational institutions, hospitals, etc.) with a comparison to accounting for profit-making organizations. Includes a practice set to be used on microcomputer. Prerequisite: ACCT& 201. (Previously BA 257)

BUS 261

Human Resource Management • • • • • 1.0 - 5.0 Credits

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. (Previously BA 261)

BUS 262

Management Principles • • • • • 5.0 Credits

A study of the essentials of management in merchandising, manufacturing, agriculture, agrichemical business, and service businesses. (Previously BA 262)

BUS 263

Principles of Finance • • • • • 5.0 Credits

An examination of the analytical tools used to manage and control finances. Concepts include: acquisition and oversight of working capital; intermediate and long term financing; and the cost of capital and capital budgeting. (Previously BA 263)

BUS 264

Fraud & Accounting Information Systems • • • • • 5.0 Credits

This course provides a perspective of Accounting Information Systems through the examination of fraud including various schemes, skimming, and check tampering. Accounting and legal principles provide a context for the big picture of occupational fraud and abuse. The behavioral theory and social factors that motivate perpetrators of fraud are explained. The Systems Understanding Aid (SUA) is an accounting practice set supported with documents to enhance understanding an accounting system. Prerequisite: ACCT& 201, ACCT& 202, or ACCT& 203. (Previously BA 264)

BUS 265

Marketing Principles • • • • • 5.0 Credits

Study of marketing functions from the viewpoint of the manager covering such topics as marketing, distribution channels, price market grid, transportation, and consumer behavior. (Previously BA 265)

BUS 267

Marketing Special Projects • • • • • 1.0 - 15.0 Credits

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. (Previously BA 267)

BUS 268

Marketing Special Projects II • • • • • 1.0 - 15.0 Credits

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 BUS 267 more advanced projects will be assigned and above skills will be expanded. Prerequisite: instructor's permission. (Previously BA 268)

BUS 269

Marketing Special Projects III • • • • • 1.0 - 15.0 Credits

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 client's benefit. As in course BUS 268 more technical and advanced projects and research will be assigned and the above skills will be expanded to client specifications. Prerequisite: instructor's permission. (Previously BA 269)

BUS 271

Human Relations Business • • • • • 5.0 Credits

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 student's awareness of leadership and management. (Previously BA 271)

BUS 272

Organization Development • • • • • 3.0 Credits

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. (Previously BA 272)

BUS 2952

Supervised Employment • • • • • 1.0 - 5.0 Credits

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. (Previously BA 2952)

BUS 2962

Employment Seminar • • • • • 1.0 - 2.0 Credits

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 2952. May be repeated to a maximum of six credits. (Previously BA 2962)

BUS& 101

Introduction to Business • • • • • 5.0 Credits

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. (Previously BA 101)

BUS& 201

Business Law • • • • • 5.0 Credits

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. (Previously BA 254)

Chemistry

CHEM 254

Quantitative Analysis [M/S] • • • • • 2.0 Credits

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: CHEM& 163/CHEM& 163L. (Previously CHM 251)

CHEM 255

Instrumental Analysis [M/S] • • • • • 2.0 Credits

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. CHEM 255/CHEM 265 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 CHEM 254/CHEM 264. (Previously CHM 252)

CHEM 264

Quantitative Analysis Lab [M/S] • • • • • 3.0 Credits

Lab to be taken concurrently with CHEM 254. (Previously CHM 2511)

CHEM 265

Instrumental Analysis Lab [M/S] • • • • • 3.0 Credits

Lab to be taken concurrently with CHEM 255. (Previously CHM 2521)

CHEM 2861

Undergraduate Research, Special Topic [M/S] • • • • 1.0 - 3.0 Credits

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) in the areas of natural product chemistry, or organic analytical chemistry. Prerequisite: CHEM& 140/CHEM& 140L 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. (Previously CHM 2861)

CHEM 2903

Undergraduate Research, Special Topics [M/S] • • • • 1.0 - 3.0 Credits

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 participate in undergraduate research (either alone or as part of a team with other students), design and carry out a project, or pursue a special topic of interest in the fields of analytical chemistry, atmospheric science or chemical education. Prerequisites: CHEM& 140/CHEM& 140L with a grade of 2.0 or higher or high school chemistry with a grade of B or better. Instructor 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. (Previously CHM 2903)

CHEM 2904

Undergraduate Research, Special Topics [M/S] • • • • 1.0 - 3.0 Credits

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 participate in undergraduate research (either alone or as part of a team with other students), design and carry out a project, or pursue a special topic of interest in the fields of analytical chemistry, atmospheric science or chemical education. Prerequisites: CHEM& 140/CHEM& 140L with a grade of 2.0 or higher or high school chemistry with a grade of B or better. Instructor 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. (Previously CHM 2904)

CHEM 2905

Undergraduate Research, Special Topics [M/S] • • • • 1.0 - 3.0 Credits

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 participate in undergraduate research (either alone or as part of a team with other students), design and carry out a project, or pursue a special topic of interest in the fields of analytical chemistry, atmospheric science or chemical education. Prerequisites: CHEM& 140/CHEM& 140L with a grade of 2.0 or higher or high school chemistry with a grade of B or better. Instructor 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. (Previously CHM 2905)

CHEM 2906

Undergraduate Research, Special Topics [M/S] • • • • 1.0 - 3.0 Credits

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 participate in undergraduate research (either alone or as part of a team with other students), design and carry out a project, or pursue a special topic of interest in the fields of analytical chemistry, atmospheric science or chemical education. Prerequisites: CHEM& 140/CHEM& 140L with a grade of 2.0 or higher or high school chemistry with a grade of B or better. Instructor 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. (Previously CHM 2906)

CHEM 2907

Undergraduate Research, Special Topics [M/S] • • • • 1.0 - 3.0 Credits

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 participate in undergraduate research (either alone or as part of a team with other students), design and carry out a project, or pursue a special topic of interest in the fields of analytical chemistry, atmospheric science or chemical education. Prerequisites: CHEM& 140/CHEM& 140L with a grade of 2.0 or higher or high school chemistry with a grade of B or better. Instructor 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. (Previously CHM 2907)

CHEM 2908

Undergraduate Research, Special Topics [M/S] • • • • 1.0 - 3.0 Credits

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 participate in undergraduate research (either alone or as part of a team with other students), design and carry out a project, or pursue a special topic of interest in the fields of analytical chemistry, atmospheric science or chemical education. Prerequisites: CHEM& 140/CHEM& 140L with a grade of 2.0 or higher or high school chemistry with a grade of B or better. Instructor 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. (Previously CHM 2908)

CHEM 2909

Undergraduate Research, Special Topics [M/S] • • • • 1.0 - 3.0 Credits

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 participate in undergraduate research (either alone or as part of a team with other students), design and carry out a project, or pursue a special topic of interest in the fields of analytical chemistry, atmospheric science or chemical education. Prerequisites: CHEM& 140/CHEM& 140L with a grade of 2.0 or higher or high school chemistry with a grade of B or better. Instructor 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. (Previously CHM 2909)

CHEM& 110

Chemical Concepts w/Lab [M/S] • • • • • • • • • 5.0 Credits

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 AAS degree in Nursing at CBC. Course may also be used to fulfill the general science requirement for the AA degree. Prerequisite: MATH 091/MATH 096 or higher. (MATH 106 and Vocational Math do not apply.) (Previously CHM 100)

CHEM& 110L

Chemical Concepts Lab [M/S] • • • • • • • • • 0.0 Credit

You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously CHEM 1001)

CHEM& 121

Intro to Chemistry w/Lab [M/S] • • • • • • • • • 5.0 Credits

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 CHEM& 110/CHEM& 110L). Prerequisite: MATH 091/MATH 096 or higher. (MATH 106 and Vocational Math do not apply). (Previously CHM 110)

CHEM& 121L

Intro to Chemistry Lab [M/S] • • • • • • • • • 0.0 Credit

You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously CHM 1101)

CHEM& 122

Intro to Organic Chemistry w/Lab [M/S] • • • • • 5.0 Credits

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 CHEM& 121/CHEM& 121L. (Previously CHM 120)

CHEM& 122L

Intro to Organic Chemistry Lab [M/S] • • • • • 0.0 Credit

You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously CHM 1201)

CHEM& 123

Intro to Biochemistry w/Lab [M/S] • • • • • 5.0 Credits

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 CHEM& 122/CHEM& 122L. (Previously CHM 130)

CHEM& 123L

Intro to Biochemistry Lab [M/S] • • • • • 0.0 Credit

You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously CHM 1301)

CHEM& 131

Intro Organic/Biochemistry w/Lab [M/S] • • • • • 5.0 Credits

The course will provide the fundamental chemistry of organic compounds in molecules and reactions of living systems. Topics covered include: hydrocarbons, alcohols and thiols, carbonyl compounds, carboxylic acids, esters, amines, amides, carbohydrates, proteins, lipids, and nucleic acids. Universal metabolic pathways that occur in both simple and complex organisms will be covered including: glycolysis, gluconeogenesis, citric acid cycle, electron transport chain, oxidative phosphorylation, fatty acid biosynthesis and degradation, amino acid transamination, and all aspects of the storage and expression of genetic information. This course is designed for students that need a laboratory science class that has a depth of both organic chemistry and biochemistry. Prerequisite: grade of 2.0 or better in CHEM& 140/CHEM& 140L or CHEM& 121/CHEM& 121L. (Previously CHM 135)

CHEM& 131L

Intro Organic/Biochemistry Lab [M/S] • • • • • 0.0 Credit

You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously CHM 1351)

CHEM& 140

General Chemistry Prep w/Lab [M/S] • • • • • 5.0 Credits

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 CHEM& 161/CHEM& 161L. Prerequisite: MATH 095 or MATH 098. (Previously CHM 101)

CHEM& 140L

General Chemistry Prep Lab [M/S] • • • • • 0.0 Credit

You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously CHM 1011)

CHEM& 161

General Chemistry I w/Lab [M/S] • • • • • 5.0 Credits

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 CHEM& 140/CHEM& 140L, with a grade of 2.0 or better. (Previously CHM 111)

CHEM& 161L

General Chemistry I Lab [M/S] • • • • • 0.0 Credit

You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously CHM 1111)

CHEM& 162

General Chemistry II w/Lab [M/S] • • • • • 5.0 Credits

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 CHEM& 161/CHEM& 161L. (Previously CHM 112)

CHEM& 162L

General Chemistry II Lab [M/S] • • • • • 0.0 Credit

You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously CHM 1121)

CHEM& 163

General Chemistry III w/Lab [M/S] • • • • • 5.0 Credits

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 CHEM& 162/CHEM& 162L. (Previously CHM 113)

CHEM& 163L

General Chemistry III Lab [M/S] • • • • • 0.0 Credit

You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously CHM 1131)

CHEM& 241

Organic Chemistry I [M/S] • • • • • 3.0 Credits

Stresses nomenclature, structure, stereochemistry, and introduces conceptual material needed to understand reaction mechanisms and synthesis. Prerequisite: CHEM& 163/CHEM& 163L. (Previously CHM 221)

CHEM& 242

Organic Chemistry II [M/S] • • • • • 3.0 Credits

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 CHEM& 241/CHEM& 251. (Previously CHM 222)

CHEM& 243

Organic Chemistry III [M/S] • • • • • 3.0 Credits

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 CHEM& 242/CHEM& 252. (Previously CHM 223)

CHEM& 251

Organic Chemistry I Lab [M/S] • • • • • 3.0 Credits

Lab to be taken concurrently with CHEM& 241. (Previously CHM 2211)

CHEM& 252

Organic Chemistry II Lab [M/S] • • • • • 3.0 Credits

Lab to be taken concurrently with CHEM& 242. (Previously CHM 2221)

CHEM& 253

Organic Chemistry III Lab [M/S] • • • • • 3.0 Credits

Lab to be taken concurrently with CHEM& 243. (Previously CHM 2231)

CMST 221

Communication Skills for Conflict Resolution [H] • • • • • 5.0 Credits

This course is highly recommended for those majoring in a number of disciplines including Business, Human Resources, Human Services, Criminal Justice, Pre-Law, Psychology, and those interested in improving their skills in resolving personal and work-related conflict. Employers value those with conflict resolution skills, as interpersonal dispute is cited as the major reason for termination of employees and disruptions to business. Students will study conflict theory, practice communication skills, and utilize a basic mediation process plus a face-to-face negotiation technique to engage in active and constructive problem-solving and conflict resolution. (Previously SPE 220)

CMST 240

Leadership Development • • • • • 5.0 Credits

A study in theory and practice to develop individual leadership skills for the students' personal, professional, and academic lives. Includes substantial experiential learning opportunities to practice leadership in action. Prerequisite: ENGL& 101 or instructor permission. (Previously SPE 240)

CMST 241

Applied Leadership I • • • • • 2.0 Credits

This course will explore leadership skills, concepts, and theories as it relates to student involvement on campus. Prerequisite: instructor's permission. (Previously SPE 241)

CMST 242

Applied Leadership II • • • • • 2.0 Credits

A continuation of CMST 241, this course will explore leadership skills, concepts, and theories as it relates to student involvement on campus. Prerequisite: instructor's permission. (Previously SPE 242)

CMST 243

Applied Leadership III • • • • • 2.0 Credits

A continuation of CMST 242, this course will explore leadership skills, concepts, and theories as it relates to student involvement on campus. Prerequisite: instructor's permission. (Previously SPE 243)

CMST 246

Oral Interpretation [H] • • • • • 5.0 Credits

Students are taught to use their voices more effectively for character interpretation and presentation. Demonstrations, class exercises, and oral reading assignments are employed. (Previously SPE 246)

CMST 254

Parl Procedures Workshop • • • • • 1.0 Credit

This course is open to members of the student government. The student will receive instruction in parliamentary procedure, and will practice the procedure at the meetings of the Student Senate. (Previously SPE 254)

CMST 2541

Parl Procedures Workshop • • • • • 1.0 Credit

This course is open to members of the student government. The student will receive instruction in parliamentary procedure, and will practice the procedure at the meetings of the Student Senate. (Previously SPE 2541)

CMST 256

Parl Procedures • • • • • 1.0 - 2.0 Credits

The theory and study of parliamentary procedures. (Previously SPE 253)

CMST 260

Multicultural Communications [C] • • • • • 5.0 Credits

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. Prerequisite: ENGL& 101. (Previously SPE 260)

CMST& 102

Intro to Mass Media • • • • • 5.0 Credits

This course offers an overview of the development and current function and effects of the mass media in America and in the world. Media to be considered include: books, magazines, newspapers, motion pictures, radio, TV, and recorded music. (Previously JOR 100)

CMST& 210

Interpersonal Communication [C] • • • • • 5.0 Credits

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 CMST 110 and CMST& 210. (Previously SPE 111)

CMST& 220

Public Speaking [C] • • • • • 5.0 Credits

This is a basic course in speech that expands beyond the three-credit requirement for an AA degree. The goal of this course is to introduce, practice, and become comfortable speaking in front of people in the workplace and in the community. This course is recommended for students with no previous speech experience. Students are taught different forms of public speaking. The student will learn to be a more effective communicator and organize his/her ideas for effective and efficient oral communication. (Previously SPE 102)

Community Education

CSRE 002

Traffic Control • • • • • 0.0 Credit

Columbia Basin College offers the Evergreen Flagger Training Certification program which is the most recognized course for Flagger Training for Washington state. This Flagger card is accepted in Oregon and Idaho as well. The handbook and instructor's manual are constantly updated and contains all the timely information and requirements. Class will be held at the Columbia Basin College Pasco campus, 8:30 a.m.-4 p.m. See the program website for location on campus. Please pre-register for class.

Computer Applications

CA 100

Introduction to Microcomputers • • • • • 4.0 Credits

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 • • • • • 2.0 Credits

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 • • • • • 2.0 Credits

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 • • • • • 2.0 Credits

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 5.0 Credits

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, styles, outline, tables of contents, and templates. Preparation for Microsoft Office User Certification Specialist or Expert level. Prerequisites: CA 100 required and keyboarding recommended.

Computer Science

CS 101

Introduction to Computers and Information Technology • • • 5.0 Credits

CS 101 is a five-credit introductory class designed to meet the needs of all students as defined in CBC's "Using Information Technology & Tools Student Learning Outcome." The class emphasizes the cognitive aspects of dealing with Information Technology (IT): evaluating information, learning practical IT skills, solving problems, and dealing with information-related issues such as privacy, security, ethics, etc. Students will also learn computer basics, using Windows, Word, Excel, PowerPoint, email, and Internet skills to locate, present, and report information. Prerequisite: there is no prerequisite for the class.

CS 102

[illegible]

This course is an introduction to programming using Visual Basic.NET. It is designed for those with little or no programming experience. Topics include: program development cycle, fundamentals of programming in Visual Basic, decisions, repetitions, controls, functions, and procedures. Prerequisite: MATH 095 or MATH 098. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 106

Database Systems • • • • • • • • • • • 5.0 Credits

This is a beginning database course in which the student will create, modify, and implement relational databases using Microsoft Access. Topics include: tables, queries, forms, reports, sharing information with other programs, data access pages, advanced queries, managing database objects, and creating macros and switchboards. Prerequisite: CS 101. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 107

Intermediate Word Processing • • • • • 2.0 Credits

Students will learn to create documents using the current version of Microsoft Word. Students will learn the principles of word processing to produce and revise a variety of business documents including brochures, flyers, and memoranda. These documents will include tables, graphics, and custom formatting to effectively convey written information. Prerequisite: CS 101.

CS 108

Intermediate Spreadsheets • • • • • • • • • • **2.0 Credits**

Students will learn to develop spreadsheets using the current version of Microsoft Excel. Students will learn how to use the principles of spreadsheet applications to solve a variety of financial, marketing, manufacturing, and business problems. This course will include hands-on instruction regarding how to use formulas to analyze data and generate documents using charts and graphs focusing on appearance and effectiveness of conveying information. Prerequisite: CS 101.

CS 109

PC Hardware 1 • • • • • 5.0 Credits

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: DOS operating system, number systems, working safely and professionally, and the customer relations skills necessary in the industry. Prerequisite: CS 101.

CS 110

Windows Operating Systems 5.0 Credits

This is an introductory operating system course using Windows Vista. Topics include: operating system fundamentals, organizing disks, managing files, system maintenance, customizing computer systems, system backup, shortcuts, troubleshooting tools, system performance, computer safeguards, solving problems, and optimizing computer systems. Prerequisite: CS 101. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 111

Web 2.0 5.0 Credits

After an overview of Web 2.0, students in this track will learn about the specifics of the various categories of Web 2.0 sites by setting up accounts and then adding types of content to various sites. Specifically, students will create and use Blogs, learn about RSS subscription, use public and private Wikis, use Social Bookmarking, use photo hosting sites, create, edit, and post audio Podcasts, use cloud hosting and computing sites; use screen scraping software such as Tegrity or Camtasia; learn how to storyboard, compose and shoot movies; learn how to use free software to edit video, post video on the Internet, and create mashups. To get the most from this class students should have basic computer and Internet skills. Specifically, they should be able to use Microsoft Windows to organize files, send and receive email, and search the Internet. Familiarity with graphics and multimedia editing software would be beneficial, but is not required. Prerequisite: CS 101 or instructor's permission.

CS 113

Introduction to the Internet 2.0 Credits

Effective use of the Internet is recognized as an important asset for professionals in virtually every area of work or study. The student 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) 5.0 Credits

This course will provide the student with the skills needed to create Web pages using XHTML. The student will learn how to include text, pictures, and hypertext links, as well as tables, forms, and frames. They will also learn how to create and manipulate image maps and animated GIFs. In addition, students will be exposed to the critical design concepts including: visual design, user interface design, designing for accessibility, and designing technically correct (valid) documents. Prerequisite: CS 101. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 115

JavaScript/CSS (Internet Publishing 2) • • • • • 5.0 Credits

This course will provide students with the skills needed to add JavaScript and Cascading Style Sheets to Web pages (all the way through etc.). JavaScript is the scripting language used for developing client-side applications for Web pages. It is used for creating dynamic, interactive content for otherwise static HTML pages. The student will learn the W3C/ECMA Document Object Model (DOM) and the methods required to add client-side error checking, dynamic images, and rollover buttons, dynamic menus, etc. The student 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 • • • • • 5.0 Credits

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 140

SharePoint • • • • • 5.0 Credits

The purpose of this course is to offer the critical information students need to successfully move into a role as an IT professional and support Microsoft Office SharePoint in a business environment. This class teaches SharePoint specific skills that will enable students to effectively implement, support, and troubleshoot SharePoint deployment. Prerequisites: CS 101 or instructor's permission. All prerequisites must be passed with a 2.0 or higher before taking this class.

CS 150

Computer Security • • • • • 5.0 Credits

This class covers the basics of computer security. Students will learn about virus protection, installing security patches, using firewalls to protect networks, cryptography and 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 162

C++2 [Q/SR] **5.0 Credits**

This is an intermediate C++ course that provides students an understanding of key object-oriented programming (OOP) theories and concepts, and how to create and manipulate objects in a GUI environment. Students will learn advanced features of C++ including: arrays, strings, file processing, classes, inheritance, composition, pointers, virtual functions, templates, and introduction to linked lists. Prerequisite: CS& 131. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 171

C#1 5.0 Credits

This class is the first in a series of three in which the student will learn the C# programming language using Microsoft Visual Studio. Topics included: visual programming, visual studio, control structures, object-oriented programming, selection structure, repetition structure, methods, and classes. Prerequisite: MATH 095 or MATH 098. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 172

C#2 5.0 Credits

This class is the second in a series of three in which the students will learn the C# programming language using Microsoft Visual Studio. Topics include: parameter passing, type conversion, arrays, user defined classes, methods, random-numbers, collections, graphs objects, mouse and keyboard events, string processing, sequential-access 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 • • • • • 1.0 - 5.0 Credits

An internship course designed to provide a single contact point for quality technical support service and/or other computer-related service in a timely manner for college faculty, staff, administrators, or a local employer. It also provides practical experience for technical support students as an integral part of the overall academic program. This course is for academic credits only and non-paying. Students are required to work 55 hours to earn one credit hour. Prerequisite: CS student and instructor's permission.

CS 1953

Work-Based Learning 2 • • • • • 1.0 - 5.0 Credits

Required for Computer Science program students who receive on-the-job training on information systems or any computer-related assignments. Instructor's signature is required for registration. Includes components of job search skills/career management, written communication, and cultural diversity. Students are required to work 33 hours to earn one credit hour, and are paid by the employer. In addition, students must meet the requirements of job performance specified by the employer and learning objectives. Employers and the college cooperate in providing an educational experience relevant to the demands of today's work. Prerequisite: CS student, a job placement, and instructor's permission.

CS 202

Visual Basic 2 [Q/SR] **5.0 Credits**

This is an intermediate Visual Basic programming course using Microsoft Visual Basic.Net. Students will learn to write, design, and debug Windows applications using a variety of controls and events, procedures, functions, arrays, structures, files, classes, ADO.net, and calculations to solve problems. Class projects involve writing simple games and business applications. Prerequisite: CS 102. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 203

Digital Graphics & Design 1 • • • • • 5.0 Credits

This class teaches the student how to use PhotoShop. The focus is on both using the software and the elements of design as they specifically apply to online applications. The students will learn color theory, typography, using layers, compression and the various file formats, and preparing images for use on the Web. Students will learn how to use the basic PhotoShop tools, as well as the filters, pen tool, shape tools, and selection tools. Students will also learn advanced techniques such as converting between paths and selections, using masks to selectively apply filter or changes to an image, etc. Prerequisite: CS 101. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 206

Database Design • • • • • 5.0 Credits

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, MATH 095 or MATH 098, and/or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 207

Word Implementation • • • • • 5.0 Credits

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: AOT 172, or CS 107, or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 208

Advanced Spreadsheets **5.0 Credits**

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: AOT 124, or CS 108, or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 212

Visual Basic 3 5.0 Credits

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. Class projects involve writing applications using inheritance, polymorphism, arrays, collections, multithreading, and data from various sources. Prerequisite: CS 202. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 216

XML (Internet Publishing III) 5.0 Credits

This course provides an introduction and practical experience with the Extensible Markup Language (XML) and its associated standards including: SGML, XSL, SXLT, XHTML, CSS, and other emerging standards, and mainstream electronic publishing technologies concerning page description languages, colors, and fonts. Students will learn to edit and debug XML documents, create a DTD, create a schema, and transform documents with XSLT. Students who have some exposure to a programming or scripting language will have an advantage, though programming skill is not required. Prerequisites: CS 115 or equivalent advanced HTML skills and MATH 095 or MATH 098. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 218

ASP.NET 5.0 Credits

This course will prepare students to develop Web applications in the .NET arena. Students will learn to create Web services sites using Microsoft's Visual Web Developer (VWD). Students will learn how to create a Web interface to a database and add/update/delete tables and records; create a masterpage to control site appearance and layout, use navigation controls to build dynamic menus, and control access to the sites and individual pages using different forms of authentication. Prerequisites: CS 102 and CS 114, or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 221

SQL Server Administration • • • • • 5.0 Credits

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, CS 228, and MATH 095 or MATH 098. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 222

Novell • • • • • 5.0 Credits

This course is an introduction to Novell Network. 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: CS 109 and MATH 095 or MATH 098. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 223

[illegible]

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 110, MATH 095 or MATH 098, or instructor's permission. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 225

SQL Server Programming 5.0 Credits

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 MATH 095 or MATH 098. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 227

Windows Administration 5.0 Credits

This course will prepare students for working with Microsoft Windows. 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 110 and MATH 095 or MATH 098. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 228

Windows Server 5.0 Credits

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. 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 110 and MATH 095 or MATH 098. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 229

Webmaster 5.0 Credits

In this course, the student will gain the knowledge and skills needed to design and manage an Intranet for an Internet website. Specifically, the student will learn how to set up and configure a Web server and the applications needed to support it. Familiarity with building Web pages and basic programming concepts are assumed. Prerequisite: CS 114, CS 228, and MATH 095 or MATH 098. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 230

Active Directory **5.0 Credits**

This course is designed to provide students with the knowledge and skills necessary to install, configure, and administer Microsoft Windows Active Directory. 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 MATH 095 or MATH 098. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 231

Network Infrastructure • • • • • 5.0 Credits

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 MATH 095 or MATH 098. All prerequisites must be passed with a 2.0 or better before taking this class.

CS 232

Network Security • • • • • 5.0 Credits

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. Students will also learn how to use critical thinking and troubleshooting tools to troubleshoot security problems throughout the network. Prerequisites: CS 150, CS 228, and MATH 095 or MATH 098. All prerequisites must be passed with a 2.0 or better before taking this class.

Criminal Justice and Forensics

CJ 095

Orientation to Correctional Careers • • • • • 1.0 Credit

The purpose of the course is to introduce the student to a basic understanding of how important communicating professionally is to the correctional environment. The course design is to introduce the student to four areas that are identified as crucial when working in the corrections profession. The course provides a basic understanding of how important observation, listening, verbal and written communications are for correctional employees and the correctional facility smooth operations. The course also provides a basic understanding of being able to communicate clearly and professionally with your co-workers. Prerequisite: a criminal background check acceptable to the Department of Corrections.

CJ 096

Communications in Corrections • • • • • 1.0 Credit

The purpose of the course is to introduce the student to a basic understanding of how important communicating professionally is to the correctional environment. The course design is to introduce the student to four areas that are identified as crucial when working in the corrections profession. The course provides a basic understanding of how important observation, listening, verbal and written communications are for correctional employees and the correctional facility smooth operations. The course also provides a basic understanding of being able to communicate clearly and professionally with your co-workers. Prerequisite: a criminal background check acceptable to the Department of Corrections.

CJ 097

Supervision/Human Relations in Corrections • • • • • 1.0 Credit

The purpose of the course is to introduce the student to the diverse work force and offender population, and help them understand the very basics of supervising offenders in a correctional environment. The course provides a basic understanding of how a corrections employee deals with the day to day duties in managing a diverse ethnic offender population, while being a positive and professional team member. Prerequisite: a criminal background check acceptable to the Department of Corrections.

CJ 134

Organization/Administration • • • • • 5.0 Credits

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 • • • • • 5.0 Credits

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 • • • • • 3.0 Credits

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 • • • • • 5.0 Credits

A study of the provisions of the U.S. Constitution with primary emphasis on the Bill of Rights and the 14th Amendment and the application to law enforcement and the criminal justice system.

CJ 1972

Internship • • • • • 1.0 - 5.0 Credits

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 • • • • • 1.0 - 3.0 Credits

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 • • • • • 3.0 Credits

Physical responses of the human body to alcohol and other drugs, current research findings, basic information, and terminology essential for working in the criminal justice field.

CJ 232

Criminal Investigation • • • • • 5.0 Credits

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& 101 or instructor's permission.

CJ 234

Criminal Evidence • • • • • 3.0 Credits

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& 101 or instructor's permission.

CJ 290

Basic Reserve Officer Law Enforcement Academy • • • 1.0 - 9.0 Credits

An overview of the fundamental subjects associated with the position of Reserve Law Enforcement Officer. Washington Criminal Justice Training Commission approved. A law enforcement agency sponsorship required.

CJ& 101

Introduction to Criminal Justice • • • • • 3.0 Credits

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. (Previously CJ 131)

CJ& 110

Criminal Law • • • • • 5.0 Credits

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 pretrial process, the trial, sentencing, and appeals. (Previously CJ 132)

CJ& 240

Intro to Forensic Science • • • • • 5.0 Credits

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. (Previously CJ 242)

Culinary and Food Services

CUL 101

Culinary/Food Services I • • • • • 8.0 Credits

The Culinary and Food Services program is designed to prepare students for employment as entry-level culinary professionals in the food industry and/or preparation for further education in a degree or certificate program in the fields of Food Sciences or Hospitality. The classroom is set up as a functioning restaurant and catering business. Students will gain valuable hands-on experience by participating in all operational aspects of running a restaurant and catering business. Students will work in teams to develop competencies in each of seven different operational/production areas: bakery, pantry, soups/sauces, line, dish room/kitchen sanitation, dining room, and kitchen management. This class is a special Tech Prep course in partnership with Tri-Tech Skills Center.

CUL 102

Culinary/Food Services II • • • • • • • • • • 8.0 Credits

This course is a continuation of CUL 101. Students will continue to work in teams to develop competencies in each of seven different operational/production areas: bakery, pantry, soups/sauces, line, dish room/kitchen sanitation, dining room, and kitchen management. This class is a special Tech Prep course in partnership with Tri-Tech Skills Center.

CUL 103

Culinary/Food Services III • • • • • • • • • • 8.0 Credits

This course is a continuation of CUL 102. Students will continue to work in teams to develop competencies in each of seven different operational/production areas: bakery, pantry, soups/sauces, line, dish room/kitchen sanitation, dining room, and kitchen management. This class is a special Tech Prep course in partnership with Tri-Tech Skills Center.

Dental Assisting

DEN 101

Dental Assisting I • • • • • • • • • • 8.0 Credits

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. This class is a special Tech Prep course in partnership with Tri-Tech Skills Center.

DEN 102

Dental Assisting II • • • • • • • • • • 8.0 Credits

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. This class is a special Tech Prep course in partnership with Tri-Tech Skills Center.

DEN 103

Dental Assisting III • • • • • • • • • • 8.0 Credits

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. This class is a special Tech Prep course in partnership with Tri-Tech Skills Center.

Dental Hygiene

DHYG 110

Dental Anatomy • • • • • • • • • • 1.0 Credit

This course is an introduction to the anatomy of crown and root structures of the teeth. Builds on basic sciences, prepares for the study of additional dental sciences, and how these structures relate to the clinical practice of dental hygiene. Prerequisite: enrollment in the CBC Dental Hygiene program.

DHYG 111

Histology/Embryology • • • • • • • • • • 1.0 Credit

This course is an introduction to the embryology and histology of the head and neck region. Builds on basic sciences, prepares for the study of additional dental sciences, and how these structures relate to the clinical practice of dental hygiene. Prerequisite: enrollment in the CBC Dental Hygiene program.

DHYG 112

Oral Radiology I • • • • • • • • • • 1.0 Credit

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 1121.

DHYG 1121

Oral Radiology I Lab • • • • • • • • • • 1.0 Credit

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 • • • • • • • • • • 2.0 Credits

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 1131.

DHYG 1131

Clinical Dental Hygiene Techniques I Lab • • • • • • • • • • 3.0 Credits

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 • • • • • • • • • • 1.0 Credit

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 • • • • • • • • • • 1.0 Credit

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 1151. 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 • • • • • • • • • • 1.0 Credit

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 • • • • • • • • • • 2.0 Credits

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 120

Medical Emergencies in Dentistry • • • • • • • • • • 2.0 Credits

This course focuses on the study of commonly encountered medical emergencies in the dental setting that may involve systemic diseases and the etiology, presentation, treatment, and effect of dental treatment on patients who may present with these diseases and other medical conditions. The associated emergency procedures required to treat medical emergencies in the dental setting will be covered as well as Cardio Pulmonary Resuscitation, the use of an AED, and First Aid and Safety training to meet the standards required for Health Sciences Division students. Prerequisite: current enrollment in the CBC Dental Hygiene program.

DHYG 121

General Pathology • • • • • 1.0 Credit

This course focuses on the study of commonly encountered systemic diseases: 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 122

Oral Radiology II **1.0 Credit**

Second in a series of oral radiology. Focuses on radiographic quality, techniques, film processing, mounting, and interpretation of errors. Prerequisite: concurrent enrollment in DHYG 1221. 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 1.0 Credit

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 1.0 Credit

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 1231. 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 4.0 Credits

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 manikins, 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 • • • • • 1.0 Credit

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 1251. 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 • • • • • 1.0 Credit

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 2.0 Credits

Covers the pharmacology and physiology of both local anesthetic agents and nitrous oxide sedation. Application of knowledge of the anatomy of nerves, physiology of nerve conduction, and the transmission of pain impulse and the use of local anesthetics and Nitrous Oxide for pain control in the delivery of dental procedures. Discussion and application of knowledge, prevention, and management of associated possible emergencies is included. Practice of local anesthetics and administration of Nitrous Oxide sedation is practiced on student partners. Prerequisite: concurrent enrollment in DHYG 1261. 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 2.0 Credits**

Includes effective techniques in the delivery of anesthetic to the oral cavity and appropriate selection of anesthetic and the safe and effective delivery of Nitrous oxide sedation 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.

DHYG 127**Pharmacology • • • • • 2.0 Credits**

Focuses on pharmacology as it affects the clinical practice of dentistry. Emphasizes drugs commonly used 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. 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 • • • • • 2.0 Credits

Pathology for dental hygienist. Focuses on the study of commonly encountered oral diseases; etiology, presentation, recognition, 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 • • • • • 2.0 Credits

First in a series on periodontology. Focuses on the study of the healthy periodontal tissues, and the factors, recognition, and classes of periodontal disease. 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 • • • • • 1.0 Credit

Third in a series on Dental Hygiene Techniques. Focuses on expanding dental hygiene skills. Prerequisite: concurrent enrollment in DHYG 1341. 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 • • • • • 4.0 Credits

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 • • • • • 1.0 Credit

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 135I. 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 • • • • • 2.0 Credits

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 • • • • • 2.0 Credits

This course focuses on the characteristics of individual patients, motivation, and interpersonal communication. Students are exposed to diverse cultures and their attitudes and approaches to medical and dental care. Additionally, treatment modifications for the young, geriatric, medically or mentally compromised patient, and those with transitional special needs are presented. Prerequisite: current enrollment in the CBC Dental Hygiene program. 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 • • • • • 1.0 Credit

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 144I. 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 • • • • • 5.0 Credits

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 211

Nutrition in Dentistry • • • • • 1.0 Credit

The information in this class recalls and reviews the basic principles of nutrition and develops an understanding of their relationship to oral health. Emphasis is placed on the assessment of patient nutritional status and chairside nutritional counseling for optimal oral health. The class builds on basic sciences and dental sciences and prepares for the clinical practice of dental hygiene. Prerequisites: successful completion of the first year of the CBC Dental Hygiene program and current enrollment in the second year of the same program.

DHYG 212

Advance Clinical Topics • • • • • 1.0 Credit

Specific advanced skills in clinical dental hygiene for periodontally involved and implant patients are discussed and explained. Prepares for clinical dental hygiene practice application. 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 • • • • • 1.0 Credit

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 214I. 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 214I

Clinical Dental Hygiene Techniques V Lab • • • • • 6.0 Credits

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 • • • • • 2.0 Credits

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. 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 • • • • • 2.0 Credits

Examines the principles of community health, including: assessment indices planning, implementation, and evaluation of healthcare, 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 221I. 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 • • • • • • • • • • 2.0 Credits

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 II • • • • • • • • • • 2.0 Credits

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. 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 224

Clinical Dental Hygiene Techniques VI • • • • • • • • • • 1.0 Credit

Sixth in a series of Clinical Dental Hygiene Technique courses. Provides a learning experience for periodontally involved patients and the dental hygiene diagnosis and process of care. Case studies and advanced instrumentation techniques will be taught as well as clinical application of new skills and concepts for more difficult AAP patients. Restorative care will be added to the clinical portion of the class that is supported by this lecture class. Discussion of restorative care for patients will also be included. Prerequisites: current enrollment in the CBC Dental Hygiene program and successful completion of DHYG 214 and DHYG 2141.

DHYG 2241

Clinical Dental Hygiene Techniques VI Lab • • • • • • • • • • 6.0 Credits

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. 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 • • • • • • • • • • 1.0 Credit

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 2341. 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 VII Lab • • • • • • • • • • 8.0 Credits

Seventh in a series of Clinical Dental Hygiene lab courses. Provides an expanded learning experience of dental hygiene care through performing clinical dental hygiene techniques already learned for various clients; and the clinical application of new concepts and skills including critical evaluation of dental hygiene care and restorative treatment. Prerequisites: current enrollment in the CBC Dental Hygiene program and DHYG 234.

DHYG 246

Restorative Dentistry III • • • • • • • • • • 1.0 Credit

Third in a series of courses dealing with restorative dentistry skills as practiced by a dental hygienist in the state of Washington. Focuses on Class II amalgam and composite restorations and cusp build-ups. Based on dental sciences and previous laboratory courses in dental materials. Prerequisites: enrollment in the CBC Dental Hygiene program and completion of DHYG 135.

DHYG 2461

Restorative Dentistry III Lab • • • • • • • • • • 2.0 Credits

Third in a series of courses dealing with restorative dentistry skills as practiced by a dental hygienist in the state of Washington. Laboratory exercises in the placement and finishing of amalgam and composite restorations on prepared model teeth.

Diagnostic Ultrasound Technology

DUTEC 101

Concepts of Patient Care • • • • • • • • • • 3.0 Credits

Develops patient care and communication skills required in sonography. Students discuss legal, ethical, and psychological aspects of patient care, as well as professional issues and concerns. Prerequisite: acceptance into program.

DUTEC 105

Pathophysiology I • • • • • • • • • • 3.0 Credits

Introduces pathogenesis: the sequence of events in the development of a disease. Students focus on pathological conditions affecting the abdomen and identifiable with diagnostic imaging techniques. An extensive review of normal physiology is also presented. Prerequisites: BIOL& 241/BIOL& 241L and BIOL& 242/BIOL& 242L, and acceptance into program or permission of program chair.

DUTEC 106

Pathophysiology II • • • • • • • • • • 3.0 Credits

Continues Pathophysiology I, with focus on the disease process and disease states relevant to obstetrics, gynecology, and neurology. Prerequisites: DUTEC 105 and acceptance into program or permission of program chair.

DUTEC 107

Human Cross-Sectional Anatomy • • • • • • • • • • 7.0 Credits

Covers the human anatomy from the cross-sectional perspective in longitudinal, transverse, coronal, and oblique planes. Students analyze correlations with clinical diagnostic imaging techniques. Prerequisite: acceptance into program or permission of program chair.

DUTEC 110

Ultrasound I: Abdominal Scanning & Techniques • • • • • 4.0 Credits

Presents basic concepts and terminology, as well as scanning protocols for the ultrasound examination of the abdomen. Topics include both normal and pathological states. Prerequisite: acceptance into program or permission of program chair.

DUTEC 112

Pathophysiology III • • • • • • • • • • 3.0 Credits

Continues Pathophysiology II, emphasizing the physiology and pathology of the cardiovascular and the peripheral vascular system. Prerequisites: DUTEC 105 and DUTEC 106, and acceptance into program or permission of program chair.

DUTEC 113

Pathophysiology IV • • • • • • • • • • 3.0 Credits

Continues Pathophysiology III, emphasizing the physiology and the pathology of the cardiovascular and cerebral vascular system. Prerequisites: DUTEC 105, DUTEC 106, and DUTEC 112, and acceptance into program or permission of program chair.

DUTEC 120

Ultrasound II: Obstetrics & Gynecological Techniques • • • • • 5.0 Credits

Presents current theory and scanning techniques for medical sonographers, focusing on obstetrics and gynecology procedures and pathologies. Prerequisite: acceptance into program or permission of program chair.

DUTEC 130

Ultrasound III: Small Parts/Intraoperative Techniques • • • • • 3.0 Credits

Presents the anatomy and pathophysiology of small human body parts. Intraoperative scanning focuses on surgical procedures. Prerequisite: acceptance into program or permission of program chair.

ECE 1021

Early Childhood Curriculum Lab • • • • • 1.0 Credit
Laboratory courses provide an opportunity for practical application of course content. This course is offered on an as-needed basis.

ECE 103

Art • • • • • 3.0 Credits
Provides the student with a basic understanding of the methods used for teaching visual art to young children in a developmentally appropriate manner.

ECE 104

Child Guidance & Communications Techniques • • • • • 3.0 Credits
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 • • • • • 3.0 Credits
Provides students with a basic knowledge of developmentally appropriate physical education games and activities.

ECE 1061

Child Growth & Development Lab • • • • • 1.0 Credit
Laboratory courses provide an opportunity for practical application of course content. This course is offered on an as-needed basis.

ECE 113

Stars 20 Hour Basic Training • • • • • 2.0 Credits
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 Hour Continuing Education • • • • • 1.0 Credit
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 • • • • • 1.0 - 3.0 Credits
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

ECE Seminar • • • • • 1.0 - 3.0 Credits
Provides an opportunity to participate in an intensive, short-term learning experience relating to early childhood education.

ECE 1172

Preschool Seminar • • • • • 1.0 - 3.0 Credits
Provides an opportunity to participate in a short-term seminar relating to early childhood education.

ECE 118

Skills Training • • • • • 1.0 - 3.0 Credits
Provides an opportunity to participate in a short-term skills training relating to early childhood education.

ECE 119

Workshop • • • • • 1.0 - 3.0 Credits
An opportunity to participate in a workshop class relating to early childhood education.

ECE 120

Children's Literature • • • • • 3.0 Credits
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

Math & Science • • • • • 1.0 - 5.0 Credits
Provides ideas for introducing developmentally appropriate math and science and concepts to young children. Students will have an opportunity to develop and experience math and science learning activities.

ECE 125

Instructional Media • • • • • 3.0 Credits
A hands-on introduction to using instructional media equipment. Emphasis is given to basic computer operation and computer software review.

ECE 126

Literacy & Language • • • • • 3.0 Credits
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 • • • • • 3.0 Credits
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 • • • • • 10.0 Credits
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 1411

Child Development Associate • • • • • 1.0 - 10.0 Credits
Provides the formal education hours required for Child Development Associate (CDA) candidates working in center-based infant/toddler, center-based preschool, or family child care programs. Instruction will focus on CDA Competency Goals and will prepare students for the National CDA assessment and credential.

ECE 1412

Child Development Associate • • • • • 1.0 - 10.0 Credits
Provides the formal education hours required for Child Development Associate (CDA) candidates working in center-based infant/toddler, center-based preschool, or family child care programs. Instruction will focus on CDA Competency Goals and will prepare students for the National CDA assessment and credential.

ECE 1413

Child Development Associate • • • • • 1.0 - 10.0 Credits
Provides the formal education hours required for Child Development Associate (CDA) candidates working in center-based infant/toddler, center-based preschool, or family child care programs. Instruction will focus on CDA Competency Goals and will prepare students for the National CDA assessment and credential.

ECE 1414

Child Development Associate • • • • • 1.0 - 10.0 Credits
Provides the formal education hours required for Child Development Associate (CDA) candidates working in center-based infant/toddler, center-based preschool, or family child care programs. Instruction will focus on CDA Competency Goals and will prepare students for the National CDA assessment and credential.

ECE 1415

Child Development Associate • • • • • 1.0 - 10.0 Credits

Provides the formal education hours required for Child Development Associate (CDA) candidates working in center-based infant/toddler, center-based preschool, or family child care programs. Instruction will focus on CDA Competency Goals and will prepare students for the National CDA assessment and credential.

ECE 1416

Child Development Associate • • • • • 1.0 - 10.0 Credits

Provides the formal education hours required for Child Development Associate (CDA) candidates working in center-based infant/toddler, center-based preschool, or family child care programs. Instruction will focus on CDA Competency Goals and will prepare students for the National CDA assessment and credential.

ECE 1417

Child Development Associate • • • • • 1.0 - 10.0 Credits

Provides the formal education hours required for Child Development Associate (CDA) candidates working in center-based infant/toddler, center-based preschool, or family child care programs. Instruction will focus on CDA Competency Goals and will prepare students for the National CDA assessment and credential.

ECE 1418

Child Development Associate • • • • • 1.0 - 10.0 Credits

Provides the formal education hours required for Child Development Associate (CDA) candidates working in center-based infant/toddler, center-based preschool, or family child care programs. Instruction will focus on CDA Competency Goals and will prepare students for the National CDA assessment and credential.

ECE 1419

Child Development Associate • • • • • 1.0 - 10.0 Credits

Provides the formal education hours required for Child Development Associate (CDA) candidates working in center-based infant/toddler, center-based preschool, or family child care programs. Instruction will focus on CDA Competency Goals and will prepare students for the National CDA assessment and credential.

ECE 151

Supervised Practicum • • • • • 3.0 Credits

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 • • • • • 1.0 - 6.0 Credits

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 33 hours working in an early childhood setting to complete class assignments.

ECE 201

Multicultural Education • • • • • 3.0 Credits

Explores the theory and practice of implementing a culturally responsible early childhood program.

ECE 202

Curriculum Development • • • • • 3.0 Credits

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 • • • • • 3.0 Credits

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.

ECE 209

Parent Involvement • • • • • 3.0 Credits

Assists students to develop strategies for encouraging parent participation in an early childhood setting.

ECE 213

Materials Construction • • • • • 3.0 Credits

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 • • • • • 3.0 Credits

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 • • • • • 1.0 - 3.0 Credits

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

Advanced Seminar • • • • • 1.0 - 3.0 Credits

Provides an opportunity to participate in an advanced short-term learning experience relating to early childhood education.

ECE 218

Advanced Skills Training • • • • • 1.0 - 3.0 Credits

Provides an opportunity to participate in an advanced short-term skills training relating to early childhood education.

ECE 219

Advanced Workshop • • • • • 1.0 - 3.0 Credits

An opportunity to participate in an advanced workshop class relating to early childhood education.

ECE 221

Strategies for Teaching Special Needs • • • • • 3.0 Credits

An introduction to teaching methods that can be used with special needs children in an inclusive early childhood setting. Prerequisite: EDUC& 203.

ECE 222

Sign Language Level 1 • • • • • 3.0 Credits

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 • • • • • 3.0 Credits

The level two 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 • • • • • 3.0 Credits

Level three 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 • • • • • 3.0 Credits
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 • • • • • • • • • • 1.0 - 15.0 Credits
Designed to incorporate into the curriculum special learning opportunities in the field of early childhood.

ECE 2891

Special Studies Lab • • • • • 1.0 - 3.0 Credits
Designed to incorporate into the curriculum special learning opportunities in the field of early childhood education.

ECE 2892

Special Studies Lab • • • • • 1.0 - 15.0 Credits
Designed to incorporate into the curriculum special learning opportunities in the field of early childhood education.

ECE 2893

Special Studies Lab • • • • • 1.0 - 15.0 Credits
Designed to incorporate into the curriculum special learning opportunities in the field of early childhood education.

ECE 2894

Special Studies Lab • • • • • 1.0 - 15.0 Credits
Designed to incorporate into the curriculum special learning opportunities in the field of early childhood education.

ECE 2895

Special Studies Lab • • • • • 1.0 - 15.0 Credits
Designed to incorporate into the curriculum special learning opportunities in the field of early childhood education.

ECE 2896

Special Studies Lab • • • • • 1.0 - 15.0 Credits
Designed to incorporate into the curriculum special learning opportunities in the field of early childhood education.

ECE 2897

Special Studies Lab • • • • • 1.0 - 15.0 Credits
Designed to incorporate into the curriculum special learning opportunities in the field of early childhood education.

ECE 2898

Special Studies Lab • • • • • 1.0- 15.0 Credits
Designed to incorporate into the curriculum special learning opportunities in the field of early childhood education.

ECE 2899

Special Studies Lab • • • • • 1.0 - 15.0 Credits
Designed to incorporate into the curriculum special learning opportunities in the field of early childhood education.

Economics

ECON 110

Economic Trends, Issues and Policy [S/B] • • • • • **5.0 Credits**
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. (Previously EC 110)

ECON 116

Econ Dev of U.S. 5.0 Credits
This class is a history of the American economy. It looks at the evolution of American economic institutions, from the colonial period, early statehood, the American Civil War, westward expansion, the impact of the two world wars, and the Great Depression that was between them. It looks at the regional and occupational specialization that enable the colonial economy to grow internally and to fit itself into the world economy that nurtured it. (Previously EC 116)

ECON 291

History of American Economic Development[S/B] • • • 1.0 - 5.0 Credits
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. (Previously EC 291)

ECON 305

Applied Economics • • • • • 5.0 Credits
The course will cover allocation of resources, economic systems, economics institutions and incentives, markets structures and prices, productivity, international economics, the global marketplace, aggregate supply and demand, and public policy towards business. As a final project each student, using information from the class, will prepare a report as to how economics impacts a specific business/company. Prerequisite: acceptance into the Bachelors of Applied Science in Applied Management program.

ECON& 201

Micro Economics [S/B] 5.0 Credits
Micro Economic 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 Micro Economics. (Previously EC 202)

ECON& 202

Macro Economics [S/B] • • • • • • • • • • 5.0 Credits
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. (Previously EC 201)

Education

EDUC 101

Introduction to Education • • • • • 4.0 Credits
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. This class must be taken in conjunction with EDUC 1972. (Previously ED 101)

EDUC 110

Tutor Training • • • • • 1.0 Credit
This course is designed to teach the student basic principles and practical strategies of peer tutoring. (Previously ED 110)

EDUC 110L

Tutor Training Lab • • • • • 1.0 Credit
Lab to be taken concurrently with EDUC 110. (Previously ED 1101)

EDUC 1972

Field Experience • • • • • • • • • • • **1.0 - 2.0 Credits**
Students have an opportunity to observe theory in action and to gain experience in the field of education. This class must be taken in conjunction with EDUC 101. (Previously ED 1972)

EDUC 201

Introduction to Multicultural Education • • • • • 3.0 Credits

Examines attitudes and practices that are explicitly and/or subtly biased on the basis of race, gender, socioeconomic status, ethnicity, age, culture, disability, and family/life-style. Emphasis is placed on the implications for classroom practices and developing a plan for incorporating anti-bias attitudes and practices into an educational setting. (Previously ED 201)

EDUC& 114

Child Development • • • • • 3.0 Credits

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. (Previously ECE 106)

EDUC& 203

Exceptional Child • • • • • 3.0 Credits

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. (Previously ECE 107)

Electronics

ELT 111

Introduction to Electricity • • • • • 5.0 Credits

Introduction to the basic concepts of electricity, electrical fundamentals, and electronics. Includes AC and DC currents, heaters and heat tracing, electrical supply and control components, and electronic systems. Prerequisite: NT 111 or concurrent enrollment.

ELT 211

Applied Electronics • • • • • 5.0 Credits

Broad based course designed to apply knowledge and skills to the maintenance and operation of electrical components related to power plant instrumentation and controls. Prerequisite: completion of ELT 111 with a 2.0 GPA or higher.

Emergency Medical Services-CPR

EMS 100

CPR-Cardiopulmonary Resuscitation • • • • • 1.0 Credit

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.

Emergency Medical Technician

EMT 101

Emergency Medical Technician-Basic • • • • • 1.0 - 10.0 Credits

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 and 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. Current Health Care Provider CPR card required. Malpractice insurance fees are added into the registration. Immunization records must be presented the first day of class. A Washington state background check must be completed prior to admittance into this course. More information is available from the Health Sciences Division office at (509) 544-8300.

EMT 102

Emergency Medical Technician-Intermediate • • • 1.0 - 10.0 Credits

EMT-Intermediate is an additional course that is offered on an as-needed basis. This need is determined by the EMS officers and fire chiefs from rural departments. EMT-I is approximately 80 hours of additional training beyond EMT-B, and equips the responder with the skills to start IVs, control the airway with invasive procedures, and administer some medications to patients.

Engineering Technology

ENT 111

Introduction to Engineering • • • • • 5.0 Credits

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 MATH 095 or MATH 098.

ENT 1161

Basic Drafting • • • • • 5.0 Credits

Basic principles of drafting to include lettering, geometric construction, mechanical drawings, orthographic projection, sectional views, auxiliary views, isometric and oblique drawings, threads, fasteners, and basic applications.

ENT 121

Engineering Fundamentals • • • • • 3.0 Credits

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 • • • • • 1.0 Credit

This course is a reinforcement of theory through practical applications.

ENT 122

Materials • • • • • 3.0 Credits

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 • • • • • 5.0 Credits

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 1161.

ESL 050

ESL Level 5 • • • • • 1.0 - 18.0 Credits

Designed for persons who are functionally literate in English, can handle their jobs with oral and written instructions, and can communicate with native speakers with little difficulty. Emphasis is on strengthening students' speaking, listening, reading and writing skills, and performing additional computer skills.

ESL 053

ESL Writing Workshop • • • • • 4.0 Credits

This multi-level class is designed to teach non-native speakers of English the fundamentals of good English writing. Students will do a variety of writing including dialogue journals and compositions. Students may choose to practice other forms such as resumes, applications, or longer essays. The class is open to ESL Level 3 students and above.

ESL 055

ESL Special Purposes • • • • • 1.0 - 18.0 Credits

Course designed to address specific needs for non-native speakers of English. Content may vary from course to course.

ESL 056

ESL Computer Lab • • • • • 1.0 - 6.0 Credits

A course with a computer lab setting to help non-native speakers of English transition to college level academic or vocational courses. Coursework will be individualized to fit the needs of each student. Although there is a multi-skill base, particular emphasis is given to writing. The lab may be taken in conjunction with an ESL class or independently.

ESL 060

ESL Level 6 • • • • • 1.0 - 18.0 Credits

Designed for persons who are literate in English, can handle their jobs with oral and written instructions, and can communicate with native speakers. Emphasis is on speaking, listening, reading and writing skills, with continued use of computers and other technologies.

Environmental Science

ENVS 174

Intro to Meteorology and the Atmosphere [M/S] • • • • • 5.0 Credits

An introduction to meteorology, weather, climate, and the atmospheric processes related to air pollution and climate change. Topics include: atmospheric structure, solar radiation, clouds, precipitation, pressure, fronts, hurricanes, air pollution, climate, and global climate change. Prerequisite: MATH 095 or MATH 098.

ENVS 310

Environmental Issues • • • • • 5.0 Credits

Basic concepts of ecology and environmental science are discussed and illustrated through lab experiences and then further elaborated through discussing environmental issues from a strategic business perspective. Discussions include how environmental pressures (e.g. sustainable development) and environmental problems (e.g. global warming, air pollution, waste-disposal), impact corporate mission, competitive strategy, technology choices, product development decisions, production processes, and corporate responsibility. Prerequisite: acceptance into the Bachelors of Applied Science in Applied Management program.

ENVS& 101

Intro to Environmental Science w/Lab [M/S] • • • • • 5.0 Credits

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. (Previously ENVS 100)

ENVS& 101L

Intro to Environmental Science Lab [M/S] • • • • • 0.0 Credit

You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously ENVS 1001)

Fire Protection Technology

The Fire Protection Technology program is being discontinued following the 2009-2010 school year. Only second year students are eligible to register for the 2009-2010 school year.

FPT 110

Fire Behavior and Fire Ground Tactics • • • • • 5.0 Credits

Discussion of basic fire behavior and the firefighting tactics of company response, including size-up, rescue, exposure, ventilation and fire problems, and tactics used.

FPT 120

Fire Protection Systems/Fire Prevention • • • • • 5.0 Credits

Designed to give students a clear understanding of the principles and limitations of fire suppression and detection systems. This also covers the history and philosophy of fire prevention, challenges of fire prevention education, and public education.

FPT 130

Fire Service Hydraulics/E.V.A.P. • • • • • 5.0 Credits

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. This course will also study safe vehicle operations and safe response procedures.

FPT 205

Fire Academy I • • • • • 8.0 Credits

Introduction to firefighting tools, equipment, and basic firefighting techniques. Skills development and proficiency in fire ground operations using firefighting companies. Emphasis on fire ground safety.

FPT 210

Building Construction • • • • • 5.0 Credits

A course covering basic building construction concepts, structure rating, classification, and outlining the specific weakness of various types of construction. Building collapse and firefighter safety in burning buildings.

FPT 215

Fire Academy II • • • • • 8.0 Credits

Continuation of FPT 205. Introduction to firefighting tools, equipment, and basic firefighting techniques. Skills development and proficiency in fire ground operations using firefighting companies. Emphasis on fire ground safety. Prerequisites: FPT 205 (with a 2.0 GPA) and instructor's permission.

FPT 220

Fire Inspection/Fire Codes • • • • • 5.0 Credits

A course designed to give the new firefighter a basic concept of inspections involving the International Fire Code and the International Building Code.

FPT 225

Fire Academy III • • • • • 8.0 Credits

Continuation of FPT 215. Introduction to firefighting tools, equipment, and basic firefighting techniques. Skills development and proficiency in fire ground operations using firefighting companies. Emphasis on fire ground safety and multi-company operations. Prerequisites: FPT 215 (with a 2.0 GPA) and instructor's permission.

FPT 230

Fire Investigation • • • • • 5.0 Credits

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.

GEO 120

Introduction to Atmospheric Science [M/S] • • • • • 4.0 Credits

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: COMPASS test placement; a WebCT workshop.

GEO 120I

Introduction to Atmospheric Science Lab [M/S] • • • • • 1.0 Credit

Lab to be taken concurrently with GEO 120.

GEO 150

Cultural Geography [S/B] • • • • • 5.0 Credits

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

GEOL 102

Physical Geology II [M/S] • • • • • 3.0 Credits

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 groundwater, 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: GEOL& 101/GEOL& 101L or instructor's permission. (Previously GEL 102)

GEOL 102L

Physical Geology II Lab [M/S] • • • • • 1.0 - 2.0 Credits

Lab to be taken concurrently with GEOL 102. (Previously GEL 102I)

GEOL 115

Geology of the National Parks • • • • • 5.0 Credits

The U. S. National parks and wilderness monuments preserve spectacular natural wonders. Their beauty is a direct result of their underlying geology. In this course, we explore the processes and forces by which the park lands were formed and transformed over geologic time, and their current geologic significance. This includes volcanism, plate tectonics, mountain-building, and alpine glaciations.

GEOL& 101

Intro to Physical Geology w/Lab [M/S] • • • • • 5.0 Credits

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 groundwater processes. Outline of geologic development of the Pacific Northwest, including field studies. Lecture and lab must be taken concurrently. Prerequisite: grade of 2.0 or better in MATH 084 COMPASS test placement above MATH 084. (Previously GEL 101)

GEOL& 101L

Intro to Physical Geology Lab [M/S] • • • • • 0.0 Credit

You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously GEL 101I)

GEOL& 103

Historical Geology w/Lab [M/S] • • • • • 5.0 Credits

Assessment of the history and development of the earth's physical environment and its inhabitants. An historical and chronologic analysis of the origin of the earth, including the development of the earth through time and discussion based on the paleontologic, sedimentologic, and stratigraphic record. Study of distinctive fossil groups for each geologic period and applications for correlation and reconstruction of regional geologic history. Lecture and lab must be taken concurrently. Prerequisite: GEOL& 101/GEOL& 101L or instructor's permission. (Previously GEL 203)

GEOL& 103L

Historical Geology Lab [M/S] • • • • • 0.0 Credit

You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously GEL 203I)

GEOL& 110

Environmental Geology w/Lab [M/S] • • • • • 5.0 Credits

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: GEOL& 101/GEOL& 101L or instructor's permission. (Previously GEL 211)

GEOL& 110L

Environmental Geology Lab [M/S] • • • • • 0.0 Credit

You must sign up for both lecture and lab to receive combined lecture and lab credits. No lab credits will show as they are included in the lecture credits. (Previously GEL 211I)

German

GERM 150

Beginning Conversational German • • • • • 1.0 - 5.0 Credits

Intensive practice in speaking and listening with an emphasis on surviving in everyday situations. Recommended that students have successfully completed at least GERM& 121. (Previously GER 150)

GERM 151

Beginning Conversational German • • • • • 1.0 - 5.0 Credits

Intensive practice in speaking and listening with an emphasis on surviving in everyday situations. Recommended that students have successfully completed at least GERM& 121. (Previously GER 151)

GERM 152

Beginning Conversational German • • • • • 1.0 - 5.0 Credits

Intensive practice in speaking and listening with an emphasis on surviving in everyday situations. Recommended that students have successfully completed at least GERM& 121. (Previously GER 152)

GERM 250

Intermediate Conversational German • • • • • 1.0 - 5.0 Credits

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. (Previously GER 250)

GERM 251

Intermediate Conversational German • • • • • 1.0 - 5.0 Credits

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. (Previously GER 251)

HIT 284

Medical Transcription II • • • • • 4.0 Credits

Prepares students to transcribe reports commonly dictated in physicians' offices, clinics, hospitals, surgery centers, radiology centers, and pathology offices. Operative reports, diagnostic procedures, surgical discharge summaries, radiology, and pathology reports in several specialties are covered. Emphasis is on speed, accuracy, appropriate formats, and use of references. Prerequisite: HIT 283.

HIT 285

Medical Transcription III 4.0 Credits

Prepares students to transcribe operative reports, diagnostic procedures, surgical discharge summaries, radiology, and pathology reports commonly dictated in outpatient and same-day surgery centers, hospitals, large multi-specialty clinics, radiology centers, and pathology offices. Specialties include Cardiology, GI, Orthopedic, Pathology, and Radiology transcription. Included are dictations from physicians for whom English is not their first language. In addition, this comprehensive course provides an opportunity to demonstrate mastery of medical transcription specialty fields from previous medical transcription courses. Prerequisite: HIT 284.

Health Sciences

HSCI 220

[illegible]

Through the Advanced Cardiac Life Support course, healthcare providers will enhance their skills in the treatment of the adult victim of a cardiac arrest or other cardiopulmonary emergencies. The emphasis will be on the importance and integration of basic life support CPR with advanced cardiovascular life support and then importance of effective team interaction and communication during resuscitation. Prerequisites: current Healthcare Provider BLS card and completion of prerequisite checklist.

HSCI 221**ACLS Renewal • • • • • 0.9 Credit**

This course is offered to provide an update to current ACLS providers and to renew ACLS provider status. Prerequisites: current Healthcare Provider BLS card, current ACLS Provider Card, and completed ACLS precourse checklist.

HSCI 222

ACLS Experienced Provider • • • • • 1.0 Credit

The ACLS Experienced Provider course is for seasoned ACLS providers who wish to renew their ACLS provider status. This course provides a stimulus for expert healthcare providers to identify areas in resuscitation that deal with special circumstances. Prerequisites: current Healthcare Provider BLS card and current ACLS Provider Card.

HSCI 223

ACLS Instructor Course • • • • • 1.0 Credit

One credit class to prepare individuals to become instructors in advanced cardiovascular life support. Prerequisites: current ACLS provider. Recommendation of an ACLS Course Director or ACLS Regional Faculty member. Completion of AHA Core Instructor course prior to class.

HSCI 230

PALS Initial • • • • • • • • • • • • • • **2.0 Credits**

The goal of the Pediatric Advanced Life Support (PALS) course is to aid the healthcare provider in developing the knowledge and skills necessary to provide emergency care for the pediatric population, and effectively manage critically ill infants and children. Skills taught include recognition and treatment of infants and children at risk for cardiopulmonary arrest; the systematic approach to pediatric assessment, effective respiratory management; defibrillation and synchronized cardioversion; intraosseous access and fluid bolus administration; and effective resuscitation team dynamics. Prerequisites: current Healthcare Provider BLS card and completed PALS precourse checklist.

HSCI 231

PALS Renewal • • • • • 0.9 Credit

This course is offered to provide an update to current PALS providers and to renew PALS provider status. Prerequisites: current Healthcare Provider BLS card, current PALS Provider card, and completed PALS precourse checklist.

HSCI 233

PALS Instructor Course • • • • • 1.0 Credit

One credit class to prepare individuals to become instructors in pediatric advanced life support. Prerequisites: current PALS Provider is required. Recommendation of PALS Course Director or PALS Regional Faculty Member. Completion of AHA Core Instructor course prior to class.

HSCI 240

ALS/OTEP General Pharmacology 0.3 Credit

This course provides an overview of the basic principles of pharmacology as they apply to the paramedic administering medications in the field setting. Significant emphasis is placed on the pharmacokinetics and dynamics with specific drug profiles being completed in the specific treatment modalities taught in the separate courses of ALS OTEP. Prerequisite: current certification as EMT-I/Paramedic.

HSCI 241

ALS/OTEP Medical Legal 0.3 Credit

This course provides a general overview of legal considerations as they apply to the certified paramedic or EMT-Intermediate. The course focuses on standard of care issues, legal terminology, issues regarding consent to treat, refusals, Do Not Resuscitate Orders and POLST, abandonment, negligence claims, civil and tort law, certification, and proper documentation. Prerequisite: current certification as paramedic.

HSCI 242

ALS/OTEP Patient Assessment in the Field • • • • • **0.3 Credit**

This course provides an overview of patient assessment of the patient in the field. The course focuses on the general medical and trauma patient with specific emphasis on scene size-up, initial assessment, identifying life threatening emergencies, focused assessment and history, detailed and ongoing exam, and the prioritization of patients. Prerequisite: current certification as paramedic.

HSCI 243

ALS/OTEP Communicable Disease 0.3 Credit

This course provides a general overview of communicable disease to the certified Paramedic or EMT-Intermediate. The course focuses on principles of infectious disease control, barriers to infection, and stages of infectious disease. The course further discusses the pathophysiology, identification and treatment of various blood, air, parasitic, and fecal/sputum pathogens. Prerequisite: current certification as paramedic.

HSCI 244

ALS/OTEP Mass Casualty & Terrorist Incidents • • • • • **0.3 Credit**

This course provides the certified Paramedic with the necessary knowledge and skills necessary to identify the Mass Casualty Incident and the possibilities of terrorist involvement. The course emphasizes the need of the paramedic to recognize the need for triage, treatment, and transportation; as well as fulfill the role of each of the MCI positions as they relate to the size and complexity of the emergency. The course provides specific information on explosive, nuclear, chemical, and biological agents, as well as tools to assist EMS personnel in recognition of terrorist acts. There is a strong emphasis of scene safety for all EMS personnel. Prerequisite: current certification as Paramedic.

HSCI 245

ALS/OTEP Shock Trauma Resuscitation • • • • • 0.3 Credit

This course provides current specific assessment and management techniques to be used on the trauma patient suffering compensated, uncompensated, or irreversible shock. Identifying the stage of shock and the appropriate actions to improve end organ perfusion will be the primary focus of the course. Prerequisite: current certification as paramedic.

HSCI 246

ALS/OTEP Burns & Soft Tissue Trauma • • • • • 0.3 Credit

The purpose of this course is to review the various mechanisms and effects of soft tissue trauma, ranging from the minor laceration to the severe crush injury, and compartment syndrome. Within this subject, specific pathophysiology, assessment, and management will be covered. Additionally the pathophysiology, assessment, and management of all severities of burns will be addressed. At the completion of the course, students will be expected to perform specific skills pertaining to the treatment of soft tissue injuries. Prerequisite: current certification as EMT-I/Paramedic.

HSCI 247

ALS/OTEP Musculoskeletal Trauma • • • • • 0.3 Credit

The purpose of this course is to review the various mechanisms and effects of musculoskeletal trauma on the human body. Pathophysiology of the trauma, assessment, and management of the injury will be covered in depth. At the completion of the course, students will be expected to perform specific skills pertaining to the treatment of musculoskeletal injuries. Prerequisite: current certification as paramedic.

HSCI 248

ALS/OTEP Head & Facial Trauma • • • • • 0.3 Credit

The focus of this course is the epidemiology and pathophysiology of head and facial trauma. Specific assessment and management techniques will be reviewed and discussed within the course. At the completion of the course, students will be expected to perform specific skills pertaining to the treatment of head and facial injuries. Prerequisite: current certification as paramedic.

HSCI 249

ALS/OTEP Neck & Spinal Trauma • • • • • 0.3 Credit

The focus of this course is the epidemiology and pathophysiology of neck and spinal trauma. Specific assessment and management techniques will be reviewed and discussed within the course. At the completion of the course, students will be expected to perform specific skills pertaining to the treatment of neck and spinal injuries. Prerequisite: current certification as paramedic.

HSCI 250

ALS/OTEP Chest & Abdominal Trauma • • • • • 0.3 Credit

The focus of this course is the epidemiology and pathophysiology of chest and abdominal trauma. Specific assessment and management techniques will be reviewed and discussed within the course. At the completion of the course, students will be expected to perform specific skills pertaining to the treatment of chest and abdominal injuries. Prerequisite: current certification as paramedic.

HSCI 251

ALS/OTEP Environmental Emergencies • • • • • 0.3 Credit

The focus of this course is to provide the paramedic with additional information regarding the various medical and trauma emergencies that can evolve from exposure to a wide spectrum of environmental conditions. Drowning, altitude illnesses, diving complexes, and exposure to various reptiles and spiders are discussed. Prerequisite: current certification as paramedic.

HSCI 252

ALS/OTEP Respiratory Emergencies • • • • • 0.3 Credit

The focus of this course is to review the pathophysiology of various pulmonary disorders that frequently affect the population. There is a heavy focus on the assessment and management of the patient suffering from various components of COPD, asthma, SARS, lung cancer, and pulmonary embolism. Prerequisite: current certification as EMT-I/Paramedic.

HSCI 253

ALS/OTEP Neurological Emergencies • • • • • 0.3 Credit

This course specifically targets the assessment and treatment of patients suffering from a neurological disorder. Specific illness/diseases covered include stroke, seizures, altered mental status, and syncope. Prerequisite: current certification as paramedic.

HSCI 254

ALS/OTEP Gastro & Endocrine Emergencies • • • • • 0.3 Credit

The purpose of this course is to provide a general overview of the assessment and treatment of acute upper and lower gastrointestinal disorders treated by paramedics in the pre-hospital setting. Prerequisite: current certification as EMT-I/Paramedic.

HSCI 255

ALS/OTEP OB-GYN Emergencies • • • • • 0.3 Credit

The focus of this course is obstetrical and gynecological emergencies faced by the paramedic in the pre-hospital setting. At the completion of the course, paramedics should be able to distinguish various OB/GYN emergencies from GI emergencies and adequately provide treatment accordingly. Prerequisite: current certification as paramedic.

HSCI 256

ALS/OTEP Geriatric Emergencies • • • • • 0.3 Credit

The focus of this course is to review the added difficulty in managing both medical and trauma emergencies involving geriatric patients. Prerequisite: current certification as paramedic.

HSCI 257

ALS/OTEP Behavioral Emergencies & the Violent Patient • • • 0.3 Credit

This course reviews the three major mental illnesses, identifies appropriate assessment techniques and discusses the appropriate treatment of these patients, to include the physical and chemical restraint of violent patients. Prerequisite: current certification as paramedic.

HSCI 258

ALS/OTEP Allergies & Anaphylaxis • • • • • 0.3 Credit

This course specifically discusses the assessment and aggressive treatment of anaphylaxis in the pre-hospital setting. Prerequisite: current certification as EMT-I/Paramedic.

HSCI 259

ALS/OTEP Toxicologic Emergencies • • • • • 0.3 Credit

This course reviews toxicological emergencies found in the pre-hospital setting and discusses the current treatment modalities of such emergencies. Prerequisite: current certification as paramedic.

HSCI 260

ALS/OTEP Advanced Airway Management • • • • • 0.9 Credit

This course provides the paramedic with specific training in the techniques for securing a patent airway in the critical medical or trauma patient. Included within the course is anatomy and physiology, recognition of existing and impending airway compromise, determination of appropriate advanced maneuvers, and deployment of various advanced airway skills and tools. Prerequisite: current certification as paramedic.

HSCI 261

ALS/OTEP Advanced Cardiac Life Support • • • • • 0.9 Credit

This course provides recertification to the Certified Paramedic in Advanced Cardiac Life Support. The course focuses on ACLS as intended to be taught by the American Heart Association. In addition, focus is also applied to the modalities of care for the cardiac patient in Benton/Franklin counties as per local protocol. Prerequisite: current certification as paramedic.

HSCI 262

ALS/OTEP Pediatric Advanced Life Support • • • • • 0.9 Credit

This course provides recertification to the Certified Paramedic in Pediatric Advanced Life Support. The course focuses on PALS as intended to be taught by the American Heart Association. In addition, focus is also applied to the modalities of care for the general pediatric patient in Benton/Franklin counties as per local protocol. Prerequisite: current certification as paramedic.

HSCI 263

48 Hour Paramedic Refresher • • • • • • • • • • 4.5 Credits

This course is intended for the paramedic preparing for recertification of the National Registry of EMT-Paramedic, or attempting to regain this certification. The course covers all required hours and skills required of the National Registry 48 Hour Certificate. Prerequisite: current certification as paramedic.

HSCI 264

ILS/OTEP Refresher • • • • • • • • • • 0.9 Credit

This course is intended for the EMT-Intermediate as a supplement to his/her EMT-B OTEP courses. This course will focus on the additional skills and requisite knowledge of the EMT-I in the areas of assessment, pharmacology, intravenous skills, and advanced airway management. Prerequisite: current certification as an EMT- Intermediate.

HSCI 265

Combi-Tube Endorsement Course • • • • • • • • • • 0.9 Credit

This course is intended for EMT-Basic who desires the additional endorsement to his/her certification for insertion of a dual lumen advanced airway device, (specifically Combi-Tube). Prerequisite: current certification as an EMT-Basic.

Hebrew

HEB 121

Hebrew I [H] • • • • • • • • • • • • • • 5.0 Credits

Introduction to the modern Hebrew language including conversational skills, reading, writing and grammar, and Israeli and Jewish culture including geography, customs, daily life, and heritage. Designed for the novice learner of Hebrew, with little or no proficiency in the Hebrew language. Prerequisite: recommended that students have successfully completed at least ENGL 099.

HEB 122

Hebrew II [H] • • • • • • • • • • • • • • 5.0 Credits

Introduction to the Hebrew language including conversational skills, reading, writing and grammar, and Israeli and Jewish culture including geography, customs, daily life, and heritage. Prerequisite: HEB 121 or instructor's permission.

HEB 123

Hebrew III [H] • • • • • • • • • • • • • • 5.0 Credits

Introduction to the Hebrew language including conversational skills, reading, writing and grammar, and Israeli and Jewish culture including geography, customs, daily life, and heritage. Prerequisite: HEB 122 or instructor's permission.

History

HIST 100

Cultural and Historical Linked to Travel • • • • • • • • • • 1.0 - 3.0 Credits

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. (Previously ICS 100)

HIST 107

Chicano History [S/B] • • • • • • • • • • • • • • 5.0 Credits

This course is an introduction to the history of peoples of Mexican origin in the United States beginning with the period before the arrival of the Europeans and ending with an examination of contemporary issues such as immigration, acculturation/assimilation, and political representation facing the Chicano community during the contemporary period. (Previously HIS 107)

HIST 108

History of Immigration in the United States [S/B] • • • • • • • • • • 5.0 Credits

This course provides an overview of the history of immigration (voluntary and involuntary) in the United States and examines the factors that led people from Europe, Asia, Africa, Latin America, and other parts of the world to migrate to the U.S. The course will also examine and compare the experience of the various groups once they are in the United States. (Previously HIS 108)

HIST 110

History of Modern East Asia [S/B] • • • • • • • • • • 5.0 Credits

A history of East Asia. Major emphasis will be upon the history of China, an analysis of modernization in Japan, and issues of colonialism and nationalism in East Asia. (Previously HIS 110)

HIST 111

Colonial Latin America [S/B] • • • • • • • • • • 5.0 Credits

The primary objective of the course is to familiarize students with the major phases in colonial Latin American history and to study, analyze, and understand the most important issues that characterized and shaped this period. Some of the topics we will examine include: the conquest of the indigenous people, the imposition of Catholicism, the insertion of Latin America into the world market, the introduction and development of African slavery, independence movements, and the creation of new societies resulting from the mixing of indigenous, Iberian, and African cultures. (Previously HIS 111)

HIST 112

Modern Latin America [S/B] • • • • • • • • • • 5.0 Credits

A survey of the political, social, and economic history of Latin America from the last decades of the nineteenth century to the present. (Previously HIS 112)

HIST 113

Mexico Since Independence [S/B] • • • • • • • • • • 5.0 Credits

This course will provide students with an overview of the history of modern Mexico from the first movements towards independence at the beginning of the 19th century to the economic, political, and cultural struggles which the nation faces at the start of the 21st century. Through an examination of a number of periods and events (such as Independence, French Intervention, Mexican Revolution, and the Zapatista Uprising) that the country has experienced in the last 200 years, students will learn about the racial, economic, social, and political complexities of the Mexican past in order to understand the forces that produced contemporary Mexican society. Finally, in this course we will also pay attention to the ways Mexico's relationships with the United States and its citizens has also helped to influence the course of Mexican history since the latter part of the 19th century. (Previously HIS 113)

HIST 115

History of Modern Middle East [S/B] • • • • • • • • • • 5.0 Credits

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; the age of nation-states and the end of Empires; economics of the region. (Previously HIS 115)

HIST 116

History of Africa [S/B] • • • • • • • • • • • • • • 5.0 Credits

This course is an introduction to the history of the peoples of Africa from the earliest human civilizations on the continent to the present. (Previously HIS 116)

HIST 117

History of India [S/B] • • • • • • • • • • • • • • 5.0 Credits

This course is an introduction to the history of India from the earliest civilizations in the Indus Valley to the current political, social, and economic conditions of modern-day India. (Previously HIS 117)

HORT 240

Aquaculture Technology • • • • • 5.0 Credits

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 • • • • • 5.0 Credits

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 • • • • • 4.0 Credits

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 2451.

HORT 2451

Floriculture Lab • • • • • 1.0 Credit

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 • • • • • 4.0 Credits

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 HORT 2511.

HORT 2511

Plant Propagation Lab • • • • • 1.0 Credit

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 HORT 251.

Human Development

HDEV 100

College Success • • • • • 3.0 Credits

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. (Previously EDUC 100, which was previously ED 100)

HDEV 135

College Major/Career Planning • • • • • 3.0 Credits

This course is designed to assist students in gaining insight into interests, values, personality, strengths, and the decision-making processes necessary for choosing a college major and planning a career. This course is for those who are choosing, changing, or confirming their educational goals. Topics will include growing career opportunities, job hunting techniques, goal-setting, and tools for success. (Previously EDUC 135, which was previously ED 135)

Human Services

The Human Services program is being discontinued following the 2009-2010 school year. Only second year students are eligible to register for the 2009-2010 school year.

HS 101

Introduction to Social Work • • • • • 5.0 Credits

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 • • • • • 5.0 Credits

Introduction to psychopathology, personality theory, assessment, and counseling theories. The course includes 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/Chemical Dependency • 3.0 Credits

This 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 • • • • • 3.0 Credits

Introduction to publicly and privately funded social services. The services provided by the agencies are reviewed. Students also learn how to facilitate an appropriate referral and act as an effective advocate for people in need.

HS 105

Crisis Intervention • • • • • 3.0 Credits

This course is intended to introduce crisis theory and techniques for beginning counselors. Emphasis is 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 are also covered along with time spent on the actual practice of crisis intervention.

HS 110

HIV/AIDS Brief Risk Intervention • • • • • 1.0 Credit

Overview of interview/listening skills and counseling theories unique to the chemically dependent person (adult as well as child/adolescent) who is infected with HIV/AIDS or other bloodborne pathogens. Areas to be covered: etiology of HIV, transmission and infection control, testing and counseling, clinical manifestations and treatment, legal and ethical issues, and psychosocial issues. This course is required by the Washington State Department of Health for certification as a Chemical Dependency Counselor.

HS 120

Drug/Alcohol Counseling Techniques • • • • • 3.0 Credits

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 • • • • • 5.0 Credits

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 • • • • • 3.0 Credits

Understanding coordination of assessment, treatment planning, resource identification, service implementation, monitoring progress, legal documentation requirements, and evaluation of the chemically dependent patient.

ICS 255

Race and Ethnic Relations [S/B] • • • • • 5.0 Credits

Relationships among various ethnic and racial groups in America, patterns of immigration, assimilation and mobility, and inter-ethnic conflicts and coalitions are examined. Although the perspective is historical, contemporary data is used to explore the question of the persisting impact of ethnicity. Special attention is paid to the relationship between ethnicity and social class.

ICS 310

American Diversity [H] • • • • • 5.0 Credits

This course begins by defining diversity and then proceeds to examine the Workforce 2000 study and subsequent data from the U.S. Census Bureau showing how the demographics of the United States workforce and the economy at large are changing. This class provides a short history, cultural overview, and perspective about contemporary American diversity. Special attention is paid to Native Americans, Hispanic Americans, Asian Americans, and African Americans. Important topics include labor relations, race relations, and historic and modern patterns of migration and immigration. Each student develops a plan as to how a business/company should prepare for and respond to the changing workforce. Prerequisite: acceptance into the Bachelors of Applied Science in Applied Management program.

Japanese

JAPN& 121

Japanese I [H] • • • • • • • • • • 5.0 Credits

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 ENGL 099. (Previously JPSE 101)

JAPN& 122

Japanese II [H] • • • • • 5.0 Credits

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: JAPN& 121 or instructor's permission. **(Previously JPSE 102)**

JAPN& 123

Japanese III [H]• • • • • 5.0 Credits

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: JAPN& 122 or instructor's permission. **(Previously JPSE 103)**

JAPN& 221

Japanese IV [H] • • • • • 5.0 Credits

Extensive practice in all four language skills (reading, writing, speaking, and listening). The course includes cultural readings and includes an in-depth review of basic Japanese grammar, expansion of basic vocabulary, and a broadening of students understanding of Japanese culture (including geography, customs, daily life, and heritage). Prerequisite: JAPN& 123 or instructor's permission. (Previously JPSE 201)

JAPN& 222

Japanese V [H] • • • • • • • • • • • • • • • 5.0 Credits

Extensive practice in all four language skills (reading, writing, speaking, and listening). The course includes cultural readings and in-depth review of basic Japanese grammar, expansion of basic vocabulary, and a broadening of students understanding of Japanese culture. Prerequisites: JAPN& 221 or instructor's permission. **(Previously JPSE 202)**

JAPN& 223

Japanese VI [H] • • • • • 5.0 Credits

Extensive practice in all four language skills (reading, writing, speaking, and listening). The course includes cultural readings and in-depth review of basic Japanese grammar, expansion of basic vocabulary, and a broadening of students understanding of Japanese culture. Prerequisites: JAPN& 222 or instructor's permission. **(Previously JPSE 203)**

Machine Technology

MT 102

Solid Works for Machine Technology 5.0 Credits

An introduction to solidworks design software. The intent is to guide students through the software so they develop an understanding of how parts are designed as well as the concepts of blueprint construction/reading. The principles of geometric construction and constraints such as perpendicularity, concentricity, and parallelism are stressed so students are able to understand the workings of a precision model. Prerequisite: CA 100 or instructor's permission.

MT 111

Basic Machine Technology I • • • • • 5.0 Credits

This course is designed to give students skills in using measuring instruments, and concepts of machining with a metal lathe. Upon completion of this course, students should know how to turn and measure diameters within .001", cut threads, knurl, and cut tapers. Students will take the COMPASS test first week of class if not previously taken.

MT 1111

Basic Machine Technology I Lab • • • • • 1.0 - 9.0 Credits

Work on projects using the lathe to practice the concepts taught in the class.

MT 121

Basic Machine Technology II **5.0 Credits**

This course is designed to build skills and knowledge on vertical and horizontal milling machine. Upon completion, students 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 Technology II Lab **1.0 -9.0 Credits**

Work on projects using the lathe and milling machine to practice the concepts taught in class. Prerequisite: MT 1111 or instructor's permission.

MT 131

Basic Machine Technology III **5.0 Credits**

This course is designed to allow students to learn about job planning, scheduling, and estimating parts as well as producing a product suggested by the instructor. Prerequisites: successful completion of MT 102, MT 111/MT 1111, and MT 121/MT 1211 with a 2.0 or higher, or instructor's permission.

MT 1311

Basic Machine Technology III Lab **1.0 - 9.0 Credits**

Work on projects using the lathe and milling machine to practice the concepts taught in class. Prerequisite: MT 1211 or instructor's permission.

MT 201

Introduction to Engineering Material Science • • • • • 5.0 Credits

As an introductory course, the goal is to learn the fundamental nature of engineered materials, as applied to a Machine Technology Certificate or as a qualifying transfer class to bachelor program at a four-year institution. Instruction begins with the basics of how materials are organized on the atomic, microscopic, and macroscopic levels, how and why these produce a finished project. Though this course is more practical to the common processes used today, it also introduces new trends in materials manufacturing for sustainability, automation, and some of the recent developments in materials science using polymers, composites, ceramics, and advanced metal alloys. Materials science and engineering is an exciting field and an understanding of it is vital for technologists and engineers alike.

MT 211

Advanced Machine Technology I • • • • • 5.0 Credits

This course is designed to build skills and knowledge in Computer Numerical Controlled (CNC) milling. Upon completion of this course, students should be able to program, set up, and operate a CNC milling machine. Prerequisite: MT 131 or instructor's permission.

MT 2111

Advanced Machine Technology I Lab • • • • • 1.0 - 9.0 Credits

Work on projects using the lathe and milling machine to practice the concepts taught in class. Prerequisite: MT 211 or instructor's permission.

MT 221

Advanced Machine Technology II • • • • • 5.0 Credits

This course is designed to build skill and knowledge in CNC. Upon completion of this course, students should be able to program, set up, and operate CNC equipment. Prerequisite: MT 211 or instructor's permission.

MT 2211

Advanced Machine Technology II Lab • • • • • 9.0 Credits

Work on projects using the CNC to practice the concepts taught in class. Prerequisite: MT 2111 or instructor's permission.

MT 231

Advanced Machine Technology III • • • • • 5.0 Credits

This course is designed to build skill and knowledge in Computer Aided Manufacturing (CAM). Upon completion of this course, students 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 • • • • • 9.0 Credits

Work on projects using Solidworks, CAM system, and CNC milling machine to practice the concepts taught in class. Prerequisite: MT 2211 or instructor's permission.

MT 291

Basic Tool/Die • • • • • 1.0 - 18.0 Credits

This course is designed to teach students the basics of tool and die. The students work on various projects in tool and die design using CAD/CAM and CNC machines.

Mathematics

MATH 080

Whole Numbers • • • • • 1.0 Credit

Addition, subtraction, multiplication, and division. Class is held in the Learning Opportunities Center (LOC) where instruction is a lab format unless otherwise noted. Prerequisite: COMPASS score between 1-19. (Previously MTH 080)

MATH 081

Fractions • • • • • 1.0 Credit

Fraction operations and word problems. Class is held in the Learning Opportunities Center (LOC) where instruction is a lab format unless otherwise noted. Prerequisite: COMPASS score between 20-27. (Previously MTH 081)

MATH 082

Measures/Decimals/Percentages • • • • • 2.0 Credits

Decimals, ratios, proportions, percents, measurements, and graphs. Class is held in the Learning Opportunities Center (LOC) where instruction is a lab format unless otherwise noted. Prerequisite: MATH 081. (Previously MTH 082)

MATH 083

Review Basics • • • • • 2.0 Credits

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 is held in the Learning Opportunities Center (LOC) where instruction is a lab format unless otherwise noted. Prerequisite: COMPASS score between 28-43. (Previously MTH 083)

MATH 084

Algebra/Geometry • • • • • 2.0 Credits

This introductory course includes signed number operations, algebraic concepts, ratio and proportion, rectangular coordinates, angles, triangles, and area and volume. For students who have never taken algebra or who needs a refresher before enrolling in MATH 091. Prerequisite: MATH 082 with appropriate TABE test score, or MATH 083, or COMPASS 44-50 placement. (Previously MTH 084)

MATH 093

Vocation Review • • • • • 3.0 Credits

This course is primarily coverage of high school shop math and elementary algebra. Topics include measurement principles such as fractional measure calculations plus decimals, conversion of metric to standard and vice versa using various measuring devices, area and volume formulas of complex shapes, solution of linear equations and inequalities for industry application, along with reading of graphs intended for industrial usage and designed to meet deficiencies in computing measure for vocational applications. This course is for vocational students entering the various vocational disciplines, not intended to replace or augment MATH 096, MATH 097, MATH 098, or MATH 095. Prerequisite: MATH 084 or COMPASS test placement at MATH 096 or better and a grade of 2.5 or above. (Previously MTH 093)

MATH 095

Intermediate Algebra • • • • • 5.0 Credits

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 MATH 097 is acceptable but not advised or ASSET/COMPASS test placement. (Previously MTH 095)

MATH 096

Algebra Review 1 • • • • • 5.0 Credits

The first course of a three-quarter sequence (MATH 096, MATH 097, MATH 098) which covers elementary and intermediate algebra. Topics include: operations with real numbers, solutions of linear equations and inequalities, graphing lines, and applications of the aforementioned. Prerequisite: MATH 084 or COMPASS test placement. (Previously MTH 096)

MATH 097

Algebra Review 2 • • • • • 5.0 Credits

The second course of a three-quarter sequence (MATH 096, MATH 097, MATH 098) which covers elementary and intermediate algebra. 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 MATH 096 or COMPASS test placement. **(Previously MTH 097)**

MATH 098

Algebra Review 3 • • • • • 5.0 Credits

The third course of a three-quarter sequence (MATH 096, MATH 097, MATH 098) which covers elementary and intermediate algebra. Topics include: graphs of lines and parabolas, systems of equations, operations with radical expressions, complex numbers, solving quadratic equations, and 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 MATH 097. **(Previously MTH 098)**

MATH 100

Algebraic Tools for Vocational Application • • • • • 2.0 Credits

The first course of a three-quarter sequence designed to introduce the vocational student to the tools necessary to solve mathematical problems applicable to the student's trade. Topics include operations with natural numbers, integers, and rational numbers; introduction to set theory; solving linear equations; linear. Prerequisite: COMPASS test placement at MATH 096 or 2.5 or higher in MATH 093. **(Previously MTH 100)**

MATH 102

Geometric Tools for Vocational Applications • • • • • 3.0 Credits

The second course of a three-quarter sequence designed to introduce the vocational student to the tools necessary to solve mathematical problems applicable to the student's trade. Topics include fundamental instruction in plane and solid geometry including linear, area, and volumetric calculations of various composite shapes. Prerequisite: 2.0 or higher in MATH 100. (Previously MTH 102)

MATH 106

Business Mathematics • • • • • 5.0 Credits

Mathematical concepts used in business such as interest, buying, selling, and depreciation. Required by some majors for AAS degree; does not satisfy math requirement for AA degree. This course does not satisfy the prerequisite requirements for courses requiring MATH 095. Prerequisite: MATH 084 or COMPASS test placement. **(Previously MTH 106)**

MATH 108

Math for Early Childhood Education • • • • • 5.0 Credits

An elementary introduction to problem-solving, fractions and decimals, probability and statistics, geometry and measurement, and functions and graphs. Intended for early childhood and para education majors only. Prerequisite: MATH 084 or COMPASS test placement. **(Previously MTH 108)**

MATH 109

Trigonometric Tools for Vocational Application • • • • • 3.0 Credits

The third course of a three-quarter sequence designed to introduce vocational students to the mathematical tools necessary to solve problems applicable to the student's trade. Topics include trigonometric functions, emphasis on right angle triangles; law of sines; law of cosines; solving oblique triangles; and vectors. Prerequisite: 2.0 or higher in MATH 102. (Previously MTH 109)

MATH 111

Automotive Math • • • • • 5.0 Credits

Mathematical concepts listed in the automotive trades including algebraic functions, geometry, interest, discounts, brief review of micrometer reading, and the physics of engine design. Required by Automotive for AAS degree; does not satisfy math requirement for AA degree. Prerequisite: MATH 084 or COMPASS test placement. **(Previously MTH 111)**

MATH 112[illegible]

A mathematics course designed to assist machine students with the tools necessary to solve problems associated with the field of endeavor-the machine shop. Topics include algebraic manipulation of equations, both linear and quadratic with graphs. The use of ratios, direct and inverse proportions especially in relation to gears. Introduction to geometric principles, volumes of various shapes, and right angle and oblique trigonometry required for Machine Technology for AAS degree; does not satisfy math requirement for AA degree. Prerequisite: grade of 2.0 or better in MATH 095 or MATH 098, or permission of program lead with input from instructor.

MATH 113

Geometry/Trigonometry [M/S] • • • • • 5.0 Credits

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 PHYS& 121. Prerequisite: grade of 2.0 or better in MATH 095, MATH 098, or COMPASS test placement. **(Previously MTH 113)**

MATH 121

Structure of Elementary Math [M/S]. 5.0 Credits

An introduction to problem-solving principles and strategies, sets and logic, numeration 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 MATH 095, MATH 098, or COMPASS test placement. **(Previously MTH 121)**

MATH 122

Informal Geometry/Elementary Teachers [M/S][Q/SR] • • • 5.0 Credits

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 AA degree, provided that MATH 121 has also been successfully completed. Prerequisite: grade of 2.0 or better in MATH 121. **(Previously MTH 122)**

MATH 123

Algebra, Probability, & Statistics for Elementary

Teachers [M/S][Q/SR] 5.0 Credits

An elementary introduction to algebraic reasoning, probability, and statistics. Primarily for elementary education majors. This course satisfies the quantitative skills requirement for the AA degree, provided that MATH 121 has been successfully completed. Prerequisite: grade of 2.0 or better in MATH 121. **(Previously MTH 123)**

MATH 147

Finite Math [M/S] [Q/SR] 5.0 Credits

Fundamental concepts of mathematics emphasizing appreciation and respect for precise definitions and logical reasoning. A course especially 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 MATH 095, MATH 098, or COMPASS test placement. **(Previously MTH 147)**

MATH 243

Linear Algebra [MS/] [Q/SR] • • • • • 5.0 Credits

Designed for 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 MATH& 151. (Previously MTH 243)

MATH 246

Discrete Structures [M/S] [Q/SR] • • • • • • • • • • **5.0 Credits**
An introduction to discrete mathematics, trees, graphs, elementary logic, and combinatorics with applications to computer science. Prerequisite: grade of 2.0 or better in MATH& 141. A knowledge of computers, programming, and calculus would be beneficial but is not required. (Previously MTH 246)

MATH 255

Differential Equations [M/S] [Q/SR] • • • • • • • • • • **5.0 Credits**
Beginning course in differential equations. Topics include first order methods, linear differential operators, Laplace transforms, series methods, and numerical techniques. Prerequisite: MATH& 153 or equivalent. MATH& 153 may be taken concurrently. (Previously MTH 254)

MATH& 107

Math In Society [M/S] [Q/SR] • • • • • • • • • • **5.0 Credits**
This class is designed for students who have successfully completed intermediate algebra. This 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 AA degree. Prerequisite: grade of 2.0 or better in MATH 095, MATH 098, or COMPASS test placement. (Previously MTH 130)

MATH& 141

Precalculus I [M/S] [Q/SR] • • • • • • • • • • **5.0 Credits**
Designed to prepare students for entry into basic calculus. Precalculus I together with Precalculus II is designed to prepare students for entry into the calculus sequence: MATH& 151, MATH& 152, MATH& 153, and MATH& 254. 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 MATH 095, MATH 098, or COMPASS test placement. Students completing MATH& 141 may not receive graduation credit for MATH& 144. (Previously MTH 154)

MATH& 142

Precalculus II [M/S] [Q/SR] • • • • • • • • • • **5.0 Credits**
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, conic sections, parametric and polar equations, systems of equations, matrices and determinants, and vectors. Prerequisite: grade of 2.0 or better in MATH& 141. Students completing MATH& 142 may not receive graduation credit for MATH& 144. (Previously MTH 155)

MATH& 144

Precalculus I & II [M/S] [Q/SR] • • • • • • • • • • **5.0 Credits**
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: COMPASS test placement or instructor's permission. Students completing MATH& 144 may not receive graduation credit for MATH& 141 and/or MATH& 142. (Previously MTH 157)

MATH& 146

Introduction to Stats [M/S] [Q/SR] • • • • • • • • • • **5.0 Credits**
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 MATH 095, MATH 098, or COMPASS test placement. (Previously MTH 143)

MATH& 148

Business Calculus [M/S] [Q/SR] • • • • • • • • • • **5.0 Credits**
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 MATH& 141 or COMPASS test placement. (Previously MTH 210)

MATH& 151

Calculus I [M/S] [Q/SR] • • • • • • • • • • **5.0 Credits**
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 MATH& 141 and MATH& 142 or MATH& 144, or COMPASS test placement. (Previously MTH 231)

MATH& 152

Calculus II [M/S] [Q/SR] • • • • • • • • • • **5.0 Credits**
A continuation of MATH& 151. 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 MATH& 151 or equivalent. (Previously MTH 232)

MATH& 153

Calculus III [M/S] [Q/SR] • • • • • • • • • • **5.0 Credits**
A continuation of MATH& 152. 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 MATH& 152 or equivalent. (Previously MTH 233)

MATH& 254

Calculus IV [M/S] [Q/SR] • • • • • • • • • • **5.0 Credits**
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 Stokes's Theorem. Prerequisite: grade of 2.0 or better in MATH& 153 or equivalent. (Previously MTH 234)

Mechanical Maintenance

MEC 111

Mechanical and Fluid Power Transmission • • • • • • • • • • **4.0 Credits**
Introduction to the concepts of mechanical and fluid power transmission including principles of heat, steam, heat transfer, and fluid flow. Prerequisite: NT 111.

Medical Assistant

MA 111

Pharmacology I • • • • • • • • • • **5.0 Credits**
Provides a basic knowledge of pharmacology including the legal ethical issues, the terms and abbreviations, the involvement of governmental agencies, the role of the providers and allied health professional, reading, interpreting and documenting the medication orders; and the effects of medication and common drugs used with each body system including antineoplastics, analgesics, antipyretics, nutritional supplements, and alternative medicines. Prerequisites: MATH 082 or COMPASS score of MATH 083. Required admission into the Medical Assistant program. Information available at the Health Sciences Division office, (509) 544-8300.

MA 114

Human Body Structure, Function and Diseases I • • • • • 4.0 Credits

This is the first of two structure and function classes introducing cellular function, organ systems of the body, the anatomy and physiology of the integumentary, skeletal, muscular, nervous, endocrine systems, the senses and the blood, and the common diseases and their pathology of each of these body systems. Prerequisites: AOT 147/HIT 147. Required admission into the Medical Assistant program. Information available at the Health Sciences Division office, (509) 544-8300.

MA 115

Clinical Procedures Theory I • • • • • 4.0 Credits

Provides a theoretical foundation in medical asepsis and infection control, vital signs, phlebotomy, the medical record, physical agents to promote tissue healing, radiology, sterilization and disinfection, minor office surgery, eye and ear assessment and procedures, the physical examination, and hematology. Prerequisite: required admission into the Medical Assistant program. Information available at the Health Sciences Division office, (509) 544-8300.

MA 1151

Clinical Procedures Lab I • • • • • 4.0 Credits

This lab class provides for a practice in basic patient exam techniques/procedures/lab tests commonly performed in the physician's office or clinic. Lab to be taken concurrently with MA 115. Prerequisite: required admission into the Medical Assistant program. Information available at the Health Sciences Division office, (509) 544-8300.

MA 140

Administrative Medical Assistant Office Procedures I • • • 5.0 Credits

This course defines the front office roles and responsibilities of an administrative medical assistant. Major topics covered are a history of the profession, communication, patient education, and performing administrative office duties including reception, appointment scheduling, and the use of computers in the medical office. Prerequisite: acceptance into the Medical Assisting program.

MA 141

Career Development for Medical Assistants • • • • • 2.0 Credits

This class covers professionalism in a medical office, successful job search, interview techniques, the importance of networking, and how to be successful on the job. Prerequisite: required admission into the Medical Assistant program. Information available at the Health Sciences Division office, (509) 544-8300.

MA 211

Pharmacology II • • • • • 5.0 Credits

This is the second of two pharmacology classes. This class includes the administration of medication including: safety and quality assurance, enteral, percutaneous, and parenteral routes of medication, medication for multi-system application, and medications related to body systems. Prerequisites: MATH 082 or COMPASS score of MATH 083. Required admission into the Medical Assistant program. Information available at the Health Sciences Division office, (509) 544-8300.

MA 214

Human Body Structure, Function and Diseases II • • • • • 4.0 Credits

This is the second of two body classes and includes the circulatory system, lymphatic system and immunity, the respiratory system, the digestive system, nutrition and metabolism, the urinary system, fluid and electrolyte balance, acid-base balance, the reproductive system, growth and development, and the common diseases and their pathology of each of these body systems. Prerequisites: AOT 147/HIT 147. Required admission into the Medical Assistant program. Information available at the Health Sciences Division office, (509) 544-8300.

MA 215

Clinical Procedures Theory II • • • • • 4.0 Credits

This class provides a theoretical foundation for the gynecological exam and prenatal care pediatric exam, cardiopulmonary procedures, colon procedures, introduction to the clinical laboratory, urinalysis, phlebotomy, hematology, blood chemistry and serology, medical microbiology, and office emergencies. Prerequisite: required admission into the Medical Assistant program. Information available at the Health Sciences Division office, (509) 544-8300.

MA 2151

Clinical Procedures Lab II • • • • • 4.0 Credits

This class provides for a practice in basic patient exam techniques/procedures/lab tests commonly performed in the provider's office or clinic. Lab to be taken concurrently with MA 215. Prerequisite: required admission into the Medical Assistant program. Information available at the Health Sciences Division office, (509) 544-8300.

MA 240

Administrative Medical Assistant Office Procedures II • • • 5.0 Credits

This course will expand on front office roles and responsibilities of an administrative medical assistant. Major topics covered are introductory level bookkeeping, medical billing, medical banking services and procedures, management of practice finances, and the use of computers in the medical office. Prerequisite: acceptance into the Medical Assisting program.

MA 241

Externship Seminar • • • • • 1.0 Credit

This course is to be taken concurrently with the Externship for Medical Assistants. The seminar provides current information regarding workplace issues, technologies, and advancements in healthcare pertinent to the Externship experience. Students engage in discussions based on their experiential learning opportunities within the Externship. Prerequisites: successful completion of all other Medical Assistant courses with a GPA of 2.0 or higher. Required admission into the Medical Assistant program. Information available at the Health Sciences Division office, (509) 544-8300.

MA 2413

Externship • • • • • 6.0 Credits

This class provides an opportunity to apply the theory learned in the classroom setting to a healthcare setting through practical, hands-on experience. Prerequisites: successful completion of all other Medical Assistant courses with a GPA of 2.0 or higher. Required admission into the Medical Assistant program. Information available at the Health Sciences Division office, (509) 544-8300.

Medical Imaging Technology

IMAGE 100

Bone Densitometry • • • • • 4.0 Credits

An in-depth analysis of bone densitometry positioning, exposure techniques, quality control, film critiquing, and radiation safety. Prerequisite: currently enrolled in an approved Radiologic Technology program or ARRT Certified Radiologic Technologist.

IMAGE 110

Bone Densitometry Clinical Practicum • • • • • 4.0 Credits

Students are assigned to a bone densitometry department for 132 hours to satisfy clinical competency requirements of the ARRT for eligibility to sit for the ARRT advanced-level exam in bone densitometry. Prerequisite: currently enrolled in an approved Radiologic Technology program or ARRT Certified Radiologic Technologist.

IMAGE 225

Mammography • • • • • 4.0 Credits

An in-depth analysis of mammographic positioning, exposure techniques, quality control, film critiquing, and radiation safety. prerequisite: currently enrolled in an approved Radiologic Technology program or ARRT Certified Radiologic Technologist.

MUSC 136

Piano Class • • • • • 2.0 Credits

Group piano instruction for music majors and minors who cannot meet entrance requirements in piano and for all students interested in beginning piano. (Previously MUS 136)

MUSC 137

Jazz Band • • • • • • • • • • • 1.0 - 3.0 Credits
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 AA degree. Prerequisite: audition and/or instructor's permission. (Previously MUS 137)

MUSC 138[illegible]**MUSC 139**[illegible]**MUSC 140**

Vocal Jazz • • • • • • • • • • • 1.0 - 3.0 Credits

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 AA degree. Prerequisite: instructor's permission. (Previously MUS 140)

MUSC 147

Instrument Ensemble • • • • • 1.0 Credit
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 AA degree. (Previously MUS 147)

MUSC 151

Brass Techniques • • • • • • • • • • 1.0 - 3.0 Credits
Class instruction in fundamentals and materials for beginning students on brass instruments. Cornet, trumpet, French horn, baritone horn, trombone, sousaphone, and tuba. (Previously MUS 151)

MUSC 152

Percussion Techniques • • • • • • • • • • 2.0 Credits
Class instruction in fundamentals and materials for beginning students on percussion instruments. (Previously MUS 152)

MUSC 153

Woodwind Techniques • • • • • • • • • • 2.0 Credits
Class instruction in the fundamentals and materials for beginning students on woodwind instruments. Clarinet, saxophone, flute, oboe, and bassoon. (Previously MUS 153)

MUSC 154

Woodwind & Flute • • • • • 2.0 Credits
Class instruction in the fundamentals and materials for beginning students on woodwind instruments. Clarinet, saxophone, flute, oboe, and bassoon.
(Previously MUS 154)

MUSC 155

Wood/Oboe/Bassoon • • • • • • • • • • **2.0 Credits**
Class instruction in the fundamentals and materials for beginning students on woodwind instruments. Clarinet, saxophone, flute, oboe, and bassoon.
(Previously MUS 155)

MUSC 156

Wood/Oboe/Bassoon • • • • • • • • • • **2.0 Credits**
Class instruction in the fundamentals and materials for beginning students on woodwind instruments. Clarinet, saxophone, flute, oboe, and bassoon.
(Previously MUS 156)

MUSC 161

Beginning Folk Guitar • • • • • 2.0 Credits
Group guitar instruction in the fundamentals of folk guitar playing for the beginner, including basic strums, chords, and note reading. (Previously MUS 161)

MUSC 162

Intermediate Folk Guitar 2.0 Credits
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. (Previously MUS 162)

MUSC 171

Ear Training Fundamentals • • • • • • • • • • 1.0 Credit
This class focuses 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 MUSC& 141. Offered fall quarter only. (Previously MUS 171)

MUSC 172

Ear Training Fundamentals • • • • • 1.0 Credit
This class focuses on developing the skills to correctly identify triads in first and second inversion, basic chord progressions, and cadences. This class should be taken concurrently with MUSC& 142. Offered winter quarter only. (Previously MUS 172)

MUSC 173

Ear Training Fundamentals • • • • • • • • • • 1.0 Credit
This class focuses 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 MUSC& 143. Offered spring quarter only. (Previously MUS 173)

MUSC 181[illegible]**MUSC 207**

Music Literature Survey I 3.0 Credits
The historical forms and styles of musical literature with emphasis on the style and period in relation to the cultural development. Classes need not be taken in sequence. Music from the Middle Ages through the Baroque (1750). Prerequisite: MUSC& 105. (Previously MUS 207)

MUSC 208

Music Literature Survey II • • • • • 3.0 Credits
The historical forms and styles of musical literature with emphasis on the style and periods in relation to the cultural development. Music of the Classical and Romantic Periods (1750-1900). (Previously MUS 208)

MUSC 209

Music Literature Survey III • • • • • 3.0 Credits
The historical forms and styles of musical literature with emphasis on the style and period in relation to the culture development. Music of the 20th century. (Previously MUS 209)

MUSC 210

Electronic Music I • • • • • • • • • • 3.0 Credits

A beginning course focusing on the study of musical sounds and MIDI synthetic sound productions through the use of digital synthesizers and sequencers. Prerequisites: one quarter of piano or demonstrated piano proficiency and instructor's permission. (**Previously MUS 210**)

NT 220

Nuclear and Special Processes Instrumentation • • • • • 5.0 Credits

This course focuses on the in-depth knowledge required for specific jobs tailored to the instrumentation and control maintenance discipline. It builds upon the general and system component knowledge gained in the first level of the program. Both generic and plant specific equipment will be included in the instruction. Prerequisites: completion of NT 111, NT 121, NT 131, NT 141, ELT 111, MEC 111 with a grade of at least 2.5 in each class.

NT 230

Nuclear Facility Instrumentation I • • • • • 5.0 Credits

The first of two courses that focus on the in-depth knowledge and skills needed to maintain instrumentation in a nuclear power plant. Will include training on specific components of the power plant. Prerequisite: completion of NT 220 with a grade of 2.5 or above.

NT 240

Nuclear Power Plant Instrumentation II • • • • • 5.0 Credits

The second of two courses that focus on the in-depth knowledge and skills needed to maintain instrumentation in a nuclear power plant. Will include training on specific components of the lower plant. Prerequisite: completion of NT 230 with a grade of 2.5 or higher.

NT 241

Nuclear Facility Instrumentation II • • • • • 5.0 Credits

This course focuses on the in-depth knowledge and skills needed to maintain instrumentation in a nuclear facility. Prerequisite: completion of NT 230 with a grade of 2.5 or higher.

Nursing

NRS 101

Basic Pharmacology • • • • • 1.0 - 3.0 Credits

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. All must have a grade of 2.0 or above.

NRS 111

Nursing I • • • • • 1.0 - 7.0 Credits

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 BIOL& 241/BIOL& 241L or concurrent enrollment. All must have a grade of 2.0 or above.

NRS 1111

Nursing I Lab • • • • • 1.0 - 4.0 Credits

Lab to be taken concurrently with NRS 111.

NRS 121

Nursing II • • • • • 1.0 - 5.0 Credits

A continuation of the skills and concepts introduced in NRS 111/NRS 1111. 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 part of the course. Prerequisites: NRS 101; NRS 111/NRS 1111; BIOL& 241/BIOL& 241L; BIOL& 242/BIOL& 242L; PSYC& 100 or concurrent enrollment. All must have a grade of 2.0 or above.

NRS 1211

Nursing II Lab • • • • • 1.0 - 5.0 Credits

Lab to be taken concurrently with NRS 121.

NRS 131

Nursing III • • • • • 1.0 - 5.0 Credits

A continuation of NRS 121/NRS 1211 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: BIOL& 242/BIOL& 242L; NRS 121/NRS 1211; PSYC& 100, and ENGL& 101 or concurrent enrollment. All must have a grade of 2.0 or above.

NRS 1311

Nursing III Lab • • • • • 1.0 - 5.0 Credits

Lab to be taken concurrently with NRS 131.

NRS 1351

Nursing Trends Lab • • • • • 2.0 Credits

A campus laboratory experience designed to allow nursing students 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.

NRS 141

Practical Nursing • • • • • 1.0 - 5.0 Credits

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/NRS 1311, ENGL& 101. All must have a grade of 2.0 or above.

NRS 1411

Practical Nursing Lab • • • • • 1.0 - 6.0 Credits

This course provides a basic understanding of the role of the Licensed Practical Nurse. This quarter is designed to expand knowledge and skill base as well as help students to recognize and identify specific situation and problem areas which require critical thinking and problem-solving skills. Current issues in healthcare and the Washington state laws related to the Licensed Practical Nurses are reviewed. It is also designed to assist in the transition of student to graduate Practical Nurse and meet the eligibility requirements to write the State Board Exam for Licensure. Team-leading and delegation principles are introduced and students participate in planned team-leading activities in the clinical setting. Additionally, an introduction to community health nursing is provided. Prerequisites: successful completion of NRS 131/NRS 1311, or the student is a Licensed Practical Nurse and has met the requirements for entrance into the Advanced Placement program.

NRS 151

Advanced Placement • • • • • 1.0 - 11.0 Credits

This course is offered to LPNs licensed in the state of Washington. An LPN may apply for advanced placement into the second year of the Nursing program. This course is offered summer quarter on a space available basis.

NRS 201

Pharmacology • • • • • 1.0 Credit

This class will supplement, review, and reinforce information provided on pharmacology of drugs that have been covered in Nursing I, II, III, and IV. Students review drug classifications and pharmacological principles associated with medication administration, while relating this information to a corresponding patient diagnosis as well as understanding the related nursing implications. Students are also challenged with medication calculations throughout the course of the program. Prerequisites: current enrollment in NRS 211/NRS 2111.

PMD 203

Paramedic III • • • • • 6.0 Credits

This is the third course in the Paramedic sequence. It provides skills and knowledge necessary to assess and manage medical emergencies specifically: cardiac, neurological, and endocrine emergencies as well as allergies and anaphylaxis. At the completion of this course students, will be certified in ACLS. This 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. Prerequisite: completion of PMD 202/PMD 2023 with a grade of 2.0 or above.

PMD 2033

Paramedic III Lab 3.0 Credits

The lab portion of this course introduces students to the policies and 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. Lab to be taken concurrently with PMD 203.

PMD 204

Paramedic IV 6.0 Credits

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 and burn injuries, as well as head, neck, chest, abdominal, and other musculoskeletal trauma. This 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 this course introduces students to the policies and 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/PMD 2033 with a grade of 2.0 or above.

PMD 2043

Paramedic IV Lab 3.0 Credits

Lab to be taken concurrently with PMD 204.

PMD 205

Paramedic V 6.0 Credits

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. This 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 this course introduces the students to the policies and 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/PMD 2043 with a grade of 2.0 or above.

PMD 2053

Paramedic V Lab **3.0 Credits**

Lab to be taken concurrently with PMD 205.

PMD 206

Paramedic VI • • • • • 6.0 Credits

Sixth and final major course in the Paramedic sequence. This 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. This 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 students 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 • • • • • • • • • • • • • **3.0 Credits**

Lab to be taken concurrently with PMD 206.

PMD 2103

Extended Paramedic Internship • • • • • **1.0 - 3.0 Credits**

This course is provided to current paramedic students who are working to complete field and/or hospital internship requirements as required by the program. This course follows the National Curriculum for Paramedic Training and allows students 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 • • • • • 2.0 Credits

A course designed to provide Paramedic students the opportunity to explore professional issues important to the success of a certified paramedic. The focus is on 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 • • • • • 1.0 - 2.0 Credits

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 led by parenting education instructors. This 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 • • • • • 1.0-2.0 Credits

Parents and children ages 12 to 24 months attend class together once a week. A quality early learning program taught by an early childhood specialist is offered to the children. Parents assist in the classroom with developmentally appropriate activities. During group discussion led by a parenting education instructor, parents develop realistic age-level expectations, clarify personal child rearing values, explore child guidance techniques, and discuss contemporary family issues.

POLS& 204

Comparative Government [S/B] • • • • • • • • • • 5.0 Credits

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. (Previously PS 101)

Psychology

PSYC 103

Applied Psychology [S/B] • • • • • • • • • • 3.0 Credits

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. (Previously PSY 100)

PSYC 106

Child Growth & Development • • • • • • • • • • 3.0 Credits

This course provides an overview of all aspects of child growth and the developmental stages of children from conception to adolescence, including the physical, cognitive, linguistic, emotional, mental, social, and personality development of the child. Provides an understanding of the things and situations that can affect how a child behaves. (Previously PSY 106)

PSYC 201

Social Psychology [S/B] • • • • • • • • • • 5.0 Credits

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. (Previously PSY 201)

PSYC 205

Psychology of Adjustment [S/B] • • • • • • • • • • 5.0 Credits

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. (Previously PSY 205)

PSYC 2972

Field Experience • • • • • • • • • • 1.0 - 3.0 Credits

Students work as volunteers in a community agency and complete a journal and report (usually 1 credit). Prerequisites: PSYC& 100 and instructor's permission. (Previously PSY 2972)

PSYC& 100

General Psychology [S/B] • • • • • • • • • • 5.0 Credits

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. (Previously PSY 101)

PSYC& 180

Human Sexuality • • • • • • • • • • 5.0 Credits

A survey of human sexuality from biological, psychological, sociocultural, and sociobiological perspectives. Topics include sexual orientation, sexual dysfunction, and sexually transmitted diseases. (Previously PSY 230)

PSYC& 200

Lifespan Psychology [S/B] • • • • • • • • • • 5.0 Credits

A comprehensive survey of psychological development of the human from conception to death in relation to biological, physical, social, and psychological conditions. Prerequisite: PSYC& 100. (Previously PSY 240)

PSYC& 220

Abnormal Psychology [S/B] • • • • • • • • • • 5.0 Credits

Explores mental disorders from sociocultural, neurobiological, psycho dynamic, cognitive, and behavioral perspectives. Describes maladaptive mental disorders as well as their incidence and treatment. Prerequisite: PSYC& 100. (Previously PSY 202)

Radio Broadcasting

RBR 101

Radio Broadcasting 1 • • • • • • • • • • 8.0 Credits

This course is designed to prepare individuals for entry-level employment in the radio broadcasting field. Students learn about music format and programming, marketing, and sales. Opportunities to work on the air on KTCV FM 88.1. This class is a special Tech Prep course in partnership with Tri-Tech.

RBR 102

Radio Broadcasting 2 • • • • • • • • • • 8.0 Credits

This is the second course in a series designed to prepare individuals for entry-level employment in the radio broadcasting field. Students learn about music format and programming, marketing, and sales. Opportunities to work on the air on KTCV FM 88.1. This class is a special Tech Prep course in partnership with Tri-Tech.

RBR 103

Radio Broadcasting 3 • • • • • • • • • • 8.0 Credits

This is the third course in a series designed to prepare individuals for entry-level employment in the radio broadcasting field. Students learn about music format and programming, marketing, and sales. Opportunities to work on the air on KTCV FM 88.1. Internship possibilities along with job shadows. This class is a special Tech Prep course in partnership with Tri-Tech.

Radiologic Technology

RATEC 101

Introduction to Radiologic Technology • • • • • • • • • • 1.0 Credit

Surveys types and operations of hospital departments. Students learn medical ethics, basic radiation protection, chemistry and methods of film processing, and construction of film. Prerequisite: acceptance into the Radiologic Technology program.

RATEC 102

Radiographic Physics • • • • • • • • • • 5.0 Credits

Examines X-ray circuits, tubes, and X-ray equipment. Topics include design and application, troubleshooting and maintenance, equipment testing, imaging intensification, cineradiography, and advanced imaging procedures. Prerequisite: acceptance into the Radiologic Technology program.

RATEC 103

Principles of Radiographic Exposure • • • • • • • • • • 3.0 Credits

Presents basic elements of radiologic technique and other factors influencing it. Format includes two-hour lectures and two-hour labs each week. Prerequisite: acceptance into the Radiologic Technology program.

RATEC 104

Advanced Radiographic Procedures • • • • • • • • • • 4.0 Credits

Examines the theory and principles of contrast media used in radiologic examinations and special positioning. Prerequisite: acceptance into the Radiologic Technology program.

RATEC 105

Introduction to Radiographic Technique • • • • • • • • • • 2.0 Credits

Introduces concepts of electromagnetic radiation necessary to understanding the production and control of X-radiation. Students learn how the radiographic image is created and what factors affect the appearance of that image. Prerequisite: acceptance into the Radiologic Technology program.

RATEC 106

Computed Imaging • • • • • • • • • • 2.0 Credits

Presents computed imaging in comparison to screen-film technology. Topics include identifying components, understanding how they affect the image, and quality control. Prerequisite: acceptance into the Radiologic Technology program.

SPAN 250

Intermediate Conversational Spanish • • • • • • **1.0 - 5.0 Credits**
Intensive practice in speaking Spanish for students who have already gained a knowledge of beginning-level grammar and vocabulary. Class is conducted entirely in Spanish. Prerequisite: one year of college-level Spanish or instructor's permission. (Previously SPA 250)

SPAN 251

Intermediate Conversational Spanish • • • • • • **1.0 - 5.0 Credits**
Intensive practice in speaking Spanish for students who have already gained a knowledge of beginning-level grammar and vocabulary. Class is conducted entirely in Spanish. Prerequisite: one year of college-level Spanish or instructor's permission. (Previously SPA 251)

SPAN 252

Intermediate Conversational Spanish • • • • • • **1.0 - 5.0 Credits**
Intensive practice in speaking Spanish for students who have already gained a knowledge of beginning-level grammar and vocabulary. Class is conducted entirely in Spanish. Prerequisite: one year of college-level Spanish or instructor's permission. (Previously SPA 252)

SPAN 260

Spanish Literature Readings [H] • • • • • • • **3.0 Credits**
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: SPAN& 223 or instructor's permission. (Previously SPA 260)

SPAN 261

Spanish Literature Readings [H] • • • • • • • **3.0 Credits**
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: SPAN& 223 or instructor's permission. (Previously SPA 261)

SPAN 262

Spanish Literature Readings [H] • • • • • • • **3.0 Credits**
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: SPAN& 223 or instructor's permission. (Previously SPA 262)

SPAN& 121

Spanish I [H] • • • • • • • • • • • • • **5.0 Credits**
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 ENGL 099. (Previously SPA 101)

SPAN& 122

Spanish II [H] • • • • • • • • • • • • • **5.0 Credits**
Introduction to the Spanish language including conversational skills, reading, writing and grammar, and Hispanic culture including geography, customs, daily life, and heritage. Prerequisite: SPAN& 121 or instructor's permission. (Previously SPA 102)

SPAN& 123

Spanish III [H] • • • • • • • • • • • • • **5.0 Credits**
Introduction to the Spanish language including conversational skills, reading, writing, grammar, Hispanic culture including geography, customs, daily life, and heritage. Prerequisite: SPAN& 122 or instructor's permission. (Previously SPA 103)

SPAN& 221

Spanish IV [H] • • • • • • • • • • • • • **5.0 Credits**
Extensive practice in all four language skills (reading, writing, speaking, and 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: SPAN& 123 or instructor's permission. (Previously SPA 201)

SPAN& 222

Spanish V [H] • • • • • • • • • • • • • **5.0 Credits**
Extensive practice in all four language skills (reading, writing, speaking, and 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: SPAN& 221 or instructor's permission. (Previously SPA 202)

SPAN& 223

Spanish VI [H] • • • • • • • • • • • • • **5.0 Credits**
Extensive practice in all four language skills (reading, writing, speaking, and 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: SPAN& 222 or instructor's permission. (Previously SPA 203)

Surgical Technology

SRGT 101

Introduction to Surgical Technology • • • • • • • **4.0 Credits**
An introduction to the knowledge and techniques essential to the surgical technician in preparation for a surgical procedure. Areas of emphasis include: expertise in preparation/utilization of equipment and supplies, sterilization and disinfection, aseptic techniques, instrumentation, surgical accessories and duties of the surgical technologist, and working as a member of the surgical team.

SRGT 1011

Introduction to Surgical Technology Lab • • • • • • • **2.0 Credits**
An introduction to the knowledge and techniques essential to the surgical technician in preparation for a surgical procedure. Areas of emphasis include: expertise in preparation/utilization of equipment and supplies, sterilization and disinfection, aseptic techniques, instrumentation, surgical accessories and duties of the surgical technologist, and working as a member of the surgical team.

SRGT 102

Disease Transmission and Control • • • • • • • • **3.0 Credits**
This class provides an understanding of the basic concepts of microbiology as related to surgical procedures and overall patient safety, and proper application in the operating room environment as identified in the core curriculum for surgical technologists.

SRGT 103

Ethics & Professionalism • • • • • • • • • • **2.0 Credits**
This class provides an understanding of the necessary ethical and legal background to address ethical dilemmas, participate in the functioning of organizational ethical issues and ethics committees, ethical and legal concepts, the law as related to every aspect of the decision-making process in the healthcare setting, and resolving ethical conflicts and dilemmas.

SRGT 104

Pharmacology for the Surgical Technologist • • • • • • • **5.0 Credits**
This class provides a basic knowledge of the language of pharmacology including: reading, interpreting, and documenting medication orders; systems of measurement and conversions; measuring medications for administration; calculating dosages and solutions; routes of administration for the surgical patient; anesthesia agents and principles of anesthesia administration; and medications used in emergency situations in the operating room. Prerequisites: completion of major support classes for Surgical Technology and acceptance into the Surgical Technology program.

SRGT 110

Operating Room Aide • • • • • • • • • • • • **3.0 Credits**
This class teaches the essential knowledge to help students build a sound foundation to be a part of the operating room team.

SRGT 1101

Operating Room Aide Lab • • • • • • • • • • • • **2.0 Credits**
This class teaches the essential knowledge necessary to build a sound foundation to function as an operating room aide.

WT 1031

Advanced Shield Metal Arc Welding • • • • • 1.0 - 10.0 Credits

This course develops welding skills to meet AWS and ASME standards using the shielded metal arc process. Prerequisite: WT 2021 or instructor's permission.

WT 1041

Shield Metal Arc Welding Certification • • • • • 1.0 - 10.0 Credits

Advanced development of arc welding skills to meet AWS, WABO, and ASME certification standards using the shielded metal process. Prerequisite: WT 1031 or instructor's permission.

WT 1051

Gas Metal Arc Welding (MIG) Certificate • • • • • 1.0 - 10.0 Credits

An introduction to gas metal arc welding consisting of manipulative skills using the gas metal arc process. Prerequisite: WT 1031 or instructor's permission.

WT 108

Fabrication Technique I • • • • • 1.0 Credit

This course is designed to aid students in understanding the variables that greatly affect welding fabrication. Prerequisites: WT 1021 or instructor's permission.

WT 1081

Fabrication Technique I Lab • • • • • 3.0 Credits

This course is designed to aid students in understanding the variables that greatly affect welding fabrication. Students get hands-on and field work experience utilizing a welding truck for structural fabrication, including hoisting and rigging. Prerequisite: WT 1021 or instructor's permission.

WT 1301

Metallic Arc Refresher • • • • • 1.0 - 10.0 Credits

Designed primarily for tradesmen who need upgrading in shielded metallic arc welding. Includes instruction and practice for upgrading skills, test qualifications, and special application. Prerequisite: trade experience; a test may be given to verify experience.

WT 144

Welding Upgrade • • • • • 1.0 Credit

This course provides an opportunity for journeyman welders to upgrade their skills for current employment opportunities. Prerequisite: instructor's permission. Credits depend on how many hours.

WT 154

WABO Testing • • • • • 1.0 - 2.0 Credits

This course provides required testing to meet the standards for structural steel welding. When students pass the test, the Welding department submits required test results to the Washington Association of Building Officials (WABO) and they issue certification to the student. Prerequisite: instructor's permission. Credits depend on what type of test.

WT 201

Weldability of Metals • • • • • 1.0 - 5.0 Credits

This course introduces the concepts that explain the metallurgical behavior and determine the weldability of ferrous and non-ferrous metals. Prerequisites: WT 1041, WT 108, and WT 1081.

WT 2011

Introduction to Pipe Welding • • • • • 1.0 - 10.0 Credits

An introduction to pipe welding using mild steel pipe and the shield metal arc process with E6010/E7081 covered electrode. Develop the necessary welding skills and techniques to prepare for certification in accordance with ASME code. Prerequisite: WT 1041, WT 1051, or instructor's permission.

WT 202

Welding Inspection • • • • • 1.0 - 5.0 Credits

This course is designed to acquaint students with fundamental information and to help in the preparation for the AWS Welding Inspector Certification examination.

WT 2021

Gas Tungsten Arc Welding (TIG) • • • • • 1.0 - 10.0 Credits

This course is designed for the welding of plate and pipe using the gas tungsten arc welding (GTAW) process. Instruction stresses developing proper manipulative techniques and skills necessary to certify using the GTAW process. Prerequisite: WT 2011 or instructor's permission.

WT 2031

Pipe Welding Certification • • • • • 1.0 - 10.0 Credits

This course emphasises qualification tests for piping and tubing. Prerequisite: WT 2021 or instructor's permission.

WT 208

Fabrication Technique II • • • • • 1.0 Credit

This course is designed to aid students in understanding the variables that greatly affect welding fabrication. Prerequisite: WT 2021 or instructor's permission.

WT 2081

Fabrication Technique II Lab • • • • • 3.0 Credits

This course is designed to aid students in understanding the variables that greatly affect the welding of pipe fabrication. Students get hands-on and field work experience utilizing a welding truck for pipe fabrication including hoisting and rigging. Prerequisite: WT 2021 or instructor's permission.

WT 2301

Pipe Welding Refresher • • • • • 1.0 - 10.0 Credits

This course is designed for tradesmen who need upgrading on pipe welding procedures and skills 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 • • • • • 1.0 - 3.0 Credits

\$10 lab fee required.

WT 241

Automated Welding • • • • • 1.0 - 5.0 Credits

This class examines the principle of orbital tube and pipe welding: the welding equipment in how it functions, proper set up of equipment, how to create weld schedules, controlling welding variables, material preparation, and weld joint fit up and safety.

WT 2411

Automated Welding Lab • • • • • 1.0 - 5.0 Credits

This is a lab class that facilitates the practical application of orbital tube and pipe welding. Safe set up of welding equipment, material preparation, weld joint fit up, and practical orbital welding will take place. Prerequisite: concurrent enrollment in WT 241.

Wine Tasting Room Attendant

WINE 100

Wine Tasting Room Attendant • • • • • 1.0 - 7.0 Credits

This course prepares participants for employment in setting where wine is served and/or tasted. Major concepts include the history of wine, major wine varietals, wine pouring and tasting, pairing of wine and food, and legal issues associated with wine service. Preparation for licensure through the Washington State Liquor Control Board may be provided as part of the class. Students desiring the licensure will be required to pay an extra fee. Prerequisite: students must be at least 21-years-old to participate in wine tasting, and to be employed as a wine server.

Women's Studies

WS 155

Women's Cultural Heritage [H] • • • • • 5.0 Credits

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] **5.0 Credits**
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.



Miscellaneous



Pasco Campus Map



Rev. 8/09

A	Administration Bldg.
AF	Foundation
B	Business Bldg.
C	Classroom Bldg.
D	Gymnasium
G	Student Services (HUB)
H	Industrial Complex
I	Karchner Ag. Tech. Bldg.
K	Library
L	Maintenance
M	Maintenance Annex
M-1	Grounds Maintenance
M-2	AG Technology Center
N	Observatory
O	Performing Arts Bldg.
P	Lee R. Thornton Center
S/T	Utility Bldg.
U	Vocational Bldg.
V	CH2M Hill Technology Center
W	

Administrative offices	A Bldg.
Admissions/Registration	H Bldg.
Assessment Testing	H Bldg.
CLS Center for Laboratory Sciences	T Bldg.
Counseling/Career Center	H Bldg.
CBC Bookstore	H Bldg.
CBC Business office	A Bldg.
CBC Foundation office	AF Bldg.
Cafeteria	H Bldg.
Copy Center	I Bldg.
Dental Clinic	T Bldg.
Diversity Commons	T Bldg.
Esvett Gallery (art gallery)	P Bldg.
Financial Aid	H Bldg.
Fitness Center	G Bldg.
Graphics & Printing	I Bldg.
Gjerde Center	H Bldg.
Information Technology	T Bldg.
Library	L Bldg.
Media Center	W Bldg.
Security & Safety office	C Bldg.
Student Employment	H Bldg.
Student Body offices (ASB)	H Bldg.
Theatre	P Bldg.
Resource Center	H Bldg.
Writing Center	B Bldg.

Campus Security (509) 542-4819
 Cell Phone 521-4599
 (after hours and weekends)



September 2009 – August 2010

Academic Calendar

SEPTEMBER 2009

S	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 2009

S	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 2009

S	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 2009

S	M	T	W	Th	F	Sa
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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 2010

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24	25	26	27	28	29	30
31						

FEBRUARY 2010

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MARCH 2010

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21	22	23	24	25	26	27
28	29	30	31			

APRIL 2010

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MAY 2010

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JUNE 2010

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JULY 2010

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AUGUST 2010

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FALL 2009

In-service days	Teaching learning days	Student success days	Instructional days	Non-instructional days
5	1	0	54	1

WINTER 2010

In-service days	Teaching learning days	Student success days	Instructional days	Non-instructional days
0	1	1	55	0

SPRING 2010

In-service days	Teaching learning days	Student success days	Instructional days	Non-instructional days
0	1	0	53	0

Legend:



Beginning of quarter



Finals



Holiday-no evening classes on any holiday



Non-Instructional Day



Grades Due



Teaching/Learning Day



Student Success Day



Inservice

September 2010 – August 2011

Academic Calendar

SEPTEMBER 2010

S	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
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OCTOBER 2010

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28	29	30				

DECEMBER 2010

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0	1	0	53	0

Legend:



Beginning of quarter



Finals



Holiday-no evening classes on any holiday



Non-Instructional Day



Grades Due



Teaching/Learning Day



Student Success Day



Inservice

CALENDAR TERMS AND DEFINITIONS

1. **ACADEMIC YEAR** - Four consecutive quarters beginning with Summer Quarter.
2. **CONTRACT DAY** - A day faculty members are expected to be engaged in teaching activities or other designated activities as part of their annual 176 day contract.
3. **COMMENCEMENT** - Graduation ceremony scheduled by the College. All faculty members are required to participate unless excused by the President of the College. Commencement itself is a contract day for faculty.
4. **COUNSELOR/LIBRARIAN FACULTY** - Faculty who are employed as Counselors or Librarians.
5. **FINALS** - Final exam days as designated on the academic calendar. All exams must be given at the times designated in the Finals Schedule. Any deviation from the published Finals Schedule must be done in consultation with the division dean. Extended day, weekend and distance learning class exams may be given during the last scheduled class, or at a time designated by the instructor. Times selected may not conflict with the published Finals Schedule.
6. **INSTRUCTIONAL DAY** - A contract day in which classes are scheduled for students and faculty.
7. **INSTRUCTIONAL FACULTY** - Faculty whose primary assignment is teaching.
8. **INSTRUCTIONAL YEAR** - Three consecutive academic quarters beginning with Fall Quarter.
9. **IN-SERVICE DAYS** - Up to ten contract days for all faculty in which faculty members are to be engaged in activities which promote personal professional development and/or support meeting college goals and objectives. Faculty members may have specific work assignments during In-Service days defined by division, department or program needs.
10. **NON-INSTRUCTIONAL DAYS** - Days within the instructional year which the college is open, but there are no classes scheduled. These are not contract days for the instructional faculty. They may be contract days for the counselor and librarian faculty.
11. **PROFESSIONAL DAYS** - Up to seven days each year included in the annual workload of all faculty. These days are to be used to the scholarship of teaching and learning.
12. **STUDENT SUCCESS DAY** - One day each Winter Quarter beginning February 2010 during which all students and faculty are to be engaged in activities which promote student success. Daytime classes will not meet. This is considered to be an instructional day for faculty and students. Extended day and distance learning classes will meet as usual.
13. **TEACHING/LEARNING DAY** - One of three scheduled days each academic year during which faculty are to be engaged in the assessment work required by the College's assessment plan for accreditation purposes.

6/02/08

**Faculty, Administrative Exempt and
Board of Trustees**



Board of Trustees, Administration, Deans

Board of Trustees

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Salvador Beltran, Jr.

Reneé Finke

Wayne Martin

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Administration

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William Saraceno, *Senior Vice President for Administration*

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Joseph Montgomery, *Institutional Effectiveness*

Gary Olson, *Math and Science*

William Woodward, *Agriculture Education, Research, and Development*



David E. Abbott (1985)

Associate Professor, English

M.A., B.A., Washington State University

Sylvia Alvarez (2007)

Counselor, Counseling

M.S.W., Eastern Washington University

B.S.W., Heritage University

Alexandria S. Anderson (2008)

Instructor, Mathematics

M.S., B.A., Western Washington University

David F. Arnold (1998)

Associate Professor, History

Ph.D., M.A., University of California, Los Angeles

B.A., Washington State University

Stephen P. Badalamente (1994)

Assistant Professor, Library

M.L.S., B.A., University of Washington

Kathleen E. Barr (2000)

Assistant Professor, Human Services

M.S., Eastern Washington University

B.A., Central Washington University

Margaret A. G. Bartrand (1992)

Associate Professor, Mathematics

Ph.D., M.S., Washington State University

B.A., Whitman College

Mary M. Bloomsburg (2005)

Assistant Professor, Administrative Office Technology

B.S., Weber State University

A.A., Administrative Office Technology

Toure Bourama (1997)

Assistant Professor, Mathematics

Ph.D., M.S., University of Paris

Chaoura Bourouh (2008)

Instructor, Sociology

Ph.D., M.A., American University

Michael A. Brady (2006)

Instructor, Biology

M.S., B.A., Central Washington University

A.G.S., Big Bend Community College

Donna T. Brouns (1990)

Associate Professor, Counseling

M.S., Eastern Washington University

B.S., Washington State University

A.A., Columbia Basin College

Gary B. Bullert (1992)

Associate Professor, Political Science

Ph.D., M.A., Claremont Graduate School

B.A., Stanford University

Laura J. Burns (1998)

Assistant Professor, Nursing

M.N., B.S.N., Montana State University

A.D.N., College of St. Marys

D. R. Burroughs (1999)

Assistant Professor, Music

M.M., B.M., University of Idaho

Michael W. Cable (2009)

Instructor, WorkFirst

B.A., Washington State University

Ronald E. Campbell (2002)

Assistant Professor, Theatre

M.F.A., Humboldt State University

B.F.A., University of Idaho

Beverly Casey (1993)

Counselor, Resource Center

M.Ed., B.A., Washington State University

A.A., Columbia Basin College

David L. Cazier (1993)

Associate Professor, Music

M.M., B.A., Central Washington University

A.A., Columbia Basin College

Debjani Chakrabarti (2004)

Assistant Professor, Sociology

Ph.D., Mississippi State University

M.A., Delhi School of Economics

B.A., Presidency College

Robert B. Chisholm (2000)

Assistant Professor, History/Political Science

Ph.D., University of Pittsburgh

B.A., M.A., Queen's University, Ontario, Canada

Heidi L. Clarke (2003)

Instructor, Medical Assistant

Certificate Pima Medical Institute

Certified Medical Assistance

John Edward Cochran (2003)

Assistant Professor, Biology

Ph.D., Kennedy Western University

M.S., University of Wyoming

B.S., Seattle Pacific University

Noel G. Commeree (1967)

Associate Professor, English

M.A., Seattle University

B.A., Central Washington University

James Blackburn Craig (1998)

Assistant Professor, Art

M.F.A., University of Montana

B.F.A., Florida Atlantic University

Curtis E. Crawford (1990)

Assistant Professor, Mathematics

M.S., B.S., Western Washington University

Nicholas D. Criddle (2006)

Assistant Professor, Mathematics

M.S., Washington State University

B.S., Washington State University

A.A., Columbia Basin College

Tamra L. Crider (2006)

Assistant Professor, Administrative Office Technology

B.A., Washington State University

Antonio Cruz (1996)

Associate Professor, Spanish

M.A., B.A., Washington State University

Donald Wayne Curry (2005)

Instructor, Welding

A.A.S., Columbia Basin College

Certified Welder

Melissa Dehaan (1985)

Assistant Professor, Computer Science

B.A., Washington State University

A.A., A.A.S., Columbia Basin College

Carolyn Deleon (2000)

Assistant Professor, Counseling

M.Ed., Washington State University

B.A., University of Massachusetts

A.A., Endicott College

Jerry L. Delich (1994)

Associate Professor, Psychology

M.S., B.S., Washington State University

Clark Community College

David L. Dunterman (1980)

Associate Professor, Physical Education

M.A., Eastern Washington University

M.P.E., Idaho State University

B.S., Whitman College

A.A., Walla Walla Community College

Steven M. Dye (2009)

Instructor, Worker Retraining

B.A., Washington State University

Julia R. Epperly (1994)

Assistant Professor, ESL

M.A., Washington State University Tri-Cities

B.A., University of California, Davis

Rene M. Fox (2007)

Instructor, Radiologic Sciences

B.S., Washington State University

A.A.S., Wenatchee Valley College

Jana D. Freese (2008)

Instructor, ABE/GED

M.Ed., Heritage University

B.A., University of California, Davis

Carol Gassman (1998)

Assistant Professor, Chemistry

M.S., B.S., Virginia Polytechnic Institute and State University

Linda C. Goetz (2007)

Educational Planner, Counseling

M.Ed., Heritage College

B.A., Eastern Washington University

Karen E. Grant (1981)

Professor, Chemistry

M.S., University of Wisconsin

B.S., Bates College

Joan M. Guercia (2008)

Instructor, Nursing

M.S.N., Walden University

B.A., Erskine College

A.D.N., Columbia Basin College

Theron M. Hall (2007)

Instructor, Welding

A.A.S., Blue Mountain Community College

Certified Welder

Sharon L. Harris (1993)

Associate Professor, Biology

M.S., B.A., Central Washington University

B.A., Central Washington State College

Melissa R. Hasham (2006)

Assistant Professor, Mathematics

M.S., Montana State University

B.S., Montana State University

Rhody C. Hayes (1982)

Assistant Professor, Autobody Technology

A.A.S., Columbia Basin College

Michael H. Heimigner (2007)

Instructor, Criminal Justice

M. Ed. Criminal Justice, University of Alabama

B.S. Eastern Oregon University

Charles E. Henry (1981)

Associate Professor, Computer Science
M.S., Washington State University
B.S., Oregon State University
A.A.S., Columbia Basin College

Kristy L. Henscheid (2008)

Instructor, Biology
Ph.D., University of Oregon
B.S., University of Idaho

Mary Jane Hoerner (1987)

Associate Professor, Nursing
M.N., B.S.N., Washington State University

Eugene A. Holand (1981)

Associate Professor, Business
B.A., Eastern Oregon State University
A.A., A.A.S., Columbia Basin College

Melissa K. Holmes (1999)

Assistant Professor, English
M.A., Western Washington University
B.A., Western Washington University

Tracy K. Horntvedt (1999)

Assistant Professor, Nursing
M.S.N., Ball State University
B.A., B.S.N., Washington State University
A.D.N., Columbia Basin College

Randall G. Hubbs (1987)

Associate Professor, Music
M.A., B.A., Central Washington University

Donald M. Humphrey (2006)

Assistant Professor, Computer Science
M.Ed., Heritage University
B.S., Eastern Washington University
A.A., Columbia Basin College

Leslie K. Irwin (2008)

Instructor, Nursing
B.S., Walla Walla College

Gary Isakson (2005)

Assistant Professor, ABE/GED
M.A., B.A., Eastern Washington University

Gwendolyn L. James (2000)

Assistant Professor, English
M.A., B.A., Eastern Washington University
A.A., Community Colleges of Spokane

Stephen J. Jette (1998)

Associate Professor, Engineering Technology
M.S., Montana State University
B.S., University of Montana

Manjushree Jindal (2000)

Assistant Professor, Mathematics
M.S., California State University at Hayward
M.S.C., Punjabi University, India

Gary D. Key (1998)

Assistant Professor, Business
M.B.A., University of Dallas
B.S., Arkansas Polytechnic University

Cheryl L. Klym (2008)

Instructor, ESL
M.Ed., Heritage University
B.S.W., Walla Walla University

Lon B. Kongsli (1980)

Assistant Professor, Counseling
M.Ed., Heritage College
B.T., A.T., Oregon Institute of Technology

Michael J. Lee (1999)

Assistant Professor, English
M.A., Western Washington University
B.A., University of Idaho

Nina C. Liebler (1991)

Assistant Professor, ABE/GED
M.A., Washington State University
B.S., Pennsylvania State University

Shurong Liu (2008)

Instructor, Physics
Ph.D., Washington State University
M.S., B.S., Tianjin Normal University-China

James Lynch (1989)

Associate Professor, Biology
D.V.M., Washington State University
M.S., University of Idaho
B.A., Oakland University

Shari M. Martin (2008)

Director Instructor, Surgical Technology
Certificate, Clover Park Technical College
Certified Surgical Technician for Clover Park Technical College

Guadalupe M. Martinez (1993)

Assistant Professor, Administrative Office Technology
B.A., Eastern Washington University

Matt Mathesius (1993)

Associate Professor, English
M.A., B.A., Western Washington University
A.A., Community Colleges of Spokane

Melissa K. McBurney (2006)

Assistant Professor, Library
M.S., University of North Carolina
B.A., North Carolina State University

Paul H. Meier (1981)

Associate Professor, Mathematics
M.S., University of Idaho
B.S., Eastern Illinois University

Elaina M. Meiners (2006)

Assistant Professor, English
M.Ed., Washington State University
M.A., B.A., Eastern Washington University
A.A., Walla Walla Community College

Jesse Mickelson (2001)

Assistant Professor, Mathematics
M.S., B.S., Washington State University

Christopher F. Mitchell (2006)

Assistant Professor, Welding
A.A.S., Columbia Basin College

Melissa A. Mitchell (2007)

Instructor, ABE/GED
M. Ed., Portland State University
B.A., Portland State University

Shirley J. Moffitt (1991)

Associate Professor, Nursing
M.S.N., Bellarmine College, Louisville
B.S.N., A.D.N., Eastern Kentucky University

Kerrin A. Molton (2007)

Instructor, Agriculture
M.S., Agriculture, Washington State University
B.S., Washington State University

Pamela M. Morris (2000)

Assistant Professor, Nursing
M.A., California School of Professional Psychology
B.S.N., M.N., Washington State University
B.A., Idaho State University
A.D.N., Columbia Basin College

Joyce M. Oates (1993)

Assistant Professor, Counseling
M.A., University of Oregon
B.A., University of Hawaii
A.A., Kapiolani Community College

Janet D. Ogden (2002)

Assistant Professor, Dental Hygiene
B.A., Antioch University

John M. Patrick (1979)

Professor/Head Volleyball Coach, Physical Education
M.Ed., University of Oregon
B.S., Oregon State University

Dennis L. Pearson (1977)

Associate Professor, English
M.A., B.A., Central Washington University

Robert Pedersen (1992)

Associate Professor, English
M.A., B.A., Washington State University

Tracy L. Petre (2001)

Assistant Professor, Art
M.F.A., University of Cincinnati
B.A., M.A., Central Washington University

Gregory V. Pierce (2001)

Assistant Professor, Art
M.F.A., San Diego State University
B.A., New York State College of Ceramics/Alfred University

Monty L. Prather (2006)

Assistant Professor, Automotive Technology
A.A.S., Columbia Basin College

Drew Proctor (1994)

Associate Professor, Library
M.L.S., University of Maryland
B.S., University of Nevada

Virginia Quinley (1983)

Professor, Theatre and Speech
M.A., B.A., Washington State University

Churairat T. Robbins (1993)

Associate Professor, Computer Science
M.Ed., Heritage College
B.S., Washington State University
B.Ed., Srinakharinwirot University

Todd M. Rogers (2006)

Assistant Professor, Chemistry
Ph.D., Montana State University
B.S., Eastern Oregon University

Frederick F. Romanski (2009)

Instructor, Business
J.D., Marquette University
B.S., Wisconsin State University-Stevens Point

Melissa A. Rusch (2007)

Instructor, Biology
Ph.D., University of Minnesota - Twin Cities
B.S., St. Norbert College

Larry T. Russell (2007)

Instructor, Mathematics
M. Ed., Washington State University
B.S., University of Nevada

Anthony A. Sako (1995)

Associate Professor, Computer Science
B.S., University of Washington

Dorothy S. Sandmeier (1989)

Associate Professor, Learning Opportunities Center
M.Ed., Eastern Washington University
B.A., University of Oregon

Dean T. Schau (1986)

Assistant Professor, Economics
M.A., Washington State University
B.A., Central Washington University

Lane D. Schumacher (2002)

Educational Planner/Head Men's Basketball Coach, Counseling
M.Ed., B.A., Northwest Nazarene University

Bradley J. Sealy (1999)

Assistant Professor, English
M.S., Boise State University
M.A., University of North Carolina
B.A., University of California

Aissata Sidibe (1995)

Associate Professor, Physics
M.S., University of California, Davis
M.S., B.S., University of Abidjan

Anita H. Smith (1993)

Associate Professor, ABE/GED
M.Ed., B.A., Eastern Washington University

John P. Spence (2008)

Instructor, Mathematics
M.S., University of Idaho
B.S., Lewis-Clark State College

Lynn D. Stedman (2006)

Assistant Professor, Dental Hygiene
M.Ed., University of Washington
B.S., University of Washington
M.A., Antioch University

Kay L. Stevens (2003)

Assistant Professor, Psychology
M.S., B.S., Washington State University

Laura Stoker (1998)

Instructor/Athletic Trainer, Physical Education
M.A., Canyon College
B.S., Eastern Washington University

Cassandra L. Strickland (2007)

Instructor, Geology
M.S., Kansas State University
B.S., University of Toledo

Yongsheng Sun (1994)

Associate Professor, ESL
Ph.D., Washington State University
M.Ed., Heritage College
B.A., Inner Mongolia Teachers' University

Mark A. Taff (2000)

Assistant Professor, Anthropology
Ph.D., M.A., B.A., U.C., Berkeley

Teresa Thonney (1986)

Assistant Professor, English
Ph.D., University of Washington
M.A., B.A., Eastern Washington University

Valerie P. Topham (2007)

Instructor, Nursing
M.S.N., Washington State University
B.S.N., University of Texas at Arlington
A.D.N., Columbia Basin College

Sean B. Totten (2008)

Instructor, Automotive Technology
A.A., Universal Technical Institute

Kimberley A. Tucker (1997)

Assistant Professor, Nursing
M.N., B.S.N., Washington State University

Gene D. Tyssen (1979)

Associate Professor, Counseling
Ph.D., M.A., Washington State University
B.A., Moorehead State University

Stacey L. Vladimiroff (1999)

Assistant Professor/Assistant Volleyball Coach, Physical Education
M.P.E., Emporia State University
B.S., Eastern New Mexico University
A.A., Columbia Basin College

Daniel L. Von Holten (2000)

Assistant Professor, Automotive Technology
Certificate, National Institute for Automotive Service Excellence
Certified ASE Professional

Jennifer von Reis (2000)

Assistant Professor, Biology
M.S., California Polytechnic State University
B.S., University of Michigan

Clifford Wakeman (1994)

Assistant Professor, English/Humanities
M.A., San Francisco State University
B.A., University of California
A.A., Modesto Junior College

Robert Walker (1999)

Assistant Professor, Machine Technology
A.A.S., Walla Walla Community College

Tammy D. Wend (2001)

Assistant Professor, Business
M.P.A.C., B.S., Montana State University

Debbie L. Wolf (1999)

Assistant Professor, Computer Science
B.A., Washington State University
A.A.S., Columbia Basin College

Thomas P. Woodall (1990)

Associate Professor, ESL
M.A., Monterey Institute of International Studies
B.A., University of Washington

Margaret Woods (1991)

Assistant Professor, History
M.A., B.A., Washington State University

James Lee Wutzke (2005)

Assistant Professor, Speech
M.S., Washington State University
B.A., Washington State University

Paige A. Wyatt (1996)

Associate Professor, Engineering Technology
M.S., Washington State University
B.S., Oklahoma State University

Carol D. Wysocki (1995)

Associate Professor, Business
Ph.D., M.B.A., Washington State University
B.S., Eastern Oregon University
B.S., Iowa State University

Ying Yu (2004)

Assistant Professor, Library
M.S., University of Illinois at Urbana-Champaign
B.A., Shaanxi Normal University

Limin Zhang (1993)

Associate Professor, Mathematics
Ph.D, M.S., Washington State University
M.S., B.S., Northeast University of Technology

Nancy N. Adams (2009)

Assistant Director for Development, Foundation

Dawn Y. Alford (2001)

Assistant Director for College Relations, College Relations

B.A., Southern University A&M

Jeremy L. Beard (2001)

Associate Athletic Director/Associate Head Baseball Coach, Athletics

M.A., InterContinental University

B.S., Oregon State University

Lavonne K. Boler (1993)

Assistant Dir. Schedule Production & Spec. Projects, Enrollment

Derek R. Brandes (2002)

Dean of Career & Technical Education, Career & Technical Education

M.A., B.A., Washington State University

Brady L. Brookes (2007)

Exec. Asst. to VP of Administration, Administration

Deborah A. Brown (2004)

Worker Retraining Program Director, Worker Retraining

M.S.W., Eastern Washington University

A.A., Spokane Community College

Debbie Bruce (1974)

Bookstore Operations Director, Bookstore

Margaret M. Buchmiller (1994)

Assistant Dean of Support Services, Student Services

M.Ed., Central Washington University

B.A., Washington State University

Donna E. Campbell (1972)

Interim Vice President for Instruction, Instruction

M.N., University of Washington

B.S.N., Washington State University

A.A., Columbia Basin College

Patricia A. Campbell (1993)

Dean for Enrollment Services, Enrollment

M.A., B.A., Humboldt State University

Nicole K. Clary (2009)

Retention Specialist, HEP

M.S.W., Portland State University

B.A., Western Washington University

A.A., Columbia Basin College

Jason S. Clizer (2001)

Basic Skills Project Director, Basic Skills/Transitional Studies

M.A., Gonzaga University

B.A., Eastern Washington University

Guadalupe Contreras (2009)

Retention Specialist, CAMP

Ed.M., Washington State University

B.A., Washington State University

A.A., Columbia Basin College

Teresa Cox (1984)

HR Operations Director, Human Resources

A.A., Columbia Basin College

Andrew M. Crawmer (2006)

Assistant Director for Outreach, Outreach

B.S., Corban College

Richard W. Cummins (1990)

President, President's office

Ph.D., Gonzaga University

M.F.A., University of Arizona

B.A., University of Cincinnati

Bruce B. Davis (2002)

Small Bus. Development Director, Small Business Development

M.A., Washington State University

B.S., University of Idaho

Ortencia T. De Perez (2005)

Executive Assistant for Vice President of HR, Human Resources

Brian Dexter (1999)

Director of Information Services, Information Services

A.A., Columbia Basin College

Albert H. Downs (2004)

Capital Projects Director, Administration

A.A., Pierce College

Debra S. Downs (2007)

Director of Accounting, Fiscal Operations

Jennifer H. Everson (2005)

Foundation Development Director, Foundation

B.S., University of Idaho

Carolyn D. Fazzari (2001)

Director ECE, Parent Education & Early Learning Center, Early

Childhood Education

B.A., Eastern Washington University

Miriam M. Fierro (2006)

CAMP Director, CAMP

M.A., Eastern Washington University

B.A., Psychology, Western Washington University

Curt Freed (1994)

Dean for Health Sciences, Health Sciences

M.Ed., Heritage College

B.S., Washington State University

Keeley E. Gant (2009)

Workforce Recruitment & Enrollment Spec., Workforce Programs

B.S., Washington State University

Rogelio S. Garcia (2002)

Director for Outreach, Outreach

M.Ed., Heritage College

B.A., Northwest Nazarene University

Rolando Garcia (2002)

Title V Director/Assistant Women's Basketball Coach, Diversity/Title V

M.A., Washington State University

B.A., Northwest Nazarene University

A.A., Columbia Basin College

Roberto Garza (2001)

HEET Grant Director, Health Sciences

B.A., Washington State University

A.A., Columbia Basin College

Camilla J. Glatt (2004)

Vice President for HR & Legal Affairs, Human Resources

J.D., Gonzaga University School of Law

B.A., Washington State University

Cruz R. Gonzalez (2006)

Title V Institutional Director, Title V

M.B.A., Walden University

B.S., Central Washington University

Barbara Jo Grant (1987)

Executive Asst. to VP for Student Services, Student Services

A.A.S., Columbia Basin College

Michael Grinnell (1977)

Assistant Vice President for Fiscal Operations, Fiscal Operations

B.A., Eastern Washington University

Lori A. Hafner (2001)

Director of Basic Skills/Transitional Studies, Basic Skills/Transitional Studies

Shanna J. Halsey-Corson (1979)

Director of Assessment Center, Assessment Center

B.A., Washington State University

Cheryl L. Holden (2001)

Director of High School Programs/Head Women's Basketball Coach, High School Programs

M.A., Antioch University-McGregor

B.A., Central Washington University

Madeline T. Jeffs (2000)

Vice President for Student Services, Student Services

Ph.D., M.A., B.A., Michigan State University

Richard T. Jones (1999)

Director of Institutional Research, Institutional Research

B.A./B.S., Brigham Young University

Gustavo M. Juarez (2005)

Instruction & Outreach Specialist, HEP

M.A., University of Tampa

Donna L. Korstad (1970)

Associate Registrar, Admissions/Registration

Daphne S. Larios (2007)

Opportunity Grant Director, Opportunity Grant

B.A., Heritage University

David J. Lemak (2009)

Director for the BAS Program, Bachelor of Applied Science Program

Ph.D., Arizona State University

M.B.A., Indiana University

B.A., Ohio Wesleyan University

Sivya S. Leventhal (2006)

Asst. Director Student Success & Engagement, Student Success

B.A., George Washington University

Jerrold N. Lewis (1993)

Elearning and Web Services Director, Communications Technology

B.A., University of Washington

Daphne J. Lightfoot (1991)

Director of Student Employment Services, Student Employment

B.A., Washington State University

William L. McKay (1992)

Dean for Arts/PE/Humanities, Arts & Humanities

M.M., University of Texas at Austin

B.A., University of Washington

Sally D. Meador (2004)

Training Specialist Worker Retraining, Worker Retraining

B.A., Western Washington University

Deborah R. Meadows (1979)

Dean for Social Sciences/ World Lang./ Bus./Info. Tech.

Ed.D., International Graduate School

M.Ed., B.S., University of Idaho

Ying-Chen L. Milbrath (2004)

Tech Prep Director, Tech Prep

Ph.D., University of Virginia

M.S., Indiana State University

B.A., Tunghai University Taiwan

Marion E. Molton (1980)

Basic Skills Dean, Basic Skills/Transitional Studies
M.Ed., Heritage College
B.A., University of Birmingham
Coventry College of Education

Joseph C. Montgomery (2005)

Dean Institutional Effectiveness, Institutional Research
Ph.D., M.S., Colorado State University
B.S., University of Washington

Frank B. Murray (2000)

Communications Director, College Relations
B.A., Washington State University

Kelsey M. Myers (2004)

New Student Center Assistant Director, Student Services
M.Ed., B.A., Western Washington University

Tom M. Nguyen (2001)

Upward Bound Tutor Coordinator, Upward Bound
B.A., Washington State University

Eric E. Nilson (2003)

Paramedic Program Coordinator, Paramedic
A.A., University of Alaska

Gary A. Olson (1981)

Interim Math Science Dean, Math/Science
M.S., B.A., Western Washington University

Janet E. O'Neill (1990)

Associate Director of Financial Aid, Financial Aid
B.S., Oregon State University
B.A., Eastern Oregon State College

Guadalupe Perez (1990)

Executive Assistant To President, President's office

Cecilia M. Ratliff (2000)

Student Financial Aid Director, Financial Aid
M.Ed., Heritage College
B.A., Oregon State University

Brett T. Riley (2008)

Director for Grants, Grants Administration
M.B.A., Eastern Michigan University
B.S., Washington State University

Debbie A. Risk (1998)

Foundation Operations Director, Foundation

Casey E. Roberts (2009)

Outreach & Activity Specialist, Outreach
B.A., Whitman College

Eduardo Rodriguez (2001)

Assistant Director for Technical Services, Information Services
A.A.S., Columbia Basin College

Nancy A. Roe (1997)

Assistant Director for Enrollment Services, Enrollment
A.A., Columbia Basin College

Scott D. Rogers (1997)

Director of Athletics, Athletic
M.A., B.Ed., Gonzaga University
A.A., Bellevue Community College

Robert M. Rosselli (2008)

CEO for Foundation, Foundation
M.B.A., Michigan State University
B.A., Baldwin Wallace College

William E. Saraceno (1985)

Senior VP for Administrative Services, Administration
M.B.A., Nova University
B.S., Eastern Oregon State College

Alice B. Schlegel (2004)

Director for Student Success & Engagement, Student Programs
B.A., University of Montevallo

Jason M. Schlegel (2008)

Assistant Director for BAS Program & Director of FYI, Bachelor of Applied Science Program
M.Ed., Western Washington University
B.A., The Evergreen State College

Charles L. Schmidt 1988

Director of Plant Operations, Maintenance

Deborah A. Severin (2005)

Special Assistant to VP of HR & Legal Affairs, Human Resources
A.A.S., Columbia Basin College

David A. Spiel (2008)

Web Services Design & E-Learning Specialist, Communications Technology
A.A.S., Spokane Community College

Donna L. Starr (1995)

Information Services Coordinator, Information Services
B.S., Washington State University

Troy Stratford

Director Paramedic, Paramedic
B.S., University of Idaho

Amy R. Stroud (2006)

Retention Specialist, Student Support Services
B.A., Washington State University
A.A., Columbia Basin College

Adán G. Suárez (2001)

HEP Director, HEP
M.Ed., WSU Tri-Cities
B.A., Eastern Washington University
A.A., Columbia Basin College

Teresa L. Sundblad (2004)

WorkFirst Training Specialist, WorkFirst
M.Ed., Seattle University
B.A., University of Washington

Adán F. Tijerina (1992)

TRIO Programs Director, Student Support Services
M.Ed., Washington State University
B.A., Western Washington University

Elizabeth M. Toomey (2006)

Special Projects Director, Agriculture
B.A., Western Washington University

Martin Valadez (2006)

Vice President for Diversity & Outreach, Diversity
M.A., Stanford University
B.A., UCLA

Susan A. Vega (1989)

Upward Bound Project Director, Upward Bound
M.Ed., Washington State University
B.A., Washington State University
A.A., Columbia Basin College

Debra J. Wagar (2003)

WorkFirst Program Director, WorkFirst
M.A., Washington State University
B.A., Central Washington University

Gabriela M. Whitemarsh (2007)

Acting Director NW ETEP & Activity Specialist, Math/Science & Diversity
B.A., University of Washington

Denise L. Williamson (2008)

Payroll Manager, Human Resources

Steve Baer, *Music*

Sully Bayless, *Business*

Russ Beyers, *English*

Don Bogenberger, *Speech*

Darryl Boone, *Humanities*

Annette Bowden, *Administrative Office Technology*

Cathy Clary, *Counseling*

Morse Clary, *Art*

Terry Crabb, *Music*

Jim Corkrum, *Agriculture*

Gary Culbert, *Welding Tech*

G. Richard Dibble, *Business*

Gerry Emery, *Business Technology*

Marlin Friedrich, *Social Science*

Kae Fullagar Hopkins, *Business Tech*

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*

Richard Manke, *Engineering Technology*

Ted Neth, *Art*

Gary Olson, *Mathematics*

Marilla Petersen, *Nursing*

Russ Schmeeckle, *Social Science*

Sharon Schwenk, *Mathematics*

Ray Seitz, *Science*

Jerry Selvig, *Mathematics*

Joan Sherwood, *Library*

Jean Thompson, *Library*

Lee Thornton, *President*

Betty Walton, *Biology*



