Whatcom
COMMUNITY COLLEGE

2017-18 Catalog

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General Information

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President's Welcome

Welcome to Whatcom Community College

Our 50-year tradition of expanding opportunities for all students – regardless of backgrounds or goals – is one reason Whatcom Community College is a critical component in our community's educational and cultural life. For many students, Whatcom is the best choice to start their academic journey, whether they are preparing to transfer to a university or to enroll in our new Bachelor of Applied Science in IT-Networking, pursuing a new career through our professional-technical programs, or participating in courses for personal or professional enrichment.

Smaller classes taught by outstanding instructors make the difference at Whatcom. As do dedicated advisors who connect students with the resources and direction they need to achieve their goals. We also invest in state-of-the-art equipment and technology that support our commitment to innovation and excellence in instruction and student services. Outside the classroom, a vibrant student life and development program reinforces the focus on collaborative learning that engages students with an increasingly global world. Students can gain valuable leadership skills and experiences by participating in one of 30 student clubs or Service-Learning programs. Added all together, at Whatcom, students secure marketable skills they need to get good jobs and learning experiences that enrich their lives and the life of our community.

As we reach the half-century mark serving our region, we are excited by the prospects for the College and our students. All of us at Whatcom Community College look forward to helping you achieve a rich and fulfilling educational experience that will last you a lifetime. I hope to see you on campus soon.

Dr. Kathi Hiyane-Brown, College President

History & Philosophy of the College

Whatcom Community College has been serving the community since 1967 with its first programs being offered in 1970 (Farm Management and Transportation of the Sick and Injured). The College was one of the original community colleges in the country to offer classes without a centralized campus. As a result of that commitment, early faculty and staff became experts in developing alternative modes of instruction to reach students with varying interests. Another early commitment was individual attention to the educational goals and learning styles of each student. The College became known throughout the country for its unique approach and as a result grew to such an extent that centralized facilities and a campus became the preferred solution to reaching the thousands of students seeking access each year.

By the mid-1980s, the commitment to serving as many students as possible led the Board of Trustees to begin developing a central campus in the Cordata neighborhood. As the campus developed, younger students sought access in increasing numbers. Though the College has grown rapidly, it has retained a commitment to personalized instruction and promotion of success for students of all ages.

The original philosophy of considering what was best for students was necessary for our early development and continues to guide the actions of all who serve Whatcom Community College.

WCC Foundation

The Whatcom Community College Foundation seeks to support student access to higher education and to help ensure student success by providing scholarships and funding for key College initiatives that directly impact

students. Programs like academic support services, facilities and equipment needs, outreach and community building activities, and support of faculty and staff development are funded with help from the Foundation.

Over the last five years, the Foundation – with generous support from community members, businesses, and professional and charitable organizations – has provided nearly $3 million to fund student scholarships and College programs. In 2015-16, the WCC Foundation contributed $290,000 in scholarships to more than 230 students and granted an additional $450,000 to fund important College programs.

For more information or to make a contribution, contact the WCC Foundation at 360.383.3320, **whatcom.edu/foundation**, or foundation@whatcom.edu.

Strategic Plan (2017-2022)

Whatcom's strategic plan includes a mission statement, vision statement, promise statement, core themes and guiding themes and objectives.

Mission Statement

Whatcom Community College contributes to the vitality of its communities by providing quality education in academic transfer, professional-technical, and lifelong learning, preparing students for active citizenship in a global society.

Vision Statement

Whatcom will be an innovative college, engaged with our diverse and changing communities.

Promise Statement

We transform lives through education. We accomplish this by supporting student growth, respecting student investment, embracing diversity, promoting excellence and creating opportunities

Core Themes

WCC's Strategic Plan Core Themes are...

1. Achieving Success
2. Building Community
3. Advancing Equity
4. Enhancing Effectiveness

Core Theme 1 | Achieving success

Whatcom engages students in their learning, leadership development, educational achievement, and workplace preparation. To help students achieve success, we will...

1.1 Improve student success in retention, completion, transfer, and employment.
1.2 Foster student learning through student-centered teaching and learning practices.
1.3 Promote student access through quality services and resources.
1.4 Provide students with mentors, internships, and career preparation.

Core Theme 2 | Building community

Whatcom cultivates connections for the enrichment of the college, local communities, and beyond. To build community, we will...

2.1 Increase collaboration and communication to serve collective needs across
the College.
2.2 Create teaching and learning communities.
2.3 Strengthen partnerships with K-12 and higher education institutions.

2.4 Foster learning, service, and leadership opportunities through community partnerships.
2.5 Cultivate community awareness and support for the College.
2.6 Engage with business and industry to strengthen regional economic development.

Core Theme 3 | Advancing equity

Whatcom integrates principles of diversity, access, and inclusion throughout policy, practice, services, and curriculum to close equity gaps in student outcomes and create an equitable work environment. To advance equity, we will…

3.1 Ensure all students have access to campus resources that support educational success.
3.2 Apply culturally responsive pedagogy in all teaching and learning environments.
3.3 Increase services focused on supporting marginalized student populations to close the equity gap in student outcomes.
3.4 Revise policies, practices, services, and curricula from an equity-based lens.
3.5 Improve recruitment and retention of diverse students, faculty, staff, and administrators.
3.6 Increase campus engagement in social justice education and leadership opportunities.

Core Theme 4 | Enhancing effectiveness

Whatcom is fiscally responsible, supports faculty and staff, fosters a safe and sustainable environment for teaching and learning, and uses data-driven decision making to enhance institutional effectiveness. To enhance institutional effectiveness, we will…

4.1 Offer programs, services, and facilities that support college needs and
market demands.
4.2 Increase college enrollment and secure resources for the continued viability
of the College.
4.3 Provide ongoing opportunities for faculty and staff professional growth.
4.4 Enhance the safety of the college environment.
4.5 Model leadership in environmental protection, economic viability, and social equity, the three pillars of sustainability.
4.6 Apply assessment and evaluation data to inform decisions.

New strategic plan, adopted by the Board of Trustees on September 20, 2017.

Accreditation

Whatcom Community College is accredited by the Northwest Commission on Colleges and Universities, an institution accrediting body recognized by the Council for Higher Education Accreditation and/or the Secretary of the U.S. Department of Education. The Commission is located at 8060 165th Avenue NE, Suite 100, Redmond, WA 98052-3981.

The College's programs of study are approved by the Washington State Board for Community and Technical Colleges. The College's physical therapist assistant program is accredited by the Commission on Accreditation in Physical Therapy Education, and the medical assisting program is accredited by the Commission on Accreditation of Allied Health Education Programs. The College's nursing program is accredited by the Accreditation Commission for Education in Nursing.

The College is recognized by the American Council on Education, and is a member of the American Association of Community Colleges, the Northwest Athletic Conference, and the Washington Association of Community and Technical Colleges.

Statement of Educational Values

WCC is committed to providing an educational experience that is transformative. The College's promise statement outlines the following five values, which guide that work: (1) supporting student growth, (2) respecting student investment, (3) embracing diversity, (4) promoting excellence, and (5) creating opportunities. These values provide focus for the College's collective efforts and context for measuring its effectiveness.

Core Learning Abilities

Core learning abilities (CLAs) are overarching skills that are emphasized in all courses and programs, student services support and interactions, and co-curricular activities at WCC. CLAs define the skills the College expects its students to develop by the time they graduate with a certificate or degree. WCC's CLAs are communication, critical thinking, global consciousness, information literacy, and quantitative literacy. The most up-to-date information pertaining to the College's CLAs can be found on WCC's CLA webpage.

Program and Course Outcomes

Program outcomes are overarching skills that are emphasized and reinforced throughout several courses in a specific program. They are measurable statements that define the skills the College expects its students to develop by the end of a certificate or degree at WCC. Course outcomes are the most important skills the College expects its students to develop by the end of a course and are unique to each course. For specific program and course learning outcomes, visit WCC's assessment and accreditation webpage.

Affirmation of Inclusion

Whatcom Community College is committed to maintaining an environment in which every member of the College community feels welcome to participate in the life of the College, free from harassment and discrimination. We welcome people of all races, ethnicities, national origins, religions, ages, genders, sexual orientations, marital status, veteran status, abilities and disabilities. Toward that end, faculty, students and staff will:

- Treat one another with respect and dignity;
- Promote a learning and working community that ensures social justice, understanding, civility and non-violence in a safe and supportive climate;
- Influence curriculum, teaching strategies, student services and personnel practices that facilitate sensitivity and openness to diverse ideas, peoples and cultures in a creative, safe and collegial environment.

Adopted 9/10/96; Amended 4/15/03

Notice of Non-Discrimination

Whatcom Community College complies with federal and state laws specifically requiring that the College does not discriminate on the basis of race, color, national origin, age, perceived or actual physical or mental disability, pregnancy, genetic information, sex, sexual orientation, gender identity, marital status, creed, religion, or honorably discharged veteran or military status, or the use of trained guide dog or service animal in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Executive Director for Human Resources, 237 W. Kellogg Road, Bellingham, WA 98226, 360.383.3400. For Title IX compliance, contact: Title IX Coordinator, 237 W. Kellogg Road, Bellingham, WA 98226, 360.383.3400. WCC publications are available in alternate formats upon request by contacting the Disability Support Services Office at 360.383.3080; VP 360.255.7182.

Accommodations for completing the application process are available to persons with disabilities by contacting the human resources office. The College employs only lawfully authorized alien workers or US citizens.

Verification of employment eligibility as specified by US Immigration and Customs Enforcement (ICE), the investigative branch of the Department of Homeland Security (DHS), is required of all new employees. In accordance with RCW 10.97.050, a criminal and educational background check will only be initiated when an applicant becomes a semi-finalist. Whatcom Community College maintains a smoke-free environment. Information related to campus safety may be obtained from the WCC website at whatcom.edu.

Aviso de No Discriminación

El Colegio Comunitario Whatcom cumple con las leyes federales y estatales que específicamente exigen que el Colegio no discrimine por motivos de raza, color, nacionalidad de origen, edad, discapacidad física o mental percibida o real, embarazo, información genética, sexo, orientación sexual, identidad del género, estado civil, credo, religión, o estado de veterano o militar con baja honorable, o el uso de un perro de guía entrenado o un animal de servicio en sus programas o actividades. La siguiente persona ha sido designada para manejar las consultas con respecto a las políticas de no discriminación: Director ejecutivo de Recursos Humanos, 237 W. Kellogg Road, Bellingham, WA 98226, 360.383.3400. Para consultar sobre el cumplimiento del Título IX, comuníquese con: Coordinador del Título IX, 237 W. Kellogg Road, Bellingham, WA 98226, 360.383.3400. Las publicaciones del Colegio Comunitario Whatcom están disponibles en formatos alternativos por solicitud. Para ello, puede comunicarse con la Oficina de Servicios de Asistencia para Discapacidades al 360.383.3080; VP 360.255.7182.

Personas con discapacidades pueden contactar y solicitar a la oficina de recursos humanos acomodaciones razonables para completar el proceso de aplicación. Whatcom Community College emplea sólo a trabajadores extranjeros legalmente autorizados o a ciudadanos estadounidenses. Verificación de elegibilidad laboral, tal como lo especifica el Servicio de Inmigración y Control de Aduanas de Estados Unidos (ICE, por sus siglas en inglés), la subdivisión de investigaciones del Departamento de Seguridad Interior (DHS, por sus siglas en inglés), es requerida para todos los empleados nuevos. De conformidad con RCW 10.97.050, un chequeo de antecedentes penales y formación educativa será iniciado sólo si un solicitante se convierte en un semifinalista. Whatcom Community College mantiene un ambiente libre de humo. Información relacionada a la seguridad del campus puede obtenerse por medio del sitio Web de WCC en whatcom.edu.

ਗੈਰ-ਭੇਦਭਾਵ ਦਾ ਨੋਟਿਸ

ਵੱਟਕੌਮ ਕਮਿਉਨਿਟੀ ਕਾਲਜ (Whatcom Community College) ਫੈਡਰਲ ਅਤੇ ਰਾਜ ਦੇ ਕਨੂੰਨ ਜੋ ਕਿ ਖਾਸ ਤੌਰ ਤੇ ਨਸਲ, ਰੰਗ, ਰਾਸ਼ਟਰੀ ਮੂਲ, ਉਮਰ, ਅਸਲ ਜਾਂ ਕਥਿਤ ਸ਼ਰੀਰਿਕ ਜਾਂ ਮਾਨਸਿਕ ਅਪਾਹਜਤਾ, ਗਰਭ, ਜੈਨੇਟਿਕ ਜਾਣਕਾਰੀ, ਸੈਕਸ, ਜਿਨਸੀ ਝੁਕਾਅ, ਲਿੰਗ ਪਛਾਣ, ਵਿਆਹੁਤਾ ਸਥਿੱਤੀ, ਨਸਲ, ਧਰਮ, ਜਾਂ ਸਤਿਕਾਰ ਸਹਿਤ ਡਿਸਚਾਰਜ ਕੀਤਾ ਸਾਬਕਾ ਫੌਂਜੀ ਜਾਂ ਫੌਂਜ ਦੀ ਹੈਸੀਅਤ, ਜਾਂ ਸਿਖਲਾਈ ਦਿੱਤੇ ਗਾਇਡ ਕੁੱਤੇ ਜਾਂ ਸੇਵਾ ਜਾਨਵਰ ਜਿਸ ਦੀ ਇਸ ਪ੍ਰੋਗਰਾਮ ਜਾਂ ਗਤਿਵਿੱਧੀ ਦੇ ਤਹਿਤ ਲੋੜ ਹੈ, ਦੇ ਆਧਾਰ ਤੇ ਵਿਤਕਰਾ ਕਰਨ ਤੋਂ ਰੋਕਦੇ ਹਨ, ਨੂੰ ਲਾਗੂ ਕਰਦਾ ਹੈ। ਹੇਠ ਦੱਸੇ ਵਿਅਕਤੀ ਨੂੰ ਗੈਰ- ਭੇਦਭਾਵ ਦੀ ਨੀਤੀ ਬਾਰੇ ਪੁੱਛਗਿੱਛ ਨੂੰ ਸੰਭਾਲਣ ਲਈ ਨਾਮਜ਼ਦ ਕੀਤਾ ਗਿਆ ਹੈ। Executive Director for Human Resources, 237 W. Kellogg Road, Bellingham, WA 98226, 360.383.3400. (ਮਨੁੱਖੀ ਸਰੋਤਾਂ ਦਾ ਕਾਰਜਕਾਰੀ ਡਾਇਰੈਕਟਰ, 237 ਡਬਲਯੂ, ਕੈਲੋਗ ਰੋਡ, ਬੈਲਿੰਗਮ, ਵਾਸ਼ਿੰਗਟਨ 98226, 360.383.3400. ਟਾਈਟਲ IX ਦੀ ਪਾਲਣਾ ਲਈ, ਸੰਪਰਕ ਕਰੋ: ਟਾਈਟਲ IX ਕੋਆਰਡੀਨੇਟਰ 237 W. Kellogg Road, Bellingham, WA 98226, 360.383.3400. ਵਿਕਲਪਕ ਫਾਰਮੈਟ ਵਿੱਚ ਉਪਲੱਬਧ ਡਬਲਯੂ ਸੀ ਸੀ ਪ੍ਰਕਾਸ਼ਨ Disability Support Services Office (ਡਿਸਏਬਿਲਿਟੀ ਸਪੋਰਟ ਸੇਵਾਵਾਂ ਦਫਤਰ) ਨਾਲ 360.383.3080; VP 360.255.7182 ਤੇ ਸੰਪਰਕ ਕਰਕੇ ਮੰਗੇ ਜਾ ਸਕਦੇ ਹਨ।

ਹਿਊਮਨ ਰਿਸੋਰਸਿਜ਼ ਆਫ਼ਿਸ ਨਾਲ ਸੰਪਰਕ ਕਰਕੇ ਅਸਮਰਥਤਾਵਾਂ ਵਾਲੇ ਵਿਅਕਤੀ ਲਈ ਦਰਖਾਸਤ ਪ੍ਰਕਿਰਿਆ ਨੂੰ ਪੂਰਾ ਕਰਨ ਲਈ ਅਨੁਕੂਲਤਾਵਾਂ ਉਪਲਬਧ ਹਨ। ਕਾਲਜ ਸਿਰਫ ਕਾਨੂੰਨੀ ਤੌਰ ¡®ਤੇ ਅਧਿਕ੍ਰਿਤ ਵਿਦੇਸ਼ੀ ਕਾਮਿਆਂ ਜਾਂ ਅਮਰੀਕੀ ਨਾਗਰਿਕਾਂ ਨੂੰ ਕੰਮ ¡®ਤੇ

ਰੱਖਦਾ ਹੈ। ਡਿਪਾਰਟਮੈਂਟ ਆਫ ਹੋਮਲੈਂਡ ਸਿਕਉਰਿਟੀ (DHS) ਦੀ ਜਾਂਚ-ਪੜਤਾਲ ਕਰਨ ਵਾਲੀ ਬ੍ਰਾਂਚ, ਯੂਐੱਸ ਇਮੀਗ੍ਰੇਸ਼ਨ ਐਂਡ ਕਸਟਮਸ ਏਨਫੋਰਸਮੈਂਟ (ICE) ਦੁਆਰਾ ਨਿਸ਼ਚਿਤ ਕੀਤਾ ਗਿਆ ਰੁਜ਼ਗਾਰ ਦੀ ਯੋਗਤਾ ਦਾ ਪ੍ਰਸ਼ਟੀਕਰਣ, ਸਾਰੇ ਨਵੇਂ ਕਰਮਚਾਰੀਆਂ ਲਈ ਲੋੜੀਂਦਾ ਹੈ। RCW 10.97.050 ਦੇ ਅਨੁਸਾਰ, ਅਪਰਾਧਿਕ ਅਤੇ ਵਿੱਦਿਅਕ ਪਿਛੋਕੜ ਦੀ ਜਾਂਚ ਸਿਰਫ ਤਾਂ ਹੀ ਸ਼ੁਰੂ ਕੀਤੀ ਜਾਵੇਗੀ ਜਦੋਂ ਬਿਨੈਕਾਰ ਅਰਧ-ਅੰਤਿਮ (ਸੈਮੀ-ਫਾਈਨਲਿਸਟ) ਬਣ ਜਾਂਦਾ ਹੈ। ਵ੍ਹਾਟਕੋਮ ਕਮਿਊਨਿਟੀ ਕਾਲਜ ਇੱਕ ਧੂੰਆਂ ਮੁਕਤ ਵਾਤਾਵਰਣ ਬਣਾ ਕੇ ਰੱਖਦਾ ਹੈ। ਕੈਂਪਸ ਦੀ ਸੁਰੱਖਿਆ ਨਾਲ ਸਬੰਧਤ ਜਾਣਕਾਰੀ WCC ਦੀ ਵੈਬਸਾਈਟ whatcom.edu ਤੋਂ ਮਿਲ ਸਕਦੀ ਹੈ।

Уведомление о недопущении дискриминации

Муниципальный колледж Уотком отвечает федеральным и государственным законам, в частности, требующим, чтобы в колледже не было дискриминации по признаку расы, цвета кожи, национального происхождения, возраста, предполагаемой или фактической физической или умственной неполноценности, беременности, генетической информации, половой принадлежности, сексуальной ориентации, гендерной идентичности, семейного положения, вероисповедания, религии, в отношении статуса почетно уволенного ветерана или военного статуса, использования обученной собаки-поводыря или служебного животного в своих программах и мероприятиях. Следующий сотрудник был назначен для обработки запросов относительно политики недискриминации: Исполнительный директор отдела кадров, 237 W. Kellogg Road, Bellingham, WA 98226, 360-383-3400. По вопросам соответствия требованиям раздела IX обращайтесь: Координатор по разделу IX, 237 W. Kellogg Road, Bellingham, WA 98226, 360-383-3400. Публикации Муниципального колледжа Уотком можно получить в альтернативных форматах по запросу, обратившись в офис службы поддержки лиц с ограниченными возможностями по телефону 360-383-3080; вице-президент 360-255-7182.

Абитуриенты с инвалидностью могут получить помощь при заполнении заявления, обратившись в отдел кадров (human resources office). Колледж принимает на работу только законно оформленных иностранных рабочих, либо граждан США. Все новые работники должны пройти проверку права на трудоустройство, в соответствии с требованиями Иммиграционной и таможенной полиции США (ICE), следственной службой Министерства национальной безопасности (DHS). В соответствии со сводом пересмотренных законов 10.97.050, проверка образования и наличия правонарушений производится только когда кандидат становится полуфиналистом. Двухгодичный Колледж Уатком (Whatcom Community College) является зоной, свободной от курения. Вы можете получить информацию о безопасности на кампусе, посетив вебсайт колледжа WCC по адресу whatcom.edu.

Catalog Agreement

Students are eligible to apply for graduation under any catalog in effect during the time of enrollment provided continuous enrollment was maintained. Continuous enrollment is maintained as long as a break in enrollment of four or more consecutive quarters does not occur. Summer quarter is counted and enrollment is determined by transcript activity. Whenever a break in continuous enrollment occurs the student becomes eligible for graduation under the current catalog of the most recent reenrollment.

Consumer Information

As a student or potential student, you have the right to know information regarding Whatcom Community College. The following is a list of available consumer information required by state and federal regulations and where to find it. Most items are available in this catalog and/or from the College website. Visit **whatcom.edu/public-disclosure**.

Affirmative action, non-discrimination & Title IX	Laidlaw Center 235
Gender equality-RCW 28B.110.070	brawlings@whatcom.edu
Harassment-Policy 615 and 730	360.383.3400
Director for Human Resources	

Accreditation
Assessment & Accreditation
Assessment and Institutional Research
360.383.3302

Athlete completion report & transfer rates
Athletic Programs
Pavilion 128
360.383.3120

Athletics
Equity in Athletics Report
Athletic Programs
Pavilion 128
360.383.3120

Bookstore textbook information & pricing
whatcom.edu/bookstore
Syre Student Center 101
360.383.3435

Campus map, directions & parking
whatcom.edu/map
Facilities & Operations
Auxiliary Services Building 115
360.383.3390

Campus security & safety report
whatcom.edu/emergency
Facilities & Operations
Auxiliary Services Building 115
360.383.3390

Community resources
Whatcom community resources

Complaints information
whatcom.edu/public-disclosure

Constitution day
Held on or around Sept. 17, in recognition of
Constitution Day, the WCC library will showcase two
displays: one that contains print and media
resources, a bibliography, posters and bookmarks
on "The Constitution and the First Amendment."
The other focuses on Banned Books and the First
Amendment.

Copyright infringement and computer use rules
Copyright information
Computer use policy
Policy 495
Laidlaw Center 205
360.383.3070

Degree and certificate programs
whatcom.edu/degrees

Entry & Advising Center
Laidlaw Center 116
360.383.3080

Directory
whatcom.edu/contactus

Disability support
Access & Disability Services
Entry & Advising Center
Laidlaw Center 116
360.383.3080

Drug & alcohol prevention
Policies
I-502 AAG Memo
Counseling Services
Laidlaw Center 116
360.383.3080

Environmental
Storm water management plan
Storm water training and inspection log
Facilities & Operations
Auxiliary Services Building 115
360.383.3390

Family Education Rights & Privacy Act
Policy 3030
Registration Office
Laidlaw Center 102
360.383.3030

Financial aid
whatcom.edu/finaid
Laidlaw Center 135
360.383.3010

Financial statements (audited)
Business Office
Laidlaw Center 141
360.383.3360

General education development (GED)
whatcom.edu/testing
Laidlaw Center 133
360.383.3050

Graduation, retention & transfer rates
Institutional research
Registration Office
Laidlaw Center 102
360.383.3030

Incident reporting
whatcom.edu/incident

Please call 911 if an immediate emergency situation exists

IT Accessibility Coordinator
Ward Naf
360.383.3430
Non-accessible technology plan per WA OCIO Policy 188

Judicial affairs
Judicial Conduct Office
judicialaffairs@whatcom.edu
360.383.3140

Legal disclaimer
Whatcom Community College has made reasonable efforts to ensure the accuracy of the information throughout its website and publications. However, the College reserves the right to make appropriate changes in procedures, policies, calendars, requirements, programs, courses and fees. When feasible, changes will be announced prior to their effective dates, but the College assumes no responsibility for giving any particular notice of any such changes. Changes may apply to prospective and current students. Nothing contained in this website shall be construed to create any offer to contract or any contractual rights. We encourage users to contact the College or appropriate office to obtain current information.

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

Privacy notice
whatcom.edu/policies
Registration Office

Laidlaw Center 102
360.383.3030

Public records requests
whatcom.edu/policies
Public Records Officer
rkloke@whatcom.edu
360.383.3338

Student rights & responsibilities
whatcom.edu/policies - Policy 620
Student Conduct Office
judicialaffairs@whatcom.edu
360.383.3140

Title IV Student Disbursements
BankMobile/Consumers Bankcorp contract

Tuition & fees
Tuition and fees are subject to change without notice
whatcom.edu/tuition
Net price calculator
HB 1795 disclosure

Voter registration information
Information and forms
Office of Student Life
Syre Student Center 208
360.383.3110
An official ballot drop box is located on campus, outside WCC's Heiner Theater on the southwest corner.

WashingtonOnline
WAOL Memorandum of Understanding
eLearning Office
elearning@whatcom.edu
360.383.3280

Whistleblowers
Complete information and procedures for the disclosure and investigation of improper governmental action can be found on the State Auditor's Washington State Whistleblower Program website.

Academic Calendar 2017-18

Fall Quarter 2017

Sept. 2-4	Labor Day Weekend – Closed
Sept. 19	Quarter Begins
Oct. 13	No Classes – College Open
Nov. 10	Veterans Day Holiday – Closed
Nov. 22	No Classes – College Open
Nov. 23-26	Thanksgiving Weekend – Closed
Dec. 8	Quarter Ends
Dec. 25	Christmas Holiday - Closed

54 Instructional Days

Winter Quarter 2018

Jan. 1	New Year Holiday – Closed
Jan. 3	Quarter Begins
Jan. 13-15	Martin Luther King Jr. Weekend – Closed
Feb. 17-19	Presidents Day Weekend – Closed
Feb. 20	Professional Development Day – Closed
March 23	Quarter Ends

55 Instructional Days

Spring Quarter 2018

April 3	Quarter Begins
May 26-28	Memorial Day Weekend – Closed
June 15	Quarter Ends

53 Instructional Days

Summer Quarter 2018

June 25	Quarter Begins
July 4	Independence Day Holiday – Closed
Aug. 17	Quarter Ends

39 Instructional Days

Tuition and Fees

Tuition Rates

Tuition rates are set by the Washington State Legislature. Students are required to pay all tuition and fees each quarter or to enroll in the College's tuition payment plan before attending classes.

The College offers certain classes on a self-support (rather than state-funded) basis throughout the academic year. Examples include most online classes and the massage therapist program. These courses are charged at a non-standard rate set by the College.

Certain classes or programs such as Adult Basic Education (ABE), some English as a Second Language (ESL), and Parent Education (PARED) carry a reduced tuition rate established by the State Board for Community and Technical Colleges. Tuition rates for such classes or programs are noted in the quarterly class schedule and on the College's website.

The College also participates in a number of state-authorized tuition waiver programs (e.g. senior citizens, state employees, refugees, etc.).

Student Classification	Credits	Tuition Rates
Resident	Credits 1-10	$111.17 per credit
	Credits 11-18	$52.08 per credit
	Credits 19 and above	$94.36 per credit
Non-Resident & International Students	Credits 1-10	$288.17 per credit
	Credits 11-18	$59.28 per credit
	Credits 19 and above	$271.36 per credit
Resident - Upper Division	Credits 1-10	$211.36 per credit
	Credits 11-18	$10.23 per credit
	Credits 19 and above	$194.55 per credit
Non-Resident & International Students - Upper Division	Credits 1-10	$609.91 per credit
	Credits 11-18	$10.95 per credit
	Credits 19 and above	$593.10 per credit

Note: In addition to the standard tuition charges, most students will pay a $6.32 per credit fee (up to 15 credits, or $94.80) to fund a major remodel of the Student Recreation Center and a quarterly $20 fee for unlimited pre-paid access on WTA buses using their Orca Card. These projects were initiated and approved by Whatcom students.

Tuition Payment Plan

Whatcom Community College offers students the option of paying their tuition and fees in multiple payments by enrolling in a tuition payment plan. This plan offers students the opportunity to make a down-payment upon registration for each quarter, and then pay the balance of their tuition in several equal payments. Students must sign up online for this option. The plan is administered and serviced by Nelnet Business Solutions and requires a non-refundable fee for each quarter enrolled. Please refer to the College's website for more information.

Fees

Commonly Charged Fees

The College charges fees for a variety of purposes. Some examples are program applications, program materials, science lab and studio art course materials, placement testing, and late registration. Fees range from $5 to $250 and may be one-time, per-quarter, or per-credit fees.

Fee amounts are subject to change. Placement, examination and certification fees may be waived in certain circumstances.

Running Start students are required to pay a technology and comprehensive fee of $6 per credit with a maximum of $60.00 per quarter.

Special Fees

A special fee can be charged upon approval of the Board of Trustees or the College president when the specialized nature of the class warrants an additional charge. Such fees will be noted on the College's website. Some programs may have additional fees or tuition rates because they are self-supporting.

For more information, visit whatcom.edu under Get Started, Tuition & Fees.

Refunds

A student who stops attending one or more classes without officially withdrawing will forfeit all claims for credits in classes and refunds of fees for those classes.

Refunds are made for withdrawals from classes according to the following schedule for fall, winter, and spring quarters:

- For the first five instructional days, 100% of the tuition and refundable fees will be refunded.
- After the fifth day of instruction and through the 20th calendar day of the quarter, 40% of the tuition and refundable fees will be refunded.
- After the 20th calendar day of the quarter, no refund will be granted.

Notes:

- Instructional days are counted from the official start date of each quarter regardless of the course start date or the date the student first attended the class. Weekends and holidays do not count.
- Specific refund dates are on the College's website.
- Summer quarter dates are prorated and are published in the quarterly schedule and on the College's website. Refunds for classes that begin and/or end on a schedule other than a normal quarterly schedule will be prorated accordingly.
- A reduction of credits will result in a refund of (a) 100% of the difference between the original and the reduced load fees if the change is made by the fifth day of instruction; (b) 40% of the difference if the change is made after the fifth day of instruction and through the 20th calendar day of the quarter; (c) no refund after the 20th calendar day.
- Cancellation of classes by the College or failure to admit the student will result in no loss of tuition or fees by the student.

- Students withdrawing from reduced tuition programs are subject to the refund schedule outlined above.
- *Hardship Withdrawal Petition*: Students qualify for a full refund if they have experienced a medical emergency that caused them to miss a substantial portion of classes or were called to active duty by the military. Students need to submit a petition with documentation by the last day of the quarter for which the hardship applies. More information and petitions are available in the admissions and registration office in Laidlaw Center, 102, or on the WCC website, on the Admissions and Registration page under the Student Services tab.

Students with questions can email registration@whatcom.edu.

Tuition Waiver Programs

Partial tuition waivers are available for qualified student categories. Tuition waiver applications must be received in the registrar's office prior to the 30th calendar day of the quarter for which the waiver is applied. Courses with non-standard tuition as identified in the online schedule are not eligible for tuition waivers. For a list of eligible courses, students can email the registration office at registration@whatcom.edu.

Qualified student categories:

- Seniors 60+ years of age (space available only). Eligibility determined at time of registration (1st day of quarter).
- Washington state employees (space available only).
- Certain children/spouses of eligible veterans/national guard members who, while engaged in active federal military/naval service, became disabled, deceased, or were declared POW/MIA by the federal government. The College's veterans office has eligibility information and application forms.

Students are encouraged to visit the College's website or contact the registration office at registration@whatcom.edu with additional questions.

Residency Requirements

As a Washington state public institution, Whatcom Community College is required to comply with all applicable state laws regarding residency classification (references: RCW 28B.15.011 through RCW 28B.15.015 and WAC 250.18).

Students are initially classified as "resident" or "non-resident" based on the residency questions answered on the admissions application.

In general, a student is considered a "resident" for tuition and fee purposes under the following conditions:

- The student is a U.S. citizen, or has permanent or temporary resident status, or holds "Refugee-Parolee" or "Conditional Entrant" status with the United States Immigration and Naturalization Service, or is otherwise permanently residing in the United States under color of law, or has a qualifying visa (A, E, G, H1, K or L); and
- The student is financially independent for the current calendar year and the calendar year prior to which application is made (if the student is not financially independent, then residency is based on whether one or both parents have met all residency requirements); and

The student (or, if financially dependent, at least one of the student's parents) is in Washington primarily for reasons other than educational and has officially established Washington as his or her true, fixed and permanent home and place of habitation for a period of at least one year prior to the start of the quarter of enrollment.

Note: Washington state laws require that new residents of Washington change out-of-state driver's licenses and out-of-state motor vehicle registrations within 30 days of arrival in this state (references: RCW 46.16.028 and RCW 46.20.021). New residents should also change out-of-state voter registrations.

Students are eligible to change to resident status after they have met Washington State's residency requirements for students and submitted a residence questionnaire with supporting documentation to the

registrar's office. Residency questionnaires must be completed and submitted prior to the 30th calendar day of the quarter for which the change is being made.

Other conditions that might qualify a student for resident status are:

- Members/dependents of the U.S. military or Washington National Guard; or
- Students who spent 75% of their junior/senior years at a Washington state high school, graduated and immediately enrolled in a Washington state college, and whose parents were residents of Washington during that time; or
- Students who are not U.S. citizens and do not have permanent resident immigration status, but attended a Washington state high school for at least three years and graduated (reference: HB 1079); or
- Members of certain American Indian Tribes (reference RCW 28B.15.0131).

The following residency forms are available on the College's website:

- Residence questionnaire
- Residence checklist/application for non-resident waiver
- Washington higher education residency affidavit

Students can contact the registration office at registration@whatcom.edu with additional questions.

Waivers of Non-Resident Tuition Differential

Students who do not qualify for resident tuition under any of the conditions listed above may qualify for a waiver of the non-resident tuition differential.

Tuition waiver applications must be received in the registrar's office prior to the 30th calendar day of the quarter for which the waiver applies. Students who are U.S. citizens or have permanent resident immigration status may apply for a waiver of non-resident tuition (operating fees only) under one of the following conditions:

- Students who have completed three quarters of full- time enrollment at Whatcom Community College, occurring during or after fall quarter 1999; or
- Washington state high school graduates; or
- U.S. military veterans; or
- Students with permanent resident immigration status who came directly to Washington state from their country of origin.

Students who qualify in one of these four categories are to submit the residence checklist/application for non-resident waiver form to the registration office.

Students who do not meet the criteria above, but participate in a co-curricular program (student government, student clubs/activities, athletics, student publications), are to contact the student information center, located in the Syre Student Center, for information and an application.

Refugees/asylees and their dependents may qualify for a waiver of non-resident tuition, regardless of whether or not they have met the one-year residency requirement.

Admissions/Registration/Student Records

Admissions

Getting Started

Whatcom Community College (WCC) welcomes future students at least 18 years of age, or who graduated from high school or completed a GED certificate. WCC uses emails for formal college-related communication. Please make sure your WCC account contains a current email address.

Apply for Admission

New students

New students apply online at **whatcom.edu/get-started/apply-now** or can come by the admissions and registration office, Laidlaw Center (LDC), 102.

Returning students

Whatcom Community College students who leave in good standing are welcome to return in any future quarter. Students who are gone for less than one year can email registration@whatcom.edu or call 360.383.3030 to reactivate their account and register for classes. Students who have been away for a year or more will need to complete a new online application at **whatcom.edu/get-started/apply-now** or can come by the admissions and registration office, Laidlaw Center (LDC), 102.

Transfer students

Transfer students need to complete a new student application. If seeking a degree or certificate from WCC, students also need to submit official transcripts from previous institutions to Admissions & Registration and a Transfer Credit Evaluation Request form to the Graduation Department in LDC 102. For more information, visit Admissions & Registration from WCC's homepage and click "transferring credits".

Special Admissions

International Students

Whatcom Community College admits qualified international students to academic programs during each of the four academic quarters, and eight times throughout the year to intensive English courses.   Admission requirements for academic programs include:

- A completed and signed international student application form with an application fee of $50.
- An original financial statement of support demonstrating sufficient funding for one full year of study.
- High school transcripts and college/university transcripts (if applicable).
- Advanced placement on Whatcom Community College's English placement exam, or completion of the intensive English as a Second Language - Academic program.

Admission requirements for the intensive English courses include:

- A completed and signed international student application form with an application fee of $50.
- An original financial statement of support demonstrating sufficient funding for one full year of study.
- Minimum age of 16 years.

Students 16 to 17 years old:

The College values the purpose of local public schools and rarely makes admission exceptions. Students who apply for special admission demonstrate competency in academic skills, the ability to benefit in an adult learning environment, and/or a unique artistic, academic, or technical talent. The Running Start office reviews applications from students 16-17 years old on an individual, case-by-case basis.

Students under age 16:

The vice president for student services reviews and provides admission decisions for applicants under the age of 16. Interested students should first contact the Running Start office to review the process with an advisor. Federal grants require students to be over 16 years old to enroll in ABE, GED, or ELL courses.

The Running Start Program

The Running Start program is a partnership between Whatcom Community College (WCC) and the public high schools in Washington. The program allows high school juniors and seniors to enroll in WCC classes, tuition free and earn college credits that also apply to high school graduation requirements. Students may enroll concurrently in high school and college classes, or solely in college classes. The cost of fees, books and supplies is paid by students.

The Running Start program offers the eligible high school student the opportunity to get a head start on earning college credits, take courses that satisfy both high school and college requirements, seek academic challenges, and take courses that are not offered in high school. Students do not need permission of the high school to enroll in the Running Start program. This choice is made by the student and parent/guardians. Running Start students have the same rights and responsibilities as all WCC college students.

To participate in Running Start, high school students must be of eleventh or twelfth grade standing, as determined by the public high school or public school district. (This includes students attending a private school or receiving home-based instruction.) Students must place at college-level English. Specific procedures regarding enrolling in courses under the Running Start program are available online at **whatcom.edu/runningstart** or from the WCC Running Start office, Laidlaw Center, room 134.

Note: Students under 18 who do not meet the regular admission or Running Start requirements and who want to attend WCC may do so under some circumstances. Students must first meet with a Running Start advisor to complete the necessary steps prior to review and approval by the vice president for student services.

Transitional Learning Programs (ABE, ELL, GED, I-BEST)

In order to enroll, a student under 18 years of age must:

- Obtain and present at the orientation session, a release form signed by the school district of residency.
- Attend an orientation session and complete the assessments for admission, achieving a minimum score.

The director of transitional learning programs will determine eligibility based on a review of the above items according to the following criteria:

- Ability to benefit in an adult learning environment
- Competency in academic skills
- Availability or lack of availability of other educational options

Note: Federal grant requirements do not allow students under the age of 16 to enroll in these classes.

Professional-Technical Programs

The following degree/certificate programs have special admission requirements that must be completed prior to entry:

- behavioral health – chemical dependency certificate
- computer information systems – bachelor of applied science degree in IT networking
- massage therapist certificate and degree
- medical assisting certificate and degree
- nursing assistant certificate of proficiency
- nursing degree
- physical therapist assistant degree
- visual communications degree

Refer to each respective program for specific program requirements.

Next Steps

Placement

Students pursuing a degree or certificate must go through a placement process for English and math prior to registering unless they have successfully completed college-level courses in English composition and math at another institution. Placement methods vary, including high school or college transcripts, placement testing and instructor recommendation. See Placement Methods under Students Services for more detail. Students should contact the entry and advising office for more information.

Register for Classes

The admissions and registration office assigns registration access times for new and returning students based on application date. Current student access times are based on number of credits completed at WCC. Registration access times are set two to three weeks prior to the end of each quarter. For more information, visit Whatcom's homepage and find admissions and registration under student services. Click "register for classes."

Pay Tuition or Confirm Financial Aid

Prior to attending classes, students must pay tuition or confirm financial aid is available. WCC encourages all students to prepare a personal budget and inventory financial resources before starting college. Students receive access to SALT, a financial advice and guidance resource. Students may complete a Free Application for Federal Student Aid (FAFSA) and/or enroll in a tuition payment plan.

Orientation

New students will learn about resources and services available on campus at the Whatcom Wave, a new student orientation. For more information, visit **whatcom.edu/wave**.

Registration Information

Student Status

For academic purposes, a full-time student enrolls in 12 credits or more. Students interested in more than 18 credits must obtain an advisor signature.

Late Registration

Registration ends on the third day of each quarter. To register after the third day, students must obtain permission from the instructor for the course they wish to enroll. Students who register late must pay tuition with any applicable late fees immediately and complete all missed assignments.

Continuous Enrollment Classes

Select classes are offered as continuous enrollment, which allows students to register or make schedule changes until the last day of the quarter. (See quarterly calendar online.) Tuition for continuous enrollment courses is due at the time of registration. Late fees do not apply.

Satisfactory/Unsatisfactory Grading

Students may request satisfactory/unsatisfactory (S/U) grading for courses offered with letter grading until the last day to make a schedule change in the quarter in which the course is taken (see online quarterly registration calendar for dates).

Auditing a Class

Students may audit certain college courses. Students auditing courses are not required to attend regularly nor to take exams. Audited courses neither calculate into GPA nor apply toward an academic credential. Students may request to change to an audit status or from an audit status until the published last day for enrollment changes for the quarter the class is taken (see quarterly calendar online). Tuition for audited classes is paid at the full tuition rate. No discount is offered for audited classes.

Deadlines and Due Dates

Visit the registration and academic calendars online for current information: **whatcom.edu/events**.

Change of Schedule/Withdrawal

Students may add classes through the third day of the quarter. Students have until the last day of the 8th week to withdraw from classes in the fall, winter and spring quarters and until the last day of the sixth week in the summer quarter (refer to the online registration calendar for official dates and deadlines). Students who are unable to make changes online should go to the admissions and registration office in Laidlaw Center, 102, or email registration@whatcom.edu.

Caution: Students with any kind of financial aid should check with the financial aid office before making changes to their schedule. Otherwise, they may owe the college additional funds or need to repay funds they received for that quarter.

Hardship Withdrawals

Students unable to complete a quarter or a class due to a hardship (i.e. emergency or extreme events such as divorce, death of an immediate family member, severe illness, call to active military, etc.) may petition for withdrawal. Complete withdrawals may warrant a partial or full refund of tuition. A hardship withdrawal petition and supporting documentation must be submitted to the registrar's office by the last day of the quarter to which the petition applies.

Student Records

Students may access their own records through the MyWCC student portal on the College's website. Access requires use of a student identification number (SID) and personal identification number (PIN). Students are strongly encouraged to select a private, secure PIN. Contact the admissions and registration office for more information.

Notification of Student Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), a federal law that protects the privacy of student education records, applies to all federally funded schools. FERPA provides parents with certain rights to their children's education records. These rights transfer to the student at the age

of 18 or during enrollment at a higher education institution. FERPA provides students with rights to their education records, including:

1. The right to inspect and review the student's education records within 45 days of the day Whatcom Community College (hereinafter referred to as "the College") receives a request for access.

   Students submit a written request to the registrar, identifying the record(s) they wish to inspect. The registrar coordinates access and notifies the student with details to inspect the records. If the records are maintained by another College official, the registrar will refer the student to the correct College official.

2. The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

   Students interested in amending a record submit a written request to the responsible College official. The request identifies which part of the record needs to be changed and provides reasoning for the change. Once the College finalizes a decision, students are notified in writing, including the student's right to a hearing regarding the amendment request.

3. The right to provide written consent before the College discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent. FERPA authorizations include:

   - Disclosure to school officials with legitimate educational interest. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted (such as an attorney, auditor, third party servicers such as the National Student Clearinghouse, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
   - Volunteers or contractors outside of the College performing institutional services or functions under the direct control of the College with respect to the use and maintenance of PII from education records. Examples include attorneys, auditors, collection agents, or student volunteers assisting another school official in performing his or her tasks. College volunteers or contractors have a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility for the College.
   - The Solomon Amendment authorizes disclosure of "student recruitment information" for military recruiting purposes without student consent. Disclosed information for currently enrolled students over the age of 16 includes name, address, telephone listing, year of birth, class level, academic major, degrees received, and most recent previous educational institution.

4. The right to prevent disclosure of directory information.

   The College routinely publishes and discloses student directory information. Whatcom Community College defines directory information as: address, email address, telephone number, field of study, weight and height of athletes, most recent previous school attended, photographs, date of birth, participation in officially recognized activities and sports, honor roll, enrollment status (full or part time), dates of attendance, and degrees/awards (including names of scholarships). A College official will determine whether to disclose directory information if requestor presents a legitimate need.

   To prevent disclosure of personally identifiable directory/student recruitment information, students sign and submit a "notice of non-disclosure" form to the admissions and registration office, Laidlaw Center, 102.

5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Whatcom Community 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 20202-5920.

    The College will publish this notice in its College catalog and on its public website, and will reference it in its class schedule publications. The College's complete FERPA policy is contained in Washington Administrative Code (WAC) 132U-280.

Student Identification Numbers

The College assigns identification numbers to differentiate student records and to maintain confidentiality of social security numbers. Students are encouraged to change their default personal identification number (PIN) to a private, secure code ensuring greater protection of student records.

Final Grade Reports

Final grades are available on the Tuesday following the last day of each quarter.

Transcripts

In compliance with FERPA, students must request a transcript of grades sent to a college, university, or other agency in writing or through the National Student Clearinghouse. Students submit requests to the registration office directly or online at studentclearinghouse.org. Transcripts may be withheld from students with outstanding fees or other obligations.

Financial Obligations of the Student

Students who receive services from the College for which a financial obligation is incurred (e.g., tuition, fees, loans, library/parking fines, etc.) are expected to exercise responsibility in meeting those obligations. Appropriate College staff are empowered to act in accordance with regularly adopted procedures; to carry out the intent of this policy, and, if necessary, to initiate legal action to ensure that collection matters are brought to a timely and satisfactory conclusion.

A student's failure to meet their financial obligations to the College may result in the College's restricting admission to or registration with the College and withholding the conferring of degrees and issuance of grades and academic transcripts.

Student Services

Student Services

Whatcom Community College provides comprehensive services that complement its instructional programs and facilitate student learning and development. Beyond the traditional classroom experiences, students are offered a variety of activities that foster leadership, diversity awareness, effective communication, teamwork, self-responsibility, health and wellness. Our mission is to support and challenge individuals in their pursuit of educational, career, and personal goals.

Whatcom Community College faculty and staff believe students are unique and capable adults, responsible for their own learning and achievement of life goals. We foster self-reliance by providing students with access to the information they need for their own educational planning. We strive to create an enriching and supportive environment that encourages people to learn and achieve.

Placement Methods

Success in college-level courses depends upon adequate academic preparation and study skills. Our placement process helps students determine their current skill levels in English and math. The placement results assist students and their advisors with selection of courses that will help them reach their educational goals.

Placement methods vary, including high school or college transcripts, placement testing and instructor recommendation. Placement testing may not be required for students who have:

- Earned college-level credits for English composition and math at an accredited college or university with a grade of 2.0 or higher (submit a college transcript).
- Earned a bachelor or associate degree (submit a college transcript).
- Taken an English and/or math placement test from a Washington state community or technical college within the last year (submit official copies of the placement results to the placement testing coordinator).
- Taken a reading comprehension test for English placement at any college within the last two years (submit a score report).
- Taken Smarter Balanced writing and/or math tests in high school within the last two years (submit a score report).
- Completed at least an algebra 2 (or equivalent) course with grades of B or better in a Whatcom County high school within the last two years.

Other placement methods may also be available. See an advisor for individual placement information. Group and individual placement tests are offered each quarter. Contact the WCC entry and advising center to make an appointment for placement testing. Testing fees apply.

New Student Orientation

A comprehensive half-day new student orientation is offered quarterly to prepare students for their first day of classes and beyond. The new student orientation includes information about WCC educational programs, support services, financial resources, classroom expectations, student activities, and more. Additionally, a two-credit college success course designed for new students (EDPL 100) is offered quarterly, exploring such topics as learning styles, test taking strategies, educational planning, financial literacy, and stress management in college. Contact the advising and career services office or visit WCC's website for more information and to register online.

Advising

The advising program at Whatcom Community College encourages active participation by students. Students are responsible for decisions and choices that affect their academic success and educational goals. Advisors are available on a drop-in basis or by appointment in the entry and advising center to assist students in:

- understanding degree requirements
- obtaining transfer information
- preparing for professional-technical programs
- preparing an educational degree plan
- determining prerequisite courses for specific college majors
- adjusting to the learning environment
- identifying career and educational goals
- determining eligibility for specialized programs

Planning with advisors is also available prior to and during each registration period to help students finalize quarterly class schedules. These appointments are intended to be brief so that students can verify that courses they have selected apply to their degree or certificate program. Although the College provides assistance in program planning, the final responsibility for fulfilling all academic and graduation requirements rests with the individual student.

Workshops, information sessions and fairs are offered throughout the year, including:

- Transfer and university major options
- Career and major planning
- Strategies for student success

Career and Transfer Center

Located in Laidlaw Center, 121, the career and transfer center provides a wide variety of services to assist students with their career planning, job search, and transfer degree planning. Advisors are available by drop-in for brief advising and by appointment for discussions and topics deserving more time. Staff will assist students on an individual and group basis with career exploration and provide services and assistance in resume writing, interviewing, networking and other job and transfer readiness skills. Other resources are available at the Library, the Writing Center and WorkSource.

Career and Transfer services include:

- Job listings, announcements and workshops
- Computer-based skill and interest assessments
- Vocational biographies
- Computers for use by students in their job search
- Correspondence and scholarship information
- Job openings and advising updates at wccadvising.wordpress.com
- University-specific degree information and transfer requirements

Counseling

Personal counseling is available to all enrolled Whatcom Community College students at no charge. Our professional counselors offer a safe confidential place for students to explore and receive support in addressing personal challenges that may be interfering with their academic, personal and career goals; helping them problem-solve and find solutions. Counseling at WCC is short-term, so when needed, our counselors are able to help students access community resources. Many of the concerns for which students have sought counseling are:

- Problem solving and decision making
- Stress management
- Transition to college life
- Academic success strategies
- Grief
- Coping with anxiety and depression

- Crisis management
- Career planning
- Relationship issues
- Support for problems resulting from chemical dependency
- Referrals to community support services

To schedule a counseling appointment, contact the entry and advising office in Laidlaw Center, 116.

Access & Disability Services

Whatcom Community College recognizes disability as a valued aspect of diversity and is committed to ensuring access to programs, activities and facilities for students with disabilities. Students with a permanent or temporary disability are encouraged to contact the access and disability services office. To receive services, students must self-disclose to the office of access and disability services and provide written, formal documentation from a health care provider that states the diagnosis and functional limitations of the disability.

Academic Adjustments

Reasonable accommodations and appropriate academic adjustments are determined on a case-by-case basis and include, but are not limited to: note takers, readers, scribes, accommodated testing, sign language interpreters, speech-to-text transcribing, texts in alternate format, and adaptive equipment. Students must renew accommodations on a quarterly basis. For more information, contact advising and career services in Laidlaw Center 116 to schedule an access planning appointment with access and disability services staff.

Financial Aid

Financial Aid Eligibility

Students attending Whatcom Community College for the purpose of receiving a unique degree or unique certificate may be eligible for financial assistance through federal, state or local funding programs. Federal and state regulations limit the amount of time a student can receive financial aid to attend school. Students who plan carefully with the assistance of an academic advisor have the best chance of graduating in a timely fashion and accomplishing their academic goals without exhausting their financial aid eligibility before completing their program. It is especially important for students who are planning to transfer to a four-year program to meet with an advisor to ensure that WCC degree requirements and the four-year program entry requirements are met without exhausting their financial aid eligibility.

For financial aid eligibility purposes, WCC students may take a maximum combined total of two unique degrees or certificates. See the satisfactory academic progress policy, receiving aid for more than one program of study, on the financial aid section of the WCC website for detailed information.

Financial aid students are required to enroll only in courses that meet remaining requirements for their selected program of study. For example, a physical therapist assistant student would not be eligible for financial aid funding to take a physical education class, since a PE class does not apply to the PTA degree. Students who enroll in courses that do not apply to degree requirements may lose financial aid eligibility.

Information about establishing financial aid eligibility, maintaining financial aid eligibility, and about various financial aid benefit programs is available in the financial aid section of the WCC website and is also available by visiting the financial aid office in Laidlaw Center, room 135.

Changing Your Program of Study

For financial aid eligibility purposes, students are allowed to make program changes. All previously attempted credits that are degree or elective requirements will count toward the maximum credits allowed for the new program. Students who have made multiple program changes may be required to meet with a WCC academic advisor to secure an approved program completion plan including only classes needed to complete the degree or certificate. Students who do not follow the approved program completion plan may lose their financial aid eligibility. Students within 15 credits of completing their program of study will not normally be permitted to change programs of study and be eligible to receive financial aid funding.

Application Process

Whatcom Community College has implemented a secure portal for financial aid that provides applicants with 24/7 access to the status of their financial aid requirements for each award year. Once the financial aid office receives the student's FAFSA information from the U.S. Department of Education, students can access the financial aid portal. Additional information on the use of the secure financial aid portal is available in the financial aid section of the WCC website.

The Whatcom Community College financial aid office communicates to students and prospective students who have completed their FAFSA via the email address that the student provides on their FAFSA.

Apply early! The WCC financial aid process takes approximately 6-8 weeks. Awarding for a new school year (fall quarter through summer quarter) starts approximately May 1.

Step 1 - Student completes FAFSA at www.fafsa.ed.gov

- WCC school code: 010364
- Need help completing the FAFSA? Call 1.800.433.3243.
- It takes WCC approximately one week to receive the student's FAFSA information.

Step 2 - WCC receives student's FAFSA information

- Student is sent an email alert (to email address listed on FAFSA) verifying FAFSA received and sending student to WCC financial aid portal to see list of additional requirements.
- Processing will not continue until all requested elements are met.

Step 3 - Apply for WCC admission

- Student must apply for admission to WCC and enroll in an aid-eligible program.

Step 4 - Review

- After all elements are met and worksheets completed and returned, WCC is ready to review a student's application.
- Review process may take 3- 4 weeks.

Step 5 - Initial Awarding Process

- The initial awarding process takes approximately 2-3 weeks.
- Student awarded maximum amounts for grants, work-study and scholarships.
- Once awarded, student receives an email alert notifying student to go to WCC financial aid student portal to see their financial aid awards.
- If student is not eligible for grants, work-study and/or scholarships, student is sent an email alert informing them and notifying them of their student loan eligibility and the WCC student loan process.

Step 6 - Student Loan Awarding Process

- Students who are not eligible for grants or scholarships or whose awards do not meet their education funding needs may request a student loan award after the student has been notified of their potential student loan eligibility.
- To request a student loan, go to the federal student loan section of the financial aid section of the WCC website.

Step 7 - Awards Released

- Financial aid awards are applied directly to tuition and fees due; remaining credit balances are provided via WCC's third party disbursement servicer.
- Student credit balance availability and amounts can be viewed by using the WCC financial aid portal.

Application Deadlines

WCC has established a "priority deadline" of March 15 for completing the financial aid process for the next award year. Students may apply for aid throughout the year; however, if the student is expecting a determination of eligibility and financial aid awards by the time the student will be starting classes, the student must complete the financial aid process by the "priority processing deadline" that applies to the quarter for which they will be starting to attend. WCC has established a priority processing deadline for new students for each quarter. These dates are listed in the "important dates" area in the financial aid section of the WCC website. Students are always encouraged to complete their FAFSA and the WCC financial aid process as early as possible, as applications are reviewed and aid is awarded in the order in which the student has completed all of their financial aid requirements.

Students who have not been awarded aid prior to published tuition due dates for the quarter that they will be starting should plan to pay their own tuition by the published tuition due dates to prevent being dropped for non-payment from the classes for which they registered.

Satisfactory Academic Progress Requirements for Financial Aid Recipients

Federal and state financial aid regulations require that students who receive financial aid be required to make satisfactory academic progress in order to maintain financial aid eligibility. It is reviewed at the completion of each quarter for every student receiving federal and/or state aid awards.

WCC's federal financial aid satisfactory academic progress requires students to maintain a minimum 2.0 cumulative academic grade point average for the academic program in which the student is enrolled and requires that the student cumulatively complete a minimum of two thirds of the program credits for which the student has enrolled.

WCC's state financial aid satisfactory academic progress requires students to maintain a minimum 2.0 quarterly grade point average and requires the student to complete at least one-half of the amount of credits for which aid was received for that quarter.

Students have a maximum time frame for completing a program of study. To remain eligible for financial aid the student must be mathematically capable of completing their program within at least 150% federal (or 125% for state regulations) of the total number of credits that are required for their declared program. *(Note: all program credits attempted are counted in this calculation.)*

Students are urged to carefully plan their academic class load each quarter, as any classes, which are started and then dropped, adversely affect the student's satisfactory academic progress.

See the financial aid section of the WCC website for detailed Satisfactory Academic Progress Policies.

Scholarships

Whatcom Community College, the Whatcom Community College Foundation and numerous friends of the College have cooperated to develop and offer scholarships for WCC students. Awards typically range from $500 to full tuition. Scholarships are available to students who demonstrate outstanding academic achievement,

financial need, athletic skills, personal growth, or contributions to fellow students or the College. More information is available on the WCC website, at the financial aid office or by contacting the Foundation.

A scholarship web tool has been developed by the state of Washington and supporting private industry to assist higher education students in Washington to locate and apply for scholarships. This web tool can be accessed at theWashBoard.org.

Veteran Services

Whatcom Community College offers selected degree programs approved by the Washington Student Achievement Council (WSAC) and Work Force Training and Education Coordinating Board (WTECB) for enrollment of students eligible to receive education benefits under Title 38 and Title 10, U.S. Code. Veterans, reservists, and eligible dependents should contact Veteran Services at 360.383.3015 to start at Whatcom.

Eligible students must apply for admission to Whatcom and are encouraged to contact Whatcom's veteran services as early as possible to activate education benefits and complete mandatory paperwork. Students are required to declare an approved degree program and authorized to enroll in, only, the courses necessary to satisfy declared degree requirements. All prior credits, earned from military service and prior institutions, must be evaluated and applied to the declared degree. Students will not be allowed to repeat any classes in which they received a passing grade. Depending on the student's chapter of benefit, payments may be made directly to the student, or both to the student and the College. Students should be prepared to meet the cost of tuition, fees, books, and other expenses prior to receiving payments from their education benefits. Generally, payments are made at the end of each month of school attendance for as long as the student is entitled and making satisfactory academic progress.

It is the responsibility of the student to enroll in courses that satisfy declared degree requirements and stay in contact with Whatcom's veteran services office to ensure the continuation of benefits on a quarterly basis. This also includes changes to the student's enrollment status, such as adding or dropping classes, and changes to tuition and fees. Veterans benefit recipients are required to maintain satisfactory academic progress according to the College's policies. Failure to comply with Veterans Administration regulations and College policies may result in termination of benefits.

Tuition Waiver

Whatcom Community College offers waivers to dependents of veterans who are considered 100% disabled or deceased as a result of federal service. Please see Veteran Services for qualifying information and application material.

If you are a veteran and do not meet the veteran/military residency requirements of the State of Washington as outlined below, you may be eligible for a waiver of the non-resident tuition, which will substantially reduce your quarterly tuition and fees. Please see Veteran Services for qualifying information and application material.

In-State Tuition

- You are a member/dependent of a member of the U.S. military stationed in Washington State or a member of the Washington National Guard.

Honorably discharged veterans who have lived in Washington State for less than the period required by law to establish residency may qualify for in-state tuition provided they meet the following requirements:

- Separated from the U.S. uniformed services with any period of honorable service after at least 90 days on active duty AND
- Eligible for benefits under the federal all-volunteer force educational assistance program, post 9/11 veterans educational assistance act, or any other federal law authorizing educational assistance for veterans AND
- Enters an institution of higher learning in Washington State within three years of the date of separation.

Family Members of Veterans:

A student who is a family member of a veteran may be eligible for in-state tuition provided they meet the following requirements:

- Entitled to Veterans Administration education benefits based on the student's relationship as a spouse, former spouse, or child of a veteran.
- The sponsoring veteran separated from the U.S. unformed services with any period of honorable service after at least 90 days on active duty.
- The student enters an institution of higher learning in Washington State within three years of the sponsoring service member's date of separation.

Students who are eligible for Veterans Administration assistance benefits based on their relationship with a service member who is deceased may qualify for in-state tuition provided:

- The service member served on active duty for a period of at least 90 days.
- The service member dies in the line of duty while serving the U.S. uniformed service.
- The student enters an institute of higher education in Washington State within three years of the service member's death.

Rights of Washington State National Guard and other military reserve students (RCW 28B.10.270)

A member of the Washington State National Guard or any other military reserve component who is a student at an institution of higher education and who is ordered for a period exceeding thirty days to either active state service, as defined in RCW 38.040.010, or to federal active military service has the following rights:

- May be given a grade of incomplete and allowed to complete the course upon release from active duty.
- May continue to and complete the course for full credit.
- Is entitled to make up the class, test, examination, laboratory, presentation, or event without prejudice to the final course grade or evaluation.

Tuition Assistance

Active, reserve, and National Guard service members interested in using federal tuition assistance must first determine their eligibility with their respective branches and commands. Veteran services will provide students with a Tuition Assistance Program plan, quarterly advising, and assistance submitting the appropriate paperwork necessary to access tuition assistance.

International Student Services

The staff of Whatcom Community College's international programs provides a variety of services to support international students throughout their studies at the College, from the point of applying for admission through graduation. Services for international students include:

- Admission advising
- Homestay placement and housing coordination
- Airport pick-up
- Placement assessment, orientation, and registration advising after arrival
- Immigration, academic, cultural adjustment, and personal advising
- Educational planning and university transfer advising
- A recreational activities program

Learning Center

The College's learning center is the place to go for academic support. Open to all registered WCC students, the learning center offers skills development and tutoring. Drop-in tutoring is available in writing and math at the writing center and the math center located in the learning center. Tutoring in other subjects is also available by arrangement. Every effort is made to locate tutors for students in a wide variety of subjects, including ESLA.

Math Center

The math center offers students drop-in assistance with math problems in a supportive environment. Tutors assist students with math concepts, alternative math texts, math software, calculators, and the online math center. Students may download programs to their calculators and interface their calculators with the computers for class assignments. Peer tutors, under the direction and supervision of the math center coordinator, staff the math center.

Writing Center

The writing center provides assistance to students at all stages of their writing processes: assignment analysis, prewriting, revising and editing. The writing center promotes the exchange and discussion of ideas in order for students to enhance their writing abilities and become independent writers. Peer tutors, under the direction and supervision of the writing center coordinator, staff the writing center.

Tutoring in Other Subjects

The tutoring program offers opportunities for students to receive free tutoring. Information and forms for requesting tutoring or becoming a tutor are available in the learning center. Qualified students may be hired and paid as tutors. The tutoring program is funded in part by student services and activities fees.

English speaking students are also available to help students in ESLA classes understand the content and the cultural context of their class reading assignments. This service is funded in part by the international program. Tutoring programs are under the supervision of the learning center director. Contact the learning center for more information.

Library

The library, located in the Heiner Center, provides a safe space for students to collaborate on projects, study, perform research and obtain assistance from librarians. The library houses books, journals, videos, music CDs, DVDs, maps, etc. There are silent and group study rooms, along with computers and printers for student use. Photocopiers and miscellaneous supplies (stapler, paper cutter, 3-hole punch, etc.) are also available.

Librarians at the reference desk work with students on a one-to-one basis for help with research. Students can chat via "ask-a-librarian" 24/7 through a link on the library's website. Librarians teach information literacy and provide customized instruction sessions to classes from disciplines across the curriculum.

The library's website (library.whatcom.edu) provides access to music and video streams, periodical databases, local library catalogs, tutorials and subject guides. Textbooks and other course materials placed on reserve by faculty members may be checked out at the reserves/circulation desk. WCC students with library cards from the local Bellingham Public or Whatcom County library systems may place holds from either catalog and designate WCC as the delivery location. Students needing resources unavailable on campus may request them through interlibrary loan using a form on the library website or use their student ID to access any one of six area libraries in the Whatcom Libraries Collaborate. Media services, on the top floor of the library, loans equipment such as digital cameras and camcorders to students. Students can receive production help with video and audio projects.

Student Bookstore

The WCC bookstore carries all instructor-designated required and recommended course materials, as well as a large selection of supplies, study aids, gifts, snacks, academically priced computer software, WCC sportswear and logo merchandise. Items are available for purchase either on campus or online via the bookstore's website (bookstore.whatcom.edu). All instructor-submitted course material information and pricing details are posted quarterly on the bookstore's website. For added savings, the bookstore carries a wide selection of discounted used books for purchase or rent, as well as discounted WTA bus passes and Regal Cinema Theater passes. The bookstore accepts cash, personal checks, Whatcom's Orca Card, MasterCard, Visa and American Express. The bookstore is open extended hours at the beginning of each quarter to assist students with locating their course materials. Textbook buybacks are held the final week of each quarter. The bookstore is located on the first floor of the Syre Student Center.

Student Computer Use

WCC is a Windows/Office-based PC environment providing open access for student use. The College's library provides computers for research purposes and the student access lab provides students with the full complement of Office, internet, web-based email, and specific curriculum based software (check with your instructor). Open hours for both venues are posted throughout campus and can be found on the College's website.

All computer access requires students to use a personalized network account. This is required for computer access in all labs, classrooms, etc. With the network accounts, students will have:

- Personalized username and password
- "My Documents" network storage 5 GB and web storage 25GB
- Wireless access
- Whatcom email address
- Web-based Microsoft Office
- Remote access to campus desktops and applications

The College also supports several computer classrooms used in computer-aided instruction (CAI). Access to these computers will be limited to those students enrolled in CAI classes for the quarter. Instructors will inform students that are scheduled in a computer-based lab. Visit whatcom.edu under student services, computer access & tech help for more detailed information.

Student Access Computer Lab

There are 79 computers in the student computer lab offering Windows 7, Office 2013, and internet access. The lab provides WCC students with access to their student network accounts, curriculum based software, email, faxing, scanning, copying and printing (black & white and color).

Students can check out laptops, Flip video cameras, and digital cameras and get assistance setting up their network accounts. Also available are five big screen monitors for group projects.

Student technology helpdesk staff are available in the computer lab to answer questions about access to course management systems, use of online resources, student email and common software used by students.

Student Life and Development

Associated Students of Whatcom Community College (ASWCC)

The ASWCC represents students in many important ways, including advocacy for solving student problems, review of college policies affecting students, facilitating of issue forums, and survey implementation to determine student needs. The ASWCC senate significantly contributes to College decision making. With other students around the state, ASWCC represents student concerns to the Washington state legislature and to state officials. It manages the services and activities (S&A) fee budget, sets goals and priorities, and develops a proposed budget for approval by the WCC Board of Trustees.

The S&A budget is derived from fees that each student pays as part of tuition. With these funds, the senate supports services such as the office of student life, the student newspaper, WCC student activities committee, intercollegiate and intramural sports, co-curricular programs and student clubs.

Membership on the senate offers an opportunity for students to earn college credits and a stipend while gaining valuable leadership experience, which can be applied to future endeavors, such as business, community activities, or government service. To become a member, a student must obtain at least 25 signatures of WCC students on a constituent election form, be enrolled for at least 8 credits, and maintain a 2.50 GPA. Some officers are elected, while others are appointed.

Please check the College website for more information. All officers and senate members receive a quarterly stipend for active participation. Information about the council and election procedures is available from the office of student life, located in the Syre Student Center.

Programming and Diversity Board (Student Activities)

The ASWCC programming and diversity board is a group of student leaders who work to enhance student life by offering a wide spectrum of educational and recreational programs. The board is dedicated to providing programming around topics of diversity, equity, and social justice issues, with the intent to increase conversations across campus that promote inclusivity and cultural competency. Members of our campus community look forward to participating in the wide range of events brought to campus. While the board is focused on diversity and social justice, the group also offers events such as theater productions, concerts, speakers, intramural sports, movies, ski trips to Mt. Baker, hikes, music, and more!

Students on the board are members of a high-functioning leadership team and receive training and real-life experience in leadership, budgeting, marketing, program planning, graphic design, and contract negotiations. All students are welcome and encouraged to apply for a position on the board. This unique, one-year employment opportunity begins in fall quarter. Applications are accepted during spring quarter for the following year and are available online or may be picked up at the programming and diversity board office, which is located in Syre Student Center, 208. Upon completion of the one-year program, members of the board will have tangible evidence of their experience and achievements, and will have completed a culminating portfolio that will support their academic transfer and/or transition into employment. For more information, email activities@whatcom.edu or call 360.383.3170.

Ambassadors Program

Student ambassadors serve as outstanding representatives of Whatcom Community College by strengthening connections with faculty, staff, and current and future students. Ambassadors provide tours for prospective students, market and attend campus events, guide community members to campus resources, and welcome new students at orientations. Student ambassadors strive to support student success and retention, provide peer leadership, promote diversity on campus, and assist with the successful transition of new students. Applications for this program are accepted annually in the spring quarter, and selected ambassadors serve a yearlong term from September through June. Program participants earn a stipend for the 30+ hours they contribute per quarter. The student ambassador program is located in Syre Student Center, 208.

Clubs

Clubs offer an excellent opportunity for Whatcom students to get involved, meet new people who share similar interests and make friends. They also provide the opportunity for students to engage with the campus in new ways that enhance their college experience. Through co-curricular programming, clubs create an excellent way for students to connect and network with faculty and staff, and develop life skills such as interpersonal communication, critical thinking, time management, and conflict resolution. The Associated Students of Whatcom Community College (ASWCC) recognizes a wide variety of clubs, including the ethnic student association, service-learning club, math club and many more. For more information about the 30+ clubs on campus, please visit the WCC website or stop by the office of student life and development located in Syre Student Center, 208.

Athletics

Whatcom Community College engages in intercollegiate sports competition for both men and women. The athletics program provides opportunities for students to develop teamwork, self-discipline and leadership skills. The WCC Pavilion provides a home for the Orca men's and women's basketball and women's volleyball teams. Orca Field, a lighted, state-of-the-art synthetic turf facility, is home for the men's and women's soccer teams.

The College is a member of the Northwest Athletic Conference (NWAC) and is governed by the rules and regulations of this organization, in addition to those of the College. To maintain athletic eligibility at Whatcom Community College, students must pass at least 12-quarter credit hours each quarter with a grade point average of 2.00 or better. Academic advisors, counselors, and coaches work together to promote the academic success of athletes.

Athletic grants-in-aid are available in all sports and are based on talent and need. Persons interested in intercollegiate sports programs, including information about athletic grants, should contact the associate director for athletics or the head coach for the sport of their interest. The office of student life and development administers WCC's athletic programs and is located in the Syre Student Center.

Intramural Sports

The intramural sports program provides competitive and recreational opportunities in sports, such as basketball, volleyball, tennis, and soccer. The ASWCC programming and diversity board plans and schedules an intramural program meeting student needs. Any student may join the activities committee to become involved in planning. All students are welcome to participate.

Pavilion & Student Recreation Center

Whatcom Community College's Pavilion & Student Recreation Center is open to students, faculty and staff. This has been a very exciting student-led project, culminating after several years of planning, design and construction. The facility includes more than 24,000 square feet of new construction and 6,700 square feet of renovated space.

Amenities include:

- Fitness and strength training equipment, including cardio machines (with live TV and video capabilities), free weights, and more
- Indoor running track
- Balcony-level fitness and stretching areas
- Updated gym for basketball and volleyball
- Two studio spaces equipped with specialized flooring (e.g. wood-sprung floor in second level studio)
- Towel service and upgraded locker room facilities
- Food and beverage services (available to members and non-members)

Students, faculty and staff must complete an online waiver in order to access the facility's amenities. See the WCC website for information.

Horizon, the Student Newspaper

Horizon, the Whatcom Community College student newspaper, is published 15 times during the school year. Any student interested in journalistic writing or photography is welcome to participate. Desktop publishing technology is used to produce the paper. Staff positions include editor, production manager, photo editor, and marketing manager. These positions receive quarterly stipends. Students who work on the Horizon may earn college credit and gain newspaper experience. Information about the newspaper and about application for staff positions is available from the office of student life. The Horizon office is located in Cascade, 129.

Residence Life

Whatcom Community College residence life provides off-campus apartments available to house approximately 160 students and provide programming for residents. These furnished apartments are within close proximity of the campus (within 2 miles), shopping, restaurants, and public transit. The residents are a mix of currently enrolled domestic and international students. The cost of these apartments includes basic furnishings and an electricity allowance while also providing the convenience and ease of participation in on-campus activities, study sessions at the library, and use of campus facilities like the Pavilion and Student Recreation Center. There are on-site resident advisors to assist residents and provide resources. It is the mission of WCC residence life to provide a learning environment and a feeling of community that fosters the advancement of its residents. More information about the residence life program is available at **whatcom.edu/housing**.

WCC Orca Card (Student ID)

The WCC student ID card (Orca Card) is issued to all currently enrolled students. To obtain an Orca Card, you must provide your student ID number and a photo ID (driver's license, passport, or military).

WCC student ID cards can be used to access:

- Computer classrooms and business computer lab
- Items from the WCC library
- Fitness center, Pavilion gym and tennis courts
- Local bus services through the WTA

The College deposits $15 for printing and copying on your card each quarter. In addition, you may deposit funds into your account to make purchases at:

- The Dockside Café and campus coffee stands
- WCC bookstore
- Campus vending machines

Students may deposit funds onto their Orca Card through MyWCC or by depositing cash into a point of deposit (POD) located in the Heiner and Syre buildings.

Family and friends of WCC students can support a student's education by depositing funds to help pay for books and meals. Go to **whatcom.edu/orcacard**. Under "stuff you should know," click on "deposits" and then "guest deposit." The information you will need includes:

- The student's 9-digit ID number (located on the back of the card)
- Their first and last name as it appears on the Orca Card

Note: WCC students must log in at least once on the student portal before guests can make a deposit.

Your first Orca Card is free; replacement cards are $15.00. To learn more, please contact the by the office of student life and development at 360.383.3007 or stop by Syre Center, 208.

WorkFirst

WorkFirst provides parents currently receiving TANF access to training to improve skills and increase opportunities for employment with stronger earning potential. A referral from a DSHS case manager is required to participate. Eligible pathways include pursuit of a professional-technical certificate, prerequisite courses for a professional-technical program, and basic education. Students can take courses in pre-college level English and math, or prepare to take the GED exam. WCC also offers classes for adult high school completion. For more information, please contact the WorkFirst office in the Cascade building, room 133 or call 360.383.3180.

Worker Retraining

Worker retraining provides educational access, follow-along support, financial assistance, and re-employment activities to eligible individuals seeking retraining in one of Whatcom Community College's professional-technical programs. Worker retraining serves individuals with unemployment claims within the last 48 months, displaced homemakers, the formerly self-employed, eligible veterans and vulnerable workers at risk of losing their income without proper training. Worker retraining coordinates services with WorkSource partners and the Employment Security Department. For more information, contact worker retraining in the office of advising and career services.

Passport to College Program

The Passport to College Promise scholarship program helps students from foster care prepare for and succeed in college. Eligible students receive a scholarship that assists with the cost of attending college (tuition, fees, books, housing, transportation, and some personal expenses), specialized support services from College staff, and priority consideration for the state need grant and state work study programs. For more information or to schedule an appointment with the passport program advisor, visit advising and career services in Laidlaw Center, 116 or call 360.383.3080.

Basic Food Employment and Training (BFET) Program

BFET provides eligible students access to basic food benefits, Working Connections Child Care subsidies and limited funding for educational access. Eligible pathways include professional-technical programs, pre-college level English and math, English Language courses, High School 21+, or preparation to take the GED exam. For more information, please contact the BFET staff in Laidlaw Center, room 134F, via email at BFET@whatcom.edu or call 360.383.3080 to schedule an appointment.

Academic Information

Educational Options

Whatcom Community College offers a variety of programs and courses.

Degree/Certificate/Diploma Programs

- The Associate in Arts and Sciences (AAS-DTA) transfer degree provides a broad range of courses designed to prepare students for upper-division study at a four-year college or university.
- The Associate in Science (AS-T) Transfer option allows science majors to concentrate on preparation in the sciences before transferring to a four-year college or university.
- Major Related Programs (MRPs) provide specific transfer preparation in areas such as business, engineering, and nursing.
- The Associate in Science (AS) and Associate in Arts (AA) degrees offer practical training in a variety of two-year professional-technical programs to prepare students to enter the work force; shorter certificate options are available for some programs and can often be completed simultaneously to earning a full degree.
- The Associate in Applied Science-Transfer (AAS-T) degree is built upon technical and general education coursework designed to prepare a student for direct entry into the work force or transfer to a participating four-year institution.
- The Bachelor of Applied Science (BAS) degree is built upon a two-year professional-technical (AA, AS or AS-T) degree and provides students with additional, higher level applied skills and preparation to enter the workforce.

For more information and a complete listing of available programs, refer to the Degree/Certificate/Diploma Programs section.

Transitional Learning Programs

These programs are designed to equip students with the academic skills necessary for success in a variety of educational, employment, and personal pursuits.

Adult Basic Education

Adult Basic Education (ABE) classes in reading, writing, and math are designed to meet the employment and pre-college educational needs of students 19 years or older. Day, online and evening courses are offered. Students may take these classes to help them prepare for GED tests, to complete the adult high school diploma, to fulfill job re-training, to improve their employability skills, or to improve their basic academic skills. Emphasis is on skill development for educational career pathways and job skills. Orientation and assessment are required before enrolling into classes. For more information, please contact the Transitional Learning staff in Cascade Hall, room 167, or call 360.383.3060.

College Success Studies

Courses in reading, writing, mathematics and study skills are available for students who would benefit from skills enhancement before or while attending regular college courses. Performance on assessment tests, other methods of placement, or recommendation by advisors determines placement in most of these courses. Several college success and study skills courses are offered to meet the unique learning needs of each individual. Many students enroll in below-100-level math and English courses to prepare for the math and composition classes required in college.

Courses numbered below 100, although assigned credit for financial aid purposes, are nontransferable as part of a degree or certificate program. Students are encouraged to talk with an advisor to determine which courses best meet their needs.

English as a Second Language/English Language Learner

Whatcom Community College offers high quality programs for students whose first language is not English. ELL (English Language Learner) classes are open to immigrants and refugees 19 years or older. Classes are offered fall, winter and spring and are available day and evening. The ELL program provides instruction and practice in listening, speaking, reading, writing and vocabulary building. Emphasis is on skill development for educational career pathways and job skills. Orientation and assessment are required before enrolling into classes. Contact the office of transitional learning programs for more information.

ESLA (English as a Second Language for Academic Purposes) classes are open to low-intermediate to advanced students whose first language is not English. These classes provide instruction in composition, reading, vocabulary development, oral communication, discussion skills, lecture note taking, and grammar. These courses are designed for students who plan to pursue college degrees or certificates, as well as for international students and visitors who have come to this country in order to improve their English. Orientation and assessment are required before enrolling in classes. Contact the ESLA coordinator or the international programs office for more information.

Adult High School Completion (HS21+)

The Adult High School Completion program provides adults 21 years and older with the opportunity to finish their high school education and earn a diploma from Whatcom Community College. Students who are 19-20 years of age should speak with an advisor about other options including the GED exam.

I-BEST

I-BEST stands for Integrated Basic Education and Skills Training. An I-BEST program is one that pairs a college course/program with integrated English and/or math skills. Students improve their reading, writing and/or math skills simultaneously with the college course/program. Often students take an extra support class to help master course content. Contact the director for transitional learning programs for more information.

Community & Continuing Education

Whatcom Community College offers a wide variety of quality non-credit certificates and classes designed to meet the training needs and lifelong learning interests of local citizens, businesses and organizations. Community & Continuing Education classes are affordably priced and offered at convenient times—days, evenings and weekends—throughout the year. There is no application for admission and registration can be completed over the phone or online. Classes are listed in the Discover quarterly schedule and on the Community & Continuing Education website. Customized training is also available to businesses and agencies to meet specific needs. For more information, visit Community & Continuing Education at whatcomcommunityed.com.

Learning Options

Learning is a lifelong experience that takes place in many forms and settings. At Whatcom Community College, various modes are available for learning, as well as methods of obtaining credit for learning that occurred elsewhere. The various modes of learning are as follows.

Instructional Modes

Face-to-face

Students attend regularly scheduled class sessions where instruction consists of classroom discussion, presentations, lecture, laboratory, and/or group work. The course may be supplemented with a variety of other learning methods, including online discussion groups, writing assignments, or testing. Face-to-face course sections may require the use of an online course platform or other technological resources. Students with limited access to a computer or the Internet may use the Student Access Lab on campus, or may discuss alternatives with their instructor.

Online/Hybrid

WCC provides a convenient alternative to traditional face-to-face classroom instruction for busy, self-motivated students. Online courses use a variety of technologies, materials, and methods to achieve the same learning outcomes as traditional courses. These courses are conducted solely through an online platform, but may include site-proctored testing. Hybrid courses are conducted partially through an online course platform, and partially face-to-face. For more information, visit the College's eLearning website at **whatcom.edu/elearning**.

Contract Learning

A learning contract is a mode of learning where a student can earn credit for independent, individualized, college-level experiences outside the classroom. Students can design their own course or use the learning contract as a way to take a course from the WCC catalog. A faculty mentor, an individual with expertise in the subject area, is recruited to facilitate and evaluate the student's learning. The learning contract broker helps students to develop ideas and put all the elements of the learning experience together. For further information, contact the learning contract coordinator in the entry and advising center.

Cooperative Education/Internships

Cooperative education/internships are experience-based learning courses for credit across disciplines. Students deepen their learning while adding to their resume by applying knowledge and skills in a structured, career-related setting within the employing community. Students also develop the proper work ethics and attitudes, responsibility and personal qualities, along with critical thinking and problem solving skills necessary for success in the workplace. Measurable learning outcomes are developed collaboratively by the student, faculty mentor, and employer through a learning contract process. The students complete written and oral reflections of learning throughout the quarter, along with an evaluation process at the end of the quarter. Students interested in cooperative education/internships are encouraged to plan ahead to secure a placement in their field of study.

WCC Service-Learning

Service-Learning is one vehicle in the College's curriculum that presents opportunities for learning by experience. Service-Learning is an activity — usually an assignment or a set of assignments — within a credit-bearing course in which students participate to address identified community needs. Students reflect on the activity and the value of their own participation to gain further understanding of course content, greater recognition of the applications of disciplinary content, and an enhanced sense of civic responsibility. Various courses across the disciplines offer a service-learning component. For more information, contact the service-learning coordinator.

Compass 2 Campus (C2C)

Compass 2 Campus is a cooperative education course that is an introduction to mentoring principles while putting "best practices" into action through mentorship experience in a school setting. The course is designed to develop the skills of reflective practice, community service, and active citizenship (social responsibility), through

outreach in placements with 5th – 12th grade students from varied cultural, social and economic backgrounds. College students will gain experience in public service, social work, human services and/or teaching to build critical skills necessary for their work in career pathways. Western Washington University leads this course in partnership with Whatcom Community College. For more information, contact WCC's entry and advising center, Laidlaw Center 116.

Self-Paced Labs/Mediated Learning

This learning mode allows students to progress at an individual pace with assistance from an instructor.

Study Abroad

Several opportunities for student learning occur in other regions of the world. These programs are very experiential in nature; students learn subject matter in a unique way and increase their cross-cultural communication skills and global knowledge. Students report that the experiences are often "life changing." The associate director of international programs can assist students in finding the right program to fit their interests.

Credit for Prior Learning

Prior Learning Assessment

Prior Learning Assessment (PLA) provides students with an opportunity to earn college credit for the knowledge and skills gained from previous education or training, military experience, volunteer, life and work experiences. Earning college credit by utilizing PLA can have positive impacts on college affordability, progress towards completion and overall student success. Prior learning credit is aligned with a corresponding WCC course. Students who believe that their professional experience, self-study or industry certifications meet the specific outcomes of a WCC course may demonstrate their prior learning in the following ways:

Certification Crosswalks

Credit may be awarded for certain industry licensures or certifications that have crosswalks to WCC courses. For a current list of recognized certification crosswalks, please contact the Credentials Evaluation Department.

Course Challenge

Students who believe their professional experience, previous training or self-study meet the specific outcomes of a WCC course may request to challenge that course. Each department determines the evaluation method required for students to demonstrate mastery of the course content. Industry certifications and licensures that do not have established crosswalks may also be considered using course challenge. Not all courses are appropriate for course challenge. Information outlining policies, procedures and fees is available in the entry and advising center as well as the college website.

CLEP

WCC awards credits for CLEP exams that meet the subject and score criteria agreed upon by the college departments that oversee each appropriate discipline. Acceptable scores/course equivalencies are published on the college's website. Students who apply for CLEP credit must request that official CLEP scores be sent directly from the College Board to the WCC records office. CLEP is considered transferred-in credit and is posted on the student's academic record at the time of graduation. CLEP credits may not transfer to other colleges and universities. It is the student's responsibility to contact transfer institutions regarding the acceptance of these credits.

High School Programs

Advanced Placement (AP)

The Advanced Placement (AP) program consists of college-level courses and exams for high school students. WCC awards specific course credit for AP exams with acceptable scores that are similar to courses offered by WCC. AP exams without comparable course offerings may be eligible for elective credit.

Students who apply for AP credit must request that official AP scores be sent directly from the College Board to the WCC records office. AP credit is considered transferred-in credit and is posted on the student's academic transcript at the time of graduation. Acceptable scores/course equivalencies are published on the College's website.

College in the High School

High schools in Whatcom County may contract with WCC to offer designated classes for college credit through the College in the High School (CHS) program. Students enrolling in such classes pay an administrative fee rather than full tuition. Information on classes, fees and procedures for CHS is available at individual high schools.

International Baccalaureate (IB)

The International Baccalaureate program consists of college courses and exams for high school students. WCC awards credit for higher level IB examinations that meet subject and score criteria agreed upon by the college departments that oversee each appropriate discipline.

Students who apply for IB credit must request that official IB scores be sent directly from International Baccalaureate to the WCC records office. IB credit is considered transferred-in credit and is posted on the student's academic transcript at the time of graduation. Acceptable scores and course equivalencies are published on the College's website.

Tech Prep Program

Tech Prep is a dual credit program that offers high school students an opportunity to earn college credits for approved high school courses. High school and college instructors have determined high school career and technical education courses that meet the entry level course requirements of comparable college courses. These courses are identified as Tech Prep approved. Students enrolled in these courses may be eligible to receive WCC credit through the high school's articulation agreement with the College.

Students who complete approved high school College Tech Prep courses with a grade of "B" or better may request college credit by completing and submitting a Whatcom Tech Prep application form. Registration instructions are available in the career and counseling centers at each area high school. All college Tech Prep courses accepted for credit at WCC will be transcribed with the grade earned in the student's high school course. Courses are only transcribed within the academic year the student completes the course work.

Award of articulated credits through WCC does not guarantee or imply acceptance of such credits by other institutions.

For more information, contact the College's Tech Prep coordinator or visit Whatcom County's Tech Prep website at whatcomtechprep.org.

Military Training

Whatcom Community College values the training, knowledge, and experience provided to our military servicepersons. Anyone who has served in a branch of the United States armed services and who is enrolled at WCC is eligible to have military training evaluated for college credit (RCW 28B.10.057).

Whatcom Community College (WCC) will make every effort to award credit for military training where possible. The following procedure is intended to clarify requirements, processes, and timelines for awarding credit.

Students receiving veteran education benefits or who desire an evaluation of military training are required to complete the following:

- Declare intent to complete a program of study offered at WCC.
- Provide an official Joint Services Transcript (JST), from the Community College of the Air Force, or from any other college/university attended.
- Submit all transcripts for evaluation within three quarters of admission to the program or be decertified for benefits.
- Submit a request to evaluate military training to the Credentials Evaluation Department.   Students receiving VA benefits cannot opt out of prior credit evaluation.

The college, upon receipt of all the official transcript(s) and the student's credit evaluation request will:

- Review military training transcripts received within 3 weeks for reading, English and mathematics placement (academic advising staff).
- Evaluate and record military training or experience that is substantially equivalent to any academic or program course offered at WCC no more than 8 weeks (credential evaluation staff & program faculty).
    - Credential evaluation staff will evaluate all training and courses that are academic in nature towards the general education required for the program of study.
    - Program coordinators, directors and/or appropriate faculty will evaluate all training and courses applicable to the program of study. Transcripts, course descriptions, previously determined credential equivalencies and ACE (American Council on Education) course recommendation will be used to determine equivalent credit recommendations.
    - With final approval from the registrar, credentials evaluation staff will post all applicable credit to the student record and notify the student of the courses and credits awarded.

WCC will establish standard equivalencies to military credentials where possible. In the event the student changes their program of study, transfer credit will be re-evaluated at the student's request and applied to the student record as applicable.

An exception will be made when criteria from an outside agency must be met prior to acceptance into the program.

Other Transferred-In Credit

Maintaining the integrity of Whatcom's curriculum is a primary concern, and every attempt will be made to grant credit for equivalent courses. WCC reserves the right to determine which courses are acceptable for transfer from other institutions. Course credits must be earned from a regionally accredited institution. Only college-level courses for which credit has been granted by the sending institution will be considered (credit for sectarian religious studies is not accepted). Courses from other accredited institutions (national, etc.) are considered on a case-by-case basis. Each student must initiate a request to have transfer credits evaluated. *(Note: Students with non-U.S. transcripts must request an evaluation from a professional service for evaluating foreign credentials.)* Each student will be individually notified of the results of the evaluation, with specific information about how the courses apply to his/her course of study.

Questions and concerns regarding a credential should first be addressed with a credential evaluator. If decided that it is necessary for an official exception/appeal to an evaluation, a course substitution form will be required. Any official exceptions/appeals to an evaluation should be addressed through this form, which can be initiated by a student, evaluator, advisor, administrator or faculty member.

These practices have been developed in accordance with the Intercollege Relations Commission (ICRC) for the State of Washington Handbook, AACRAO's Transfer Credit Practices of Educational Institutions, and the "Transfer of Award & Credit" policy adopted by AACRAO, ACE and CHEA.

Reciprocity Agreement

Washington's community and technical colleges (CTC's) offer reciprocity to students transferring within the CTC system. Students who have fulfilled a specific course requirement or entire areas of their AAS transfer degree requirements at one college—for example, communication skills, quantitative skills or distribution area requirements—will be considered to have met those same requirements if they transfer to another Washington CTC. Students must initiate the review process and must be prepared to provide all necessary documentation to WCC. Students are subject to WCC's catalog agreement and must complete the minimum number of credits required for a WCC degree. For complete information, students should contact an advisor in the entry and advising center.

Transfer Rights and Responsibilities

Student Rights and Responsibilities

- 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.
- Transfer and freshman-entry students have the right to expect comparable standards for regular admission to programs and comparable program requirements.
- 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.
- 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.
- Students have the responsibility to complete all materials required for admission and to submit the application on or before the published deadlines.
- 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.
- When a student changes a major or degree program, the student assumes full responsibility for meeting the new requirements.
- Students, who complete the general education requirements at any public four-year institution of higher education in Washington, when admitted to another public four-year institution, will have met the lower division general education requirements of the institution to which they transfer.

College and University Rights and Responsibilities

- Colleges and universities have the right and authority to determine program requirements and course offerings in accordance with their institutional missions.
- 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).

Academic Standards

Credits and Grades

Credit

Credit is recorded in quarter hours. Each quarter hour represents one 50-minute period of class time each week for the duration of a term, or the equivalent in laboratory, field work, or approved independent study.

Credit Load

For academic purposes, 12 credit hours is considered to be a full-time load. To complete a degree program in two years, a student should average 15 credit hours per quarter. Prior to registering for more than 18 hours per quarter, a student must obtain an advisor signature.

Course Numbering System

- 1-99   Developmental courses intended to bring the student to a general level of knowledge equivalent to Grade 12 completion OR post-high school review courses.
- 100-199   Freshman level courses.
- 200-299   Sophomore level courses.

Grading System

Grades are recorded on the student's permanent record at the end of each quarter. The following symbols are used to indicate achievement for courses in which the student is officially registered.

- A   Superior Achievement
- A-
- B+
- B   High Achievement
- B-
- C+
- C   Average Achievement
- C-
- D+
- D   Minimum Achievement
- F   Less than Minimum Achievement
  Indicates that a student did not demonstrate minimum achievement toward course outcomes either because the student did not complete a sufficient amount of work or because a student performed at a level below minimum achievement on work completed.
- I   Incomplete
  Indicates that a student was given permission to complete the requirements of a class at a later date. Incompletes are issued by the instructor when a student has, for good reason, been delayed in completing the required work but can successfully do so without additional instruction. A signed agreement between the instructor and the student, outlining the timeframe and work to be completed, must be submitted to the Registration Office. Grades awarded for completed work replace "I" grades and are recorded in the initial quarter of enrollment. Credits are not granted until the "I" has been changed. If a student does not complete the agreement in the allotted amount of time, the Registrar's Office will change "I" to the standing grade that was assigned by the instructor on the incomplete agreement.

- N   Audit
  Indicates that a student chose not to receive credit for a class. A student may change to or from audit grading through the initial registration process or by submitting a change form to the Registration Office no later than the end of the eighth week of the quarter.
- P   Pass
  For predetermined S/U graded credit classes, "P" indicates a passing grade for the class but does not satisfy the prerequisite for other classes. For specialized non-credit, non-graded classes, "P" is an administrative symbol.
- S/U   Satisfactory/Unsatisfactory
  Certain classes are designated S/U grading only. A student may change to or from S/U grading for any other class through the initial registration process or by submitting a change form to the Registration Office no later than the end of the eighth week of the quarter.
- W   Official Withdrawal
  Indicates that a student officially withdrew from a class by completing a withdrawal transaction through the Registration Office or via the web by the end of the eighth week of the quarter, or received approval for a hardship late withdrawal after the eighth week of the quarter. Official withdrawals occurring after the 20th calendar day of the quarter are posted to the student's permanent record.
- Y   Work in Progress
  Indicates that a student has work in progress for a class that begins and/or ends outside the regular starting/ending dates of the quarter. Such classes include Learning Contracts, Co-op Contracts and continuous enrollment classes. Grades awarded for completed work replace "Y" grades and are recorded in the initial quarter of enrollment. If a student does not complete the requirements for the class by the end of the following quarter, the instructor may change the "Y" to the appropriate grade earned; otherwise, the "Y" will be automatically changed to an "F" grade. Credits are not granted until the "Y" has been changed.
- *   No Grade Recorded or Invalid Grade or Late Finishing Class

Note: All quarterly deadline dates noted above are prorated for summer quarter to compensate for the shorter length of time.

Grade Point Values/Average

Grade point values are assigned to the following grades:

Grade	Grade Point Value
A	4.00
A-	3.70
B+	3.30
B	3.00
B-	2.70
C+	2.30
C	2.00
C-	1.70
D+	1.30
D	1.00
F	0.00

Grades S, U, I, N, W, Y, P do not carry grade point values and are, therefore, not computed into the student's grade point average.

Note: Credit is awarded for S and P grades.

A student's grade point average is computed on a quarterly and cumulative basis. The quarterly GPA is computed by dividing the total number of quarterly grade points by the total number of quarterly A through F credits earned. The cumulative GPA is computed by dividing the total number of all grade points by the total number of all A through F credits earned.

Grade Changes

Once a grade has been recorded on the student's academic transcript, it is considered final. If a student believes a grading error has occurred, the student should contact the instructor as soon as possible. An instructor may initiate a grade change form only under the following circumstances:

- Instructor error in grade computation (must be submitted within one year after the end of the quarter in which the grade was issued).
- Additional or supplemental coursework submitted to complete "I—Incomplete" (as agreed upon in Incomplete Agreement signed by student/instructor) or "Y—Work in Progress" (by the end of the following quarter).

Documented data entry errors brought to the attention of the registration office within one year after the end of the quarter in which the grade was issued will be corrected immediately (no grade change form is required).

Grade disputes between a student and instructor must be resolved in accordance with the student rights & responsibilities outlined in the college policies section of this catalog. Students are encouraged to consult with instructors and/or the appropriate department chair before initiating a formal grievance.

Repeating a Course

Some courses are designated as repeatable for additional credit up to the maximum specified. A separate grade is issued for each completion. See individual course descriptions for such courses.

For courses other than those designated as repeatable for credit, a student may only repeat a course a maximum of two times (this is defined as two repeats in addition to the original enrollment). The student must submit a course repeat card to the registration office at the time of registration. Although courses may be repeated to improve the grade earned, credit is applied only once. Each grade received will appear on the student's academic transcript, but only the credits and grade with the higher grade point value will be used to compute grade point average. The course with the lower grade will be designated with an "R" symbol to designate that it has been repeated.

Caution: Other colleges and universities may not accept a grade earned in a repeated course. If accepted, the grade may be treated differently in the calculation of grade point average.

Dean's List

The Dean's List is a fall, winter, and spring quarterly roll of full-time students who have satisfactorily completed a minimum of 12 credits in which letter grades with grade point values have been assigned and who have earned a minimum 3.50 quarterly grade point average. Official withdrawals that occur during the first 20 calendar days are disregarded.

Honors Program

The honors program provides outstanding students with challenging and stimulating two-credit seminars. The seminars, usually taken simultaneously with a distribution course in the regular curriculum, allow students to pursue a subject in depth and to experience a high degree of student-faculty interaction. Once a student has taken an honors seminar the first quarter after admission to the program, the student may elect to complete a special performance, exhibit or research project during a subsequent quarter instead of participating in a second seminar. To graduate in the honors program, a student must complete one seminar or project for every 20

credits taken after entering the program, but no fewer than two seminars/projects. Honors program students register early to ensure enrollment in the regular courses associated with seminars.

Eligibility and Application Process

Students selected for the honors program should demonstrate superior academic ability and intellectual curiosity. A cumulative WCC college-level GPA of at least 3.50 for completion of at least ten WCC credits is required. The process for acceptance into the program includes:

- Complete an honors program application and return it to the program coordinator.
- Submit at least one faculty recommendation, which addresses the student's creativity, intellectual curiosity, motivation, and commitment to go beyond the norm.
- Demonstrate college-level writing in the honors program application and by placement in ENGL& 101.
- Maintain a 3.50 cumulative college-level GPA and abide by the WCC student rights & responsibilities to continue in the honors program.

For more information and an application, contact the honors program coordinator, visit the honors program page on the WCC website, or drop by Cascade Hall, 145.

Petition for Exclusion of Low Grades

Students can have prior courses from Whatcom Community College excluded from their GPA calculation. The petition benefits students who would not otherwise be able to overcome a large GPA deficit. It is a fresh start. Students are eligible when:

- Grades are at least three years old;
- There was a break in enrollment;
- More than 24 college level credits completed with a 2.0 or better GPA since returning.

Petitions must request exclusion of all grades prior to a given quarter; a request to exclude single grades within a quarter will not be considered.

Classes and grades, however, remain on the official transcript, which could present a challenge should a student need to transfer to another institution. The receiving institution will make an independent evaluation of these courses, which WCC has no control over. To address issues this might cause, WCC has transfer advisors who are familiar with the application process and can assist you in developing strategies to improve your chances for admission. Students can schedule an appointment by calling 360-383-3080.

Academic Standards of Progress Policy

The academic progress policy recognizes students in good academic standing and seeks to assist those who are struggling.

Students with a cumulative and quarterly GPA above 2.0 are in good standing.

Students whose quarterly GPA drops below 2.0 are on warning. Students whose quarterly and cumulative GPA are below 2.0 are on probation and must attain a 2.0 or better quarterly GPA in subsequent quarters. Students on probation whose quarterly GPA falls below 2.0 are suspended.

Students who are suspended can take one class at up to five (5) credits. Students wanting to take more than five credits can petition to do so. Approved petitioners follow the same rules as a student on probation. For more information and petition forms go to the Academic Progress page under the Student Services tab on the WCC website.

Graduation

General Graduation Requirements for All Degrees and Certificates

In order to receive a degree or certificate from Whatcom Community College, students must fulfill the following general requirements:

- Complete, with a passing grade, the minimum number of credits required. All courses must be at the college level.
- Earn a minimum of 25 college-level credits (100 or above) at WCC. Exception: Earn a minimum of 15 college level credits (100 or above) at WCC to complete the AAS-DTA, ALS or AS-T degree.
- Submit an application for graduation by the priority deadline published in the registration calendar on the website. Late applications will be accepted but might not be processed in time for last quarter advising.
- Unless otherwise specified by the program, obtain a cumulative grade point average of 2.0 in all coursework applied to the degree or certificate.*
- Related instruction/general education requirements (except for required prerequisites) in professional/technical degrees and certificates are automatically satisfied for students who have completed an associate transfer degree from an accredited institution within the state of Washington or a baccalaureate degree from an accredited institution within the United States. Other degrees will be considered on a case-by-case basis.
- Students must meet degree/certificate requirements according to the College's catalog agreement.

*Note: many receiving institutions have higher grade point average requirements for admission either to the institution or to a particular major program. Students should check the requirements at the desired receiving institutions to make sure they are meeting minimum eligibility requirements to apply and/or transfer.

Students have the following responsibilities in successfully completing a degree or certificate:

- Knowledge and understanding of College policies;
- Ensuring that all necessary course requirements have been met;
- Providing official transcripts of course work to be transferred in from other accredited institutions;
- Providing appropriate course descriptions and/or syllabi for transferred courses from the year the courses were taken, if requested by the evaluations department.

Graduation with Honors

Students graduate with honors when they completed a degree program and have a cumulative college-level grade point average of 3.50 in which at least 65 of the credits have grade points assigned.

Students who transferred to WCC and have completed less than 45 WCC graded college-level credits or who have a WCC cumulative college-level GPA below 3.50 will have their transfer credits included in the calculation for honors status.

Students who are in the Honors Program should see Honors Program under Academic Standards for additional graduation requirements.

Waiving a Graduation Requirement

Students can petition the academic standards committee to waive a graduation requirement. Documentation must be provided with the petition and not all petitions are eligible for review. Students are encouraged to seek advice from the graduation department or an academic advisor when considering this option. Petitions are available in and submitted to the admissions and registration office.

Commencement

Commencement activities are held in the spring for all degree and certificate graduates of the preceding summer, fall and winter quarters, as well as for applicants of the current spring quarter. Students planning to graduate in the subsequent summer quarter may also participate provided that an application for summer quarter graduation is submitted by the deadline stated on the College website.

Degree/Certificate/Diploma Programs

Whatcom Community College offers a variety of degrees, including a Bachelor of Applied Science and several types of Associate degrees and certificates.

Applied Bachelor Degrees

Bachelor of Applied Science (BAS) – IT Networking

Building on its nationally acclaimed Computer Information Systems Associate in Science degree program, Whatcom Community College will offer a Bachelor of Applied Science (BAS) degree in IT Networking starting fall 2017. The degree is designed for students who have earned an associate's degree in an information technology related field from a regionally accredited institution within the past five years or any prior degree plus relevant industry experience.

Associate Degrees and Certificates

Transfer Degrees

Associate in Arts and Sciences - Direct Transfer Agreement (AAS-DTA)

The Associate in Arts and Sciences-Direct Transfer Agreement (AAS-DTA) is designed primarily for students who plan to transfer to a four-year college or university with junior status.

The AAS-DTA degree requires completion of 90 credits within specified distribution areas and is accepted as fulfillment of the general university requirements by Washington state four-year institutions. Students should discuss transfer plans with an advisor to plan appropriately for variations in requirements at different universities.

General Education. Whatcom Community College's AAS-DTA degree ensures that our students receive the liberal arts and sciences education that employers, baccalaureate institutions, and accrediting associations believe are necessary for success in our rapidly changing world. Earning an AAS-DTA at Whatcom means that a student has successfully completed courses in writing and oral communications, a course in symbolic or quantitative reasoning, courses across three distribution areas (humanities, social sciences, and sciences), and courses that foster a greater understanding and awareness of global, diversity, and sustainability issues. The content, goals, and learning outcomes of the transfer degree reflect Whatcom's core learning and educational values.

Associate Degrees - Direct Transfer Agreement/Major Related Program (DTA/MRP)

Major related programs follow the requirements of the AAS-DTA, and include specifically defined coursework to prepare students for upper-division classes in the major area after transferring to a 4-year college or university. WCC currently offers the following DTA/MRP degrees:

- Associate in Business DTA/MRP
- Associate in Nursing DTA/MRP (This degree includes two years of professional-technical coursework in nursing.)

Associate in Science - Transfer (AS-T) Degree

The Associate in Science-Transfer (AS-T) degree is based upon an agreement between Whatcom Community College and many colleges/universities in Washington State. This degree is an efficient, pre-designed educational path for students who wish to complete a baccalaureate program in science or engineering fields. The AS-T degree will not substitute for all general university requirements, but will allow WCC students to enter

a participating four-year college/ university with 90 credits, junior standing, and the majority of major prerequisites completed. Students pursuing this degree must be prepared to complete any remaining general university requirements along with remaining major program and graduation requirements during their junior and senior years of academic study.

The AS-T majors designed to transfer within this option include:

- Atmospheric Sciences
- Biology
- Chemistry
- Earth Sciences
- Engineering
- Environmental Science
- Geology
- Physics

Associate in Science-Transfer/Major Related Program (AS-T/MRP) Degrees

These major related engineering programs follow the requirements of the AS-T, and include extensive preparation to prepare students for completion of the bachelor's degree in engineering within two years of transferring. WCC currently offers the following AS-T/MRP degrees:

- Bioengineering and Chemical Engineering
- Computer and Electrical Engineering
- Mechanical, Civil, Aeronautical, Environmental, and Materials Science Engineering

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

The Associate in Applied Science-Transfer (AAS-T) degree requires completion of a minimum of 90 college-level credits with emphasis in certain professional-technical fields and including a minimum of 20 general education credits. The AAS-T degree is designed to prepare a student for direct entry into the workforce or to transfer to a participating four-year institution.

WCC currently offers Associate in Applied Science – Transfer degrees in the following fields:

- Cybersecurity
- Early Childhood Education

Liberal Studies Degree

Associate in Liberal Studies (ALS) Degree

The Associate in Liberal Studies degree is designed primarily for students who do not plan to pursue a specific technical or academic emphasis or transfer to a four-year institution but who wish to receive recognition for completion of 90 credits of general Arts and Sciences college-level learning.

Coursework must be completed within specific distribution areas.

Professional-Technical Degrees

WCC professional-technical degrees prepare students for immediate employment in the field of study. Some professional-technical degrees also transfer to 4-year colleges and universities. WCC offers three types of professional-technical degrees: (1) Associate in Science (AS); (2) Associate in Arts (AA); and Associate in Applied Science - Transfer (AAS-T). All degrees require the completion of at least 90 credits with specific coursework in the field of study. WCC offers professional-technical associate degrees in the following areas:

- Accounting (AS)
- Business Administration (AS)
- Computer Information Systems (AS)
- Criminal Justice (AS)

- Cybersecurity (AAS-T)
- Early Childhood Education (AA and AAS-T)
- Finance (AS)
- Hospitality and Tourism Business Management (AS)
- Massage Therapist (AS)
- Medical Assisting (AS)
- Nursing (DTA/MRP)
- Paralegal Studies (AS)
- Physical Therapist Assistant (AS)
- Visual Communications (AA)

Certificates

A certificate is an organized, narrowly focused program that provides training in a specific occupational field. Certificate programs typically require completion of a minimum of 45 credits containing related instruction components. Certificate programs of 45 credits or greater currently offered by the College are:

- Accounting
- CIS Network Administration
- CIS Technical Support
- Criminal Justice
- Early Childhood Education (State Certificate)
- Hospitality and Tourism Business Management
- Massage Therapist
- Medical Assisting
- Office Administration
- Office Administration - Logistics
- Paralegal Studies
- Retail Management

For information on certificates below 45 credits that offer additional specialization opportunities, visit whatcom.edu under Degrees and Programs, professional-technical degrees.

GED Certificate

The GED is a series of four tests endorsed by Washington State as an alternative credential for adults without a high school diploma. Students must demonstrate high school level competencies in math, science, social studies and reasoning through language arts to earn a GED credential. A GED can lead to opportunities for better jobs and to potential access to financial aid resources for more advanced education and training.

Students may enroll in Adult Basic Education (ABE) courses to prepare for the GED tests. Prospective students should contact the transitional learning programs office for more information.

Arrangements for taking the GED tests are made online at GED.com. Students may request accommodations for taking the GED tests online at GED.com. There is a charge for taking each test.

High School Diploma

Whatcom Community College awards high school diplomas to eligible students as outlined by RCW 288.50.535. To be eligible, students must meet one of the following criteria:

- Students 21 year or older who satisfactorily complete an associate's degree may submit a written request to be awarded a state high school diploma from the College.
- Students 21 years or older who successfully complete all of the requirements for the adult high school completion program through the office for transitional learning programs.
- Students enrolled through Running Start who satisfactorily complete an associate's degree may submit a written request to be awarded a state high school diploma.
- Students who are younger than 21 years old, who have enrolled in Running Start at any time, may request a high school diploma from the College upon completion of an associate's degree.

Eligible students must submit a written request by completing the high school diploma section of the application for degree or certificate and submitting the form to the registration office.

The Importance of Preparing for a Major

Declaring and preparing for your major can help you be more successful in completing your transfer degree and in transferring to a university because...

- Many four-year universities require that prerequisite coursework be completed before acceptance.
- For many competitive majors (Business, Engineering, Education, and Sciences) it is imperative to plan for prerequisites within your first 30 college level credits.
- Many four-year universities give priority admission to students who have completed major preparation.
- Some four-year universities give declared majors priority registration for upper division major coursework.
- For some majors, postponing prerequisite course work may result in an additional one or more years of course work after completion of the associate degree before being admitted to the major department. Many majors only admit students once a year. Careful prerequisite planning aids in timely admission.
- Student financial aid funding could be jeopardized without careful major preparation planning.
- Some professional-technical degrees closely parallel the transfer degree and certain courses can apply to both degrees (e.g., Business Administration, Criminal Justice, Early Childhood Education, etc.). Early course planning can enhance these and similar programs.
- The earlier in your college career you begin major preparation work, the more prepared you will be, and the more time and expense you will save. Advisors can help provide information about choosing a major and choosing courses that will help satisfy your selected major's prerequisites.
- Educational planning courses are available for elective credit each quarter as well as a variety of major planning and transfer workshops.
- Major/degree planning worksheets are available in the entry and advising center, Laidlaw Center, 116. Comprehensive degree planning resources are available on the College's website.
- Always check with the college or university you plan to transfer to for specific requirements.

Degree/Certificate Descriptions and Requirements

Transfer Degree Programs

Associate in Arts and Sciences (DTA)

The Associate in Arts and Sciences-Direct Transfer Agreement (AAS-DTA) is designed primarily for students who plan to transfer to a four-year college or university with junior status.

The AAS-DTA degree requires completion of 90 credits within specified distribution areas and is accepted as fulfillment of the general university requirements by Washington state four-year institutions. Students should discuss transfer plans with an advisor to plan appropriately for variations in requirements at different universities and for different majors.

Core Requirements — Communication Skills

Note: Core courses cannot be used to meet distribution, w, d, g or s requirements.

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
English Composition (second course designated CC)		3 or 5
Communication Studies (course designated OC)		3 or 5

3 courses - one from EACH category
Minimum 6 credits of English Composition

	Sub-Total Credits:	**10-13**

Core Requirements — Quantitative/Symbolic Reasoning

Course #	Title	Credits
MATH& 107	MATH IN SOCIETY	5
or MATH& 141	PRECALCULUS I	5
or a higher level MATH course		5
or PHIL& 117	TRADITIONAL LOGIC	5
	Sub-Total Credits:	**5**

Distribution — Humanities

Humanities - courses designated H/Hp (see Appendix A)

- 2 disciplines (examples: FILM, MUSC) with no more than 10 credits from one discipline
- HUM and IDS courses of 6 credits count as two disciplines and 10 credit maximum does not apply
- No more than 5 credits performance (p)
- Foreign languages 123 or above (All foreign languages are considered one discipline. No more than 5 credits of 100-level foreign language.)
- No more than 5 credits in independent study (courses numbered 189, 199, 289, 299 - designated H/Hp)

Sub-Total Credits:	**15**

Distribution — Social/Behavioral Science

Social/Behavioral Science - courses designated SS (see Appendix A)

- 2 disciplines (examples: HIST, ANTH) with no more than 10 credits from one discipline
- No more than 5 credits in independent study (courses numbered 189, 199, 289, 299 - designated SS)

Sub-Total Credits: **15**

Distribution — Math/Science

Math/Science - courses designated MS/MSl (see Appendix A)

- 2 disciplines (examples: CHEM, ASTR) with no more than 10 credits from one discipline
- At least one laboratory course (designated "l")
- 10 credits in physical or biological sciences
- No more than 5 credits in independent study (courses numbered 189, 199, 289, 299 - designated MS/MSl)

Sub-Total Credits: **15**

Electives — 27-30 Credits

12-30 Credits Listed Electives - Courses designated H/Hp, SS, MS/MSl, CC, OC, Q/SR, LE
0-15 Credits Unlisted Electives - Any courses numbered 100 and above designated UE

- Minimum of 12 credits must be from AAS Distribution (designated H/Hp, SS, MS/MSl) and/or Listed Electives (designated LE)
- Excess credits from courses used in Core (designated OC,CC,Q/SR) or Distribution (H/Hp, SS, MS/MSl) can count in listed elective category
- No more than 15 credits of independent study (courses numbered 189, 199, 289, 299)
- No more than 15 credits of unlisted electives numbered 100 or above (designated UE)
- Maximum of 3 PE activity credits can be applied as electives

Sub-Total Credits: **27-30**

Additional Requirements

CORE COURSES MAY NOT be used to satisfy Writing, Diversity, Global or Sustainability requirements.

Note: a course with multiple designations can satisfy more than one requirement in this area. For example, ENGL& 111 (Hwg) will meet both writing intensive and global requirements.

Writing Intensive (courses designated "w")

The writing intensive requirement must come from Distribution, Listed or Unlisted Electives, 3 or more credits, numbered 100 and above, designated as "w".

These courses are designed to provide students the opportunity to extensively explore topics through writing. In order to meet the requirements of a writing intensive course, the course must meet the following criteria:

- A minimum of 2,000 words (approximately 8 typed, double-spaced pages) of graded writing.
- The 2,000 words should be distributed among at least three different papers. Writing must be evaluated on both form and content by the instructor.
- Writing activities (both graded and ungraded) should count for 50% of the course grade. Writing skills should count for a significant portion of the grade on writing activities.
- Writing could be done in and/or out of class.

Diversity Studies (courses designated "d")

The diversity requirement must come from Distribution, Listed or Unlisted Electives, numbered 100 and above, 3 or more credits, designated as "d".

These courses are designed to give students the ability to describe or analyze issues in socioeconomic status, ethnicity, gender, race, religion and/or other differences in the United States. At least one credit of course content or time must be devoted to these topics.

Global Studies (courses designated "g")

The global studies requirement must come from Distribution, Listed or Unlisted Electives, numbered 100 and above, 3 or more credits, designated as "g".

These courses are designed to give students the ability to describe or analyze (1) the global interrelationships among societies, cultures, or peoples or (2) a single society, culture, or people other than those from within the United States. At least one credit of the course content or time must be devoted to these topics.

Sustainability (courses designated "s")

The sustainability requirement must come from Distribution, Listed or Unlisted Electives, numbered 100 and above, 3 or more credits, designated as "s".

These courses are designed to give students the ability to examine the interrelationships between human activity and the natural environment and how humans deal with these issues. In addition, the viability of social and economic systems may be studied. At least one credit of course content or time must be devoted to these topics.

Total Credits for Degree:	**90**

Associate in Business (DTA/MRP)

The Associate in Business (DTA/MRP) degree is a statewide-articulated 90-credit transfer degree agreement for business majors between the community colleges and most four-year institutions. Students will enter the four-year institution's business department at the junior level. However, admission is not guaranteed. To earn this degree, students must complete a minimum of 90 credits numbered 100 or above as specified in the degree, and earn a minimum of 2.0 grade point average.

Core Requirements – Communication Skills

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
or Any course designated "CC"		5
CMST& 220	PUBLIC SPEAKING	5
or Any course designated "OC"		5
	Sub-Total Credits	**10**

Core Requirements – Quantitative/Symbolic Reasoning

Course #	Title	Credits
MATH& 141	PRECALCULUS I	5
or MATH 145	ALGEBRA APPLICATIONS FOR ECONOMICS AND BUSINESS	5
MATH& 148	BUSINESS CALCULUS	5
	Sub-Total Credits	**10**

Distribution - Humanities

Humanities - courses designated H/Hp

- Selected from at least two disciplines (examples: FILM, MUSC)

- No more than 5 credits in performance/skills courses are allowed
- No more than 5 credits allowed in world language
  Note: Students intending the international business major should consult their potential transfer institutions regarding the level of world language required for admission to the major.

	Sub-Total Credits	15

Distribution – Social Science

Course #	Title	Credits
BUS& 101	INTRODUCTION TO BUSINESS	5
ECON& 201	MICRO ECONOMICS	5
ECON& 202	MACRO ECONOMICS	5
	Sub-Total Credits	15

Distribution – Math/Science

Math/Science – courses designated MS/MSl

Course #	Title	Credits
MATH& 146	INTRODUCTION TO STATISTICS	5
10 credits physical, biological and/or earth science, including at least one lab course		10
	Sub-Total Credits	15

Electives

Course #	Title	Credits
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
ACCT& 202	PRINCIPLES OF ACCOUNTING II	5
ACCT& 203	PRINCIPLES OF ACCOUNTING III	5
BUS& 201	BUSINESS LAW	5
Any general elective numbered 100 or above		5

Note: Four institutions have requirements for admission that go beyond those specified above. Students can meet these requirements by selection of the elective equivalent to:

- *WSU (all campuses): Management Information Systems MIS250*
- *Gonzaga: Management Information Systems BMIS 235*
- *PLU: Computer Applications CSCE 120, either an equivalent course or skills test*
- *WWU: Introduction to Business Computing Systems MIS 220.*

	Sub-Total Credits	25
	Total Credits for Degree	90

Transfer Degrees for Science Majors

The Associate in Science-Transfer (AS-T) degree is an efficient, pre-designed educational path for students who wish to complete a baccalaureate program in science fields. The AS-T degree will not substitute for all general university requirements, but will allow WCC students to enter a participating four-year college/ university with 90 credits, junior standing, and the majority of major prerequisites completed.

Associate in Science-Transfer (AS-T) -Atmospheric Sciences

Core/General Education Requirements

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as humanities (H)		5
Any course designated as social sciences (SS)		5
Any additional course designated as humanities (H) or social sciences (SS)		5
MATH& 151	CALCULUS I	5
MATH& 152	CALCULUS II	5

Note: MATH& 151 and MATH& 152 may be replaced with 10 credits of higher-level math with approval of advisor.

Sub-Total Credits:		**30**

Pre-major program courses

Course #	Title	Credits
CHEM& 161	GENERAL CHEMISTRY WITH LAB I	5
CHEM& 162	GENERAL CHEMISTRY WITH LAB II	5
CHEM& 163	GENERAL CHEMISTRY WITH LAB III	5
MATH& 163	CALCULUS III	5
PHYS& 221	ENGINEERING PHYSICS I	5
PHYS& 222	ENGINEERING PHYSICS II	5
PHYS& 223	ENGINEERING PHYSICS III	5
	Sub-Total Credits:	**35**

Remaining courses/elective courses

Student must complete 25 additional credits to reach a total of 90 credits.
Computer science, MATH 204, and MATH 238 are strongly recommended.

Sub-Total Credits:		**25**
Total Credits for Degree:		**90**

Associate in Science-Transfer (AS-T)-Biology

Core/General Education Requirements

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as humanities (H)		5
Any course designated as social sciences (SS)		5
Any additional course designated as humanities (H) or social sciences (SS)		5
MATH& 151	CALCULUS I	5
MATH& 152	CALCULUS II	5

Note: MATH& 151 and MATH& 152 may be replaced with 10 credits of higher-level math with approval of advisor.

	Sub-Total Credits:	**30**

Pre-Major Program Courses

Course #	Title	Credits
BIOL& 221	MAJORS ECOLOGY/EVOLUTION	5
BIOL& 222	MAJORS CELL BIOLOGY/MOLECULAR	5
BIOL& 223	MAJORS ORGANISMAL PHYSIOLOGY	5
CHEM& 161	GENERAL CHEMISTRY WITH LAB I	5
CHEM& 162	GENERAL CHEMISTRY WITH LAB II	5
CHEM& 163	GENERAL CHEMISTRY WITH LAB III	5
MATH& 163	CALCULUS III	5
or MATH& 146	INTRODUCTION TO STATISTICS	5
10 additional math/science credits		10
	Sub-Total Credits:	**45**

Remaining Courses/Elective Courses

Student must complete 15 additional credits to reach a total of 90 credits.
CHEM& 261, 262, 263 are strongly recommended.

	Sub-Total Credits:	**15**
	Total Credits for Degree:	**90**

Associate in Science-Transfer (AS-T)-Chemistry

Core/General Education Requirements

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as humanities (H)		5
Any course designated as social sciences (SS)		5
Any additional course designated as humanities (H) or social sciences (SS)		5
MATH& 151	CALCULUS I	5
MATH& 152	CALCULUS II	5

Note: MATH& 151 and MATH& 152 may be replaced with 10 credits of higher-level math with approval of advisor.

Sub-Total Credits:		**30**

Pre-Major Program Courses

Course #	Title	Credits
CHEM& 161	GENERAL CHEMISTRY WITH LAB I	5
CHEM& 162	GENERAL CHEMISTRY WITH LAB II	5
CHEM& 163	GENERAL CHEMISTRY WITH LAB III	5
CHEM& 261	ORGANIC CHEMISTRY WITH LAB I	5
CHEM& 262	ORGANIC CHEMISTRY WITH LAB II	5
CHEM& 263	ORGANIC CHEMISTRY WITH LAB III	5
MATH& 163	CALCULUS III	5
BIOL& 221	MAJORS ECOLOGY/EVOLUTION	5
and BIOL& 222	MAJORS CELL BIOLOGY/MOLECULAR	5
and BIOL& 223	MAJORS ORGANISMAL PHYSIOLOGY	5
or		
PHYS& 221	ENGINEERING PHYSICS I	5
and PHYS& 222	ENGINEERING PHYSICS II	5
and PHYS& 223	ENGINEERING PHYSICS III	5
Sub-Total Credits:		**50**

Remaining Courses/Elective Courses

Student must complete 10 additional credits to reach a total of 90 credits.
MATH 204 and MATH 238 are strongly recommended.

Sub-Total Credits:		**10**
Total Credits for Degree:		**90**

Associate in Science-Transfer (AS-T)-Earth Sciences

Core/General Education Requirements

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as humanities (H)		5
Any course designated as social sciences (SS)		5
Any additional course designated as humanities (H) or social sciences (SS)		5
MATH& 151	CALCULUS I	5
MATH& 152	CALCULUS II	5

Note: MATH& 151 and MATH& 152 may be replaced with 10 credits of higher-level math with approval of advisor.

Sub-Total Credits:		**30**

Pre-Major Program Courses

Course #	Title	Credits
CHEM& 161	GENERAL CHEMISTRY WITH LAB I	5
CHEM& 162	GENERAL CHEMISTRY WITH LAB II	5
CHEM& 163	GENERAL CHEMISTRY WITH LAB III	5
GEOL& 101	INTRODUCTION TO PHYSICAL GEOLOGY	5
MATH& 163	CALCULUS III	5
or MATH& 146	INTRODUCTION TO STATISTICS	5
BIOL& 221	MAJORS ECOLOGY/EVOLUTION	5
and BIOL& 222	MAJORS CELL BIOLOGY/MOLECULAR	5
and BIOL& 223	MAJORS ORGANISMAL PHYSIOLOGY	5
or		
PHYS& 221	ENGINEERING PHYSICS I	5
and PHYS& 222	ENGINEERING PHYSICS II	5
and PHYS& 223	ENGINEERING PHYSICS III	5
5 additional math/science credits		5
Sub-Total Credits:		**45**

Remaining Courses/Elective Courses

Student must complete 15 additional credits to reach a total of 90 credits.

ASTR& 100 and/or OCEA& 101 are recommended.		15
Sub-Total Credits:		**15**
Total Credits for Degree:		**90**

Associate in Science-Transfer (AS-T) -Environmental Science

Core/General Education Requirements

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as humanities (H)		5
Any course designated as social sciences (SS)		5
Any additional course designated as humanities (H) or social sciences (SS)		5
MATH& 151	CALCULUS I	5
MATH& 152	CALCULUS II	5

Note: MATH& 151 and MATH& 152 may be replaced with 10 credits of higher-level math with approval of advisor.

	Sub-Total Credits:	**30**

Pre-Major Program Courses

Course #	Title	Credits
CHEM& 161	GENERAL CHEMISTRY WITH LAB I	5
CHEM& 162	GENERAL CHEMISTRY WITH LAB II	5
CHEM& 163	GENERAL CHEMISTRY WITH LAB III	5
BIOL& 221	MAJORS ECOLOGY/EVOLUTION	5
and BIOL& 222	MAJORS CELL BIOLOGY/MOLECULAR	5
and BIOL& 223	MAJORS ORGANISMAL PHYSIOLOGY	5
or		
PHYS& 221	ENGINEERING PHYSICS I	5
and PHYS& 222	ENGINEERING PHYSICS II	5
and PHYS& 223	ENGINEERING PHYSICS III	5
MATH& 163	CALCULUS III	5
or MATH& 146	INTRODUCTION TO STATISTICS	5
10 additional math/science credits		10
	Sub-Total Credits:	**45**

Remaining Courses/Elective Courses

Course #	Title	Credits
Student must complete 15 additional credits to reach a total of 90 credits.		
Political science, economics and geology are strongly recommended.		15
	Sub-Total Credits:	**15**
	Total Credits for Degree:	**90**

Associate in Science-Transfer (AS-T)-Geology

Core/General Education Requirements

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as humanities (H)		5
Any course designated as social sciences (SS)		5
Any additional course designated as humanities (H) or social sciences (SS)		5
MATH& 151	CALCULUS I	5
MATH& 152	CALCULUS II	5

Note: MATH& 151 and MATH& 152 may be replaced with 10 credits of higher-level math with approval of advisor.

Sub-Total Credits:		**30**

Pre-Major Program Courses

Course #	Title	Credits
CHEM& 161	GENERAL CHEMISTRY WITH LAB I	5
CHEM& 162	GENERAL CHEMISTRY WITH LAB II	5
CHEM& 163	GENERAL CHEMISTRY WITH LAB III	5
GEOL 211	PHYSICAL GEOLOGY	5
GEOL 212	HISTORICAL GEOLOGY	5
MATH& 163	CALCULUS III	5
or MATH& 146	INTRODUCTION TO STATISTICS	5
BIOL& 221	MAJORS ECOLOGY/EVOLUTION	5
and BIOL& 222	MAJORS CELL BIOLOGY/MOLECULAR	5
and BIOL& 223	MAJORS ORGANISMAL PHYSIOLOGY	5
or		
PHYS& 221	ENGINEERING PHYSICS I	5
and PHYS& 222	ENGINEERING PHYSICS II	5
and PHYS& 223	ENGINEERING PHYSICS III	5
Sub-Total Credits:		**45**

Remaining Courses/Elective Courses

Student must complete 15 additional credits to reach a total of 90 credits.

A computer science course is strongly recommended.		15
Sub-Total Credits:		**15**
Total Credits for Degree:		**90**

Associate in Science-Transfer (AS-T)-Physics

Core/General Education Requirements

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as humanities (H)		5
Any course designated as social sciences (SS)		5
Any additional course designated as humanities (H) or social sciences (SS)		5
MATH& 151	CALCULUS I	5
MATH& 152	CALCULUS II	5

Note: MATH& 151 and MATH& 152 may be replaced with 10 credits of higher-level math with approval of advisor.

Sub-Total Credits:		**30**

Pre-Major Program Courses

Course #	Title	Credits
CHEM& 161	GENERAL CHEMISTRY WITH LAB I	5
CHEM& 162	GENERAL CHEMISTRY WITH LAB II	5
CHEM& 163	GENERAL CHEMISTRY WITH LAB III	5
MATH& 163	CALCULUS III	5
MATH 204	INTRODUCTION TO LINEAR ALGEBRA	5
MATH 238	INTRODUCTION TO DIFFERENTIAL EQUATIONS	5
PHYS& 221	ENGINEERING PHYSICS I	5
PHYS& 222	ENGINEERING PHYSICS II	5
PHYS& 223	ENGINEERING PHYSICS III	5
	Sub-Total Credits:	**45**

Remaining Courses/Elective Courses

Student must complete 15 additional credits to reach a total of 90 credits.

MATH& 264 and a computer science course are strongly recommended.	15
Sub-Total Credits:	**15**
Total Credits for Degree:	**90**

Transfer Degrees for Engineering Majors

Graduates of Whatcom Community College's pre-engineering program may transfer with junior-level status to nearly any engineering major at universities in Washington and elsewhere. In addition to offering prerequisite coursework in science, math and engineering fundamentals, Whatcom's robust and innovative first-year engineering curriculum uses proven strategies to support student success in a challenging curriculum.

Whatcom offers four Associate in Science - Transfer (AS-T) degree pathways for engineering. The requirements for each degree are customized based on transfer goals and ensure preparation for junior-ready transfer in a specific engineering major.

AS-T/MRP in Bio/Chemical Engineering (94-104 credits)

AS-T/MRP in Computer/Electrical Engineering (100-109 credits)

AS-T/MRP in Mechanical/Civil/Aeronautical/Environmental/Industrial/Materials Science Engineering (104-114 credits)

AS-T in General Transfer Engineering (min 90 credits) suitable for transfer preparation for a university engineering program that does not align well with one of the above three major-ready pathways (MRPs)

Whatcom's project-based learning experience helps students connect theoretical knowledge and engineering application. This hands-on approach begins immediately with first-year curriculum that teaches technical skills in robotics programming, computer graphics, and design processes while exploring the roles of math, science and teamwork in engineering. Students refine their skills with design projects integrated in traditional sophomore-level coursework focused on engineering theory. Active student clubs and research opportunities allow students to apply their learning outside of the classroom and further build qualifications for scholarships, internships and transfer.

Students can enter the engineering transfer program during any quarter and can complete courses on a full-time or part-time basis. Preparation for MATH& 141: Pre-calculus 1 (by placement test or by completing MATH 99) is required to enroll in ENGR 101: Introduction to Engineering.

Associate in Science Transfer (AS-T/MRP) -Bioengineering and Chemical Engineering
General Education Requirements

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as humanities (H)		5
Any course designated as social sciences (SS)		5
Any additional course designated as humanities (H) or social sciences (SS)		5

Note: See an advisor for help choosing appropriate courses in this area.
Depending on the major and the transfer institution, certain courses are preferred.

	Sub-Total Credits:	20

Core Requirements: Math

Course #	Title	Credits
MATH& 151	CALCULUS I	5
MATH& 152	CALCULUS II	5
MATH& 163	CALCULUS III	5
MATH 207	TAYLOR SERIES	1
or MATH 208	SEQUENCES AND SERIES	3
MATH 238	INTRODUCTION TO DIFFERENTIAL EQUATIONS	5

| | **Sub-Total Credits:** | **21-23** |

Core Requirements: Science and Engineering

Course #	Title	Credits
CHEM& 161	GENERAL CHEMISTRY WITH LAB I	5
CHEM& 162	GENERAL CHEMISTRY WITH LAB II	5
CHEM& 163	GENERAL CHEMISTRY WITH LAB III	5
CHEM& 261	ORGANIC CHEMISTRY WITH LAB I	5
CHEM& 262	ORGANIC CHEMISTRY WITH LAB II	5
or BIOL& 221	MAJORS ECOLOGY/EVOLUTION	5
ENGR 101	INTRODUCTION TO ENGINEERING	5

Note: ENGR 101 may be waived for students entering the pathway with advanced standing (MATH& 152 or higher)

PHYS& 221	ENGINEERING PHYSICS I	5
PHYS& 222	ENGINEERING PHYSICS II	5
PHYS& 223	ENGINEERING PHYSICS III	5
	Sub-Total Credits:	**40-45**

Program-Specific Requirements

Students must complete a minimum of **three additional courses** selected from the following list according to intended major and transfer university requirements:

Course #	Title	Credits
BIOL& 221	MAJORS ECOLOGY/EVOLUTION	5
BIOL& 222	MAJORS CELL BIOLOGY/MOLECULAR	5
BIOL& 223	MAJORS ORGANISMAL PHYSIOLOGY	5
CHEM& 262	ORGANIC CHEMISTRY WITH LAB II	5
CHEM& 263	ORGANIC CHEMISTRY WITH LAB III	5
CS 145	COMPUTER PROGRAMMING FUNDAMENTALS II	5
or ENGR 240	APPLIED NUMERICAL METHODS	5

Note: Credit from both CS 145 and ENGR 240 cannot be applied to this requirement.

ENGL& 230	TECHNICAL WRITING	3
or ENGL& 235	TECHNICAL WRITING	5

Note: Credit from both ENGL& 230 and ENGL& 235 cannot be applied to this requirement.

ENGR& 204	ELECTRICAL CIRCUITS	6
ENGR& 214	STATICS	5
ENGR 151	INTRODUCTORY DESIGN AND COMPUTING	5
MATH 204	INTRODUCTION TO LINEAR ALGEBRA	5
MATH& 264	CALCULUS 4	5
	Sub-Total Credits:	**13-16**
	Total Credits for Degree:	**94-104**

Associate in Science Transfer (AS-T/MRP) -Computer and Electrical Engineering

General Education Requirements

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as humanities (H)		5
Any course designated as social sciences (SS)		5
Any additional course designated as humanities (H) or social sciences (SS)		5

Note: See an advisor for help choosing appropriate courses in this area.
Depending on the major and the transfer institution, certain courses are preferred.

	Sub-Total Credits:	20

Core Requirements: Math

Course #	Title	Credits
MATH& 151	CALCULUS I	5
MATH& 152	CALCULUS II	5
MATH& 163	CALCULUS III	5
MATH 204	INTRODUCTION TO LINEAR ALGEBRA	5
MATH 207	TAYLOR SERIES	1
or MATH 208	SEQUENCES AND SERIES	3
MATH 238	INTRODUCTION TO DIFFERENTIAL EQUATIONS	5
	Sub-Total Credits:	**26-28**

Core Requirements: Science and Engineering

Course #	Title	Credits
ENGR 101	INTRODUCTION TO ENGINEERING	5

Note: ENGR 101 may be waived for students entering the pathway with advanced standing (MATH& 152 or higher)

ENGR& 204	ELECTRICAL CIRCUITS	6
CHEM& 161	GENERAL CHEMISTRY WITH LAB I	5
CS 145	COMPUTER PROGRAMMING FUNDAMENTALS II	5
PHYS& 221	ENGINEERING PHYSICS I	5
PHYS& 222	ENGINEERING PHYSICS II	5
PHYS& 223	ENGINEERING PHYSICS III	5
	Sub-Total Credits:	**31-36**

Program-Specific Requirements

Students must complete a minimum of **five additional courses** selected from the following list according to intended major and transfer university requirements:

Course #	Title	Credits
BIOL& 221	MAJORS ECOLOGY/EVOLUTION	5
CHEM& 162	GENERAL CHEMISTRY WITH LAB II	5
CS 240	DATA STRUCTURE AND ALGORITHM FUNDAMENTALS	5
ENGL& 230	TECHNICAL WRITING	3
or ENGL& 235	TECHNICAL WRITING	5

Note: Credit from both ENGL& 230 and ENGL& 235 cannot be applied to this requirement.

ENGR 151	INTRODUCTORY DESIGN AND COMPUTING	5
ENGR& 214	STATICS	5
ENGR& 215	DYNAMICS	5
ENGR 240	APPLIED NUMERICAL METHODS	5
MATH& 264	CALCULUS 4	5
	Sub-Total Credits:	**23-25**
	Total Credits for Degree:	**100-109**

Associate in Science Transfer (AS-T/MRP)-Mechanical, Civil, Aeronautical, Environmental, Industrial, and Materials Science Engineering

General Education Requirements

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as humanities (H)		5
Any course designated as social sciences (SS)		5
Any additional course designated as humanities (H) or social sciences (SS)		5

Note: See an advisor for help choosing appropriate courses in this area.
Depending on the major and the transfer institution, certain courses are preferred.

	Sub-Total Credits:	**20**

Core Requirements: Math

Course #	Title	Credits
MATH& 151	CALCULUS I	5
MATH& 152	CALCULUS II	5
MATH& 163	CALCULUS III	5
MATH 204	INTRODUCTION TO LINEAR ALGEBRA	5
MATH 207	TAYLOR SERIES	1
or MATH 208	SEQUENCES AND SERIES	3
MATH 238	INTRODUCTION TO DIFFERENTIAL EQUATIONS	5
	Sub-Total Credits:	**26-28**

Core Requirements: Science and Engineering

Course #	Title	Credits
CHEM& 161	GENERAL CHEMISTRY WITH LAB I	5
CHEM& 162	GENERAL CHEMISTRY WITH LAB II	5
ENGR 101	INTRODUCTION TO ENGINEERING	5

Note: ENGR 101 may be waived for students entering the pathway with advanced standing (MATH& 152 or higher)

ENGR& 214	STATICS	5
ENGR& 215	DYNAMICS	5
ENGR& 225	MECHANICS OF MATERIALS	5
PHYS& 221	ENGINEERING PHYSICS I	5
PHYS& 222	ENGINEERING PHYSICS II	5
PHYS& 223	ENGINEERING PHYSICS III	5
	Sub-Total Credits:	**40-45**

Program-Specific Requirements

Students must complete a minimum of **four additional courses** selected from the following list according to intended major and transfer university requirements:

Course #	Title	Credits
CS 145	COMPUTER PROGRAMMING FUNDAMENTALS II 5	
or ENGR 240	APPLIED NUMERICAL METHODS	5

Note: Credit from both CS 145 and ENGR 240 cannot be applied to this requirement.

ENGL& 230	TECHNICAL WRITING	3
or ENGL& 235	TECHNICAL WRITING	5

Note: Credit from both ENGL& 230 and ENGL& 235 cannot be applied to this requirement.

ENGR& 114	ENGINEERING GRAPHICS	5
ENGR 151	INTRODUCTORY DESIGN AND COMPUTING	5
ENGR& 204	ELECTRICAL CIRCUITS	6
MATH& 264	CALCULUS 4	5
	Sub-Total Credits:	**18-21**
	Total Credits for Degree:	**104-114**

Associate in Science-Transfer (AS-T)-General Engineering

General Education Requirements

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as humanities (H)		5
Any course designated as social sciences (SS)		5
Any additional course designated as humanities (H) or social sciences (SS)		5

Note: See an advisor for help choosing appropriate courses in this area.
Depending on the major and the transfer institution, certain courses are preferred.

	Sub-Total Credits:	20

Core Requirements: Math

Course #	Title	Credits
MATH& 151	CALCULUS I	5
MATH& 152	CALCULUS II	5
MATH& 163	CALCULUS III	5
	Sub-Total Credits:	15

Core Requirements: Science and Engineering

Course #	Title	Credits
ENGR 101	INTRODUCTION TO ENGINEERING	5

Note: ENGR 101 may be waived for students entering the pathway with advanced standing (MATH& 152 or higher)

Course #	Title	Credits
CHEM& 161	GENERAL CHEMISTRY WITH LAB I	5
PHYS& 221	ENGINEERING PHYSICS I	5
PHYS& 222	ENGINEERING PHYSICS II	5
PHYS& 223	ENGINEERING PHYSICS III	5
	Sub-Total Credits:	20-25

Program-Specific Requirements

Students must complete **a minimum of 30 credits** from the following list. The appropriate selection depends on the intended engineering major and transfer institution.

Course #	Title	Credits
BIOL& 221	MAJORS ECOLOGY/EVOLUTION	5
BIOL& 222	MAJORS CELL BIOLOGY/MOLECULAR	5
BIOL& 223	MAJORS ORGANISMAL PHYSIOLOGY	5
CHEM& 162	GENERAL CHEMISTRY WITH LAB II	5
CHEM& 163	GENERAL CHEMISTRY WITH LAB III	5
CHEM& 261	ORGANIC CHEMISTRY WITH LAB I	5

CHEM& 262	ORGANIC CHEMISTRY WITH LAB II	5
CHEM& 263	ORGANIC CHEMISTRY WITH LAB III	5
CS 140	COMPUTER PROGRAMMING FUNDAMENTALS I	5
CS 145	COMPUTER PROGRAMMING FUNDAMENTALS II	5
CS 240	DATA STRUCTURE AND ALGORITHM FUNDAMENTALS	5
ENGL& 230	TECHNICAL WRITING	3
or ENGL& 235	TECHNICAL WRITING	5

Note: Credit from both ENGL& 230 and ENGL& 235 cannot be applied to this requirement.

ENGR& 114	ENGINEERING GRAPHICS	5
ENGR 151	INTRODUCTORY DESIGN AND COMPUTING	5
ENGR& 204	ELECTRICAL CIRCUITS	6
ENGR& 214	STATICS	5
ENGR& 215	DYNAMICS	5
ENGR& 225	MECHANICS OF MATERIALS	5
ENGR 240	APPLIED NUMERICAL METHODS	5
MATH 204	INTRODUCTION TO LINEAR ALGEBRA	5
MATH 207	TAYLOR SERIES	1
or MATH 208	SEQUENCES AND SERIES	3

Note: Credit from both MATH 207 and MATH 208 cannot be applied to this requirement.

MATH 238	INTRODUCTION TO DIFFERENTIAL EQUATIONS	5
MATH& 264	CALCULUS 4	5
Other courses designated as H/Hp, SS, MS/MSl, CC, OC, Q/SR, LE.		0 to 5
	Sub-Total Credits:	**30-35**
	Total Credits for Degree:	**90**

Associate in Liberal Studies

The Associate in Liberal Studies degree is designed primarily for students who do not plan to pursue a specific technical or academic emphasis or transfer to a four-year institution but who wish to receive recognition for completion of 90 credits of general Arts and Sciences college-level learning.

Core Requirements

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
Any Quantitative/Symbolic Reasoning course designated Q/SR		5
or Any course designated as Computation on the Related Instruction list		5
	Sub-Total Credits:	**10**

Distribution

Humanities

Courses designated H/Hp (courses must be from two different disciplines)

	Sub-Total Credits:	**10**

Social/Behavioral Sciences

Courses designated SS (courses must be from two different disciplines)

	Sub-Total Credits:	**10**

Math/Science

Courses designated MS/MSl (courses must be from two different disciplines)

	Sub-Total Credits:	**10**

Electives

50 credits of any courses numbered 100 or above, from at least two different disciplines

	Sub-Total Credits:	**50**
	Total Credits for Degree:	**90**

Professional-Technical Programs

Essential Skills and Related Instruction in Professional-Technical Degrees/Certificates

At Whatcom Community College the professional-technical programs recognize that developing communication, computation and human relations skills is essential for students preparing to earn either a degree or a certificate en route to finding employment. While some of these essential skills are embedded in program curricula, their importance is such that students also need to take specific courses with clearly identified instructional outcomes addressing these areas. Each professional-technical degree or certificate course template guides students by indicating, with the following designations, which courses in Related Instruction are most appropriate to provide this content:

- CM = Communications
- HR = Human Relations
- CP = Computation

RELATED INSTRUCTION: Skills content will be taught by faculty or professionals monitored by teaching faculty who are appropriately qualified in these areas.

Computation: courses designated (CP) for related instruction

BUS 100	UE	ENGR& 214	MS	MATH 204	QSR, MS
CHEM& 121	MSl	ENGR& 215	MS	MATH 207	LE
CHEM& 161	MSl	ENGR& 225	MS	MATH 208	QSR, MS
CHEM& 162	MSl	IDS 112	SSwdg	MATH 238	QSR
CHEM& 163	MSl	IDS 113	SS	MATH& 264	QSR, MS
CHEM 295	MS	IDS 295	H, SS	MATH 295	QSR, MS
CS 140	MS	MATH& 107	QSR, MS	PHIL& 117	QSR
CS 145	MS	MATH 121	MSS	PHYS& 114	MSl
CS 215	MS	MATH& 141	QSR, MS	PHYS& 115	MSl
CS 225	MS	MATH& 142	QSR, MS	PHYS& 116	MSl
CS 235	MS	MATH 145	QSR, MS	PHYS& 221	MSl
CS 240	MS	MATH& 146	QSR, MS	PHYS& 222	MSl
CS 264	MS	MATH& 148	QSR, MS	PHYS& 223	MSl
CS 265	MS	MATH& 151	QSR, MS	PHYS 295	MS
CS 266	MS	MATH& 152	QSR, MS		
CS 295	MS	MATH& 163	QSR, MS		

Accounting Program

The accounting program is designed to prepare students for a variety of entry-level accounting positions in private industry, state and local government, public accounting firms, banking and investment services. The program offers an associate in science degree in accounting; a certificate in accounting; plus multiple short-term certificates of proficiency in various accounting specialties.

Accounting for A/P, A/R and Inventory Certificate of Proficiency

This short-term certificate provides additional specialized knowledge in the area of accounting for A/P, A/R, and Inventory methods for the skilled worker. It is unlikely that employers will hire students who have only completed this certificate of proficiency; coursework may be applied towards a one-year certificate in accounting or a two-year AS Degree in Accounting.

Core Requirements

A minimum "C" grade or better required for all core requirements.

Course #	Title	Credits
ACCT 110	ACCOUNTING FOR A/P, A/R, AND INVENTORY	5
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
ACCT& 202	PRINCIPLES OF ACCOUNTING II	5
ACCT& 203	PRINCIPLES OF ACCOUNTING III	5
	Total Credits for Certificate	**20**

Governmental/Not-for-Profit Accounting Certificate of Proficiency

This short-term certificate provides additional specialized knowledge in the area of governmental and not-for-profit accounting methods for the skilled worker. It is unlikely that employers will hire students who have only completed this certificate of proficiency; coursework may be applied towards a one-year certificate in accounting or a two-year AS Degree in Accounting.

Core Requirements

A minimum "C" grade or better required for all core requirements.

Course #	Title	Credits
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
ACCT& 202	PRINCIPLES OF ACCOUNTING II	5
ACCT& 203	PRINCIPLES OF ACCOUNTING III	5
ACCT 250	GOVERNMENTAL/NOT-FOR-PROFIT ACCOUNTING	5
	Total Credits for Certificate	**20**

Individual Income Tax
Certificate of Proficiency

This short-term certificate provides additional specialized knowledge in the area of individual income tax methods for the skilled worker. It is unlikely that employers will hire students who have only completed this certificate of proficiency; coursework may be applied towards a one-year certificate in accounting or a two-year AS Degree in Accounting.

Core Requirements

A minimum "C" grade or better required for all core requirements.

Course #	Title	Credits
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
ACCT& 202	PRINCIPLES OF ACCOUNTING II	5
ACCT& 203	PRINCIPLES OF ACCOUNTING III	5
ACCT 260	INDIVIDUAL INCOME TAX	5
	Total Credits for Certificate	**20**

Payroll Accounting
Certificate of Proficiency

This short-term certificate provides additional specialized knowledge in the area of payroll accounting methods for the skilled worker. It is unlikely that employers will hire students who have only completed this certificate of proficiency; coursework may be applied towards a one-year certificate in accounting or a two-year AS Degree in Accounting.

Core Requirements

A minimum "C" grade or better required for all core requirements.

Course #	Title	Credits
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
ACCT& 202	PRINCIPLES OF ACCOUNTING II	5
ACCT& 203	PRINCIPLES OF ACCOUNTING III	5
ACCT 270	PAYROLL ACCOUNTING	3
	Total Credits for Certificate	**18**

QuickBooks Pro
Certificate of Proficiency

This short-term certificate provides additional specialized knowledge in the area of QuickBooks Pro accounting methods for the skilled worker. It is unlikely that employers will hire students who have only completed this certificate of proficiency; coursework may be applied towards a one-year certificate in accounting or a two-year AS Degree in Accounting.

Core Requirements

A minimum "C" grade or better required for all core requirements.

Course #	Title	Credits
ACCT 130	QUICKBOOKS PRO	3
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
ACCT& 202	PRINCIPLES OF ACCOUNTING II	5
ACCT& 203	PRINCIPLES OF ACCOUNTING III	5
	Total Credits for Certificate	**18**

Accounting Certificate

This certificate offers the range of clerical and accounting skills needed to perform full-charge bookkeeping tasks for a small business accurately and efficiently. Employees in this position will use both manual and computerized systems, and will work under the supervision of an accountant.

Core Requirements

Course #	Title	Credits
ACCT 130	QUICKBOOKS PRO	3
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
ACCT& 202	PRINCIPLES OF ACCOUNTING II	5
ACCT& 203	PRINCIPLES OF ACCOUNTING III	5
ACCT 270	PAYROLL ACCOUNTING	3
BTEC 141	SPREADSHEETS I	3
BTEC 142	SPREADSHEETS II	5
BUS& 101	INTRODUCTION TO BUSINESS	5
BUS& 201	BUSINESS LAW	5
	Sub-Total Credits	**39**

General Education Requirements/Related Instruction

Course #	Title	Credits
BUS 100	BUSINESS MATH (CP)	5
or Any course designated as Computation on the Related Instruction list. (CP)		5
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
or BUS 140	BUSINESS RESEARCH AND COMMUNICATION (CM)	3
CMST& 230	SMALL GROUP COMMUNICATION (HR)	5
or CMST 145	INTRO TO ORGANIZATIONAL COMMUNICATION (HR)	5
or BUS 170	CUSTOMER SERVICE FOR PROFESSIONALS	3
	Sub-Total Credits	**11 - 15**

Electives/Cooperative Work Experience

Course #	Title	Credits
CO-OP 180	PREPARING FOR CAREER WORK EXPERIENCE	1 - 2
or CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	1 - 5
ACCT 250	GOVERNMENTAL/NOT-FOR-PROFIT ACCOUNTING	5
or ACCT 260	INDIVIDUAL INCOME TAX	5
or Any course numbered 100 or above in		
ACCT, BTEC, BUS, CIS, ECON, FIN, HTBM, OFFAD, PSYC, SOC		3 - 5
	Sub-Total Credits	**6 - 10**
	Total Credits for Certificate	**56 - 64**

Accounting
Associate in Science

The Accounting AS degree provides students with basic skills to compete for entry-level accounting positions in private industry, state and local government, and public accounting firms. Students who successfully complete the program should be able to: 1) perform basic bookkeeping and accounting tasks both manually and using a computer; 2) demonstrate the relationships among the various business functions such as accounting, finance, marketing, purchasing, operations, and human resources; and, 3) demonstrate computer proficiency.

Core Requirements

Course #	Title	Credits
ACCT 110	ACCOUNTING FOR A/P, A/R, AND INVENTORY	5
ACCT 130	QUICKBOOKS PRO	3
ACCT 250	GOVERNMENTAL/NOT-FOR-PROFIT ACCOUNTING	5
ACCT 260	INDIVIDUAL INCOME TAX	5
ACCT 270	PAYROLL ACCOUNTING	3
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
ACCT& 202	PRINCIPLES OF ACCOUNTING II	5
ACCT& 203	PRINCIPLES OF ACCOUNTING III	5
BTEC 101	INTRODUCTION TO BUSINESS COMPUTING	3
BTEC 141	SPREADSHEETS I	3
BTEC 142	SPREADSHEETS II	5
BTEC 161	DATABASE MANAGEMENT I	3
BUS& 101	INTRODUCTION TO BUSINESS	5
BUS& 201	BUSINESS LAW	5
ECON 100	SURVEY OF ECONOMIC PRINCIPLES	5
or ECON& 201	MICRO ECONOMICS	5
or ECON& 202	MACRO ECONOMICS	5
ECON 210	ECONOMIC ETHICS	5
	Sub-Total Credits	**70**

General Education Requirements/Related Instruction

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
ENGL& 230	TECHNICAL WRITING (CM)	3
or ENGL& 235	TECHNICAL WRITING (CM)	5
CMST 145	INTRODUCTION TO ORGANIZATIONAL COMMUNICATION (HR)	5
or CMST& 220	PUBLIC SPEAKING (HR)	3 or 5
or CMST& 230	SMALL GROUP COMMUNICATION (HR)	5
BUS 100	BUSINESS MATH (CP)	5
or Any MATH course numbered 107 or above (CP)		5
or Any course designated as computation on Related Instruction List (CP)		5
	Sub-Total Credits	**16 - 20**

Electives/Cooperative Work Experience

Course #	Title	Credits
CO-OP 180	PREPARING FOR CAREER WORK EXPERIENCE	1 - 2
and/or CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	2 - 4
	Sub-Total Credits	**2 - 4**
	Total Credits for Degree	**90 - 94**

Behavioral Health Program

The chemical dependency professional alternative training certificate of proficiency program is designed to meet the educational requirements for professionals already licensed to work in physical or mental health fields (see WAC 246-811-076 for a list of eligible students) to work as Chemical Dependency Professional Trainees in Washington State. The program prepares students to work with individuals and families with substance use disorders in a variety of treatment settings, within an integrated healthcare team.

The alternative training certificate prepares students to take the National Association of Alcoholism and Drug Abuse Counselor (NAADAC) national certification examination for addiction counselors.

Special Application Process

Admission to the chemical dependency professional program is by selective entry application. For details about the application process, application materials and deadlines, visit the behavioral health page on the College's website or contact entry & advising or the behavioral health program coordinator.

Chemical Dependency Professional - Alternative Training Certificate of Proficiency

Core Requirements

Course #	Title	Credits
HLTH 280	SURVEY OF ADDICTION-ALTERNATIVE TRAINING	3
HLTH 281	LAW & ETHICS FOR ADDICTION COUNSELING ALT	2
HLTH 282	PHARMACOLOGICAL & PHYSIOLOGICAL DRUG ACTIONS	3
HLTH 283	FAMILY SYSTEMS/ADOLESCENT TREATMENT ADDICTION	2
HLTH 284	AMERICAN SOCIETY OF ADDICTION MEDICINE ALT	3
HLTH 285	ADDICTION TREATMENT: INDIVIDUAL & GROUP ALT	2
	Total Credits for Certificate	**15**

Business Administration Program

The business administration program is designed to prepare students for a variety of entry-level positions that are critical to the successful functioning of all organizations – large and small businesses, government agencies and non-profit entities. The program offers: an associate in science (AS) degree in business administration; an associate in business (DTA/MRP) degree for students intending to study business at a university; and a certificate in office administration.

Recommended elective pathways have been developed for students who would like to focus their AS degree in business administration on a particular field of study that aligns with current labor demands and opportunities, including communications and marketing, office management, office technology, retail management and sustainable business management. Speak with an advisor or the program coordinator about these and other pathways in development, or for assistance with building a pathway that meets your specific educational goals.

Retail Management Certificate

This certificate is designed to give the student a sound background in a variety of managerial and business functions. Students who complete each course with a grade of "C" or better may also be eligible for Washington Association of Food Chains (WAFC) certification.

Core Requirements

Course #	Title	Credits
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
BTEC 101	INTRODUCTION TO BUSINESS COMPUTING	3
BUS 108	PRINCIPLES OF MARKETING	5
BUS 111	RETAIL MANAGEMENT	5
BUS 222	HUMAN RELATIONS IN BUSINESS (HR)	3
BUS 223	PRINCIPLES OF MANAGEMENT	5
BUS 230	HUMAN RESOURCE MANAGEMENT	5
	Sub-Total Credits:	**31**

General Education Requirements/Related Instruction

Course #	Title	Credits
CMST& 101	INTRODUCTION TO COMMUNICATION (HR)	5
or CMST& 230	SMALL GROUP COMMUNICATION (HR)	5
or CMST 145	INTRODUCTION TO ORGANIZATIONAL COMMUNICATION (HR)	5
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
BUS 100	BUSINESS MATH (CP)	5
or Any MATH course numbered 100 or above		5
	Sub-Total Credits:	**15**

Electives/Cooperative Work Experience

Course #	Title	Credits
If needed to reach 46 credits.		
CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	1 - 5
or Any course numbered 100 or above in ACCT, BTEC, BUS, CIS,		
ECON, FIN, HTBM, OFFAD, PSYC or SOC.		1 - 5
	Sub-Total Credits:	**0 - 5**
	Total Credits for Certificate:	**46**

Business Administration
Associate in Science

The Business Administration AS degree provides a core of fundamental business courses combined with ample flexibility in elective choices to allow students to concentrate study in their business area of choice. It prepares students in entrepreneurship to start their own business, and/or to gain the technical and professional skills needed for office management, marketing, retail and other business professions, including various supervisory/entry-level management positions in these fields.

Core Requirements

Course #	Title	Credits
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
or ACCT 100	INTRODUCTION TO ACCOUNTING	3
BTEC 101	INTRODUCTION TO BUSINESS COMPUTING	3
BUS& 101	INTRODUCTION TO BUSINESS	5
BUS& 201	BUSINESS LAW	5
BUS 100	BUSINESS MATH (CP)	5
BUS 108	PRINCIPLES OF MARKETING	5
BUS 223	PRINCIPLES OF MANAGEMENT	5
BUS 230	HUMAN RESOURCE MANAGEMENT	5
CMST 145	INTRODUCTION TO ORGANIZATIONAL COMMUNICATION (HR)	5
or	Any CMST course designated "OC" (HR)	3 or 5
ECON 100	SURVEY OF ECONOMIC PRINCIPLES	5
or ECON& 201	MICRO ECONOMICS	5
ECON 210	ECONOMIC ETHICS	5
ENGL& 101	ENGLISH COMPOSITION I	5
ENGL& 230	TECHNICAL WRITING (CM)	3
or ENGL& 235	TECHNICAL WRITING (CM)	5
or BUS 140	BUSINESS RESEARCH AND COMMUNICATION (CM)	3
	Sub-Total Credits	**57 - 63**

Electives/Cooperative Work Experience

Any selection of courses numbered 100 or above. Recommend review by program coordinator to meet the needs of the individual student.

Sub-Total Credits	**33**
Total Credits for Degree	**90 - 96**

Computer Information Systems Program

Whatcom's nationally acclaimed computer information systems (CIS) program is designed to prepare students for careers in technical support, network administration, or information security, needed within virtually all industries. The program has been developed in alignment with national industry standards and certifications. The program prepares students for the Cisco Certified Network Associate (CCNA) certification and several other certifications including Comp Tia's A+ and Security+. The CIS program offers an associate in science degree in CIS, as well as an associate in applied science-transfer degree in cybersecurity. Certificate programs in technical support and network administration are available, as well as a short-term certificate of proficiency in information security professional.

Bachelor's degree

Beginning fall 2017, the CIS program is offering a bachelor of applied science (BAS) degree in IT networking. The BAS degree includes courses infused with security topics and embedded certificates of proficiency in cloud computing, industrial control systems (SCADA), mobile technologies, and web development. The curriculum aligns with specific focus areas defined by the National Security Agency and Department of Homeland Security as part of their Center of Academic Excellence (CAE) program. Additionally, curriculum builds off the National Initiative for Cybersecurity Education's (NICE) Cybersecurity Workforce Framework and the Department of Labor's (DOL) Cybersecurity Competency Model. As such, the program will help meet the national shortage of cybersecurity professionals.

CyberWatch West

WCC is one of the founding institutions of the CyberWatch West Center and in 2013 became the lead institution. Supported by a National Science Foundation Advanced Technological Education (NSF-ATE) grant, the mission of CyberWatch West is to increase the quantity and quality of the cybersecurity workforce throughout the western United States.

CAE2Y Designation

Confirming its stature as a national leader in cybersecurity education, Whatcom Community College was designated by the National Security Agency (NSA) and the Department of Homeland Security as a National Center of Academic Excellence in Information Assurance / Cyber Defense 2-year education (CAE2Y) in 2014. Whatcom was among the first community colleges in the United States to earn this distinction, which recognizes colleges that are models of education and training in the information assurance field with curriculum mapped to the NSA's latest requirements. The College was initially named a National Center of Academic Excellence in Information Assurance / Cybersecurity in 2011. This new designation, which extends through the 2021 academic year, follows an extensive review of Whatcom's program by the NSA that confirms the curriculum meets stringent, new standards.

CAE-CD National Resource Center

In recognition of its leadership and processes developed in collaboration with the NSA and through NSF-funded CyberWatch West and C5 (Catalyzing Computing and Cybersecurity at Community Colleges) grants, WCC has been designated by the NSA to serve as the Center of Academic Excellence in Cyber Defense (CAE-CD) National

Resource Center responsible for mentoring academic institutions nationwide preparing for application to the CAE program. In this role, WCC is helping the nation to more rapidly enhance and foster cybersecurity education programs resulting in a more plentiful and better-prepared cybersecurity workforce.

Prerequisite Courses

The CIS program strongly recommends placement into Math 94 and English 92 or above prior to beginning CIS courses. Additionally, the Cybersecurity AAS-T degree requires completion of CIS 105 with a C (2.0) grade or better.

To be eligible for the BAS degree in IT networking, applicants must have:

- An associate's degree in an information technology related field from a Washington State community or technical college* granted within the past five years or any prior degree plus relevant industry experience, personal statement and current resume
- Cumulative minimum 2.0 GPA in associate's degree and minimum 2.0 GPA in all IT-related coursework

*IT-related associate's degrees granted from other institutions will be reviewed to verify suitable preparation for success in the BAS program.

Special Application Process

The lower division CIS program can be entered at the start of any quarter. There is no special application.

Admission to the BAS degree in IT networking is by selective entry application. For details about prerequisites, the application process, application materials and deadlines, visit **whatcom.edu/cis** or contact the entry and advising office or the CIS recruitment and retention specialist.

Additional Requirements During/After Course of Study

Students must maintain at least a "C" (2.0) grade in all CIS courses and demonstrate professional work behavior exhibited through good class attendance, punctuality and timely completion of class assignments, in order to remain in the program. While not a requirement for the CIS program, students should be aware that there are special employment conditions in this career field that may include criminal background checks.

Transfer Options

As noted above, beginning in fall 2017 Whatcom is offering a BAS degree in IT networking. Alternatively, students may plan their CIS course selection to maximize transferability of their credits through articulation agreements with some Washington 4-year colleges/universities. Advising assistance is strongly recommended.

Students who earn the AAS-T degree in cybersecurity may apply to Western Washington University's bachelor's degree program in computer and information systems security and transfer up to 91 credits; the AAS-T degree may also transfer into other Washington 4-year colleges/universities with which Whatcom has a direct articulation agreement for this program. Additional minimum academic requirements apply. Advising assistance is strongly recommended.

Cloud Computing
Certificate of Proficiency

This short-term certificate provides specialized knowledge in the area of cloud computing. Students will learn to design and implement a cloud infrastructure and manage storage services. Topics covered include: cloud based storage, virtualization, service oriented architecture (SOA), high availability, scaling, mobile devices, the role of open source cloud software such as Hadoop, OpenStack, and others.

Core Requirements

Course #	Title	Credits
CIS 305	CLOUD COMPUTING I	5
CIS 405	CLOUD COMPUTING II	5
	Total Credits for Certificate:	**10**

Industrial Control Systems – SCADA
Certificate of Proficiency

Students will learn how to evaluate and configure cyber physical systems including embedded system architectures, design, plan, and implement an Industrial Control Systems network and analyze and mitigate security issues in an ICS network.

Core Requirements

Course #	Title	Credits
CIS 316	EMBEDDED SYSTEMS	5
CIS 416	ICS ARCHITECTURE	5
	Total Credits for Certificate:	**10**

Information Security Professional
Certificate of Proficiency

These courses have been certified as mapping to the National Center of Academic Excellence in Information Assurance 2-Year Education (CAE2Y) program.

Core Requirements

Course #	Title	Credits
CIS 110	INTRODUCTION TO COMPUTER SECURITY	3
CIS 205	COMPUTER OPERATING SYSTEMS II	5
CIS 214	NETWORK SECURITY I	5
CIS 215	NETWORK SECURITY II	5
CIS 226	CISCO NETWORKING I	5
	Total Credits for Certificate:	**23**

Mobile Technologies
Certificate of Proficiency

Students will learn to evaluate the hardware, communications, management, and programming environments associated with mobile technologies and to design a supply chain including all of the components. Students will learn about security issues unique to these types of networks and how to mitigate risk.

Core Requirements

Course #	Title	Credits
CIS 308	MOBILE AND WIRELESS TECHNOLOGIES	5
CIS 406	SUPPLY CHAIN	5
	Total Credits for Certificate:	**10**

Web Development
Certificate of Proficiency

Prepares students to develop and maintain a web site, incorporate e-commerce and database components into a web site and employ appropriate security measures.

Core Requirements

Course #	Title	Credits
CIS 106	OPEN SOURCE OPERATING SYSTEMS	5
CIS 301	DATABASE MANAGEMENT SYSTEMS	5
CIS 320	WEB DEVELOPMENT	5
	Total Credits for Certificate:	**15**

Computer Information Systems-Network Administration Certificate

This CIS certificate prepares students to work as network administrators, performing network support.

Core Requirements

Course #	Title	Credits
CIS 105	COMPUTER OPERATING SYSTEMS I	5
CIS 106	OPEN SOURCE OPERATING SYSTEMS	5
CIS 110	INTRODUCTION TO COMPUTER SECURITY	3
CIS 205	COMPUTER OPERATING SYSTEMS II	5
CIS 206	COMPUTER SUPPORT I	5
CIS 214	NETWORK SECURITY I	5
CIS 226	CISCO NETWORKING I	5
CIS 227	CISCO NETWORKING II	5
CIS 228	CISCO NETWORKING III	5
CIS 229	CISCO NETWORKING IV	5
	Sub-Total Credits	**48**

General Education Requirements/Related Instruction

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as Computation on the Related Instruction list (CP)		5
BUS 170	CUSTOMER SERVICE FOR PROFESSIONALS	3
or Any CMST course designated "OC" (HR)		3 - 5
	Sub-Total Credits	**13 - 15**
	Total Credits for Certificate:	**61 - 63**

Computer Information Systems-Technical Support Certificate

This CIS certificate prepares students to work as technical support specialists, performing hardware and software support and basic network support.

Core Requirements

Course #	Title	Credits
CIS 105	COMPUTER OPERATING SYSTEMS I	5
CIS 110	INTRODUCTION TO COMPUTER SECURITY	3
CIS 116	VIRTUALIZATION	3
CIS 205	COMPUTER OPERATING SYSTEMS II	5
CIS 206	COMPUTER SUPPORT I	5
CIS 226	CISCO NETWORKING I	5
	Sub-Total Credits	**26**

General Education Requirements/Related Instruction

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as Computation on the Related Instruction list (CP)		5
BUS 170	CUSTOMER SERVICE FOR PROFESSIONALS	3
or Any CMST course designated "OC" (HR)		3 - 5
	Sub-Total Credits	**13 - 15**

Electives/Cooperative Work Experience

Course #	Title	Credits
CO-OP 190		
and/or Any college level course numbered 100 or above		5 - 7
	Sub-Total Credits	**5 - 7**
	Total Credits for Certificate:	**46 - 48**

Computer Information Systems
Associate in Science

The Computer Information Systems degree prepares students for employment in a variety of fields, including technical support/help desk positions, network administration, network technician, and information security specialist. Students with prior experience are encouraged to meet with the Program Coordinator for placement in the program.

Core Requirements

Course #	Title	Credits
CIS 105	COMPUTER OPERATING SYSTEMS I	5
CIS 106	OPEN SOURCE OPERATING SYSTEMS	5
CIS 110	INTRODUCTION TO COMPUTER SECURITY	3
CIS 116	VIRTUALIZATION	3
CIS 205	COMPUTER OPERATING SYSTEMS II	5
CIS 206	COMPUTER SUPPORT I	5
CIS 214	NETWORK SECURITY I	5
CIS 215	NETWORK SECURITY II	5
CIS 216	INDUSTRIAL CONTROL SYSTEMS SECURITY	5
CIS 225	COMPUTER FORENSICS	5
CIS 226	CISCO NETWORKING I	5
CIS 227	CISCO NETWORKING II	5
CIS 228	CISCO NETWORKING III	5
CIS 229	CISCO NETWORKING IV	5
	Sub-Total Credits	**66**

General Education Requirements/Related Instruction

Course #	Title	Credits
BUS 170	CUSTOMER SERVICE FOR PROFESSIONALS (HR)	3
or Any CMST Course Designated "OC" (HR)		3 - 5
ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as Computation on the Related Instruction List (CP)		5
	Sub-Total Credits	**13 - 15**

Electives/Cooperative Work Experience

Course #	Title	Credits
CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	5
Any college level course numbered 100 or above. Recommended disciplines: ACCT, BTEC, BUS, CIS, CJ, CS, ECON, FIN, HTBM, MATH, OFFAD, VISCM; or PSYCH 106		4 - 6
or CO-OP 180	PREPARING FOR CAREER WORK EXPERIENCE	1 - 2
	Sub-Total Credits	**9 - 11**
	Total Credits for Degree:	**90**

Cybersecurity
Associate in Applied Science – Transfer

WCC's Cybersecurity AAS-T program prepares students to transfer to four-year degree programs at certain colleges and universities in a variety of high-demand security-related fields including cybersecurity, computer information systems security, computer forensics, information assurance, information security engineering, information security analysis. Students with prior experience are encouraged to meet with the program coordinator for placement in the program.

Core Requirements

Note: completion of CIS 105 with a "C" grade or better is required prior to enrolling in the CIS core courses.

Course #	Title	Credits
CS 140	COMPUTER PROGRAMMING FUNDAMENTALS I	5
CS 145	COMPUTER PROGRAMMING FUNDAMENTALS II	5
CIS 106	OPEN SOURCE OPERATING SYSTEMS	5
CIS 110	INTRODUCTION TO COMPUTER SECURITY	3
CIS 116	VIRTUALIZATION	3
CIS 205	COMPUTER OPERATING SYSTEMS II	5
CIS 214	NETWORK SECURITY I	5
CIS 215	NETWORK SECURITY II	5
CIS 216	INDUSTRIAL CONTROL SYSTEMS SECURITY	5
CIS 226	CISCO NETWORKING I	5
CIS 227	CISCO NETWORKING II	5
CIS 228	CISCO NETWORKING III	5
CIS 229	CISCO NETWORKING IV	5
	Sub-Total Credits	**61**

General Education Requirements/Related Instruction

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
MATH& 141	PRECALCULUS I	5
MATH& 142	PRECALCULUS II	5
MATH& 151	CALCULUS I	5
Choose two classes from:		
BUS& 201	BUSINESS LAW	5
and/or PHIL 130	INTRODUCTION TO ETHICS	5
and/or PHYS& 221	ENGINEERING PHYSICS I	5
and/or POLS& 202	AMERICAN GOVERNMENT	5
	Sub-Total Credits	**30**
	Total Credits for Degree:	**91**

IT Networking
Bachelor of Applied Science

The Computer Information Systems BAS degree prepares students for common networking administration challenges as well as those that occur in key industry sectors that require specific focused expertise. Graduates will be prepared to enter the workforce as network administrators and related job categories, such as computer and information systems manager or computer network architect.

Prerequisites

Course #	Title	Credits
Washington State community or technical college IT-related associates degree.		90
	Sub-Total Credits	**90**

Core Requirements

Course #	Title	Credits
CIS 301	DATABASE MANAGEMENT SYSTEMS	5
CIS 305	CLOUD COMPUTING I	5
CIS 308	MOBILE AND WIRELESS TECHNOLOGIES	5
CIS 306	ENTERPRISE LINUX	5
CIS 316	EMBEDDED SYSTEMS	5
CIS 320	WEB DEVELOPMENT	5
CIS 405	CLOUD COMPUTING II	5
CIS 406	SUPPLY CHAIN	5
CIS 416	ICS ARCHITECTURE	5
CIS 499	CAPSTONE	5
	Sub-Total Credits	**50**

General Education Requirements/Related Instruction

Course #	Title	Credits
BUS 302	PROJECT MANAGEMENT	5
BUS 303	COMPLIANCE AND AUDITING	5
PHIL 301	PROFESSIONAL ETHICS	5

Students can apply up to 20 credits from associates degree to the following general education requirements if applicable:

Course #	Title	Credits
CMST 145	INTRODUCTION TO ORGANIZATIONAL COMMUNICATION	0 - 5
CS 140	COMPUTER PROGRAMMING FUNDAMENTALS I	0 - 5
ENGL& 101	ENGLISH COMPOSITION I	0 - 5
ENGL& 230	TECHNICAL WRITING	0 - 3
or ENGL& 235	TECHNICAL WRITING	0 - 5
MATH& 146	INTRODUCTION TO STATISTICS	0 - 5
Humanities		0 - 5

Natural Sciences - At least 5 credits in physical, biological and/or earth sciences. Shall include at least one laboratory course.		0 - 10
Social Sciences		0 - 5
	Sub-Total Credits	**40 - 60**
	Total Credits for Degree:	**180 - 200**

Criminal Justice Program

The criminal justice (CJ) program provides students with the knowledge and skills required for entry level employment within each of the three components of the criminal justice field – law enforcement, the courts, and corrections – as well as the private security sector. The program also offers opportunities for current criminal justice employees to enhance their knowledge and skills. The program offers an associate in science (AS) degree with two options for focused study as well as a certificate option.

Prerequisite Courses

All 200-level CJ courses require successful completion of CJ& 101 and placement into ENGL& 101.

Additional Requirements During/After Course of Study

While not a requirement for CJ courses, students should be aware that there are special employment conditions in this career field that may include criminal background checks, polygraph tests, physical fitness standards and/or psychological testing.

Transfer Option

Students may plan their criminal justice course selection to maximize transferability of their credits and earn both the AS in criminal justice and the Associate in Arts & Sciences (direct transfer) degrees. Advising assistance is strongly recommended.

Criminal Justice Certificate

The Criminal Justice certificate is designed to provide students with knowledge and skills for entry-level positions in the criminal justice field. The program also offers opportunities for current criminal justice employees to enhance their knowledge and skills.

Core Requirements

Course #	Title	Credits
CJ& 101	INTRODUCTION TO CRIMINAL JUSTICE	5
CJ 109	COMMUNITY RELATIONS	3
CJ& 110	CRIMINAL LAW	3
CJ& 240	INTRODUCTION TO FORENSIC SCIENCE	5
CJ 250	CRIMINAL INVESTIGATION/INTERVIEWING TECHNIQUES	3
CJ 245	LAWS OF ARREST, SEARCH & SEIZURE	3
CJ 275	PATROL PROCEDURES	3
	Sub-Total Credits	**25**

General Education Requirements/Related Instruction

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
IDS 113	QUANTITATIVE METHODS IN THE SOCIAL SCIENCES (CP)	5
or Any course designated Computation on the Related Instruction List (CP)		5
PSYC& 100	GENERAL PSYCHOLOGY (HR)	5
or SOC& 101	INTRODUCTION TO SOCIOLOGY (HR)	5
or CMST& 101	INTRODUCTION TO COMMUNICATION (HR)	5
or CMST& 230	SMALL GROUP COMMUNICATION (HR)	5
or CMST& 220	PUBLIC SPEAKING	3 - 5
or CMST 145	INTRODUCTION TO ORGANIZATIONAL COMMUNICATION	5
	Sub-Total Credits	**13 - 15**

Electives/Cooperative Work Experience

Course #	Title	Credits
SPAN& 121	SPANISH I	5
or other World Language		5
or Demonstrated proficiency in a World Language		
*World Language proficiency must be demonstrated by an approved exam.		5
or SOC 250	MULTICULTURAL ISSUES	5
or BTEC 101	INTRODUCTION TO BUSINESS COMPUTING	3
or POLS& 202	AMERICAN GOVERNMENT	5
or ENGL& 230	TECHNICAL WRITING	3
or ENGL& 235	TECHNICAL WRITING	5
or CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	1 - 5
or Any college level courses numbered 100 or above		5 - 8
	Sub-Total Credits	**5 - 8**
	Total Credits for Certificate	**45 - 46**

Criminal Justice
Associate in Science

The Criminal Justice program is designed to provide students with knowledge and skills for entry level positions in the criminal justice field. The program also offers opportunities for current criminal justice employees to enhance their knowledge and skills. This Associate in Science offers two options for focused study.

Core Requirements

Course #	Title	Credits
CJ& 101	INTRODUCTION TO CRIMINAL JUSTICE	5
CJ 109	COMMUNITY RELATIONS	3
CJ& 110	CRIMINAL LAW	3
CJ& 240	INTRODUCTION TO FORENSIC SCIENCE	5
CJ 250	CRIMINAL INVESTIGATION/INTERVIEWING TECHNIQUES	3
CJ 245	LAWS OF ARREST, SEARCH & SEIZURE	3

CJ 275	PATROL PROCEDURES	3
ENGL& 230	TECHNICAL WRITING	3
PHIL 130	INTRODUCTION TO ETHICS	5
PSYC& 100	GENERAL PSYCHOLOGY (HR)	5
SOC 250	MULTICULTURAL ISSUES	5
SPAN& 121	SPANISH I	5
or other World Language		5

or Demonstrated proficiency in a World Language

*World Language proficiency must be demonstrated by an approved exam.

| Additional credits may be required in electives to meet 90 credit degree requirement. | | 5 |
| **Sub-Total Credits** | | **48** |

Specialty Requirements: Option I - Criminal Justice

Choose at least 21 credits from the following courses:

Course #	Title	Credits
BTEC 101	INTRODUCTION TO BUSINESS COMPUTING	3
POLS& 202	AMERICAN GOVERNMENT	5
PSYC 211	SOCIAL PSYCHOLOGY	5
PSYC& 220	ABNORMAL PSYCHOLOGY	5
Any course designated as a physical **or** biological science (ANTH, ASTR, BIOL, CHEM, ENVS, GEOL, IDS, NUTR, OCEA, PHYS **or** PHYSC)		5
SOC& 101	INTRODUCTION TO SOCIOLOGY (HR)	5
SOC& 201	SOCIAL PROBLEMS	5
SOC 220	CONTEMPORARY SOCIAL ISSUES	5
SPAN& 122	SPANISH II	5
or other World Language		5
SPAN& 123	SPANISH III	5
or other World Language		5
CMST 225	INTERCULTURAL COMMUNICATION	3 - 5
Sub-Total Credits		**21 - 25**

OR Specialty Requirements: Option II - Computer Forensics

Course #	Title	Credits
CIS 100	COMPUTER LITERACY	3 **or** 5
CIS 105	COMPUTER OPERATING SYSTEMS I	5
CIS 110	INTRODUCTION TO COMPUTER SECURITY	3
CIS 206	COMPUTER SUPPORT I	5
CIS 225	COMPUTER FORENSICS	5
Sub-Total Credits		**21 - 23**

General Education Requirements/Related Instruction

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
IDS 113	QUANTITATIVE METHODS IN THE SOCIAL SCIENCES (CP)	5
or Any course designated Computation on the Related Instruction List (CP)		5
CMST& 101	INTRODUCTION TO COMMUNICATION (CM)	3 **or** 5
or CMST& 230	SMALL GROUP COMMUNICATION (CM)	5
or CMST& 220	PUBLIC SPEAKING	3 - 5
or CMST 145	INTRODUCTION TO ORGANIZATIONAL COMMUNICATION	5
	Sub-Total Credits	**13 - 15**

Electives/Cooperative Work Experience

Course #	Title	Credits
CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	1 - 5
and/or Any course numbered 100 and above		1 - 6
	Sub-Total Credits	**2 - 6**
	Total Credits for Degree	**90**

Early Childhood Education Program

The early childhood education (ECE) program prepares students for careers working with children in early learning and care programs, Head Start, preschools, childcare centers and homes. The program offers three stackable state certificates leading to an associate in arts (AA) degree or to an associate in applied science – transfer (AAS-T) degree. Certificate graduates usually work in family home childcare or in centers under the supervision of a program supervisor or director. The AA degree prepares students for lead teacher or administrator positions in early learning programs. The AAS-T degree enables students to transfer in as juniors to Bachelor of Arts (BA) ECE programs for which articulation agreements are in place.

Stackable State Certificates:

- State initial early childhood education certificate
- State short early childhood education certificates of specialization
    - Early childhood education (general)
    - Administration
    - Family child care
    - Infants and toddlers
    - School age care
- Early childhood education state certificate

This program of study promotes career advancement and improves transferability for students. All certificates align with steps in the Washington State Career Lattice for Early Care and Education Professionals and NAEYC Standards for Teacher Preparation. The common courses required in the certificates also meet requirements for the ECE AA and AAS-T degrees.

Additional Requirements During/After Course of Study

While not a requirement for the ECE program, students should be aware that there are special employment conditions in this career field that may include criminal background checks, current CPR and First Aid certification and HIV training.

Transfer Option

Students may plan their ECE course selection to maximize transferability of their credits through articulation agreements with some Washington 4-year colleges/universities. Advising assistance is strongly recommended to identify the education path that best serves your interests.

State Initial Early Childhood Education Certificate
Certificate of Proficiency

The first of three stackable certificates, aligned with step 5 of Washington State's Career Lattice for Early Care and Education Professionals. Level 2 core competencies are taught and assessed, enabling assistant teachers to move to lead teacher positions in licensed child care centers.

Core Requirements

Course #	Title	Credits
ECED& 105	INTRODUCTION TO EARLY CHILDHOOD EDUCATION	5
ECED& 107	HEALTH/SAFETY/NUTRITION	5
ECED& 120	PRACTICUM-NURTURING RELATIONSHIPS	2
	Total Credits for Certificate	**12**

State Short Early Childhood Education Certificate of Specialization –Administration
Certificate of Proficiency

The second of three stackable specialization certificates. Students may specialize in Administration and progress to step 6 on the Washington State Career Lattice for Early Care and Education Professionals.

Core Requirements

Course #	Title	Credits
ECED& 105	INTRODUCTION TO EARLY CHILDHOOD EDUCATION	5
ECED& 107	HEALTH/SAFETY/NUTRITION	5
ECED& 120	PRACTICUM-NURTURING RELATIONSHIPS	2
EDUC& 115	CHILD DEVELOPMENT	5
	Sub-Total Credits	**17**

Specialty Requirements: Administration

Course #	Title	Credits
ECED& 139	ADMINISTRATION OF EARLY LEARNING PROGRAMS	3
	Sub-Total Credits	**3**
	Total Credits for Certificate	**20**

State Short Early Childhood Education Certificate of Specialization – General
Certificate of Proficiency

The second of three stackable specialization certificates. Students may focus on Early Childhood Education General and then progress to step 6 on the Washington State Career Lattice for Early Care and Education Professionals.

Core Requirements

Course #	Title	Credits
ECED& 105	INTRODUCTION TO EARLY CHILDHOOD EDUCATION	5
ECED& 107	HEALTH/SAFETY/NUTRITION	5
ECED& 120	PRACTICUM-NURTURING RELATIONSHIPS	2
EDUC& 115	CHILD DEVELOPMENT	5
	Sub-Total Credits	**17**

Specialty Requirements: General

Course #	Title	Credits
EDUC& 130	GUIDING BEHAVIOR	3
	Sub-Total Credits	**3**
	Total Credits for Certificate	**20**

State Short Early Childhood Education Certificate of Specialization - Family Child Care
Certificate of Proficiency

The second of three stackable specialization certificates. Students may specialize in Family Child Care and progress to step 6 on the Washington State Career Lattice for Early Care and Education Professionals.

Core Requirements

Course #	Title	Credits
ECED& 105	INTRODUCTION TO EARLY CHILDHOOD EDUCATION	5
ECED& 107	HEALTH/SAFETY/NUTRITION	5
ECED& 120	PRACTICUM-NURTURING RELATIONSHIPS	2
EDUC& 115	CHILD DEVELOPMENT	5

	Sub-Total Credits	17

Specialty Requirements: Family Child Care

Course #	Title	Credits
ECED& 134	FAMILY CHILD CARE	3
	Sub-Total Credits	**3**
	Total Credits for Certificate	**20**

State Short Early Childhood Education Certificate of Specialization - School Age Care
Certificate of Proficiency

The second of three stackable specialization certificates. Students may specialize in School Age Care and progress to step 6 on the Washington State Career Lattice for Early Care and Education Professionals.

Core Requirements

Course #	Title	Credits
ECED& 105	INTRODUCTION TO EARLY CHILDHOOD EDUCATION	5
ECED& 107	HEALTH/SAFETY/NUTRITION	5
ECED& 120	PRACTICUM-NURTURING RELATIONSHIPS	2
EDUC& 115	CHILD DEVELOPMENT	5
	Sub-Total Credits	**17**

Specialty Requirements: School-Age Care

Course #	Title	Credits
EDUC& 136	SCHOOL AGE CARE	3
	Sub-Total Credits	**3**
	Total Credits for Certificate	**20**

State Short Early Childhood Education Certificate of Specialization - Infants and Toddlers
Certificate of Proficiency

The second of three stackable specialization certificates. Students may specialize in Infant Toddler Care and progress to step 6 on the Washington State Career Lattice for Early Care and Education Professionals.

Core Requirements

Course #	Title	Credits
ECED& 105	INTRODUCTION TO EARLY CHILDHOOD EDUCATION	5
ECED& 107	HEALTH/SAFETY/NUTRITION	5
ECED& 120	PRACTICUM-NURTURING RELATIONSHIPS	2
EDUC& 115	CHILD DEVELOPMENT	5

	Sub-Total Credits	17

Specialty Requirements: Infant-Toddler Care

Course #	Title	Credits
ECED& 132	INFANTS/TODDLERS CARE	3
	Sub-Total Credits	**3**
	Total Credits for Certificate	**20**

State Early Childhood Education Certificate

The third of three stackable certificates. The Early Childhood Education program prepares students for careers in working with children in early learning and care programs, Head Start, preschools, childcare centers & homes. Competencies are developed for assistant teacher positions Step 7 on the Washington State Career Lattice for Early Care

Core Requirements

Course #	Title	Credits
ECED& 105	INTRODUCTION TO EARLY CHILDHOOD EDUCATION (HR)	5
ECED& 107	HEALTH/SAFETY/NUTRITION	5
ECED& 160	CURRICULUM DEVELOPMENT	5
ECED& 180	LANGUAGE/LITERACY DEVELOPMENT	3
ECED& 190	OBSERVATION, ASSESSMENT & RECORD KEEPING	3
EDUC& 115	CHILD DEVELOPMENT	5
EDUC& 130	GUIDING BEHAVIOR	3
EDUC& 150	CHILD/FAMILY/COMMUNITY	3
	Sub-Total Credits	**32**

Specialty Requirements: Choose One

Course #	Title	Credits
ECED& 132	INFANTS/TODDLERS CARE	3
or ECED& 134	FAMILY CHILD CARE	3
or ECED& 139	ADMINISTRATION OF EARLY LEARNING PROGRAMS	3
or ECED& 170	LEARNING ENVIRONMENTS FOR YOUNG CHILDREN	3
or EDUC& 136	SCHOOL AGE CARE	3
or Any ECED or EDUC Class.		3
	Sub-Total Credits	**3**

General Education Requirements/Related Instruction

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I	5
CMST& 101	INTRODUCTION TO COMMUNICATION	3 or 5
or CMST& 210	INTERPERSONAL COMMUNICATION	3 or 5

Any course designated as Computation on the Related Instruction list (CP)		5
	Sub-Total Credits	**13 - 15**

Electives/Cooperative Work Experience

Course #	Title	Credits
ECED& 120	PRACTICUM-NURTURING RELATIONSHIPS	2
	Sub-Total Credits	**2**
	Total Credits for Certificate	**50 - 52**

Early Childhood Education
Associate in Applied Science - Transfer

The Early Childhood Education degree prepares students for careers in early learning, caring for and teaching children birth through age 8 in child care programs, preschools, and publically supported programs such as Head Start. Graduates meet Washington's Level 3 state competencies for Early Care and Education Professionals and NAEYC ECE Associate degree standards.

Core Requirements

Course #	Title	Credits
ECED& 105	INTRODUCTION TO EARLY CHILDHOOD EDUCATION	5
ECED& 107	HEALTH/SAFETY/NUTRITION	5
ECED& 120	PRACTICUM-NURTURING RELATIONSHIPS	2
ECED& 160	CURRICULUM DEVELOPMENT	5
ECED& 170	LEARNING ENVIRONMENTS FOR YOUNG CHILDREN	3
ECED& 180	LANGUAGE/LITERACY DEVELOPMENT	3
ECED& 190	OBSERVATION, ASSESSMENT & RECORD KEEPING	3
ECED 220	MUSIC & MOVEMENT	3
ECED 236	MATH AND SCIENCE	3
EDUC& 115	CHILD DEVELOPMENT	5
EDUC& 130	GUIDING BEHAVIOR	3
EDUC& 150	CHILD/FAMILY/COMMUNITY	3
EDUC& 204	EXCEPTIONAL CHILD	5
EDUC 250	PROFESSIONALISM IN THE WORKPLACE	2
	Sub-Total Credits	**50**

General Education Requirements/Related Instruction

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
Any ENGL course above 101 designated "CC"		5
Any courses from at least 2 disciplines designated "H"		10
PSYC& 100	GENERAL PSYCHOLOGY (HR)	5

Any CMST course designated "OC"		3 or 5
Any course designated "MSI"		5
Any course designated "Q/SR"		5
	Sub-Total Credits	**38 - 40**

Electives/Cooperative Work Experience

Course #	Title	Credits
CO-OP 290	COOPERATIVE WORK EXPERIENCE	2 or 3
	Sub-Total Credits	**2 - 3**
	Total Credits for Degree	**91 - 93**

Early Childhood Education
Associate in Arts

The Early Childhood Education Associate in Arts degree prepares students for immediate employment working with children as Family Home Child Care Providers or Assistant Teachers. This degree is not intended to articulate directly to baccalaureate programs. This degree aligns with Washington State Core Competencies for Early Care and Education Professionals Level 3.

Core Requirements

Course #	Title	Credits
ART 155	ART FOR CHILDREN	3
ECED& 105	INTRODUCTION TO EARLY CHILDHOOD EDUCATION (HR)	5
ECED& 107	HEALTH/SAFETY/NUTRITION	5
ECED& 120	PRACTICUM-NURTURING RELATIONSHIPS	2
ECED& 132	INFANTS/TODDLERS CARE	3
ECED& 160	CURRICULUM DEVELOPMENT	5
ECED& 170	LEARNING ENVIRONMENTS FOR YOUNG CHILDREN	3
ECED& 180	LANGUAGE/LITERACY DEVELOPMENT	3
ECED& 190	OBSERVATION, ASSESSMENT & RECORD KEEPING	3
ECED 220	MUSIC & MOVEMENT	3
ECED 236	MATH AND SCIENCE	3
EDUC& 115	CHILD DEVELOPMENT	5
EDUC& 130	GUIDING BEHAVIOR (HR)	3
EDUC& 150	CHILD/FAMILY/COMMUNITY (HR)	3
EDUC& 204	EXCEPTIONAL CHILD	5
EDUC 250	PROFESSIONALISM IN THE WORKPLACE	2
	Sub-Total Credits	**56**

General Education Requirements/Related Instruction

Course #	Title	Credits

ENGL& 101	ENGLISH COMPOSITION I	5
Any course designated as Computation on the Related Instruction list (CP)		5
Any CMST course designated as "OC" (CM)		3 or 5
	Sub-Total Credits	**13 - 15**

Electives/Cooperative Work Experience

Course #	Title	Credits
CO-OP 290	COOPERATIVE WORK EXPERIENCE	5
Elective credits as approved by program coordinator to form an ECE specialization		16
	Sub-Total Credits	**21**
	Total Credits for Degree	**90 - 92**

Finance Program

The finance program is designed to prepare students for a variety of entry-level financial services positions in private industry, state and local government, banking and investment services. The program offers an associate in science degree in finance and multiple short-term certificates of proficiency in various finance specialties.

Investments
Certificate of Proficiency

This short-term certificate provides additional specialized knowledge in the area of investments for the skilled worker. It is unlikely that employers will hire students who have only completed this certificate of proficiency; coursework may be applied towards a two-year AS degree in Finance.

Core Requirements

Course #	Title	Credits
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
ACCT& 202	PRINCIPLES OF ACCOUNTING II	5
ACCT& 203	PRINCIPLES OF ACCOUNTING III	5
ACCT 260	INDIVIDUAL INCOME TAX	5
FIN 235	INVESTMENTS	5
	Total Credits for Certificate	**25**

Money and Banking
Certificate of Proficiency

This short-term certificate provides additional specialized knowledge in the area of money and banking for the skilled worker. It is unlikely that employers will hire students who have only completed this certificate of proficiency; coursework may be applied towards a two-year AS degree in Finance.

Core Requirements

Course #	Title	Credits
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
ACCT& 202	PRINCIPLES OF ACCOUNTING II	5
ACCT& 203	PRINCIPLES OF ACCOUNTING III	5
ACCT 260	INDIVIDUAL INCOME TAX	5
ECON 225	MONEY AND BANKING	5
	Total Credits for Certificate	**25**

Principles of Finance
Certificate of Proficiency

This short-term certificate provides additional specialized knowledge in the area of finance for the skilled worker. It is unlikely that employers will hire students who have only completed this certificate of proficiency; coursework may be applied towards a two-year AS degree in Finance.

Core Requirements

Course #	Title	Credits
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
ACCT& 202	PRINCIPLES OF ACCOUNTING II	5
ACCT& 203	PRINCIPLES OF ACCOUNTING III	5
ACCT 260	INDIVIDUAL INCOME TAX	5
FIN 215	PRINCIPLES OF FINANCE	5
	Total Credits for Certificate	**25**

Finance
Associate in Science

The Finance AS degree prepares students for careers in finance and the financial services industry. The degree is designed for individuals who want training in income taxation, finance, money and banking, and investments. Students who successfully complete the program should be able to: 1) perform basic financial and accounting tasks both manually and using a computer; and, 2) demonstrate the relationships among the various business functions such as accounting, finance, marketing, purchasing, operations, and human resources.

Core Requirements

Course #	Title	Credits
ACCT 130	QUICKBOOKS PRO	3
ACCT 260	INDIVIDUAL INCOME TAX	5
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
ACCT& 202	PRINCIPLES OF ACCOUNTING II	5
ACCT& 203	PRINCIPLES OF ACCOUNTING III	5
BTEC 101	INTRODUCTION TO BUSINESS COMPUTING	3
BTEC 141	SPREADSHEETS I	3
BTEC 142	SPREADSHEETS II	5
BTEC 161	DATABASE MANAGEMENT I	3
FIN 215	PRINCIPLES OF FINANCE	5
FIN 235	INVESTMENTS	5
BUS& 101	INTRODUCTION TO BUSINESS	5
BUS& 201	BUSINESS LAW	5
ECON 100	SURVEY OF ECONOMIC PRINCIPLES	5
or ECON& 201	MICRO ECONOMICS	5
or ECON& 202	MACRO ECONOMICS	5
ECON 210	ECONOMIC ETHICS	5
ECON 225	MONEY AND BANKING	5
	Sub-Total Credits	**72**

General Education Requirements/Related Instruction

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
ENGL& 230	TECHNICAL WRITING (CM)	3
or ENGL& 235	TECHNICAL WRITING (CM)	5
CMST 145	INTRODUCTION TO ORGANIZATIONAL COMMUNICATION (HR)	5
or CMST& 220	PUBLIC SPEAKING (HR)	3 **or** 5
or CMST& 230	SMALL GROUP COMMUNICATION (HR)	5
BUS 100	BUSINESS MATH (CP)	5
or Any MATH course numbered 107 **or** above (CP)		5
or Any course designated as Computation on the Related Instruction list (CP)		5
	Sub-Total Credits	**16 - 20**

Electives/Cooperative Work Experience

Course #	Title	Credits
CO-OP 180	PREPARING FOR CAREER WORK EXPERIENCE	1 - 2
and/or CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	1 - 5
	Sub-Total Credits	**2 - 4**
	Total Credits for Degree	**90 - 96**

Health Program

Broaden your horizons and opportunities in client and patient care. Whatcom offers a certificate of proficiency in care navigation and coordination that prepares students to guide clients/patients through complex care systems. Students attain skills in health coaching and accessing resources to improve the client/patient experience and health outcomes. Be prepared to work within interdisciplinary teams and integrated care models.

Care Navigation and Coordination Certificate of Proficiency

Core Requirements

Course #	Title	Credits
HLTH 144	ESSENTIALS OF CARE NAVIGATION	5
HLTH 145	ADVANCED CARE NAVIGATION 1	5
HLTH 146	ADVANCED CARE NAVIGATION 2	5
	Total Credits for Certificate	**15**

Hospitality and Tourism Business Management Program

Whatcom Community College's hospitality and tourism business management program prepares students to work in this continually expanding, multi-billion dollar global industry. The hospitality and tourism business management program includes a strong business core curriculum combined with specialized topics in hospitality and tourism. Whether you are interested in pursuing a career in hotel operations, meeting and event planning, food and beverage management, sales and marketing, or any number of other hospitality careers, Whatcom's hospitality and tourism business management program will get you the technical skills and industry knowledge to excel in this growing and exciting industry. The program offers an associate in science degree (AS) in hospitality and tourism business management and a certificate in hospitality and tourism business management.

Students may plan their hospitality and tourism business management course selection to maximize transferability of credits to a variety of Bachelor of Arts programs around the region. Students should work with an academic advisor or the program coordinator to choose the most appropriate pathway to achieve their long-term career goals.

Hospitality and Tourism Business Management Certificate

This certificate prepares students with the skills and knowledge to enter the Hospitality Industry and increase opportunities for advancement to mid-management positions.

Core Requirements

Course #	Title	Credits
BTEC 101	INTRODUCTION TO BUSINESS COMPUTING	3
BUS 108	PRINCIPLES OF MARKETING	5
BUS 170	CUSTOMER SERVICE FOR PROFESSIONALS (HR)	3
HTBM 175	TRAVEL, TOURISM, BUSINESS AND SOCIETY	4
HTBM 176	FOOD AND BEVERAGE OPERATIONS MANAGEMENT	4
HTBM 177	MEETING AND EVENT PLANNING	4
HTBM 179	INTRODUCTION TO HOSPITALITY MANAGEMENT	5
HTBM 205	HOTEL OPERATIONS MANAGEMENT	5
	Sub-Total Credits	**33**

General Education Requirements/Related Instruction

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
ACCT 100	INTRODUCTION TO ACCOUNTING (CP)	3
or ACCT& 201	PRINCIPLES OF ACCOUNTING I (CP)	5
	Sub-Total Credits	**8 - 10**

Electives/Cooperative Work Experience

Course #	Title	Credits
CO-OP 180	PREPARING FOR CAREER WORK EXPERIENCE	1 - 2
CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	3 - 5
	Sub-Total Credits	**4 - 7**
	Total Credits for Certificate	**45 - 48**

Hospitality and Tourism Business Management Associate in Science

The Hospitality and Tourism Business Management Associate in Science degree provides a core of common business courses combined with specialized topics in hospitality and tourism. This degree prepares students to enter the hospitality industry with the skills and knowledge to grow in the field and increase opportunities for advancement to mid-management positions.

Core Requirements

Course #	Title	Credits
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
BTEC 101	INTRODUCTION TO BUSINESS COMPUTING	3
BTEC 121	WORD PROCESSING I	3
or BTEC 141	SPREADSHEETS I	3
or BTEC 161	DATABASE MANAGEMENT I	3

or BTEC 181	INTRODUCTION TO PRESENTATION SOFTWARE	3
or CIS 100	COMPUTER LITERACY	3 or 5
BUS& 201	BUSINESS LAW	5
BUS 108	PRINCIPLES OF MARKETING	5
HTBM 175	TRAVEL, TOURISM, BUSINESS AND SOCIETY	4
HTBM 176	FOOD AND BEVERAGE OPERATIONS MANAGEMENT	4
HTBM 177	MEETING AND EVENT PLANNING	4
HTBM 179	INTRODUCTION TO HOSPITALITY MANAGEMENT	5
HTBM 205	HOTEL OPERATIONS MANAGEMENT	5
BUS 170	CUSTOMER SERVICE FOR PROFESSIONALS	3
BUS 230	HUMAN RESOURCE MANAGEMENT	5
ECON 100	SURVEY OF ECONOMIC PRINCIPLES	5
or ECON& 201	MICRO ECONOMICS	5
BUS& 101	INTRODUCTION TO BUSINESS	5
or ECON& 201	MICRO ECONOMICS	5
or ECON& 202	MACRO ECONOMICS	5
ECON 210	ECONOMIC ETHICS	5

Note: Students planning to pursue a Bachelor's degree should plan to take ECON& 201 and ECON& 202.

	Sub-Total Credits	**66 - 68**

General Education Requirements/Related Instruction

Course #	Title	Credits
BUS 100	BUSINESS MATH (CP)	5
or Any MATH course numbered 107 or above (CP)		5
or Any college level course designated as Computation on the Related Instruction list (CP)		5
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
ENGL& 230	TECHNICAL WRITING (CM)	3
or ENGL& 235	TECHNICAL WRITING (CM)	5
CMST 145	INTRODUCTION TO ORGANIZATIONAL COMMUNICATION (HR)	5
or Any CMST course designated "OC"		3 or 5
	Sub-Total Credits	**16 - 20**

Electives/Cooperative Work Experience

CO-OP 180	PREPARING FOR CAREER WORK EXPERIENCE	1 - 2
or CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	1 - 5
Electives - Any courses numbered 100 or above in the following disciplines: ACCT, BUS, BTEC, CIS, CS, FIN, HTMB, OFFAD, PSYC, SOC, VISCM.		2 - 6
or CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	1 - 5
	Sub-Total Credits	**4 - 8**
	Total Credits for Degree	**90**

Massage Therapist Program

The massage therapist program prepares students to work as licensed massage therapists (LMTs). As members of the healthcare community, they work in a variety of settings including hospitals, sports medicine clinics, medical and physical therapy offices/clinics, health clubs, spas, alternative medicine clinics, counseling and rehabilitative centers and private massage clinics. Program graduates are eligible to sit for the national licensure exam.

Whatcom Community College offers two options for aspiring LMTs: the associate in science (AS) degree and the certificate. The program options run concurrently - the daytime cohorts begin each fall quarter and the evening cohorts each spring quarter. A number of program courses are provided in an online/ hybrid format, which means the lecture portions are delivered by the instructor online and the lab portions are provided face-to-face in a dedicated lab.

The massage therapist AS degree offers the student the ability to complete advanced coursework and specialize in an area of interest, as well as participate in an externship at a local business.

The massage therapist certificate is designed to accommodate those who have a previous college education and/or are pursuing a career change.

Core curriculum massage classes must be taken in sequence, are only offered to students accepted into the massage program, and run for three consecutive quarters, beginning in fall or spring quarter.

Both the degree and the certificate curriculum qualify graduates to sit for the national licensure exam, of which successful completion is one requirement to become a licensed massage therapist in Washington State. This curriculum is approved by the Washington State Massage Board, a subsidiary of the Washington State Department of Health.

Special Application Process

Admission to the massage therapist program is by special application, and is done on a first come first served basis. In order for an application to be considered, it must be complete. For details about the program, the application process, application materials and deadlines, visit **whatcom.edu/massage** or contact the program coordinator. For questions about the degree/certificate requirements contact entry & advising to speak with a program advisor.

Additional Requirements During/After Course of Study

- In order to progress through the massage therapist program, students must take all MT courses in sequence and maintain a final grade of "C" (2.0) or better in all graded courses and an "S" in all clinical courses. *(Note: A "C" in MT courses is 74 %.)*
- In order to pass lab practical exams, students must earn at least 80%. One re-take is allowed. Safety errors may be cause for failure of a practical exam.

Program Dismissal/Re-Entry Policies

Students will be dismissed from the program if:

- The student fails to complete the requirements of a program probation contract.
- The student misses more than 20% of class sessions in a course.
- The student earns a final grade of less than "C" in any MT course.
- The student fails to pass a lab practical exam with at least 80% on the second try.
- The student receives a suspension by the college for violations of the Students Rights and Responsibilities policy.

For a second time during the program, the student fails to meet any standard that would require probation.

Students dismissed from the program will be sent a certified letter indicating the reason(s) for the dismissal.

A student dismissed from the program may apply to re-enter the program by completing and submitting an "Application for Re-admission" form to the program coordinator at least one quarter prior to the quarter he/she intends to re-enroll. The program coordinator will review the application and inform the student of the outcome of the review no more than ten days after receiving the application.

Re-admission is dependent on space availability and whether the student has demonstrated that the problems that led to dismissal have been corrected. The program coordinator may request additional documentation from the student to support the application for readmission. If the student is readmitted to the program, he/she must complete the requirements that led to the dismissal before continuing the program sequence.

Any subsequent failure to meet the standards of academic progress will result in automatic dismissal. A student wishing to re-enroll after a second dismissal must apply as a new student to the program and repeat all MT massage courses if they are re-admitted to the program.

Massage Therapist Certificate

The Massage Therapist Certificate prepares students to work as Licensed Massage Therapists (LMTs). As members of the health care community, they work in a variety of settings including hospitals, sports medicine clinics, medical and physical therapy offices/clinics, health clubs, spas, alternative medicine clinics, counseling and rehabilitative centers, and private massage clinics. Program graduates are eligible to sit for state and national licensure exams.

Core Requirements

Course #	Title	Credits
MT 105	ETHICAL & LEGAL ISSUES FOR MASSAGE THERAPISTS	3
MT 110	MASSAGE THERAPY I	7
MT 111	MASSAGE THERAPY II	7
MT 112	MASSAGE THERAPY III	7
MT 202	KINESIOLOGY I FOR MASSAGE THERAPISTS	4
MT 203	KINESIOLOGY II FOR MASSAGE THERAPISTS	2
MT 204	KINESIOLOGY III FOR MASSAGE THERAPISTS	2
MT 205	BUSINESS APPLICATIONS FOR MASSAGE THERAPISTS	3
MT 240	PREPARATION FOR MASSAGE LICENSING	2
MT 250	STUDENT CLINIC	2
MT 271	ANATOMY & PATHOPHYSIOLOGY I -MASSAGE THERAPISTS	3
MT 272	ANATOMY & PATHOPHYSIOLOGY II-MASSAGE THERAPISTS	3
	Sub-Total Credits:	**45**

General Education Requirements/Related Instruction

Course #	Title	Credits
BUS 100	BUSINESS MATH (CP)	5
or Any college level course designated as Computation on the Related Instruction list (CP).		5
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
CMST& 210	INTERPERSONAL COMMUNICATION (CM)	5
	Sub-Total Credits:	**15**
	Total Credits for Certificate:	**60**

Massage Therapist
Associate in Science

The Massage Therapist degree prepares students to work as Licensed Massage Therapists (LMTs). As members of the health care community, they work in a variety of settings including hospitals, sports medicine clinics, medical and physical therapy offices/clinics, health clubs, spas, alternative medicine clinics, counseling and rehabilitative centers, and private massage clinics. The program stresses high levels of academic and critical thinking skills. Program graduates are eligible to sit for state and national licensure exams.

Core Requirements

Course #	Title	Credits
MT 105	ETHICAL & LEGAL ISSUES FOR MASSAGE THERAPISTS	3
MT 110	MASSAGE THERAPY I	7
MT 111	MASSAGE THERAPY II	7
MT 112	MASSAGE THERAPY III	7
MT 202	KINESIOLOGY I FOR MASSAGE THERAPISTS	4
MT 203	KINESIOLOGY II FOR MASSAGE THERAPISTS	2
MT 204	KINESIOLOGY III FOR MASSAGE THERAPISTS	2
MT 205	BUSINESS APPLICATIONS FOR MASSAGE THERAPISTS	3
MT 230	MASSAGE APPLICATIONS: ORTHOPEDIC TREATMENT	8
or MT 235	MASSAGE APPLICATIONS: WELLNESS TREATMENT	8
MT 240	PREPARATION FOR MASSAGE LICENSING	2
MT 250	STUDENT CLINIC	2
MT 260	CLINICAL EXTERNSHIP	1
MT 271	ANATOMY & PATHOPHYSIOLOGY I -MASSAGE THERAPISTS	3
MT 272	ANATOMY & PATHOPHYSIOLOGY II-MASSAGE THERAPISTS	3

Sub-Total Credits: 54

General Education Requirements/Related Instruction

Course #	Title	Credits
BUS 100	BUSINESS MATH (CP)	5
or Any college level course designated as computation		
on the Related Instruction list (CP).		5
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
CMST& 210	INTERPERSONAL COMMUNICATION (CM)	5
PSYC& 100	GENERAL PSYCHOLOGY (HR)	5
or SOC& 101	INTRODUCTION TO SOCIOLOGY (HR)	5
	Sub-Total Credits:	**20**

Electives/Cooperative Work Experience

Course #	Title	Credits
Any college level courses numbered 100 or above		16
	Sub-Total Credits:	**16**
	Total Credits for Degree:	**90**

Medical Assisting Program

The medical assisting (MA) degree/certificate program is designed to train students to work as a member of an ambulatory health care team, performing a broad range of clinical and administrative tasks under the supervision of a physician, physician's assistant or nurse practitioner. Program space is limited and a special application process is required (see below). Students accepted into the MA degree and certificate programs take the same clinical training and administrative skill coursework. The degree requires additional general education/related instruction courses. Upon graduating from the MA degree or certificate program, students are eligible to take a national board exam to become certified medical assistants with the CMA (AAMA) credential. Additionally, the MA degree and certificate programs are aligned with Washington state laws for MA credentials and scope of practice.

Whatcom Community College's medical assisting 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). CAAHEP, 25400 US Highway 19 N, Suite 158, Clearwater, FL 33763, (727) 210-2350.

To increase the opportunity for program success for all students, many of the medical assisting program courses are paired with an optional I-BEST program. I-BEST stands for Integrated Basic Education and Skills Training.

Special Application Process

Admission to the medical assisting program is by special application. For details about the application process, application materials and deadlines, visit **whatcom.edu/medicalassisting** or contact the entry and advising office or the medical assisting program coordinator.

Additional Requirements During/After Course of Study

Courses must be taken in sequence as assigned in the program schedule. Any deviation from the program schedule must have the written approval of the program coordinator.

All program courses must be passed with a "C" (2.0) grade or better. If courses are not passed with a C or better, students will be dismissed from the program and advised to reapply the following academic year if they so choose.

Occupational exposures - The medical assistant may be exposed to various chemicals used in disinfecting and sterilization, laboratory testing reagents, biohazard wastes, blood borne pathogens, and communicable diseases. While in the medical assisting program students have similar occupational exposures. Program students should refer to the Informed Consent for Coursework Requiring Human Subjects document in the medical assisting student handbook for specific information (available to students accepted into the MA program). Safety issues and concerns when dealing with occupational exposures are a major focus within the medical assisting program curriculum.

Students accepted into the medical assisting degree or certificate programs will need to show documentation that indicates they have begun the required immunization series. **Immunizations and tuberculosis screening are required** in accordance with CDC recommendations, and OSHA requirements for health care workers. Program students should refer to the Immunization Policy document in the medical assisting student handbook for details.

Prior to practicum, medical assisting students are required to obtain/maintain provider level CPR certification and the 7-hour HIV/AIDS education certificate.

Dismissal/Re-Entry Regulations

Students will be dismissed from the medical assisting program for the following reasons:

- Earning an unsatisfactory grade in any medical assisting course.
- Failing to satisfactorily complete any probationary contract in the allotted time.
- Placement on suspension by the College for violations of the Students Rights and Responsibilities policy.
- Dismissal from practicum.

Students who are dismissed from the program will be sent a certified letter indicating the reason for the dismissal. If the student wishes to appeal this action, he/she may do so by following the appropriate student grievance procedure as stated in the college catalog.

A student dismissed from the program may apply to re-enter the program by completing and submitting an "Application for Re-admission" form to the program coordinator at least two quarters prior to the quarter he/she intends to re-enroll. The program coordinator will review the application and inform the student of the outcome of the review no more than ten (10) days after receiving the application. Re-admission is dependent on space availability and whether the student has demonstrated that the problems that led to dismissal have been corrected. The program coordinator may request additional documentation from the student to support the application for re-admission. If the student is re-admitted to the program, he/she must complete the requirements that led to the dismissal before continuing the program sequence.

Any subsequent failure to meet the standards of academic progress will result in automatic dismissal. A student wishing to re-enroll after a second dismissal must apply as a new student to the program and repeat all MA courses.

Medical Assisting Certificate

The Medical Assisting certificate prepares students to perform a broad range of administrative and clinical tasks under the supervision of a physician/provider in a doctor's office or other medical setting.

Core Requirements

Course #	Title	Credits
Placement into MATH 87, MATH 97 or above or completion of ABE 50, MATH 94 or above.		
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
MA 108	MEDICAL LAW AND ETHICS	2
MA 113	INTRODUCTION TO MEDICAL COMPUTING	3
MA 141	MEDICAL OFFICE & ELECTRONIC RECORDS	3
MA 143	INTRO TO PRACTICE MANAGEMENT AND BASIC FINANCE (CP)	3
MA 145	INSURANCE-BASED MEDICAL BILLING AND CODING (CP)	4
MA 147	THE HUMAN BODY IN HEALTH AND DISEASE I	4
MA 148	THE HUMAN BODY IN HEALTH AND DISEASE II	4
MA 151	PROTECTIVE PRACTICES (CP)	2
MA 152	CLINICAL PROCEDURES I (CP)	4
MA 153	CLINICAL PROCEDURES II (CP)	4
MA 154	CLINICAL PROCEDURES III (CP)	4
MA 156	PHARMACOLOGY (CP)	4
MA 200	PRACTICUM WITH SEMINAR	8
HLTH 144	ESSENTIALS OF CARE NAVIGATION	5
MA 129	CONCEPTS IN EFFECTIVE COMMUNICATION (HR)	3
MA 146	MEDICAL TERMINOLOGY FOR THE MEDICAL ASSISTANT (CP)	4
	Total Credits for Certificate:	**66**

Medical Assisting
Associate in Science

The Medical Assisting degree prepares students to perform a broad range of administrative and clinical tasks under the supervision of a physician/provider in a doctor's office or other medical setting.

Core Requirements: General Core

Course #	Title	Credits
HLTH 144	ESSENTIALS OF CARE NAVIGATION	5
MA 108	MEDICAL LAW AND ETHICS	2
MA 113	INTRODUCTION TO MEDICAL COMPUTING	3
MA 129	CONCEPTS IN EFFECTIVE COMMUNICATION	3
MA 146	MEDICAL TERMINOLOGY FOR THE MEDICAL ASSISTANT	4
	Sub-Total Credits:	**17**

Core Requirements: Clinical Core

Course #	Title	Credits
MA 147	THE HUMAN BODY IN HEALTH AND DISEASE I	4
MA 148	THE HUMAN BODY IN HEALTH AND DISEASE II	4
MA 151	PROTECTIVE PRACTICES	2
MA 152	CLINICAL PROCEDURES I	4
MA 153	CLINICAL PROCEDURES II	4
MA 154	CLINICAL PROCEDURES III	4
MA 156	PHARMACOLOGY	4
	Sub-Total Credits:	**26**

Core Requirements: Administrative Core

Course #	Title	Credits
MA 141	MEDICAL OFFICE & ELECTRONIC RECORDS	3
MA 143	INTRO TO PRACTICE MANAGEMENT AND BASIC FINANCE	3
MA 145	INSURANCE-BASED MEDICAL BILLING AND CODING	4
	Sub-Total Credits:	**10**

Core Requirements: Practicum

Course #	Title	Credits
MA 200	PRACTICUM WITH SEMINAR	8
	Sub-Total Credits:	**8**

Electives/Cooperative Work Experience

Choose 9-11 credits from the following courses:

Course #	Title	Credits
HLTH 124	BEHAVIORAL HEALTH NAVIGATION	2
HLTH 126	CARE NAVIGATION AND COORDINATION: OLDER ADULTS	2
HLTH 131	SURVEY OF ADDICTION	4
HLTH 145	ADVANCED CARE NAVIGATION 1	5
HLTH 146	ADVANCED CARE NAVIGATION 2	5
HLTH 224	INTEGRATION OF BEHAV. HEALTH INTO PRIMARY CARE	5
BTEC 121	WORD PROCESSING I	3
or BTEC 141	SPREADSHEETS I	3
or BTEC 103	BEGINNING KEYBOARDING	2
or BTEC 104	KEYBOARDING FOR SPEED AND ACCURACY I	2
or OFFAD 150	OFFICE PROCEDURES	5
	Sub-Total Credits:	**9 - 11**
	Total Credits for Degree:	**90**

Nursing Program

The purpose of the nursing program is to educate students to practice registered nursing within varied health care settings in collaboration with other members of the healthcare team, and to assist individuals who are experiencing healthcare problems to progress toward optimal health and wellness. The program prepares students to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Successful program completers will earn an associate in nursing DTA/MRP degree. The degree allows the student to complete a bachelor's degree in nursing in one year from accepting universities.

Prerequisite Courses

Scored prerequisites: ENGL& 101 or higher; MATH& 146; PSYC& 200; BIOL& 241; BIOL& 242; BIOL& 260; CHEM& 121 or higher.

Non-scored prerequisites: PSYC& 100; BIOL& 160; 5 credits in an OC Communications; 10 credits in Humanities.

All scored prerequisites must be completed with a minimum grade of B (3.0). BIOL& 241 and 242 must have been completed within five (5) years of program application deadline.

Applicants must be currently nurse assistant certified in Washington State.

Special Application Process

Admission to the nursing program is by selective entry application. For details about course/program prerequisites, the application process, application materials and deadlines, visit **whatcom.edu/nursing** or contact the entry and advising office or the nursing program assistant.

Short-Term Training Opportunity

In addition to the degree offered, a Nursing Assistant short-term certificate of proficiency is also available at WCC.

Additional Requirements During/After Course of Study

Students must take NURS courses in sequence and maintain a final grade of "C" in all courses. *(Note: A "C" in nursing courses is 78 %.)*

Dismissal/Re-Entry Regulations

Students will be dismissed from the nursing program for the following reasons:

- Earning an unsatisfactory grade in any clinical course due to unsatisfactory clinical performance.
- Failing to satisfactorily complete any probationary contract in the allotted time.
- Being placed on suspension by the college for violations of the Students Rights and Responsibilities policy.

Students who are dismissed from the program will be sent a certified letter indicating the reason for the dismissal. If the student wishes to appeal this action, s/he may do so by following the appropriate student grievance procedure as stated in the college catalog.

A student dismissed from the program may apply to re-enter the program by completing and submitting an "Application for Re-admission" form to the program director at least one quarter prior to the quarter in which s/he intends to re-enroll. The program director will review the application and inform the student of the outcome of the review no more than ten days after receiving the application. Re-admission is dependent on space availability and whether the student has demonstrated that the problems that led to dismissal have been corrected. The program director may request additional documentation from the student to support the application for re-admission. If the student is readmitted to the program, s/he must complete the requirements that led to the dismissal before continuing the program sequence.

Students will not be allowed to enter the nursing program more than twice.

Nursing Assistant
Certificate of Proficiency

This comprehensive training course prepares students to take the state Nursing Assistant Certification exam and provides awareness of the role of the nursing assistant in nursing care.

Core Requirements

Course #	Title	Credits
NURS 100	NURSING ASSISTANT	8
	Total Credits for Certificate:	**8**

Associate in Nursing (DTA/MRP)

The purpose of the nursing degree is to educate students to practice professional nursing within varied health care settings in collaboration with other members of the health care team, and to assist individuals who are experiencing health care problems to progress toward optimal health and wellness. The program prepares students to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). *Note: NURS 100 or equivalent (WA State NAC) required for admission to the core requirements.*

Prerequisites

Course #	Title	Credits
Must have a grade of B or better in ENGL& 101, MATH& 146, CHEM& 121, BIOL& 260, BIOL& 241, BIOL& 242 and PSYC& 200.		
ENGL& 101	ENGLISH COMPOSITION I	5
MATH& 146	INTRODUCTION TO STATISTICS	5
CHEM& 121	INTRODUCTION TO CHEMISTRY	5
BIOL& 160	GENERAL BIOLOGY WITH LAB	5
BIOL& 260	MICROBIOLOGY	5
BIOL& 241	HUMAN ANATOMY AND PHYSIOLOGY 1	5
BIOL& 242	HUMAN ANATOMY AND PHYSIOLOGY 2	5
PSYC& 100	GENERAL PSYCHOLOGY	5
PSYC& 200	LIFESPAN PSYCHOLOGY	5
Communication Studies - courses designated "OC"		5
Humanities - courses designated "H/Hp"		10
Certification as a Washington State Nursing Assistant Certified		0
	Sub-Total Credits:	**60**

Core Requirements: Nursing Core

Course #	Title	Credits
NURS 170	INTRODUCTION TO PHARMACOLOGY CONCEPTS	2
NUTR 114	NUTRITION IN HEALTHCARE I	1
NURS 171	INTRODUCTION TO NURSING CONCEPTS WITH PRACTICUM	9
PHIL 118	ETHICS AND POLICY IN HEALTHCARE I	1
PSYC 114	PSYCHOSOCIAL ISSUES IN HEALTHCARE I	1
NUTR 115	NUTRITION IN HEALTHCARE II	1
NURS 172	NURSING CONCEPTS WITH PRACTICUM I	10
PSYC 115	PSYCHOSOCIAL ISSUES IN HEALTHCARE II	1
NUTR 116	NUTRITION IN HEALTHCARE III	1
NURS 173	NURSING CONCEPTS WITH PRACTICUM II	9
PHIL 119	ETHICS AND POLICY IN HEALTHCARE II	1
PSYC 116	PSYCHOSOCIAL ISSUES IN HEALTHCARE III	1
NUTR 117	NUTRITION IN HEALTHCARE IV	1
NURS 271	NURSING CONCEPTS WITH PRACTICUM III	9
PHIL 214	ETHICS AND POLICY IN HEALTHCARE III	1
PSYC 214	PSYCHOSOCIAL ISSUES IN HEALTHCARE IV	1
NUTR 214	NUTRITION IN HEALTHCARE V	1
NURS 272	NURSING CONCEPTS WITH PRACTICUM IV	10
PHIL 215	ETHICS AND POLICY IN HEALTHCARE IV	1
PSYC 215	PSYCHOSOCIAL ISSUES IN HEALTHCARE V	1
NURS 273	NURSING CONCEPTS WITH PRACTICUM V	11
PHIL 216	ETHICS AND POLICY IN HEALTHCARE V	1
	Sub-Total Credits:	**75**
	Total Credits for Degree:	**135**

Office Administration Program

The successful functioning of any business or organization is enhanced by the professionalism and competency of the front office manager. This is a go-to person with strong communication, collaborative, and problem-solving abilities, and who excels in use of office technology. The office administration program prepares the student for employment positions such as a front office manager for a small business, an executive assistant for a corporate manager, or a department coordinator for a government agency or organization.

Certificates include office administration and office administration-logistics. Short-term certificates of proficiency include clerical assistant and sustainable business leadership.

Clerical Assistant
Certificate of Proficiency

This training endorsement provides office skills appropriate to entry-level positions requiring specialized knowledge of payroll and benefits record keeping methods. Coursework may be applied towards a one-year certificate in Office Administration or an AS in Business Administration.

Core Requirements

Course #	Title	Credits
ACCT 100	INTRODUCTION TO ACCOUNTING	3
ACCT 130	QUICKBOOKS PRO	3
BTEC 101	INTRODUCTION TO BUSINESS COMPUTING	3
BTEC 121	WORD PROCESSING I	3
BTEC 141	SPREADSHEETS I	3
or BTEC 161	DATABASE MANAGEMENT I	3
or BTEC 181	INTRODUCTION TO PRESENTATION SOFTWARE	3
BUS 170	CUSTOMER SERVICE FOR PROFESSIONALS	3
BTEC 104	KEYBOARDING FOR SPEED AND ACCURACY I	2
OFFAD 105	RECORDS MANAGEMENT	3
OFFAD 150	OFFICE PROCEDURES	5
	Total Credits for Certificate:	**28**

Sustainable Business Leadership
Certificate of Proficiency

This three-class series will provide a practical introduction to sustainability in business and leadership practices. The Sustainable Business Leadership Certificate is designed for individuals who wish to become change agents for sustainability within their respective organizations, and series assumes students are business professionals or students who have a sound business foundation. This certificate will provide graduates with the skills that managers, leaders, entrepreneurs, and employees need to implement a customized sustainability program. The topics covered will include: energy efficiency, transportation, water, zero waste, responsible purchasing, renewable energy, sustainable food, sustainable building and development, alternate sources of revenue and savings, triple bottom line accounting, leadership skills for change agents, corporate social responsibility, employee ownership, and marketing.

Core Requirements

Course #	Title	Credits
OFFAD 280	SUSTAINABLE BUSINESS PRACTICES I	3
OFFAD 281	SUSTAINABLE BUSINESS PRACTICES II	3
OFFAD 282	SUSTAINABLE BUSINESS PRACTICES III	3
	Total Credits for Certificate:	**9**

Office Administration Certificate

This certificate prepares the student to be skilled in the job duties relating to the front office professional. Interpersonal, organizational, and technical skills are addressed to meet the demands for both small and large businesses, as well as government agencies. Graduates may find employment in the following occupations: Office Clerks, Administrative Assistants, Information and Records Clerks, Executive Secretaries, and Front Office Managers.

Core Requirements

Course #	Title	Credits
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
or ACCT 100	INTRODUCTION TO ACCOUNTING	3
ACCT 130	QUICKBOOKS PRO	3
BTEC 101	INTRODUCTION TO BUSINESS COMPUTING	3
BTEC 104	KEYBOARDING FOR SPEED AND ACCURACY I	2
BTEC 121	WORD PROCESSING I	3
BTEC 141	SPREADSHEETS I	3
BTEC 122	BUSINESS DOCUMENT DESIGN	5
or BTEC 161	DATABASE MANAGEMENT I	3
or BTEC 181	INTRODUCTION TO PRESENTATION SOFTWARE	3
OFFAD 105	RECORDS MANAGEMENT	3
OFFAD 150	OFFICE PROCEDURES	5
OFFAD 160	OFFICE MANAGEMENT	5
	Sub-Total Credits:	**33 - 37**

General Education Requirements/Related Instruction

Course #	Title	Credits
BUS 100	BUSINESS MATH (CP)	5
or Any course designated as Computation on the Related Instruction List (CP)		5
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
or BUS 140	BUSINESS RESEARCH AND COMMUNICATION (CM)	3
CMST& 230	SMALL GROUP COMMUNICATION (HR)	5
or CMST 145	INTRODUCTION TO ORGANIZATIONAL COMMUNICATION (HR)	5
or BUS 170	CUSTOMER SERVICE FOR PROFESSIONALS (HR)	3
	Sub-Total Credits:	**11 - 15**

Electives/Cooperative Work Experience

Course #	Title	Credits
CO-OP 180	PREPARING FOR CAREER WORK EXPERIENCE	1 - 2
or CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	1 - 5
	Sub-Total Credits:	**1 - 5**
	Total Credits for Certificate:	**45 - 57**

Office Administration - Logistics Certificate

The Office Administration-Logistics certificate provides students with the knowledge and skills required to assist in the daily tasks associated with import/export processes, logistics, customer relations, and records management, all within the framework of international business, global trade, and inter-cultural issues. Specific topics include: the functions and characteristics of transportation companies; import/export documentation; laws and regulations pertaining to logistics; methods of payment; country of importation requirements.

Core Requirements

Course #	Title	Credits
ACCT& 201	PRINCIPLES OF ACCOUNTING I	5
or ACCT 100	INTRODUCTION TO ACCOUNTING	3
BTEC 101	INTRODUCTION TO BUSINESS COMPUTING	3
BTEC 121	WORD PROCESSING I	3
BTEC 141	SPREADSHEETS I	3
BTEC 122	BUSINESS DOCUMENT DESIGN	5
or BTEC 142	SPREADSHEETS II	5
ECON 260	INTRODUCTION TO INTERNATIONAL TRADE	5
OFFAD 105	RECORDS MANAGEMENT	3
OFFAD 154	INTRODUCTION TO LOGISTICS	5
OFFAD 150	OFFICE PROCEDURES	5
or OFFAD 160	OFFICE MANAGEMENT	5
	Sub-Total Credits:	**35 - 37**

General Education Requirements/Related Instruction

Course #	Title	Credits
BUS 100	BUSINESS MATH (CP)	5
or Any course designated as Computation on the Related Instruction list (CP)		5
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
or BUS 140	BUSINESS RESEARCH AND COMMUNICATION	3
CMST& 230	SMALL GROUP COMMUNICATION (HR)	5
or CMST 145	INTRODUCTION TO ORGANIZATIONAL COMMUNICATION (HR)	5
or BUS 170	CUSTOMER SERVICE FOR PROFESSIONALS (HR)	3
	Sub-Total Credits:	**11 - 15**

Electives/Cooperative Work Experience

Course #	Title	Credits
CO-OP 180	PREPARING FOR CAREER WORK EXPERIENCE	1 - 2
or CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	1 - 5
	Sub-Total Credits:	**1 - 5**
	Total Credits for Certificate:	**47 - 57**

Paralegal Studies Program

This program provides students with the knowledge and skills for entry into paralegal careers in a variety of professional settings. Additionally, Whatcom Community College is approved by the Limited License Legal Technician (LLLT) Board to provide the 45 credits of core curriculum on the pathway to becoming a LLLT. Graduates who take the requisite LLLT core curriculum (in fall 2016 or later) and who continue and successfully complete all other LLLT requirements may become independent law practitioners who assist clients with a limited scope of family law legal issues.*

WCC offers an associate in science (AS) degree in paralegal studies and a certificate option. Both prepare students for challenging career opportunities. The certificate is designed for baccalaureate degree holders and can be completed in one year. It will be awarded to students upon completion of all certificate requirements and evidence of having earned a bachelor's degree.

*Visit the Washington State Bar Association (WSBA) website for information on all requirements to become a LLLT.

Prerequisite courses

- ESLA 117 or placement into ENGL& 101.
- Completion of PLS 127 and BTEC 121 or BTEC 122 with a minimum grade of C or concurrent enrollment is required for all other PLS program courses.

Student success in the PLS program and in the profession requires:

- Interest in the legal system
- Critical thinking and ethical decision making skills
- College level reading and writing skills
- Proficiency in word processing and office skills
- Ability to work independently and with diverse populations
- Adaptability and flexibility when working with people

Paralegal Studies Certificate

The program provides students with the knowledge and skills for entry into paralegal careers in public or private law offices and law-related agencies.

General Education Requirements/Related Instruction

Evidence of earned bachelor's degree

Core Requirements

Course #	Title	Credits
PLS 127	LEGAL TERMINOLOGY	3
BTEC 121	WORD PROCESSING I	3
or BTEC 122	BUSINESS DOCUMENT DESIGN	5
PLS 111	INTRODUCTION TO LAW AND THE LEGAL PROCESS	5
PLS 112	LAW OFFICE TECHNOLOGY	3
PLS 120	CIVIL PROCEDURE AND LITIGATION	5

PLS 130	LEGAL INTERVIEW AND INVESTIGATION TECHNIQUES	3
PLS 151	LAW OFFICE PROCEDURES AND LEGAL ETHICS	5
PLS 152	INTRO TO LEGAL RESEARCH, WRITING AND ANALYSIS	5
PLS 175	CONTRACTS, CONSUMER LAW AND ACCESS TO JUSTICE	3
	Sub-Total Credits	**35 - 37**

Electives/Cooperative Work Experience

It is highly recommended to select the following PLS courses as electives:

PLS 210	LEGAL DOCUMENTS, ADMIN PROCESSES, PROBATE, WILLS	3
and/or PLS 220	REAL ESTATE LEGAL PROCEDURES	3
and/or PLS 240	FAMILY LAW I	5

It is recommended to select the following BUS course as an elective if interested in business law:

BUS& 201	BUSINESS LAW	5

Other electives:

CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	2 - 5
and/or Any PLS courses not counted as core requirements.		13 - 18
	Sub-Total Credits	**13 - 18**
	Total Credits for Certificate	**48 - 55**

Paralegal Studies
Associate in Science

The program provides students with the knowledge and skills for entry into paralegal careers in public or private law offices and law-related agencies.

Core Requirements

Course #	Title	Credits
BTEC 121	WORD PROCESSING I	3
or BTEC 122	BUSINESS DOCUMENT DESIGN	5
PLS 127	LEGAL TERMINOLOGY	3
PLS 111	INTRODUCTION TO LAW AND THE LEGAL PROCESS	5
PLS 112	LAW OFFICE TECHNOLOGY	3
PLS 120	CIVIL PROCEDURE AND LITIGATION	5
PLS 130	LEGAL INTERVIEW AND INVESTIGATION TECHNIQUES	3
PLS 151	LAW OFFICE PROCEDURES AND LEGAL ETHICS	5
PLS 152	INTRO TO LEGAL RESEARCH, WRITING AND ANALYSIS	5
PLS 175	CONTRACTS, CONSUMER LAW AND ACCESS TO JUSTICE	3
	Sub-Total Credits	**35 - 37**

General Education Requirements/Related Instruction

BUS 100	BUSINESS MATH (CP)	5
or Any course designated Computation on Related Instruction List. (CP)		5
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
CMST& 101	INTRODUCTION TO COMMUNICATION (HR)	3 - 5
or CMST& 210	INTERPERSONAL COMMUNICATION (HR)	3 - 5
or Any course designated "OC"		3 - 5

Enrollment in at least one course from each of the following areas:
Humanities "H", Social/Behavioral Science "SS", Math/Science "MS" or "MSI"   15 - 17

	Sub-Total Credits	**30**

Electives/Cooperative Work Experience

It is highly recommended to select the following PLS courses as electives:

PLS 210	LEGAL DOCUMENTS, ADMIN PROCESSES, PROBATE, WILLS	3
and/or PLS 220	REAL ESTATE LEGAL PROCEDURES	3
and/or PLS 240	FAMILY LAW I	5

It is recommended to select the following BUS course as an elective if interested in business law:

BUS& 201	BUSINESS LAW	5

Other electives:

CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	2 - 5
and/or Any PLS courses not counted as core requirements.		25 - 27
	Sub-Total Credits	**25 - 27**
	Total Credits for Degree	**90 - 94**

Parent Education Program

Parenting Education
Certificate of Proficiency

The Parenting Education Program is designed to give students skills and knowledge for entry-level positions working with young children. The program will also increase opportunities for advancement for students working with children, families and family systems.

Core Requirements

Course #	Title	Credits
PARED 101	COMMUNICATION AND CHILD DEVELOPMENT	3
PARED 102	LEARNING ENVIRONMENTS AND DEVELOPMENT	3
PARED 103	BEHAVIOR AND DIVERSITY	3
PARED 104	SAFETY AND DEVELOPMENTALLY APPROPRIATE PRACTICES	3
PARED 105	CHILDHOOD DEVELOPMENT AND DIVERSITY	3
PARED 106	GUIDANCE TECHNIQUES AND FAMILY RESOURCES	3

Total Credits for Certificate   **18**

Physical Therapist Assistant Program

The physical therapist assistant (PTA) program prepares students to work with adult, geriatric and/or pediatric populations in general hospitals, rehabilitation hospitals, outpatient clinics, long-term care facilities and school districts. Program graduates are eligible for licensure in any state as a physical therapist assistant.

The program is accredited by the Commission on Accreditation in Physical Therapy Education of the American Physical Therapy Association.

Prerequisite Courses

- ENGL& 101
- BUS 100 or MATH& 107 or any course designated "CP" on the Related Instruction list
- PSYC& 100 or SOC& 101
- BIOL, CHEM, or PHYS lab course
- MA 101 (2 credits)
- BIOL& 241

All prerequisites must be completed with a minimum grade of C+ (2.3). BIOL& 241 must have been completed within 10 years of program application.

Note: With the exception of MA 101 and BIOL& 241, other program prerequisites may be waived with an associate/bachelor level degree. Refer to the College's website or obtain the special application materials referred to below for complete details.

Special Application Process

Admission to the PTA program is by special application. For details about course/program prerequisites, the application process, application materials and deadlines, visit **whatcom.edu/pta** or contact the entry and advising office or the PTA program coordinator for program-specific questions.

Additional Requirements During/After Course of Study

In order to progress through the PTA program, students must take all PTA courses in sequence and maintain a final grade of "C" (2.0) or better in all graded courses and an "S" in all clinical courses. *(Note: A "C" in PTA courses is 74%.)*

In order to pass lab practical exams, students must earn at least a "B" (3.0). One re-take will be allowed. Safety errors during a lab practical exam will be cause for failure. *(Note: A "B" in PTA courses is 80%.)*

Students admitted into the PTA program are required to maintain current CPR and First Aid certifications, complete a 7-hour HIV/AIDS training course and have up-to-date immunizations. They are also required to travel to and from clinical sites, which may be more than one hour away from the College or from the student's home.

Dismissal/Re-Entry Regulations

Students will be dismissed from the PTA program for the following reasons:

- Earning an unsatisfactory "U" grade in any clinical course after being placed on probation due to unsatisfactory clinical performance.
- Failing to satisfactorily complete any probationary contract in the allotted time.
- Earning a "C-" (1.7) or below in any PTA course after being placed on probation.
- Failing to meet a standard that would require probation for a second time in the program.

- Being placed on suspension by the College for violations of the Students Rights and Responsibilities policy.

Students who are dismissed from the program will be sent a certified letter indicating the reason for the dismissal. If the student wishes to appeal this action, he/she may do so by following the appropriate student grievance procedure as stated in the college catalog.

A student dismissed from the program may apply to re-enter the program by completing and submitting an "Application for Re-admission" form to the program coordinator at least two quarters prior to the quarter he/she intends to re-enroll. The program coordinator will review the application and inform the student of the outcome of the review no more than ten (10) days after receiving the application. Re-admission is dependent on space availability and whether the student has demonstrated that the problems that led to dismissal have been corrected. The program coordinator may request additional documentation from the student to support the application for re-admission. If the student is re-admitted to the program, he/she must complete the requirements that led to the dismissal before continuing the program sequence.

Any subsequent failure to meet the standards of academic progress will result in automatic dismissal. A student wishing to re-enroll after a second dismissal must apply as a new student to the program and repeat all PTA courses.

Physical Therapist Assistant
Associate in Science

The Physical Therapist Assistant degree prepares students to work with adult, geriatric and/or pediatric populations in general hospitals, rehabilitation hospitals, outpatient clinics, long-term care facilities and school districts. Graduates are eligible for licensure or certification in any state as a physical therapist assistant. The program is accredited by the Commission on Accreditation in Physical Therapy Education of the American Physical Therapy Association.

General Education Requirements/Related Instruction

Completion of general education courses is required for admission to core program requirements.

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
BUS 100	BUSINESS MATH (CP) 5	
or MATH& 107	MATH IN SOCIETY (CP) 5	
or Any course designated as Computation on the Related Instruction list (CP)		5
PSYC& 100	GENERAL PSYCHOLOGY (HR) 5	
or SOC& 101	INTRODUCTION TO SOCIOLOGY (HR)	5
Any BIOL, CHEM or PHYS Lab Course		5
MA 101	MEDICAL TERMINOLOGY I	2
BIOL& 241	HUMAN ANATOMY AND PHYSIOLOGY 1	5
BIOL& 242 and CMST& 101, 210, 220 or 230 highly recommended, but not required		
	Sub-Total Credits:	**27**

Core Requirements

Course #	Title	Credits
PTA 101	INTRODUCTION TO PHYSICAL THERAPY	3
PTA 105	TESTS AND MEASUREMENTS	2
PTA 110	PTA PROCEDURES I	5
PTA 111	PTA PROCEDURES II	7
PTA 113	PTA PROCEDURES III	4
PTA 151	CLINICAL EXPERIENCE	4
PTA 201	ETHICAL ISSUES IN PHYSICAL THERAPY	3
PTA 225	PTA PROCEDURES IV	5
PTA 226	PTA PROCEDURES V	4
PTA 227	PTA PROCEDURES VI	7
PTA 251	CLINICAL EXPERIENCE II	4
PTA 253A	CLINICAL AFFILIATION I	9
PTA 253B	CLINICAL AFFILIATION II	9
PTA 273	ANATOMY AND PATHOPHYSIOLOGY FOR THE PTA I	3
PTA 274	ANATOMY AND PATHOPHYSIOLOGY FOR THE PTA II	4
PTA 280	SPECIAL TOPICS IN PHYSICAL THERAPY	2
PTA 285	MANUAL THERAPY TECHNIQUES FOR PHYSICAL THERAPIST ASSISTANTS	1
HLTH 201	CLINICAL NEUROLOGY	3
HLTH 202	APPLIED ANATOMY AND CLINICAL KINESIOLOGY	5
	Sub-Total Credits:	**84**
	Total Credits for Degree:	**111**

Visual Communications Program

The visual communications program prepares students for careers in the print, web and digital media design fields. The curriculum balances study of conceptual and visual problem-solving skills with the development of technical skills and knowledge of current industry practices. The program's associate in arts degree offers content in graphic design and web/interactive media, including digital publishing for mobile devices and content management systems.

Prerequisite Courses

- ART 112
- ART 115 or 116
- ART 185
- ART& 100 or ART 114 or 150 or 205 or 215
- placement into ENGL& 101

Special Application Process

Admission to the visual communications program is by special application. For more information about course/program prerequisites, the application process, application materials and deadlines, visit the visual communications program page on the College's website or contact entry & advising or the visual communications program coordinator.

Additional Requirements During/After Course of Study

To be eligible for placement in a cooperative work experience internship, students must maintain a minimum GPA of 2.50 in program courses and demonstrate professional work behavior exhibited through good class attendance, punctuality and timely completion of class assignments.

Dismissal/Re-Entry Regulations

Students must meet the WCC Academic Standards of Progress policy. To re-enter the program, a student must re-apply to the visual communications program, following the special application process. A student who is re-admitted may be required to repeat certain program courses to update skills to current industry standards.

Visual Communications
Associate in Arts

The Visual Communications program prepares students for careers in the print, web, and digital media design fields.

Prerequisites

Course #	Title	Credits
ART 112	DRAWING I	3 **or** 5
ART 115	2D DESIGN	3 **or** 5
or ART 116	3D DESIGN	3 **or** 5
ART 185	INTRODUCTION TO VISUAL COMMUNICATIONS	5
ART& 100	ART APPRECIATION	3 **or** 5
or ART 114	HISTORY OF GRAPHIC DESIGN	5
or ART 150	HISTORY OF PHOTOGRAPHY: 1839 TO THE PRESENT	5
or ART 205	WESTERN ART FROM 18TH TO MID 20TH CENTURY	3 **or** 5
or ART 215	WESTERN ART FROM WORLD WAR II TO THE PRESENT	3 **or** 5
Placement into ENGL& 101		
	Sub-Total Credits	**14 - 20**

Core Requirements

Course #	Title	Credits
VISCM 240	TYPOGRAPHY	3
VISCM 250	LAYOUT AND PUBLICATION DESIGN I	5
VISCM 251	LAYOUT AND PUBLICATION DESIGN II	5
VISCM 260	VECTOR ILLUSTRATION	5
VISCM 262	ADVANCED DIGITAL IMAGING	3
VISCM 270	PRINT PRODUCTION AND PREPRESS	5

VISCM 280	WEB DESIGN AND AUTHORING I	5
VISCM 282	WEB DESIGN AND AUTHORING II	5
VISCM 284	WEB CONTENT MANAGEMENT SYSTEMS	5
VISCM 286	VIDEO PRODUCTION FOR THE WEB	5
VISCM 292	PORTFOLIO/PROFESSIONAL PRACTICES	2
	Sub-Total Credits	**48**

General Education Requirements/Related Instruction

Course #	Title	Credits
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
BUS 100	BUSINESS MATH (CP)	5
or CS 140	COMPUTER PROGRAMMING FUNDAMENTALS I (CP)	5
or IDS 112	ETHNO MATHEMATICS (CP)	5
or IDS 113	QUANTITATIVE METHODS IN THE SOCIAL SCIENCES (CP)	5
or PHIL& 117	TRADITIONAL LOGIC (CP)	5
or Any course designated as Computation on the Related Instruction List (CP)		5
ANTH& 206	CULTURAL ANTHROPOLOGY (HR)	5
or PSYC& 100	GENERAL PSYCHOLOGY (HR)	5
or SOC& 101	INTRODUCTION TO SOCIOLOGY (HR)	5
or Any CMST course designated "OC" (HR)		3 or 5
	Sub-Total Credits	**13 - 15**

Electives/Cooperative Work Experience

Choose 7 - 15 credits from the following courses:

Course #	Title	Credits
ART& 100	ART APPRECIATION	3 or 5
ART 114	HISTORY OF GRAPHIC DESIGN	5
ART 118	MIXED MEDIA/COLLAGE	5
ART 123	WATER BASED MEDIA	3 or 5
ART 134	THE ART OF COLOR	3 or 5
ART 150	HISTORY OF PHOTOGRAPHY: 1839 TO THE PRESENT	5
ART 175	PRINTMAKING: RELIEF AND MONOTYPE	3 or 5
ART 176	PRINTMAKING: ETCHING I	5
ART 179	2D ANIMATION	5
ART 187	COMPUTER ART	3 or 5
ART 200	FIGURE DRAWING I	3 or 5
ART 205	WESTERN ART FROM 18TH TO MID 20TH CENTURY	3 or 5
ART 212	DRAWING II	3 or 5
ART 215	WESTERN ART FROM WORLD WAR II TO THE PRESENT	3 or 5
ART 221	PAINTING	3 **or** 5
BTEC 101	INTRODUCTION TO BUSINESS COMPUTING	3

BTEC 121	WORD PROCESSING I	3
BTEC 141	SPREADSHEETS I	3
BUS 108	PRINCIPLES OF MARKETING	5
CS 120	HTML FUNDAMENTALS	5
CO-OP 190	COOPERATIVE EDUCATION/INTERNSHIP	3 - 5

Note: cooperative work experience must be completed in VISCM or BUS.

| | **Sub-Total Credits** | **7 - 15** |
| | **Total Credits for Degree** | **90** |

Course Descriptions

Course Descriptions

The following courses represent the current curriculum for Whatcom Community College. Not all courses are offered each quarter.

COURSE DESIGNATORS KEY: One or more of the following codes appear at the end of each course description indicating applicability of the course to the Associate in Arts and Sciences degree program.

CC-Composition Communication Skills
OC-Oral Communication Skills
QSR-Quantitative Skills/ Symbolic Reasoning Skills
H -Humanities Distribution

SS -Social/Behavioral Science Distribution
MS-Math/Science Distribution
LE-Listed Elective
UE-Unlisted Elective
d-Diversity

g-Global
s-Sustainability
w-Writing Intensive
l-Lab
p-Performance

ABE ADULT BASIC EDUCATION

ABE 010 BASIC SKILLS MATH-LEVEL I (1-10)
Designed for adults who wish to improve their math skills in basic whole numbers. Required preparation: assessment and orientation by ABE staff. (N)

ABE 011 BASIC READING AND WRITING-LEVEL I (1-10)
This course is for adults with little to no reading or writing skills. It will assist them in learning basic words and writing simple sentences. Required preparation: assessment and orientation by ABE staff. (N)

ABE 020 BASIC SKILLS MATH-LEVEL II (1-10)
Designed for adults who wish to improve their math skills in whole number operations. Required preparation: assessment and orientation by ABE staff. (N)

ABE 021 BASIC READING AND WRITING-LEVEL II (1-10)
This course is for adults with beginning reading or writing skills. It will assist them in learning basic decoding strategies and simple writing. Required preparation: assessment and orientation by ABE staff. (N)

ABE 030 BASIC SKILLS MATH-LEVEL III (1-10)
Designed for adults who wish to improve their math skills in problem solving involving decimals and fractions. Required preparation: assessment and orientation by ABE staff. (N)

ABE 031 BASIC READING AND WRITING-LEVEL III (1-10)
This course is for adults with low intermediate reading or writing skills. It will assist them in using reading strategies and paragraph and letter writing. Required preparation: assessment and orientation by ABE staff. (N)

ABE 036 EDUCATIONAL AND CAREER PLANNING FOR ABE STUDENTS (1-3)
This course will guide Transitional Learning Programs students in assessing their skills and interests, in setting goals, and in identifying and accessing resources for a successful transition into college and further training as well as improve their employability and job seeking skills. S/P/U grading. Required preparation: assessment and orientation by ABE staff. (N)

ABE 040   BASIC SKILLS MATH-LEVEL IV (1-10)

Designed for adults who wish to improve their math skills and carry out tasks involving percent, ratio and proportion, simple formulas, measurement, and graphs in real life situations. Required preparation: assessment and orientation by ABE staff. (N)

ABE 041   BASIC READING AND WRITING-LEVEL IV (1-10)

This course is for adults with high intermediate reading or writing skills. It will assist students in improving reading strategies and essay writing. Required preparation: assessment and orientation by ABE staff. (N)

ABE 050   BASIC SKILLS MATH LEVEL V - GED (1-10)

This course is for students who have assessed into grade equivalents 9-10 and who need a review of basic math, whole number operations through beginning algebra and geometry, in order to pass the GED test. Content emphasizes math problem solving for application to daily life. Required preparation: assessment and orientation by ABE staff. (N)

ABE 051   BASIC READING AND WRITING LEVEL V - GED (1-10)

This basic GED prep course is for adults with basic adult secondary reading or writing skills. It will assist students in improving reading strategies and essay writing. Required preparation: assessment and orientation by ABE staff. (N)

ABE 056   INTRO TO HEALTH CAREERS FOR ABE STUDENTS (1-5)

Introduction to Career Pathways for ABE students interested in further study and to enhance job skills. Required preparation: CASAS test and enrollment in ABE course. (N)

ABE 058   HEALTH CAREER SPECIAL TOPICS FOR ABE STUDENTS (1-4)

Introduction to Health Careers for ABE Students interested in further study and to enhance job skills. Required preparation: CASAS test and enrollment in ABE course. (N)

ABE 060   BASIC SKILLS MATH-LEVEL VI-GED (1-10)

This course is for students who have assessed into grade equivalents 11-12 and who need a review of fractions, percents, decimals, ration proportions, basic algebra and geometry in order to pass the GED test. Content emphasizes development of advanced algebra and geometry problem solving skills. Required preparation: assessment and orientation by ABE staff. (N)

ABE 061   BASIC READING AND WRITING LEVEL VI - GED (1-10)

This advanced GED prep course is for adults with high adult secondary reading or writing skills. It will assist students in improving reading strategies and essay writing. Required preparation: assessment and orientation by ABE staff. (N)

ABE 066   BASIC SKILLS IN BUSINESS COMPUTING FOR ABE (1-3)

Course designed to enhance student employment skills and technology skills. It will familiarize them with basic skills for word processing and spreadsheets and the vocabulary and reading that are used in college level computing and business courses. Required preparation: CASAS placement test. (N)

ABE 076   INTRODUCTION TO HEALTH CAREERS II -ABE STUDENTS (1-4)

This course will develop literacy skills and enhance employment skills in the Health field through study of the various aspects of health careers. Required Preparation: CASAS test and current enrollment in the ABE Program. (N)

ABE 096   WORKPLACE BASICS: EQUIPPED FOR WORK (1-15)

 This course provides reading, writing, and/or employment skills preparation for Transitional Learning Programs students. Specific eligibility requirements may apply and program permission is required to register. S/P/U grading. Required preparation: program approval from Transitional Learning Programs required. (N)

ACCT ACCOUNTING

ACCT 100 INTRODUCTION TO ACCOUNTING (3)

This course is designed to help students learn the fundamentals of accounting as applied to bookkeeping systems of small businesses and professional organizations. (UE)

ACCT 110 ACCOUNTING FOR A/P, A/R, AND INVENTORY (5)

Formerly OFFAD 110. A comprehensive course that includes the skills, procedures, and concepts necessary to accurately perform manual and computerized accounts receivable, accounts payable, and inventory bookkeeping tasks. Prerequisite: ACCT 100 or ACCT& 201 with a minimum grade of C. (UE)

ACCT 130 QUICKBOOKS PRO (3)

This course is designed to present accounting concepts and their relationship to QuickBooks Pro by completing transactions for a business. This will be accomplished by recording transactions, preparing a multitude of financial reports, closing an accounting period, compiling charts and graphs, and preparing payroll. Recommended preparation: ACCT100 or ACCT& 201 with a minimum grade of C. (UE)

ACCT& 201 PRINCIPLES OF ACCOUNTING I (5)

Introduction to the theory and principles of the accounting cycle and accounting concepts. Covers typical general journal transactions, posting transactions to the ledgers, principles of adjusting and closing entries, the process of completing the appropriate financial statements, various inventory valuation methods, and cash policies using both manual forms and computerized methods. Prerequisite: MATH 97 or higher. Recommended preparation: basic proficiency in Excel. (LE)

ACCT& 202 PRINCIPLES OF ACCOUNTING II (5)

This course introduces generally accepted accounting principles used in preparing financial statements for a corporation. These principles are learned through various in-class and online exercises, problems, tests and through various Excel for accounting projects. Prerequisite: ACCT& 201 with a minimum grade of C. (LE)

ACCT& 203 PRINCIPLES OF ACCOUNTING III (5)

This course introduces decision tools that managers use in evaluating business plans, controls, and performances along with basic manufacturing accounting concepts and reports. These tools are learned through various in-class and online exercises, problems, and tests. Prerequisite: ACCT& 202 with a minimum grade of C. (LE)

ACCT 250 GOVERNMENTAL/NOT-FOR-PROFIT ACCOUNTING (5)

This course provides a fundamental knowledge of the distinguishing characteristics of not-for-profit and governmental accounting. It covers basic accounting terminology and financial statements, an overview of current FASB and GASB requirements, in addition to discussions of grant management, fund accounting, net asset classifications, and donations. Prerequisite: ACCT& 201 with a minimum grade of C. (UE)

ACCT 260 INDIVIDUAL INCOME TAX (5)

This course is designed to provide students with a basic understanding of the Internal Revenue Code as it relates to the taxation of individuals. Course focuses on taxation methods, principles, and procedures used to assist students in preparing individual income tax returns. Prerequisite: ACCT& 201 with a minimum grade of C. (UE)

ACCT 270 PAYROLL ACCOUNTING (3)

Formerly OFFAD 108. A comprehensive course that includes the skills, procedures, and conceptual knowledge necessary to accurately perform manual and computerized payroll processing tasks. Prerequisite: ACCT&201 with a minimum grade of C. (UE)

ANTH   ANTHROPOLOGY

ANTH& 100   SURVEY OF ANTHROPOLOGY (5)

Introduction to anthropology stressing human origins, cultural diversity, and bio-cultural-ecological adaptations. Topics include human inheritance, evolution, human fossils, prehistoric cultures, and a comparison of resource consumption and economics, human impact on the natural environment, family, politics, values, communication, expressive arts, religion, culture change and globalization. (SSgs)

ANTH& 104   WORLD PREHISTORY (5)

An archaeological course which is a global overview of human history, from our origins to the development of writing and civilization. This world wide approach compares the dates and the distinctive character of regional progress and how human technology and imagination adapted with various environments. (SSg)

ANTH 140   THE ANCIENT NEAR EAST (5)

An examination of ancient writings and archaeological excavations to reconstruct the historical and cultural development of the Near East (Mesopotamia, Egypt, Palestine, Anatolia). Topics include: the ancient environments, the first farmers and herders, ancient sites and artifacts, the invention of writing and warfare, the origins and expansion of civilizations and empires. (SSg)

ANTH 150   NORTHWEST COAST ETHNOBOTANY (5)

Study of native plants in Northwest Coast Indian cultures. Includes sessions on plant biology, plant identification, and traditional Indian uses of plants for food, medicine, and materials. Field trips included. (SSd)

ANTH& 200   INTRODUCTION TO LANGUAGE (5)

Overview of the study of language. Includes the nature of human language, its social aspects, the psychology of language, and the grammatical aspects of language; phonetics, morphology, syntax, semantics, dialects, language diversity, and the biological basis of language. Prerequisite: placement in ENGL& 101. (SSw)

ANTH& 204   ARCHAEOLOGY (5)

Between the history of archaeology and the problems faced today, this course examines the theories and methods used to interpret what's left of the world's lost cultures. Topics include: how artifacts are dated, how people used technology to survive in different environments, how they organized their societies, and developed their ideologies. (SS s)

ANTH& 205   BIOLOGICAL ANTHROPOLOGY (5)

A basic understanding of the evolution of the human species from a biological perspective. Human adaptation through the interaction of biology and culture is a primary focus for this course. Students will gain an understanding of the principles of genetics, primate behavior, primate and human fossils, early prehistoric cultures, and human variation and adaptation. (MS s)

ANTH& 206   CULTURAL ANTHROPOLOGY (5)

Study of culture and society with a cross-cultural perspective of human adaptation to the bio-cultural environment. Topics include technology, resource consumption and economics, medicine, family, social groups, political systems, religion, expressive arts, language, values, culture change, human impact on the environment, and globalization. Prerequisite: placement in ENGL&101. (SSwdgs)

ANTH& 210   INDIANS OF NORTH AMERICA (5)

A survey of North American Indigenous peoples emphasizing cultural-ecological adaptations from prehistoric times to the present; survival of traditional cultures through analyses of prehistory, languages, traditional land use, sustaining natural resources, social organization, religions, values, arts, and culture change. Special consideration given to Northwest Coast and Northwest Plateau peoples. (SSds)

ANTH& 216   NORTHWEST COAST INDIANS (5)

An anthropological overview of the unique cultural-ecological adaptations of coastal peoples from Oregon to southern Alaska. Topics include cultural-ecological adaptations, languages, traditional land use, sustaining natural resources, social organization, religious beliefs and values, art, historic changes and adaptations, and modern issues. Particular emphasis on Salish people of Northwest Washington. (SSds)

ANTH 225   PSYCHOLOGICAL ANTHROPOLOGY (5)

The study of the relationship between mind and culture. Topics include the evolution of human behavior, a cross-cultural analysis of ritual, gender, emotion, belief systems, and of perception and treatment of mental health issues including depression, schizophrenia, and "culture-bound syndromes". Examines the impact of mental health's global importance in Western and non-Western health industries. Prerequisite: placement in ENGL& 101. Recommended preparation: ANTH& 100 or 205 or 206. (SSwdg)

ANTH& 235   CROSS CULTURAL MEDICINE (5)

Introduction to medical anthropology. Explores the occurrence of disease, illness concepts and approaches to healing in other cultures, and considers health care options in the United States including ethnic traditions and newer alternatives. (SSg)

ANTH 295M   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Anthropology. Required preparation: acceptance into the Honors Program. (MS)

ANTH 295S   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Anthropology. Required preparation: acceptance into the Honors Program. (SS)

ART   ART

ART& 100   ART APPRECIATION (3 or 5)

Approach to art appreciation designed to develop an understanding of visual art forms, and to develop the vocabulary necessary to discuss them. Content will focus on issues and concepts in contemporary art. Topics include the purpose and function of art, creative process, visual and design elements that go into the making of art. Prerequisite: placement in ENGL& 101. (Hw)

ART 106   ART OF THE PACIFIC NORTHWEST NATIVE AMERICANS (3)

The art of the seven major language groups between Puget Sound and Alaska, considered from the standpoints of original use, meaning, style, and construction method. Slide lectures, discussion, outside readings, films and a field trip are integral parts of the class. (Hd)

ART 107   ART IN WORLD CULTURES (3 or 5)

Non-historical investigation of art forms and aesthetics in both western and non-western cultures as a means of gaining insight into the motivations for and the meaning of art in various parts of the world. Prerequisite: placement in ENGL& 101. (Hwdg)

ART 112   DRAWING I (3 or 5)

Theory and practice of drawing in various mediums with a range of subject and of aesthetic approaches. Emphasis on studio work integrated with slides, lecture, discussion and out-of-class work. (Hp)

ART 114   HISTORY OF GRAPHIC DESIGN (5)

History of graphic design and illustration from ancient culture through the present with an emphasis on early twentieth century to current concepts and trends. Prerequisite: placement in ENGL& 101. (Hwg)

ART 115   2D DESIGN (3 or 5)

Introduction to the elements of two-dimensional design and the application of those elements in visual projects. (Hp)

ART 116   3D DESIGN (3 or 5)

Introduction to the elements of three-dimensional design and the application of those elements in visual projects. (Hp)

ART 118   MIXED MEDIA/COLLAGE (5)

Introduction to collage methods and materials through the use of traditional and non-traditional media. Emphasis on the elements of design and composition as applied to various studio projects. Explores the history and use of collage by 20th Century artists. Recommended preparation: prior drawing or painting experience. (Hp)

ART 123   WATER BASED MEDIA (3 or 5)

Introduction to water based media and materials through the use of traditional and non-traditional techniques. Media will include watercolor, gouache and acrylic painting. Emphasis on techniques, color theory and application; and the elements of color, light, and composition, as applied to various studio and possibly on-site (outdoors) projects. Explores the history and use of water-based media by traditional and contemporary artists. (LE)

ART 130   CERAMICS I (3 or5)

Theory, history, aesthetics, and practice of ceramics using various hand building methods and the wheel. Emphasis on studio work integrated with slides, films, lecture, critiques, discussion and out-of-class work. (Hp)

ART 131   BEGINNING THROWING (3 or 5)

Students will learn throwing techniques and use these skills to create both vessels and sculpture. There will be opportunities to do hand building work, but this will not be the emphasis of this class. There will be both group and individual critiques of the work. (Hp)

ART 134   THE ART OF COLOR (3 or 5)

Principles of color theory and application, with an emphasis placed on objective color principles and individual subjective responses towards color. Includes studio work, lecture, historical research, critiques, and out-of-class work. (Hp)

ART 150   HISTORY OF PHOTOGRAPHY: 1839 TO THE PRESENT (5)

This course surveys the history and evolving properties of photography as a cultural language and as an art-making tool. It will focus on each of the present and past uses of the medium including illustration, documentation, portraiture, landscape, advertising, journalism, reportage, fine art and digital imagery. Prerequisite: placement in ENGL& 101. (Hwg)

ART 155   ART FOR CHILDREN (3)

Explore the development of creativity and stages of artistic growth in children. Plan integrated curriculum, carry out lesson plans, identify resources, and observe guidance techniques. (LE)

ART 160   SCULPTURE (5)

Studio work in principles of sculpture and their application via various materials, art forms and spatial concepts. Emphasis on individual projects. (Hp)

ART 175   PRINTMAKING: RELIEF AND MONOTYPE (3 or 5)

Introduction to printmaking concepts and methods. Covers relief print processes (woodcut and linocut) and monotype prints. Emphasis on studio work supplemented with slides, lectures, and group discussions. (Hp)

ART 176   PRINTMAKING: ETCHING I (5)

Introductory methods of incising and etching copper plates to create printable images, using an etching press. Techniques covered include drypoint, line etching, and tonal etching. For beginning and experienced artists. Recommended preparation: ART 112. (Hp)

ART 179   2D ANIMATION (5)

Introduction to principles and practice of animation using 2D animation software. Course covers concept and story development, storyboarding, and animation concepts and techniques based on observation, timing, motion, and transformation. Recommended preparation: prior drawing or computer art experience. (Hp)

ART 185   INTRODUCTION TO VISUAL COMMUNCIATIONS (5)

This course examines the principles and practice of visual communications. Includes the design process, layout, basic web design, and preparation of art and copy for reproduction. It introduces the basics of graphics software (page layout, illustration, web design, and image editing) as tools of the design process. (Hp)

ART 186   INTRODUCTION TO DIGITAL VIDEO (5)

Introduction to concepts and techniques of digital video filmmaking. Course covers story development, basic equipment operation, lighting and audio, video composition and aesthetics, visual storytelling, non-linear video editing, and media law and ethics. (Hp)

ART 187   COMPUTER ART (3 or 5)

Exploration of the use of computer technology for creating fine art and illustrations. The software used simulates traditional drawing and painting media. Emphasis will be on the technical use of software tools as well as the content and aesthetics of image making. Recommended preparation: prior basic drawing course. (Hp)

ART 200   FIGURE DRAWING I (3 or 5)

Study in drawing the human figure from live models as well as other sources, using various media. Preferable to have had some experience in general drawing. Prerequisite: ART 112. (LE)

ART 201   FIGURE DRAWING II (3 or 5)

Study in drawing the human figure from live models as well as other sources, using various media. Preferable to have had some experience in general drawing. Prerequisite: ART 200. (LE)

ART 202   FIGURE DRAWING III (3 or 5)

Study in drawing the human figure from live models as well as other sources, using various media. Preferable to have had some experience in general drawing. Prerequisite: ART 201. (LE)

ART 203   HISTORY OF WESTERN ART: ANCIENT AND MEDIEVAL (3 or 5)

Historical development of painting, sculpture, and architecture from prehistory through the medieval period. Focus on Europe, the Near East and North Africa. Prerequisite: placement in ENGL& 101. (Hwg)

ART 204   HISTORY OF WESTERN ART:15TH - 18TH CENTURY (3 or 5)

Historical development of painting, sculpture, and architecture from prehistory through the medieval period. Focus on Europe, the Near East and North Africa. Prerequisite: placement in ENGL& 101. (Hwg)

ART 205   WESTERN ART 18TH TO MID 20TH CENTURY (3 or 5)

Historical developments in Western art from 18th century to the mid-20th century. Focus on European and American art. Prerequisite: placement in ENGL& 101. (Hwg)

ART 206   FAR EASTERN ART HISTORY (3 or 5)

Historical study of the art and architecture of Asia from prehistory to the 18th century with an emphasis on China and Japan. (Hg)

ART 212   DRAWING II (3 or 5)
Theory and practice of drawing in various mediums with a range of subject and of aesthetic approaches. Emphasis on studio work integrated with slides, lecture, discussion and out-of-class work. Prerequisite: ART 112. (LE)

ART 215   WESTERN ART FROM WORLD WAR II TO THE PRESENT (3 or 5)
Historical developments in Western art From World War II to the present. Focus on European and American art. Prerequisite: placement in ENGL& 101. (Hwg)

ART 221   PAINTING (3 or 5)
Fundamentals of painting in oils or acrylics, stressing color usage, familiarity with the medium, various painting processes and methods. Prerequisite: ART 112. (Hp)

ART 222   INTERMEDIATE PAINTING (3 or 5)
Studio work in painting using oils or acrylics exploring various subject matter and creative processes. Studio work integrated with slides lecture and discussion of both theory and practice. Out of class time required. Prerequisite: ART 221. (LE)

ART 223   ADVANCED PAINTING (3 or 5)
Advanced studio work in painting using oils and acrylics. Studio work integrated with slides, lecture and discussion of both theory and practice. Out of class time required. Prerequisite: ART 222. (LE)

ART 230   CERAMICS II (3 or 5)
Advanced theory, history, aesthetics and practice of ceramics using various hand building methods and the wheel. Emphasis on studio work integrated with slides, films, lecture, critiques, discussion and out-of-class work. Prerequisite: ART 130 or ART 131. (LE)

ART 231   CERAMICS III (3 or 5)
Advanced theory, history, aesthetics, and practice of ceramics using various hand building methods and the wheel. Emphasis on studio work integrated with slides, films, lecture, critiques, discussion and out-of-class work. Prerequisite: ART 230. (LE)

ART 276   PRINTMAKING: ETCHING II (5)
Having been introduced to basic methods of etching in Art 176, students can design images with specific techniques in mind, and expand upon their knowledge by learning more complex etching methods. Techniques covered include mezzotint, sugar lift, soft ground, spit bite, and white ground etching. Prerequisite: ART 176. (Hp)

ART 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)
Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in art. Required preparation: acceptance into the Honors Program. (H)

ASL   AMERICAN SIGN LANGUAGE

ASL& 121   AMERICAN SIGN LANGUAGE I (5)
Introduction to ASL, a visual/gestural language. Emphasis on vocabulary, grammar and Deaf culture/history. (LEd)

ASL& 122   AMERICAN SIGN LANGUAGE II (5)
A continuation of the study of ASL, a visual/gestural language. Emphasis on increasing vocabulary and grammar as well as a more in-depth look at Deaf culture and history. Prerequisite: ASL& 121. (LEd)

ASL& 123   AMERICAN SIGN LANGUAGE III (5)

Continuation of study of ASL, a visual/gestural language. Emphasis on grammatical structure and syntax as well as a more in-depth look at Deaf culture and Deaf issues. Prerequisite: ASL& 122. (Hd)

ASTR   ASTRONOMY

ASTR&100   SURVEY OF ASTRONOMY (5)

Introduction to Astronomy includes background physics essentials; measuring properties of stars; star formation; stellar evolution; stellar explosions and remnants; normal and active galaxies and galactic evolution; big bang and evolution of the universe. (MS)

ASTR 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in astronomy. Required preparation: acceptance into the Honors Program. (MS)

BIOL   BIOLOGY

BIOL 103   THE BIOLOGICAL WORLD (5)

Introductory laboratory course on the ecology of ecosystems in the Pacific Northwest and the impacts of humans on these systems. Emphasis on classification, basic ecology and biological characteristics of plankton, algae, fungi, plants and animals using examples from marine, freshwater and terrestrial Pacific Northwest ecosystems. Lab work and field trips included. Prerequisite: placement in ENGL& 101. (MSwsl)

BIOL 104   FINDING THINGS OUT: BIOLOGY (5)

Part of a three quarter set of courses using extensive hands-on and inquiry-based activities to help students understand a few central ideas in biology regarding the flow of energy and matter. Students will develop critical thinking skills required to pursue scientific understanding of important ideas in biological systems. Preferred sequence is PHYSC 104, GEOL 104, and BIOL 104. Lab work included. Recommended preparation: PHYSC 104 and GEOL 104. (MSl)

BIOL 133   NATURAL SCIENCE OF AUSTRALIA AND NEW ZEALAND (5)

Focuses on the ecology of Australia and New Zealand, including ecosystems and human impact on ecosystems. The biodiversity, characteristics, and interactions of Australian flora and fauna will also be investigated within various habitats and ecosystems. A significant portion of the course will involve field observations and experiences. This course is offered only to students participating in the Australia/New Zealand study abroad program and does not meet the lab requirement. (MSg)

BIOL 159   MARINE BIOLOGY (5)

Studies basic biological principles applied to the marine environment. Topics include: organic molecules, the behavior of water, cellular functions, the diversity in structure, function and ecology of marine organisms, and human impact on the oceans. Lab work and local field trips included. Prerequisite: placement in ENGL& 101. (MSwsl)

BIOL& 160   GENERAL BIOLOGY W/LAB (5)

Introductory laboratory course in biology emphasizing the structural and functional analysis of biological organization. Includes cell structure and function, energy production and utilization, reproduction, growth and development, genetics and immunology. Lab work included. Prerequisite: placement in ENGL& 101. (MSwl)

BIOL& 221   MAJORS ECOLOGY/EVOLUTION (5)

This course is designed to prepare the student for further studies in the field of biology or related fields. Basic information about evolution, genetics, biodiversity of life forms, and ecology will be taught and assessed. This is the first in a three-quarter sequence for biology majors. Prerequisite: prior or concurrent enrollment in CHEM& 161; placement in ENGL& 101. (MSwl)

BIOL& 222   MAJORS CELL BIOLOGY/MOLECULAR (5)

This course is designed to prepare the student for further studies in the field of biology or related fields. It covers basic information about cell metabolism, biological molecules, structure and function of cells, gene regulation, and development in plants and animals. Prerequisite: CHEM& 161 and BIOL& 221 with a minimum grade of C- and placement in ENGL& 101. (MSwl)

BIOL& 223   MAJORS ORGANISMAL PHYSIOLOGY (5)

This course is designed to prepare the student for further studies in the field of biology or related fields. Basic information about the structure and functions of living organisms will be taught and assessed. This is the third in a three-quarter sequence for biology majors. Prerequisite: BIOL& 222 with a C- or better; placement in ENGL& 101. (MSwl)

BIOL& 241   HUMAN ANATOMY AND PHYSIOLOGY 1 (5)

In-depth study focusing on the structure and function of the various components of the human body systems from the cellular level up to the organ system level. Abnormal or pathological conditions of these systems also covered. Laboratory exercises focus on the structures as well as the physiology of the systems covered in the lecture portion of the course. Prerequisite: minimum grade of B- in BIOL& 160; and a minimum grade of C in either CHEM& 121 or CHEM& 161. (MSl)

BIOL& 242   HUMAN ANATOMY AND PHYSIOLOGY 2 (5)

Continuation of the structure and function of the human body systems with laboratory exercises designed to enhance the knowledge acquired in the lecture. Prerequisite: BIOL& 241 with a minimum grade of C. (MSl)

BIOL& 260   MICROBIOLOGY (5)

This course is designed for health science and biological science majors. Topics include: cellular structure and function, nutrition, growth, metabolism, genetics, systematics, defenses against microbes, and pathogenicity, as well as laboratory exercises involving culture techniques, identification, environmental influences, and mechanisms of microbial control. Prerequisite: BIOL& 160 or BIOL& 222 with a minimum grade of B-; and CHEM& 121 or CHEM& 161 with a minimum grade of C; and placement in ENGL& 101. (MSwl)

BIOL 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in biology. Required preparation: acceptance into the Honors Program. (MS)

BTEC   BUSINESS TECHNOLOGY

BTEC 101   INTRODUCTION TO BUSINESS COMPUTING (3)

Formerly BIS 101. Introduction to word processing, electronic spreadsheets, databases, and e-communications using MS Office. Prerequisite: MATH 097 or concurrent enrollment or permission of program coordinator. (UE)

BTEC 103   BEGINNING KEYBOARDING (2)

Formerly OFFAD 100. Basic course covering the touch system on the keyboard, with a speed goal of 20-30 wpm, using a computer. Instruction on the use of numbers, letters, and symbols. No previous keyboarding experience needed. S/U grading. Recommended preparation: ESLA 115. (UE)

BTEC 104   KEYBOARDING FOR SPEED AND ACCURACY I (2)

Formerly OFFAD 104. Includes review of proper typing techniques. Intensive practice on computer keyboard to build speed and accuracy from any skill level. S/U grading. Prerequisite: BTEC 103 with an S grade or keyboarding test. Recommended preparation: ESLA 115. (UE)

BTEC 121   WORD PROCESSING I (3)

Formerly BIS 121. Introductory course in word processing. Covers basics of document creation, formatting, and editing; introduces "styles", graphics, various types of standard formats. Prerequisite: BTEC 101 and keyboarding speed of 25 words a minute on a 5 minute timing at 96% accuracy. (UE)

BTEC 122   BUSINESS DOCUMENT DESIGN (5)

Formerly BIS 122. Advanced word processing and business document design techniques. Prerequisite: BTEC 121. (UE)

BTEC 141   SPREADSHEETS I (3)

Formerly BIS 141. Introductory course in spreadsheets. Covers basics of spreadsheet creation, formatting, and editing; introduces numeric data analysis tools (functions), graphs, tables and arrays. Prerequisite: BTEC 101. (UE)

BTEC 142   SPREADSHEETS II (5)

Formerly BIS 142. In-depth examination of the spreadsheet tools. Introduces advanced techniques and provides hands-on practice to solve spreadsheet problems. Prerequisite: BTEC 141; MATH 99 or BUS 100. (UE)

BTEC 161   DATABASE MANAGEMENT I (3)

Formerly BIS 161. Introductory course in databases. Covers basics of database creation including tables, forms, queries, and reports; introduces database management tools such as sorting, querying, and calculating. Prerequisite: BTEC 101. (UE)

BTEC 181   INTRODUCTION TO PRESENTATION SOFTWARE (3)

Formerly BIS 181. Introductory course in presentation software. Covers basics of presentation creation, revision, enhancement and delivery. Includes tips and tricks for ease in public speaking. Prerequisite: BTEC 101. (UE)

BUS   BUSINESS

BUS 100   BUSINESS MATH (5)

Formerly BUSAD 100. Mathematical applications in business involving word problems. Recommended preparation: MATH 097. (UE)

BUS& 101   INTRODUCTION TO BUSINESS (5)

Covers the role of business in modern economy and topics related to internal operations of a business and opportunities in business. Recommended preparation: BUS 100 and placement into ENGL& 101. (SS)

BUS 102   BUSINESS ETHICS (3)

Formerly BUSAD 102. Introductory course exploring factors which influence ethical or unethical behavior. Required elements include written articles/case studies, oral presentations and quizzes. Prerequisite: BUS& 101 and placement in ENGL& 101, or permission of program coordinator. (UE)

BUS 108   PRINCIPLES OF MARKETING (5)

Formerly BUSAD 108. Introductory course covering marketing strategy, current ethical issues, market research, segmentation, buyer behavior, product development, pricing decisions, distribution, and integrated marketing communications. Prerequisite: BUS& 101 or concurrent enrollment or permission of program coordinator. (UE)

BUS 111   RETAIL MANAGEMENT (5)

Formerly BUSAD 111. Introductory course examining the role of retailing in today's economy. Topics include consumer targeting and behavior, effective operations, integrated marketing communications. Merchandising, store layout, design, and image. Recommended preparation: BUS& 101 or permission of instructor. (UE)

BUS 113   SALES AND PROMOTION (3)

Formerly BUSAD 113. Introductory course covering personal and telephone selling, sales management and training, and product promotion/advertising. Recommended preparation: BUS 108. (UE)

BUS 140   BUSINESS RESEARCH AND COMMUNICATION (3)

Formerly BUSAD 140. Application of research and writing activities to enhance knowledge of the business profession and environment using APA writing style and completing both oral and written communication projects using PowerPoint, Word, Excel, and other formats that would be useful in a professional arena. Recommended preparation: BUS& 101 or general business knowledge. Prerequisite: placement in ENGL& 101. (UEw)

BUS 170   CUSTOMER SERVICE FOR PROFESSIONALS (3)

Formerly BUSAD 170. Designed to help students understand the needs and requirements for superior customer service. Customer service forms the basis for how we do our jobs with the objective of exceeding the expectations of our customers. Topics covered include defining customer service, basic communication techniques, customer relations, problem solving, conflict resolution, and anger and stress management. Prerequisite: placement in ENGL& 101 or permission of program coordinator. (UE)

BUS& 201   BUSINESS LAW (5)

Principles of law as they apply to business, including history, contracts, law of agencies, rights and duties of employer and employee, negotiable instruments, insurance, personal property, bailments, conditional sales, partnerships, corporations, real property and security relations. Recommended preparation: BUS& 101. (SS)

BUS 222   HUMAN RELATIONS IN BUSINESS (3)

Formerly BUSAD 222. An introduction to Human Relations in the workplace. Communication skills, conflict resolution, power, politics, ethics, and team dynamics are presented and analyzed. Current research and theories of behavioral sciences and communications are applied to workplace situations. (UE)

BUS 223   PRINCIPLES OF MANAGEMENT (5)

Formerly BUSAD 223. Fundamental principles of management as applied to business enterprise. Actual business cases are studied and discussed amongst students by applying business management principles. Recommended preparation: BUS& 101. (UE)

BUS 230   HUMAN RESOURCE MANAGEMENT (5)

Formerly BUSAD 230. Introductory human resource management course covering activities and issues confronted by management when planning and forecasting personnel needs of organizations. Examines equal employment opportunity, affirmative action, diversity issues, staffing, training and development, compensation and benefits, labor/management relations, and health/safety. Recommended preparation: placement into ENGL& 101. (UEd)

BUS 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in business administration. Required preparation: acceptance into the Honors Program. (SS)

BUS 302   PROJECT MANAGEMENT (5)

This course examines the role of project management in a business or corporate environment. Students learn how to achieve project goals and objectives within set constraints, such as time and budget. Topics include: project management frameworks and processes and their application to a project. Students learn to apply knowledge and skills to effectively initiate, plan, execute, and complete projects. Prerequisite: Program admittance or permission of BAS program coordinator. (LE)

BUS 303   COMPLIANCE AND AUDITING (5)

This course covers the standard rules, regulations, and issues related to business management compliance with applicable laws and regulations. Topics include the role of the auditor, the legal environment for the auditor, compliance requirements and standards, and strategies for achieving and maintaining compliance with applicable laws and regulations. Prerequisite: Program admittance or permission of BAS program coordinator. (LE)

CHEM   CHEMISTRY

CHEM 104   FINDING THINGS OUT: CHEMISTRY (5)

Part of a 3-quarter set of courses using extensive hands-on and inquiry-based activities to help students understand a few central ideas in chemistry regarding the flow of energy and matter. Students will develop critical thinking skills required to pursue scientific understanding of important ideas in chemical systems. (MSl)

CHEM& 110   CHEMICAL CONCEPTS WITH LAB (5)

Intended for non-science majors. General survey of chemistry covering a broad outline of certain pertinent concepts and the impact of chemistry in our daily lives and the world around us. Lab work included. Prerequisite: MATH 97. (MSl)

CHEM& 121   INTRODUCTION TO CHEMISTRY (5)

Introductory course open to students without previous background in chemistry. Introduction to the nature of atoms and molecules, chemical notation, scientific reasoning and problem solving in the study of the theory and applications of inorganic chemistry. Lab work included. Prerequisite: MATH 99 with a minimum grade of C-. (MSl)

CHEM& 131   INTRODUCTION TO ORGANIC/BIOCHEMISTRY (5)

Survey of organic and introduction to biochemistry satisfying allied health program requirements. Study of structure, nomenclature and reactions of organic and biological compounds with applications to living systems. Lab work included. Prerequisite: CHEM& 121 or CHEM& 161; prior biology course. (MSl)

CHEM& 161   GENERAL CHEMISTRY WITH LAB I (5)

First of a three-course sequence designed for science, engineering, and other majors needing a full year general chemistry sequence. Covers basic principles of modern chemistry, structure of atoms, chemical reactions, stoichiometry, bonding, and molecular geometry. Lab work included. Prerequisite: MATH& 141 with a minimum grade of C-. Recommended preparation CHEM& 121 or one year of High School Chemistry. (MSl)

CHEM& 162   GENERAL CHEMISTRY WITH LAB II (5)

Second of a three-course sequence designed for science, engineering, and other majors needing a full year general chemistry sequence. Covers gases, thermochemistry, states of matter, solution chemistry, kinetics, and chemical equilibrium. Lab work included. Prerequisite: CHEM& 161 with a minimum grade of C-. (MSl)

CHEM& 163   GENERAL CHEMISTRY WITH LAB III (5)

Third of a three-course sequence designed for science, engineering, and other majors needing a full-year general chemistry sequence. Covers acids, bases, acid-base equilibria, solubility and complex-ion equilibria, thermodynamics and equilibrium, electrochemistry, and special topics. Lab work included. Prerequisite: CHEM& 162 with a minimum grade of C-. (MSl)

CHEM& 261   ORGANIC CHEMISTRY WITH LAB I (5)

First course for students planning to take three quarters of organic chemistry. Material covered includes: structures and shapes, nomenclature, reactions, physical properties of organic compounds, and synthesis. Lab work included. Prerequisite: CHEM& 163. (MSl)

CHEM& 262   ORGANIC CHEMISTRY WITH LAB II (5)

Second course for students planning to take three quarters of organic chemistry. Further discussion of physical properties, identification by spectroscopic techniques, transformations of organic molecules including aromatic and carbonyl compounds. Lab work included. Prerequisite: CHEM& 261. (MSl)

CHEM& 263   ORGANIC CHEMISTRY WITH LAB III (5)

Third course for students planning to take three quarters of organic chemistry. Further discussion on carbonyl compounds and their reactions, polyfunctional compounds, natural products including carbohydrates, lipids, amino acids, proteins, and nucleic acids. Lab work included. Prerequisite: CHEM& 262. (MSl)

CHEM 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in chemistry. Prerequisite: acceptance into the Honors Program. (MS)

CHIN   CHINESE

CHIN& 121   CHINESE I: MANDARIN (5)

Introduction to pronunciation, basic structure, and writing system of Mandarin Chinese; emphasis on developing elementary skills in speaking, listening, reading and writing; introduces elements of Chinese culture, and prepares students for Chinese 122. (LEg)

CHIN& 122   CHINESE II: MANDARIN (5)

Continuation from CHIN& 121. Continues to develop basic skills in speaking, listening, reading and writing in Mandarin Chinese through communication-oriented activities; provides a broader introduction to Chinese culture, and prepares students for Chinese 123. Prerequisite: CHIN& 121 with a minimum grade of C-. (LEg)

CHIN& 123   CHINESE III: MANDARIN (5)

Continuation from CHIN& 122. Completes the basic foundation skills in speaking, listening, reading and writing in Mandarin Chinese through everyday social topics and vocabulary; continues to build a deeper understanding of Chinese culture, and prepares students for second-year Chinese. Prerequisite: CHIN& 122 with a minimum grade of C-. (Hg)

CIS   COMPUTER INFORMATION SYSTEMS

CIS 100   COMPUTER LITERACY (3 or 5)

Introduction to the practical application of computers and communication technology. Includes the major components of computer systems, user interfaces, applications, networking, and societal issues surrounding computing, including ethics, privacy, security, and sustainability. (UEs)

CIS 105   COMPUTER OPERATING SYSTEMS I (5)

Introduces the fundamentals of computer operating systems including history, evolution and design, as well as support, maintenance and troubleshooting. Lab work included. Recommended preparation: CIS 100 or equivalent. (UE)

CIS 106   OPEN SOURCE OPERATING SYSTEMS (5)

Fundamental management of open source systems from the command line, user administration, file permissions, software configuration and management of clients. Prerequisite: CIS 105 with a minimum grade of C or permission of program coordinator. (UE)

CIS 110   INTRODUCTION TO COMPUTER SECURITY (3)

Basics of Computer Security, including identifying threats, planning for business continuity, and preparing for various security attacks. Prerequisite: CIS 105 with a minimum grade of C or permission of program coordinator. (UE)

CIS 116   VIRTUALIZATION (3)

Implementing virtualization techniques and technologies. Prerequisite: CIS 105 with a minimum grade of C or permission of program coordinator. (UE)

CIS 205   COMPUTER OPERATING SYSTEMS II (5)

Advanced study of computer operating systems and platforms. Prerequisite: CIS 105 with a minimum grade of C or permission of program coordinator. (UE)

CIS 206   COMPUTER SUPPORT I (5)

In-depth study of computer components and their interrelationships. Lab period with hands-on experience in installation, upgrading, removal, configuration, and troubleshooting of software and hardware. Prerequisite: CIS 105 with a minimum grade of C or permission of program coordinator. (UE)

CIS 207   COMPUTER SUPPORT II (5)

In-depth study of computer components and their interrelationships. Lab period with hands-on experience in installation, upgrading, removal, configuration, and troubleshooting of hardware and software on various platforms. Prerequisite: CIS 206 with a minimum grade of C or permission of program coordinator. (UE)

CIS 214   NETWORK SECURITY I (5)

Network security fundamentals including defining a security policy, attack methods, intrusion detection, firewalls, identifying risks, and securing networks. Prerequisite: CIS 106, CIS 110, CIS 116 and CIS 226 with a minimum grade of C or permission of program coordinator. (UE)

CIS 215   NETWORK SECURITY II (5)

This course is a continuation of Network Security I, with added emphasis on defense in depth. Prerequisite: CIS 214 with a minimum grade of C or permission of program coordinator. (UE)

CIS 216   INDUSTRIAL CONTROL SYSTEMS SECURITY (5)

Securing Industrial Control Systems including identifying risks, configuring devices and protocols, attack methods, and security ICS networks. Prerequisite: CIS 215 with a minimum grade of C or permission of program coordinator. (UE)

CIS 225   COMPUTER FORENSICS (5)

This is an introductory course to computer forensics and investigations. Topics include: forensic tools, computer forensic analysis, investigations, and preparing written reports. Prerequisite: CIS 105 and 206 with a minimum grade of C or permission of program coordinator. (UE)

CIS 226   CISCO NETWORKING I (5)

First in the four quarter networking sequence. This course introduces the fundamentals of networking, including introduction to the OSI and TCP/IP network models, and IP addressing and sub-netting. Other topics include: network design, topologies, protocols, wiring, and network devices. Prerequisite: CIS 105 with minimum grade of C or permission of program coordinator. (UE)

CIS 227   CISCO NETWORKING II (5)

Continuation of four quarter networking sequence. Topics include routing protocols and concepts including static and dynamic routing. Students will gain hands on experience in the lab configuring and troubleshooting multiple routing protocols, including OSPF. Prerequisite: CIS 226 with a minimum grade of C or permission of program coordinator. (UE)

CIS 228   CISCO NETWORKING III (5)

Topics include LAN Switching and wireless communication, configuring, verifying, and troubleshooting VLANs, inter-VLAN routing, VTP, and trunking on Cisco switches. Students will learn to configure wireless networks and common implementation issues. Students will gain hands on experience in the lab. Prerequisite: CIS 227 with a minimum grade of C or permission of program coordinator. (UE)

CIS 229   CISCO NETWORKING IV (5)

Topics include voice and video over IP and WAN technologies including PPP, Frame Relay, and broadband links. WAN security concepts are discussed in detail, including types of threats, how to analyze network vulnerabilities, and general methods for mitigating common security threats. Prerequisite: CIS 228 with a minimum grade of C or permission of program coordinator. (UE)

CIS 301   DATABASE MANAGEMENT SYSTEMS (5)

Students will learn about database management systems (DBMS) and how to utilize them to solve specific problems. Prerequisite: program admittance or permission of BAS program coordinator; CIS 205 with a minimum grade of C or Server+ certification or equivalent. (UE)

CIS 305   CLOUD COMPUTING I (5)

Analyze and apply the various technologies and services that enable cloud computing, interpret different types of cloud computing models, and analyze the security and legal issues associated with cloud computing. Compare each type of service/model of cloud computing, local resource requirements, local controls, networking requirements, and security. Prerequisite: program admittance or permission of BAS program coordinator. (UE)

CIS 306   ENTERPRISE LINUX (5)

Students will be able to install, administer, configure, and upgrade a Linux system in enterprise environments. Students will be able to analyze the tools and explain the concepts needed to build and manage a production Linux infrastructure, including integrating the infrastructure into a Windows environment. Prerequisite: program admittance; CIS 106 with a minimum grade of C. (UE)

CIS 308   MOBILE AND WIRELESS TECHNOLOGIES (5)

Students will learn about the hardware, communications, management, and programming environments associated with mobile technologies. Students will be able to interpret and explain coordination, energy efficiency, self-organization, and security within a wireless sensor network and be able to identify methods for isolating and/or obfuscating RF transmissions. Prerequisite: program admittance or permission of BAS program coordinator; and CIS 229 with a minimum grade of C or; Network+ certification or equivalent. (UE)

CIS 316   EMBEDDED SYSTEMS (5)

Students will learn to evaluate and configure cyber physical systems including embedded system architectures, analyze real time OS issues including concurrency and synchronization, and apply real time resource management. Prerequisite: program admittance of permission of BAS program coordinator. (UE)

CIS 320   WEB DEVELOPMENT (5)
Develop and maintain a web site, incorporate e-commerce and database components into a web site, and employ appropriate security measures. Create scripts/programs to automate and perform operations. Implement basic security practices in developing scripts/programs (e.g., bounds checking, input validation). Prerequisite: program admittance or permission of BAS program coordinator; CIS 301 and CS 140 with a minimum grade of C. (UE)

CIS 405   CLOUD COMPUTING II (5)
Topics covered include: cloud based storage, virtualization, service oriented architecture (SOA), high availability, scaling, mobile devices, the role of open source cloud software such as Hadoop, OpenStack, and others. Prerequisite: program admittance or permission of BAS program coordinator and; CIS 305 with a minimum grade of C. (UE)

CIS 406   SUPPLY CHAIN (5)
Designing a supply chain including all of the components and the associated security issues. Students will learn about issues related to outsourcing supply chain components, apply mitigation methods, analyze transport and logistics of components, and evaluate third party development practices. Prerequisite: program admittance and; CIS 308 with a minimum grade of C. (UE)

CIS 416   ICS ARCHITECTURE (5)
Students will learn about local area networks in the master station and in the field; reliability, redundancy and safety issues; features of the RTU; PLCs and industrial computers; instrument and equipment interfaces; features of the MTU/HMI; security; data historian/back end systems; and planning and managing SCADA projects. Prerequisite: program admittance or permission of BAS program. (UE)

CIS 499   CAPSTONE (5)
Students will be able to apply a concept taught in the IT networking BAS program, and develop additional expertise and knowledge through an approved industry focused project. Prerequisite: program admittance and; 50 upper division credits in BAS program. (UE)

CJ   CRIMINAL JUSTICE

CJ& 101   INTRODUCTION TO CRIMINAL JUSTICE (5)
Overview of the role of the police, problems they deal with, and the criminal justice system as a whole. Covers career opportunities and qualifications needed to be considered for hiring. Also covers roles of personnel working in corrections, probation, parole, community relations and the court system. Prerequisite: placement in ENGL& 101. (SSw)

CJ 109   COMMUNITY RELATIONS (3)
Formerly ADMJ 109. Examination of the elements essential to building and maintaining a positive and constructive climate for police citizen contact. Topics include crime prevention, media relations and public evaluation of police agencies. (UE)

CJ& 110   CRIMINAL LAW (3)
This course will cover the basic concepts of Title 9 and 9A of the Revised Code of Washington (RCW). The emphasis will be the elements of most all common and major crimes listed within selected RCW titles. Other areas covered will include differences between civil and criminal law, criminal law defenses, warrants and arrests, and the misdemeanor presence rule. (LE)

CJ 115   LAW ENFORCEMENT DEFENSIVE TACTICS (2)

Formerly ADMJ 115. This course will provide students with the ability to successfully understand and demonstrate proper law enforcement use of force options consistent with federal and state law as well as regulations administered by the Washington State Criminal Justice Training Commission. Instruction will include classroom lecture as well as hands- on applications. (UE)

CJ& 240   INTRODUCTION TO FORENSIC SCIENCE (5)

Formerly CJ 206. A multidisciplinary approach covering the basic practices involved in forensic science, including crime scene concerns, physical evidence, proper evidence collection techniques, maintaining chain of custody, current scientific analysis of evidence and the presentation of conclusions in court. Prerequisite: CJ& 101 and placement in ENGL& 101. (LE)

CJ 245   LAWS OF ARREST, SEARCH & SEIZURE (3)

Formerly ADMJ 245. Concepts of how to conduct a lawful arrest, search and seizure of suspects and evidence; practicalities of conducting a search of persons, cars and houses. Class discussions on recent case law affecting search and seizure. Prerequisite: CJ& 101. (UE)

CJ 250   CRIMINAL INVESTIGATION/INTERVIEWING TECHNIQUES (3)

Formerly CJ 240. Handling of interviews and interrogations with complainants, witnesses, and suspects. Also covers qualifications of interviewers, classifications of witnesses, psychological implications, admissions, confessions, statements and the use of scientific aids. Prerequisite: CJ& 101 and placement into ENGL& 101. (UE)

CJ 275   PATROL PROCEDURES (3)

Formerly ADMJ 275. Covers principles and skills of risk management as related to daily patrol situations. Topics include police communications, observation and perception, field interviews, crimes in progress, vehicle stops and control of occupants, handling emergencies. Prerequisite: CJ& 101. (UE)

CMST   COMMUNICATION STUDIES

CMST& 101   INTRODUCTION TO COMMUNICATION (5)

Fundamental course in communication theory. Students will apply knowledge in variety of settings including interpersonal, public speaking, and small group communication. Recommended preparation: placement in ENGL& 101. (OC)

CMST& 102   INTRODUCTION TO MASS MEDIA (5)

This course explores the history, institutions, and social impact of mass communication media. The course is taught from a perspective of theories of persuasion, the symbolic power of images, and the relationship between information and knowledge. Special attention is given to the impact of these media on how we live and believe as individuals and as a society. Oral and written communication skills are acquired through class presentations, discussion, observation, and written assignments. Prerequisite: placement in ENGL& 101. (OC)

CMST 145   INTRODUCTION TO ORGANIZATIONAL COMMUNICATION (5)

This course is designed to introduce students to the field of organizational communication. Students will examine a range of perspectives, theories, and issues exploring the ways communication affects and is affected by the organizational context. Topics will include technology, diversity, and ethics in organizations; sexual harassment, negotiating/conflict management. The course involves theory application with a primary focus on the development of effective communication skills (e.g., interviewing, professional presentations, teamwork, responding non-defensively to criticism, leadership). Recommended preparation: placement in ENGL& 101. (OC)

CMST 205   GENDER COMMUNICATION (5)

This course examines the various influences from physiology to culture to media that affect communication between men and women. Students are challenged to learn about their own attitudes, gender-role identity, and communication ability in their relationships. Prerequisite: placement in ENGL& 101 and an oral basic skills or speech humanities course. (SSwd)

CMST& 210   INTERPERSONAL COMMUNICATION (3 or 5)

Designed to introduce students to basic interpersonal communication theory. Emphasis on topics such as functions of communication, self-concept, perception, conversation skills, relationship development and maintenance, self-disclosure, assertiveness, and conflict management strategies. Prerequisite: placement in ENGL& 101. (OC)

CMST& 220   PUBLIC SPEAKING (3 or 5)

Introduction to communication theory and public speaking emphasizing organization, audience analysis, oral styles, and use of visual aids. Includes presentation of various types of public speeches and analyses of contemporary speeches. Recommended preparation: placement in ENGL& 101. (OC)

CMST 225   INTERCULTURAL COMMUNICATION (3 or 5)

The course introduces the student to practices and principles in the field of communication as they apply to face to face interaction with peoples of diverse cultures both within the U.S. and out. The course is designed to provide students with the knowledge and opportunity to apply skills learned in class to their everyday encounters. Topics covered include intercultural barriers, cultural values, worldview, and the interrelation between the environment and social systems that underpin culture. Prerequisite: placement in ENGL& 101 and one of the following CMST& 101, 210, 220, or 230. (SS,Hwgs)

CMST& 230   SMALL GROUP COMMUNICATION (5)

Introduces students to the theory and practice of small group communication. Course covers interpersonal relationships in groups, leadership, decision-making, problem solving, and presentations speaking in a variety of settings. Recommended preparation: placement in ENGL& 101. (OC)

CMST 250   SURVEY OF COMMUNICATION THEORY (5)

This course is a survey of human communication principles and concepts, including interpersonal, intrapersonal, organizational, rhetorical, ethical, intercultural, and mass communication theory. Prerequisite: ENGL& 101 and any CMST course. (H,SSwd)

CMST 295C   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in communication studies. Required preparation: acceptance into the Honors Program. (OC)

CMST 295H   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in communication studies. Required preparation: acceptance into the Honors Program. (H)

CO-OP   COOPERATIVE EDUCATION/INTERNSHIPS

CO-OP180   PREPARING FOR CAREER WORK EXPERIENCE (1-2)

Prepare students to develop and perform in a career-relevant internship or job placement while heightening their job retention skills. Students will assess their goals and values while networking to research and assess their employing community. They will learn to complete a professional application process, including resumes, cover letters, and conducting a quality interview for an internship/job. Finally they will analyze, discuss job retention skills from employer and employee perspectives including teamwork and common communication issues in diverse workplaces. (UE)

CO-OP190   COOPERATIVE EDUCATION/INTERNSHIP (1-10)

Experience-based learning courses for variable credit across disciplines. Students deepen learning, enrich resumes by applying knowledge and skills in a structured, career-related setting within the employing community. Also developed are appropriate work ethics, attitudes, responsibility, personal qualities, critical thinking, problem solving skills necessary for the workplace. Measurable learning outcomes are written collaboratively by the student, faculty mentor and employer through a learning contract process. Co-ops above 5 credits may be arranged with permission from a Co-op Coordinator. Recommended preparation: CO-OP 180. (UE)

CO-OP290   COOPERATIVE EDUCATION/INTERNSHIP (1-10)

Experience-based learning courses for variable credit across disciplines. Students deepen learning, enrich resumes by applying knowledge and skills in a structured, career-related setting within the employing community. Also developed are appropriate work ethics, attitudes, responsibility, personal qualities, critical thinking, problem solving skills necessary for the workplace. Measurable learning outcomes are written collaboratively by the student, faculty mentor and employer through a learning contract process. Co-ops above 5 credits may be arranged with permission from a Co-op Coordinator. Recommended preparation: CO-OP 180. (UE)

CS   COMPUTER SCIENCE

CS 101   COMPUTERS AND SOFTWARE (5)

Covers the organization and operations of a computer and computer networks, information representation, the primary tasks of operating systems, application and system software, and the fundamentals of computer programming. Includes logical reasoning, and managing complexity. Recommended for students who haven't had previous programming. (LE)

CS 120   HTML FUNDAMENTALS (5)

Teaches the fundamentals of web page design and implementation. Emphasizes text formatting, web page layout, links, lists, tables, frames and forms using HTML, scripting, and database connectivity. Recommended preparation: windows file management and keyboarding skills. (UE)

CS 140   COMPUTER PROGRAMMING FUNDAMENTALS I (5)

Teaches the fundamentals of computer programming. Covers computer architecture, machine instruction processing, basic data types, program control structures, functional decomposition, classes, and fundamental data structures. Recommended for math, science, engineering, and computer science majors. Prerequisite: MATH 99. (MS)

CS 145   COMPUTER PROGRAMMING FUNDAMENTALS II (5)

A continuation of CS 140. Teaches the fundamentals of computer programming. Covers searching and sorting, object oriented design, error handling, file input and output, event based programming, bitwise operators, multithreaded and network programming. Recommended for math, science, engineering, and computer science majors. Prerequisite: CS 140. (MS)

CS 215   C AND C++ PROGRAMMING TOPICS (5)

Covers the standard data types, control structures, classes, exception handling, inheritance, file I/O, event based programming, multithreaded programming, network programming, and client-server programming. Prerequisite: CS 140. (MS)

CS 225　　　JAVA PROGRAMMING (5)

Covers the standard data types, control structures, classes, exception handling, inheritance, file I/O, event-based programming, multithreaded programming, network programming, and client server programming. Prerequisite: CS 140. (MS)

CS 235　　　OBJECTIVE-C PROGRAMMING (5)

This course provides a fundamental overview of the Objective-C programming language for students who would like to develop mobile applications targeting the Apple iOS platform. Students should have a background in computer programming and software development using an object oriented programming language. Prerequisite: CS 140, 145, or instructor permission. (MS)

CS 240　　　DATA STRUCTURE AND ALGORITHM FUNDAMENTALS (5)

Teaches software development skills that emphasize the study of abstract data types using object oriented programming techniques, Big O algorithm analysis, fundamental data structures such as lists, stacks, queues, and trees; and searching and sorting. Prerequisite: CS 145. (MS)

CS 264　　　ANDROID PROGRAMMING (5)

This course provides an introduction to Android mobile application software development. Students should have a background in computer programming and software development using an object oriented programming language. This course is focused on developing applications targeting the Android mobile platform using the Java programming language. Prerequisite: CS 140, 145, or instructor permission. (MS)

CS 265　　　iPHONE PROGRAMMING (5)

This course provides an introduction to iPhone mobile application software development. Students should have a background in computer programming and software development using an object oriented programming language. This course is focused on developing applications targeting the iPhone using the Objective-C programming language. Prerequisite: CS 140, 145 and 235, or instructor permission. (MS)

CS 266　　　WINDOWS MOBILE PROGRAMMING (5)

This course provides an introduction to Windows mobile application software development. Students should have a background in computer programming and software development using an object oriented programming language. This course is focused on developing applications targeting the Windows mobile platform using the C# programming language. Prerequisite: CS 140, 145, or instructor permission. (MS)

CS 295　　　HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Computer Science. Required preparation: acceptance into the Honors Program. (MS)

CTWOC　　COMPASS 2 CAMPUS

CTWOC201　　COMPASS 2 CAMPUS YOUTH MENTORING I (3)

In this course students learn best practices in mentoring and are placed as mentors in outreach to students in grades 5-12 from varied cultural, social and economic backgrounds. Students experience community service, reflective practice and cultural awareness while gaining critical transferrable skills useful for a range of career pathways. Recommended preparation: It is recommended that students have strong English reading comprehension, writing and oral skills. (UEd)

DANCE   DANCE

DANCE 101   MODERN DANCE I (3)

The study of basic principles of movement: space, time and effort. Emphasis on alignment and range of motion, creative movement and an appreciation of dance as an art form. No experience required. (LE)

DANCE 102   MODERN DANCE II (3)

The continued study of the principles of movement: space, time and effort. Emphasis on alignment and range of motion, creative movement and an appreciation of dance as an art form. Prerequisite: DANCE 101. (LE)

DANCE 103   MODERN DANCE III (3)

The continued study of basic principles of movement: space, time and effort. Emphasis on alignment and range of motion, creative movement and an appreciation of dance as an art form. Prerequisite: DANCE 102. (LE)

DRMA   DRAMA

DRMA&101   INTRODUCTION TO THEATRE (5)

Study of significant plays, playwrights, and modes of theatrical performance in a global context. Topics include theatre history, acting theory, plays as literature and theatre architecture. Plays and theatrical forms studied include Greek tragedies, Beijing Opera, classical Japanese forms, Shakespeare, realism, musicals, vaudeville and the avant-garde. (Hg)

DRMA 110   THEATRE PRODUCTION I (1-5)

Students are involved in mounting a major theatrical production. Actors by audition. Assistant Director, Stage Manager, construction, technical and artistic support by interview, interest and need. Credits determined by level of involvement. May be repeated for credit up to 15 credits maximum. Required preparation: audition and interview by the instructor. (LE)

DRMA 120   EXPERIMENTAL THEATRE PROJECT (1-5)

Students are involved in the production of non-narrative theatre or postmodern interpretations of classical drama as actors, singers, musicians, dancers, visual artists, videographers and theatre technicians. All participants learn Viewpoints and Theatre Composition as a tool for creating the production. May be repeated for credit up to 15 credits maximum. (LE)

DRMA 125   ACTING I (5)

Introduction to theatrical performance in a workshop environment utilizing games, improvisations, movement, composition, and scene study. Students move from the creation and performance of short movement based improvisations, to character and textual analysis, and the performance of realistic scenes. (Hp)

DRMA 140   CREATIVE DRAMA (5)

Focus is on learning a system for developing personal acting skills through games and improvisation, and how to use games to teach the basic elements of theatre to children. Designed for students with an interest in personal creativity and children's theatre. (LE)

DRMA 201   ACTING II (5)

Intensive study of theatrical realism utilizing a workshop approach. Students will become familiar with the terminology and processes used in the rehearsal and performance of psychological realism, and perform numerous scenes and monologues drawn from the diversity of realistic dramatic texts. Prerequisite: DRMA 110, 120 or 125 and permission of instructor. (LE)

DRMA 202   ACTING III (5)

Advanced study of classical, realistic, and avant-garde scenes and monologues in a workshop environment. Playwrights studied include classical dramatists such as Shakespeare, Anton Chekhov and Samuel Beckett, and contemporary playwrights such as August Wilson and Suzan-Lori Parks. Prerequisite: DRMA 110, 120, 125 or 150 or instructor permission. (LEd)

DRMA 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in drama. Required preparation: acceptance into the Honors Program. (H)

ECED   EARLY CHILDHOOD EDUCATION

ECED& 100   CHILD CARE BASICS (3)

Formerly ECE 104. Designed to meet licensing requirements for early learning lead teachers and family home child care providers, STARS 30 hour basics course recognized in the MERIT system. Topics: child growth/development, cultural competency, community resources, guidance, health/safety/nutrition and professional practice. (UE)

ECED& 105   INTRODUCTION TO EARLY CHILDHOOD EDUCATION (5)

Formerly ECE 105. Explore the foundations of early childhood education. Examine theories defining the field, issues and trends, best practices, and program models. Observe children, professionals, and programs in action. (SS)

ECED& 107   HEALTH/SAFETY/NUTRITION (5)

Formerly ECE 218. Develop knowledge and skills to ensure good health, nutrition, and safety of children in group care and education programs. Recognize the signs of abuse and neglect, and responsibilities for mandated reporting. Recommended preparation: prior or concurrent enrollment in ECED& 105. (UE)

ECED& 120   PRACTICUM-NURTURING RELATIONSHIPS (2)

Apply best practice for engaging in nurturing relationships with children in an early learning setting. Focus on keeping children healthy and safe while promoting growth and development. (UE)

ECED& 132   INFANTS/TODDLERS CARE (3)

Formerly ECE 120. Examine the unique developmental needs of infants and toddlers. Study the role of the caregiver, relationships with families, developmentally appropriate practices, nurturing environments for infants and toddlers, and culturally relevant care. Recommended preparation: EDUC& 115. (UE)

ECED& 134   FAMILY CHILD CARE (3)

Learn the basics of home/family child care program management. Topics include: licensing requirements; business management; relationship building; health, safety, and nutrition; guiding behavior and; promoting growth and development. Recommended preparation: ECED& 105. (UE)

ECED& 139   ADMINISTRATION OF EARLY LEARNING PROGRAMS (3)

Formerly ECE 255. Develop administrative skills required to develop, open, operate, manage, and assess early childhood education and care programs. Explore techniques and resources available for Washington State licensing and NAEYC standard compliance. Recommended preparation: ECED& 105. (UE)

ECED& 160   CURRICULUM DEVELOPMENT (5)

Formerly ECE 210. Investigate learning theory, program planning, and tools for curriculum development promoting language, fine/gross motor, social-emotional, cognitive and creative skills and growth in young children (birth-age 8). Prerequisite: ECED& 105 and EDUC& 115 or concurrent enrollment. (UE)

ECED& 170   ENVIRONMENTS-YOUNG CHILDREN (3)

Formerly ECE 222. Design, evaluate, and improve indoor and outdoor environments that ensure high quality and comprehensive learning experiences, and optimize the development of young children. (UE)

ECED& 180   LANGUAGE/LITERACY DEVELOPMENT (3)

Formerly EDUC 220. Develop teaching strategies for language acquisition and literacy skill development at each developmental stage (birth-age 8) through the four interrelated areas of speaking, listening, writing, and reading. (UE)

ECED& 190   OBSERVATION/ASSESSMENT (3)

Formerly ECE 141. Collect and record observation of and assessment data in order to plan for and support the child in early childhood settings. Practice reflection techniques, summarizing conclusions, and communicating findings. (UE)

ECED 220   MUSIC AND MOVEMENT (3)

Integrating music and movement into early childhood environments. A repertoire of music and movement activities will be developed that focus on social development, physical health, enhancing creativity, and supporting all areas of a child's development. (UE)

ECED 236   MATH AND SCIENCE (3)

Teaches techniques for teaching the foundations of mathematical and scientific thought and encouraging the development of math and science concepts and skills in young children. Environmental awareness and sustainability practices introduced. (UE)

ECON   ECONOMICS

ECON 100   SURVEY OF ECONOMIC PRINCIPLES (5)

Introductory course for those not planning a major in Business, Accounting or Economics. Fundamental concepts of economic analysis with application to contemporary problems, including consumer demand and supply decisions in market economies, national income, unemployment, inflation, money and banking. (SS)

ECON 110   PRINCIPLES OF ENVIRONMENTAL ECONOMICS (5)

Designed for non-business majors who would like to know the cost of environmental issues in an economic context. Provides the student with a strong background on the theory of environmental economics and recent policy issues. Covers current methods of making implied costs including global warming, ozone depletion, and pollution of air and water. Covers concepts rather than mathematical proofs and justification. Includes research strategies. (SSgs)

ECON& 201   MICRO ECONOMICS (5)

Introduction to microeconomics. Presents supply and demand models, consumers and producers choice in the competitive and non-competitive market. Examines the various economic decisions made by firms relating to price, demand, factors of production, and costs. Prerequisite: MATH 99. (SS)

ECON& 202   MACRO ECONOMICS (5)

Introduction to macroeconomics; elementary analysis of the determination of income through national income accounting. Covers macroeconomic issues including inflation, unemployment, economic growth, recessions, monetary/fiscal policy, and international trade and finance. Prerequisite: ECON& 201. (SSg)

ECON 203 ECONOMIC PROBLEMS IN HISTORICAL PERSPECTIVE (5)

Examination of major contemporary economic problems from the standpoint of the interacting technological, institutional, and economic processes which produced them. Course focuses on the historically relevant origins of a number of contemporary issues such as growth, stagnation, depression, inflation, breakdown of international monetary systems, and deregulation of industries. (SS)

ECON 205 ALTERNATIVE ECONOMIC SYSTEMS (5)

Introduction to the operation of three fundamentally different economic systems: the free enterprise system as practiced in the U.S.; the free enterprise system as practiced in Western European democracies; and command economic systems as practiced in China. Mercantilism and laissez faire also discussed. Prerequisite: placement in ENGL& 101. (SSwg)

ECON 210 ECONOMIC ETHICS (5)

This course is an integrated study of the role of law, ethics, morality, and social responsibility in an entrepreneurial environment. Using case analysis to study and solve: ethical dilemmas in the Market Place, the ethics of the Economic Actor, and ethics/social responsibility of organizations. Prerequisite: placement in ENGL& 101. (SSw)

ECON 225 MONEY AND BANKING (5)

Course is designed to provide students with an introduction to the core principles of money and banking. Topics include, but are not limited to, the following: supply and demand, interest rates, financial instruments, financial markets, financial institutions, central banks, risk, derivatives, futures, options, and swaps, banks and bank management, monetary policy, fiscal policy, financial stability, and financial system regulation. (SS)

ECON 260 INTRODUCTION TO INTERNATIONAL TRADE (5)

This course deals with impacts of globalization, an overview of key issues facing international trade. It covers conceptual foundations for international trade. It addresses environmental, cultural, political, and legal concerns on a global scale. It integrates with managerial concerns of strategy, tactics, and operations in doing business in international markets. (SSgs)

ECON 295 HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Economics. Required preparation: acceptance into the Honors Program. (SS)

EDPL EDUCATIONAL PLANNING

EDPL 100 COLLEGE SUCCESS: AN ORIENTATION FOR NEW STUDENTS (2)

Designed for students new to the college environment. Introduction to college services; study skills and time management; educational planning and career exploration; and skills necessary to become a successful student. Lectures, small group discussion, and experiential exercises. (UE)

EDPL 299 SEECRS SCHOLARS-AN INTRODUCTION TO STEM (2)

Designed for students intending to pursue STEM degrees and careers, this class will serve as a survey of the disciplines in science, technology, engineering, and mathematics. This survey will include an exploration of the work associated with disciplines, the sub-disciplines present, and an introduction to the culture within STEM. This course will incorporate general academic skills development, STEM specific academic skill development, and opportunities for career exploration. Class will include lectures, small group discussion, and experiential exercises. (UE)

EDUC   EDUCATION

EDUC&115   CHILD DEVELOPMENT (5)

Basic concepts and theory of development from birth through early adolescence. Techniques for observing, assessing, and recording growth and development. (LEd)

EDUC&130   GUIDING BEHAVIOR (3)

Formerly EDUC 131. Examine principles and theories promoting social competence in young people through adolescence. Includes the creation of safe learning environments. Develop skills promoting effective interactions, providing positive individual guidance, and enhancing group experiences. (UE)

EDUC&136   SCHOOL AGE CARE (3)

Develop skills to provide developmentally appropriate and culturally relevant activities and care, specifically: preparing the environment, implementing curriculum, building relationships, guiding academic /social skill development, and community outreach. Recommended preparation: prior or concurrent enrollment in ECED& 105. (UE)

EDUC&150   CHILD/FAMILY/COMMUNITY (3)

Formerly EDUC 225. Integrate the family and community contexts in which a child develops. Explore cultures and demographics of families in society, community resources, strategies for involving families in the education of their child, and tools for effective communication. (UE)

EDUC 190   COOPERATIVE EDUCATION/INTERNSHIP (1-5)

Students deepen learning, enrich resumes by applying knowledge and skills in a structured, career-related setting within the employing community. Also developed are appropriate work ethics, attitudes, responsibility, personal qualities, critical thinking, problem solving skills necessary for the workplace. Measurable learning outcomes are written collaboratively with student, faculty mentor and employer. Recommended preparation: CO-OP 180. (LE)

EDUC&202   INTRODUCTION TO EDUCATION (5)

Survey course in history, philosophy and principles, issues, and trends in American Education. Includes opportunities for observations of educational models and exploration of career paths. (SS)

EDUC&204   EXCEPTIONAL CHILD (5)

Introductory course in recognition and identification of exceptionality in children from birth through high school. Includes state and federal regulations and provisions for special education and related services, as well as adaptations for serving special needs students in general education classrooms. (LE)

EDUC 250   PROFESSIONALISM IN THE WORKPLACE (2)

Students will develop problem-solving skills and learn to resolve dilemmas using the NAEYC Code of Ethical Conduct. Professional portfolios will be developed. (UE)

ELL   ENGLISH LANGUAGE LEARNER

ELL 011   INTEGRATED ELL LEVEL 1A (1-10)

This course is designed for low beginning English Language Learners. Integrates the instruction of listening, speaking, reading, writing with embedded technology skills. Part of a non-sequential series for Level One ELL students. Program permission required. (N)

ELL 012　　INTEGRATED ELL LEVEL 1B (1-10)

This course is designed for low beginning English Language Learners. Integrates the instruction of listening, speaking, reading, writing with embedded technology skills. Part of a non-sequential series for Level One ELL students. Program permission required. (N)

ELL 013　　INTEGRATED ELL LEVEL 1C (1-10)

This course is designed for low beginning English Language Learners. Integrates the instruction of listening, speaking, reading, writing with embedded technology skills. Part of a non-sequential series for Level One ELL students. Program permission required. (N)

ELL 021　　INTEGRATED ELL LEVEL 2A (1-10)

This course is designed for beginning English Language Learners. Integrates the instruction of listening, speaking, reading, writing with embedded technology skills. Part of a non-sequential series for Level Two ELL students. Program permission required. (N)

ELL 022　　INTEGRATED ELL LEVEL 2B (1-10)

This course is designed for beginning English Language Learners. Integrates the instruction of listening, speaking, reading, writing with embedded technology skills. Part of a non-sequential series for Level Two ELL students. Program permission required. (N)

ELL 023　　INTEGRATED ELL LEVEL 2C (1-10)

This course is designed for beginning English Language Learners. Integrates the instruction of listening, speaking, reading, writing with embedded technology skills. Part of a non-sequential series for Level Two ELL students. Program permission required. (N)

ELL 031　　INTEGRATED ELL LEVEL 3A (1-10)

This course is designed for high beginning English Language Learners. Integrates the instruction of listening, speaking, reading, writing and technology skills. Part of a non-sequential series for Level Three ELL students. Program permission required. (N)

ELL 032　　INTEGRATED ELL LEVEL 3B (1-10)

This course is designed for high beginning English Language Learners. Integrates the instruction of listening, speaking, reading, writing with embedded technology skills. Part of a non-sequential series for Level Three ELL students. Program permission required. (N)

ELL 033　　INTEGRATED ELL LEVEL 3C (1-10)

This course is designed for high beginning English Language Learners. Integrates the instruction of listening, speaking, reading, writing with embedded technology skills. Part of a non-sequential series for Level Three ELL students. Program permission required. (N)

ELL 035　　ELL WRITING LEVEL 3A (1-10)

This course is designed for high beginning English Language Learners. Focus is on grammar and writing. Part of a non-sequential series for Writing Level Three ELL students. Program permission required. (N)

ELL 036　　ELL WRITING LEVEL 3B (1-10)

This course is designed for high beginning English Language Learners. Focus is on grammar and writing. Part of a non-sequential series for Writing Level Three ELL students. Program permission required. (N)

ELL 037　　ELL WRITING LEVEL 3C (1-10)

This course is designed for high beginning English Language Learners. Focus is on grammar and writing. Part of a non-sequential series for Writing Level Three ELL students. Program permission required. (N)

ELL 041   INTEGRATED ELL LEVEL 4A (1-10)

This course is designed for low intermediate English Language Learners. Integrates the instruction of listening, speaking, reading, writing with embedded technology skills. Part of a non-sequential series for Level Four ELL students. Program permission required. (N)

ELL 042   INTEGRATED ELL LEVEL 4B (1-10)

This course is designed for low intermediate English Language Learners. Integrates the instruction of listening, speaking, reading, writing and technology skills. Part of a non-sequential series for Level Four ELL students. Program permission required. (N)

ELL 043   INTEGRATED ELL LEVEL 4C (1-10)

 This course is designed for low intermediate English Language Learners. Integrates the instruction of listening, speaking, reading, writing and technology skills. Part of a non-sequential series for Level Four ELL students. Program permission required. (N)

ELL 045   ELL WRITING LEVEL 4A (1-10)

This course is designed for low intermediate English Language Learners. Focus is on grammar and writing. Part of a non-sequential series for Writing Level Four ELL students. Program permission required. (N)

ELL 046   ELL WRITING LEVEL 4B (1-10)

This course is designed for low intermediate English Language Learners. Focus is on grammar and writing. Part of a non-sequential series for Writing Level Four ELL students. Program permission required. (N)

ELL 047   ELL WRITING LEVEL 4C (1-10)

This course is designed for low intermediate English Language Learners. Focus is on grammar and writing. Part of a non-sequential series for Writing Level Four ELL students. Program permission required. (N)

ELL 051   INTEGRATED ELL LEVEL 5A (1-10)

This course is designed for high intermediate English Language Learners. Integrates the instruction of listening, speaking, reading, writing and technology skills. Part of a non-sequential series for Level Five ELL students. Program permission required. (N)

ELL 052   INTEGRATED ELL LEVEL 5B (1-10)

This course is designed for high intermediate English Language Learners. Integrates the instruction of listening, speaking, reading, writing with embedded technology skills. Part of a non-sequential series for Level Five ELL students. Program permission required. (N)

ELL 053   INTEGRATED ELL LEVEL 5C (1-10)

This course is designed for high intermediate English Language Learners. Integrates the instruction of listening, speaking, reading, writing with embedded technology skills. Part of a non-sequential series for Level Five ELL students. Program permission required. (N)

ELL 055   ELL WRITING LEVEL 5A (1-10)

This course is designed for high intermediate English Language Learners. Focus is on grammar and writing. Part of a non-sequential series for Writing Level Five ELL students. Program permission required. (N)

ELL 056   ELL WRITING LEVEL 5B (1-10)

This course is designed for high intermediate English Language Learners. Focus is on grammar and writing. Part of a non-sequential series for Writing Level Five ELL students. Program permission required. (N)

ELL 057   ELL WRITING LEVEL 5C (1-10)

This course is designed for high intermediate English Language Learners. Focus is on grammar and writing. Part of a non-sequential series for Writing Level Five ELL students. Program permission required. (N)

ELL 061   INTEGRATED ELL LEVEL 6A (1-10)

This course is designed for advanced English Language Learners. Integrates the instruction of listening, speaking, reading, writing and technology skills. Part of a non-sequential series for Level Six ELL students. Program permission required. (N)

ELL 062   INTEGRATED ELL LEVEL 6B (1-10)

This course is designed for advanced English Language Learners. Integrates the instruction of listening, speaking, reading, writing with embedded technology skills. Part of a non-sequential series for Level Six ELL students. Program permission required. (N)

ELL 063   INTEGRATED ELL LEVEL 6C (1-10)

This course is designed for advanced English Language Learners. Integrates the instruction of listening, speaking, reading, writing with embedded technology skills. Part of a non-sequential series for Level Six ELL students. Program permission required. (N)

ELL 065   ELL WRITING LEVEL 6A (1-10)

This course is designed for advanced English Language Learners. Focus is on grammar and writing. Part of a non-sequential series for Writing Level Six ELL students. Program permission required. (N)

ELL 066   ELL WRITING LEVEL 6B (1-10)

This course is designed for advanced English Language Learners. Focus is on grammar and writing. Part of a non-sequential series for Writing Level Six ELL students. Program permission required. (N)

ELL 067   ELL WRITING LEVEL 6C (1-10)

This course is designed for advanced English Language Learners. Focus is on grammar and writing. Part of a non-sequential series for Writing Level Six ELL students. Program permission required. (N)

ENGL   ENGLISH

ENGL 081   COLLEGE SKILLS DEVELOPMENT FOR THE PROFESSIONS I (1-5)

This course is designed to link with I-BEST courses. Students will develop their college level reading, writing, and study skills to support learning in linked I-BEST courses. S/U grading. Program admittance required. (N)

ENGL 082   COLLEGE SKILLS DEVELOPMENT FOR THE PROFESSIONS II (1-5)

This course is designed to link with I-BEST courses. Students will further develop their college level reading, writing, and study skills to support learning in linked I-BEST courses. S/U grading. Program admittance required. (N)

ENGL 083   COLLEGE SKILLS DEVELOPMENT FOR THE PROFESSIONS III (1-5)

This course is designed to link with I-BEST courses. Students will develop their college level reading, writing, and study skills to support learning in linked I-BEST courses and to facilitate transition into ENGL& 101. S/U grading. Program admittance required. (N)

ENGL 084   COLLEGE SKILLS DEVELOPMENT FOR THE PROFESSIONS IV (1-5)

This course is designed to be taught with ENGL& 101. Students will develop their college-level reading, writing and study skills to support successful completion of ENGL& 101. S/U grading. Program admittance required. (N)

ENGL 086   SPELLING (1-5)

Development of spelling skills, strategies, and ability through examining word elements (prefixes, roots, and suffixes), rules, spelling patterns and processes, and dictionary work. Repeatable to a maximum of 5 credits. S/U grading. (N)

ENGL 087   VOCABULARY BUILDING (2-3)

Designed to develop and strengthen vocabulary through examining word elements (prefixes, roots, and suffixes) and context clues. S/U grading. (N)

ENGL 090   SPELLING AND VOCABULARY (3-5)

Designed to develop and strengthen spelling ability and vocabulary by examining word elements (prefixes, roots, and suffixes), spelling patterns and processes, using the dictionary, and context clues. S/U grading. (N)

ENGL 092   CRITICAL ANALYSIS (5)

Designed to encourage and strengthen reading comprehension and analysis strategies for college textbooks, news articles, essays and literature, to focus on expanding vocabulary, to practice writing skills, and to increase reading rate. S/U grading. Prerequisite: reading placement test. (N)

ENGL 094   FUNDAMENTALS OF WRITTEN COMMUNICATION (5)

Focuses on the interconnected aspects of reading, composition, and how to organize information in writing. Examines summary writing, response writing, focusing on developing a main point, and various sentence structures as a way of clarifying information. Prerequisite: placement test and writing sample. (N)

ENGL 095   BASIC COMPOSITION AND FORM (5)

A basic writing course with readings. Reviews summary, paragraph, and essay writing, various rhetorical structures, as well as basic grammar, punctuation, and sentence structures. Prerequisite: ENGL 094 or placement test and/or writing sample. (N)

ENGL 098   CONSTRUCTING PARAGRAPHS AND ESSAYS (3-5)

Refinement of essay and paragraph writing skills. Focuses on the structure, development, and strengthening of paragraphs and essays and examines various rhetorical structures. S/U grading. Prerequisite: instructor permission. (N)

ENGL& 101   ENGLISH COMPOSITION I (5)

This course helps students become more effective writers in academic and professional settings. Students learn to enter ongoing academic conversations, analyze and use secondary sources to formulate, develop, revise, and communicate ideas in writing, and shape their message to different purposes, audiences, and media. Prerequisite: ENGL 095 or placement into ENGL& 101. (CC)

ENGL& 111   INTRODUCTION TO LITERATURE (5)

This course introduces students to fiction, nonfiction, poetry, and plays, with an emphasis on critical understanding of the form, content and cultural contexts of literature. (Hwg)

ENGL& 113   INTRODUCTION TO POETRY (3 or 5)

This course introduces students to the elements of poetry through close reading and analysis. (Hwdg)

ENGL 124   ENVIRONMENTAL LITERATURE (5)

This course introduces students to literature as a vehicle for international environmental awareness emphasizing the relationship between a writer, the environment, and sense of place. (Hwdgs)

ENGL 136   SCIENCE FICTION AND FANTASY (3 or 5)

This course introduces students to the genres of science-fiction and fantasy, focusing upon major themes and how speculative fiction addresses contemporary human concerns. (Hw)

ENGL 141   INTRODUCTION TO FICTION: THE SHORT STORY (3 or 5)

This course introduces students to an international selection of short fiction through close reading and analysis of the elements of the genre. (Hwg)

ENGL 142   INTRODUCTION TO FICTION: THE NOVEL (3 or 5)

This course introduces students to an international selection of short fiction through close reading and analysis of the elements of the genre. (Hwg)

ENGL 150   INTRODUCTION TO BRITISH LITERATURE (5)

This course introduces students to English, Scottish, Irish and/or Welsh fiction, nonfiction, poetry, and plays, with an emphasis on critical understanding of the form, content and cultural contexts. (Hwg)

ENGL 161   INTRODUCTION TO AMERICAN LITERATURE (5)

This course introduces students to diverse works of American fiction, nonfiction, poetry, and plays, with an emphasis on critical understanding of the form, the content, and the cultural and historical contexts. (Hwd)

ENGL 169   MODERN AMERICAN POETRY (5)

This course is an introduction to American poetry from the Modernists (early 20th century) to the present day with an emphasis on major movements and themes. (Hwd)

ENGL 170A   COLLEGE STUDY SKILLS FOR IBEST 1 (2)

A course designed to enhance effectiveness in time management, organization, textbook reading and academic research. Required preparation: participation in Developmental Education IBEST. (UE)

ENGL 170B   COLLEGE STUDY SKILLS FOR IBEST 2 (3)

A course designed to enhance knowledge and effectiveness in learning theories, test taking, memory, note making, vocabulary and reading rates. Prerequisite: completion of ENGL 170A with a minimum grade of C. (UE)

ENGL 174   ACADEMIC SKILLS: GAINING KNOWLEDGE AND POWER (5)

 This course examines identity and the ways in which society intersects with race, class and gender. We will critically examine larger cultural ideologies reinforced by the media. We will also look at personal identity as participants in higher education. Students will hone academic skills, including writing, note-taking, test-taking, active learning, and time and stress management. (UEwd)

ENGL 194   SPECIAL TOPICS IN LITERATURE (3 or 5)

An in-depth examination of a particular topic within literature. Possible topics include, but are not limited to, a particular literary genre, a particular literary movement or period, the work of a particular author, particular literary techniques or structures, or a particular theoretical construct or lens. (Hw)

ENGL 201   ADVANCED COMPOSITION (5)

This course helps students become more effective communicators through the production of various forms and mediums of writing. Students develop effective rhetorical strategies through analysis of texts and contexts, as well as engaging in independent research as part of meaningful and ethical scholarship. Prerequisite: ENGL& 101 with a minimum grade of C-. (CC)

ENGL 202   WRITING ABOUT LITERATURE (5)

This course helps students develop skills in reading and writing about literature. Students analyze literature based on elements of genres, including fiction, poetry, and/or drama, and develop essays using strategies of literary analysis. Prerequisite: ENGL& 101 with a minimum grade of C-. (CC)

ENGL 225   CHILDREN'S LITERATURE (5)

This course introduces students to the field of children's literature, spanning classic to contemporary works. The emphasis is on exploring various genres, styles, trends, and cultural traditions—through works for the very young to young adults. Prerequisite: ENGL& 101. (Hwd)

ENGL 226   CHILDREN'S LITERATURE II (5)

This course introduces students to further reading and analysis in the field of children's literature, spanning classic to contemporary works. The emphasis is on exploring various genres, styles, trends, and cultural traditions—through works for the very young to young adults. Prerequisite: ENGL 225. (Hwd)

ENGL& 230   TECHNICAL WRITING (3)

This course helps students develop effective methods of research, organization and presentation of findings typical of professional, technical, and scientific writing. Students develop problem-solving and researching skills, including data collection, the critical analysis of sources, documentation, and document design. Prerequisite: ENGL& 101 with a minimum grade of C-. (CC)

ENGL& 235   TECHNICAL WRITING (5)

This course helps students develop effective methods of research, organization and presentation of findings typical of professional, technical, and scientific writing. Students develop problem-solving and researching skills, including data collection, the critical analysis of sources, documentation, and document design. Prerequisite: ENGL& 101 with a minimum grade of C-. (CC)

ENGL& 236   CREATIVE WRITING I (5)

This course introduces students to the craft of writing fiction and poetry. Students study the characteristics of fiction and poetry and analyze works by published authors. Students read and think critically about their own and others' imaginative writing and improve their own writing through careful revision. Prerequisite: placement in ENGL& 101. (Hw)

ENGL& 237   CREATIVE WRITING II (5)

This course helps students develop their craft of writing fiction and poetry. Students study advanced techniques of fiction and poetry by analyzing the works of published authors. Students read and think critically about their own and others' imaginative writing and improve their own writing through careful revision and self-assessment. Prerequisite: ENGL& 236. (Hw)

ENGL 238   GENDER AND LITERATURE (5)

This course introduces students to the field of gender studies as it applies to literature. The emphasis is on critical analysis of literary elements, and the understanding and appreciation the role gender plays in the history, theory, and art of literary production. Prerequisite: ENGL& 101. (Hwd)

ENGL 258   STUDIES IN MAJOR BRITISH AUTHORS (3 or 5)

This course introduces students to the works of a selected author from England, Scotland, Ireland, or Wales. The emphasis is on critical analysis of the literary contributions as well as the historical and cultural contexts of the author. Prerequisite: ENGL& 101. (Hwg)

ENGL 267   NATIVE AMERICAN LITERATURE (5)

This course focuses on selected works of Native American literature from a range of cultures and historical periods. The readings may include poetry, fiction, essays, and drama as well as indigenous literary forms. The emphasis is on historical contexts, cultural traditions, and analysis of literary elements. Prerequisite: ENGL& 101. (Hwd)

ENGL 268   STUDIES IN MAJOR AMERICAN AUTHORS (3 or 5)

This course introduces students to the works of a selected American author. The emphasis is on critical analysis of the literary contributions as well as the historical and cultural contexts of the author. Prerequisite: ENGL& 101. (Hw)

ENGL 282 INTRODUCTION TO WORLD LITERATURE (5)

This course introduces students to works of ancient to contemporary literature from non-English speaking cultures, including oral and written genres, from Europe, Russia, the Middle East, Africa, Asia, Latin America and the Pacific. The emphasis is on critical analysis of literary elements, diverse histories, worldviews and traditions. Prerequisite: ENGL& 101. (Hwg)

ENGL 286 MYTHOLOGY (5)

This course will explore mythology from two or more cultures, including, but not limited to those from Europe, Asia, the Americas, Africa, Australia, and the South Pacific. The emphasis is on the historical context, cultural functions, worldviews, and literary elements of the mythology. Prerequisite: ENGL& 101. (Hwg)

ENGL 295C HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Cross-curricular readings and small group discussions/presentations provide the basis for writing which builds on the student's rhetorical knowledge developed in ENGL& 101 and any 200-level composition courses. Prerequisite: acceptance into the Honors Program and eligibility for course it is paired with. (CC)

ENGL 295H HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Cross-curricular readings and small group discussions/presentations provide the basis for writing assignments which further develop the student's command of the rhetorical modes taught in English literature. Prerequisite: acceptance into the Honors Program and eligibility for course it is paired with. (H)

ENGR ENGINEERING

ENGR 100 DISCOVERING ENGINEERING (2)

This course explores engineering through class discussion, hands-on activities, and presentations by speakers from industry and universities. Topics include engineering disciplines, career options, academic success strategies, planning your program of study, and a discussion of transfer institutions offering engineering. Prerequisite: placement in ENGL& 101. (LE)

ENGR 101 INTRODUCTION TO ENGINEERING (5)

Project based introduction to engineering analysis and modeling exploring the engineering disciplines at a technical level. Topics include academic success strategies, analytical problem solving, applications of mathematics, physics, and chemistry in engineering, dimensional analysis and unit systems, and an introduction to spreadsheet applications. Prerequisite: prior or concurrent enrollment in MATH& 141 and placement in ENGL& 101. (MS)

ENGR& 114 ENGINEERING GRAPHICS (5)

Methods of modeling and depicting three-dimensional objects and communicating design information. Introduction to parametric solid modeling software as a design and analysis tool. Freehand sketching for spatial visualization skill development and design conceptualization. Topics include part and assembly modeling, orthographic projection, engineering drawings, and 3-D printing. Prerequisite: prior or concurrent enrollment in MATH& 141. Recommended preparation: ENGR 101. (MS)

ENGR 120 INTRODUCTION TO SCIENTIFIC COMPUTING (2)

The course introduces MATLAB as a programming tool for mathematical analysis, visualization, simulation, and modeling, specifically pertaining to solving engineering design and analysis problems. Prerequisite: MATH& 142 with a minimum grade of C. (UE)

ENGR 151   INTRODUCTORY DESIGN AND COMPUTING (5)

Project based experience with the engineering design process and technical computing. Explores the role of creativity, teamwork, and communication in promoting innovative design. Includes an introduction to computer programming, data analysis, sensors, and microcontrollers. Prerequisite: MATH& 152 with a minimum grade of C or both MATH& 142 and ENGR 101 with minimum grades of C; and placement in ENGL& 101. (MS)

ENGR& 204   ELECTRICAL CIRCUITS (6)

Analysis of mathematical models of electric components and circuits. Topics include sources, resistors, capacitors, inductors, operational amplifiers, transient response, sinusoidal steady-state response, and three-phase circuits. Laboratory introduces electrical instrumentation and design applications of electrical circuit concepts. Prerequisite: PHYS& 223 and prior or concurrent enrollment in MATH 238. Recommended preparation: ENGR 151 and MATH 204. (MS)

ENGR& 214   STATICS (5)

Introduction to analysis and design of force systems in equilibrium. Topics include vector analysis, types of forces, moments, equilibrium analysis, structures, centroids, moments of inertia, friction, and internal forces. Prerequisite: MATH& 152 and PHYS& 221 with a minimum grade of C; and placement in ENGL& 101. (MS)

ENGR& 215   DYNAMICS (5)

A study of the dynamics of particles and rigid bodies using scalar and vector methods, rectangular coordinates, normal and tangent coordinates, polar coordinates, curvilinear motion, work, energy, impulse, momentum, steady mass flow, rotation, absolute and relative motion. Graphing calculator required. Prerequisite: PHYS& 221, ENGR& 214, MATH& 163 with a minimum grade of C. (MS)

ENGR& 225   MECHANICS OF MATERIALS (5)

Mechanics of Materials explores the elasticity and deformation of structures. Topics include the extension, compression, and rotation of bodies subject to axial, shear, and torsion loadings. Extensive analysis of the elastic deflection of beams is performed using differential equations and boundary conditions. Principles of virtual work are also introduced. Prerequisite: ENGR& 214 with a minimum grade of C. (MS)

ENGR 240   APPLIED NUMERIC METHODS (5)

Numerical solutions to problems in engineering and science using modern scientific computing tools. Application of mathematical judgment in selecting computational algorithms and communicating results. Introduction to MATLAB programming for numerical computation. Prerequisite: MATH& 163 with a minimum grade of C. Recommended preparation: MATH 204 and MATH 207 or concurrent enrollment. (MS)

ENVS   ENVIRONMENTAL SCIENCE

ENVS& 100   SURVEY OF ENVIRONMENTAL SCIENCE (5)

Introductory non-laboratory course in biology emphasizing the environment and its living organisms. Includes discussion of early evolution, energy, ecosystems, and populations, and the balance between man and his environment. Prerequisite: placement in ENGL& 101. (MSws)

ENVS 190   COOPERATIVE EDUCATION/INTERNSHIP (3 or 5)

Designed for working students or those students who wish to enrich their education with a short-term career related work experience. Credit is awarded for completion of a co-op learning contract in which educational goals are set within the work environment. Recommended preparation: CO-OP 180. (UEs)

ENVS 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in environmental science. Required preparation: acceptance into the Honors Program. (MS)

ESLA   ENGLISH AS A SECOND LANGUAGE ACADEMIC

ESLA 010A   ENGLISH ORAL COMMUNICATION I A (2)
Development of listening comprehension and oral production of functional tasks in the classroom and in the community. Emphasis on listening skills. Designed for beginning level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 010B   ENGLISH ORAL COMMUNICATION I B (2)
Development of listening comprehension and oral production of functional tasks in the classroom and in the community. Emphasis on listening skills. Designed for high-beginning level ESL students. S/U grading. Required preparation: admission to the ESLA program. (N)

ESLA 011A   ENGLISH GRAMMAR IA (2)
Oral and written review of basic English grammar for beginning level ESL students. Focus on simple verb tenses (present and past, and yes/no question forms). S/U grading. Required preparation: admission into ESLA Program. (N)

ESLA 011B   ENGLISH GRAMMAR IB (2)
Oral and written review of basic English grammar for high-beginning level ESL students. Focus on singular and plural noun forms, demonstratives, and count/mass nouns. S/U grading. Required preparation: admission into ESLA Program. (N)

ESLA 012A   ENGLISH READING & VOCABULARY IA (2)
Development of vocabulary and reading skills, including identification of sight words and application of sound-symbol relationships, comprehension of simple sentences, and acquisition of basic English vocabulary. Designed for beginning level ESL students. S/U grading. Required preparation: admission to ESLA Program. (N)

ESLA 012B   ENGLISH READING & VOCABULARY IB (2)
Development of vocabulary and reading skills, including comprehension of phrases and sentences, identification of main idea in a paragraph, and acquisition of 600-word English vocabulary. Designed for high-beginning level ESL students. S/U grading. Required preparation: admission to Intensive English Language Program. (N)

ESLA 013A   ENGLISH COMPOSITION IA (2)
An introduction to English sentence structure and sentence structure problems. Focus on simple sentences, fragments, and punctuation. Designed for beginning level ESL students. S/U grading. Required preparation: admission to ESLA Program. (N)

ESLA 013B   ENGLISH COMPOSITION IB (2)
An introduction to English sentence structure and sentence structure problems. Analysis of sentence structure, development of brainstorming skills, and production of a short paragraph. Designed for high-beginning level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 020A   ENGLISH ORAL COMMUNICATION IIA (2)
Development of listening comprehension and oral production of functional tasks in the classroom and in the community. Emphasis on listening skills. Designed for low-intermediate ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 020B   ENGLISH ORAL COMMUNICATION IIB (2)
Development of listening comprehension and oral production of functional tasks in the classroom and in the community. Emphasis on listening skills and appropriate response to questions. Designed for low-intermediate ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 021A   ENGLISH GRAMMAR IIA (2)

Oral and written review of basic English grammar for low-intermediate level ESL students. Focus on present and past simple and progressive verb tenses, future tense, and wh-question forms. S/U grading. Required preparation: admission into the ESLA Program. (N)

ESLA 021B   ENGLISH GRAMMAR IIB (2)

Oral and written review of basic English grammar for low-intermediate level ESL students. Focus on modals, quantifiers, and articles. S/U grading. Required preparation: admission into the ESLA Program. (N)

ESLA 022A   ENGLISH READING & VOCABULARY IIA (2)

Development of vocabulary and reading skills, including identification of main ideas, pre-reading techniques, and the use of discourse markers for meaning. Designed for low-intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 022B   ENGLISH READING & VOCABULARY IIB (2)

Development of vocabulary and reading skills, including identification of main ideas, discourse markers, and discrete morphological differences. Designed for low-intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 023A   ENGLISH COMPOSITION IIA (2)

An introduction to English sentence structure and sentence structure problems. Focus on simple sentences, fragments, and narration. Designed for low-intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 023B   ENGLISH COMPOSITION IIB (2)

An introduction to English paragraph structure, including the topic sentence and support. Analysis of sentence structure, focusing on compound sentences, and fused sentence problems. Designed for low-intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 030A   ENGLISH ORAL COMMUNICATION IIIA (2)

Development of listening comprehension and oral production of functional tasks in the classroom and in the community. Emphasis on understanding main ideas and important details of messages and basic strategies for initiating conversations and discussions. Designed for intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 030B   ENGLISH ORAL COMMUNICATION IIIB (2)

Development of listening comprehension and oral production of functional tasks in the classroom and in the community. Emphasis on comprehension of main ideas and important details, the use of questions for clarification and extension, and strategies for concluding conversations. Designed for intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 031A   ENGLISH GRAMMAR IIIA (2)

Oral and written review of basic English grammar for intermediate level ESL students. Focus on present perfect, present perfect progressive, adjectives, adverbs, and comparatives. S/U grading. Required preparation: admission into the ESLA Program. (N)

ESLA 031B   ENGLISH GRAMMAR IIIB (2)

Oral and written review of basic English grammar for intermediate level ESL students. Focus on gerunds, infinitives, and modals. S/U grading. Required preparation: admission into the ESLA Program. (N)

ESLA 032A   ENGLISH READING & VOCABULARY III A (2)

Development of vocabulary and reading skills, including usage of context clues for meaning, and recognition of generalizations. Designed for intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 032B   ENGLISH READING & VOCABULARY III B (2)

Development of vocabulary and reading skills, including differentiation of main ideas from details, sequencing, prediction, and scanning. Designed for intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 033A   ENGLISH COMPOSITION IIIA (2)

English paragraph structure: the topic sentence, support, and the conclusion. Focus on unity and development of details for support in the production of expository paragraph. Designed for intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 033B   ENGLISH COMPOSITION IIIB (2)

Introduction to English paragraph structure. Focus on coherence and sentence variety including the use of complex sentences. Designed for low-intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 040A   ENGLISH ORAL COMMUNICATION IVA (2)

Development of listening comprehension and oral production related to everyday conversation and participation in group discussions on academic topics. Designed for intermediate-level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 040B   ENGLISH ORAL COMMUNICATION IVB (2)

Development of listening comprehension and oral production related to everyday conversation and participation in group discussions on academic topics. Designed for intermediate-level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 041A   ENGLISH GRAMMAR IVA (2)

Oral and written review of basic English grammar for intermediate level ESL students. Focus on tag questions, past perfect tenses, future progressive and future perfect. S/U grading. Required preparation: admission into the ESLA Program. (N)

ESLA 041B   ENGLISH GRAMMAR IVB (2)

Oral and written review of basic English grammar for intermediate level ESL students. Focus on causatives, gerunds and infinitives, and adjective clauses. S/U grading. Required preparation: admission into the ESLA Program. (N)

ESLA 042A   ENGLISH READING & VOCABULARY IV A (2)

Development of vocabulary and reading skills, including distinguishing fact from fiction, identifying implicit information, and paraphrasing text. Designed for intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 042B   ENGLISH READING & VOCABULARY IV B (2)

Development of vocabulary and reading skills, including the development of inferencing skills, the identification of referents, and paraphrasing text. Designed for intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 043A   ENGLISH COMPOSITION IV A (2)

English paragraph organization: focus on the development of paragraphs. Development of sentence variety, including compound/complex sentences. Designed for intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 043B   ENGLISH COMPOSITION IV B (2)

This course examines English paragraph organization. Focuses on the development of paragraph writing. Designed for intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 050A   ENGLISH ORAL COMMUNICATION V A (2)

Development of listening comprehension and oral production related to everyday conversation. Emphasis on comprehension of academic topics at natural speed and both leading and participating in group discussions on academic topics. Designed for high-intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 050B   ENGLISH ORAL COMMUNICATION V B (2)

Development of listening comprehension and oral production related to everyday conversation. Emphasis on comprehension of main ideas and important details in academic lectures, lecture note-taking, and delivering oral presentations. Designed for high-intermediate level ESL students. S/P/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 051A   ENGLISH GRAMMAR V A (2)

Oral and written review of basic English grammar for high intermediate level ESL students. Focus on past modal forms, passive voice and conditionals. S/U grading. Required preparation: admission into Intensive English Language Program. (N)

ESLA 051B   ENGLISH GRAMMAR V B (2)

Oral and written review of basic English grammar for high intermediate level ESL students. Focus on direct and indirect speech and imbedded clauses. S/U grading. Required preparation: admission into the ESLA Program. (N)

ESLA 052A   ENGLISH READING & VOCABULARY V A (2)

Development of vocabulary and reading skills, including usage of rhetorical modes to predict organization, development of inferencing skills, and summarizing text. Designed for high-intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 052B   ENGLISH READING & VOCABULARY V B (2)

Development of vocabulary and reading skills, including identification of tone and point of view, note-taking skills, and the SQ4R method. Designed for high-intermediate level ESL students. S/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 053A   ENGLISH COMPOSITION V A (2)

Focus on the development of cause and effect paragraphs and sentence variety. Editing skills for various grammar errors developed. Designed for high intermediate level ESL students. S/P/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 053B   ENGLISH COMPOSITION V B (2)

Focus on the development of argumentation paragraphs, paraphrasing and summarizing. Editing skills for various grammar errors developed. Designed for high intermediate level ESL students. S/P/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 054A   ENGLISH COMPOSITION AND GRAMMAR 5A (4)

This course helps students increase understanding of passive voice and past modals and incorporate them into their paragraph writing. S/P/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 054B   ENGLISH COMPOSITION AND GRAMMAR 5B (4)

This course helps students develop summarizing and paragraph-writing skills and increase grammatical accuracy, complexity, and fluency. S/P/U grading. Required preparation: admission to the ESLA Program. (N)

ESLA 084A   AMERICAN CULTURE THROUGH FILM I (1)

This course will improve listening comprehension and discussion skills and enhance understanding of American culture through the study of a film. Designed for intermediate-level ESL students. Prerequisite: permission of instructor. (N)

ESLA 084B   AMERICAN CULTURE THROUGH FILM II (1)

This course will improve listening comprehension and discussion skills and enhance understanding of American culture through the study of a film. Designed for intermediate to high-intermediate level ESL students. Prerequisite: permission of instructor. (N)

ESLA 085   ENGLISH IN THE COMMUNITY (2)

This course will give ESL students the opportunity to communicate orally with native English speakers in a community service situation. Students will broaden their understanding of Americans and American society while using English in a real communicative setting. S/U grading. Prerequisite: placement in ESLA 050 or permission of instructor. (N)

ESLA 085A   ENGLISH IN THE COMMUNITY I (1)

This course will give ESL students the opportunity to communicate orally with native English speakers in a community service situation. Students will broaden their understanding of social justice, social issues, and the impact of volunteerism while using English in a real communicative setting. (N)

ESLA 085B   ENGLISH IN THE COMMUNITY II (1)

This course will give ESL students the opportunity to examine their beliefs about civic responsibility. Students will communicate orally in real communicative settings with native English speakers in a community service situation. (N)

ESLA 086A   DIGITAL STORYTELLING I (1)

This course helps students develop written and oral competency as well as computer skills by producing a multimedia work using a written script, oral narration, visual images, and musical background. Recommended preparation: experience using a computer. (N)

ESLA 086B   DIGITAL STORYTELLING II (1)

This course helps students develop written and oral competency as well as computer skills by producing a multimedia work using a written script, oral narration, visual images, and musical background. Recommended preparation: experience using a computer. (N)

ESLA 087   ENGLISH PRONUNCIATION (2)

In this course, non-native speakers of English identify and produce English pronunciation in areas that are especially problematic for them given their language backgrounds. S/U grading. (N)

ESLA 087A   ENGLISH PRONUNCIATION I (1)

In this course, non-native speakers of English identify and produce English pronunciation in areas that are especially problematic for them given their language backgrounds.   S/U grading. (N)

ESLA 087B   ENGLISH PRONUNCIATION II (1)

In this course, non-native speakers of English identify and produce English pronunciation in areas that are especially problematic for them given their language backgrounds. S/U grading. (N)

ESLA 088A   INTERNATIONAL STUDENT LIFE A (1)

This course is designed to support international students in the development of academic and social skills expected of college students in the US. (N)

ESLA 088B   INTERNATIONAL STUDENT LIFE B (1)

This course is designed to extend support of international students in the development of academic and social skills expected of college students in the US. (N)

ESLA 090   ENGLISH LANGUAGE TOPICS (2-3)

Under instructor's guidance, ESL students will identify specific problems with English grammar, reading, vocabulary, and/or spelling and use computer software to improve weak areas. Number of credits will be determined by number of instructional hours necessary to address weaknesses. S/U grading. Required preparation: permission of instructor. (N)

ESLA 091   ENGLISH AS A SECOND LANGUAGE GRAMMAR TOPICS (1-3)

This course is designed for students who need help with basic grammar in their writing. The instructor will focus on specific aspects of grammar according to the needs of individual students. Number of credits will reflect number of instructional hours necessary to address the student's grammar issues. S/P/U grading. Required preparation: permission of instructor. (N)

ESLA 092   ADVANCED ACADEMIC READING FOR ESL STUDENTS (2)

Designed for ESL students who would benefit from instructional support in reading college-level texts. Focus is on developing strategies for improving comprehension, speed and tolerance for ambiguity, and for increasing academic vocabulary comprehension. Writing about reading passages and paraphrasing skills are also included. Prerequisite: ESLA052A and 052B or permission of instructor. (N)

ESLA 093   ADVANCED LISTENING AND SPEAKING FOR ESL STUDENTS (2)

This course is designed to teach ESL students the interpersonal communication skills necessary for active participation in college-level course group discussions, including techniques for leading group discussions. In addition, listening skills required to succeed in college lecture courses will be taught. Prerequisite: ESLA 050A and 050B or permission of instructor. (N)

ESLA 113   ACADEMIC ESL COMPOSITION AND READING SKILLS I (6)

Low-Advanced ESLA. Designed to develop student's ability to write basic essays. Emphasis is on controlling grammar at sentence level and organizing ideas into well-constructed essays with adequate support. Course includes reading academic text and summary writing. S/P/U grading. Prerequisite: ESLA placement test or S grade in ESLA 53B; or P grade in ESLA 53B with concurrent enrollment in ESLA 91, 92 or 93. (UE)

ESLA 115   ACADEMIC ESL COMPOSITION AND READING SKILLS II (6)

Advanced ESLA. This course is designed to introduce students to a variety of features of essay writing, including the role of thesis statements, introductions, conclusions, and various means of organization. Emphasizes controlling grammar and developing the ability to use complex sentences. Students with "P" grade in ESLA 113 may take ESLA 115 but must be concurrently enrolled in ESLA 91, 92, or 93. S/P/U grading. Prerequisite: ESLA placement test or S grade in ESLA 113. (UE)

ESLA 116　　ENGLISH COMMUNICATION FOR THE PROFESSIONS (5)

Communication practice for the professions, designed for non-native speakers of English. Assignments include business letters, memos, summaries, reports, oral presentations, and small group discussions. S/U grading. Prerequisite: ESLA 113 or permission of instructor. Recommended preparation: ESLA 115. (UE)

ESLA 117　　ACADEMIC ESL COMPOSITION AND READING SKILLS III (6)

High-advanced ESLA. Learning a variety of modes including Argumentation. Focuses on developing details and logical organization. Emphasizes controlling grammar and developing an academic writing style. Includes critical analysis of college-level texts, summary/reflection writing and citation. S/P/U grading. Students receiving a P grade will be eligible to take an ENGL&101/ENGL95 linked class offering. Prerequisite: ESLA placement test; or ESLA 115 with a minimum grade of S; or ESLA115 with a minimum grade of P and concurrent enrollment in ESLA 091 or ESLA 092 or ESLA 093. (UE)

ESLA 140　　ESL SPECIAL TOPICS SEMINAR (2)

This course will provide academic support to ESL students who are concurrently enrolled in a college lecture course. Students will review videotaped lectures, analyze and take notes on required reading assignments, and study vocabulary presented in the linked course. The course is designed for high-intermediate to advanced ESL students. Required preparation: permission of instructor. (UE)

ESLA 160　　TEFL/TESL IN THE PACIFIC NORTHWEST (7)

This course informs instructors of EFL about current TEFL/TESL methodology and teaching techniques in the US and about American culture and history within the Pacific Northwest context. Required preparation: permission of instructor. S/U grading. (UE)

FILM　　FILM

FILM 101　　INTRODUCTION TO FILM (3 or 5)

Introduction to the art of cinema through exposition and examination of basic components of film. Prerequisite: placement in ENGL& 101. (Hw)

FILM 110　　FILM GENRES (5)

Introduction to the study of selected major film genres. Includes analyzing and discussing representative genre films to determine their formulae, conventions and iconography. Also covers the historical, sociological and mythological dimensions of genre. Prerequisite: placement in ENGL& 101. (Hw)

FILM 120　　FILM ADAPTATIONS (5)

An introduction and investigation into the art of adaptation, examining the relationships between films and their source material and the times which produced them, looking especially close at remakes and the generational shifts they mirror. Prerequisite: placement in ENGL& 101. (Hw)

FILM 130　　HISTORY OF FILM (5)

This course examines the history of film as an international artistic medium from its inception to the contemporary era. Topics to be discussed may include invention and early expansion, the silent era, the classical Hollywood studio cinema, postwar cinema, international movements, and contemporary. Recommended preparation: placement in ENGL& 101. (Hg)

FILM 140　　DOCUMENTARY FILM (5)

This course will examine the wide range of motives and styles, from Nazi propaganda to ethnographic films to the evening news. We will discuss the relationship of documentary film to conscience, knowledge, art, and ideology. Course will explore such aspects of documentary filmmaking as director personality, funding, and ethical considerations in producing documentary films. Prerequisite: placement in ENGL& 101. (Hw)

FILM 160   AMERICAN WOMEN FILMMAKERS (5)

This course introduces students to the work of selected American women filmmakers. Students will learn about significant films and filmmakers, study the historical and cultural conditions under which American women filmmakers worked, and develop methods of understanding and appreciating film art. Prerequisite: placement in ENGL& 101. (Hwd)

FILM 165   INTRODUCTION TO FILM NOIR (5)

Intro to Film Noir examines the Post War development of a visual style in American filmmaking, from its origins in social changes to its underlying cultural values. The course will examine the visual style in different genres, as well as examine several of the major auteurs (directors) of the style. Prerequisite: placement in ENGL& 101. Recommended preparation: FILM 101. (Hw)

FILM 180   INTERNATIONAL FILM (3 or 5)

This course will introduce students to the cinematic traditions, development, aesthetics and selected works of countries and cultures outside of the United' States and Canada. Particular works, artists and traditions may be emphasized at the instructor's discretion, but students will be offered an opportunity to study and more deeply appreciate films from the "Other Hollywood". Recommended preparation: placement in ENGL& 101. (Hg)

FILM 194   SPECIAL TOPICS IN FILM STUDIES (3 or 5)

An in-depth examination of a particular area of Film Studies. Possible topics include, but are not limited to, a particular film genre, a particular film technique, a particular medium of filmmaking, the work of a particular director, a particular period in film history, a particular stylistic school, or a particular theoretical construct. Prerequisite: placement in ENGL& 101. (Hw)

FILM 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Film. Required preparation: acceptance into the Honors Program. (H)

FIN   FINANCE

FIN 215   PRINCIPLES OF FINANCE (5)

Formerly BUSAD 228. Course is designed to introduce students to basic financial concepts and theories. The course will explore many areas of finance, including, but not limited to: the time value of money, financial institutions, breakeven analysis, working capital management, mergers, acquisitions, and divestitures, investments, and debt and equity. Recommended preparation: ACCT& 201. (UE)

FIN 235   INVESTMENTS (5)

 Formerly BUSAD 238. Course is designed to provide students with an introduction to the theory of investments. Topics include, but are not limited to, the following: interest rates, mutual funds, bond prices and yields, diversification, futures contracts, stock options, and risk and the rate of return. Recommended preparation: ACCT& 201. (UE)

FRCH   FRENCH

FRCH 105   INTRODUCTION TO FRENCH PHONETICS (3)

In this course, students will be introduced to general principles of French phonetics and improve their pronunciation and understanding of spoken French through audio exercises, poems, short readings and dialogues. Prerequisite: FRCH& 121. Recommended preparation: FRCH& 122. (LE)

FRCH& 121   FRENCH I (5)

Introduction to the essentials of pronunciation, basic grammar and vocabulary, and aspects of francophone culture. Emphasis on developing proficiency in oral and written communication. Intended for students who have no prior experience in French. (LEg)

FRCH& 122   FRENCH II (5)

Introduces new verb tenses and further develops skills in speaking, reading, writing and understanding the language. Continued emphasis on use of language for communication and exposure to aspects of francophone culture. Prerequisite: FRCH& 121. (LEg)

FRCH& 123   FRENCH III (5)

Continuation of FRCH& 122. Introduces additional verb tenses and more advanced grammar constructions and vocabulary to further develop skills in speaking, reading, writing and understanding the language. Continued emphasis on use of language for communication and exposure to aspects of francophone culture. Prerequisite: FRCH& 122. (Hg)

FRCH& 221   FRENCH IV (5)

A second-year course building upon the foundation of the first year sequence, while introducing and practicing more advanced grammatical structures and vocabulary in culturally relevant situational and functional contexts. Taught in French. Prerequisite: FRCH& 123. (Hg)

FRCH& 222   FRENCH V (5)

Continuation of French 221 with continued emphasis on language for communication while increasingly stressing reading comprehension strategies and effective writing. Further exposure to aspects of francophone culture. Taught in French. Prerequisite: FRCH& 221. (Hg)

FRCH& 223   FRENCH VI (5)

Continuation of French 222 with continued emphasis on language for communication and formal writing techniques while studying more advanced structures and registers. Further exposure to aspects of francophone culture through literature and film. Taught in French. Prerequisite: FRCH& 222. (Hg)

FRCH 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in French. Required preparation: acceptance into the Honors Program. (H)

GEOG   GEOGRAPHY

GEOG 100   INTRODUCTION TO GEOGRAPHY (5)

Introduction to basic principles of physical and human geography. Covers patterns of settlement, population, resource and economic development, climates, and landforms. (SSgs)

GEOG 105   WORLD GEOGRAPHY IN TRANSITION (5)

A study of the world in terms of its physical, historical, cultural, economic, and environmental factors. Course focuses on each region of the world and how its residents create their own cultural landscape. (SSgs)

GEOG 110   INTRODUCTION TO PHYSICAL GEOGRAPHY (5)

This course is presented from a social science perspective toward the physical processes on the surface of the earth, including landforms, weather, river systems, earthquakes and volcanoes; and how these processes affect humans and their societies and environments. This class will include investigative activities, field trips and outdoor experiments. (SSgs)

GEOG 115   PACIFIC NORTHWEST GEOGRAPHY (5)

This course explores the cultural and physical geography of Washington, Oregon, Idaho, Alaska and Lower British Columbia. During this course students will examine physical geography concepts and their relationship to settlement, population, and economic patterns. Prerequisite: placement in ENGL& 101. (SSwds)

GEOG 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Geography. Required preparation: acceptance into the Honors Program. (SS)

GEOL   GEOLOGY

GEOL 100   INTRODUCTION TO EARTH SCIENCE (5)

Introduction to geology, oceanography, and meteorology. Interaction of physical processes on earth with human affairs. Lab work included. (MSl)

GEOL& 101   INTRODUCTION TO PHYSICAL GEOLOGY (5)

Intended for non-science majors. Survey of geologic structures, processes and materials that are important on earth; emphasis on interactions between human affairs and geologic environment. Not open for credit to students who have taken GEOL 211. Lab work and field trips included. (MSl)

GEOL 104   FINDING THINGS OUT: GEOLOGY (5)

Part of a three quarter set of courses using extensive hands-on and inquiry-based activities to help students understand a few central ideas in earth science regarding the flow of energy and matter. Students will develop critical thinking skills required to pursue scientific understanding of important ideas in geological systems. Preferred sequence is PHYSC 104, GEOL 104, and BIOL 104. Lab work included. Recommended preparation: PHYSC 104. (MSl)

GEOL 110   ENVIRONMENTAL GEOLOGY (5)

Study of geological processes and materials and the effects of human interaction with the geological environment: emphasis on global aspects of many geological conditions. Includes geological hazards, energy and mineral sources. May include field trips. (MSgs)

GEOL 140   NATURAL DISASTERS (5)

Formerly GEOL 120. A study of the nature, causes, impacts, and methods of coping with natural disasters, including earthquakes, volcanic eruptions, landslides, floods, tsunami, tornadoes, hurricanes, drought, blizzards, fires, and other topics. Lab work and field trips included. (MSgsl)

GEOL 150   INTRODUCTION TO WEATHER (5)

Study of the earth's weather; composition and structure of the atmosphere; physical processes involved in weather phenomena such pressure systems, fronts, clouds, precipitation, wind, storms, violent weather, weather observations, forecasting and Koeppen climate classification. Lab work included. Recommended preparation: MATH 98. (MSl)

GEOL 211   PHYSICAL GEOLOGY (5)

Intended for science majors. Composition and structure of earth, identification of common rocks and minerals, formation of surface features of continents and ocean floor, and interpretation of land forms from maps. Lab work and field trips included. (MSl)

GEOL 212   HISTORICAL GEOLOGY (5)

History of the earth and of the plants and animals that have left their records in the rocks. Application of physical geologic principles to unravel the sequence of dynamic events that have shaped the earth as we know it today. Lab work and field trips included. Prerequisite: GEOL& 101 or GEOL 211; and placement in ENGL& 101. (MSwl)

GEOL 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Geology. Required preparation: acceptance into the Honors Program. (MS)

GERM   GERMAN

GERM 104   ACCELERATED ELEMENTARY GERMAN (5)

A comprehensive, intensive review of elementary German through both traditional grammar/vocabulary study and active communication. For those who at some time have completed the equivalent or near equivalent of college-level, first year German (or two years high school level German) but need a thorough review before undertaking further study. Prerequisite: college level first year German or the equivalent. (Hg)

GERM& 121   GERMAN I (5)

Introduction to the essentials of pronunciation, basic grammar and vocabulary, and of aspects of German-speaking cultures. Emphasis on developing proficiency in oral and written communication, as well as in aural comprehension and reading. Intended for students who have no prior experience in German. (LEg)

GERM& 122   GERMAN II (5)

Continuation of GERM& 121. Introduces new verb tenses and further develops skills in speaking, reading, writing and understanding the language. Continued emphasis on use of language for communication and exposure to aspects of German-speaking cultures. Prerequisite: GERM& 121. (LEg)

GERM& 123   GERMAN III (5)

Continuation of GERM& 122. Introduces additional verb tenses and more advanced grammar constructions and vocabulary to further develop skills in speaking, reading, writing and understanding the language. Emphasis on active communication skills. Exposure to aspects of German speaking culture. Prerequisite: GERM& 122. (Hg)

GERM 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in German. Required preparation: acceptance into the Honors Program. (H)

HIST   HISTORY

HIST& 116   WESTERN CIVILIZATION I (5)

Early civilized man to the early Middle Ages of Europe, with emphasis on Greece, Rome, Egypt, and other Mediterranean peoples. (SSg)

HIST& 117   WESTERN CIVILIZATION II (5)

Europe during the High Middle Ages, later Middle Ages, Renaissance and Reformation, Early Modern Europe and ending at the French Revolution. (SSg)

HIST& 118   WESTERN CIVILIZATION III (5)

Western Europe from the French Revolution to the present, examining modern nations, their ideologies, growth, and conflicts. (SSg)

HIST 120   US FOREIGN POLICY FROM 1945 TO THE PRESENT (3)

This course investigates the dominant themes of American diplomatic tradition and traces the evolution of U. S. foreign policy from World War II to the present. Primary focus will be on the Cold War and how it influenced diplomatic and military policy around the globe, along with an analysis of post-Cold War and "single super-power" diplomacy including the war on terror, the war on drugs, and US intervention in various countries. Prerequisite: placement in ENGL& 101. (SSwg)

HIST 124   ENVIRONMENTAL HISTORY OF THE UNITED STATES (5)

History of the relationship between humans and the natural world within the present boundaries of the United States, with an emphasis on the period since 1600. Explorations of the role of social and cultural factors like class, race, and gender on humans' interactions with and impact on the environment. Prerequisite: placement in ENGL& 101. (SSws)

HIST& 127   WORLD CIVILIZATIONS II (5)

This course examines the major events and themes in world history between 1300 and 1815. It will include analysis of the important achievements, ideologies, and conflicts in Asia, Europe, the Americas, and Africa. (SSg)

HIST& 146   US HISTORY I (5)

Survey of Native American societies, European explorers, and the lifestyles on the new continent, the independence movement, and the problems of a new nation before 1815. (SSd)

HIST& 147   US HISTORY II (5)

Survey course covering the rise of nationalism, evolution of American lifestyles, Civil War, westward movement, and the American industrial revolution from 1815 to 1900. (SSd)

HIST& 148   US HISTORY III (5)

Survey course exploring the social, political, and economic history of the United States from 1900 to the present. (SSd)

HIST 158   RELIGIONS OF THE FAR EAST (5)

Survey of the religious traditions of India, South Asia, China, and Japan. Emphasis on Hinduism, Buddhism, Taoism, Confucianism, and Shinto. Discussion of the impact of these religions on contemporary society. (SSg)

HIST 204   HISTORY OF MEXICO (5)

This course introduces students to the rich history of Mexico. Students will be expected to develop and demonstrate an understanding of the events, characteristics, and basic institutions, which have shaped Mexican society. Course will focus particularly on the impact of historic events as they affect Mexico's three major social groups: indigena, mestizo, and privilegiado. (SSg)

HIST 205   LATIN AMERICA 1900 TO PRESENT (3)

This course explores historical development of Latin American nations since 1900. Coverage includes modern issues such as consolidation of democracy, revolutionary movements, imperialism, and globalization. On completion, students will be expected to demonstrate knowledge of the historical events and institutions of several Latin American nations. (SSg)

HIST 208   HISTORY OF AFRICA FROM 1800 TO PRESENT (5)

This course focuses on the pre- and post-colonial cultures and institutions in Africa from 1800 to the present time. The history of change in African societies will be viewed from anthropological, political, and economic perspectives. Societies studied include a range from foraging types to industrialized nations. The changing relationship between traditional African cultures and global development will also be considered. (SSg)

HIST 210   THE AMERICAN FRONTIER WEST (3)

History of the American Western frontier, westward movement, native and immigrant settlement, social and economic development. (SS)

HIST 212   HISTORY OF CHINA (5)

This course will introduce Chinese society in its cultural and historical form from its earliest form to the emerging China nation of the 21st century. Emphasis will be placed upon the continuing influence of traditional cultural values upon the current nation state, their effect upon neighboring societies, and the impact of earlier conflicts with other societies and cultures upon today's China. (SSg)

HIST 213   HISTORY OF JAPAN (5)

Introduction to the history and culture of Japan with an emphasis on how the cultural value system of Japan impacts both its people and foreign interests. Includes discussion of Japan's practice of borrowing selectively from other cultures as a means to reach its goals. (SSg)

HIST& 214   PACIFIC NW HISTORY (5)

Evolution of Pacific Northwest lifestyles, growth, and development from pre-white times to the modern age. The class will focus on regional Indian cultures, white exploration, settlement, economic and social history, and local topics. (SSd)

HIST& 215   WOMEN IN US HISTORY (5)

This course explores women's place in American history, including historical attitudes about women's place in society; the struggles of women's rights movements; and the realities of life and work for women of a variety of backgrounds in American History from pre-colonial times to the present. Prerequisite: placement in ENGL& 101. (SSwd)

HIST& 219   NATIVE AMERICAN HISTORY (5)

This course covers Native American history in North America (especially United States' regions) 1400's to present. Topics include: Native cultures before European contact, impacts of Europeans (trade, diseases, Christianity, settlements and warfare), treaty making, wars, reservation life, boarding schools, changing federal policies and the resurgence of Indian culture and rights. (SSd)

HIST 220   MODERN ASIA (5)

Survey of selected periods of the nineteenth and twentieth century history of South Asia, Southeast Asia, and East Asia. Social and cultural roots of countries examined in the context of increased contact with the West and related changes of the economy and government. (SSg)

HIST 225   HISTORY/POLITICS OF THE MIDDLE EAST 1900-PRESENT (5)

Survey of cultural, religious, and political dimensions of the Middle East from the rise of Zionism around 1900 to the early 21st century. This includes the decline of colonialism and the formation of independent nation states in the area, the Arab-Israeli conflict, the effects of oil, the Iranian revolution, conflicts in the Persian Gulf, and terrorism. (SSg)

HIST 230   SURVEY OF RUSSIAN HISTORY (5)

Overview of Russian history and culture with special emphasis on the last three centuries. (SSg)

HIST 233   HISTORY OF AUSTRALIA AND NEW ZEALAND (5)

This course surveys the development of Australia and New Zealand from the beginning of human habitation, through the exploration and colonization by Europeans, to the establishment of national governments, and the emergence of truly multicultural societies at the end of the 20thCentury. This course is offered only to students participating in the Australia/New Zealand study abroad program. (SSg)

HIST 250   AMERICAN MILITARY HISTORY (5)

This course surveys the history of the American military and the relationship between the military and American society from the early-1600s to the present. (SSd)

HIST 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in History. Required preparation: acceptance into the Honors Program. (SS)

HLTH   HEALTH SERVICES

HLTH 118   FUND PATIENT NAVIGATION AND CARE COORDINATION (7)

Introduction of the health and community services systems. Factors affecting patients such as chronic disease, behavioral health, wellness, patient activation, communication are explored. The diverse patient experience, decision support, and advocacy will be covered. (UEd)

HLTH 119   ADVANCED PATIENT NAVIGATION & CARE COORDINATION (8)

This course builds on content and practices examined in Fundamentals of Patient Navigation and Care Coordination. The course will enable students to develop advanced level knowledge, skills, strategies and practice to navigate the complex health and community services systems and influence patient outcomes. Prerequisite: HLTH 118. (UEd)

HLTH 124   BEHAVIORAL HEALTH NAVIGATION (2)

This course explores care coordination and navigation for populations with behavioral health needs. An overview of behavioral health systems, eligibility, and access issues are presented. Topics include; individual and family centered service coordination, response to acute behavioral health situations, work with interdisciplinary team, access to behavioral health resources, interventions and referral. (UE)

HLTH 126   CARE NAVIGATION AND COORDINATION: OLDER ADULTS (2)

This course will explore care coordination and navigation with older adults. An overview of the aging process will be discussed. Topics will focus on individual and family centered care issues, communication and health literacy, working with interdisciplinary teams, chronic conditions, prevention, transitions, and resource referral. (UE)

HLTH 136   NAC SKILLS EXAM PREP (1)

A lab course in which the NACTP completer can practice the 22 practical skills required to obtain certification in WA State. Prerequisite: NURS 100 with a minimum grade of D or completion other WA State Nursing Assistant Certified Training Program. (UE)

HLTH 138   NAC ACUTE CARE I (2)

First of a two part series to enhance Nurse Assistant Certified training. The focus is on the Acute Care practice setting. This course includes topics on Prioritizing Safety, Fall Prevention / Reduction, Wound Prevention, and Infection Control. (UE)

HLTH 139   NAC ACUTE CARE II (2)

Second of a two part series to enhance Nurse Assistant Certified training. The focus is on the Acute Care practice setting. This course includes topics on Professionalism, Communication and Teamwork, Conflict Management, and Terminology in Acute Care. (UE)

HLTH 144   ESSENTIALS OF CARE NAVIGATION (5)

An introduction to the knowledge, skills, and attitudes necessary to apply care navigation for the client, first of three courses for a certificate in care navigation. Focus is on the human and healthcare services systems, client profiles, communication basics, chronic illness, and health coaching. Serves as foundational to advanced courses. (UE)

HLTH 145   ADVANCED CARE NAVIGATION 1 (5)

The second in a three part series for a Certificate in Care Navigation. In this course, select topics from the Essentials course are revisited in greater depth. Topics include: care coordination and navigation, client characteristics, an overview of Behavioral Health, strategies to influence outcomes, and advanced communications. Prerequisite: HLTH 144 or equivalent experience. (UE)

HLTH 146   ADVANCED CARE NAVIGATION 2 (5)

This course is the third in a three part series for a Certificate in Care Navigation. Selected topics from the Essentials course are revisited in greater depth. Topics include: care transitions, preventive healthcare, continued discussion of chronic illness, end of life care, and challenges particular to care navigation. Prerequisite: HLTH 145 or equivalent experience. (UE)

HLTH 193   CARE OF THE OLDER ADULT IN ACUTE CARE (3)

This course will explore the care of the older adult in the acute care setting. An overview of the aging process and effects will be discussed. Topics will focus on reducing functional decline, physical care, safety, dementia issues, and common acute diagnoses of the elderly hospitalized patient. (UE)

HLTH 194   BEHAVIORAL HEALTH IN ACUTE CARE (3)

The course explores the care of patients with behavioral health needs in the acute care setting. An overview of mental health and substance use disorders are presented. Topics include mental illness, substance use disorders, managing difficult behaviors, discussion of adverse childhood experiences and trauma informed care, and techniques of verbal de-escalation. (UE)

HLTH 201   CLINICAL NEUROLOGY (3)

Introduction to clinical neurology and the effects of neurological dysfunction on the rehabilitation process. Includes basic anatomy and physiology of the nervous system, evaluation of normal neurological function, and fundamentals of disease processes and neurological impairment. Required preparation: program admittance; BIOL& 241. (UE)

HLTH 202   APPLIED ANATOMY AND CLINICAL KINESIOLOGY (5)

Introduction to kinesiology with emphasis on the functional application and analysis of the musculoskeletal system, including clinical assessment tools of goniometry. Required preparation: program admittance; BIOL& 241. (UE)

HLTH 224   INTEGRATION OF BEHAV. HEALTH INTO PRIMARY CARE (5)

Describes the integration of Behavioral Health and Primary Care Practices. Topics include: systems oriented practice; interventions; whole person care; and care coordination, collaboration, and teamwork. Prerequisite: HLTH 124 with a minimum grade of C-. (UE)

HLTH 280   SURVEY OF ADDICTION-ALTERNATIVE TRAINING (3)

This course explores the nature and scope of alcohol/drug use, abuse, and addiction as well as problems with compulsive behaviors. Basic drug categories, symptoms of addiction, disease models, and cross-cultural aspects of chemical dependency are studied. Prevention, intervention and treatment are discussed. Required preparation: program admittance. (UE)

HLTH 281   LAW & ETHICS FOR ADDICTION COUNSELING ALT (2)

This course provides an overview of industry standards and competencies and provides a framework of laws and regulations for addiction services. Ethics and guidelines for practice will be covered. Students will explore values and beliefs, and apply practice to ethical decision making. Required preparation: program admittance. (UE)

HLTH 282　PHARMACOLOGICAL & PHYSIOLOGICAL DRUG ACTIONS (3)

This class covers information on the physical impact and the response of the human body to alcohol and other drugs of abuse. The fundamentals of pharmacokinetics, neurological functions and current research on prevention, and treatment will be studied with special focus on effective intervention strategies for each class of drug. Required preparation: program admittance. (UE)

HLTH 283　FAMILY SYSTEMS/ADOLESCENT TREATMENT ADDICTION (2)

This course provides an overview of family history, genograms, boundaries, and rules in addiction counseling. Adolescent development, genetics, environment, and diagnosis and treatment are covered. Evidence based programs and recovery and support are explored. Required preparation: program admittance. (UE)

HLTH 284　AMERICAN SOCIETY OF ADDICTION MEDICINE ALT (3)

This course introduces the American Society of Addiction Medicine (ASAM) criteria. It provides a clinical overview of case management, intake and assessment, withdrawal and intoxication management, service planning and placement, risk ratings, level of care placement. Required preparation: program admittance. (UE)

HLTH 285　ADDICTION TREATMENT: INDIVIDUAL & GROUP ALT (2)

This course covers evidenced based approaches and systems of care in individual and group addiction treatment. Systems of care, historical models, healthy system recovery, and new peer supports are explored. Required preparation: program admittance. (UE)

HONOR　HONORS PROGRAM

HONOR 299　HONORS PROGRAM SPECIAL PROJECT (1-3)

An opportunity to explore beyond usual course boundaries and produce an original product. Individual work will be mentored by a faculty member in a specific discipline. Prerequisite: prior completion of one Honors Program seminar and permission of Honors Program Coordinator.

HSC　HIGH SCHOOL COMPLETION

HSC 010　ENGLISH ESSENTIALS (1-5)

Survey of Language Arts skills needed for college and careers including reading strategies. Provides a practical focus on the applied use of grammar, punctuation, and usage skills in sentence and paragraph development. Repeatable with program permission. Prerequisite: completion of CASAS assessment and permission from Transitional Learning Programs. (N)

HSC 011　BASIC COMPOSITION (1-5)

Focuses on organization in writing. Includes an introduction to the analysis of the writing of others, synthesis of personal knowledge and opinion with evidence, and use of citation. Repeatable with program Permission. Prerequisite: completion of CASAS assessment and permission from Transitional Learning Programs. (N)

HSC 022　US HISTORY I (1-5)

Surveys United States history from pre-colonial times to the Civil War. Repeatable with program permission. Prerequisite: completion of CASAS assessment and permission from Transitional Learning Programs. (N)

HSC 024　WASHINGTON STATE HISTORY (3)

History of the exploration and settlement of the Northwest including Native American history. Survey of the growth of political, economic, and social institutions in the state. Includes study of state and local government structures. Repeatable with program permission. Prerequisite: completion of CASAS assessment and permission from Transitional Learning Programs. (N)

HSC 027   UNITED STATES GOVERNMENT (1-5)

Surveys the United States system of government including the constitution and the three branches of the federal government and the shared powers of federal, state, and local governments. Repeatable with program permission. Prerequisite: completion of CASAS assessment and permission from Transitional Learning Programs. (N)

HSC 028   CONTEMPORARY WORLD ISSUES (1-5)

Survey of a variety of contemporary issues affecting our world. May include discussions on current events, government, and economy of the world. Repeatable with program permission. Prerequisite: completion of CASAS assessment and permission from Transitional Learning Programs. (N)

HSC 037   PHYSICAL SCIENCE (1-5)

Survey of two or more topics from the following list: structure of the Earth, plate tectonics, geological cycles and processes, renewable and nonrenewable natural resources, weather and climate, the solar system, the universe, atoms and molecules, properties and states of matter, chemical reactions, energy and work, motion and forces, waves, electricity, and magnetism. Repeatable for credit with different topics. Prerequisite: completion of CASAS assessment and permission from Transitional Learning Programs. (N)

HSC 038   LIFE SCIENCE (1-5)

Introductory survey of Anatomy and Physiology. The course will focus on basic cell structure and three body systems per quarter. Repeatable for credit with different body systems. Lab work included. Prerequisite: completion of CASAS assessment and permission from Transitional Learning Programs. (N)

HSC 060   OCCUPATIONAL EDUCATION/EXPERIENCE (1-5)

This course is designed to assist students in determining their personal, education, and occupational goals by identifying marketable skills and exploring the current labor market. Repeatable with program permission. Prerequisite: completion of CASAS assessment and permission from Transitional Learning Programs. (N)

HSC 062   PHYSICAL EDUCATION AND WELLNESS (1-5)

Development of physical health and fitness skills. Areas of focus will vary by quarter but may include: walking, dancing, cardio work, weight lifting, individual and/or team sports. Repeatable with program permission. Prerequisite: completion of CASAS assessment and permission from Transitional Learning Programs. (N)

HSC 063   PERSONAL HEALTH TOPICS (1-5)

Survey of personal health related topics including: wellness, food and nutrition choices, exercise, and disease prevention. Repeatable with program permission. Prerequisite: completion of CASAS assessment and permission from Transitional Learning Programs. (N)

HSC 065   ART (1-5)

Introduces and explores various forms of art, including visual works, and performance art such as dance, music, and theater. Topics will vary each quarter. Repeatable with program permission. Prerequisite: completion of CASAS assessment and permission from Transitional Learning Programs. (N)

HSC 071   MATHEMATICAL CONCEPTS (1-5)

Provides a review of arithmetic operations on whole numbers, fractions, and decimals. Covers applications of percent, proportions, and ratios in order to solve multi-step problems using the fundamentals of algebra. Prepares the student for future math courses while introducing critical thinking, problem-solving, and collaborative work in math-related real world situations. Repeatable with program permission. Prerequisite: completion of CASAS assessment and permission from Transitional Learning Programs. (N)

HSC 072　　INTRODUCTION TO ALGEBRA (1-5)

A beginning algebra course that develops proficiency in fraction and signed number arithmetic, evaluation of expressions, and solving linear equations in one variable. Repeatable with program permission. Prerequisite: completion of CASAS assessment and permission from Transitional Learning Programs. (N)

HTBM　　HOSPITALITY AND TOURISM BUSINESS MANAGEMENT

HTBM 120　　CONSUMER RELATIONS AND SERVICE EXCELLENCE (5)

Formerly BUSAD 120. Course enables students to develop skills in order to prepare them for successful employment in the consumer relations and service field. Students will identify and explore consumer relations, company cultures, service recovery, and communication skills. (UE)

HTBM 175　　TRAVEL, TOURISM, BUSINESS AND SOCIETY (4)

 Formerly BUSAD 175. Overview of the major components of travel and tourism industry. Students will learn about top travel destinations, reservation and ticketing systems, tour planning and operators, sales and marketing, trends, economic impact, the cruise market, and transportation modes. Simulation exercises and internship assignments provide practical application. Recommended preparation: MATH 92, ENGL 95, ESLA 115 and BTEC 101. (UE)

HTBM 176　　FOOD AND BEVERAGE OPERATIONS MANAGEMENT (4)

 Formerly BUSAD 176. This course is designed as an overview of the basic principles and theories of catering and food service operations. Students will identify types of catered events both on and off premises. Special emphasis is placed on types of food and beverage functions, marketing, production and event planning, financial controls and contracts, room arrangements and personnel. Recommended preparation: ESLA 115, MATH 94, ENGL 95 and BTEC 101. (UE)

HTBM 177　　MEETING AND EVENT PLANNING (4)

 Formerly BUSAD 177. This course is designed to survey the basic concepts and details in planning and coordinating meetings and events. This course will help students with the logistics of the planning process, evaluating meeting sites and set-up, budget preparation, promotion, developing contracts, coordination of staff, audio-visual requirements, and event design. Recommended preparation: ESLA 115, MATH 94, ENGL 95 and BTEC 101. (UE)

HTBM 179　　INTRODUCTION TO HOSPITALITY MANAGEMENT (5)

 Formerly BUSAD 179. The course will introduce students to the exciting world of hospitality concepts and practices. The course covers the scope and forms of the hospitality industry, lodging, food and beverage, transportation, retail outlets, and special events. The management practices of hotels, resorts, convention centers, restaurants, and casinos are introduced. History, leadership, organizational structure, franchising are presented. Recommended preparation: ENGL 95/ESLA 115 or placement into ENGL& 101. (UE)

HTBM 205　　HOTEL OPERATIONS MANAGEMENT (5)

 Formerly BUSAD 205. An in-depth view of management operations within the lodging industry. Areas emphasized include: front office operations, revenue management, check in and settlement procedures, reservations, handling guest relations, management concerns of various departments. Students will survey lodging systems, operations, hospitality terminology, and interdepartmental communication. Recommended preparation: HTBM 179, BTEC 101 and placement in ENGL 95, ESLA 115 and MATH 94. (UE)

HUM   HUMANITIES

HUM& 101   INTRODUCTION TO THE HUMANITIES (6)

Interdisciplinary introduction to global humanities (literature, philosophy, architecture/ design, visual and performing arts, etc.), emphasizing experience and participation. Individual instructors determine a central theme or issue to establish focus and comparative structure. Seventh credit may be earned by enrolling in HUM& 106 concurrently. Fulfills two Humanities distribution subject areas. Prerequisite: placement in ENGL& 101. (Hwdg)

HUM 106   HUMANITIES HERE AND NOW (1)

Enrollment can only be concurrent and in conjunction with HUM& 101.This additional credit option requires students to attend or experience events in the arts and generate written critical responses, extending and applying HUM& 101 curriculum. Prerequisite: placement in ENGL& 101 and concurrent enrollment in HUM& 101. (Hwdg)

HUM 130   BRITISH LIFE AND CULTURE (5)

The British Life and Culture course is designed to give students a broad background to the meaning of British culture and civilization. Taking a social, historical, and cultural approach to contemporary British society examines this course the traditions and institutions to help understand the British way of life in the 21st century. Prerequisite: admittance to Study Abroad program. (Hg)

HUM 131   ITALIAN LIFE AND CULTURE (5)

The Italian Life and Culture course is designed to give students a broad background to the meaning of Italian culture and civilization. A social, historical, and cultural approach to contemporary Italian society is taken. Prerequisite: admittance to Study Abroad program. (Hg)

HUM 132   SOUTH AFRICAN LIFE AND CULTURE (5)

South African Life and Culture (SALC) is a required core course and is designed to help students gain optimum benefit from their study abroad experience by providing an introduction to life in South Africa, its people, and culture. This course is made up of weekly lectures by local faculty covering aspects of South African history, culture, and modern day life. The weekly lectures and visits aim to give an overview of life and culture in this host country. Prerequisite: admittance to Study Abroad program. (Hg)

HUM 133   AUSTRALIAN/NEW ZEALAND LIFE AND CULTURE (5)

Humanities course designed to give students a broad background to the meaning of Australian and New Zealand culture and civilization. A social historical and cultural approach to contemporary society in Australia and New Zealand is taken. This course is offered only to students participating in the Australia/New Zealand study abroad program. (Hg)

HUM 134   CZECH LIFE AND CULTURE (5)

This course is designed to give students a broad background to the meaning of Czech culture which includes influences from many European cultures. By examining literature, music, art, architecture, film, religion, and politics, students are introduced to the ideas, myths, symbols and attitudes of this culture. Prerequisite: admittance to Study Abroad program. (Hg)

HUM 135   GERMAN LIFE AND CULTURE (5)

This course is designed to give students a broad background to the meaning of German culture which includes influences from many European cultures. By examining literature, music, art, architecture, film, religion, and politics, students are introduced to the ideas, myths, symbols, and attitudes of this culture. Prerequisite: admittance to Study Abroad program. (Hg)

HUM 170   CULTURAL HISTORY AND PRACTICES (5-8)

Readings on and discussion of the cultural history and practices of a particular country or region via its arts, literature, philosophy, and history. Maximum credit earned through a study abroad experience. 5-credit core is open to all students. Prerequisite: placement in ENGL& 101. (Hwg)

HUM 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Humanities. Required preparation: acceptance into the Honors Program. (H)

HUMDV   HUMAN DEVELOPMENT

HUMDV105   LEADERSHIP DEVELOPMENT I (2)

Designed for students who are involved in leadership positions or who want to develop their individual leadership skills. This course focuses on understanding the concepts of leadership, personal qualities of effective leaders, communication skills for leaders, and developing vision and mission for a group. Various methods of instruction are used including film case study, readings, class discussion, guest speakers, and small group projects. (UE)

HUMDV106   LEADERSHIP DEVELOPMENT II (2)

Designed for students who are involved in leadership positions or who want to develop their leadership skills. This course focuses on better understanding of people in group interactions, team building, qualities of effective leadership, and project planning and execution for small groups. The course will help students establish a foundation fora personal philosophy of leadership, and set of skills for practical application in leadership. Various methods of instruction are used including film case study, readings, class discussion, guest speakers, and small group projects. Prerequisite: HUMDV 105. (UE)

HUMDV107   LEADERSHIP APPLICATIONS (2)

This is a project-based class, designed to allow students to gain practical experience in leadership by planning and executing a project. Students refine their leadership skills and abilities and contribute to the college through completion of their selected project. Methods of instruction may include film case study, readings, small group discussion, and guest speakers as appropriate for their project. Prerequisite: HUMDV 105 and 106. (UE)

HUMDV115   TOPICS IN STRESS AND ANXIETY MANAGEMENT (2)

Selected topics in understanding stress and anxiety in our lives: its causes, the symptoms, and reduction techniques. Emphasis on skills enhancement in management of anxiety and stress through relaxation, rational thinking, visualization and other strategies. (UE)

HUMDV117   CAREER/LIFE PLANNING FOR THOSE IN TRANSITION (5)

Designed for people in transition to help create a plan of action to acquire training and/or to enter the work force. Includes identifying transferable skills, personal strengths and values, implementing goals, exploring current labor market information, bolstering self-esteem, writing resumes, building interviewing skills, and developing communication skills. S/U grading. Required preparation: instructor permission. (UE)

HUMDV122   FOCUS ON ASSERTIVE BEHAVIOR (2)

Development of assertive behavior as it relates to effective communication and expression, personality, conflict resolution, anger management, problem solving, risk taking, and personal values and rights. S/U grading. (UE)

HUMDV125   PSYCHOLOGY OF SELF ESTEEM (2)

Discusses psychological and sociological theories for the basis of an individual's self-esteem. Explores the concepts and processes that affect self-esteem and discusses constructive ways to increase one's own self-esteem and foster positive self-esteem in others. S/U grading. (UE)

HUMDV135   MENTORSHIP IN HIGHER EDUCATION (2)

We will think broadly about how students learn - and specifically, how one learns to learn. Students will serve as mentors for peers who are interested in improving their academic performance and the transition to life at a college. Prerequisite: Instructor permission. (UEd)

IDS   INTERDISCIPLINARY STUDIES

IDS 112   ETHNOMATHEMATICS (5)

An interdisciplinary quantitative skills course; investigates the interactions between logico-mathematical thinking and cultural perspective. Prerequisite: placement in ENGL& 101. (SSwdg)

IDS 113   QUANTITATIVE METHODS IN THE SOCIAL SCIENCES (5)

An interdisciplinary quantitative methods course from a social science perspective; includes problem-solving, research design, sampling and ethical parameters for working with human subjects. Recommended preparation: one course in Anthropology, Sociology or Psychology. (SS)

IDS 123   ART BUSINESS AND COMMUNITY (3)

Interdisciplinary approach to respective roles of the arts and business culture in the community, and how they interact. Students will create projects which demonstrate an understanding of the role of the arts in business and community. Prerequisite: placement in ENGL& 101. (H)

IDS 140   MAKING MUSICAL INSTRUMENTS (5)

 Students will learn ceramic techniques as they create several musical instrument forms. This course will combine hands on studio work with lecture and discussion to explore ceramic form and key concepts in sound production and tuning systems. Experimental and world traditions of folk instrument-making will inspire student work and exploration. (Hgp)

IDS 150   JAPANESE CULTURE AND SOCIETY (5)

This course will provide students with a broad understanding of modern Japanese culture and society. Emphasis is placed on Japanese cultural values and human relations. Students are expected to be able to increase their understanding of Japanese culture and their knowledge of social norms. (LEg)

IDS 152   RELIGION, SOCIETY AND SELF-CONCEPT (5)

Interdisciplinary course that examines various relationships between religion in American culture as well as from a cross cultural perspective and how this affects social constructs and influences the psyche. Students gain elucidation of both their own beliefs and those around them, both locally and globally. Prerequisite: placement in ENGL& 101. (H,SSwdg)

IDS 161   LITERATURE, SCIENCE AND GENDER (5)

Interdisciplinary course that draws from literary theory, the social history of ideas and women's studies in considering science learning as it has been associated with daily life. Non-traditional consideration of the first-person voice in science. Emphasis is on a wide range of narrative forms and rhetorical strategies used to translate scientific theories into the vernacular. Prerequisite: placement in ENGL& 101, and any 100 level CMST or CMST& course. (H,SS,MSwd)

IDS 170   INTRODUCTION TO SUSTAINABILITY (5)

An interdisciplinary, introductory course designed to expose students to the history, concepts, and practices of sustainability in three general areas: environmental (ecology), economic (business), and social (community). Includes a practical application of the concepts learned in the class as well as an exploratory section on environmental careers. Prerequisite: placement in ENGL& 101. (SSwgs)

IDS 180   VISUAL MEDIA AND CULTURE (5)
Interdisciplinary exploration of cultural identity and values in relation to visual media. Draws on humanities anthropology, communications studies, symbolic reasoning. Examines forms of visual expression in global and historical comparison as well as the use of visual media as source material for cultural study. Prerequisite: placement in ENGL& 101. (H,SSwg)

IDS 210   SCIENCE/ECONOMICS/POLITICS-SUSTAINABLE RESOURCES(5)
Use interdisciplinary methods to evaluate and compare the uses of different key resources, using methodologies from science, economics and politics. Students will learn about resources, such as energy or water, in the context of scarcity, depletion, climate change and impact on the environment. Students will learn why these three disciplines must be considered by voters and decision makers as they try to formulate policies and make choices regarding sustainable resource use that are scientifically feasible as well as economically and politically acceptable. Recommended preparation: Math 98. Prerequisite: placement in ENGL& 101. (SS,MSwgs)

IDS 220   THE WESTERN CULTURAL TRADITION (6)
Interdisciplinary study of a significant period, theme, or region relevant to the Western cultural tradition via the humanities: literature, philosophy, architecture/design, visual and performing arts. Repeatable for credit with different eras, regions, or themes. Fulfills two Humanities distribution subject areas. Prerequisite: ENGL& 101. (Hwg)

IDS 260   AMERICAN CULTURAL STUDIES (6)
Interdisciplinary study of significant themes/periods in American culture history through the humanities: literature, philosophy, architecture/design, visual and performing arts. Examines culture as a living, breathing, vital thing, not just a collection of artifacts. Repeatable with different periods or themes. Fulfills two Humanities discipline areas. Prerequisite: ENGL& 101. (Hwd)

IDS 270   STUDIES IN GLOBAL CULTURE (6)
Interdisciplinary study of regional and ethnic cultural heritage via the humanities: literature, philosophy, architecture/design, visual and performing arts. Course focus may be discrete or comparative; emphasis on cultural arena outside of Western tradition. Repeatable for credit with different eras or themes. Fulfills two Humanities distribution subject areas. Prerequisite: ENGL& 101. (Hwg)

IDS 295H   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)
Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in IDS. Required preparation: acceptance into the Honors Program. (H)

IDS 295S   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)
Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in IDS. Required preparation: acceptance into the Honors Program. (SS)

JAPN   JAPANESE

JAPN 104   READING AND WRITING ELEMENTARY JAPANESE (5)
This course is designed primarily for students with one year of elementary Japanese to prepare them for the intermediate level through a thorough review of elementary Japanese grammar, vocabulary, and kanji. Emphasis is on reading and writing. Prerequisite: JAPN& 123. (Hg)

JAPN& 121   JAPANESE I (5)
Introduction to Japanese grammar, pronunciation, vocabulary, and basic writing (hiragana, katakana, and kanji) through the functional use of Japanese in realistic situations. Attention given to social appropriateness of speech and cultural values. Intended for students who have no prior experience in Japanese. (LEg)

JAPN& 122   JAPANESE II (5)

Continued development of oral fluency and aural comprehension through the practice of Japanese in functional situations. Systematic introduction to the plain and polite forms of speech and their use in various expressions. Continued basic acquisition of reading and writing. Prerequisite: JAPN& 121. (LEg)

JAPN& 123   JAPANESE III (5)

Development of fluency and accuracy in oral and written communication. Attention given to appropriateness within the Japanese culture context. Introduction to informal forms of speech and further development of plain and polite forms and their use in various expressions. Prerequisite: JAPN& 122. (Hg)

JAPN 151   READING AND WRITING KANJI (2)

This course provides students with basic reading and writing skills by helping develop the knowledge and usage of kanji in a systematic way. Prerequisite: JAPN& 121. (LEg)

JAPN 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Japanese. Required preparation: acceptance into the Honors Program. (H)

JOURN   JOURNALISM

JOURN 120   HORIZON STAFF (1-5)

Participation in production of the student newspaper including writing news articles, editorials and reviews, assisting in layout, editing or photography. Course repeatable for up to 15 credits. Recommended preparation: placement in ENGL& 101; prior or concurrent enrollment in JOURN 210. (UE)

JOURN 210   WRITING FOR THE MASS MEDIA (5)

Fundamentals of news gathering and writing; structure of a news story; the news business as it has evolved in the United States; and the role of the free press in the American political system. Prerequisite: placement in ENGL& 101. (LEw)

JOURN 211   ADVANCED REPORTING AND EDITING (3-5)

Development of news gathering and reporting techniques. Advanced techniques of feature writing, with an emphasis on balanced original reporting, effective structure, awareness of audience, precise language usage and journalistic style. Application of media ethical principles. Course repeatable for up to 15 credits. Prerequisite: JOURN 210, JOURN 120 or Instructor Permission. (LEw)

JOURN 212   ADVANCED EDITING AND PRODUCTION (1-2)

Advanced work on the editorial staff of the student newspaper, including story assignments, editing, mentoring, writing and reporting, layout, photography, copyediting and production. For editors or by instructor permission. May be repeated for credit 3 times. Recommended preparation: JOURN 211. (UE)

LC   LEARNING CONTRACTS

LC 089   LEARNING CONTRACTS (1-12)

Opportunity to earn credit for independent, individualized learning experiences outside the classroom. Individual contracts developed in specific disciplines with a faculty or community resource person. Learning contract program coordinator signature required for registration.

LC 189   LEARNING CONTRACTS (1-12)

Opportunity to earn credit for independent, individualized learning experiences outside the classroom. Individual contracts developed in specific disciplines with a faculty or community resource person. Learning contract program coordinator signature required for registration.

LC 289   LEARNING CONTRACTS (1-12)

Opportunity to earn credit for independent, individualized learning experiences outside the classroom. Individual contracts developed in specific disciplines with a faculty or community resource person. Learning contract program coordinator signature required for registration.

LIBR   LIBRARY AND INFORMATION SCIENCE

LIBR 100   LEARNING FOR THE 21ST CENTURY (5)

Introduces students to the research process, using print and online formats, emphasizing building transferable skills for lifelong learning. Students will examine strategies for locating, evaluating, and applying information in various settings to enrich their lives and careers. Recommended preparation: placement in ENGL& 101. (UE)

LIBR 194   SPECIAL TOPICS IN RESEARCH (1)

This one-credit course is designed to support any academic course which requires research or a research paper. Students learn research methods in a discipline by using print materials, databases, websites and sources from WCC and other academic institutions which can be incorporated into an academic paper or oral presentation. (UE)

MA   MEDICAL ASSISTING

MA 101   MEDICAL TERMINOLOGY I (2)

This course provides an introduction to medical word building using root words, suffixes, prefixes, and combining forms. (UE)

MA 102   MEDICAL TERMINOLOGY II (1-2)

This is a two-credit course designed as a continuation of Medical Terminology I. It might also be appropriate for those who already have a knowledge base from utilizing oral, aural, and written medical terminology in the workplace. Prerequisite: MA 101. (UE)

MA 108   MEDICAL LAW AND ETHICS (2)

This course covers legal issues affecting the medical office with an emphasis on prevention of liability using good practices and risk management. It includes legalities of medical records, federal and state health care legislation and regulations, access to patient information, contracts, consent, special populations, confidentiality, and ethical boundaries. Required preparation: admission into the MA Program. Recommended preparation: placement into ENGL& 101; Computer Literacy. (UE)

MA 113   INTRODUCTION TO MEDICAL COMPUTING (3)

This course is designed to increase competency and confidence using computers, hardware, and software. The course will also explore internet use for communication, collaboration, and research. Assignments will introduce and demonstrate medical professional writing and formatting. Students apply medical scenarios to projects demonstrating competency of software programs. Required preparation: admission into the MA Program. Recommended preparation: MATH 094, Keyboard 20 wpm. (UE)

MA 129   CONCEPTS IN EFFECTIVE COMMUNICATION (3)

This course focuses on therapeutic and professional communication in the medical office. Students will learn components of effective communication, professional language and techniques, and how to use therapeutic communications strategies working with physicians and the office team. Content includes professionalism, customer service, charting, case presentation, psychosocial theory, and special populations. Required preparation: admission into the MA Program. Recommended preparation: placement into ENGL& 101. (UE)

MA 141   MEDICAL OFFICE & ELECTRONIC RECORDS (3)

Medical Assistants provide a variety of administrative duties, including telecommunications, scheduling, referrals, patient intake, patient check-in and check-out procedures, opening and closing procedures. Students will practice using Electronic Medical Record (EMR) and office software to perform these tasks with an emphasis on professional communications, documentation, scope of practice, and confidentiality. Required preparation: admission into the MA Program. Recommended preparation: placement into ENGL& 101. (UE)

MA 143   INTRO TO PRACTICE MANAGEMENT AND BASIC FINANCE (2)

An introduction to practice management. Course work includes daily finance practices, manual and automated systems, professional writing, office planning and procedures, office workflow and staffing, revenue cycle, insurance types, inventory, equipment maintenance, liability and incident reporting. Emphasis on written and computational accuracy, medical insurances, vendors, professionalism, problem-solving, and accounting practices. Required preparation: acceptance into the MA program. (UE)

MA 145   INSURANCE-BASED MEDICAL BILLING AND CODING (4)

This course covers medical insurance, procedural (CPT), diagnostic (ICD-10), and HCPCS coding. Coding content includes CPT E&M, anesthesia, surgery, laboratory, pathology, radiology, medicine, and modifiers; and ICD-10 coding for body systems, disease, injuries, and neoplasms. Students use software in billing and coding simulations managing patient accounts, insurance claims, and professionalism. Required preparation: admission into the MA Program. Prerequisite: concurrent enrollment in MA 143. Recommended preparation: placement into ENGL& 101. (UE)

MA 146   MEDICAL TERMINOLOGY FOR THE MEDICAL ASSISTANT (4)

This course provides an introduction to medical word building using root words, suffixes, prefixes, and combining forms. Medical terminology is applied to the context of the electronic medical record encounter. Required preparation: admission into the MA Program. Recommended preparation: placement into ENGL& 101. (UE)

MA 147   THE HUMAN BODY IN HEALTH AND DISEASE I (4)

This medically focused course is an integrated study of the structures, functions, and disease processes of the human body. This course covers anatomy, basic physiology, and pathology of the cardiovascular, respiratory, lymphatic, integumentary, and digestive systems. There will be a focus on nutrition, wellness, prevention and patient education. Required preparation: admission into the MA Program. Prerequisite: concurrent enrollment in MA 146. Recommended preparation: placement into ENGL& 101. (UE)

MA 148   THE HUMAN BODY IN HEALTH AND DISEASE II (4)

This medically focused course is an integrated study of the structures, functions, and disease processes of the human body. This course covers anatomy, basic physiology, and pathology of the skeletal, muscular, nervous, endocrine, and hematopoietic systems. There will be a focus on nutrition, wellness, prevention and patient education. Required preparation: admission into the MA Program. Prerequisite: MA 147 with a minimum grade of C. Recommended preparation: placement into ENGL& 101. (UE)

MA 151   PROTECTIVE PRACTICES (2)

This hands-on course will train students to apply the appropriate protective practices to office safety and office emergencies. There is a focus on scope of practice. Protective practices training will include blood-borne pathogen training, standard precautions, infectious diseases, infection control, disinfecting and sterilization, isolation precautions, post-exposure plans, and basic microbiology. Required preparation: admission into the MA Program, Frist Aid and CPR certificate and seven hour HIV training. Recommended preparation: placement into ENGL& 101. (UE)

MA 152   CLINICAL PROCEDURES I (4)

This is an introduction to the role and scope of practice as a clinical medical assistant. Students participate in scenarios performing clinical duties and working in an inter-professional team. There is a focus on basic rooming and vital signs collection, charting, basic patient interviewing, screening, cardiopulmonary procedures, and allergy testing. Required preparation: admission into the MA Program. Recommended preparation: placement into ENGL& 101. (UE)

MA 153   CLINICAL PROCEDURES II (4)

An introduction to laboratory practices, specimen collection and processing, urinalysis, venipuncture, hematology, urinary catheterization, and CLIA-waived tests. Topics include relevant pathology, normal and abnormal values, computation, charting, and scope of practice. Students practice lab procedures in the context of assisting providers, physician orders, patient education and prep, and protocol. Required preparation: admission into the MA Program. Prerequisite: MA 152 with a minimum grade of C. Recommended preparation: placement into ENGL& 101. (UE)

MA 154   CLINICAL PROCEDURES III (4)

This course covers skills unique to special populations, specialty offices, surgery, and age and culture specific care. Students practice assisting the providers with exams, procedures, and orders completion. Includes anatomy and pathophysiology of reproductive system and special senses. Emphasis on coordination of services, patient education, time management, and critical thinking. Required preparation: admission into the MA Program. Prerequisite: MA 153 with a minimum grade of C. Recommended preparation: placement into ENGL& 101. (UE)

MA 156   PHARMACOLOGY (4)

A basic pharmacology course covering classification of medications, dosage calculation, prescriptions, references, consent, and scope of practice. Competencies include administration of oral and parenteral medications, eye and ear instillation, suppositories, vaccinations, and assisting with implanted devices. Students do critical thinking exercises to address orders coordination, complications, and patient education. Required preparation: admission into the MA Program. Recommended preparation: placement into ENGL& 101. (UE)

MA 200   PRACTICUM WITH SEMINAR (8)

Medical assistant students are provided practical experience in an ambulatory care setting under the direct supervision of a medical professional. Students will complete 165 hours contact hours. It provides skills practice, discussion, certification exam and job preparation. This course meets the requirements for certification by the State of Washington. Required preparation: completion of all MA core courses with a minimum grade of C. (UE)

MATH   MATHEMATICS

MATH 060   MEDICAL MATH SUPPORT (2)

This is a course for students who are enrolled in Math 96, (Medical Math) who need supplemental instruction or review in fractions, percents, decimals, ratio and proportion, solving basic algebraic equations and word problems. Recommended preparation: MATH 094. (N)

MATH 087   MATHEMATICAL LITERACY I (5)

First course in a two-course sequence preparing non-STEM students for college-level math coursework (either Math& 107 or Math& 146). Topics include creating and interpreting charts and graphs, order of operations, linear versus exponential growth, basic probability and statistics, dimensional analysis, rates of change, and critical reasoning. Graphing calculators are required. Prerequisite: ABE 50 or MATH 94 with a minimum grade of C. Students can also place into this course via the math placement test. (N)

MATH 088   MATHEMATICAL LITERACY II (5)

Second course in a two-course sequence preparing non-STEM students for college-level math coursework (either Math& 107 or Math& 146). Topics include linear relationships and problem-solving, standard deviation, the Normal distribution, nonlinear equations, variation, scientific notation, function notation, the quadratic formula, and curve-fitting. Graphing calculator required. Prerequisite MATH 087 with a minimum grade of C. Students can only enter this course with Math 87 with a minimum grade of C from WCC. Students cannot place into this course using an equivalent course from another institution, or via the math placement test. (N)

MATH 094   BASIC MATHEMATICS (5)

Review of addition, subtraction, multiplication and division of fractions. Course also includes order of operations, percentages, rates and proportions, perimeter, area and volume of geometric figures, application problems, introduction to positive and negative numbers, and solving basic algebraic equations. Prerequisite: ABE 40 with a minimum grade of C or math assessment test. (N)

MATH 096   MEDICAL MATH (5)

This course is intended to be an introductory algebra course for students entering healthcare professions with the course content contextualized for the medical field. Topics will include an overview of algebra skills used in the medical field, measurement systems, conversion procedures, dosages, intravenous calculations, charts, tables and graphs, variation, and linear equations and their graphs. Students are expected to have mastered basic arithmetic concepts. Recommended preparation: ABE 050 or basic arithmetic concepts equivalent to ABE 050. (N)

MATH 097   ELEMENTARY ALGEBRA I (5)

The first in a two course elementary algebra sequence. The course will include solving one variable equations and inequalities, formulas and applications, an introduction to polynomials, factoring, and methods of solving quadratic equations. Graphing calculators are required. Prerequisite: ABE 050 with a minimum grade of C or MATH 94 including a unit of Basic Algebra with a minimum grade of C. (N)

MATH 098   ELEMENTARY ALGEBRA II (5)

Second in a two course elementary algebra sequence. Students are expected to be proficient in the first half of an Elementary Algebra course (Math 97 or equivalent). Topics include dimensional analysis, graphing, exponent rules, systems of equations, radical equations, quadratic equations, and applications of elementary algebra. Graphing Calculators are required. Prerequisite: MATH 97 with a minimum grade of C. (N)

MATH 099   INTERMEDIATE ALGEBRA (5)

A course in functions and fundamentals of algebra intended to prepare students planning to take additional courses in science, technology, engineering, and mathematics. Topics include rational expressions and equations, functions and graphs, systems of equations (3-variable and non-linear), exponential and logarithmic functions, and right triangle trigonometry. Graphing calculator required. Prerequisite: MATH 98 with a minimum grade of C. (N)

MATH& 107   MATH IN SOCIETY (5)

Formerly MATH 125. Exploration of mathematical concepts with emphasis on observing closely, developing critical thinking, analyzing and synthesizing techniques, improving problem solving skills, and applying concepts to new situations. Core topics are probability and statistics. Additional topics may be chosen from a variety of math areas useful in our society. Graphing calculator required. Prerequisite: MATH 88 or MATH 99 with a minimum grade of C. (QSR,MS)

MATH 121   MATHEMATICAL MODELING AND THE ENVIRONMENT (5)

Exploration of linear, power, exponential, logistic, logarithmic, and difference equations using data analysis and regression. Students will create mathematical models from environmentally themed data sets to better understand different types of relationships between variables. Quantitative reasoning will be heavily emphasized. Graphing calculator required. Prerequisite: MATH 99 with a minimum grade of C. (MSs)

MATH& 141   PRECALCULUS I (5)

The basic properties and graphs of functions and inverses of functions, operations on functions, compositions; various specific functions and their properties including polynomial, absolute value, rational, exponential and logarithmic functions; applications of various functions; conics. A graphing calculator is required. Prerequisite: MATH 99 with a minimum grade of C. (QSR,MS)

MATH& 142   PRECALCULUS II (5)

Second in a two-course sequence designed to prepare students for the study of Calculus. Intended for students planning to major in math and/or science. Course to include right triangle trigonometry; trigonometric functions and their graphs; trigonometric identities and formulae; applications of trigonometry; parametric equations; and polar coordinates. A graphing calculator is required. A graphing calculator is required. Prerequisite: MATH& 141 with a minimum grade of C. (QSR,MS)

MATH 145   ALGEBRA APPLICATIONS FOR ECONOMICS AND BUSINESS (5)

Applications of linear, quadratic, exponential, and logarithmic equations; functions and graphs; mathematics of finance; solution of linear systems using matrices; linear programming using the simplex method. Graphing calculator required. Prerequisite: MATH 99 with a minimum grade of C. (QSR,MS)

MATH& 146   INTRODUCTION TO STATS (5)

Rigorous introduction to statistical methods and hypothesis testing. Includes descriptive and inferential statistics. Tabular and pictorial methods for describing data; central tendencies; mean; modes; medians; variance; standard deviation; quartiles; regression; normal distribution; confidence intervals; hypothesis testing, one and two-tailed tests. Applications to business, social sciences, and sciences. Prerequisite: MATH 088 or MATH 099 with a minimum grade of C. (QSR,MS)

MATH&148   BUSINESS CALCULUS (5)

Limits, derivatives, marginal analysis, optimization, antiderivatives, and definite integrals. Examples taken from management, life and social sciences. Prerequisite: MATH& 141 or MATH 145 with a minimum grade of C. (QSR,MS)

MATH&151   CALCULUS I (5)

This course looks at the study of functions, limits, continuity, limits at infinity, differentiation of algebraic, exponential, logarithmic, and trigonometric functions and their inverses, and applications. Graphing calculator required. Prerequisites: MATH& 142 with a minimum grade of C. (QSR,MS)

MATH&152   CALCULUS II (5)

The study of Riemann Sums, methods of integration, numerical methods, polar and rectangular forms, fundamental theorem of Calculus, areas of regions, volumes of solids, centroids, length of curves, surface area, and an introduction to differential equations. Graphing calculator required. Prerequisite: MATH& 151 with a minimum grade of C. (QSR,MS)

MATH& 163   CALCULUS III (5)

Multivariate integral and differential calculus. Geometry in R3 and in the plane. The study of vectors, acceleration, curvature; functions of several variables, partial derivatives; directional derivatives and gradients; extreme values; double and triple integrals; applications. Graphing calculator required. Prerequisite: MATH& 152 with a minimum grade of C. (QSR,MS)

MATH 175   GRASP THE MATH: INTRO TO 3D PRINTING (2)

Come to a place where art and math intersect. This class provides an introduction to 3D-printing software and hardware in the context of creating objects using mathematical concepts. Students will have the opportunity to use CAD (computer aided design) programs to create 3D objects and have them printed on campus. Prerequisite: prior or concurrent enrollment in MATH& 142 or MATH& 151 or higher. (MS)

MATH 204   INTRODUCTION TO LINEAR ALGEBRA (5)

Elementary study of the fundamentals of linear algebra. Course is intended for stronger math or science students. Course to include the study of systems of linear equations; matrices; n-dimensional vector space; linear independence, bases, subspaces and dimension. Introduction to determinants and the eigenvalue problem; applications. Graphing calculator required. Prerequisite: MATH& 151 with a minimum grade of C. (QSR,MS)

MATH 207   TAYLOR SERIES (1)

Introduction to the derivation and uses of Taylor Series, intended for math and science majors. The course includes a discussion of error bounds in approximating curves with polynomials, Taylor polynomials, Taylor series expansion, and intervals of convergence. Graphing calculator required. Prerequisite: MATH& 152 with a minimum grade of C. (LE)

MATH 208   SEQUENCES AND SERIES (3)

A course in the techniques of working with infinite sequences and series, intended for math and science majors. The course includes limits of sequences, subsequences, series, alternating series, absolute and conditional convergence, power series, Taylor and Maclaurin series, Fourier series, applications. Graphing calculator is required. Prerequisite: MATH& 151 with a minimum grade of C. (QSR,MS)

MATH 238   INTRODUCTION TO DIFFERENTIAL EQUATIONS (5)

Introductory course in differential equations. Topics include first and higher order linear equations, power series solutions, systems of first order equations, numerical methods, La Place transforms, applications. Graphing calculator required. Prerequisite: MATH& 152 with a minimum grade of C. (QSR)

MATH& 264   CALCULUS IV (5)

This is the second quarter of multivariable calculus. Topics include multiple integration in different coordinate systems, the gradient, the divergence, and the curl of a vector field. Also covered are line and surface integrals, Green's Theorem, Stoke's Theorem and Gauss' Theorem. Prerequisite: MATH& 163 with a minimum grade of C. (QSR,MS)

MATH 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced levels of knowledge of a topic in Math. Required preparation: acceptance into the Honors Program. (QSR,MS)

MT   MASSAGE THERAPY

MT 105   ETHICAL & LEGAL ISSUES FOR MASSAGE THERAPISTS (3)

Introduction to legal and ethical issues within the healthcare system; ethical problem-solving methods for use within the massage profession specifically. Required preparation: program admittance. (UE)

MT 110   MASSAGE THERAPY I (7)

Introduction to history, theory and technique of Swedish massage. Students will learn to provide full and partial body massages; including proper draping techniques, body mechanics, beginning documentation skills, as well as adaptations for geriatric massage. Development of fundamental qualities of touch. Required preparation: program admittance. (UE)

MT 111   MASSAGE THERAPY II (7)
Continued development of Swedish massage techniques. Introduces Deep Tissue, Swedish gymnastics, Manual Lymph Drainage, and Myofascial release techniques for common musculoskeletal conditions. Introduction of chair massage techniques and Pregnancy massage. Continued practice of documentation skills. Required preparation: program admittance; MT 110. (UE)

MT 112   MASSAGE THERAPY III (7)
Continued application of Swedish, deep tissue, and hydrotherapy treatment techniques. Introduction to alternate massage therapy techniques, and Eastern Medicine philosophies. Further development of documentation skills. Orientation to a variety of healthcare professionals and roles within the healthcare setting. Required preparation: program admittance; MT 111. (UE)

MT 202   KINESIOLOGY I FOR MASSAGE THERAPISTS (4)
Introduction to kinesiology with emphasis on the functional application and analysis of the musculoskeletal system, including palpation techniques. Required preparation: program admittance. (UE)

MT 203   KINESIOLOGY II FOR MASSAGE THERAPISTS (2)
Application of kinesiological principles of the musculoskeletal system to massage practice. Includes palpation and Swedish gymnastics as applicable to the upper extremity, head and neck. Required preparation: program admittance; MT 202. (UE)

MT 204   KINESIOLOGY III FOR MASSAGE THERAPISTS (2)
Application of kinesiological principles of the musculoskeletal system to massage practice. Includes palpation and Swedish gymnastics as applicable to the lower extremity and lumbar spine. Required preparation: program admittance; MT 203. (UE)

MT 205   BUSINESS APPLICATIONS FOR MASSAGE THERAPISTS (3)
Introduction to basic business applications for massage therapists. Includes billing, marketing, business plans and financial considerations. Student will develop a business plan as part of the course requirements. Required preparation: program admittance; MT 250. (UE)

MT 230   MASSAGE APPLICATIONS: ORTHOPEDIC TREATMENT (8)
Advanced training in the theories and techniques of treating orthopedic soft tissue conditions with massage. Emphasis on accurate assessment of conditions and the most effective massage treatments to provide client relief. Required preparation: program admittance; MT 112 and permission of instructor. (UE)

MT 235   MASSAGE APPLICATIONS: WELLNESS TREATMENT (8)
Advanced training in the theories and techniques of massage as used in a Spa, or Wellness center. Emphasis on spa treatments that can be performed in a dry-room setting, including Aromatherapy, Hot Stone Massage, Scrubs, and Wraps. Required preparation: program admittance; MT 112 and permission of instructor. (UE)

MT 240   PREPARATION FOR MASSAGE LICENSING (2)
Overview of content needed to prepare for Washington State licensing and national certification for massage therapists. Resume and interview skills as part of an employment search process. Required preparation: program admittance; MT 250. (UE)

MT 250   STUDENT CLINIC (2)
Supervised practice of all massage techniques on clients within the student clinic setting. Student will work with the college instructor to set up an appropriate schedule to complete hours in the on-campus student clinic. Experience in documentation and other aspects of the massage practice will be given. Required preparation: program admittance. (UE)

MT 260   CLINICAL EXTERNSHIP (1)

Supervised practice of all massage techniques on clients within the clinical setting. Student will work with the college instructor to setup an appropriate placement in an off-site setting. Experience in documentation and other aspects of the massage practice will be given. Students must pass all competencies in order to graduate from the massage therapy program. S/U grading. Required preparation: program admittance; MT 112 and concurrent enrollment in MT 202. (UE)

MT 271   ANATOMY & PATHOPHYSIOLOGY I-MASSAGE THERAPISTS (3)

Basic overview of systems of human anatomy, and the disturbance of normal mechanical, physical, and biochemical functions of those systems. Special emphasis will be placed on the role of the massage therapist in the treatment and recovery of these conditions, as well as indications and contraindications. Part one of a two part course. Required preparation: program admittance. (UE)

MT 272   ANATOMY & PATHOPHYSIOLOGY II-MASSAGE THERAPISTS (3)

Basic overview of systems of human anatomy, and the disturbance of normal mechanical, physical, and biochemical functions of those systems. Special emphasis will be placed on the role of the massage therapist in the treatment and recovery of these conditions, as well as indications and contraindications. Part two of a two part course. Required preparation: program admittance; MT 271. (UE)

MUSC   MUSIC

MUSC& 105   MUSIC APPRECIATION (5)

An introduction to the art of listening through the study of the principal genres, forms, and composers of the Western tradition. The course examines societal influences on music throughout history in addition to the current issues in music and art. Open to all students. (Hg)

MUSC 110   INTRODUCTION TO WORLD MUSIC (5)

An introduction to the traditional music of the world's peoples. Focus is on the purposes/roles of music, musical characteristics, and cross-cultural influences within each culture studied including traditions from the Middle East, Asia, Africa, Latin America, and the Pacific Islands. Open to all students. (Hg)

MUSC 115   SURVEY OF AMERICAN MUSIC (5)

An overview of musical styles in the United States from the colonial period to the present. American art, music and popular genres (jazz, Tin Pan Alley, Broadway musicals, country, rock styles) will be examined in a historical, social, and stylistic context. Native American music will also be examined. (Hd)

MUSC 120   SURVEY OF JAZZ HISTORY (5)

This course examines the musical and cultural development of jazz in the United States from the late 19th century to the present day. Students are introduced to basic musical elements, concepts and terminology, stylistic periods, including New Orleans style, the swing era, bebop and modern jazz; and key historical figures. (Hd)

MUSC& 141   MUSIC THEORY I (5)

Progressive study of traditional and contemporary techniques of musical form. Keyboard ability, aural perception and analysis of musical composition are integrated with introductory studies of harmony and counterpoint. Cultural motifs unique in music are followed to their place of origin and studied in a global perspective. (Hg)

MUSC& 142   MUSIC THEORY II (5)

Progressive study of traditional and contemporary techniques of musical form. Keyboard ability, aural perception and analysis of musical composition are integrated with intermediate studies of harmony and counterpoint. Cultural motifs unique in music are followed to their place of origin and studied in a global perspective. Prerequisite: MUSC& 141. (Hg)

MUSC& 143   MUSIC THEORY III (5)

Progressive study of traditional and contemporary techniques of musical form. Keyboard ability, aural perception and analysis of musical composition are integrated with intermediate studies of harmony and counterpoint. Cultural motifs unique in music are followed to their place of origin and studied in a global perspective. Prerequisite: MUSC& 142. (Hg)

MUSC 156   INTRODUCTION TO DIGITAL AUDIO TECHNOLOGY (4)

Introduction to the basic operation and techniques of digital audio software through projects involving mixing, sequencing and music production. Development of critical listening skills to better understand creative expression through recorded music. (LE)

MUSC 160   CLASS PIANO I (2)

This course introduces fundamentals of piano technique, repertoire, and musical literacy. Scales, modes and melody will be explored alongside elementary keyboard harmony. Working at digital pianos, this course is paced both for students beginning musical studies and for musicians active in other areas but new to the keyboard. (LE)

MUSC 161   CLASS PIANO II (2)

This course continues progressive study of piano technique, repertoire, and musical literacy. A balance of classical and jazz genres will be introduced with principles of fingering, interpretation of chord symbols and the experience of performance in ensembles. Prerequisite: MUSC 160. (LE)

MUSC 162   CLASS PIANO III (2)

Concepts of harmony, transposition, improvisation, and composition will be developed at the keyboard. Repertoire will be expanded with an individual portfolio of audition pieces in varied genres compiled for each student. Performance abilities will be demonstrated through interactive ensemble playing. Prerequisite: MUSC 161. (LE)

MUSC 163   CLASS VOICE (2)

This class will teach students the theory and practice which form the basic singing skills of vocal production, sight singing, and repertoire preparation. This includes vocal anatomy, breathing exercises, vocalism, tone production, vowel and consonant production and modification, resonance, vocal registers, repertoire selection, and vocally healthy speaking and singing habits. (LE)

MUSC 165   COLLEGIATE CHOIR I (2)

Study and performance of representative compositions from the Western choral tradition, from other world cultures, and from popular genres (folk, jazz). Students will explore vocal technique and basic musicianship skills. Attendance at all performances, on and off campus, is required. Open to all students. (LE)

MUSC 166   COLLEGIATE CHOIR II (2)

Study and performance of representative compositions from the Western choral tradition, from other world cultures, and from popular genres (folk, jazz). Students will explore vocal technique and basic musicianship skills. Attendance at all performances, on and off campus, is required. Prerequisite: MUSC 165. (LE)

MUSC 167   COLLEGIATE CHOIR III (2)

Study and performance of representative compositions from the Western choral tradition, from other world cultures, and from popular genres (folk, jazz). Students will explore vocal technique and basic musicianship skills with the option to pursue solo and small ensemble literature. Attendance at all performances, on and off campus, is required. Prerequisite: MUSC 166. (LE)

MUSC 171   BEGINNING GUITAR (2)

An introductory course in guitar intended for students with little or no background. Students will learn basic techniques, repertoire in a variety of genres, and music fundamentals. A study of guitar literature and history will also be included. The course will combine large group, small group, and individual instruction. Acoustic guitar is required and Nylon strings are preferred. (LE)

MUSC 172   INTERMEDIATE GUITAR (2)

This course builds on the skills acquired in MUSC 171, Beginning Guitar. Students will expand techniques and study music in a variety of styles including classical, flamenco, finger style, blues, jazz, and folk. Students will continue their study of music theory, literature, and performers. Songwriting skills will be explored. Acoustic guitar is required and nylon strings preferred. Prerequisite: MUSC 171. (LE)

MUSC 175   JAZZ BAND I (2)

Rehearsal, study, and performance of jazz styles from the "big band" era to the present, including Afro-Cuban and other Latin genres. Attendance at all performances, on and off campus, is required. Required preparation: auditions may be required if a section of the band is filled beyond capacity. (LE)

MUSC 176   JAZZ BAND II (2)

Rehearsal, study, and performance of jazz styles from the "big band" era to the present, including Afro-Cuban and other Latin genres. Improvisation skills will be explored. Attendance at all performances, on and off campus, is required. Prerequisite: MUSC 175, auditions may be required if a section of the band is filled beyond capacity. (LE)

MUSC 177   JAZZ BAND III (2)

Rehearsal, study, and performance of jazz styles from the "big band" era to the present, including Afro-Cuban and other Latin genres. Continued study of improvisation. Attendance at all performances, on and off campus, is required. Prerequisite: MUSC 176, auditions may be required if a section of the band is filled beyond capacity. (LE)

MUSC 186   CONTEMPORARY MUSIC ENSEMBLE I (2)

Musical rehearsal and performance in small instrumental groups, including strings, brass, woodwinds, keyboard and percussion. Skills developed will include the study of rehearsal and performance techniques, basic improvisation, and reading and interpreting musical scores, while exploring contemporary genres. (LE)

MUSC 187   CONTEMPORARY MUSIC ENSEMBLE II (2)

Musical rehearsal and performance in small instrumental groups, including strings, brass, woodwinds, keyboard and percussion. Skills developed will include the application of rehearsal and performance techniques, idiomatic improvisation, and reading and interpreting musical scores, while exploring contemporary genres. Prerequisite: MUSC 186 with a minimum grade of C or permission of instructor. (LE)

MUSC 188   CONTEMPORARY MUSIC ENSEMBLE III (2)

Musical rehearsal and performance in small instrumental groups, including strings, brass, woodwinds, keyboard and percussion. Skills developed will include using rehearsal and performance techniques to lead an ensemble, non-idiomatic improvisation, and reading and interpreting musical scores, while exploring contemporary genres. Prerequisite: MUSC 187 with a minimum grade of C or permission of instructor. (LE)

MUSC 211   MUSIC OF THE MEDIEVAL, RENAISSANCE AND BAROQUE (5)

Study of the development of Western music from origins to the 17th century, including composers, works, styles and forms as well as significant concepts and issues. Prerequisite: placement in ENGL& 101 and any100-level MUSIC course with a minimum grade of C. (Hwg)

MUSC 212   MUSIC OF THE CLASSIC AND ROMANTIC ERAS (5)

Study of the development of Western music in the 18th and 19th centuries, including composers, works, styles and forms as well as significant concepts and issues. Prerequisite: placement in ENGL& 101 and any100-level MUSIC course with a minimum grade of C. (Hwg)

MUSC 213   MUSIC OF THE TWENTIETH CENTURY (5)

Study of the development of Western music from the early 20th century to the present, including composers, works, styles and forms as well as significant concepts and issues.   Prerequisite: placement in ENGL&101 and any 100-level MUSIC course with a minimum grade of C. (Hwg)

MUSC 265   CHAMBER CHOIR I (2)

Upper level choral ensemble. Entrance by audition. Expand vocal technique and sight singing skill. Participation in college and community performances. Required preparation: MUSC 165, 166, or 167; auditions required. (LE)

MUSC 266   CHAMBER CHOIR II (2)

Upper level choral ensemble. Entrance by audition. Expand vocal technique and sight singing skills. Participation in college and community performances. Required preparation: MUSC 265; auditions required. (LE)

MUSC 267   CHAMBER CHOIR III (2)

Upper level choral ensemble. Entrance by audition. Expand vocal technique and sight singing skill. Almost entirely a capella music, refining choral ensemble singing. Participation in college and community performances. Required preparation: MUSC 266; auditions required. (LE)

MUSC 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Music. Required preparation: acceptance into the Honors Program. (H)

NURS   NURSING

NURS 100   NURSING ASSISTANT (8)

This comprehensive training course prepares students to take the state Nursing Assistant Certification exam, and provides awareness of the role of the nursing assistant in nursing care.   The certification exam and the exam fee are not included in this course. A background check and TST (Tuberculin Skin Test) are required for clinicals. Recommended preparation: assessment into ENGL 95 or higher. (UE)

NURS 170   INTRODUCTION TO PHARMACOLOGY CONCEPTS (2)

Course is a concept-based approach for the beginning nursing student. An overview of the principles of pharmacology and the major classifications of pharmaceuticals commonly used in nursing and medical practice. Recommended Preparation: ANTH& 235. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 171. (UE)

NURS 171   INTRODUCTION TO NURSING CONCEPTS WITH PRACTICUM (9)

Introduces concepts within the three domains of nursing practice: individual, nursing, and healthcare at a basic level. Course focus is basic nursing assessment and skills building. Introduces the nursing process to begin development of clinical judgment. Health across the lifespan and comprehensive physical assessment are emphasized. Recommended preparation: ANTH& 235. Required preparation: program admittance. Concurrent enrollment in NURS 170. (UE)

NURS 172   NURSING CONCEPTS WITH PRACTICUM I (10)

Course focus is strengthening nursing assessment and continued basic skills building. Continues building on the concepts introduced in previous course. Introduces new concepts related to the individual, nursing, and health care domains at a basic level. Prerequisite: minimum grade of C in both NURS 170 and NURS 171. (UE)

NURS 173   NURSING CONCEPTS WITH PRACTICUM II (9)

Course focus is refining nursing assessment and continued basic skills building, Continues building on the concepts introduced in previous courses. Introduces new concepts related to the individual, nursing, and health care domains at an intermediate level. Prerequisite: minimum grade of C in NURS 172. (UE)

NURS 271   NURSING CONCEPTS WITH PRACTICUM III (9)

Course focus is on the nursing care of individuals experiencing complex medical conditions of an acute or chronic nature. Continues building on the concepts introduced in previous courses. Introduces new concepts related to the individual, nursing, and health care domains at an intermediate level. Prerequisite: minimum grade of C in NURS 173. (UE)

NURS 272   NURSING CONCEPTS WITH PRACTICUM IV (10)

The course focus is on the nursing care of individuals experiencing complex medical conditions of an acute or chronic nature. Continues building on the concepts introduced in previous courses. Introduces new concepts related to the individual, nursing, and health care domains at an intermediate level. Prerequisite: minimum grade of C in NURS 271. (UE)

NURS 273   NURSING CONCEPTS WITH PRACTICUM V (11)

Course focus is on the transition to nursing practice. Continues building on the concepts introduced in previous courses. Introduces new concepts related to the individual, nursing, and health care domains at an advanced level. Includes 120' preceptorship experience. Prerequisite: minimum grade of C in NURS 272. (UE)

NUTR   NUTRITION

NUTR& 101   NUTRITION (5)

This course concentrates on both the cellular and organismal effects of human nutrition. Cellular structure, energy needs, genetic predisposition, exercise and overall organismal nutritional needs will be addressed. (MS)

NUTR 114   NUTRITION IN HEALTHCARE I (1)

An introduction to nutritional concepts in healthcare to establish a foundation to examine the scientific, social, economic, cultural, ethnic and psychological implications of nutrition in relation to health across the lifespan and in the context of healthcare professions. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 171. (MS)

NUTR 115   NUTRITION IN HEALTHCARE II (1)

Examines the scientific, social, economic, cultural, ethnic, and psychological implications of nutrition in relation to selected health issues across the lifespan and in the context of healthcare professions at a beginner level. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 171. (MS)

NUTR 116   NUTRITION IN HEALTHCARE III (1)

Examines the scientific, social, economic, cultural, ethnic, and psychological implications of nutrition in relation to selected health issues across the lifespan and in the context of healthcare professions, expands on NUTR 115. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 172. (MS)

NUTR 117   NUTRITION IN HEALTHCARE IV (1)

Examines the scientific, social, economic, cultural, ethnic, and psychological implications of nutrition in relation to selected health issues across the lifespan and in the context of healthcare professions, expands on NUTR 115 and 116. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 173. (MS)

NUTR 214   NUTRITION IN HEALTHCARE V (1)

Examines the scientific, social, economic, cultural, ethnic, and psychological implications of nutrition in relation to selected health issues across the lifespan and in the context of healthcare professions, expands on NUTR 115, 116, and 117. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 271. (MS)

OCEA   OCEANOGRAPHY

OCEA& 101   INTRODUCTION TO OCEANOGRAPHY W/LAB (5)

Formerly GEOL 135. Study of plate tectonics, ocean currents, waves, tides, the coastal ocean, marine topography, marine sediment, landforms, marine life, ocean pollution, and ocean resources. Lab work and field trips included. (MSl)

OFFAD   OFFICE ADMINISTRATION

OFFAD 105   RECORDS MANAGEMENT (3)

Introductory course stressing managerial considerations and systems thinking. Records organization, updating, processing, and retrieval are investigated. Recommended preparation: ENGL& 101. (UE)

OFFAD 150   OFFICE PROCEDURES (5)

This course introduces a variety of practical skills, knowledge, and abilities required for effectively completing daily office tasks, including time management, filing, reception, formatting interoffice memos and correspondence, basic business research, travel and meeting planning, selecting, ordering and maintaining office supplies and equipment, understanding business terminology, processing mail, and effective use of phone, fax, and email. Recommended preparation: ENGL& 101. (UE)

OFFAD 154   INTRODUCTION TO LOGISTICS (5)

This course studies the functions, characteristics, advantages and limitations of each type of transportation; major aspects of international transportation, import and export; the role of transportation companies in the US and World economy; an overview of documentation, law and regulations; sustainable and environmental issues related to transportation; and exploration of employment and career opportunities. Recommended preparation: BTEC 101. (UEs)

OFFAD 160   OFFICE MANAGEMENT (5)

This is a comprehensive course covering business organization and relationships; supervisory styles and responsibilities; employee/employer relations; office systems analysis, including work measurement, standards, and simplification; scheduling and managing multiple priorities; budgeting; advanced meeting planning; managing reprographics and mail services; and managing the office environment. Recommended preparation: ENGL& 101. (UE)

OFFAD 203   BUSINESS ANALYSIS FOR MANAGERS (5)

Formerly BUSAD 203. Introductory course in presentation software. Covers basics of presentation creation, revision, enhancement and delivery. Includes tips and tricks for ease in public speaking. Prerequisite: BTEC 101. (UE)The student will learn how business managers use accounting and finance concepts to analyze the company, and how managers make informed decisions based on that information. Content includes: risk assessment methods, financial ratios, stocks and bonds to finance operations, tangible and intangible assets, and merchandising operations. Prerequisite: BUS 100 or MATH 97 with a minimum C grade; placement in ENGL& 101. (UE)

OFFAD 280   SUSTAINABLE BUSINESS PRACTICES I (3)

Formerly BUSAD 280. This class is the first of a three part series. The focus of this course is measuring, tracking, and implementing sustainability in a business/institutional setting. The class will provide a practical introduction to sustainability, business and leadership practices. Topics covered will include: energy efficiency, transportation, water, and zero waste. Recommended preparation: students have professional work experience OR have completed a basic series of business, economics, political science, and/or related coursework. (UEs)

OFFAD 281   SUSTAINABLE BUSINESS PRACTICES II (3)

Formerly BUSAD 281. This is the second course in a three part series. The focus of this course is the sustainable supply chain. Topics covered will include: responsible purchasing, renewable energy, sustainable food, sustainable building and development, and alternate sources of revenue and/or savings. Prerequisite: OFFAD 280 or permission of instructor. (UEs)

OFFAD 282   SUSTAINABLE BUSINESS PRACTICES III (3)

Formerly BUSAD 282. This is the third course in a three part series. The focus of this course is the sustainable business model. Topics covered will include: triple bottom line accounting, leadership skills for change agents, corporate social responsibility, employee ownership, and marketing. Prerequisite: OFFAD 281 or permission of instructor. (UEs)

PARED   PARENT EDUCATION

PARED 101   COMMUNICATION AND CHILD DEVELOPMENT (1 or 3)

This course is for parents with a child attending a WCC affiliated cooperative preschool. Parents do lab work in the classroom regularly and attend parent education lectures on health and safety, communication and child development. Students are also provided with training on leadership skills, organizational development and small business practices. (UE)

PARED 102   LEARNING ENVIRONMENTS AND DEVELOPMENT (1 or 3)

Parents attend parent education lectures on learning environments and physical, social, emotional and cognitive development. (UE)

PARED 103   BEHAVIOR AND DIVERSITY (1 or 3)

Students are introduced to guidance techniques in parenting, diversity and contemporary issues involving families. (UEd)

PARED 104   SAFETY AND DEVELOPMENTALLY APPROPRIATE PRACTICES (1 or 3)

This course is for parents/caregivers. Parents attend parenting education lectures that help them apply safety and developmentally appropriate practices. (UE)

PARED 105 CHILDHOOD DEVELOPMENT AND DIVERSITY (1 or 3)

Parents examine social and cultural influences on parenting practices and explore childhood development. (UE)

PARED 106 GUIDANCE TECHNIQUES AND FAMILY RESOURCES (1 or 3)

Parents assess resources for family support and practice positive and effective guidance techniques. (UE)

PARED 110 PARENTING PRESCHOOLERS (2)

This online course covers child development in 3-5 year olds, including emotional, social, physical, cognitive, and language. The following parenting topics will be covered; positive communication, guidance, temperament, identity, health and safety, learning environments, routines, difficult topics, and stress. (UE)

PE   PHYSICAL EDUCATION

PE 102 STRENGTH TRAINING (2)

Activity and theory based course introducing the concept and benefits of strength exercise. (LE)

PE 103 CARDIOVASCULAR CONDITIONING I (2)

Designed to enlist lecture, written and active learning modes to explore and enhance both aerobic and flexibility fitness. Relationship of aerobic and flexibility fitness to overall health and fitness level will be explored. Recommended preparation: ability to engage in vigorous exercise. (LE)

PE 104 INTRODUCTION TO TRAIL RUNNING (1)

This course is designed to introduce students to basic trail running skills. Map reading, proper equipment, workout progressions and backwoods safety will be emphasized. Required preparation: you must have run and completed a 5k in the past 60 days and have no chronic physical injuries, such as lower back or knee pain. (LE)

PE 105 FUNCTIONAL FITNESS (2)

Through lecture, demonstration, and participation this course introduces students to the application of high intensity functional fitness and to basic muscle anatomy and physiology. Students learn and practice proper execution of functional movements over a range of intensities and improve joint range of motion through active mobilization techniques. Students with existing injuries should consult their doctor prior to enrollment. (LE)

PE 106 BASKETBALL SKILLS AND RULES (2)

Analysis of the skills needed for intercollegiate basketball. Current officiating rules covered. Required preparation: permission of instructor. (LE)

PE 108 YOGA (1)

Instruction, practice and exploration of yoga incorporating several influences including the Iyengar method. Includes introduction to yoga postures, vinyasa (uninterrupted flow of yoga postures), breathing/relaxation techniques and home practice. Emphasis on postural alignment for safe yoga practice that promotes whole body awareness of balance, strength, flexibility, relaxation and breath awareness. (LE)

PE 109 INTRODUCTION TO PILATES (1)

This course will explore basic Pilates exercises in order to gain better posture, core stability, joint mobility and overall muscular strength. (LE)

PE 123 VOLLEYBALL SKILLS AND RULES (2)

This course is designed to complement the practice, game and conditioning elements of intercollegiate volleyball. Requires the students to observe, participate and implement strategies surrounding the philosophy and rules of the game. Required preparation: permission of instructor. (LE)

PE 126   INTRODUCTION TO HIKING (1)
This course is intended to serve as an introduction to day hiking. Course will cover basic concepts and will apply these concepts in the field. Required preparation: must have ability to engage in strenuous exercise. (LE)

PE 133   INTRODUCTION TO ATHLETIC TRAINING (3)
An introduction to the profession of Athletic Training with concentration on the role/function of an Athletic Therapist/Trainer, human anatomy, human physiology, injury description and injury recognition. (LE)

PE 135   ULTIMATE FRISBEE TECHNIQUES (1)
The course is designed to expose students to the many aspects of ultimate Frisbee. Techniques, strategies and rules will make up the curriculum. Cleats are highly recommended. (LE)

PE 136   INTRODUCTION TO SOCCER TECHNIQUES (1)
The course is designed to expose students to the many aspects of basic soccer. Techniques, strategies and rules will comprise the curriculum. Cleats and/or turf shoes are highly recommended. (LE)

PE 138   INTRODUCTION TO FLAG FOOTBALL (1)
Individual and team aspects of flag football. Students will learn the concepts of offensive and defensive team play and strategy. Students will learn rules and various drills specific to the sport, and demonstrate appropriate sportsmanship. (LE)

PE 139   ZUMBA (1)
This fitness class provides a Latin-inspired aerobic-dance workout which incorporates upbeat music with choreographed footwork and arm movement. This is a fun way to workout, burn calories, and relieve stress. No dance experience required. (LE)

PE 141   INTRODUCTION TO TAI CHI (1)
This course is an introduction to Tai Chi. It is designed to expose students to the basic principles of proper body mechanics, balance, flexibility, fluidity, strength and relaxation during movement. (LE)

PE 146   SOCCER SKILLS AND RULES (2)
Analysis of the skills needed for intercollegiate soccer. Current officiating rules covered. Required Preparation: Permission of instructor. (LE)

PE 153   INTRODUCTION TO PERSONAL FITNESS (2)
Comprehensive course designed for the student actively participating in a fitness program. Students will determine individual goals to be reached by the end of the quarter. Topics include strength, fitness, health, and body composition. Class format is both lecture and active participation. Prerequisite: PE 102 or PE 103 or currently participating in an exercise program. (LE)

PE 157   YOGA II (1)
This course expands on the fundamentals of yoga. Course includes intermediate poses, the Yoga Sutras, the 5 sheath model, Chakra energy system, Sanskrit terminology, and breathing techniques. Recommended preparation: PE 108 or concurrent enrollment in PE 108 or previous yoga experience. (LE)

PE 158   RACQUET SPORTS (1)
This course is designed to introduce and improve participation in racquet sports as lifetime activities. This course requires students to participate and implement strategies and rules of various racquet sports. (LE)

PE 170   BASKETBALL TECHNIQUES (1)
Introduces techniques and strategies of basketball. Topics include offensive and defensive play as well as personal skill development. (LE)

PE 181 HEALTH AND WELLNESS (5)
Health and wellness explores physical and emotional health and wellness topics, such as stress reduction, proper nutrition, and physical fitness. Students will examine major health and lifestyle issues of contemporary society and will participate in personal assessments and develop a wellness plan. (LE)

PE 202 ADVANCED STRENGTH TRAINING (2)
A class in which students will gain greater proficiency and capability in strength training. Exercise theory will include the concept of relative intensity and periodization in obtaining high levels of strength adaptation. Prerequisite: PE 102 or permission of instructor. (LE)

PE 203 ADVANCED CARDIOVASCULAR CONDITIONING (2)
Students will experience five metabolic pathways that will assess and challenge them from anaerobic to aerobic capabilities. Each student's work capacity will be evaluated and programs will be determined for enhanced capacity. Students will evaluate exercise methodologies as they relate to anaerobic and aerobic metabolism. Prerequisite: PE 103 or permission of instructor. (LE)

PE 206 ADVANCED BASKETBALL SKILLS AND RULES (2)
In depth analysis of the skills needed for intercollegiate basketball. Officiating rules covered at the NCAA level. Required preparation: permission of instructor. (LE)

PE 223 ADVANCED VOLLEYBALL SKILLS AND RULES (2)
In-depth analysis of the practice, game and conditioning elements of intercollegiate volleyball. Requires the students to observe, participate and implement strategies surrounding the philosophy and rules of the game. Required preparation: permission of instructor. (LE)

PE 241 INTERMEDIATE TAI CHI (1)
This course expands on the fundamentals of Tai Chi. It is designed to continue the study of proper body mechanics, balance, flexibility, fluidity, strength and relaxation during movement. The first set of Tai Chi will be reviewed and the second set of long form Tai Chi will be introduced. Prerequisite: PE 141. (LE)

PE 246 SOCCER SKILLS AND RULES II (2)
In depth analysis of the skills needed for intercollegiate soccer. Officiating rules covered at the NCAA level. Required preparation: permission of instructor. (LE)

PE 269 SPORTS PERFORMANCE (2)
Correlates all aspects of intercollegiate team sports, including conditioning, nutrition, and application of team sports concepts and techniques. Includes observation, participation, and implementation of strategies surrounding the rules and techniques of various team sports. Also, includes strength training/conditioning specific to team sports. Required preparation: permission of instructor. (LE)

PE 270 ADVANCED CONDITIONING FOR BASKETBALL I (2)
Advanced skill acquisition and conditioning for competition. Combines aspects of advanced skill training with specific conditioning exercises required for advanced level of play. Required preparation: PE 170 and permission of instructor. (LE)

PE 271 ADVANCED CONDITIONING FOR BASKETBALL II (2)
Designed to prepare students through advanced skill acquisition and conditioning for higher levels of competition. Combines the aspects of advanced skill training with specific conditioning exercises required for advanced levels of play. Required preparation: PE 270 and permission of instructor. (LE)

PHIL   PHILOSOPHY

PHIL& 101   INTRODUCTION TO PHILOSOPHY (5)
Introduction to the problems, history and nature of philosophy with reading and discussion of selected writings from the Pre-Socrates to the present, focusing on traditional Western philosophical issues. (Hg)

PHIL& 115   CRITICAL THINKING (3 or 5)
Critical thinking ability is highly valued among employers. This course introduces you to sound reasoning principles used in daily life. Covers informal, non-symbolic introduction to logic with emphasis on real-life examples. Students learn how to critically evaluate their own reasoning and how to construct arguments. (H)

PHIL& 117   TRADITIONAL LOGIC (5)
Investigation of systems of formal logic with emphasis on symbolic reasoning. Prerequisite: MATH 99 with a minimum grade of C. (QSR)

PHIL 118   ETHICS AND POLICY IN HEALTHCARE I (1)
An introduction to the exploration of values, ethics, and legal decision-making frameworks and policies used to support the well-being of people and groups within the context of healthcare professions. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 171. (H)

PHIL 119   ETHICS AND POLICY IN HEALTHCARE II (1)
Explores values, ethics, and legal decision-making frameworks and selected policies used to support the well-being of people and groups within the context of healthcare professions at a beginner level. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 173. (H)

PHIL 130   INTRODUCTION TO ETHICS (5)
An ethical examination of contemporary controversial issues such as the nature of liberty, the death penalty, capitalism and communism, abortion, animal rights and environmental ethics. (H)

PHIL 132   ENVIRONMENTAL ETHICS (5)
How humanity conceives of its environment is central to an understanding of how humans should act and think of themselves as part of planet Earth. Topics to be covered include: an historical examination of current attitudes and practices, competing religious and cultural perspectives, anthropocentrism, animal rights and ecocentrism. (Hdgs)

PHIL 140   INTRODUCTION TO WORLD RELIGIONS (5)
An investigation of Western and Non-Western religious traditions including the histories and practices of specific traditions and of their differing world views. A general consideration of the role that religion plays in human existence including what has been called the "spiritual dimension", or "transcendence" of personal needs and desires. Prerequisite: placement in ENGL& 101. (Hwdg)

PHIL 200   PHILOSOPHY OF RELIGION (5)
Covers traditional Western issues and problems such as the nature of theism, arguments for the existence of God, the problem of evil, religious plurality and exclusivism, fideism, agnosticism and atheism, and death and immortality. Prerequisite: placement in ENGL& 101. (H)

PHIL 214   ETHICS AND POLICY IN HEALTHCARE III (1)
Explores values, ethics, and legal decision-making frameworks and policies used to support the well-being of people and groups within the context of healthcare professions, expands on PHIL 119. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 271. (H)

PHIL 215   ETHICS AND POLICY IN HEALTHCARE IV (1)

Explores values, ethics, and legal decision-making frameworks and policies used to support the well-being of people and groups within the context of healthcare professions, expands on PHIL 214. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 272. (H)

PHIL 216   ETHICS AND POLICY IN HEALTHCARE V (1)

Explores values, ethics, and legal decision-making frameworks and policies used to support the well-being of people and groups within the context of healthcare professions, expands on PHIL 215. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 273. (H)

PHIL 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Philosophy. Required preparation: acceptance into the Honors Program. (H)

PHIL 301   PROFESSIONAL ETHICS (5)

This course examines ethical principles and moral or ethical problems that arise in a business environment. Upon successful completion of the course, students will be able to apply the codes of practice, standards of conduct, professional responsibilities and regulatory aspects associated with common professional business. Prerequisite: program admittance or permission of BAS program coordinator. (LE)

PHYS   PHYSICS

PHYS 109   ENERGY: USE AND CONSEQUENCES (5)

Conceptual introduction to physics principles relative to energy conversion including oil, hydroelectric, electricity generation, nuclear, fossil fuel, and alternative fuel sources. Elementary mechanics, thermodynamics and environmental impacts will be considered. Recommended preparation: MATH 098. (MSls)

PHYS& 110   PHYSICS FOR NON-SCIENCE MAJORS (5)

Formerly PHYS& 100. An introductory, comprehensive survey of the dominant concepts in physics. Emphasis is on conceptual and historical development, rather than quantitative. Topics include Newton's laws of motion and gravity; energy; theory of electromagnetic waves (light); Einstein's theories of relativity; model of the atom and quantum physics; nuclear physics and nuclear power. Lab work included. Recommended preparation: MATH 098. (MSl)

PHYS 112   ENVIRONMENTAL PHYSICS (5)

Introduction to the physical aspects of environmental science. Topics include energy and matter transfers between water, earth and atmospheric systems. Current environmental problems will provide the common themes. Lab work included. Recommended preparation: MATH 098. (MSlgs)

PHYS& 114   GENERAL PHYSICS I (5)

Formerly PHYS& 121. Introduction to mechanics and physical reasoning strategies and investigation methods for students majoring in technically oriented fields not requiring a calculus based physics course. Newton's laws, work and energy, kinematics conservation principles. Computer interfaced laboratory investigations, technical writing, problem solving, mathematical reasoning and scientific method of inquiry skills will be emphasized. Prerequisite: MATH& 142 with a minimum grade of C-. (MSI)

PHYS& 115   GENERAL PHYSICS II (5)

Formerly PHYS& 122. Second course in algebra-trigonometry physics sequence, solids and fluids, introduction to thermodynamics, simple harmonic motion, mechanical waves. Computer interfaced laboratory, technical writing, problem solving, mathematical reasoning, critical thinking skill will be emphasized. Prerequisite: PHYS& 121 or PHYS& 114 with a minimum grade of C-. (MSl)

PHYS& 116   GENERAL PHYSICS III (5)

Formerly PHYS& 123. Third course in algebra-trig physics sequence. Electricity and magnetism, simple circuits, light and introduction to modern physics. Weekly laboratory work. Prerequisite: PHYS& 122 or PHYS& 115 with a minimum grade of C-. (MSl)

PHYS& 221   ENGINEERING PHYSICS I (5)

Basic principles of mechanics. Emphasis on critical analysis, interpretation, and problem solving, energy and momentum conservation, rotational motion, static equilibrium. Prerequisite: MATH& 151 with a minimum grade of C-; placement in ENGL& 101; and one college level physics course or a high school physics course. (MSl)

PHYS& 222   ENGINEERING PHYSICS II (5)

Basic principles of thermodynamics, mechanics of fluids and oscillatory motion, and mechanical waves. Prerequisite: PHYS& 221 and MATH& 152 with a minimum grade of C-; placement in ENGL& 101. (MSl)

PHYS& 223   ENGINEERING PHYSICS III (5)

Basic principles of electricity and magnetism, waves, optics and atomic structure. Prerequisite: PHYS& 222 with a minimum grade of C-. (MSl)

PHYS 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Physics. Required preparation: acceptance into the Honors Program. (MS)

PHYSC   PHYSICAL SCIENCE

PHYSC104   FINDING THINGS OUT: ENERGY (5)

First of a three quarter set of courses using extensive hands-on and inquiry-based activities that allow students to develop a solid understanding of the nature of interactions and energy exchange. Students will develop critical thinking skills required to pursue scientific understanding of important ideas in physical systems. Not intended for students with prior physical science coursework. Preferred sequence is PHYSC 104, GEOL 104, and BIOL 104. Lab work included. (MSl)

PHYSC295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Physical Science. Required preparation: acceptance into the Honors Program. (MS)

PLS   PARALEGAL STUDIES

PLS 111   INTRODUCTION TO LAW AND THE LEGAL PROCESS (5)

This course provides students with an overview of the American Legal System, and introduces students to various legal fields and topics. Prerequisite PLS 127 with a minimum grade of C or concurrent enrollment; and BTEC 121 with a minimum grade of C or concurrent enrollment or BTEC 122 with a minimum grade of C or concurrent enrollment. (UE)

PLS 112   LAW OFFICE TECHNOLOGY (3)

This course will increase students' awareness of law office computer systems and software and other technological advances which are, or will be, used in law offices, and enhance the student's ability to effectively utilize these resources. The student should also gain the ability to critically analyze law office automation. Prerequisite PLS 127 with a minimum grade of C or concurrent enrollment; and BTEC 121 with a minimum grade of C or concurrent enrollment or BTEC 122 with a minimum grade of C or concurrent enrollment. (UE)

PLS 120   CIVIL PROCEDURE AND LITIGATION (5)

Principles and procedures used in the U. S. Court system with strong emphasis on Washington court rules and case law. Topics include venue, jurisdiction, pleading, discovery and trial, including the administrative process. Prerequisite: PLS 127 with a minimum grade of C or concurrent enrollment; and BTEC 121 with a minimum grade of C or concurrent enrollment or BTEC 122 with a minimum grade of C or concurrent enrollment; and placement in ENGL& 101; and recommended preparation: PLS 111 with a minimum grade of C. (UE)

PLS 125   INDIAN LAW (3)

This course is an introduction to a variety of legal resources, the use of the law library, and computerized legal research. Focus is on effective legal writing. Designed for law office staff, legal assistants, and Limited License Legal Technicians to develop skills in the process of legal research, writing, and analysis. Prerequisite: PLS 127 with a minimum grade of C or concurrent enrollment; and BTEC 121 with a minimum grade of C or concurrent enrollment or BTEC 122 with a minimum grade of C or concurrent enrollment. (UE)

PLS 127   LEGAL TERMINOLOGY (3)

This is an introductory course for law office personnel on the definition, use, and spelling of legal terms. Includes Latin-based words generally used in the legal profession. (UE)

PLS 130   LEGAL INTERVIEW AND INVESTIGATION TECHNIQUES (3)

Covers interviewing techniques and skills needed to work with clients and witnesses. Includes investigation procedures and a general understanding of the rules of evidence. Prerequisite: PLS 127 with a minimum grade of C or concurrent enrollment; and BTEC 121 with a minimum grade of C or concurrent enrollment or BTEC 122 with a minimum grade of C or concurrent enrollment; and placement in ENGL& 101; and recommended preparation: PLS 111 with a minimum grade of C. (UE)

PLS 151   LAW OFFICE PROCEDURES AND ETHICS (5)

Designed to help students preparing for or to enhance their careers as paralegals, Limited License Legal Technicians (LLLT) and legal secretaries. Topics include law office management, non-litigation, and litigation responsibilities. Emphasis on ethics, client interactions, business practices and understanding, formatting, and preparation of legal documents. Prerequisite: PLS 127 with a minimum grade of C or concurrent enrollment; and BTEC 121 with a minimum grade of C or concurrent enrollment, or BTEC 122 with a minimum grade of C or concurrent enrollment; and placement in ENGL& 101. (UE)

PLS 152   INTRO TO LEGAL RESEARCH, WRITING AND ANALYSIS (3 or 5)

This course is an introduction to a variety of legal resources, the use of the law library, and computerized legal research. Focus is on effective legal writing. Designed for law office staff, legal assistants, and Limited License Legal Technicians to develop skills in the process of legal research, writing, and analysis. Prerequisite PLS 127 with a minimum grade of C or concurrent enrollment; and BTEC 121 with a minimum grade of C or concurrent enrollment or BTEC 122 with a minimum grade of C or concurrent enrollment; and placement in ENGL& 101. (UE)

PLS 160   ADMINISTRATIVE LAW (3)

This course covers the history of administrative agencies, administrative law procedures, use of expert witnesses, law of evidence, and constitutional limitations of judicial review. Designed for professional practice of paralegal staff and individuals working with law-related agencies. Prerequisite: PLS 127 with a minimum grade of C or concurrent enrollment; and BTEC 121 with a minimum grade of C or concurrent enrollment or BTEC 122 with a minimum grade of C or concurrent enrollment; and placement in ENGL& 101; and recommended preparation: PLS 111 with a minimum grade of C. (UE)

PLS 175   CONTRACTS, CONSUMER LAW AND ACCESS TO JUSTICE (3)

This course is an introduction to the principles of contract law. In addition to discussion of the basic substantive law of contracts and consumer law, the course will provide practical information for the paralegal, legal assistant, or Limited License Legal Technician (LLLT) in providing access to justice. Prerequisite: PLS 127 with a minimum grade of C or concurrent enrollment; and BTEC 121 with a minimum grade of C or concurrent enrollment or BTEC 122 with a minimum grade of C or concurrent enrollment. (UE)

PLS 185   TORTS (3)

This course is an introduction to the principles of tort law, which is the law of personal injuries. In addition to discussion of the basic substantive law of torts, the course will provide practical information for the paralegal in such areas as the discovery process in tort cases, obtaining medical records, medical releases, and a general overview of the legal assistant's role during a tort case. Prerequisite PLS127 with a minimum grade of C or concurrent enrollment; and BTEC 121with a minimum grade of C or concurrent enrollment or BTEC 122 with a minimum grade of C or concurrent enrollment; and recommended preparation: placement in ENGL 101. (UE)

PLS 190   COOPERATIVE EDUCATION FOR PARALEGAL STUDIES (1-5)

Designed for PLS students to work in a law office or agency in an internship capacity in order to gain experience in paralegal practice and to learn the daily operations of the office. Recommended preparation: completion of core and paralegal field requirements for paralegal studies degree. (UE)

PLS 191   COOPERATIVE WORK EXPERIENCE SEMINAR (2)

Designed for advanced PLS students to explore the practical, ethical and career issues relevant to the legal profession; to also gain experience in paralegal practice and learn the operations of a legal office. Recommended preparation: completion of PLS degree core requirements. (UE)

PLS 210   LEGAL DOCUMENTS, ADMIN PROCESSES, PROBATE, WILLS (3)

This course will explore and apply Washington state and federal law necessary to prepare legal documents; examine the processes for probate, wills, power of attorney, guardianship, name change, health care legal issues; administrative advocacy for legal financial obligations, medical coverage; and advocacy for clients involved with administrative agencies. Prerequisite: PLS 127 with a minimum grade of C or concurrent enrollment; and BTEC 121 with a minimum grade of C or concurrent enrollment or BTEC 122 with a minimum grade of C or concurrent enrollment; and recommended preparation: PLS 111 and placement in ENGL& 101. (UE)

PLS 220   REAL ESTATE LEGAL PROCEDURES (3)

This course examines the application of legal procedures and requirements in real estate transactions and litigation. Includes drafting of documents and pleadings with emphasis on contracts, closings, deeds, leases, liens, and foreclosures. Prerequisite: PLS 127 with a minimum grade of C or concurrent enrollment; and BTEC 121 with a minimum grade of C or concurrent enrollment or BTEC 122 with a minimum grade of C or concurrent enrollment; and placement in ENGL& 101; and recommended preparation: PLS 111. (UE)

PLS 230   CRIMINAL TRIAL PROCEDURE (3)

This course covers the steps of the criminal trial process from first court appearance through pre-trial procedures. Includes plea bargaining, ethical considerations, initial appearance, probable cause, discovery, and pre-trial motions. Prerequisite: PLS 127 with a minimum grade of C or concurrent enrollment; and BTEC 121 with a minimum grade of C or concurrent enrollment or BTEC 122 with a minimum grade of C or concurrent enrollment ;and placement in ENGL& 101; and recommended preparation: PLS 111. (UE)

PLS 240   FAMILY LAW I (5)

Covers the fundamental issues of family law and providing services to family law clients under attorney supervision or as a Limited License Legal Technician (LLLT) or other non-lawyer practitioner. Prerequisite: PLS 127 with a minimum grade of C or concurrent enrollment; and BTEC 121 with a minimum grade of C or concurrent enrollment or BTEC 122 with a minimum grade of C or concurrent enrollment; and placement in ENGL& 101; and recommended preparation: PLS 111. (UE)

PLS 241   FAMILY LAW II (5)

This course focuses on economic and child custody family law issues and providing services to family law clients supervised by an attorney and as a Limited License Legal Technician (LLLT) or other non-lawyer practitioner. Prerequisite: PLS 240 with a minimum grade of C. (UE)

PLS 242   FAMILY LAW III (5)

This course focuses on ethics, social and economic family law issues and providing services while supervised by an attorney or as a Limited License Legal Technician (LLLT) or other non-lawyer practitioner. Prerequisite: PLS 240 with a minimum grade of C. (UE)

PLS 245   U.S. IMMIGRATION APPLICATIONS AND PROCESSES (3)

This course is an introduction to current immigration application processes including non-immigrant, immigrant, and citizenship. Topics will cover family and employment visas and green cards, labor certification, overview of refugee/asylee status, and immigration court. Prerequisite: PLS 127 with a minimum grade of C or concurrent enrollment; and BTEC 121 with a minimum grade of C or concurrent enrollment or BTEC 122 with a minimum grade of C or concurrent enrollment; and recommended preparation: PLS 111. (UE)

POLS   POLITICAL SCIENCE

POLS& 101   INTRODUCTION TO POLITICAL SCIENCE (5)

Introduction to political concepts, public opinion, pressure groups, and government systems. (SS)

POLS& 201   INTRODUCTION TO POLITICAL THEORY (5)

Evaluation of major political concepts in regard to government, property, religion and man's place in society.(SSg)

POLS& 202   AMERICAN GOVERNMENT (5)

Outlines the main structure and function of American government. Also deals with politics in theory and in practice emphasizing political concepts, protest and reform movements. (SS)

POLS& 203   INTERNATIONAL RELATIONS (5)

Examines the history of international relations and theories of how such relations work, possible trends in globalization or interdependence, problems of authority, concepts and reality of conflict and security, and economics. Studies key international actors such as nation-states, international organizations and others including multinational corporations, and terrorist groups. Also addressed: diplomacy, human rights and international law. (SSg)

POLS& 204   COMPARATIVE GOVERNMENT (5)

Advanced study of major foreign powers including France, Great Britain, West Germany, Russia, China, India and others as time permits. Recommended preparation: POLS& 101 or 202. (SSg)

POLS 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Political Science. Required preparation: acceptance into the Honors Program. (SS)

PSYC   PSYCHOLOGY

PSYCH105   CAREER SEARCH PROCESS (3)

Designed for students to assess their own interests, aptitudes, values, and motivators through various self-assessment instruments, informational interviews, lectures, guest speakers, and group discussions. Students will explore decision making, life transitions, building positive attitudes, time and stress management, and networking. Includes brief discussions of resume writing, interviewing, and job retention. (UE)

PSYCH106   JOB FINDING SKILLS (2)

Develops an in-depth understanding of transferable skills, effective resume writing, employment letters, and the application process. Students will develop successful and creative job search techniques and in-depth interviewing skills and job market analysis. (UE)

PSYC& 100   GENERAL PSYCHOLOGY (5)

Surveys the knowledge and methods of the discipline of psychology. Emphasis include an overview of current knowledge in major areas of psychology, accessing and assessing information about behavior, skills in scientific reasoning and critical thinking. (SS)

PSYC 114   PSYCHOSOCIAL ISSUES IN HEALTHCARE I (1)

An introduction to the examination of some determinants of health and illness including social, psychological, environmental, spiritual, and cultural dimensions across the lifespan and within the context of healthcare. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 171. (SS)

PSYC 115   PSYCHOSOCIAL ISSUES IN HEALTHCARE II (1)

Examines some determinants of health and illness including social, psychological, environmental, spiritual, and cultural dimensions across the lifespan and within the context of healthcare at a beginner level. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 172. (SS)

PSYC 116   PSYCHOSOCIAL ISSUES IN HEALTHCARE III (1)

Examines some determinants of health and illness including social, psychological, environmental, spiritual, and cultural dimensions across the lifespan and within the context of healthcare, expands on PSYC 115.Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 173. (SS)

PSYC 165   PSYCHOLOGY OF ADJUSTMENT (5)

The Psychology of Adjustment teaches the principles of psychology as they relate to adaptations of life's challenges. Topics include the nature and management of stress, coping strategies, interpersonal communication, relationship dynamics, self-concept, lifelong learning, and career development. (SSg)

PSYC& 180   HUMAN SEXUALITY (5)

Study of the factors influencing the development and expression of individual sexuality, human sexual behavior, attraction and love, gender identity, sexual orientation, sexual aggression, sexual dysfunction and disorders, characteristics of and factors influencing the use of contraceptives, characteristics and risk factors of sexually transmitted diseases. Recommended preparation: PSYC& 100, SOC& 101, or ANTH& 206. Prerequisite: placement in ENGL& 101. (SSwd)

PSYC& 200   LIFESPAN PSYCHOLOGY (5)

Growth and development through the life span including physical, social, cognitive and neurological development. Topics covered included daycare, education, disabilities, parenting, types of families, gender identity and roles, career decisions, illnesses and treatments, aging, retirement, generativity, and dying. Prerequisite: placement in ENGL& 101; and PSYC& 100. (SSw)

PSYC 210   CHILD DEVELOPMENT (5)

Psychological growth and development from conception through adolescence including biological, social and cognitive development. Recommended preparation: PSYC& 100. (SS)

PSYC 211   SOCIAL PSYCHOLOGY (5)

The scientific study of the influence of people upon each other's behavior. Topics include social perception, attraction, pro-social behavior, aggression, attitude formation and change, group processes, applied topics, e.g. legal system, health, organizations. Prerequisite: placement in ENGL& 101; recommended preparation: PSYC& 100. (SSw)

PSYC 214   PSYCHOSOCIAL ISSUES IN HEALTHCARE IV (1)

Examines some determinants of health and illness including social, psychological, environmental, spiritual, and cultural dimensions across the lifespan and within the context of healthcare, expands on PSYC 116. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 271. (SS)

PSYC 215   PSYCHOSOCIAL ISSUES IN HEALTHCARE V (1)

Examines some determinants of health and illness including social, psychological, environmental, spiritual, and cultural dimensions across the lifespan and within the context of healthcare, expands on PSYC 214. Prerequisite: admission into the Nursing program; concurrent enrollment in NURS 272. (SS)

PSYC& 220   ABNORMAL PSYCHOLOGY (5)

Introduction to the characteristics, origins, diagnosis, treatment, and management of psychological disorders and related controversies. Major perspectives include Biological, socio-cultural, cognitive behavioral, and psychodynamic. Includes acute and chronic disorders in major categories of DSM IV such as autism, ADHD, PTSD, mood disorders, schizophrenia, personality disorders, anxiety disorders, and Alzheimer's disease. Civil commitments an insanity plea issues included. Recommended preparation: PSYC& 100. (SSd)

PSYC 225   COGNITIVE PSYCHOLOGY (5)

Examines the historical development of cognitive psychology. Cognitive theories and research methods are related to practical applications in daily life as well as in classroom settings. Areas of focus include acquisition, storage, and retrieval of information, the role of imagery in cognition, and the development of cognitive processes. Prerequisite: placement in ENGL& 101; PSYC& 100. (SSw)

PSYC 240   ENVIRONMENTAL ISSUES AND HUMAN BEHAVIOR (5)

Investigates the influence of human behavior in creating environmental problems. Applies behavioral and social science knowledge to changing behaviors and systems to reduce the problems. Includes the role of cognitive processes, learned behavior, reinforcement, cultural norms, education, religion, economics, government, political processes, environmental organizations, and ecological science in shaping the behaviors that contribute to the problems. Local, national, and global issues considered such as global warming, recycling, energy use, biodiversity, pollution and population. (SSgs)

PSYC 250   INTRODUCTION TO ORGANIZATIONAL BEHAVIOR (5)

Applies psychological knowledge to understanding and changing behavior in the workplace. Includes individual, group, and organizational components. Topics include perception, learning, personality, attitudes, motivation, group dynamics, communication, decision-making, conflict resolution, power, leadership, culture, structure, change. (SS)

PSYC 265   CROSS CULTURAL PSYCHOLOGY (5)

Cross-Cultural Psychology examines psychological theories and research from a cross-cultural perspective. Primary goals of the class include the study of the effects of culture on human thought and behavior, of cross-cultural interactions, and of the similarities and differences in behavior across cultures. Students will also discuss the impact of culture on cognition, development, emotion, motivation, sex roles, disorders, group behavior, conflict, stereotyping, and prejudice. (SSg)

PSYC 270   PSYCHOLOGY OF DEATH AND DYING (5)

This course is an introduction to the study of death and dying and is designed for a general audience. Students will also learn of the services available in communities for those who are dying or grieving. (SS)

PSYC 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Psychology. Required preparation: acceptance into the Honors Program. (SS)

PTA   PHYSICAL THERAPIST ASSISTANT

PTA 101   INTRODUCTION TO PHYSICAL THERAPY (3)

Introduction to the practice of physical therapy with emphasis on the PTA as a member of the health care team. Examination of the therapist-patient relationship. Introduction to documentation standards, SOAP note writing and other documentation formats related to physical therapy. Introduction to legal and ethical issues in physical therapy including HIPPA legislation. Required preparation: admission to PTA Program. (UE)

PTA 105   TESTS AND MEASUREMENTS (2)

This course provides instruction in various types of physical therapy tests and measurements including goniometry, manual muscle testing, sensory testing and posture examination. In addition, this course examines the application of these tests to the patient plan of care. Required preparation: program admittance; Prerequisite: HLTH 202. (UE)

PTA 110   PTA PROCEDURES I (5)

Basic patient care skills focused in the acute care setting including aseptic techniques, vital signs, bandaging, bed mobility and patient transfers and preparation and maintenance of treatment environment. Theory and application of selected physical therapy equipment. Required preparation: program admittance. (UE)

PTA 111   PTA PROCEDURES II (7)

Theory and application of cold and heat modalities. Basic principles and application of selected massage techniques. Introduction to fundamentals and use of electrotherapy and traction modalities. Basic edema management including lymphedema. Required preparation: program admittance; HLTH 202. (UE)

PTA 113   PTA PROCEDURES III (4)

Principles of normal and abnormal ambulation, use of assisted devices, postural analysis and selected functional rehabilitation activities. Required preparation: program admittance; PTA 110. (UE)

PTA 151   CLINICAL EXPERIENCE (4)

Supervised clinical experiences in physical therapy departments affiliated with the college. Lectures comprised of clinical discussion and presentation of pertinent clinical issues. S/U grading. Required preparation: program admittance; PTA 101, 110, 273, and HLTH 202. (UE)

PTA 201   ETHICAL ISSUES IN PHYSICAL THERAPY (3)

Survey of medical, legal, ethical and psychosocial issues relating to physical therapy and the delivery of health care in the United States. Covers concepts and strategies regarding ethical decision-making, humanizing health care, confidentiality, information disclosure, informed consent, allocation of health care resources and the health care provider as a citizen. Required preparation: program admittance; PTA 151. (UE)

PTA 225   PTA PROCEDURES IV (5)

Introduction to orthopedics and the effects of orthopedic dysfunction on the rehabilitation process. Includes fundamentals of orthopedic terminology, survey of surgical repair and fundamentals of disease processes, orthopedic injuries and impairment. Therapeutic exercise techniques and testing procedures with selected kinesiological principles of therapeutic exercise. Emphasis on lower extremity and lumbosacral spine. Required preparation: program admittance; PTA 111 and HLTH 202. (UE)

PTA 226   PTA PROCEDURES V (4)

Continued study of orthopedics and the effects of orthopedic dysfunction on the rehabilitation process. Includes fundamentals of orthopedic terminology, survey of surgical repair and fundamentals of disease processes, orthopedic injuries and impairment. Continued study of therapeutic exercise techniques and testing procedures. Focus on upper extremity and cervical/thoracic spine. Required preparation: program admittance; PTA 225. (UE)

PTA 227   PTA PROCEDURES VI (7)

Principles of physical therapy treatment programs applied to specific disabilities, emphasis on neurological dysfunctions, normal and abnormal development, and common pediatric neurological dysfunctions. Instruction in selected advanced procedures for treating dysfunctions. Required preparation: program admittance; PTA 226. (UE)

PTA 231   TEACHING CLINIC II (2)

Supervised practice of specific physical therapy techniques on clients within the student clinic setting. Students will work with a mentor to set an appropriate schedule for clients. Experience with communication, safety, professionalism and clinical problem solving will be given. Learning goals are aligned with the expectations of the clinical internships.   S/U grading. Required preparation: program admittance; PTA 111, 113, 151, 274. (UE)

PTA 251   CLINICAL EXPERIENCE II (2-4)

Supervised practical experience in the application of physical therapy procedures in the treatment of patients in health care facilities affiliated with the college. Lectures comprised of clinical discussion and presentation of pertinent clinical issues. S/U grading. Required preparation: program admittance; PTA 111, 113, 151, 274. (UE)

PTA 253   CLINICAL AFFILIATION (18)

Internships of practical performance and application of physical therapy procedures and techniques under supervision in selected clinical settings. S/U grading. Required preparation: program admittance; PTA201, 221, 222, 251 and 280. (UE)

PTA 253A   CLINICAL AFFILIATION I (9)

Internships of practical performance and application of physical therapy procedures and techniques under supervision in selected clinical settings. S/U grading. Required preparation: program admittance; PTA201, PTA 226, PTA 227, PTA 251, PTA 280. (UE)

PTA 253B   CLINICAL AFFILIATION II (9)

Internships of practical performance and application of physical therapy procedures and techniques under supervision in a different clinical setting than was selected in 253A. S/U grading. Required preparation: program admittance; PTA 201, PTA 226, PTA 227, PTA 251, PTA 280, PTA 253A. (UE)

PTA 273   ANATOMY AND PATHOPHYSIOLOGY FOR THE PTA I (3)

Basic overview of structure and function of various components of the human body systems from cellular level up to the organ system level and of general pathology, the disease process and its effect on rehabilitation. Orientation to common pharmacologic interventions, effects and side effects. Required preparation: program admittance. (UE)

PTA 274 ANATOMY AND PATHOPHYSIOLOGY FOR THE PTA II (4)

Continued overview of structure and function of various components of the human body systems from cellular level up to the organ system level and of general pathology, the disease process and its effect on rehabilitation. Orientation to common pharmacologic interventions, effects and side effects. Required preparation: program admittance. (UE)

PTA 280 SPECIAL TOPICS IN PHYSICAL THERAPY (2)

Overview of specialized topics in physical therapy including aquatic therapy, cardiac rehabilitation, women's health, wound care and chest physical therapy. Integration of physical therapy techniques and communication skills learned throughout the program. Required preparation: program admittance; concurrent with PTA 221 and PTA 201. (UE)

PTA 285 MANUAL THERAPY TECHNIQUES-PHYS THERAPIST ASSIST (1)

Beginning practice in selected manual therapy techniques including peripheral joint mobilization, myofascial release, muscle energy techniques and strain/counter-strain techniques. S/U grading. Required preparation: program admittance; HLTH 202 and PTA 220 and concurrent enrollment in PTA 221. (UE)

SOC SOCIOLOGY

SOC& 101 INTRODUCTION TO SOCIOLOGY (5)

Study of human group life emphasizing socialization, social structure, and social interaction patterns. Class work augmented by individual study experience situations. (SSd)

SOC 120 MARRIAGE AND FAMILY (5)

Scientific study of the social institution of marriage and family. Family related issues and types; relationships, socialization, mate selection, alternative enduring relationships, and divorce. Varieties and functions of contemporary American and cross cultural marriages and families. (SSd)

SOC& 201 SOCIAL PROBLEMS (5)

Study of the phenomenon of deviance with implications for society at large. Specific problems covered include crime, delinquency and family dissolution. (SSd)

SOC 210 URBAN SOCIOLOGY (5)

Analyzes the transition and development of urban environments and the impact on human behavior and activities. Includes theory, origins, problems and resources associated with cities. Sources of change examined along with cross cultural variations in urbanization, modernization and industrialization. (SSg)

SOC 220 CONTEMPORARY SOCIAL ISSUES (5)

Examination of current social issues. Includes in-depth study of an issue of student's choice. (SSd)

SOC 250 MULTICULTURAL ISSUES (5)

Focuses on learning about the local ethnic populations in terms of community issues identified by representatives from these populations. Students will also look at how ethnic values, culture and heritage affect these issues. (SSd)

SOC 295 HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Sociology. Required preparation: acceptance into the Honors Program. (SS)

SPAN   SPANISH

SPAN 104   ACCELERATED ELEMENTARY SPANISH (5)

A comprehensive, intensive review of elementary Spanish through both traditional grammar/vocabulary study and active communication. For those who at some time have completed the equivalent or near equivalent of college-level, first year Spanish but need a refresher before undertaking further study. Prerequisite: two years of high school Spanish or the equivalent. (Hg)

SPAN& 121   SPANISH I (5)

An introductory course, which facilitates elementary ability in comprehension, speaking, reading, and writing in Spanish, provides some understanding of Hispanic cultures, and prepares students for Spanish II. Intended for students who have no prior experience in Spanish. (LEg)

SPAN& 122   SPANISH II (5)

Builds upon the foundation of Spanish I. Facilitates ability in comprehension, speaking, reading, and writing in Spanish, provides some understanding of Hispanic cultures, and prepares students for Spanish III. Continued emphasis on both traditional grammar/vocabulary study and real communication. Prerequisite: SPAN& 121. (LEg)

SPAN& 123   SPANISH III (5)

Capstone of the first-year series. Completes the basic foundation of understanding/ability in the four language skills and of basic knowledge of Hispanic cultures, and prepares students for second year Spanish. Continued emphasis on both traditional grammar/vocabulary study and active communication. Prerequisite: SPAN& 122. (Hg)

SPAN& 221   SPANISH IV (5)

A second-year course which facilitates the leap from basic comprehension of the mechanics of the language to real ability to comprehend, speak, read, and write effectively in Spanish. Provides some solid insight into Hispanic cultures through readings and other media. Taught in Spanish. Prerequisite: SPAN& 123 or SPAN 104. (Hg)

SPAN& 222   SPANISH V (5)

Continuation of Spanish 201 which further develops practical conversational skills in Spanish while increasingly stressing reading comprehension strategies and effective writing. Hispanic cultures are investigated in increasing depth as students prepare for more advanced study. Taught in Spanish. Prerequisite: SPAN& 221. (Hg)

SPAN& 223   SPANISH VI (5)

The capstone of the second-year series. Students refine practical conversational skills and polish formal writing techniques while studying more advanced structures and registers. Linguistic ability and cultural insight are further developed through the reading and study of authentic literary works. Prerequisite: SPAN& 222. (Hg)

SPAN 295   HONORS PROGRAM SPECIAL TOPICS SEMINAR (2)

Reading, writing, discussion and oral presentations designed to develop in-depth, advanced level knowledge of a topic in Spanish. Required preparation: acceptance into the Honors Program. (H)

VISCM   VISUAL COMMUNICATIONS

VISCM240   TYPOGRAPHY (3)

Study of the design of letterforms, the function of type, and the use of type as a design element. Required preparation: program admittance. (UE)

VISCM250   LAYOUT AND PUBLICATION DESIGN I (5)

Application of layout and typographic principles to the design of identity systems, publications and collateral materials such as brochures, newsletters, catalogs. Emphasis on learning page layout software and preparation of art and copy for print reproduction. Required Preparation: program admittance. (UE)

VISCM251   LAYOUT AND PUBLICATION DESIGN II (5)

Further study of layout and publication design including the use of grid systems for multipage publications. Course covers document creation for print and digital publication and addresses issues of layout design for mobile devices such as eBook readers and tablets. Required preparation: program admittance and VISCM 250. (UE)

VISCM260   VECTOR ILLUSTRATION (5)

Illustration principles and techniques using vector-based software. Course covers the creation of illustrations for editorial, advertising and information graphics purposes. Required preparation: program admittance. (UE)

VISCM261   RASTER ILLUSTRATION AND IMAGE EDITING (5)

Illustration concepts and techniques using bitmapped graphics software. Includes digital image manipulation and image editing of scanned images. Required preparation: program admittance. (UE)

VISCM262   ADVANCED DIGITAL IMAGING (3)

Advanced Photoshop skills in preparing raster images for print, web, and digital publishing. Topics include: color management, image resolution, color correction, clipping paths, masks, sharpening, retouching, and compositing techniques. Required preparation: program admittance. (UE)

VISCM270   PRINT PRODUCTION AND PREPRESS (5)

Study of commercial print processes and digital preparation of artwork for reproduction. Topics include: printing process, project workflow, industry standard graphic file formats, digital color foundations, preflight, quality issues, paper stock, bindery processes, business relationships, quoting print jobs. Prerequisite: program admittance. (UE)

VISCM280   WEB DESIGN AND AUTHORING I (5)

Fundamentals of web design and site development using coding and web authoring software. Topics include: site planning, workflow, usability, interface and layout design, cross-platform issues, HTML/CSS, image optimization, and web typography. Required preparation: program admittance. (UE)

VISCM282   WEB DESIGN AND AUTHORING II (5)

Further study and application of web design principles and site development. Course covers designing for mobile and desktop screen sizes, grid systems for web layout, using HTML/CSS and jQuery for animation and interactivity. Required preparation: program admittance; VISCM 280. (UE)

VISCM284   WEB CONTENT MANAGEMENT SYSTEMS (5)

Fundamentals of developing web sites using open source content management systems (CMS). Topics include: CMS functionality for web management needs, content organization, developing graphics for theme-based layouts, modifying theme design through HTML, CSS and scripting. Required preparation: program admittance. (UE)

VISCM286   VIDEO PRODUCTION FOR THE WEB (5)

Fundamentals of video production with focus on creating and preparing video for streaming on the Web. Topics include: content development, digital video/audio production, digital editing techniques, file formats and compression for Web delivery. Program admittance required. (UE)

VISCM292   PORTFOLIO/PROFESSIONAL PRACTICES (2)

Standard professional and business practices in the graphic and web design profession with emphasis on the preparation of a portfolio of the student's work. Other topics include: resume writing, interviewing, portfolio presentations, business contracts, copyright law, recordkeeping, and taxes. Required preparation: program admittance. (UE)

WORLD LANGUAGES

See American Sign Language, Chinese, French, German, Japanese and Spanish.

College Policies

College Policies

All Whatcom Community College policies, in addition to those listed here, are maintained by the President's office.

Alcohol and Controlled Substances

Information Related to the Federal Drug-Free School and Communities Act of 1989

Purpose

The College desires to facilitate access to appropriate health and medical care for students who develop academic problems, and employees who develop job performance problems as a consequence of drug and alcohol abuse.

Whatcom Community College recognizes drug dependency, including alcoholism, as a treatable illness that interferes with academic and work performances, personal health and safety, and the safety of others. The College recognizes its efforts to facilitate access to appropriate health and medical care for students and employees who develop drug and alcohol problems are limited to the following: 1) the effects of drug and alcohol abuse on a student's academic ability and behavior while involved in College activities; 2) the effects of drug and alcohol abuse on an employee's job performance and on-the-job behavior.

I. Relevant State/Local Laws & College Policies

A. STUDENT USE OF MARIJUANA, ALCOHOL, AND CONTROLLED SUBSTANCES: Students are prohibited from being observably under the influence of marijuana or the psychoactive compounds found in marijuana, or otherwise using, possessing, selling, or delivering any product containing marijuana or the psychoactive compounds found in marijuana and intended for human consumption, regardless of form, on college premises. While state law permits the recreational use of marijuana, federal law prohibits such use on college premises or in connection with college activities. Students are prohibited from being observably under the influence of any alcoholic beverage on college premises; with the exception of sanctioned events, approved by the president or designee, and in compliance with state law. Students are prohibited from the use, possession, or the appearance of being demonstrably under the influence of any legend drug, including anabolic steroids, androgens, or human growth hormones as defined by RCW 69.41, or any other controlled substance under RCW 69.50, except as prescribed for a student's use by a licensed practitioner. These prohibitions apply to every student whenever said student is present upon or in any College facility and whenever said student is present at or engaged in any College-sponsored activity which is held in College facilities or non-College facilities. (WAC 132U-125-020). Violation of these student responsibilities will result in disciplinary action.

B. EMPLOYEE USE/ABUSE OF ALCOHOL AND CONTROLLED SUBSTANCES: Employees are prohibited from being under the influence of or participating in the unlawful manufacture, distribution,

possession, or use of a controlled substance in and on College-owned or controlled property; disciplinary action and possible termination will be taken in accordance with the Higher Education Personnel Board rules, bargaining unit agreements, tenure laws, or other policies of the institution. (WAC 296-024-073 (6) (e) and College Policy 404).

C. DRINKING AGE LAWS: It is unlawful for any person under the age of 21 years to acquire, possess or consume any alcoholic beverage. It is also unlawful for any person, other than a parent or guardian (and then only in specific situations), to provide alcoholic beverages to someone under 21. (RCW 66.44.270 and Local Ordinances 8707 and 8573).

E. COLLEGE FUNCTIONS THAT PROVIDE OR ALLOW ALCOHOLIC BEVERAGES WITHOUT COST (BANQUET PERMITS): No functions that involve the service or consumption of alcoholic beverages may take place on College grounds without a state banquet permit. (RCW 66.20.010). Any person acting without a required permit shall be guilty of a gross misdemeanor. (RCW 66.44.090). It is illegal to serve alcohol to anyone who appears intoxicated. (RCW 66.44.200).

F. SALE OF ALCOHOLIC BEVERAGES ON CAMPUS: Alcoholic beverages may not be sold on College property without obtaining an appropriate state liquor license. (RCW 66.20) Liquor licenses must be displayed in plain sight at the location of the event. (RCW 66.24.010(7)).

G. OPENING OR CONSUMING LIQUOR IN PUBLIC PLACES: Except where permits have been issued by the State Liquor Board and approval granted by the President, it is illegal to have an open container of alcohol or to consume alcohol in a public place, which includes College hallways and lounges, athletic fields, parks, sidewalks, parking lots, etc. (RCW 66.04.010(23) and 66.44.100 and Local Ordinance 9044.7).

H. PROMOTION OF LIQUOR AT WHATCOM COMMUNITY COLLEGE: No activities by liquor manufacturers or importers or their representatives which promote the sale or consumption of alcoholic beverages, either by brand name or in general, are allowed on College property except in accordance with state regulation and approved by the president. (RCW 66.28.160).

II. Assistance

The College recognizes its obligation to promote the health, safety, and well-being of its students and employees and to encourage appropriate assistance.

STUDENT ASSISTANCE: Students are encouraged to voluntarily seek expert assistance for alcoholism or drug dependency. Students who voluntarily reveal to a College staff member that they have been or are currently involved in the abuse of alcohol or illicit drugs shall have the confidentiality and anonymity of their communication respected, except under subpoena. The staff member should refer students to the Whatcom Community College counseling office. The counseling office shall be capable of making referral to community resources for alcohol or drug abuse diagnosis or treatment. Confidentiality by counselors will be fully maintained according to Federal Law 42 CFR Part 2.

Any student receiving approved professional treatment for an alcohol or drug problem may be considered for Hardship Withdrawal.

Students will use their own resources to cover costs incurred for treatment.

Employees of Whatcom Community College are encouraged to refer students who abuse alcohol or illicit drugs to Whatcom Community College's counseling center for assessment and/or intervention and referral. Student confidentiality and anonymity of their communication shall be respected and limited to referral to the Whatcom Community College counseling office. No official College records shall be kept.

III. Sanctions

Whatcom Community College will impose sanctions on students and employees consistent with local, state and federal laws. These sanctions include possible expulsion or termination of students or employees who violate these laws. Faculty members, other College employees and students who breach or aid or abet another in the breach of any of these provisions shall be subject to: a) possible prosecution under the state criminal law, b) any other civil or criminal remedies available to the public, or c) appropriate disciplinary action pursuant to the state of Washington higher education personnel board rules or the College's policies and regulations. (WAC 132U-120-030(2) and College Policy 1140).

Refer to the College's website for the complete version of this policy.

Discrimination, Harassment, and Sexual Harassment Complaints

WAC 132U-300-030 Statement of Policy.

The College provides equal opportunity in education and employment and does not discriminate on the basis of race, color, national origin, age, disability, sex, sexual orientation, marital status, creed, religion, or status as a veteran of war as required by Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, RCW 49.60.030, and their implementing regulations. Prohibited gender-based discrimination includes sexual harassment.

(1) Harassment is defined as a form of discrimination consisting of physical or verbal conduct that:

(a) Denigrates or shows hostility toward an individual because of the their race, creed, color, religion, national or ethnic origin, parental status or families with children, marital status, sex (gender), sexual orientation, gender identity or expression, age, genetic information, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability, or any other prohibited basis; and

(b) Is sufficiently severe or pervasive so as to substantially interfere with the individual's employment, education or access to College programs, activities, and opportunities.

(2) Sexual harassment is defined, for the purposes of this policy as follows: Unwelcome sexual advances, requests, and other unwelcome conduct of a sexual nature where:

(a) Submission to such conduct is made, either expressly or implicitly, a term or condition of an individual's employment or education; or

(b) Submission or rejection of such conduct by an individual is used as the basis for employment or educational decisions affecting any individual; or

(c) Such unwelcome conduct is sufficiently severe, persistent or pervasive to have the effect of substantially interfering with any individual's academic or professional performance.

Complaint Procedure.

The College recognizes its responsibility for investigation, resolution, implementation of corrective measures, and monitoring the educational environment and workplace to stop, remediate, and prevent discrimination and harassment, including sexual harassment. Employees, students, or visitors who believe they have been the subject of discrimination or sexual harassment should report the incident to the following official: human resources director, affirmative action officer and Title IX coordinator, 360.383.3404.

The entire discrimination and harassment procedure is located on the College website.

Student Rights and Responsibilities Policy (Student Conduct Code)

WAC 132U-125-001 AUTHORITY.

The Board of Trustees, acting pursuant to RCW 28B.50.140(14), delegates to the president of the College the authority to administer disciplinary action. Administration of the disciplinary procedures is the responsibility of the vice president of student affairs or designee. The student conduct officer shall serve as the principal investigator and administrator for alleged violations of this code.

WAC 132U-125-003 – PURPOSE.

Whatcom Community College, as a state supported institution of higher education, has a primary mission to contribute to the vitality of its communities by providing quality education and preparing students for active citizenship in a global society. Students and College personnel share the responsibility of contributing to a learning environment that promotes academic integrity, social justice, civility, and nonviolence within a safe and supportive College community. Enrollment in Whatcom Community College carries with it the obligation to be a responsible citizen of the College community and to treat others with respect and dignity. Each student is expected to abide by College policies and regulations along with local, state, and federal laws. The student conduct code and disciplinary procedures are implemented to support the College mission and to assist in the protection of the rights and freedoms of all members of the College community.

WAC 132U - 125-005 - STATEMENT OF JURISDICTION.

The student conduct code shall apply to student conduct that occurs on College premises, to conduct that occurs at or in connection with College-sponsored activities, or to off-campus conduct that in the judgment of the College adversely affects the College community or the pursuit of its objectives. Jurisdiction extends to, but is not limited to, locations in which students are engaged in official College activities including, but not limited to, foreign or domestic travel, activities funded by the associated students, athletic events, training internships, cooperative and distance education, online education,

practicums, supervised work experiences, study abroad, or any other College-sanctioned social or club activities. Students are responsible for their conduct from the time of application for admission through the actual receipt of a degree, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment. These standards shall apply to a student's conduct even if the student withdraws from College while a disciplinary matter is pending. The College has sole discretion, on a case-by-case basis, to determine whether the student conduct code will be applied to conduct that occurs off-campus.

WAC 132U -125-015 STATEMENT OF STUDENT RIGHTS.

As members of the academic community, students are encouraged to develop the capacity for critical judgment and to engage in an independent search for truth. Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the larger community. Students should exercise their freedom with responsibility. The responsibility to secure and to respect general conditions conducive to the freedom to learn is shared by all members of the College community.

The following enumerated rights are guaranteed to each student within the limitations of statutory law and College policy which are deemed necessary to achieve the educational goals of the College:

1. Academic freedom.
    a. Students are guaranteed the rights of free inquiry, expression, and assembly upon and within College facilities that are generally open and available to the public.
    b. Students are free to pursue appropriate educational objectives from among the College's curricula, programs, and services, subject to the limitations of RCW 28B.50.090
    c. Students shall be protected from academic evaluation which is arbitrary, prejudiced, or capricious, but are responsible for meeting the standards of academic performance established by each of their instructors.
    d. Students have the right to a learning environment which is free from unlawful discrimination, inappropriate and disrespectful conduct, and any and all harassment, including sexual harassment.
2. Due process.

    a. The rights of students to be secure in their persons, quarters, papers, and effects against unreasonable searches and seizures is guaranteed.
    b. No disciplinary sanction may be imposed on any student without notice to the accused of the nature of the charges.
    c. A student accused of violating this code of student conduct is entitled, upon request, to procedural due process as set forth in this chapter.
3. Student participation in College governance.

    a. Whatcom Community College recognizes the special role that students have in the development and maintenance of student programs.
    b. The College provides opportunities for students to participate in College governance, including the formulation of College policies and procedures relevant to students, through representation by the Associated Students of Whatcom Community College (ASWCC).

    c.   Students are also appointed, according to the ASWCC constitution and bylaws, to serve on a variety of College committees.

WAC 132U-125-020 STUDENT RESPONSIBILITIES AND PROHIBITED CONDUCT.

As members of the Whatcom Community College community, students have an obligation to demonstrate academic and personal honesty and integrity. Students are expected to respect individual rights, recognize their impact on others, and take responsibility for their actions.

Students may be subject to disciplinary action for any activity that unreasonably disrupts the operations of the college or infringes on the rights of another member of the college community. Students are prohibited from engaging in any unlawful conduct and may be subject to criminal or civil prosecution. The College may apply disciplinary proceedings for student conduct on or off the College premises that, in the judgment of the College, adversely affects the College community or the pursuit of its objectives. The College may carry out these disciplinary proceedings prior to, simultaneous to, or following civil or criminal proceedings in court.

The College may impose disciplinary sanctions against a student who commits, or aids, abets, incites, encourages or assists another person to commit, an act(s) of misconduct, which include, but are not limited to the following:

1. Academic Dishonesty. Any act of academic dishonesty, including but not limited to cheating, plagiarism, and fabrication:
   a. Cheating includes any attempt to give or obtain unauthorized assistance relating to the completion of an academic assignment.
   b. Plagiarism includes taking and using as one's own, without proper attribution, the ideas, writings, or work of another person in completing an academic assignment. Prohibited conduct may also include the unauthorized submission for credit of academic work that has been submitted for credit in another course.
   c. Fabrication includes falsifying data, information, or citations in completing an academic assignment and also includes providing false or deceptive information to an instructor concerning the completion of an assignment.
2. Other Dishonesty. Such acts include, but are not limited to:

   a. Forgery, alteration, submission of falsified documents or misuse of any College document, record, or instrument of identification;
   b. Tampering with an election conducted by or for College students; or
   c. Furnishing false information, or failing to furnish correct information, in response to the request or requirement of a College officer or employee.
3. Obstruction or Disruption. Obstruction or disruption of:

   a. any instruction, services, research, administration, disciplinary proceeding, or other College activity, including the obstruction of the free flow of pedestrian or vehicular movement on College property or at a College activity; or

    b. any activity that is authorized to occur on College property or under College jurisdiction, whether or not actually conducted or sponsored by the College.

4. Assault or Intimidation. Assault, physical abuse, verbal abuse, threat(s), intimidation, harassment, bullying, stalking or other conduct which harms, threatens, or is reasonably perceived as threatening the health or safety of another person or another person's property. For purposes of this paragraph:

    a. Bullying is physical or verbal abuse, repeated over time, and involves a power imbalance between the aggressor and victim.

    b. Stalking is intentional and repeated following of another person, which places that person in reasonable fear that the perpetrator intends to injure, intimidate or harass that the person. Stalking also includes instances where the perpetrator knows or reasonably should know that the person is frightened, intimidated or harassed, even if the stalker lacks such an intent.

5. Cyber-Misconduct. Cyber-stalking, cyber-bullying or online harassment. Use of electronic communications, including, but not limited to, electronic mail, instant messaging, electronic bulletin boards, and social media sites, to harass, abuse, bully or engage in other conduct which harms, threatens, or is reasonably perceived as threatening the health or safety of another person. Prohibited activities include, but are not limited to, unauthorized monitoring of another's email communications directly or through spyware, sending threatening emails, disrupting electronic communications with spam or by sending a computer virus, sending false messages to third parties using another's email identity, non-consensual recording of sexual activity, and non-consensual distribution of a recording of sexual activity.

6. Property Violation. Attempted or actual damage to, or theft or misuse of, real or personal property or money of

    a. the College or state,
    b. any student or College officer, employee, or organization, or
    c. any other person or organization, or possession of such property or money after it has been stolen.

7. Failure to Comply with Directive. Failure to comply with the direction of a College officer or employee who is acting in the legitimate performance of his or her duties, including failure to properly identify oneself to such a person when requested to do so.

8. Weapons: Carrying, exhibiting, displaying or drawing any firearm, dagger, sword, knife or other cutting or stabbing instrument, club, explosive device or any other weapon capable of producing bodily harm, in a manner, under circumstances, and at a time and place that either manifests an intent to intimidate another or that warrants alarm for the safety of other persons. No person or group may use or enter onto Whatcom Community College grounds or facilities, owned or leased, while having in their possession firearms or other dangerous weapons, even if licensed to do so. An exception shall be made for commissioned police officers and other law enforcement officers as permitted by law.

9. Hazing. Hazing includes, but is not limited to, any initiation into a student organization or any pastime or amusement engaged in with respect to such an organization that causes, or is likely to cause, bodily danger or physical harm, or serious mental or emotional harm, to any student.

10. Alcohol, Drug, and Tobacco Violations.

a. Alcohol. The appearance of being observably under the influence of any alcoholic beverage, or otherwise using, possessing, selling or delivering any alcoholic beverage on college premises; with the exception of sanctioned events, approved by the president or designee, and in compliance with state law.

b. Marijuana: The appearance of being observably under the influence of marijuana or the psychoactive compounds found in marijuana, or otherwise using, possessing, selling or delivering any product containing marijuana or the psychoactive compounds found in marijuana and intended for human consumption, regardless of form, on college premises. While state law permits the recreational use of marijuana, federal law prohibits such use on college premises or in connection with college activities.

c. Drugs. The use, possession, delivery, sale, or the appearance of being under the influence of any legend drug, including anabolic steroids, androgens, or human grown hormones as defined in RCW 69.41, or any other controlled substance under RCW 69.50, except as prescribed for a student's use by a licensed practitioner.

d. Tobacco, electronic cigarettes, and related products. The use of tobacco, electronic cigarettes, and related products in any building owned, leased or operated by the college or in any location where such use is prohibited, including twenty-five feet from entrances, exits, windows that open, and ventilation intakes of any building owned, leased or operated by the college. "Related products" include, but are not limited to cigarettes, pipes, bidi, clove cigarettes, water pipes, hookahs, chewing tobacco, and snuff.

11. Lewd Conduct. Conduct which is disorderly, lewd, or obscene.
12. Discriminatory Conduct. Discriminatory conduct which harms or adversely affects any member of the college community because of race; color; national origin sensory, mental, or physical disability; use of a service animal; age (40+); religion; gender, including pregnancy; marital status; genetic information; sexual orientation; gender identity; veteran's status; or any other legally protected classification.
13. Sexual Misconduct. The term "sexual misconduct" includes sexual harassment, sexual intimidation, and sexual violence.

a. Sexual Harassment. The term "sexual harassment" means unwelcome conduct of a sexual nature, including unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, electronic communication, social media, or physical conduct of a sexual nature that is sufficiently serious as to deny or limit, and does deny or limit, the ability of a student to participate in or benefit from the college's educational program or that creates an intimidating, hostile, or offensive environment for other campus community members.

b. Sexual Intimidation. The term "sexual intimidation" incorporates the definition of "sexual harassment" and means threatening or emotionally distressing conduct based on sex, including, but not limited to, nonconsensual recording of sexual activity or the distribution of such recording.

c. Sexual Violence. The term "sexual violence" incorporates the definition of "sexual harassment" and means a physical sexual act perpetrated without clear, knowing, and voluntary consent, such as committing a sexual act against a person's will, exceeding the scope of consent, or where the person is incapable of giving consent, including rape, sexual assault, sexual battery, sexual coercion, sexual exploitation, gender- or sex-based

stalking. The term further includes acts of dating or domestic violence. A person may be incapable of giving consent by reason of age, threat or intimidation, lack of opportunity to object, disability, drug or alcohol consumption, or other cause.

14. Harassment. Unwelcome and offensive conduct, including verbal, nonverbal, or physical conduct, that is directed at a person because of such person's protected status and that is sufficiently serious as to deny or limit, and that does deny or limit, the ability of a student to participate in or benefit from the College's educational program or that creates an intimidating, hostile, or offensive environment for other campus community members. Protected status includes a person's race; color; national origin; sensory, mental, or physical disability; use of a service animal; age (40+); religion; genetic information; gender, including pregnancy, marital status; sexual orientation; gender identity; veteran's status; or any other legally protected classification. See "Sexual Misconduct" for the definition of "sexual harassment." Harassing conduct may include, but is not limited to, physical conduct, verbal, written, social media and electronic communications.

15. Retaliation. Retaliation against any individual for reporting, providing information, exercising one's rights or responsibilities, or otherwise being involved in the process of responding to, investigating, or addressing allegations or violations of federal, state, or local law, or College policies, including, but not limited to, student conduct code provisions prohibiting discrimination and harassment.

16. Misuse of Electronic Resources. Theft or other misuse of computer time or other electronic information resources of the College. Such misuse includes but is not limited to:

    a. Unauthorized use of such resources or opening of a file, message, or other item;
    b. Unauthorized duplication, transfer, or distribution of a computer program, file, message, or other item;
    c. Unauthorized use, collection or distribution of someone else's password or other identification;
    d. Use of such time or resources to interfere with someone else's work;
    e. Use of such time or resources to send, display, or print an obscene or abusive message, text, or image;
    f. Use of such time or resources to interfere with normal operation of the College's computing system or other electronic information resources;
    g. Use of such time or resources in violation of applicable copyright or other law;
    h. Adding to or otherwise altering the infrastructure of the College's electronic information resources without authorization;
    i. Failure to comply with the college's electronic use policy.

17. Unauthorized Access. Unauthorized possession, duplication, or other use of a key, keycard, or other restricted means of access to College property, or unauthorized entry onto or into College property.

18. Abuse or Misuse of College Policies or Procedures. Abuse or misuse of any of the procedures relating to student complaints or misconduct, including but not limited to:

    a. Failure to obey a verbal or written directive from a College official;
    b. Falsification or misrepresentation of information;
    c. Disruption, or interference with the orderly conduct, of a proceeding;

d. Interfering with someone else's proper participation in a proceeding;
e. Destroying or altering potential evidence, or attempting to intimidate or otherwise improperly pressure a witness or potential witness;
f. Attempting to influence the impartiality of, or harassing or intimidating, a student conduct committee member; or
g. Failure to comply with any disciplinary sanction(s) imposed under this student conduct code.
19. Safety Violation. Safety violation includes any non-accidental conduct that interferes with or otherwise compromises any college policy, equipment, or procedure relating to the safety and security of the campus community, including tampering with fire safety equipment and triggering false alarms or other emergency response systems. A safety violation may include the operation of any motor vehicle on college property in an unsafe manner or in a manner which is reasonably perceived as threatening the health or safety of another person.
20. Violation Other Laws and Policies. Violation of any federal, state, or local law, rule, or regulation or other College rules or policies, including College traffic and parking rules.
21. Ethical Violation. The breach of any generally recognized and published code of ethics or standards of professional practice that governs the conduct of a particular profession for which the student is taking a course or is pursuing as an educational goal or major. In addition to initiating discipline proceedings for violation of the student conduct code, the College may refer any violations of federal, state or local laws to civil and criminal authorities for disposition. The College shall proceed with student disciplinary proceedings regardless of whether the underlying conduct is subject to civil or criminal prosecution.

WAC 132U- 125-025 Classroom conduct.

Faculty have the authority to take appropriate action to maintain order and proper conduct in the classroom and to maintain the effective cooperation of the class in fulfilling the objectives of the course.   An instructor has the authority to exclude a student from any single class session during which the student is disruptive to the learning environment. The instructor shall report any such exclusion from the class to the vice president of student services, or designee, who may summarily suspend the student or initiate conduct proceedings as provided in this procedure. The vice president of student services, or designee, may impose a disciplinary probation that restricts the student from the classroom until the student has met with the student conduct officer and the student agrees to comply with the specific conditions outlined by the student conduct officer for behavior in the classroom. The student may appeal the disciplinary sanction according to the disciplinary appeal procedures.

WAC 132U-125-030 Trespass.

The vice president or designee(s) shall have the authority and power to prohibit the entry or withdraw the license or privilege of any person or group of persons to enter into or remain in any College property or facility. Such power and authority may be exercised to halt any event which is deemed to be unreasonably disruptive of order or impedes the movement of persons or vehicles or which disrupts or threatens to disrupt the movement of persons from facilities owned and/or operated by the college. Any person who disobeys a lawful order given by the vice president, or designee(s), shall be subject to disciplinary action and/or charges of criminal trespass.

A complete version of the student rights and responsibilities policy is available on the College website.

Student Complaints (WAC 132U-125-130)

Whatcom Community College is committed to providing quality service to students, including providing accessible services, accurate information, and equitable and fair application of policies and procedures, including evaluation of class performance, grading, and rules and regulations for student participation in College activities and student conduct. The College procedures pertaining to student complaints are published on the College website.

Student Computer Use Rules

Students are guests of Whatcom Community College's managed technology environment. Campus computers are intended to support educational goals and may not be used for personal gain or illegal activities. Please refer to Whatcom Community College Procedure 1189, Use Of College Computing Resources.

- Students may not use staff computers.
- Do not mistreat or damage the computer equipment.
- Hardware or software configurations may not be altered.
- Do not download or install any software or applications. This includes games, e-mail software, and unauthorized tutorial CDs that may be included with your textbooks.
- Do not install any peripheral devices.
- No personal computers or other devices may be connected to the College network or telephone system.
- Campus technology resources will be provided off-campus with VMware View, available at MyWCC on the College website.
- Attempts to remotely access, hack, bypass, alter, or circumvent any network or computer security on any system are illegal.
- Individuals must not interfere with the personal rights of others or the educational process of the College as defined by the WCC Student Rights and Responsibilities outlined in the WCC catalog.
- In addition, individual labs and departments may have procedures or guidelines beyond the rules listed here.

Unauthorized use of WCC's technology resources is a serious offense and may result in disciplinary or legal action that could include expulsion from school, civil prosecution by the College or criminal prosecution.

Faculty and Administration

Board of Trustees

ADELSTEIN, STEVE
Trustee
JD, Gonzaga University
BA, Western Washington University

DOUGLAS, TIM
Trustee
MS, Indiana University
BA, Washington State University

PEDLOW, JOHN
Trustee
BS, Widener University
Post-graduate work in Law and Business
Administration

ROFKAR, BARBARA
Trustee
MA, Western Washington University
BA, Western Washington University
Registered Nursing Program, Toledo, Ohio

President and Cabinet

HIYANE-BROWN, KATHI
President
Ed.D, Oregon State University
MA, University of Iowa
AB, Grinnell College

COLE, SUE
*Executive Director for Institutional
Advancement*
BA, Western Washington University

HARRI, EDWARD
Vice President for Instruction
MS, Western Washington University
BA, Whitman College
Washington Executive Leadership Academy
(WELA) 2013

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*Special Assistant to the President and Director
for Government Affairs*
BA, Western Washington University

LANGSTRAAT, NATHAN
Vice President for Administrative Services
MBA, Western Washington University
BA, Western Washington University

LEWIS, LUCA
Vice President for Student Services
Ph.D., University of Idaho
MS, University of Idaho
BGS, University of Idaho

Full-Time Faculty and Administration

Whatcom Community College serves the educational needs of the community with both full-time and adjunct (part-time) faculty.

ANDERSON, AMY
Director for K-12 Partnerships
MEd, Western Governors University,
Washington
BS, Linfield College

ANDERSON, MARGARET
Physical Therapist Assistant
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BS, California State University, Fresno

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BA, University of Puget Sound

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BA, Western Washington University

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MBA, Saint Mary's College of California
MMus, University of Washington
BA, University of California, Santa Barbara

BROUSSARD, JEANNE
Visual Communications Program Coordinator
MFA, Louisiana Tech University
BFA, University of Louisiana at Monroe

BUTTS, RICHARD
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MEd, Western Washington University
BFA, University of Alaska, Fairbanks

CHOI, CHRISTINA
Student Completion Coach
MEd, Clemson University
BA, Marquette University

CLARK, YUMI
Mathematics
MS, University of Notre Dame
BS, Aquinas College
AA, Grand Rapids Community College

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BA, Willamette University

CORBITT, JARID
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BA, Western Washington University

COULTER, GRETCHEN
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BA, Western Washington University
AAS, Whatcom Community College

CURD, PAUL
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MA, Northwest University
BA, Northwest University

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BA, Western Washington University

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BS, University of Colorado

DEROY, STEVEN
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BS, University of Puget Sound

DEWILDE, JODY
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BS, Western Washington University

DOYLE, KIM
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MM, State University of New York at Stony Brook
BA, Pacific Lutheran University

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BA, Washington State University

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BA, University of Washington

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MAc, University of Arizona
MAdmin, University of California, Riverside
BS, University of Arizona
BS, University of California, Riverside
BA, University of California, Riverside

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BS, Pennsylvania State University

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BS, University of Wisconsin-Milwaukee

GELWICKS, CARLA
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BAEd, Western Washington University

GEORGE, ANNE
French/IDS
PhD, University of Washington
MA, Central Washington University
BAEd, Central Washington University
BA, Central Washington University

GINNETT, JADA
Nursing
MSN/Ed, University of California, San Francisco
BA, University of Southern Maine
ASN, DeAnza College, Cupertino, CA

GRAY, DANIELLE
English
MA, Miami University
BA, Western Washington University
AAS, Whatcom Community College

HAGAN, MARTHA
Communication Studies
PhD, Washington State University
MA, Washington State University
AB, Brown University

HALL, NATHAN
Mathematics
MS, Western Washington University
BS, Western Washington University

HARKER, ANITA
Sociology
PhD, Utah State University
MS, Brigham Young University

HOLFERTY, KERRI
Director of Access and Disability Services
MEd, Western Washington University
BA, Western Washington University

HOLLOWAY, SALLY NYBLAD
Education/Early Childhood Education
M.A. Family and Consumer Science, Purdue University
B.S. Human Ecology, Michigan State University

HOLMAN, CAITE
Foundation Director
MEd, Western Washington University
BA, Western Washington University

HOLTZHEIMER, CRYSTAL
Mathematics
MEd, Western Washington University
BS, Western Washington University
AAS, Whatcom Community College

HOPCROFT, LEO
Developmental Education
MEd, Western Washington University
BA, Western Washington University
AA, Whatcom Community College

HOSKINS, CYNTHIA
Administrative Assistant to the VP for Admin. Services
AS, Whatcom Community College (3)

HUGHES, TARA
English
PhD, University of Rochester
MA, University of Rochester
BA, Boise State University

JORDAN, GUAVA
Adult Basic Education
MEd, Western Washington University
BA, University of New Hampshire

JULIN, SARA
Physics, Physical Science
MAT, Lewis & Clark College
BS, Lewis & Clark College

KARLBERG, ANNE MARIE
Director for Assessment & Institutional Research
PhD, University of British Columbia
MPH, Tulane University
BEd, University of Toronto
BS, University of Toronto

KEELEY, BRIAN
Senior Director of Facilities and Operations
BS, Grand Valley State University

KESTER, KELLY
Director for International Programs
MA, University of Montana
BA, University of North Dakota

KLAFFKE, DAVID
Director for Financial Aid
MA, Azusa Pacific University
BA, Point Loma Nazarene University

KLAUSMAN, JEFFREY
English
DA, Idaho State University
MFA, University of Oregon
BS, Portland State University

KNAPP, DAVID R, JR
Director for Academic Advising and Career Services
MA, University of Phoenix
BA, Western Washington University

KOHN, BEN
World Languages, Humanities
MA, University of Washington
BA, University of Washington
Certification, Det Fynske Musikkonservatorium, Odense, Denmark

KOLODYCHUK, GRACE
Nursing
MSN, Kent State University
BSN, University of Alberta

KRAFT, (KAATJE) KATRIEN
Geology
PhD, Arizona State University
MS, Arizona State University
BA, Colby College

LANCASTER, DEBRA
Biology
PhD, University of Louisiana, Lafayette
MS, Miami University
BS, University of Texas, Tyler
AAS, Tyler Junior College

LARGE, GERALD
Drama
PhD, University of Wisconsin, Madison
MFA, Ohio University
BA, University of North Texas

LOCHRIDGE, ANGELA
Nursing
MSN, South Dakota State University
BSN, South Dakota State University

LONAC, SUSAN
English
PhD, University of California, Davis
MA, University of California, Davis
BA, University of California, Santa Barbara

LUDLOW, JILL
Physical Therapist Assistant
AAS, Suny Orange County Community College

LUU, MEI
Mathematics
MS, Minnesota State University, Mankato
BS, University of Minnesota, Twin Cities

LYNCH, SIGNEE
English
MA, University of Washington
BA, University of Washington
BS, University of Utah (2)

MARTIN, JUSTIN
Art
MFA, University of South Florida
BFA, University of Montana
AS, Missoula College - University of Montana

MAXWELL, BARRY
Political Science
MMAS, Army Command and General Staff
College
MA, University of Southern California
BA, University of California, Los Angeles

MCEWEN, TRAVIS
Computer Information Systems
BS, Western Governors University
MS, Western Governors University

MEYER, PAMELA
Medical Assistant
BS, California Coast University

MILNOR, SEAVER
Computer Information Systems
MS, University of Tulsa
MSt, University of Oxford
MA, University of Washington
MA, University of Washington
BA, Whitman College

MORADO SANCHEZ, FERNANDO
Director for Student Success and Retention
MA, Evergreen State College
BA, University of Washington

MUIR, CARRIE
Mathematics
PhD, University of Nebraska
MA, University of Colorado
BA, Graceland University

NAF, WARD
Director for Information Technology
AAS, Whatcom Community College

NOLZE, BARBARA
Administrative Assistant to the VP for Student Services
BA, Western Washington University

PAPICH, MARY LOU
Nursing
MSN, Gonzaga University
BSN, Montana State University

PARSONS, RYAN
Computer Science
BS University of Washington
BABA University of Washington

PHUNG, TRAN
Physics Physical Science
PhD, University of Oregon
MS, University of Oregon
BA, Whittier College

POBLET, INES
English as a Second Language – Academic
MA, Hawaii Pacific University
BA, Loyola Marymount University

PREISINGER, ROBIN
Director for English as a Second Language Academic
MA, University of Washington
BA, Gonzaga University

RAWLINGS, BECKY
Executive Director for Human Resources
MA, City University
BA, Western Washington University
Washington Executive Leadership Academy
(WELA) 2011

REEVES, KIMBERLY
Biology
MEd, University of Georgia
BS, University of Georgia

ROUSSEAU, JOHN
Biology
PhD, Colorado State University
MS, Northern Arizona University
BA, University of California at Santa Barbara

SANDE, CORRINNE
Director Computer Sciences & Information Systems/Cyberwatch West
MLS, Fort Hays University
BA, Washington State University
CCNP, Cisco Certified Network Professional
ATA, Skagit Valley College

SCHROEDER, MARY
Coordinator for the Student Recreation Center
BA, Western Washington University

SEHMAN, MELANIE
Music
DMA, Eastman School of Music
MM, Arizona State University
BM, Central Washington University

SHANG, SOPHIA
English as a Second Language
MA, University of Illinois at Urbana-Champaign
BS, University of Illinois at Urbana-Champaign

SHAVELSON, AMY
International Programs
BA, University of Rhode Island
MA, Northern Arizona University

SHEEDY, SALLY
Library
MLIS, University of Rhode Island
BA, Hofstra University

SHERIF, RUSSELL
Mathematics
PhD, University of Southern California
MSE, Princeton University
BS, University of Washington

SINGLETARY, MICHAEL
Registrar
MPA, University of Washington
BA, University of Washington-Tacoma
AA, Brevard Community College
Washington Executive Leadership Academy
(WELA) 2010

SINGLETON, LEE
Mathematics
PhD, Florida State University
MS, Florida State University
BS, Harding University

SLAGLE, TEALIA
Biology
M.SC, Universities of Manchester, Salford and
Keele, England
MPH, University of California, Los Angeles
BS, University of California, Santa Barbara

SMITH, GUY
*Communication Studies and Division Chair for
Social Sciences and Business*
MEd, Western Washington University
MA, Washington State University
BA, Washington State University (2)
Secondary Education Teaching Certificate

SPORES, JON
Bookstore Supervisor
MA, University of Texas
BA, University of Alabama

STACY, IAN
History
PhD, University of Montana
MA, Central Washington University
BS, The New School

STARR, LAURIE
*Administrative Assistant to the VP for
Instruction*
BA, Western Washington University

STEFENS, D. MONIQUE
Basic Food Employment & Training
BA, Western Washington University

THOMPSON, LEAH
Academic Skills and Resources
MA, Central Washington University
Certification, Developmental Education
Specialist, Appalachian State University
BA, Central Washington University

THOMPSON, MARIA
Spanish
MA, University of Washington
Licenciatura, Escuela Normal Superior "Jose
Maria Morelos"
Licenciatura, Escuela Normal de
Especializacion

TOMMILA, KIKI
Library
MLIS, University of Washington
BA, Western Washington University
AA, Whatcom Community College

TOOF, JOHN
*English as a Second Language Academic
Testing Coordinator*
MA, Temple University
BA, Wayne State College

VAN BEEK, JAMIE
*Physical Therapy/Medical Assistant and
Division Chair for Academic Resources and
Health Professions*
AS, Whatcom Community College

VANNELLI, TOMMASO
Chemistry
PhD, University of California, San Diego
MS, University of California, San Diego
BS, Tufts University

VLAHOS, MARGARET
Counselor
MS, University of Southern Mississippi
BS, University of Southern Mississippi

WALKER, JANICE
Dean for Workforce Education
M.Ed, Western Washington University
BA, Western Washington University

WEBBER, WILLIAM
Mathematics
PhD, University of Washington
MS, University of Alaska-Fairbanks
BS, University of Massachusetts-Amherst

WILL, ANTHONY
Communication Studies
PhD, Washington State University
MA, Washington State University
BA, Washington State University (2)

WINANS, SHERRI
English
MA, Washington State University
BA, Point Loma College

WINTERS, ROBERT
English, Film

MFA, University of California, Irvine
BA, University of California, Berkeley

WOLFF, ANNA
English
MA, Western Washington University
BA, Western Washington University

YPMA, HEIDEMARIE
Mathematics and Division Chair for Sciences, Technology, Engineering and Mathematics
MEd, Western Washington University
BA, Western Washington University

ZABEL, MELANIE
Psychology
MS, Western Washington University
BA, Western Washington University
AA, Whatcom Community College

ZOVAR, JENNIFER
Anthropology
PhD, Vanderbilt University
MA, Vanderbilt University
BA, Pacific Lutheran University

Adjunct / Pro-Rata Faculty

The college employs a significant number of adjunct (part-time) faculty in a wide range of disciplines. All adjunct faculty are listed in the faculty and staff directory at **whatcom.edu/contactus**.

ADAMS, JAN
Experiential Learning/Cooperative Education
MEd, Western Washington University
BA, University of Washington
BEd, Western Washington University

ALMY-HAMILTON, LUCINDA
Anthropology
MA, Western Washington University
BA, Western Washington University
BA, Hollins College, Roanoke VA

AMENDT-RADUEGE, AMY
English
PhD, Marquette University
MA, University of Minnesota, Duluth
BA, St. Olaf College

ARTEAGA, MIGUEL A.
Nursing
MN, University of Washington
BSN, University of Washington

ARTEAGA, PATRICIA T.
Nursing
MN, University of Washington
BSN, University of Washington

BAILEY, ROBIN
Turning Point
MEd, Western Washington University
BA, Central Washington University

BAKER, JEAN
Humanities
PhD, University of Washington
MA, University of Washington
BA, Central Washington University

BIKMAN, MARGARET
Library
MA, Portland State University
BA, Oregon State University

BLUME, SCOTT
Library
M.Libr, University of Washington
BA, University of California, Riverside
TESOL Certificate, Western Washington
University

BOOKER, ANNA
History
MA, University of Montana, Missoula
BA, University of California, Santa Cruz

BORGESEN, WENDY
English
MA,Western Washington University
BS, Huxley College, Western Washington
University
BA, University of Missouri
Teaching Certificate Secondary Education,
English and Social Studies

BREWER MONIQUE
Chemistry
MS, Western Washington University
BS, Western Washington University

BUCKLEY, SETSUKO
Japanese, History, Interdisciplinary Studies
EdD, University of Washington
EdM, Boston University
BA, University of Washington

BURNS, KATHERINE
English
MA, Western Washington University
MA, University of London, Royal Holloway
BA, Western Washington University

CARLSON-PRANDINI, SUZANNE
Librarian
MLIS, University of Washington iSchool
MiT, Seattle University
BA, Kalamazoo College

CHATTERTON, EDWARD
Geography & History
MA, Western Washington University
BA, Western Washington University
AA, Whatcom Community College

COLLIER, DONNA
*Adult Basic Education, English as a Second
Language*
MEd, Western Washington University
BS, Utah State University
BA, University of California, Santa Barbara

CONLEY, KRISTEN
Psychology
MEd, Western Washington University
MS, Western Washington University
BA, Western Washington University
AA, Olympic College

CONNER, JESSICA
Mathematics
MS, Western Washington University
BS, Western Washington University
AA, Peninsula College

COULET DU GARD, DOMINIQUE
Anthropology
PhD, Boston University
MA, Boston University
BA, University of Delaware

CRAWFORD, KEN
Education, History
MEd, Western Washington University
BA, Whitworth College

CULWELL, BILL
Sociology
MA, University of Idaho
BS, University of Idaho

DAUGHERTY, CONNIE
Art
MA, San Diego State University
BA, Pacific Lutheran University

DAVIS, KIMBERLY
Biology
PhD, Oregon State University
BS, California State University, Chico

DAVIS, WENDI
Mathematics
MA, Western Washington University
BA, Central Washington University
Secondary Education Teaching Certificate
AA, Pierce College

DONEGAN, DARCIE
Early Childhood Education, Education, Parent Education
MA, Pacific Oaks College
BA, University of Washington

DOUGAN, BERNARD
Geology
MS, Western Washington University
BS, Western Washington University
AA, El Camino College, Torrance, California

ELLIOTT, SCOTT
Biology
DC, Palmer College of Chiropractic-West
AAS, Whatcom Community College

EVRAETS, DAVID
Business Administration
MBA, Western Washington University
BA, Western Washington University
AAST, Whatcom Community College

GLEN, LESLIE
Mathematics
MS, Western Washington University
BA, University of Texas, Arlington
AAS, Glendale Community College

GOSCH, VERONICA
Nursing
MSN Gonzaga University
ASN Cabrillo College
AS Richard Bland College

GROCHOWSKI, EUGENIA
Art
MFA, University of Washington
BFA, University of the Arts

HABERMAN, MARY
History and Political Science
MA, Western Washington University
BA, Creighton University

HAGMAN, CATHY
Social Sciences
EdD, Seattle University
MA, University of Iowa
MA, University of Chicago
AB, Radcliffe College

HENDERSON, JENNIFER
Chemistry
PhD, Johns Hopkins University, School of Medicine
BA, Whitman College

HENKEL, AMANDA
English
MA, Colorado State University
BA, University of Oregon

HENOCH, BRENDA
Physical Therapist Assistant Program
MPT, Samuel Merritt University
BA, CSU, Chico

HOLFERTY, KERRI
Associate Director of Access & Disability Services
MEd., Western Washington University
BA, Western Washington University
ASL/English Interpreter Training, Portland Community College

HOLTZHEIMER, TAYLOR
Adult Basic Education and English as a Second Language
M.Ed, Western Washington University
B.A., Western Washington University
A.A.S., Whatcom Community College

HOPE, CATALINA
ABE/ELL/Medical Assisting/Business Computers/EDPL
MBA, California State University San Marcos
MSW and Counseling, San Diego State University
BSN, San Diego State University
TESOL Certificate, Western Washington University
HR Certificate, University of California San Diego

HOPPE, AMANDA
English and Humanities
MA, Western Washington University
BA, Western Washington University
BA, Western Washington University

JOHANSEN, CYNTHIA
Early Childhood Education
MA, Pacific Oaks College
BA, Western Washington University

KEHE, DAVID
English as a Second Language
MA, School for International Training
BA, Bradley University

KENYON, JOANNA
English
MFA, School of the Art Institute of Chicago
MA, Western Washington University
BA, Reed College

KOZACZUK, CARINA
English Language Leaners (ELL)
MA, San Francisco State University
BA, Western Washington University

KOZACZUK, VICTOR
Mathematics, Engineering
MS, San Jose State University
BS, San Francisco State University

KROONTJE, DAWN
Adult Basic Education
M.Ed. Western Washington University
BA Sociology Northwestern College (IA)

KUHN, CYNTHIA
Chemistry and Biology
MST, Potsdam College
BS, Medical Technology, SUNY Plattsburgh

KUMAR, MEYYAPPAN
Economics
MBA, University of Chicago
M.S. Chemical Engineering, Texas A&M University

LEWIS, STACY
American Sign Language
MA, Regent University
BA, Gallaudet University

MARSHALL, KAYE
Education and Early Childhood Education
MEd, Western Washington University
BA, Washington State University

MARTINDALE, LORI
English
PhD, European Graduate School
MA, Western Washington University
BA, Western Washington University

MCGOFF, COLLEEN
Communication Studies
MA, University of Washington
BA, CSU Fresno
AA, Chabot College

MCDADE, KIRSTEN
Biology
MS, Oregon State University
Teaching credential, Western Washington
University
BA, The Colorado College

MCKERNAN, ROWENA
Library
MLIS, University of British Columbia
BA, Western Washington University
AA, Whatcom Community College

MEYERS, ALEXIS
Early Childhood Education
M.S.ED, Bank Street College of Education
BA, Pacific Oaks

NAVARRE, PATRICIA
English as a Second Language
MEd, Western Washington University
BA, Oakland University
TESOL Certificate, Western Washington
University

NESSE, GLEN
Philosophy
MA, University of Wyoming
BA, Western Washington University
AA, Central Lakes College

OGG, DOUGLAS
Art / Art-Graphics
MFA, University of California, Davis
BA, University of California, Berkeley
AA, Diablo Valley College

OLSON, JAMIE
English as a Second Language Academic
MEd., Western Washington University
BA, University of Michigan, Ann Arbor

OLZA-KELSH, CAROLINA
*Parent Education and Early Childhood
Education*
MS, Walden University
BA, University of the Americas, Puebla, MX

OVERSTREET, LAURA
Psychology
PhD, Texas Woman's University
MA, Texas Woman's University
BA, University of North Texas

PAVIA, CURT
Visual Communications
B.A.E., Western Washington University
A.A., Edmonds Community College

PINNEY, TERESA
*English Special Education Certification,
Western Washington University*
MA California State University, Fresno
BS Northern Illinois University
AA Kishwaukee Community College

QUINLAN, DOUG
Mathematics
MA, Math Education, University of Northern
Colorado
BS, Mathematics, University of Northern
Colorado

RANNEY, DENISE
Adult Basic Education
MEd, University of Washington
BA, San Jose State College

REED-JONES, CAROL
Music and Interdisciplinary Studies
EdD, Graduate Theological Foundation
M Mus Western Washington University
B Mus University of British Columbia

RICHMOND, DOREEN
Adult Basic Education
MEd, Western Washington University
BA, Western Washington University
BS, Huxley College of Environmental Studies
TESOL Certificate, Western Washington
University

RIEDEL, AMY
Medical Assisting
MEd, Western Washington University
BA, Western Washington University
Licensed Practical Nurse

RIESENBERG, ROBERT
Psychology
PhD, University of Vermont
MS, University of Vermont
MSW, Ohio State University
BA, University of Cincinnati

ROBERTSON, DOUGLAS
Political Science
JD, Willamette University
BS, Lewis and Clark College

ROLLINS, ALYSON
Anthropology
MA, Western Washington University
BS, Lewis-Clark State College
AA, Yakima Valley Community College

ROMANYSHYN, ANDREW
*Computer Information Systems/Business
Computers*
MEd, Western Washington University
BS, Colorado State University

ROPER, SAM
English
MA, University of Utah
BA, University of Puget Sound
Secondary Teaching Certificate

ROSE-DUCKWORTH, ROXANN
Education, Early Childhood Education
MA, City University
BA, Washington State University

RUSHING DONNA
English
MA, Western Washington University
BA, Western Washington University
AAS, Whatcom Community College

RUSSELL, KEN Education
MEd, Western Washington University
BA, University of California, Berkeley
Washington State Education Certificate

SCHRAML, ULRICH
History
MA, Western Washington University
BA, Western Washington University
AA, Whatcom Community College

SEABURY, DEBRA
Education
MEd, Western Washington University
BA, Western Washington University

SMARTT, SCOTT
Mathematics
MEd, City University
BS, Math, Willamette University

SMITH, KRISTINE
*Program Coordinator, Parenting
Education/Service Learning*
MA, City University
BA, Trinity Western University

SNOWDER, BRAD
Astronomy
MEd, Western Washington University
BS, Western Washington University

STEELE, JESSICA
English
MA, Western Washington University
BA, Western Washington University

STEWART, MAUREEN
English Language Learners (ELL)
MEd, Continuing and College Education,
Western Washington University
BA, Western Washington University
TESOL Certificate Western Washington
University

STRIBLING, LORETTA
Developmental Education
MA, Western Washington University
BA, California State University, Sacramento

TAMMINGA, MELISSA
English
MA, University of British Columbia
BA, Northwestern College (IA)

TAYLOR, JT
Criminal Justice
MA, Political Science, Sonoma State University
BA, Criminal Justice Administration, Sonoma
State University

TAYLOR, KATHERINE
Art
MFA, University of Washington
BFA, University of Washington
BA, Western Washington University

TOMPKINS, CHARLES
Sociology
MA, Western Washington University
BA, Western Washington University

TYNE, BETH
Learning Contract and Prior Learning
MEd, Western Washington University
BA, Miami University

VANDYKE, MARK
Biology
MEd, Arizona State University
BS, Northern Arizona University

VAUGHAN, TARA
Mathematics
MEd, Concordia University
BA, University of Washington

VOIGT, JEREMY
English
MFA, Bennington College
BA, Western Washington University
Secondary Education Teaching Certificate

WALLACE, CATHERINE O'MARA
Journalism
MA, Syracuse University
BA, University of California, Santa Barbara

WATTERS, TIMOTHY
*Philosophy, Interdisciplinary Studies, Social
Sciences, Communication Studies*
JCL, St. Paul University, Ottawa
MCL, University of Ottawa
MChA, Catholic University of America
MA, Catholic University of America
STB, Catholic University of America
BA, St. Mary's College, Kentucky

WILKINSON, CAROL
Psychology
MS, Western Washington University
BA, University of Washington
AA, Highline Community College

WILLIAMS, HEATHER
Library
MLIS, University of Wisconsin-Milwaukee
BA, Western Washington University
TESOL Certificate, Western Washington
University

ZAMORA, ANDI
Communication Studies
MA, University of Washington
BA, University of Evansville, Indiana

Appendix A – Course Designators

COURSE DESIGNATORS KEY: One or more of the following codes appear at the end of each course description indicating applicability of the course to the Associate in Arts and Sciences degree program.

CC-Composition Communication Skills
OC-Oral Communication Skills
QSR-Quantitative Skills / Symbolic Reasoning Skills
H -Humanities Distribution
SS -Social/Behavioral Science Distribution
MS-Math/Science Distribution
LE-Listed Elective

UE-Unlisted Elective
d-Diversity
g-Global
s-Sustainability
w-Writing Intensive
l-Lab
p-Performance

COMMUNICATION SKILLS - Courses Designated "CC" or "OC"

ENGL&101	CC	ENGL 295C	CC	CMST&220	OC
ENGL 201	CC	CMST&101	OC	CMST&230	OC
ENGL 202	CC	CMST&102	OC	CMST 295C	OC
ENGL&230	CC	CMST 145	OC		
ENGL&235	CC	CMST&210	OC		

QUANTITATIVE/SYMBOLIC REASONING - Courses Designated "QSR"

MATH&107	QSR, MS	MATH&148	QSR, MS	MATH 208	QSR, MS
MATH&141	QSR, MS	MATH&151	QSR, MS	MATH 238	QSR
MATH&142	QSR, MS	MATH&152	QSR, MS	MATH&264	QSR, MS
MATH 145	QSR, MS	MATH&163	QSR, MS	MATH 295	QSR, MS
MATH&146	QSR, MS	MATH 204	QSR, MS	PHIL&117	QSR

HUMANITIES - Courses Designated "H"

ART& 100	Hw	ART 187	Hp	ENGL&113	Hwdg
ART 106	Hd	ART 203	Hwg	ENGL 124	Hwdgs
ART 107	Hwdg	ART 204	Hwg	ENGL 136	Hw
ART 112	Hp	ART 205	Hwg	ENGL 141	Hwg
ART 114	Hwg	ART 206	Hg	ENGL 142	Hwg
ART 115	Hp	ART 215	Hwg	ENGL 150	Hwg
ART 116	Hp	ART 221	Hp	ENGL 161	Hwd
ART 118	Hp	ART 276	Hp	ENGL 169	Hwd
ART 130	Hp	ART 295	H	ENGL 194	Hw
ART 131	Hp	ASL& 123	Hd	ENGL 225	Hwd
ART 134	Hp	CHIN&123	Hg	ENGL 226	Hwd
ART 150	Hwg	CMST 225	SS, Hwgs	ENGL&236	Hw
ART 160	Hp	CMST 250	H, SSwd	ENGL&237	Hw
ART 175	Hp	CMST 295H	H	ENGL 238	Hwd
ART 176	Hp	DRMA&101	Hg	ENGL 258	Hwg
ART 179	Hp	DRMA 125	Hp	ENGL 267	Hwd
ART 185	Hp	DRMA 295	H	ENGL 268	Hw
ART 186	Hp	ENGL&111	Hwg	ENGL 282	Hwg

ENGL 286	Hwg	HUM 132	Hg	MUSC&143	Hg
ENGL 295H	H	HUM 133	Hg	MUSC 211	Hwg
FILM 101	Hw	HUM 134	Hg	MUSC 212	Hwg
FILM 110	Hw	HUM 135	Hg	MUSC 213	Hwg
FILM 120	Hw	HUM 170	Hwg	MUSC 295	H
FILM 130	Hg	HUM 295	H	PHIL&101	Hg
FILM 140	Hw	IDS 123	H	PHIL&115	H
FILM 160	Hwd	IDS 140	Hpg	PHIL 118	H
FILM 165	Hw	IDS 152	H, SSwdg	PHIL 119	H
FILM 180	Hg	IDS 161	H, SS, MSwd	PHIL 130	H
FILM 194	Hw	IDS 180	H, SSwg	PHIL 132	Hdgs
FILM 295	H	IDS 220	Hwg	PHIL 140	Hwdg
FRCH&123	Hg	IDS 260	Hwd	PHIL 200	H
FRCH&221	Hg	IDS 270	Hwg	PHIL 214	H
FRCH&222	Hg	IDS 295	H, SS	PHIL 215	H
FRCH&223	Hg	JAPN 104	Hg	PHIL 216	H
FRCH 295	H	JAPN&123	Hg	PHIL 295	H
GERM 104	Hg	JAPN 295	H	SPAN 104	Hg
GERM&123	Hg	MUSC&105	Hg	SPAN&123	Hg
GERM 295	H	MUSC 110	Hg	SPAN&221	Hg
HUM& 101	Hwdg	MUSC 115	Hd	SPAN&222	Hg
HUM 106	Hwdg	MUSC 120	Hd	SPAN&223	Hg
HUM 130	Hg	MUSC&141	Hg	SPAN 295	H
HUM 131	Hg	MUSC&142	Hg		

SOCIAL SCIENCE - Courses Designated "SS"

ANTH&100	SSgs	ECON&201	SS	HIST&148	SSd
ANTH&104	SSg	ECON&202	SSg	HIST 158	SSg
ANTH 140	SSg	ECON 203	SS	HIST 204	SSg
ANTH 150	SSd	ECON 205	SSwg	HIST 205	SSg
ANTH&200	SSw	ECON 210	SSw	HIST 208	SSg
ANTH&204	SSs	ECON 225	SS	HIST 210	SS
ANTH&206	SSwdgs	ECON 260	SSgs	HIST 212	SSg
ANTH&210	SSds	ECON 295	SS	HIST 213	SSg
ANTH&216	SSds	EDUC&202	SS	HIST&214	SSd
ANTH 225	SSwdg	GEOG 100	SSgs	HIST&215	SSwd
ANTH&235	SSg	GEOG 105	SSgs	HIST&219	SSd
ANTH 295S	SS	GEOG 110	SSgs	HIST 220	SSg
BUS& 101	SS	GEOG 115	SSwds	HIST 225	SSg
BUS& 201	SS	GEOG 295	SS	HIST 230	SSg
BUS 295	SS	HIST&116	SSg	HIST 233	SSg
CJ& 101	SSw	HIST&117	SSg	HIST 250	SSd
CMST 205	SSwd	HIST&118	SSg	HIST 295	SS
CMST 225	SS, Hwgs	HIST 120	SSwg	IDS 112	SSwdg
CMST 250	H, SSwd	HIST 124	SSws	IDS 113	SS
ECED&105	SS	HIST&127	SSg	IDS 152	H, SSwdg
ECON 100	SS	HIST&146	SSd	IDS 161	H, SS, MSwd
ECON 110	SSgs	HIST&147	SSd	IDS 170	SSwgs

IDS 180	H, SSwg	PSYC 116	SS	PSYC 265	SSg
IDS 210	SS, MSwgs	PSYC 165	SSg	PSYC 270	SS
IDS 295	H, SS	PSYC&180	SSwd	PSYC 295	SS
POLS&101	SS	PSYC&200	SSw	SOC& 101	SSd
POLS&201	SSg	PSYC 210	SS	SOC 120	SSd
POLS&202	SS	PSYC 211	SSw	SOC& 201	SSd
POLS&203	SSg	PSYC 214	SS	SOC 210	SSg
POLS&204	SSg	PSYC 215	SS	SOC 220	SSd
POLS 295	SS	PSYC&220	SSd	SOC 250	SSd
PSYC&100	SS	PSYC 225	SSw	SOC 295	SS
PSYC 114	SS	PSYC 240	SSgs		
PSYC 115	SS	PSYC 250	SS		

MATH/SCIENCE - Courses Designated "MS"

Note: MATH and CS disciplines are not considered physical/biological sciences.

ANTH&205	MSs	CS 235	MS	MATH 145	QSR, MS
ANTH 295M	MS	CS 240	MS	MATH&146	QSR, MS
ASTR&100	MS	CS 264	MS	MATH&148	QSR, MS
ASTR 295	MS	CS 265	MS	MATH&151	QSR, MS
BIOL 103	MSwsl	CS 266	MS	MATH&152	QSR, MS
BIOL 104	MSl	CS 295	MS	MATH&163	QSR, MS
BIOL 133	MSg	ENGR 101	MS	MATH 175	MS
BIOL 159	MSwsl	ENGR&114	MS	MATH 204	QSR, MS
BIOL&160	MSwl	ENGR 151	MS	MATH 208	QSR, MS
BIOL&221	MSwl	ENGR&204	MS	MATH&264	QSR, MS
BIOL&222	MSwl	ENGR&214	MS	MATH 295	QSR, MS
BIOL&223	MSwl	ENGR&215	MS	NUTR&101	MS
BIOL&241	MSl	ENGR&225	MS	NUTR 114	MS
BIOL&242	MSl	ENGR 240	MS	NUTR 115	MS
BIOL&260	MSwl	ENVS&100	MSws	NUTR 116	MS
BIOL 295	MS	ENVS 295	MS	NUTR 117	MS
CHEM 104	MSl	GEOL 100	MSl	NUTR 214	MS
CHEM&110	MSl	GEOL&101	MSl	OCEA&101	MSl
CHEM&121	MSl	GEOL 104	MSl	PHYS 109	MSls
CHEM&131	MSl	GEOL 110	MSgs	PHYS&110	MSl
CHEM&161	MSl	GEOL 140	MSgsl	PHYS 112	MSlgs
CHEM&162	MSl	GEOL 150	MSl	PHYS&114	MSl
CHEM&163	MSl	GEOL 211	MSl	PHYS&115	MSl
CHEM&261	MSl	GEOL 212	MSwl	PHYS&116	MSl
CHEM&262	MSl	GEOL 295	MS	PHYS&221	MSl
CHEM&263	MSl	IDS 161	H, SS, MSwd	PHYS&222	MSl
CHEM 295	MS	IDS 210	SS, MSwgs	PHYS&223	MSl
CS 140	MS	MATH&107	QSR, MS	PHYS 295	MS
CS 145	MS	MATH 121	MSs	PHYSC104	MSl
CS 215	MS	MATH&141	QSR, MS	PHYSC295	MS
CS 225	MS	MATH&142	QSR, MS		

LISTED ELECTIVES - Courses Designated "LE"

ACCT&201	LE	FRCH 105	LE		
ACCT&202	LE	FRCH&121	LEg	**PE (activity classes)**	
ACCT&203	LE	FRCH&122	LEg	PE 102	LE
ART 123	LE	GERM&121	LEg	PE 103	LE
ART 155	LE	GERM&122	LEg	PE 104	LE
ART 200	LE	IDS 150	LEg	PE 105	LE
ART 201	LE	JAPN&121	LEg	PE 106	LE
ART 202	LE	JAPN&122	LEg	PE 108	LE
ART 212	LE	JAPN 151	LEg	PE 109	LE
ART 222	LE	JOURN210	LEw	PE 123	LE
ART 223	LE	JOURN211	LEw	PE 126	LE
ART 230	LE	MATH 207	LE	PE 135	LE
ART 231	LE	MUSC 156	LE	PE 136	LE
ASL& 121	LEd	MUSC 160	LE	PE 138	LE
ASL& 122	LEd	MUSC 161	LE	PE 139	LE
BUS 302	LE	MUSC 162	LE	PE 141	LE
BUS 303	LE	MUSC 163	LE	PE 146	LE
CHIN&121	LEg	MUSC 165	LE	PE 153	LE
CHIN&122	LEg	MUSC 166	LE	PE 157	LE
CJ& 110	LE	MUSC 167	LE	PE 158	LE
CJ& 240	LE	MUSC 171	LE	PE 170	LE
CS 101	LE	MUSC 172	LE	PE 202	LE
DANCE101	LE	MUSC 175	LE	PE 203	LE
DANCE102	LE	MUSC 176	LE	PE 206	LE
DANCE103	LE	MUSC 177	LE	PE 223	LE
DRMA 110	LE	MUSC 186	LE	PE 241	LE
DRMA 120	LE	MUSC 187	LE	PE 246	LE
DRMA 140	LE	MUSC 188	LE	PE 269	LE
DRMA 201	LE	MUSC 265	LE	PE 270	LE
DRMA 202	LEd	MUSC 266	LE	PE 271	LE
EDUC&115	LEd	MUSC 267	LE	PHIL 301	LE
EDUC 190	LE	**PE (non-activity classes)**		SPAN&121	LEg
EDUC&204	LE	PE 133	LE	SPAN&122	Leg
ENGR 100	LE	PE 181	LE		

UNLISTED ELECTIVES - Courses Designated "UE"

Any course numbered 100 or above not on the above lists.

DIVERSITY - Courses Designated "d"

ANTH 150	SSd	ASL& 121	LEd	DRMA 202	LEd
ANTH&206	SSwdgs	ASL& 122	LEd	EDUC&115	LEd
ANTH&210	SSds	ASL& 123	Hd	ENGL&113	Hwdg
ANTH&216	SSds	BUS 230	UEd	ENGL 124	Hwdgs
ANTH 225	SSwdg	CMST 205	SSwd	ENGL 161	Hwd
ART 106	Hd	CMST 250	H, SSwd	ENGL 169	Hwd
ART 107	Hwdg	CTWOC201	UEd	ENGL 174	UEwd

ENGL 225	Hwd	HIST 250	SSd	PARED103	UEd
ENGL 226	Hwd	HLTH 118	UEd	PHIL 132	Hdgs
ENGL 238	Hwd	HLTH 119	UEd	PHIL 140	Hwdg
ENGL 267	Hwd	HUM& 101	Hwdg	PSYC&180	SSwd
FILM 160	Hwd	HUM 106	Hwdg	PSYC&220	SSd
GEOG 115	SSwds	HUMDV135	UEd	SOC& 101	SSd
HIST&146	SSd	IDS 112	SSwdg	SOC 120	SSd
HIST&147	SSd	IDS 152	H, SSwdg	SOC& 201	SSd
HIST&148	SSd	IDS 161	H, SS, MSwd	SOC 220	SSd
HIST&214	SSd	IDS 260	Hwd	SOC 250	SSd
HIST&215	SSwd	MUSC 115	Hd		
HIST&219	SSd	MUSC 120	Hd		

GLOBAL - Courses Designated "g"

ANTH&100	SSgs	FILM 180	Hg	HUM 131	Hg
ANTH&104	SSg	FRCH&121	LEg	HUM 132	Hg
ANTH 140	SSg	FRCH&122	LEg	HUM 133	Hg
ANTH&206	SSwdgs	FRCH&123	Hg	HUM 134	Hg
ANTH 225	SSwdg	FRCH&221	Hg	HUM 135	Hg
ANTH&235	SSg	FRCH&222	Hg	HUM 170	Hwg
ART 107	Hwdg	FRCH&223	Hg	IDS 112	SSwdg
ART 114	Hwg	GEOG 100	SSgs	IDS 140	Hgp
ART 150	Hwg	GEOG 105	SSgs	IDS 150	LEg
ART 203	Hwg	GEOG 110	SSgs	IDS 152	H, SSwdg
ART 204	Hwg	GEOL 110	MSgs	IDS 170	SSwgs
ART 205	Hwg	GEOL 140	MSgsl	IDS 180	H, SSwg
ART 206	Hg	GERM 104	Hg	IDS 210	SS, MSwgs
ART 215	Hwg	GERM&121	LEg	IDS 220	Hwg
BIOL 133	MSg	GERM&122	LEg	IDS 270	Hwg
CHIN&121	LEg	GERM&123	Hg	JAPN 104	Hg
CHIN&122	LEg	HIST&116	SSg	JAPN&121	LEg
CHIN&123	Hg	HIST&117	SSg	JAPN&122	LEg
CMST 225	SS, Hwgs	HIST&118	SSg	JAPN&123	Hg
DRMA&101	Hg	HIST 120	SSwg	JAPN 151	LEg
ECON 110	SSgs	HIST&127	SSg	MUSC&105	Hg
ECON&202	SSg	HIST 158	SSg	MUSC 110	Hg
ECON 205	SSwg	HIST 204	SSg	MUSC&141	Hg
ECON 260	SSgs	HIST 205	SSg	MUSC&142	Hg
ENGL&111	Hwg	HIST 208	SSg	MUSC&143	Hg
ENGL&113	Hwdg	HIST 212	SSg	MUSC 211	Hwg
ENGL 124	Hwdgs	HIST 213	SSg	MUSC 212	Hwg
ENGL 141	Hwg	HIST 220	SSg	MUSC 213	Hwg
ENGL 142	Hwg	HIST 225	SSg	PHIL&101	Hg
ENGL 150	Hwg	HIST 230	SSg	PHIL 132	Hdgs
ENGL 258	Hwg	HIST 233	SSg	PHIL 140	Hwdg
ENGL 282	Hwg	HUM& 101	Hwdg	PHYS 112	MSlgs
ENGL 286	Hwg	HUM 106	Hwdg	POLS&201	SSg
FILM 130	Hg	HUM 130	Hg	POLS&203	SSg

POLS&204	SSg	SOC 210	SSg	SPAN&123	Hg
PSYC 165	SSg	SPAN 104	Hg	SPAN&221	Hg
PSYC 240	SSgs	SPAN&121	LEg	SPAN&222	Hg
PSYC 265	SSg	SPAN&122	LEg	SPAN&223	Hg

SUSTAINABILITY - Courses Designated "s"

ANTH&100	SSgs	ECON 260	SSgs	IDS 170	SSwgs
ANTH&204	SSs	ENGL 124	Hwdgs	IDS 210	SS, MSwgs
ANTH&205	MSs	ENVS&100	MSws	MATH 121	MSs
ANTH&206	SSwdgs	ENVS 190	UEs	OFFAD154	UEs
ANTH&210	SSds	GEOG 100	SSgs	OFFAD280	UEs
ANTH&216	SSds	GEOG 105	SSgs	OFFAD281	UEs
BIOL 103	MSwsl	GEOG 110	SSgs	OFFAD282	UEs
BIOL 159	MSwsl	GEOG 115	SSwds	PHIL 132	Hdgs
CIS 100	UEs	GEOL 110	MSgs	PHYS 109	MSls
CMST 225	SS, Hwgs	GEOL 140	MSgsl	PHYS 112	MSlgs
ECON 110	SSgs	HIST 124	SSws	PSYC 240	SSgs

WRITING INTENSIVE - Courses Designated "w"

ANTH&200	SSw	ENGL 141	Hwg	HIST&215	SSwd
ANTH&206	SSwdgs	ENGL 142	Hwg	HUM& 101	Hwdg
ANTH 225	SSwdg	ENGL 150	Hwg	HUM 106	Hwdg
ART& 100	Hw	ENGL 161	Hwd	HUM 170	Hwg
ART 107	Hwdg	ENGL 169	Hwd	IDS 112	SSwdg
ART 114	Hwg	ENGL 174	UEwd	IDS 152	H, SSwdg
ART 150	Hwg	ENGL 194	Hw	IDS 161	H, SS, MSwd
ART 203	Hwg	ENGL 225	Hwd	IDS 170	SSwgs
ART 204	Hwg	ENGL 226	Hwd	IDS 180	H, SSwg
ART 205	Hwg	ENGL&236	Hw	IDS 210	SS, MSwgs
ART 215	Hwg	ENGL&237	Hw	IDS 220	Hwg
BIOL 103	MSwsl	ENGL 238	Hwd	IDS 260	Hwd
BIOL 159	MSwsl	ENGL 258	Hwg	IDS 270	Hwg
BIOL&160	MSwl	ENGL 267	Hwd	JOURN210	LEw
BIOL&221	MSwl	ENGL 268	Hw	JOURN211	LEw
BIOL&222	MSwl	ENGL 282	Hwg	MUSC 211	Hwg
BIOL&223	MSwl	ENGL 286	Hwg	MUSC 212	Hwg
BIOL&260	MSwl	ENVS&100	MSws	MUSC 213	Hwg
BUS 140	UEw	FILM 101	Hw	PHIL 140	Hwdg
CJ& 101	SSw	FILM 110	Hw	PSYC&180	SSwd
CMST 205	SSwd	FILM 120	Hw	PSYC&200	SSw
CMST 225	SS, Hwgs	FILM 140	Hw	PSYC 211	SSw
CMST 250	H, SSwd	FILM 160	Hwd	PSYC 225	SSw
ECON 205	SSwg	FILM 165	Hw		
ECON 210	SSw	FILM 194	Hw		
ENGL&111	Hwg	GEOG 115	SSwds		
ENGL&113	Hwdg	GEOL 212	MSwl		
ENGL 124	Hwdgs	HIST 120	SSwg		
ENGL 136	Hw	HIST 124	SSws		