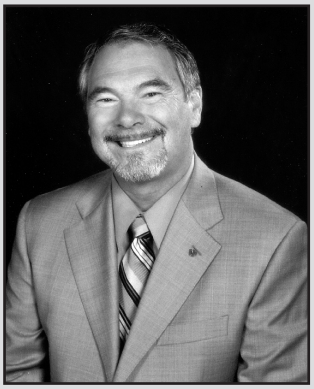
Contents

Academic Calendar 2
Academic Information 21
Accreditation 5
Admissions 6
Board of Trustees 5
Course Description 80
Degrees and Certificates 26
Educational Programs 33
Faculty and Administrators 122
History 5
Index 127
Map ..... back cover
Mission 5
Programs of Study 43
Registration 10
Student Services 12
Student Programs 19
Tuition and Fees 11

Welcome to Big Bend.



Since 1962 Big Bend Community College has provided educational opportunity to residents of the central Columbia Basin. Local residents, students from across the state and the oceans have all participated in and contributed to the Big Bend community. Our vision of access to educational opportunity grows with our expanding campus and professional skills. For our students Big Bend is about a first choice, a second chance, or continuing lifelong learning. Viking athletic teams, Community Concerts, Allied Arts and student sponsored events, along with regional and state meetings, continue to attract visitors to our campus and community. Prospective new employers visit the college as part of their decision process to locate to our region. Our faculty and staff have adapted the use of ever-changing technology to spread access to our resources throughout our 4,600 square mile service district. Big Bend Community College is a crossroads and a resource for economic development in our region, and this catalog describes those activities and capabilities.

This time of information overload challenges us to sort, evaluate and file facts, figures, and concepts in volumes staggering to comprehend. Documents such as this catalog are presented as convenient reference tools you'll find helpful as you chart your path to educational success. It will help to identify the resources of the college available to help you achieve your educational and career goals. Review it by thumbing through the pages as you enroll with us for the first time. Better yet, view it on-line at www.bigbend.edu/catalog for the most current information. Most importantly use this catalog to help you get to know us, and please, ask lots of questions.

Bill Bonaudi

Bill Bonaudi

BBCC President

Calendar 2006-2007

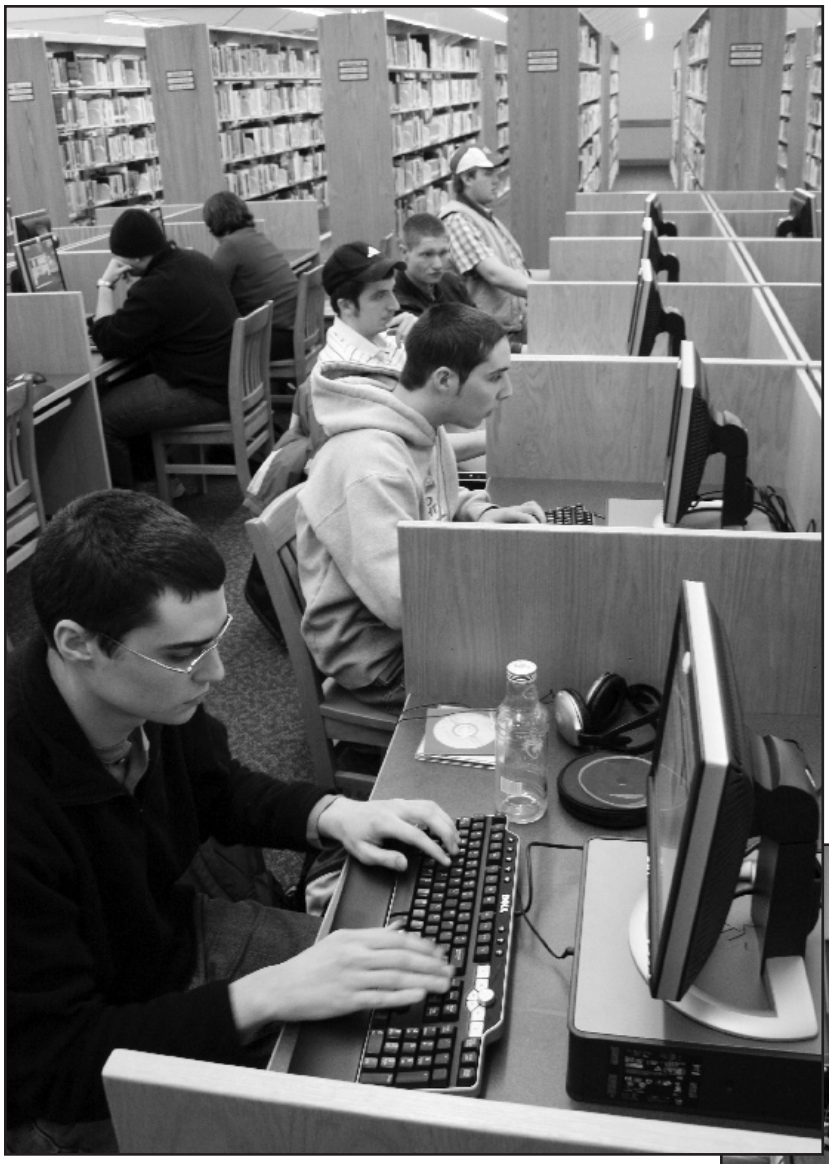
	Fall 2006	Winter 2007	Spring 2007	Summer 2007
Early Registration Begins	May 15	Nov. 13	Feb. 19	May 14
Tuition Due	Sept. 7	Dec. 21	March 15	June 7
1st Year Flight res. hall check-in	Sept. 10			
1st Year Flight students report	Sept. 11			
General Faculty Report	Sept. 11			
Residence halls check-in orientation	Sept. 17	Jan. 1	March 25	June 17
Instruction begins	Sept. 18	Jan. 2	March 26	June 18
Last day to add a class	Sept. 22	Jan. 5	March 30	June 20
Last day to drop a class	Nov. 21	March 1	May 24	July 19
Instruction ends	Nov. 30	March 13	June 5	July 26
Final exams	Dec. 4-6	March 14-16	June 6-8	
Residence halls close	Dec. 6	March 16	June 8	July 26
Grades due from faculty	Dec. 8	March 19	June 11	July 30
Quarter break	Dec. 7-Jan. 1	March 17-25	June 9-17	
Comencement			June 8	
Holidays	Veteran's Day Nov. 10 Thanksgiving Nov. 23-24	Martin Luther King Day Jan. 15	Memorial Day May 28	Independence Day, July 4

Tentative calendar, subject to change without notice.

Calendar 2007-2008

	Fall 2007	Winter 2008	Spring 2008	Summer 2008
Early Registration Begins	May 14	Nov. 13	Feb. 25	May 19
Tuition Due	Sept. 13	Dec. 27	March 20	June 12
1st Year Flight res. hall check-in	Sept. 16			
1st Year Flight students report	Sept. 17			
General Faculty Report	Sept. 17			
Residence halls check-in orientation	Sept. 23	Jan. 6	March 30	June 22
Instruction begins	Sept. 24	Jan. 7	March 31	June 23
Last day to add a class	Sept. 28	Jan. 11	April 4	June 25
Last day to drop a class	Nov. 27	March 6	May 29	July 24
Instruction ends	Dec. 6	March 18	June 10	July 31
Final exams	Dec. 10-12	March 19-21	June 11-13	
Residence halls close	Dec. 12	March 21	June 13	July 31
Grades due from faculty	Dec. 14	March 24	June 16	August 4
Quarter break	Dec. 13-Jan. 6	March 22-30	June 14-22	
Comencement			June 13	
Holidays	Veteran's Day Nov. 12 Thanksgiving Nov. 22-23	Martin Luther King Day Jan. 21	Memorial Day May 26	Independence Day, July 4

Tentative calendar, subject to change without notice.



About BBCC

Accreditation

Big Bend Community College is accredited by the Northwest Commission on Colleges and Universities. Its transfer credits are normally accepted by other accredited colleges.

Board of Trustees

Mr. Mike Blakely (appointed 2005), Quincy

Mrs. Cecilia DeLuna-Gaeta (appointed 2003), Othello

Mr. Robert Holloway (appointed 2002), Ephrata

Mrs. Katherine Kenison (appointed 1999), Ephrata

Mr. Felix Ramon (appointed 1994), Moses Lake

The above listed citizens are Trustees of BBCC and are responsible to citizens of the Big Bend Community College services district for the operation of the college. The board meets regularly every six weeks. Each is appointed by the governor of the state of Washington and confirmed by the Washington State Senate to staggered five year terms.

History

Big Bend Community College was authorized by the Washington State Board of Education in 1961. Beginning fall quarter 1962 BBCC held its first regular classes at night in Moses Lake High School. The college opened classes in a new facility located a short distance southeast of the city of Moses Lake fall quarter 1963. In 1966, BBCC acquired a 159-acre tract of land on the former Larson Air Force Base, which became the permanent college campus for all programs in 1975.

The Washington State Legislature's Community College Act of 1967 designated Big Bend Community College as District 18 of the state community college system. The district includes Adams and Grant Counties, and the Odessa Consolidated School District in Lincoln County.

Mission

The mission of Big Bend Community College is to serve the educational needs of a diverse population throughout its service district. As a comprehensive two-year community college, the institution works with its partners to provide a variety of educational opportunities, including:

- courses and training for university and college transfer
- occupational and technical programs
- basic skills and developmental education
- community and continuing education
- pre-employment and customized training for local business and industry
- support services for students

Goals

The College provides learning opportunities that include:

- critical thinking and problem solving
- computation
- communication
- workplace skills and values
- awareness and sensitivity to cultural diversity
- arts enrichment and cultural activities

Characteristics

Big Bend Community College maintains a working and learning environment with the following:

- a discrimination-free environment which promotes diversity and staff and student success
- a service-oriented environment which provides access and support services to all students, including those who are physically and mentally challenged yet have the ability to benefit
- a climate which encourages safety, individual wellness, and human dignity
- facilities and equipment to support student learning
- continual assessment of student outcomes

(Board Approved Revision 9/26/00)

Admissions

Admissions

Big Bend Community College accepts all applicants who are 18 years of age or older. Those under 18 years of age who have graduated from an accredited high school, have an equivalent certificate, e.g., the General Education Development Test, or qualify as a Running Start student will be admitted. Applicants who are younger than 18 and who do not meet these requirements must provide BBCC with a written release from their school principal authorizing BBCC to admit them. All applicants must be 16 years of age or older unless they have graduated from high school or are part of a state approved program such as Running Start. Some programs have specific admission procedures and limited space; therefore, admission to BBCC does not guarantee availability of all programs.

Students enrolling in a degree program must apply for admission. BBCC will assign an advisor, evaluate transfer course work and maintain a student file for officially admitted students. Registration priority is given to students who have been officially admitted to BBCC.

To apply for admission at BBCC a student must:

1. Apply online at www.bigbend.edu or obtain and complete an application for admission form. Forms are available at the Admissions/Registration Office, 1st floor, Bldg. 1400.
2. Send for official transcripts from former colleges attended. Transcripts received directly from students must be in envelopes that were sealed by the originating school. Veterans must make application to receive credit for previous military experience.
3. Submit the completed application and a non-refundable fee of $30.00 to the Cashier's Office, 2nd floor, Bldg. 1400.

A student who does not register for classes within one year after being admitted must repeat the admissions procedures.

Admission Checklist

1. Students entering BBCC for the first time must apply for admission and pay an application fee. Application may be completed online at www.bigbend.edu or the form may be obtained at the Admissions/Registration Office, Bldg. 1400, at any Washington state high school or community college, on the BBCC website at www.bigbend.edu or by calling (509) 793-2061.
2. Transfer students must send for official college transcripts. Transcripts should be mailed to: Admissions/Registration, Big Bend Community College, 7662 Chanute Street N.E., Moses Lake, WA 98837-3299. Most schools require the student's signature and many require a fee for official transcripts. Prospective students should check with their former school for transcript ordering procedures.
3. Financial aid forms are available at the Financial Aid Office, Bldg. 1400 or by calling (509) 793-2034. Please consult Financial Aid Office personnel for application deadlines and availability of funds. Scholarship information is also available from the Financial Aid Office staff.
4. Math and English placement tests should be taken by new students seeking a BBCC degree or those planning to enroll in a math or English course. Students usually complete both tests in three to four hours. The fee is $5.00 per test. For additional information see the Placement Tests section of this catalog.
5. New student orientations are held before fall, winter and spring quarters. See the New Student Orientation section of this catalog for more information. Dates, times and procedures for orientation session registration are mailed to all admitted students.
6. Admission letters contain the name of the BBCC staff member assigned as a new student's advisor. If a new student does not attend an orientation session they must meet with their advisor prior to registration to develop their course schedule. Students should bring to their advising session their math and English placement test results and a copy of their BBCC worksheet showing which college credits previously earned have been accepted in transfer. Preliminary planning on the student's part is a good idea.
7. Registration in classes is not official until tuition and fees are paid. Students should check the quarterly class schedule for payment due dates, usually 10 days prior to the beginning of the quarter. Unpaid registrations will be cancelled.

8. Students may purchase books and supplies from the BBCC Bookstore in Bldg. 1400 or online at www.bbccbookstore.com. Registration receipts will help bookstore personnel identify books needed for each course. The original bookstore receipt must accompany any books being returned.

Entering Transfer Students

Students transferring to BBCC will be given appropriate credit for college level work completed. Students must submit to the Admissions/Registration Office official transcripts from each institution attended. Credit will be awarded on the basis of official transcripts only. The cumulative grade point average of all credits accepted must be 2.00 or higher. Although there is no limit on the number of credits a student may transfer to BBCC before graduating, the student must meet all BBCC degree requirements; including residency requirements (see Degree and Certificate Requirements section).

BBCC subscribes to the statewide Policy on Inter-College Transfer and Articulation among Washington Public Colleges and Universities endorsed by the public colleges and universities of Washington state and the State Board for Community and Technical Colleges and adopted by the Higher Education Coordinating Board. For more detailed information contact the Admissions/Registration Office or the Counseling Center.

In programs where appropriate, credits may also be given for military service schools attended. These are normally awarded as recommended by the *ACE Guide to the Evaluation of Educational Experience in the Armed Services*. Army, National Guard and Reserve members may obtain information on ordering a military transcript at the following website: http://aarts.army.mil/. Navy sailors and Marines may obtain ordering information at https://smart.cnet.navy.mil/.

CTC Reciprocity Agreement

Washington community and technical colleges (CTCs) offer reciprocity to students transferring within the CTC system who are pursuing the Associate in Arts & Science - Direct Transfer Agreement (DTA) degree or the Associate in Science – Transfer (AS-T) degree. Students who completed an individual course that met distribution degree requirements or fulfilled entire areas of their degree requirements at a prior college will be considered to have met those same requirements at BBCC if they plan to complete the same degree when they transfer. These degree requirements include communication skills, quantitative skills, or one or more distribution area requirements. Students must initiate the review process and must be prepared to provide necessary documentation. For complete information, students should contact staff in the Admissions/Registration Office. The policies and procedures can be found on the BBCC website at www.bigbend.edu.

Resident Classification for Tuition

To be considered a resident for purpose of tuition, a person must be either (1) a financially independent student who has had a domicile in the state of Washington for a period of one year immediately prior to the commencement of the quarter for which the student has registered and has established a bona fide domicile for purposes other than educational; or (2) a dependent student whose parent(s) or legal guardian(s) has maintained a domicile in the state of Washington for at least one year prior to commencement of the quarter for which the student has registered.

United States citizens who do not live in Washington State qualify for a waiver of part of the nonresident tuition.

Students who are not permanent residents or citizens of the United States but who have met the following conditions may qualify for resident status: resided in Washington state for the three years immediately prior to receiving a high school diploma, and completed the full senior year at a Washington high school, or completed the equivalent of a high school diploma and resided in Washington state for the three years immediately before receiving the equivalent of the diploma, and continuously resided in the state since earning the high school diploma or its equivalent. Such students must complete a declaration form available in the Admissions/Registration Office.

A nonresident student enrolled for more than six credit hours per quarter shall be considered as attending primarily for educational purposes. Such period of enrollment shall not be counted toward establishment of domicile in this state, unless the student proves domicile was established for purposes other than educational.

Once a student has been classified as resident or nonresident and registered, the classification will remain unchanged until satisfactory evidence showing cause for change is presented in writing. The conditions listed below, which typically must be accomplished one year prior to classification as a resident, may be required evidence of having become a Washington resident.

1. Permanent full-time or part-time employment in the state of Washington.
2. Purchase of property in the state of Washington.
3. Registration of all vehicles in the state of Washington.
4. Registration to vote in the state of Washington.
5. Valid Washington state driver's license.
6. Rent receipts from an apartment or home in the state of Washington.
7. Establishment of bank accounts in the state of Washington.

Forms to petition for a change in residency status are available in the Admissions/Registration Office and must be submitted before the fifth day of the quarter if the change is to take effect for the current quarter.

New Student Orientation

New students should plan to attend one of BBCC's orientation sessions. Topics covered include opportunities for student involvement in extra curricular activities, financial aid, degree planning and the registration process. Orientation activities include campus tours, advising and the opportunity to register for classes. Orientation is free of charge, but reservations are required. Orientations are held prior to fall, winter and spring quarters. Orientation information is mailed to all new applicants.

Placement Tests

New students seeking a BBCC degree or planning to enroll in math or English courses should take the college placement tests prior to meeting with an advisor and registering for classes unless they have previously fulfilled BBCC math and English requirements at another college or university. The fee is $5.00 per test. Testing dates, times and locations are printed in the quarterly class schedules mailed to service area residents prior to each term and also to new applicants with the new student orientation information. Students are allowed to retake the English and math placement tests once. After that they must wait one calendar year or provide documentation of their subsequent completion of an English and/or math course. The most recent placement score will be used. For further information, prospective students may call the BBCC Counseling Center at (509) 793-2035.

International Students

BBCC encourages and welcomes applications for admission from students of other countries who wish to pursue a quality educational experience in the United States. BBCC provides a variety of educational opportunities in the liberal arts and technical program areas and is committed to increasing understanding and exchange of social awareness, cultural enrichment and sharing of ideas.

Application for admission of international students is limited to persons who have been granted F-1 visas for the purpose of study in the United States. BBCC offers instruction in English as a Foreign Language from an intermediate level to English 101.

Prospective students may request an international application for admission from the Admissions/Registration Office, Big Bend Community College, 7662 Chanute Street, Moses Lake WA 98837-3299 or at the BBCC website www.bigbend.edu.

Admission Requirements

The following admission requirements must be completed 30 days prior to the first day of class.

1. BBCC application for admission form must be submitted.
2. Official copy of high school and college transcripts must be submitted with official English translation.
3. Proof of adequate financial support for all expenses for one academic year (September to June) must be documented on the Declaration and Certification of Finances form or official bank letterhead.
4. English proficiency must be documented. One of the following is acceptable.
   A. A TOEFL (Test of English as a Foreign Language) Score of 133/450 indicated by an official score report. Copies are not acceptable.
   B. A satisfactory score on the BBCC English Placement Test. This test must be taken on campus. See the Placement Tests section of this catalog for more information.
   C. Completion of level 108 at an ELS Language Center.
   D. Minimum STEP/Eiken score of 2A.

After the requirements have been met, the Admissions/Registration Office will request a non-refundable advance payment of tuition and fees in the amount of $80.00 U.S. This deposit must be received before the I-20 will be issued.

Once the I-20 is issued the prospective student must apply for their student visa at the United States Embassy or Consulate closest to their home. Their passport, bank statement or sponsorship papers and proof of payment of the SEVIS fee (I-901) of $100.00 will be required. Students may go to the following website for more information regarding the SEVIS fee: www.ice.gov/sevis.

International students transferring from U.S. institutions must be in compliance with F-1 visa requirements as defined by the U.S. Department of Homeland Security. BBCC requires completion of an Intent to Transfer form which will be sent to students upon request.

All international students are required to take the math and English placement test prior to registration. International students must enroll in an English class each term until they have reached the English level required for their major program. No financial aid, scholarship, loans, grants or other funds are available to international students. International students must live in a college residence hall during the first quarter of attendance.

International students are encouraged to have medical/health insurance or purchase one of the insurance plans available to them in the U.S. Students who drive cars should have minimum liability auto insurance as required by state law to cover injuries to persons or damage to property.

Student responsibilities:

Students attending BBCC on an F-1 visa must:

- Keep passport, I-20 and I-94 valid.
- Complete at least 12 college credits each quarter.
- Maintain satisfactory standards of progress.
- Obtain an official signature on the I-20 ID each time they leave the country.

Registration

Advising

Counselors, full-time instructors and other trained staff serve as advisors to help students set educational and career goals. Advisors provide students with individualized attention needed to discuss educational support services, goals, programs and course selections.

Students are encouraged to participate in advising services at BBCC to assist in the completion of their programs of study. Meeting with an advisor prior to registering for classes each quarter can be helpful in the educational planning of a student's degree or program. Students who intend to transfer need to take the time to learn about their prospective transfer school's requirements early in their educational planning process.

New students and students on academic probation must see their advisor before registration will be accepted.

Although advisors are available to assist with education, it is the student's responsibility to be informed about their degree or program requirements and college policies.

Dropping a class

A student may drop classes up to 10 days before the beginning of final exams. The final date to drop is printed in the class schedule. Students who are receiving financial aid and wish to withdraw completely must inform personnel in the Financial Aid Office. Courses that are dropped during the first 10 days of the quarter are not included on the student's academic transcript (Summer Quarter: first six days). Courses dropped after the 10th day will be recorded with a "W" on the transcript.

Registration

Students must complete the registration process before attending classes at BBCC. Registration is scheduled before the beginning of each quarter. A class schedule is published and mailed to all residents of the BBCC service district approximately six weeks before the beginning of each quarter. Detailed information about registration dates and times and class information is printed in the class schedule. Class schedules may also be picked up at the Admissions/Registration Office or viewed at the BBCC website. Students are encouraged to use the BBCC Student Kiosk at www.bigbend.edu to register.

Registration Appointments

Registration appointments are for registration only, not advising. Students are responsible for arranging appointments with their advisors prior to their registration time. Continuously enrolled students are issued registration appointment times. Priority is based on the total number of credits earned. Current students find out their appointment time at the BBCC Student Kiosk at www.bigbend.edu. Former BBCC students and new students with 30 or more transfer credits register after currently enrolled students. Information concerning times is included in the class schedule. New students with fewer than 30 transfer credits register after all current and former students during orientation or open registration.

Refund Policy

Students who stop attending class without written notice to registration personnel forfeit all claims to credits or refunds and will receive failing grades. Students requested to withdraw for disciplinary reasons or delinquent attendance may not be eligible for refunds. Students who withdraw from a class or from BBCC using proper procedures may be entitled to a refund on the following basis:

Prior to first instructional day..... 100% refund

During first week of quarter ..... 80% refund

During second week of quarter ..... 50% refund

During the third week of quarter ..... 40% refund

After third week of quarter..... No refund

* Summer Quarter-see summer quarter class schedule for refund dates.

Tuition & Fees

The State Board for Community and Technical Colleges set tuition rates in April 2006. Please check the quarterly class schedule for actual tuition and fees.

Resident Student Tuition (per quarter)	**2006-2007**
1-10 credits, per credit*	$77.30
10-18 credits, additional per credit	$23.80
Over 18 credits, additional per credit	$66.85
Over 18 credits, Prof/Tech per credit	10.00

Non-Resident Waiver (U.S. Citizen) Student Tuition (per quarter)	
1-10 credits, per credit*	$ 92.30
10-18 credits, additional per credit	$23.80
Over 18 credits, additional per credit	$66.85

Non-Resident International (Not U.S. Citizen) Student Tuition (per quarter)	
1-10 credits, per credit*	$249.00
10-18 credits, additional per credit	$27.60
Over 18 credits, additional per credit	$238.55

*Includes a $3.00 per credit student levied technology fee (maximum of $30.00/quarter).

Some courses have special lab fees in addition to normal credit hour charges. A listing of additional fees will be printed in the quarterly class schedule.

Application Fee	$30.00
Strong Vocational Interest Inventory Test	$5.00
General Education Development Test (GED)	$50.00
Flight Insurance	$32.00
Placement Tests (each)	$5.00

Audit Student

Audit fees are the same as listed above depending on classification of student status.

Flight Fees

Aviation Flight Performance Deposit..... $200.00

Students applying for the commercial pilot program must submit a deposit before being accepted into the flight program. This deposit is applicable to the first quarter flight fees. Should an accepted student decide not to enroll, a refund will be made as follows:

- 80% refund if notice is received prior to June 1.
- 60% refund if notice is received prior to July 1.
- 40% refund if notice is received prior to August 1.
- 20% refund if notice is received prior to September 1.
- No refund is allowed on September 1 or thereafter.

Aviation Flight Fee

Before students are allowed to fly they must have paid the required flight fees. Flight fees are based on projected flying for the quarter and must be paid in advance. Flight fees vary depending on the type of flying. For the current fee schedule, contact the Aviation Department or the BBCC cashier.

Nursing Fees

Nursing Program Deposit $200.00

Students who are accepted into the Nursing program will be required to submit a deposit. The deposit will be applied to certain special admission fees and the remaining amount will apply to the first quarter tuition and fees. Should an accepted student decide not to enroll, a refund will be made as follows:

- 80% refund if notice is received prior to June 1.
- 60% refund if notice is received prior to July 1.
- 40% refund if notice is received prior to August 1.
- 20% refund if notice is received prior to September 1.
- No refund is allowed on September 1 or thereafter.

Residence Hall Fees

The following are estimated rates for 2006-2007 and may change subject to Board approval. Subsequent years will vary according to the cost of living increase.

Room and Damage Deposit (Filed with application) *	$200.00
Room and Board (per quarter)	$1,735.00

Rates are for a double room. Residents will be charged an additional $150 per quarter for single rooms when available.

*The $200.00 room and damage deposit fee must be received by the BBCC cashier before a room assignment can be confirmed.

Student Services

The Student Center/Administration Building (Bldg. 1400) houses the Associated Student Body Office, Student Activities, Counseling Center, Financial Aid, Veteran's Affairs, College Bound, Student Support Services, Admissions/Registration Office, and Vice President of Instruction/Student Services. Also located in this building are the administrative offices, bookstore, and Job Service Center. In addition, the game room and TV Lounge provide the opportunity for students to socialize and exchange ideas. Student information such as student bulletins, event notices, announcements, etc. are posted in this building

Bookstore

The BBCC Bookstore is located in Building 1400 and is owned and operated by the college. The bookstore carries all the textbooks and course materials necessary for courses offered through BBCC. The bookstore also carries school supplies, college-logo imprinted clothing and other emblematic items, educationally priced computer software, reference books, snacks and gifts.

The BBCC Bookstore is open 7:30 a.m. to 5:00 p.m. Monday through Thursday, and 7:30 a.m. to 2:30 p.m. on Fridays. In addition, the bookstore will be open during evening registration each quarter. Textbooks, college logo clothing and gift items may also be ordered online at www.bbccbookstore.com or through the bookstore link on the BBCC homepage.

Refund Policy

For students dropping or changing a class, the bookstore will give a full refund for books in new, unmarked condition and accompanied by a cash register receipt during the first two weeks of the quarter in which they were purchased. The refund amount will drop to 75% the third week. No refunds will be given after the third week of class.

Book Buy Back Policy

The bookstore offers a book buyback service during the three days of final exams each quarter. The price paid for books varies and is dependent upon the book being used for classes the following quarter.

Career Planning Services

A wide range of occupational information and career planning publications are available in the college library. Students have access to a variety of books, brochures, videos, and computer programs describing many aspects of the work world and how to obtain a job. College catalogs and directories, representing most colleges and universities in the state of Washington, as well as many in other states, are also available for student use.

Career Advising and Assessment

A vocational career advisor is available for individual assistance. Occupational interest assessment testing, job search tips, and professional/technical program information are among the services offered.

Available for student use is WOIS (the Washington Occupational Information System), a computerized career program that explores possible career options. Students may take an online career assessment and research specific occupational fields. Students may also take the Strong Vocational Interest Inventory and the Myers-Briggs Type Indicator personality profiler in the Counseling Center.

For more information about career planning services, please contact the Counseling Center at (509) 793-2035, the career advisor at (509) 793-2056, or the BBCC Library at (509) 793-2350.

The BBCC Learning Center Childcare

The BBCC Learning Center Childcare building is located on campus at 7726 Bolling Street, adjacent to the BBCC Cooperative Preschool. Opened in 2004, the BBCC Learning Center Childcare accommodates 42 children from the age of three months through school age. The center is fully licensed by the Department of Social and Health Services. Trained staff provides a safe, caring and healthy environment for the children. The center is open from 7:30 a.m. until 7:30 p.m. to accommodate students enrolled for day and for evening classes. Drop in care is provided on a space-available basis. The center is available to the children of BBCC students, staff, and the community. For information regarding fees and availability of space in the Learning Center please call (509) 793-2173.

Counseling

The Counseling Center offers personal, confidential, professional assistance to students. It is open to BBCC students in all programs; a student may meet with the counselor of his or her choice.

Counselors use a "whole person" approach in their work. Students often find that certain personal issues need to be addressed in order to take advantage of all the college has to offer. Counselors help students explore options and teach them to make better educational decisions. BBCC counselors assist students with referrals to off campus professionals if necessary.

International, or foreign, students have particular needs; the Counseling Center offers specialized advising for international students.

Appointments are preferred, although counselors are generally available to walk-in visitors. To see a counselor, please call (509) 793-2035 or visit the Counseling Center in the Student Center Building 1400.

Disabled Student Services

BBCC complies with section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. BBCC is free from discrimination in the recruitment, administration, and treatment of students. Reasonable accommodation in academic programs is provided to ensure maximum participation by all students with disabilities.

Disabled Student Services personnel will help each student obtain physical access to the buildings and classes at BBCC. Students, faculty, and visitors who have Washington State Handicapped Parking Permits may use designated parking spaces in BBCC parking lots. Students and faculty who have temporary mobility impairments may request a campus handicapped-parking permit through the Disabled Student Services Office.

Students of disability, working together with BBCC faculty and staff, can minimize the functional limitations their disabling condition may have on their access and completion of educational programs and degrees. The student and college staff members work together to facilitate reasonable accommodations to obtain equal access.

Procedures

1. A student claiming a disability who has enrolled or been accepted for enrollment at BBCC, must complete a Request for Services and a Release of Information form with the Disabled Student Services (DSS) Office, Building 1400, Counseling Center.
2. The student must meet with the Disabled Student Services Coordinator to determine the types of accommodation that will be beneficial prior to the start of classes.
3. The student must provide a written statement from a qualified professional, documenting his/her disabling condition and any suggestions to meet his/her needs.
4. The Disabled Student Services Coordinator will prepare a memorandum describing the nature of the student's disability as it relates to his/her education. This memorandum will also outline reasonable accommodations that can be provided by BBCC to meet the student's needs.

The Disabled Student Services Office is located in the Counseling Center, Building 1400, the Student Center and Administration Building (handicapped access available). The telephone number for the Disabled Student Services Coordinator is (509) 793-2027.

For the hearing impaired a telecommunications device for the deaf (TDD) is available in the Admissions/Registration Office, Building 1400, for incoming and outgoing calls. The TDD telephone number is (509) 762-6335. Upon request TDDs may also be made available in the Student Activities Office, Business Office, and BBCC Library for outgoing calls only.

Disabled students, who have grievances with BBCC staff or faculty regarding disability-related issues, should consider contacting the Disabled Student Services Coordinator at the office identified above or the Vice President of Instruction/Student Services at (509) 793-2055 to obtain grievance procedures.

Drug & Alcohol Abuse Prevention

BBCC recognizes its responsibility as an educational institution to promote a healthy and productive learning environment. In compliance with the Drug Free Schools and Communities Act Amendment of 1989, BBCC has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs or alcohol by students and employees.

BBCC prohibits the unlawful manufacture, distribution, possession or use of illegal drugs and alcohol in the workplace, on college property, or during college-sponsored activities.

Serious health risks associated with the use of drugs or the abuse of alcohol include, but are not limited to: addiction to or dependency upon the substance, memory loss, liver failure, kidney failure, cancer of the kidney or liver, personal injuries while under the influence, infectious diseases (including AIDS), a lowered immune system, heart problems, hallucinations, delusions, depression, inability to sleep or to remain awake, loss of

judgment and death. The use of drugs and alcohol before or during pregnancy can lead to birth defects or death to the unborn child.

BBCC will impose disciplinary sanctions on students and employees, who unlawfully manufacture, distribute, possess or use illegal drugs or alcohol in the workplace, in the classroom or at student sponsored events. Violations of these standards of conduct can result in referral for criminal prosecution, satisfactory completion of an appropriate drug or alcohol rehabilitation program, and action leading up to and including termination from employment and suspension or expulsion from BBCC.

It is unlawful for any person to sell, give or otherwise supply liquor to any person under the age of 21 years or permit any person under that age to consume liquor on his/her premises. Furnishing liquor to minors at BBCC will result in suspension or expulsion; it is also a gross misdemeanor in the state of Washington.

Financial Aid

BBCC provides a comprehensive student financial aid program to eligible students seeking financial assistance to enroll in college. Financial aid is a secondary source of funding when family resources are insufficient to meet educational costs.

How to Apply

Financial aid information and application forms are available in the Financial Aid Office. Students are encouraged to apply for financial aid after January 1 to receive funds for the next fall quarter. Financial aid is normally packaged and awarded starting late spring quarter.

To be initially eligible for financial aid, a student must have a high school diploma or GED and be admitted to BBCC. To remain eligible, a student must meet the satisfactory progress requirements as published in the financial aid brochure.

To be considered for all financial aid programs, applicants must complete the Free Application for Federal Student Aid (FAFSA) which is available in the Financial Aid Office or on the internet at www.fafsa.ed.gov. Processing of the FAFSA normally takes three to five weeks. In addition, applicants must submit a completed BBCC Financial Aid Data Sheet, and when requested, a copy of the Federal Income Tax Return(s) and verification worksheet. Any other required information as requested by Financial Aid Office personnel must be submitted before financial aid can be awarded.

Since BBCC is allocated a limited amount of federal and state funds, financial aid is awarded to eligible students based upon the date an applicant's file is completed.

An applicant's file should be completed by April 1 for fall quarter to receive the maximum financial aid. Students can continue to apply for winter, spring and summer financial aid, but funds will be limited.

The financial aid year is from September 1 through August 31. Applicants must re-apply for financial aid each year.

All federal and state financial aid programs are subject to change to comply with legislation and required regulations.

Financial Aid Programs

1. Federal Work Study
   This federally-funded program provides employment opportunities on and off campus for students with financial need. Students will be able to choose from a variety of jobs that may offer valuable career-related experience. Jobs off campus may include reading and math tutors.
2. State Work Study
   This state-funded program provides employment opportunities both on and off campus for students (in college programs only) with financial need. Students are placed in positions relating to their major field of study and career goals or interests.
3. Federal Pell Grant
   Pell Grant is a federal grant program for undergraduate students. The amount of the grant is determined by the student resources, the cost of education, and full, ¾, ½ or less than ½ time status.
4. Washington State Need Grant
   This is a state grant program for undergraduate students. A Washington state resident without an associate degree may be eligible for this grant.
5. Washington State Tuition Waiver
   This program provides for tuition and fee waivers to residents of Washington state. Tuition waivers may be awarded from one to three quarters based upon applicant's need and the availability of waivers. Flight fees are not included in tuition waivers.
6. Federal Supplemental Educational Opportunity Grant
   This is a federal grant program for undergraduate students. This grant is awarded to those students eligible for a Pell Grant who have the lowest expected family contribution and who apply early. SEOG grants are at least $150 per academic year.

7. Federal Stafford Loan (Subsidized and Unsubsidized)
   This long-term loan is available to eligible students through banks, credit unions, and savings and loan associations. Applicants must be attending at least half-time and be making satisfactory progress in a degree program. Students who are eligible may borrow up to $2,625 annually for the first year and $3,500 for the second year of undergraduate study. Independent students may also borrow up to $4,000 annually in an unsubsidized loan. The interest rate is variable but capped at 8.25%. Loan applications and additional information are available at the Financial Aid Office.
8. Federal Perkins Loan
   A 5% interest loan awarded as part of the financial aid package. The maximum amount is $4,000 a year. Repayment of a Perkins loan begins nine months after the student graduates, leaves college or drops below half-time status.
9. PLUS Loans
   Non-need based loans are available to parents of dependent students. The maximum loan is up to the cost of education minus any financial aid awarded. The borrower pays all interest which is capped at 9%. Loan information and applications are available at the BBCC Financial Aid Office.

Scholarships

BBCC Foundation Scholarship

The BBCC Foundation tries to provide a minimum of one scholarship for a graduating senior from each high school in the BBCC service district. This scholarship is awarded based upon a student's academic achievement, activities, contribution to his/her community, and recommendations. Applications are available from each high school counselor or the Financial Aid Office at BBCC. Scholarships are awarded each spring.

BBCC Scholarships

The BBCC Scholarship Committee selects qualified students for scholarships funded by the BBCC Foundation. The scholarships are awarded spring quarter for the next academic year. Students interested in scholarships for athletics should contact the appropriate coach. Additional information concerning scholarships may be obtained from the Financial Aid Office and online at www.bigbend.edu.

Scholarships Awarded by Outside Organizations

A number of scholarships are awarded directly by organizations to BBCC students. These scholarships may be for students returning to BBCC the next year, or for BBCC graduates pursuing a degree at a four-year institution. The specific scholarships and amounts vary each year. Information about these scholarships is posted on the scholarship bulletin board in the Financial Aid Office.

Student Employment

WorkSource - Moses Lake Affiliate

In cooperation with BBCC this agency has located a full-time job service specialist on campus. The job service specialist helps students find employment by assessing their skills and helping them to market those skills; providing job search assistance such as training in interviewing techniques, resume writing, etc.; and locating local and regional employment opportunities. The Job Service Center is located in the Student Center, Building 1400. For more information call (509) 793-2070.

On-Campus Employment

Students interested in on-campus employment should contact financial aid personnel in the Financial Aid/ Counseling Center, Building 1400.

Workforce Training Program

The BBCC Workforce Training Program may provide funds for tuition, books, school supplies, transportation, and/or childcare. To qualify students must enroll in a professional/technical training program and have received or exhausted unemployment benefits within the last 24 months, or be certified as a dislocated worker. Applications are available at the Financial Aid Office in the Student Center, Building 1400. For more information or to have an application mailed to your home, please call (509) 793-2032.

Work-based Learning Tuition Assistance Program

The BBCC Work-based Learning Tuition Assistance Program may provide funds for tuition, textbooks and certain fees. To qualify, students must be working, be income eligible, and have dependent children. Students must enroll in a professional/technical training program or take individual classes that will increase their wages and/or job skills. For more information please call (509) 793-2052 or visit the Work-based Learning Tuition Assistance Office in the Student Center/Administration Building 1400.

Health/Accident Insurance

A student injury and sickness insurance plan is available to all students enrolled in six or more credits. Brochures are available at the Admissions/Registration Office and the Cashier's Office.

Student Handbook

The BBCC Student Handbook provides information about the college community including how to access student support services, campus resources, student activities, etc. In addition, the handbook contains the Student Code of Conduct, Student Rights and Responsibilities, and college policies and procedures which provide guidelines for due process.

The handbook is available in the Student Activities Office, the college Library, Admissions/Registration Office and can also be accessed on the BBCC website.

Sexual Harassment/ Discrimination

It is the policy of BBCC that sexual harassment of staff, faculty, students and visitors at any of the college's locations or during college activities shall not be tolerated. This policy is in keeping with the spirit and intent of various local, state, and federal guidelines, which addresses the issue of fair employment practices, ethical standards, and enforcement procedures. It is also the policy of the college that false accusations of sexual harassment shall not be tolerated. False accusations of sexual harassment are grievous and can have serious and far-reaching effects upon the careers and lives of individuals.

Sexual harassment shall be defined as unwelcome sexual advances, requests for sexual favors and other verbal conduct of a sexual nature in any of the following contexts:

- When submission to such conduct is made either explicitly or implicitly, a term or condition of an individual's employment or academic standing.
- When submission to or rejection to such conduct by an individual is used as the basis for employment or academic decisions affecting the individual.
- When such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile or offensive working or academic environment.

No individual shall be subjected to any form of retaliation or discipline for reporting sexual harassment. Any attempt to penalize or retaliate against a person for filing a complaint of sexual harassment or participating in the investigation thereof will be treated as a separate and distinct violation of this policy. Appropriate disciplinary action for violations of this policy may include a range of actions up to and including termination, dismissal, suspension, or expulsion.

Discrimination

BBCC does not discriminate on the basis of race or ethnicity; creed; color; national origin; gender; marital or family status; sexual orientation; age; religious preference; the presence of any sensory, mental, or physical disability or the use of a trained dog or service animal by a disabled person; status as a disabled person; life threatening illness; or veteran status in educational programs and activities which it operates.

BBCC is prohibited from discriminating in such a manner by college policy and by state and federal law. All college personnel and persons, vendors and organizations with which the college does business are required to comply with applicable federal and state statutes and regulations designed to promote affirmative action and equal opportunity.

For correct procedures in reporting incidents of discrimination or sexual harassment consult the Student Handbook. Student Handbooks are available at the Student Activities Office. Incidents of sexual harassment or discrimination may be reported to the Vice President of Instruction/Student Services, the Director of Human Resources, or any other college administrator.

Student Housing

Coed housing facilities and food services are available on the BBCC campus. BBCC is one of the few community colleges in the state of Washington that has the ability to provide a traditional on-campus college living experience.

Housing facilities are well maintained and offer students spacious rooms. Each room is furnished with two twin beds, two desks, two chairs and three large locker type storage closets for clothes and personal items. Telephone jacks are installed in each room and can be activated by contacting Qwest. Cable television is wired to each room at no extra expense. High speed internet access is available, one port per student. Each floor has a TV lounge, VCR, microwave oven and pay telephones. The laundry room is located on the first floor of the residence halls and is equipped with clothes washers and dryers that are free for residents' use. In addition, a study room with computers, internet access and printers are available.

Other conveniences include weekday public bus services, recreational facilities and free parking. The residence halls are located close to the main campus classrooms, dining hall, library and gymnasium. Intramural sports and associated student body activities are available to students. Single rooms are available on

a limited basis fall quarter and usually become more available winter and spring quarters. A full-time live-in residence hall supervisor and residence assistants provide supervision.

Disabled Student Access

Philips Hall is accessible to physically challenged students.

Food Services

The Sodexho Corporation currently provides a quality food service program for resident students. The dining room is located in the new Grant County Advanced Technology Education Center in the center of campus. Students choose from many options including a deli selection, international selection, grill items and salads.

For additional information or to request a residence hall application, call (509)793-2291.

Student's Rights & Responsibilities

Student's rights and responsibilities are defined in the BBCC Student Handbook. The handbook provides students with an in-depth explanation of rights and responsibilities as they pertain to the community and the college. Information contained in the booklet includes the Student Code of Conduct, jurisdiction of college personnel, procedures for initiating disciplinary actions, academic appeal procedures, academic grievance procedures, and all other student due process procedures.

Student Support Services

The BBCC Student Support Services program is a federally funded Title IV program. Total program funding of $267,986 provides extensive academic services to 186 eligible students during each grant cycle.

The Student Support Services program is designed to help students succeed in college. Students in the program benefit from academic tutoring, progress monitoring, study skills workshops and classes, additional academic advising and transfer/career advising.

To be a part of the Student Support Services program, students need to qualify by meeting one of the following three eligibility criteria: 1) low income; 2) neither parent of the student has a bachelor's degree; or 3) disabled. The federal government funds Student Support Services in an effort to increase college success in these at-risk groups.

For additional information students should call (509) 793-2040.

Testing Services

BBCC provides a testing service to assist students in making both academic and career choices. In addition, BBCC serves the broader community as a testing center for the General Educational Development Test (GED), SAT, and ACT examinations.

The GED test battery is used to determine if an individual's educational development is equivalent to that of a high school graduate. Examinees having scores meeting state standards are eligible to receive a Washington State High School Equivalency Certificate. State residents 19 years of age or older are eligible to take the GED examination and receive the Washington state issued equivalency certificate. Applicants 16-18 may be tested with appropriate authorization. The current fee for GED testing is $50.00. Questions regarding eligibility and test scheduling should be directed to the Admissions/Registration Office in Building 1400, phone (509) 793-2064.

Veterans Services

BBCC academic programs of study are approved by the Washington State Higher Education Coordinating Board's State Approving Agency (HECB/SAA) for enrollment of persons eligible to receive educational benefits under Title 38 and Title 10 USC.

The Department of Veterans Affairs (VA) will pay educational benefits to eligible students enrolled in approved degree programs at BBCC. Students eligible for VA educational benefits must make initial application for benefits and receive program approval. Depending upon eligibility, the Department of Veterans Affairs will determine the number of months, and monthly amount of benefits for each applicant. The monthly amount is based upon the enrolled credits that count toward the approved program. Enrollment status is:

Full Time = 12 credits or more

3/4 Time = 9 through 11 credits

1/2 Time = 6 through 8 credits

Less than 1/2 Time = 5 and less credits

If a student withdraws from a class during a quarter and this reduces the certified enrollment status, the Department of Veterans Affairs may bill the student for repayment of the difference from the beginning of the quarter, unless there are mitigating circumstances as approved by the VA. This same situation may occur if a student does not complete all enrolled variable credits resulting in a reduced enrollment status. Students

approved for VA benefits must contact the VA Coordinator, after registering for classes each quarter, to assure proper certification.

VA recipients are responsible for providing the necessary information to the Veterans Coordinator, to be informed and in compliance with the Minimum Standards of Progress requirements, and to initiate any changes in program.

The VA pays benefits directly to the student. Students usually receive their check early in the month for the preceding month. However, students should allow for the initial start up time and have their own funds to register and pay for books and supplies.

For additional information and assistance, contact the Veterans Coordinator, located in the Financial Aid Office in the Student Center, Building 1400 or call (509) 793-2032.

Minimum Standards of Progress for Veterans and Other Eligible Persons

Veterans and other eligible persons must maintain a 2.00 cumulative grade point average to graduate in their approved degree program. VA recipients who fail to maintain minimum standards of progress during any quarter enrolled will be subject to VA probation/cancellation. Full-time students who complete 6-11 credits or fail to maintain a 2.00 cumulative grade point average will be placed on probation. Full-time students who complete less than 6 credits or have less than a 1.00 cumulative grade point average during any quarter will have their benefits canceled. Depending upon enrollment status, the following requirements apply:

If your enrollment status is:	You must complete:	You will be on VA Probation if you complete	Your benefits will be canceled if your cumulative GPA is less than 1.0 or you complete less than:
Full Time	12 credits/quarter	6-11 credits/quarter	6 credits/quarter
3/4 Time	9 credits/quarter	6-8 credits/quarter	6 credits/quarter
1/2 Time	6 credits/quarter	3-5 credits/quarter	3 credits/quarter

Minimum standards of progress for less than 1/2 time enrollment requires completion of all credits enrolled and at least a 2.00 cumulative grade point average. Failure to do so will result in probation the next quarter enrolled. VA benefits will be canceled any quarter that no credits are completed.

Students who are on probation must complete the required credits for their enrollment status and maintain at least a 2.00 cumulative grade point average or their VA benefits will be canceled and the VA informed accordingly.

Only numerical grades of 0.7 to 4.0 and the letter grade "P" will count toward completed credits. Grades of 0.0, "I," "N," and "W" do not count toward completed credits and do not meet minimum standards of progress requirements.

The Department of Veterans Affairs will not pay a person to repeat a course except when "F" or 0.0 grades are received for courses required for graduation.

Students cannot be certified to the VA as re-enrolled in a course in which an incomplete grade was received unless an incomplete has been converted to a final grade that is unacceptable for graduation.

If there is a change in the number of credits completed or grade point, the probation/cancellation status of the student may be changed. If so, previous action for the quarter may be voided.

A student whose benefits have been canceled for not making minimum standards of progress may be reinstated by the Veterans certifying official if:

a. Student attends a quarter and brings cumulative grade point average up to at least 2.00 and/or completes the number of required credits for the student's enrollment status.
b. Student encountered mitigating circumstances which affected academic performance, and the circumstances appear to be corrected. The student is granted another quarter of benefits with probationary status. A written petition is required for this reinstatement.

Student Programs

BBCC strives to provide a well-balanced program of extra-curricular activities for all students. This is in keeping with the belief that participation in college activities contributes to the development of a well-rounded personality and to the growth of leadership ability. These activities help to promote school spirit, to furnish outlets for special interests and talents of students, and to enhance their cultural development. Students interested in extra-curricular activities or serving as Associated Student Body (ASB) officers should contact personnel in the Student Activities Office, Building 1400 or call (509) 793-2066.

Intercollegiate Athletics

The athletic program gives full-time students an opportunity to participate in competitive intercollegiate sports. As a member of the Northwest Athletic Association of Community Colleges (NWAACC), the college sponsors teams in women's volleyball, men's and women's basketball, men's baseball, and women's softball (fastpitch).

Students interested in being involved in intercollegiate athletics may contact one of the coaches or the athletic director at (509) 793-2062. Scholarships are available.

Intramural Activities

Intramural activities are programmed in response to student interests and may include basketball, volleyball, racquetball, pool, table tennis, recreational gym, softball, and tennis. Opportunities for sports instruction are offered through the physical education department and may include activities such as karate, racquetball, bowling, handball, tennis and golf.

Music

All students are eligible to participate in the various music performance groups such as swing choir, jazz band, and orchestra. For more information about music performance groups call (509) 793-2140.

Student Government

All students enrolled at BBCC and who hold a valid ASB card are automatically members of the ASB. The ASB is officially recognized as the students' voice in the governance of the college. Student government is an integral part of the college structure. ASB officers serve on college committees, hear student complaints, entertain requests for funding student clubs and plan and schedule activities. In addition, officers communicate student needs directly to college administrators and provide student representation at BBCC Board of Trustees meetings.

Elections are held annually in the spring quarter and every eligible student is encouraged to run for an office or to apply for an appointed position. The Programming Board is appointed by the ASB Executive Council. Executive officers and Programming Board members receive a stipend for their services. ASB Executive Officers and appointees are as follows:

- President
- Vice President
- Secretary
- Treasurer
- Public Relations Officer
- Program Director
- Programming Board Members (up to six)

Student Organization & Areas of Involvement

Clubs and organizations are developed in response to specific student interests, skills, educational programs, cultural heritage, or social causes. All students are encouraged to participate in existing organizations or to start new organizations. Current active clubs include: Aviation Club; Phi Theta Kappa; LDSSA; Nursing Club; M.E.Ch.A. Club; Swing Dance Club; and the Young Democrats Club. For information regarding existing clubs or organizing new ones, please contact the Student Activities Office in the Student Center Building 1400 or call (509) 793-2066.


Maternal Child
Nursing Care

Academic Information

Academic Amnesty

Under the provisions of the BBCC Academic Amnesty procedure, a student may apply for Academic Amnesty if they: are currently enrolled at BBCC, did not enroll in college for at least two consecutive years following the period in which they had academic problems (grade point average below 2.00), have completed 24 or more credits with a grade point average of 2.50 or higher since returning to college, and have not withdrawn from more than five credits in any quarter since returning to college. If amnesty is approved, all grades will still appear on the transcript but will not be calculated in the BBCC cumulative grade point average. Further information may be obtained from the Counseling Center.

Auditing a Course

A student may enroll in a course on an audit basis. An auditing student is not expected to take exams, but the instructor may require reasonable attendance and class participation. No college credit is received for audited courses; regular tuition charges apply. Changes from audit to credit are permitted after the 10th instructional day of the quarter with instructor approval. Changes from credit to audit are permitted up to the final date to drop a class. Changes may not be made after the last day to withdraw.

Course Numbering System

The following course numbers are used at BBCC:

010-049: Courses in this series do not apply toward graduation from BBCC.

050-099: Courses in this series may be applied toward graduation from BBCC under the Associate in Applied Science or Associate in General Studies degree. (DVS prefixed courses DO NOT apply toward graduation.)

100-299: Courses in this series may be applied toward graduation in any degree program at BBCC. Courses in this numeric series are applicable to the Associate in Arts and Science-DTA degree and the Associate in Science degree.

Course Repeat Policy

Under the provisions of this policy, students may elect to repeat a course in which a grade of 1.4 or lower was received and then have the highest grade received count toward their cumulative (graduation) grade point average (GPA). A course may be repeated only once.

Students should be aware that the original enrollment and grade received will remain on the transcript; only the cumulative GPA subsequent to the repeat is affected by the second grade received. Students who are receiving financial aid or VA benefits should consult with the Financial Aid Office prior to enrolling in any course for a second time; aid eligibility may be lost or reduced as a result.

Credit by Examination

In addition to standardized tests for specific course credits, students may obtain college credit for courses listed in the current catalog by passing an examination in that course, and/or demonstrating to the department concerned that both content and method have been mastered adequately. This process does not include visiting or auditing a class followed with a request for a special examination as a means of acquiring credit. This privilege is intended to evaluate informal and/or comparable educational experiences that may be the equivalent of organized class work.

The procedure is as follows:

1. The student obtains written approval from his/her advisor, the course instructor, and an Admissions/Registration staff member. Forms are available in the Admissions/Registration Office.
2. After approval, the student pays the required fee to the cashier, and upon showing the receipt to the instructor, is allowed to proceed with the examination.
3. The actual time of giving an approved examination for credit is a matter of mutual convenience between the instructor and student.

If the examinee is a full-time student, a fee of $5.00 and a lab fee, where appropriate, will be charged. If the examinee is enrolled less than full time, regular course fees will be assessed.

A maximum of 45 credits awarded by examination of any type will be allowed toward an associate degree. Each division has different policies for which, if any, classes can be given credit by examination. Check with the division chair for details.

Credits & Credit Load

The academic year is divided into three quarters of approximately 11 weeks each. To be considered full time a student must be enrolled in at least 12 credits per quarter. The course load per quarter is approximately 15 quarter hours of credit. A lecture class that meets five hours per week for one quarter will yield five quarter hours of credit. Laboratory courses require two hours of class time per week for one hour of credit. Credit is given only for classes in which the student is officially registered.

End of Term Grades

To obtain grades through the web site students go to www.bigbend.edu and click on Student Kiosk. Students requesting a copy of their grades in person must provide picture identification.

General Examination Credit

Nationally standardized tests fall into two general categories: general subject matter exams, e.g. social science and natural science; and specific subject matter examinations, e.g. history of western civilization and college calculus. Current students having satisfactory scores on standardized tests may be awarded credit toward BBCC degrees. Such credit may, if appropriate, be issued to satisfy specific distribution requirements or general electives.

Official score reports must be submitted to the Admissions/Registration Office for evaluation. No fee is charged for evaluation and awarding of credit for admitted BBCC students. For credits awarded for CLEP and College Board Advanced Placement Exams students should check the admissions section of the BBCC website at www.bigend.edu.

Grading Symbols

BBCC instructors report grades using a numerical grading system from 4.0 to 0.7 in .1 increments and also the grade 0.0. The number 0.0 is assigned for failing work for which no credit hours are earned. Letter grade equivalents are approximated by the following distribution:

4.0 - 3.8 ..... A Excellent
3.7 - 3.5 ..... A-
3.4 - 3.2 ..... B+
3.1 - 2.9 ..... B Very Good
2.8 - 2.5 ..... B-
2.4 - 2.2 ..... C+
2.1 - 1.9 ..... C Average
1.8 - 1.5 ..... C-
1.4 - 1.2 ..... D+
1.1 - 0.9 ..... D Below Average
0.8 - 0.7 ..... D-
0.0 ..... F Failing
(0.7 lowest passing grade)

Grade Point/Grade Point Average Calculations:

Earned grade points equal the product of the number of credits for a course and the grade given. For example:

5 (credits) X 2.7 (grade in course) = 13.5 grade points

The grade point average (GPA) for a number of courses equals the total of grade points earned in those courses divided by the sum of the credit hours for those courses. For example, a student is enrolled in courses X, Y, and Z that are 5, 4, and 3 credit hours respectively during one quarter. The student receives a 3.1 grade in course X, a 1.5 grade in course Y, and a 2.3 in course Z.

The total grade points equals:

Course X 5 X 3.1 = 15.5
Course Y 4 X 1.5 = 6.0
Course Z 3 X 2.3 = 6.9
28.4 Total grade points for quarter

Total credits attempted = 5+4+3 = 12 for quarter

GPA for quarter = 28.4/12 = 2.37

The cumulative GPA over multiple quarters is calculated in the same way using all courses in which a numerical grade has been given.

"I" Grade

The "I" grade is used to indicate a grade has been deferred. The instructor can choose to award an "I" grade to students making satisfactory progress who, for reasons beyond their control, are unable to complete their work on time. The instructor must submit on the "Incomplete Requirements" form, a written explanation of work to be completed with any grade turned in as an "I". REMOVAL OF INCOMPLETE: Once a student has completed the necessary requirements for a decimal

grade, the instructor will notify the Admissions/Registration Office, via a change of grade form, of the grade obtained by the student. The incomplete is then removed from the student's record and the new grade is substituted. An incomplete "I" grade will revert to a failing "F" grade if the change of grade form is not in the Admissions/Registration Office by the following dates:

"I" grade received:	Requirements must be completed by:
Summer Quarter	November 1
Fall Quarter	February 20
Winter Quarter	May 20
Spring Quarter	November 1

"W" Grade

A student may withdraw from classes up to two weeks prior to the last day of instruction for each quarter. Students who stop attending classes but do not officially withdraw from classes may receive a failing (0.0) grade. Students withdrawing from classes within the time permitted will receive a "W" grade.

"N" Grade

The "N" grade is given in courses in which a student has enrolled as an "auditor." (See "Auditing a Course").

Pass-Fail Grading Option

A maximum of 15 credits completed with a pass "P" grade may be applied toward a BBCC degree. The "P" grade is not included in the grade point average calculation. A failing (F) grade earned in a class graded using the pass/fail option is included in the GPA calculation.

Students enrolling in a course on a pass/fail basis should indicate this at the time of registration. After the 10th day of the quarter, the instructor and the student's advisor must approve changing an enrolled course to pass/fail grading. Students may not change a course to pass/fail option after the last day to withdraw.

Students intending to transfer to universities should not use the pass/fail option for courses in their intended major. Courses being used for the Associate in Science degree or as basic or breadth requirements in the Associate in Arts and Science (DTA) degree may not be taken pass/fail.

Time Limitation to Change a Grade

A student who believes that an error has been made in the grade received for a course should contact the instructor as soon as possible to discuss the issue. Instructors may authorize a grade change within one quarter from the date the grade was issued. Summer quarter is excluded (i.e. spring quarter and summer quarter grade changes must be made by the end of fall quarter).

Honors at Graduation

A student graduates with "Honors" if they've earned a cumulative BBCC GPA of 3.33-3.74.

A student graduates with "Highest Honors" if they've earned a cumulative BBCC GPA of 3.75-4.00.

Quarterly Academic Honors

Students completing 12 or more credit hours in graded courses, (Excludes pass credits) will earn menion of the following.

Vice President's List: GPA of 3.33-3.74

President's List: GPA of 3.75-4.00

Standards of Progress

All students are expected to be serious about their education. Each student needs to plan for success and the college provides many ways to help. One way is by setting standards for academic success. BBCC has three academic standards policies: Low Grades Policy, Credit Completion Policy and Excessive Credits Policy.

Low Grades Policy

Each student must earn a cumulative grade point average of 2.00 or above to remain in good standing. A student earning a cumulative GPA below 2.00 will be placed on warning, probation, or suspension. The category depends upon the criteria listed below. A student will be considered in good academic standing when her/his cumulative grade point average is raised to 2.00 or above.

Academic Warning

A student with less than 11 cumulative graded credits and a cumulative grade point average below 2.00 will be placed on academic warning status. A student in this category is required to meet with her/his assigned advisor prior to registering for future quarters.

Academic Probation

A student with 11 or more cumulative graded credits and a cumulative grade point average below 2.00 will be

placed on academic probation status. A student in this category is required to meet with her/his assigned advisor prior to registering for future quarters.

Academic Suspension

A probationary student will be placed on academic suspension when the student's number of cumulative graded credits at BBCC is greater than 23 credits and cumulative grade point average is below 2.00 and quarterly grade point average is below 2.00. A student in this category will be suspended from enrollment in classes for one quarter. A student who has preregistered for the following quarter will be withdrawn from classes and a refund will be processed for any tuition and fees paid for that quarter. A student returning after suspension is required to meet with her/his assigned advisor prior to registering for future quarters and must earn a 2.00 quarterly grade point average at the end of every quarter until her/his cumulative grade point average is above 2.00.

Appeals

A suspended student may appeal academic suspension and request immediate reinstatement. The student must provide proof of extenuating circumstances and/or a plan for making measurable and substantial progress towards repairing her/his cumulative GPA. A letter of appeal must be submitted to the Vice President of Instruction/ Student Services. The Vice President will call a meeting of the Academic Council to hear the appeal. The Academic Council may grant the appeal, may allow the student to continue under certain conditions, or may deny the appeal. The decision of the Academic Council is final.

Academic Dismissal

A student who fails to meet minimum standards and is subject to suspension a second time will be placed on academic dismissal. Academic dismissal results in suspension from enrollment in classes for one calendar year. A student who has preregistered for the following quarter will be withdrawn from classes and a refund will be processed for any tuition and fees paid for that quarter. A student returning after dismissal is required to meet with her/his assigned advisor prior to registering for future quarters and must earn a 2.00 quarterly GPA at the end of every quarter until her/his cumulative GPA is above 2.00. There is no appeal.

Credit Completion Policy

Any student with a pattern of completing less than 75% of their quarterly classes may be placed on progress warning, probation, or suspension.

Progress Warning

A student is on progress warning status the first time that she/he has a pattern of completing less than 75% of her/his quarterly classes. A pattern would be the failure to complete at least 75% of classes during three of the previous five quarters enrolled. A student in this category is required to meet with her/his assigned advisor prior to registering for future quarters.

Progress Probation

A student is on progress probation status if she/he fails to complete 75% of her/his classes the quarter following being placed on progress warning. A student in this category is required to meet with her/his assigned advisor prior to registering for future quarters.

Progress Suspension

A student may be suspended for one quarter if she/he fails to complete 75% of her/his classes the quarter following being placed on progress probation. If suspended at the end of spring quarter, the student may not attend summer or fall quarters. The student may appeal to the Academic Council. The student must raise her/his completion rate to 75% or better at the end of the quarter in which returning or be suspended again for a quarter.

Appeals

A student may appeal progress suspension. The student must provide proof of extenuating circumstances and/or a plan for making measurable and substantial progress toward repairing her/his course completion rate. This applies for all the quarters that added up to the suspension. A letter of appeal must be submitted to the Vice President of Instruction/Student Services. The Vice President will call a meeting of the Academic Council to hear the appeal. The Academic Council may grant the appeal, may allow the student to continue under certain conditions, or may deny the appeal. The decision of the Academic Council is final.

Excessive Credits Policy

To assist each student in completing her/his program of study in a timely manner, the college will monitor degree progress at three critical stages and intervene to help. Only BBCC college-level credits will be monitored.

40+ Credits Prior to each fall quarter, each degree-seeking student with 40 college level credits or more will receive direct notification requiring a meeting with her/his assigned advisor.

- The advisor will work with the student to develop an educational plan that assures completion of remaining requirements in a timely manner.
- The advisor will remind the student of credit-completion policies, and explain possible consequences of exceeding 125 % of the credits required for a degree certificate.

125% of Completion When a student reaches 125% of the number of credits required for her/his degree certificate, the student and advisor will be notified. If the student meets any of the exceptions no notification will be sent.

- The student's registration will be restricted to courses relevant to the educational plan. A student in this category will be required to meet with her/his assigned advisor prior to registering for future quarters.
- A student may appeal to the Academic Council.

150% of Completion When a student reaches 150% of the number of credits required for her/his degree certificate, the student and advisor will be notified. If the student meets any of the exceptions no notification will be sent.

- A student choosing to register for additional courses will be assessed an additional 21% tuition surcharge.
- The student may appeal to the Academic Council.

Exceptions

Exceptions to this policy include:

- A student who changed her/his degree/certificate goal
- A student pursuing dual degrees
- A student seeking a second degree/certificate
- A student who needs additional pre-requisite courses to qualify for specific majors at a baccalaureate institution, which exceed the minimum number of credits for the associate degree
- A student who is approved for BBCC grade forgiveness
- A student who previously earned Running Start credits needed for high school graduation which are not required for her/his college degree/certificate

Appeals

A student may appeal the course restriction at 125% of credits required and/or the tuition surcharge at 150% of credits required. A letter of appeal must be submitted to the Vice President of Instruction/Student Services. The Vice President will call a meeting of the Academic Council to hear the appeal. The Academic Council may grant the appeal, may allow the student to continue under certain conditions, or may deny the appeal. The decision of the Academic Council is final.

Student Records Confidentiality

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their educational records. They are:

1. The right to inspect and review the student's educational records within 45 days of the day BBCC receives a request for access.
2. The right to request an amendment of the student's educational records that the student believes are inaccurate or misleading.
3. The right to consent to disclosures of personally identifiable information contained in the student's educational records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is: a person employed by BBCC in an administrative, supervisory, academic, or support staff position; a person or company with whom BBCC has contracted (such as an attorney, auditor, National Student Clearinghouse); a person serving on the Board of Trustees; or a student serving on an official committee or assisting another school official in performing his or her tasks. Unless restricted by the student, BBCC may disclose the following information without the student's written consent: student's name, address, telephone listing, electronic mail address, date of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, enrollment status, dates of attendance, honor roll, degrees and awards received, and the most recent previous educational agency or institution attended by the student
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by BBCC to comply with the requirements of FERPA.

Transcripts

An official transcript is a copy of a student's permanent academic record that is signed by the Dean of Enrollment Services and has the college seal imprinted on it. A transcript will be released only upon written authorization of the student. Transcripts may be withheld if any financial obligations to BBCC have not been met.

Students may print an unofficial copy of their BBCC transcript from BBCC's web site, www.bigbend.edu, by clicking on the Student Kiosk. Transcripts will not be mailed via phone requests.

Degrees & Certificates

BBCC offers the following degrees and certificates:

The Associate in Arts and Science (AA&S) Direct Transfer Agreement (DTA) degree is awarded to students completing the requirements of the college transfer program.

The Associate in Science (AS) degree is awarded to students who intend to transfer and major in mathematics, engineering, or a natural science.

The Associate in Pre-Nursing DTA/MRP (Major Ready Pathway) degree is designed for students who intend to transfer directly from BBCC to a baccalaureate institution to complete a bachelors degree in nursing (BSN).

The Associate in Applied Science-Transfer (AAS-T) degree is designed for students who plan to transfer to a four-year institution with an applied science degree in a professional/technical program from BBCC.

The Associate in Applied Science (AAS) degree is awarded to students completing an approved course of study in a professional/technical program.

The Associate in General Studies (AGS) degree is awarded to students completing a less structured program of study. Although credit for appropriate coursework included in an AGS may be transferred to a four-year institution, the AGS degree does not, by itself, provide the potential transfer advantages of the AA&S-DTA. The AGS is not a direct transfer degree program.

The Certificates of Achievement and Accomplishment may be awarded to students completing the requirements of an approved professional/technical certificate program.

General Requirements - All BBCC Degrees

Students entering BBCC while this catalog is in use have three years from the quarter of entry in which to complete degrees based on the general and specific degree requirements. After that date students must meet any changes in graduation requirements.

A minimum 2.00 cumulative grade point average is required for all BBCC degrees. Students must complete and submit an application for graduation to the admissions/registration office before a degree will be awarded.

Resident Credit Requirement

A minimum of 24 quarter hours, including the final 12 necessary to complete the degree, must be earned through enrollment in BBCC courses. Exceptions to this policy may be granted with approval of the student's advisor and the Dean of Enrollment Services. The student must complete a contract for degree during his/her final quarter of attendance at BBCC.

General Education

In order to successfully achieve one of five associate degrees at BBCC, a core of general education courses must be completed. General education courses are offered in communication, mathematics and natural science, humanities and fine arts, and social science. These core curricula focus on the interrelationships between major fields of study.

Outcomes and criteria to measure these have been cooperatively developed by faculty and administrators and communicated to our Board of Trustees. The general education outcomes specify that:

- Students will be able to write clearly and effectively.
- Students will be able to reason mathematically.
- Students will be able to solve problems combining and applying knowledge from multiple sources.
- Students will be able to gather and interpret information.

Criteria and tools have been developed and implemented to measure the effectiveness of BBCC's general education curricula.

Related Instruction

The Associate in Applied Science degree requires the completion of a core of related instruction in a) oral and written communication, b) computational skills, c) human relations, and d) first aid. Course content is specialized for some professional/technical programs in order to provide application-based models of learning. Certificate programs of 45 credit hours or more require the completion of the same core of related instruction except d) first aid.

Associate in Arts & Science-DTA Degree

To earn the Associate in Arts and Science-DTA degree a student must:

- Satisfy the "General Requirements-All BBCC Degrees."
- Complete at least 90 credit hours in courses numbered 100 or above.
- Satisfy the following basic, breadth, physical education, and total credit minimums.

No course may be used more than once for meeting degree requirements.

Since programs differ at each college, students should consider program outlines published by the college or university where the student plans to continue his/her course of study. The following recommended courses will prepare students for most senior institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in their transfer area.

Foreign Language Advisory

Although the AA&S-DTA degree does not have a specific requirement for foreign language, all potential transfer students need to be aware that many universities have either an admission or graduation requirement of two years of a single foreign language in high school or two or three quarters of a single foreign language in college.

If a student is certain of the university where she/he will transfer, she/he should carefully review the foreign language requirements of that college. In general, students not having two years of high school foreign language are well advised to include a year of college foreign language (through the 103 level) in their degree program at BBCC.

Math/Science Advisory

Students planning to transfer to Washington State University should carefully plan course work to complete math/science breadth requirements with assistance of a college counselor or transfer advisor.

Student Planning Worksheet

Student planning worksheets for the AA&S-DTA degree are available in the college counseling center. The worksheet is helpful in preparation for advising and registration each quarter. Students should maintain an accurate record of courses completed and bring their worksheets with them for advising appointments.

Basic and Breadth Requirements

I. Basic Requirements

A. English (ENG) 101, 102 10 Credits

OR

ENG 101, 201. Must also take a literature class as one of the humanities breadth courses (this option recommended for students planning to transfer to Eastern Washington University).

B. Quantitative Skills 5 Credits

1. Symbolic or Quantitative Reasoning (SQR) (5 Credits)
   One course from:
   Computer Science (CSC) 119, 120, 122, 131, 135, 139, 140, 141, 142, 143, 144, 152, 235, 236, 241, 252
   Mathematics (MTH) - Any 5 credit MTH course above the 101 level
   Philosophy (PHL) 220
   AND
2. Intermediate Algebra Proficiency Requirement
   Intermediate algebra proficiency for the Quantitative Skills requirement may be demonstrated by passing the MPC 093 or MPC 099 competency exam with a score of 70% or better on each module of the exam, or an equivalent course at another college, or high school mathematics through second-year algebra (minimum C grades in second year) or placing in MTH 150 or above on the BBCC placement exam. Enrollment in any BBCC math course requires placement at the appropriate entrance level on the BBCC placement exam regardless of courses previously completed at other institutions.

II. Breadth Requirements (50 Credits)

A. Humanities Minimum 15 Credits

Must include courses from at least two disciplines listed below with a maximum of 10 credits from any one discipline.
A maximum of five humanities performance/skill credits may be applied toward the 15 credit humanities breadth requirement.

Humanities Lecture Courses HU

Art (ART): 200, 212
Drama (DRA): 115, 116
English (ENG): 205, 211, 212, 216, 234, 240, 241, 242, 243, 244, 245, 254, 255, 271, 274
Foreign Languages (is a single discipline & maximum 5 credits at 100 level)
American Sign Language (ASL): 102 or 103

Spanish (SPA): (102 or 103), 201, 202, 203, 211, 212, 213
Humanities (HUM): 202, 214
Journalism (JOU): 150
Music (MUS): 100, 101, 102, 103, 104, 160, 170
Philosophy (PHL): 200, 210, 220, 230, 240
Religious Studies (REL): 201, 211
Speech (SPH): 101, 201

Humanities Performance/Skill Courses HP
Art (ART): 101, 102, 103, 104, 105, 106, 107, 121, 122, 123, 130, 221, 222, 223, 231, 232, 233
Journalism (JOU): 130, 131, 140
Music (MUS): 105, 106, 107, 110, 111, 112, 113, 121, 130, 131, 140, 141, 142, 148, 204, 205, 206, 207, 221, 240, 241, 242, 248, 270

B. Social Science Minimum 15 Credits
Must include courses from at least three of the following areas:

Social Science Courses SS
Anthropology (ANT): 101, 210, 240
Criminal Justice (CRJ): 200
Economics (ECO): 200, 201, 202, 204, 208
History (HIS): 101, 102, 103, 121, 145, 201, 202, 204, 241
Political Science (POL): 102, 103, 104, 204
Psychology (PSY): 101, 205, 210, 230, 260
Sociology (SOC): 110, 220, 270

C. Math/Science Minimum 15 Credits
Must include courses from at least two disciplines listed within Part 1 or Part 2 below.

Part 1. Minimum 10 credits from Part 1 to include at least one lab science. All courses in Part 1 are lab sciences except as noted: **LS NS**
Astronomy (AST): 110 (Non-Lab) or 120
Aviation (AVF): 113 (Non-Lab), 213 (Non-Lab)
Biology (BIO): (101 or 110), 210, 211, 215
Botany (BOT): 130, 140
Chemistry (CHM): (110 or 111, 140) 150, 160
Environmental Science (ENV): 101 (Non-Lab)
Geography (GGR): 101
Geology (GLY): 105
Nutrition (NUR): 116 (Non-Lab)
Physics (PHY): (120 or 201), 202, 203
Science (SCI): 101 (Non-Lab), 102 (Non-Lab)

Part 2. Additional minimum five credits from either Part 1 list courses or from the following: **MS**
Mathematics (MTH): 103, 107, 150, 151, 152, 153, 161, 162, 163, 171, 172, 173, 220, 230, 271
Computer Science (CSC): 119, 120, 122, 131, 135, 139, 140, 141, 142, 143, 144, 152, 235, 236, 241, 252

III. Specified Electives
Sufficient additional credits in courses from either breadth or specified electives lists so that the sum of credits in I, II, and III is at least 75.

Specified Elective Courses SE
Astronomy (AST): 105
Business (BUS): 101, 251, 252, 253, 254
Computer Science (CSC): (100 or 101 or 104 or 108), 133, 137, 237, 239, 270
Criminal Justice (CRJ): 206, 210
Early Childhood Education (ECE): 100, 217
Education (EDU): 110, 201, 240
Engineering (EGR): 102, 111, 211, 212
English (ENG): 201, (a literature class is also required as part of your humanities requirement), 114, 115, 116 (international/non-native English-speaking students only)
Foreign Language
American Sign Language (ASL) 101
Spanish (SPA) 101
Geology (GLY): 140
Journalism (JOU): 161
Physical Education (PEH) maximum 5 credits: All lecture (Non-AC PEH) courses numbered 100 and above.
Social Science (SOC): 273
Speech (SPH): 210

IV. Physical Education/Health & Wellness Minimum 3 Credits
Complete one of the following: **AC**
A. Three (3) PEH Activity [AC] Credits
or
B. PEH 100 (Lifetime Wellness)
or
C. PEH 178 (Principles of Fitness)

V. General Electives
Sufficient credits in courses numbered 100 or above to bring total credit hours in I, II, III, IV and V to 90.

Associate in Science Degree

To earn the Associate in Science degree, the student must:

- Satisfy the "General Requirements for BBCC Degrees"
- Complete at least 90 credits numbered 100 or above.
- Satisfy all requirements detailed below for one of the pre-majors in this degree—chemistry, computer science, engineering or physics

Careful planning is important in all of the degrees offered by BBCC. In the case of the Associate in Science degree, it is essential to have information about general requirements and also major requirements for the specific Bachelor of Science degree at the intended baccalaureate institution from the beginning and throughout the degree planning process.

The purpose of the degree is to allow the student who plans to complete a Bachelor of Science degree in chemistry, computer science, engineering or physics the opportunity to make substantial progress toward fulfilling major requirements while completing at least half of the liberal arts, or general requirements, in studies such as English, the humanities and the social sciences. Ideally, the student holding the AS degree would have approximately three years of full-time study remaining at the baccalaureate institution—this reflects the nature of many bachelor of science degrees, which require extensive study and frequently take five full-time years or more to complete. If any pre-college study is required (generally, courses numbered below 100), additional time will be required.

The degree is accepted by many baccalaureate institutions in the state of Washington. The degree does not guarantee that any major requirements will be fulfilled. While BBCC faculty advisors consult with students to help them plan effectively, the ultimate responsibility to plan rests with the student. The college recommends that the student identify one or two potential transfer schools and then contact qualified program advisors at those institutions as early as possible to obtain specific, course-by-course advice. Throughout one's enrollment at BBCC, the program advisors at the transfer institution should be consulted.

Unlike the DTA degree, the AS degree does not automatically fulfill the lower division (first and second year) general requirements at a university. Typically the AS degree holder's BBCC transcript will be evaluated on a course-by-course basis according to both its general requirements and major requirements. In the admissions process, the AS degree typically offers the same advantages as the DTA—it is generally easier to be admitted as a transfer student with a transferable degree.

BBCC graduates with the AS degree often will not be required to meet a foreign language requirement for a BS degree. The student is reminded to research this directly with the intended transfer institution, because some BS degrees may have a foreign language requirement.

English Composition—5 credits
ENG 101 or 102

Mathematics—10 credits
MTH 171 & 172

Humanities and Social Science—15 credits
Minimum of five credits in humanities, five credits in social science, 15 credits total. See the lists in the AAA&S – DTA degree for specific courses.

Pre-Major Program.
One of the following four pre-majors must be completed.

Chemistry pre-major—45 to 50 credits:
CHM 140, 150, 160; MTH 161 or 173; PHY 201, 202, 203; 10-15 credits in PHY, GLY, BIO or MTH, consisting of courses normally taken for science majors, preferably in a two or three course sequence, as approved by advisor.

Computer Science or Physics pre-major—30 credits:
PHY 201, 202, 203; MTH 161 or 173; one five-credit science course and one five-credit computer programming course as approved by advisor based on the requirements of the specific discipline at the baccalaureate institution the student plans to attend.

Engineering pre-major—30 credits:
PHY 201, 202, 203; CHM 140; MTH 161 or 173; one five-credit computer programming course as approved by advisor based on the requirements of the specific discipline at the baccalaureate institution the student plans to attend.

Specified Electives and General Electives
See the lists in the AA&S-DTA degree for specific courses.
Credits approved by the advisor based on the requirements of the specific discipline at the transfer institution the student plans to attend, with no

more than five credits of general electives. The total of I, II, III, IV, and V must be a minimum of 87 credits.

Physical Education/Health & Wellness
Three credits in physical education activity courses or PEH 100 or PEH 178.

Associate in Pre-Nursing DTA/MRP Degree

The associate in pre-nursing direct transfer agreement (DTA/MRP) degree is a statewide articulated transfer degree agreement for nursing majors between the community colleges and baccalaureate colleges and universities in Washington. The associate in pre-nursing DTA/MRP degree is designed for students who intend to transfer directly from BBCC to a baccalaureate institution to complete a bachelors degree in nursing (BSN). Students will enter the college or university at junior standing, however, admission to the nursing program is not guaranteed. Students should consult with transfer advisers in preparing applications for admissions to baccalaureate colleges or universities. The specific course requirements for the pre-nursing DTA/MRP degree are as follows:

Associate in Pre-Nursing DTA/MRP

I. Basic Requirements—15 credits
- **A. Communication Skills—10 credits**
  1. ENG101—5 credits
  2. ENG102—5 credits
- **B. Quantitative Skills—5 credits**
  1. MTH161—5 credits
- **C. Intermediate Algebra Proficiency is required**

II. Breadth Requirements—50 credits
- **A. Humanities—15 credits**
  1. SPH101—5 credits
  2. Student choice*—10 credits
     *Some restrictions apply
- **B. Social Science—15 credits**
  1. PSY101—5 credits
  2. PSY210—5 credits
  3. A sociology class—5 credits
- **C. Math/Science—15 credits**
  1. BIO110—5 credits
  2. BIO210—5 credits
  3. BIO211—5 credits
- **D. Additional Credit in Breadth—5 credits**
  1. CHM110—5 credits

III. Specified Electives—10 credits
1. CHM111—5 credits
2. BIO215—5 credits

IV. Physical Education/Health & Wellness—3 credits
1. Student choice—3 credits

V. General Electives—12 credits
1. NUR116—5 credits
2. Student choice*—7 credits
   *Some restrictions apply

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

The Associate in Applied Science-Transfer degree is designed for students who plan to transfer to a four-year institution with an applied science degree in a professional/technical program from BBCC. This degree is also known as the "upside-down" degree because students take their professional/technical classes at the community college and take their academic courses at the four-year institution.

The AAS-T degree is offered in one professional/technical area –Child and Family Education which is accepted at Heritage University.

Early and regular contact with faculty and advisors is essential in planning an AAS-T degree program. This degree is articulated with a specific baccalaureate institution. The AAS-T program plan, which is prepared in cooperation with both the community college and the baccalaureate institution is the primary means for documentation and approval of a program of study.

All professional/technical program students are required to take placement tests in mathematics and English to establish initial placement into related math and English courses.

An approved AAS-T curriculum requires a minimum of 90 quarter credits.

Graduation Requirements for AAS-T

90 credits in courses numbered 100 or above, to be distributed as follows:

Communication Skills Requirement: English composition, college level, 10 credits, one course must be speech (SPH 101, Introduction to Public Speaking).

Quantitative Skills Requirement: 5 credits, (a math course where intermediate algebra is the pre-requisite).

Humanities: 10 credits from the DTA humanities distribution list, from at least two disciplines,

Social Science: 10 credits from the DTA social science distribution list, from at least two disciplines.

Natural Science: 5 credits (must be a lab course).

Professional/technical content: approved courses from the professional/technical program to complete the required 90 credits.

Associate in Applied Science Degree

The Associate in Applied Science (AAS) degree is designed for students who plan to complete a professional/technical program offered by BBCC.

Early and regular contact with faculty advisors is essential in planning a professional/technical program. The Professional/Technical Program Plan, which is prepared in cooperation with a student advisor, is the primary means for documentation and approval of a program of study.

All professional/technical program students are required to take placement tests in mathematics and English to establish initial placement in these areas.

The total credit requirements of an approved professional/technical curriculum completion requires a minimum of 90 quarter credits.

Mathematics Requirement: 3-5 credits*

3-5 credits in mathematic courses* as stated in the approved Professional/Technical Program Plan.

BUS 102 Business Mathematics
EGR 120 Problem Analysis
MAP 100 Applied Mathematics (AMT)
MAP 101 Applied Mathematics (AUT/WLD)
MAP 102 Applied Mathematics (EGR)
MAP 103 Applied Mathematics (MMT/IET)
MAP 104 Applied Mathematics (AVF)
MAP 105 Applied Mathematics (CSC)
MAP 106 Applied Mathematics (CFE)
MPC 091 Elementary Algebra I and
MPC 092 Elementary Algebra II
MPC 093 Algebra III (Intermediate)
MPC 095 Elementary Algebra
MPC 099 Intermediate Algebra
MTH 103 College Mathematics for Health Professionals
MTH 107 Mathematical Applications and Modeling
MTH 150 College Algebra
MTH 153 Engineering Trigonometry or higher level course

* Except AMT program which requires two MAP 100 credits

Written Communications Requirement: 3-5 credits

3-5 credits in written communications courses as stated in the approved Professional/Technical Program Plan.

BUS 121 Business English
ENG 101 English Composition
ENG 112 Applied Technical Writing

Oral Communications Requirement: 3-5 credits

3-5 credits in oral communications courses as stated in the approved Professional/Technical Program Plan.

AVF 225 Effective Communication in Flight Instruction
EDU 240 Family Communications and Dynamics
SPH 100 Interpersonal Communications
SPH 101 Introduction to Public Speaking
SPH 201 Advanced Public Speaking

Human Relations Requirement: 3-5 credits

3-5 credits in human relations courses as stated in the approved Professional/Technical Program Plan.

BUS 120 Human Relations on the Job
ECE 217 Child Growth & Development
PSY 101 Introduction to Psychology
SOC 110 Introduction to Sociology

Industrial First Aid Requirement:

Two credits in Industrial First Aid or equivalent or higher certification as stated in the approved Professional/Technical Program Plan.

Current First Aid/CPR, First Responder, or EMT Card
FAD 123 First Responder
FAD 125 Basic Emergency Medical Technician (EMT) Training
FAD 150 Industrial First Aid

Associate in General Studies Degree

The Associate in General Studies (AGS) degree is designed to provide recognition for the student who is not planning to complete a transfer degree program or a specific professional/technical program. This degree

requires students to complete certain general requirements while exploring elective areas. See description of AGS degree in the Degree and Certificates Awarded section of this catalog.

Credit Requirement: 90 credits
At least 65 in courses numbered 100 or above including:

- 10 credit minimum in communications (English, speech, business communications, business writing, foreign language and journalism may be used to satisfy this requirement.)
- 10 credit minimum in humanities
- 10 credit minimum in mathematics or science
- 10 credit minimum in social science
- 47 credits in elective courses
- 3 physical education activity credits, or PEH 100 or PEH 178

Transitions to Success

Transitions to Success is a consortium effort between BBCC, Wenatchee Valley College, Community Colleges of Spokane, Eastern Washington University (EWU) and Central Washington University (CWU). It has been developed to ease student transfer and degree completion by focusing on two pathways: the traditional DTA and the new CTA-45. The CTA-45 is a one-year program that prepares students to enter EWU and CWU as sophomores. This is an especially appropriate pathway for Running Start students or baccalaureate applicants who were initially denied admission.

EWU has a representative visiting the BBCC campus once each month to advise students. CWU maintains an office on campus for their extended programs and advising.

Certificate of Achievement

The Certificate of Achievement is designed to provide recognition for the student who does not plan to complete a degree program. Application for the Certificate of Achievement must be approved by the program advisor and the appropriate instructional dean.

This certificate includes related instruction and a minimum of 45 credits in an approved program, including:

3-5 credits in oral communications
3-5 credits in written communications
3-5 credits in human relations
3-5 credits in computational skills, and
25-31 credits in the program major
45 minimum total credits

Students working toward a Certificate of Achievement need to develop a program outline with the faculty advisor in their professional/technical area of interest that includes all related instruction components.

Certificates of achievements are offered through the following programs:

Accounting Technician
Aviation Maintenance Technology
Business Medical Services
Chemical Laboratory Technology
Child and Family Education
CAD Drafting Technology
Industrial Electrical Technology
Maintenance Mechanics Technology
Office Information Technology
Practical Nursing
Welding Technology

Certificate of Accomplishment

The Certificate of Accomplishment is designed to provide recognition for the student who does not plan to complete a degree program but is interested in training and instruction in specialized areas.

This certificate does not necessarily include related instruction and varies in length from five credits to less than 45 credits.

Certificates of Accomplishment are offered through the following programs:

Accounting Technology
Automotive Technology
Aviation Maintenance Technology
Business Medical Service
Child and Family Education
Cisco Network Academy
Commercial Driver's License
CAD Drafting Technology
Industrial Electrical Technology
Maintenance Mechanics Technology
MicroSoft Certified Systems Engineering (MCSE)
Nursing Assistant
Office Information Technology
Welding Technology

Refer to the Program of Study section for additional information.

Educational Programs

Adult Basic Skills

Sandy Cheek *(509) 793-2305*
email:sandyc@bigbend.edu

High School Completion

A BBCC adult high school diploma may be earned through enrollment in college courses. Individuals 19 years of age or older may enroll in courses specifically necessary to complete diploma requirements. Prospective high school completion students should contact their former high school to obtain a transcript of prior credit earned and then call the BBCC Counseling Center at (509) 793-2305 to make an appointment for credit evaluation and to plan enrollment.

GED Preparation

Individuals who wish to study before taking the GED test may enroll in a program to help them prepare for the test. Classes are open-entry and self-paced. Times and locations of classes may be found in the quarterly class schedule or by calling the ABE/GED Coordinator at (509) 793-2300.

Adult Basic Education

Adult Basic Education is a program for adults who did not finish high school and who wish to improve their skills in basic reading, writing, or arithmetic. Classes are open-entry and self-paced. Times and locations of classes may be found in the current quarterly class schedule or by calling the Basics Skills Director at (509) 793-2305

English as a Second Language

English as a Second Language classes provide instruction in beginning and intermediate English language skills for adults whose first language is not English. Classes emphasize listening, speaking, reading and writing skills. Daytime and evening classes are offered. Times and locations of classes may be found in the current quarterly class schedule or by calling the Basic Skills Director at (509) 793-2305.

Citizenship

Citizenship classes provide instruction in United States history, government and culture. Classes are designed to assist those preparing to take the U.S. citizenship examination. Times and locations of classes may be found in the current quarterly class schedule or by calling the Basic Skills Director, at (509) 793-2305.

Baccalaureate Opportunities on Campus

Students in the BBCC service district have the opportunity to complete several different baccalaureate degree programs through Central Washington University (CWU), Heritage University (HU), and Washington State University (WSU).

CWU delivers courses at BBCC via two-way interactive television with sites in Ellensburg, Wenatchee and Yakima. Courses currently offered include business administration, accounting and public relations. For admission, registration or program information, call the CWU Moses Lake office at (509) 793-2384.

HU offers Bachelor's degree options in elementary education and social work. HU maintains an office on the BBCC campus, call (509) 793-2385 or 1-888-272-6190 for additional information.

A combination of appropriate BBCC Associate degree and WSU extension (correspondence and video) coursework makes it possible to complete a Bachelor's degree in social sciences through WSU without leaving the local area. WSU does not maintain a local office, but full information and enrollment services are available through the Pullman WSU Extension Office at 1-800-222-4978.

The Center For Business & Industry Services

Allan Peterson *(509) 793-2374*
email: cbis@bigbend.edu

Mission

To be a leader in providing the resources for continuous learning and workforce development by being responsive to the changing needs of our service district.

Community & Continuing Education

These classes are generally designed for those who need skill enhancement but not college credit. Each quarterly class schedule announces the times and locations of

classes in each community. Questions, ideas for courses, or comments can be directed to (509) 793-2374.

General Categories for classes are:

Business Skills, Marketing and Planning
Personal Enrichment
Computer Software Training
Professional Development, Public Speaking
Nonprofit Fundraising
Clases de Negocios en Español
Health and Wellness
Outdoor Skills and Travel
Crafts and Hobbies
House and Home Improvement
Free Community Service Events

ONLINE COURSES

Classrooms open 24 hours, 7days a week

Experience the convenience of taking an online class from the comfort of your home at any time of day or night. Choose from over 300 instructor-facilitated courses to update your skills.

All courses run for six weeks (with a two-week grace period at the end). Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more.

Sample courses: the internet, web page design, web graphics and multimedia, web programming, basic computer literacy, applications, desktop publishing, networking, certification prep, languages, writing and publishing, entertainment industry careers, grant writing and nonprofit management, business planning, sales and marketing, accounting, business administration personal finance, health care, nutrition, fitness, personal enrichment, child care and parenting, art, history, psychology, literature, math, philosophy, science.

Test preparation for: GRE, ACT, SAT, LSAT, GMAT and GED.

Courses for professionals: law, health care and teaching

Visit our online instruction center at:
www.ed2go.com/bdc/

The Microsoft Office Specialist

Certification is the globally recognized standard for validating expertise with the Microsoft Office suite of business productivity programs.

Earning office specialist certification acknowledges you have the expertise to work with Microsoft Office programs. Office specialist certified individuals report increased competence and productivity with Microsoft Office programs as well as increased credibility with their employers, co-workers, and clients. Office specialist certification sets you apart in today's competitive job market, bringing employment opportunities, greater earning potential and career advancement, in addition to increased job satisfaction.

Call (509) 793-2374 for further information.

Custom Designed Contract Training

Contracted courses and customized training programs for business and industry.

TOP TEN Skills Required by Business:

1. Occupation specific
2. Problem solving/critical thinking
3. Positive work habits
4. Communication skills
5. Ability to adapt to change
6. Teamwork skills
7. Computer skills
8. Ability to accept supervision
9. Writing skills
10. Math skills

Three Categories of Training

New Hire Training Services
Incumbent Worker Training Services
Post-Training Services

Sample CBIS Past Custom Contract Training:

Computer Skills Upgrades
Customer Service, General/Healthcare
Climate Studies/Employee Morale
Workplace Spanish
Identity Theft
Business Writing
Team Building
Conflict Resolution
Effective Meeting Management
Unsticking Stuck Teams
Leadership, Management, Supervisory Board Development
Communicating Complex Ideas
Branding
Lean Manufacturing
Change Theory
Networking
Public Speaking & Presentations
Sales Training
Myers Briggs
Diversity Training

Small Business Development Center

The SBDC offers no-fee counseling, training and technical assistance to small businesses.

Special SBDC programs include:
- International Trade Assistance
- Technical Assistance
- Procurement Assistance
- Venture Capital Information
- Rural Development

The SBDC offers advice on:
- Business Plans, Sales & Marketing
- Financing, Accounting, Taxes and Production
- Organization, Engineering, Technical Problems
- Feasibility Studies

For more information and to make an appointment call CBIS at (509) 793-2374 or visit our CBIS website at www.bigbend.edu/Resources+for+Business/CBIS/

College Bound

Pat Palmerton (509) 793-2012
patpalm@bigbend.edu

College Bound is part of the national TRIO Upward Bound program with projects located on more than 700 campuses throughout the U.S. and its territories. BBCC is fortunate to be one of five community college grantees for this program in the state of Washington.

The College Bound program has been in operation since 1967. The program serves approximately 120 students attending high school in Moses Lake, Othello, Quincy, Royal City, Soap Lake, Warden and Lake Roosevelt in Grand Coulee. The goal of this program is to increase the number of students who enroll in and complete a college program. The program achieves this by providing meaningful college-prep experiences including classroom instruction, course tutoring, and academic as well as personal advising to high school students. Applicants must meet federal eligibility criteria to participate.

BBCC receives a grant from the U.S. Department of Education for $484,364 to operate the College Bound program. This grant covers 100% of the total costs of the project.

Students participate in the College Bound program on a year-round basis. During the academic year, they receive academic and personal advising and after school tutorial assistance at their high school. They also attend educational and cultural events one Saturday a month at BBCC where subjects including career opportunities, SAT preparation, scholarship/financial aid resources and college/university admission procedures are covered.

College Bound also offers a six-week residential summer school. Sixty selected students live in the BBCC residence halls and receive intensive academic instruction to build skills and increase knowledge with particular emphasis on math, science and English. Cultural and recreational activities and field trips enhance the value of this worthwhile experience. Participants who have just graduated from high school can attend the summer quarter at BBCC with tuition, books, room and board paid by College Bound. This Bridge Program helps students transition successfully from high school to college. These students may also participate in the College Bound Work Study Program and earn money for college while working an on-campus job matched with their career choice.

Throughout the year, College Bound students have the opportunity to visit other colleges and universities in the Northwest. Students who excel in math and science may be selected to attend one of the two Math/Science Regional Centers located at the University of Idaho and the University of Alaska-Fairbanks. All students receive assistance in applying to the colleges of their choice and in securing scholarships and financial aid.

College-University Transfer Programs

With the assistance of a faculty advisor, a student can plan transferable studies at BBCC which apply toward a bachelor's degree at a baccalaureate institution. Lower division studies (those numbered from 100 to 299) applicable toward baccalaureate general education requirements may be completed at BBCC. Certain pre-major studies may also be completed. A student interested in a field of study not listed should consult a faculty advisor.

Accounting	Anthropology
Art	Aviation (Commercial Pilot)
Biological Science	Business Administration
Chemistry	Computer Science
Economics	Education
Engineering	English
Foreign Language	History
Mathematics	Music
Nursing	Philosophy
Physics	Political Science
Psychology	Social Science
Sociology	

In the state of Washington, state supported community colleges and baccalaureate institutions have developed a Direct Transfer Agreement (DTA) to streamline the transfer process. By virtue of agreements between BBCC and most baccalaureate institutions in the state of Washington, the DTA degree will generally allow the student to transfer with junior standing and fulfill all or most general education requirements.

Each transferring student should consult with a faculty advisor concerning transferability of specific BBCC classes and degrees to specific institutions. Students should seek further information directly from the four-year institution's admissions office and from advisors in a chosen major at that institution.

Community Education

Allan Peterson (509) 793-2373
allanp@bigbend.edu

BBCC supports education as a life-long process. To meet the needs of our communities and provide community and opportunities, BBCC offers numerous courses and workshops relating to special interest and needs in the Columbia Basin. Generally, topics include the following information categories: community and cultural understandings, arts and crafts, dance, humanities, contemporary issues, personal living skills, financial planning, personal growth, exercise and health, hobbies, recreation, home and family, home maintenance, and do-it-yourself subjects.

Community education classes and workshops are not offered for college credit. These courses must be self-supporting. Therefore, enrollment minimums and fees may vary based upon the actual cost of operating each class and upon the actual number of students who enroll.

Persons interested in community education classes or activities, not offered for college credit, should refer to the CBIS section on page 31.

Each quarterly class schedule announces the times and locations of classes. Questions, ideas for courses or comments, should be directed to (509) 793-2374.

Distance Education/Learning

Preston Wilks (509) 793-2051
prestonw@bigbend.edu

In distance education or distance learning the teacher and the student are separated geographically so that face-to-face communication is limited or absent. Communication is accomplished instead by one or more technological media, most often electronic (interactive television, and/or computers).

There are three modes of delivery for distance education courses offereed at BBCC:

- World Wide Web-based (online). These courses are developed to limit your time on campus and complete most work and interaction at a distance. Some instructors may require an orientation session or testing on campus. Students must also have basic computer literacy. Students who wish to take online courses must have access to a computer that meets the minimum computer hardware and software and has an Internet connection. Also, students have open access to the World Wide Web in the BBCC Library.
- Interactive TV (ITV). Courses are live, on-campus courses telecast to classrooms at other locations. The instructor may be in your classroom or another classroom that you are connected with. Students will be able to see and interact with students at the other locations through the closed circuit connection which goes from classroom to classroom.
- Telecourse. With the television and a VCR and/or DVD, telecourses offer students the opportunity to complete courses offered by BBCC in the comfort and convenience of their own home, BBCC Library, or their local community library.

Each quarterly class schedule provides the distance learning classes being offered. For questions on distance learning please call (509)793-2047.

English Lab

Kate Shuttleworth (509) 793-2361

The English Lab (Room 1832) provides academic support for students needing help with writing assignments. Lab tutors work with students on papers in any subject area, not just English. Students taking developmental classes are also encouraged to utilize the lab.

Besides tutoring, lab classes are offered for improving language skills, which include spelling, writing, and reading. Similar English as a Foreign Language courses, including pronunciation, are also available.

Extension Sites & Learning Centers

Preston Wilks (509) 793-2051
prestonw@bigbend.edu

Recognizing the obstacles of time and location, BBCC offers classes during the day and evenings to make education services accessible to working students. Moreover, students may take classes via different distance learning delivery systems so they do not have travel to Moses Lake. For example, BBCC offers classes via interactive

television (ITV), video tape, and over the Internet. No matter the time and location conflicts students face, extension sites have a way in helping you continue your education.

In an effort to meet the needs of the service district, BBCC has three learning centers with services as follows:

- BBCC — Grand Coulee offers a variety of college credit classes and personal enrichment courses to match the needs of the community. Students have the opportunity to take classes at the local sites or they may choose to take advantage of the distance education programs, which allow students to complete their classes using the internet, videotapes or ITV. Courses also available at Grand Coulee are Adult Basic Education, General Education Development (GED) preparation, and college preparation.

The local site assists students with getting access to services such as degree planning, registrations, textbook ordering and scholarship/grant applications. For additional information call the Grand Coulee Coordinator, Mary Schilling (509) 633-3033.

- BBCC — Othello offers a variety of college credit classes to match the needs of the community. Students have the opportunity to take classes at the local sites or they may choose to take advantage of the distance education programs, which allow students to complete their classes using the internet, videotapes or ITV. Courses also available at Othllo are Adult Basic Education, Citizenship, General Education Development (GED) preparation, English as a Second Language (ESL) and college preparation.

The local site assists students with getting access to services such as degree planning, registrations, textbook ordering and scholarship/grant applications. For additional information call the Othello Coordinator, Addie Brandenburg (509) 488-6195.

- BBCC — Ephrata offers a variety of college credit classes and personal enrichment courses to match the needs of the community. Students have the opportunity to take classes at the local sites or they may choose to take advantage of the distance education programs, which allow students to complete their classes using the internet or videotapes.

The local site assists students with getting access to services such as degree planning, registrations, textbook ordering and scholarship/grant applications. For additional information call the Ephrata Coordinator, Marcy Evenson (509) 246-4501.

Additional educational opportunities are provided to residents of our service district in the following cities. The opportunities may include Adult Basic Education (ABE), English as a Second Language (ESL) classes, GED preparation classes, and credit classes offered via the Internet and/or videotapes.

- Coulee City/Hartline
- George
- Lind
- Mattawa
- Odessa
- Quincy
- Ritzville
- Royal City
- Soap Lake
- Warden

Each quarterly class schedule announces the times and locations of classes. Questions, ideas for courses, or comments should be directed to (509)793-2047.

Farm Worker's Program

Laurie Busse (509) 793-2052

laurieb@bigbend.edu

The Farm Worker's program classes are designed to help agricultural farm workers upgrade their skills and enable them to take advantage of available employment opportunities. Classes are offered in basic automotive maintenance, computer literacy, welding and English. These classes usually are taught bilingually (English/Spanish).

Japanese Agriculture Training Program

Initiated in 1966, the Japanese Agricultural Training Program is jointly sponsored by the Japan Agricultural Exchange Council and the BBCC Foundation. It includes a two-year and a one-year training program for agricultural students. BBCC provides initial intensive English and general agricultural training for both. To date this program has served more than 4,600 trainees.

After their initial training, the one and two-year trainees are placed on host farms where they experience farm work related to their chosen agriculture career specialty. They also attend a college or university where they receive six to 12 weeks of specialized agricultural instruction. The financial support for this program is provided by the Japanese government and the Japanese Agricultural Trainees.

Library

Building 1800 ***(509) 793-2350***
email: librarymail@bigbend.edu
http://www.bigbend.edu/library

The new BBCC Library opened its doors for the first time January 3, 2005. The facility includes significantly expanded study and lounge seating space, 10 new study and media viewing rooms, two large multimedia equipped instructional rooms, the capacity to offer over 150 computer terminals in addition to a wireless network and almost twice as much shelving space for the library's continually growing collections. The English Skills and Foreign Language Labs also share this new location.

The library's primary purpose is to support the educational mission of the college by providing access to information resources as well as instruction and assistance in the research process. It also serves as a cultural and educational resource for the surrounding community.

The library is open to the general public as well as BBCC college staff, students and faculty. Non-BBCC students under the age of 18 must be accompanied by a legal guardian when using the BBCC Library.

Hours

Monday - Thursday	7:30 a.m. - 9:00 p.m.
Friday	8:00 a.m. - 4:00 p.m.
Saturday & Sunday	12:00 p.m. - 6:00 p.m.

Summer & Intersession Hours

Monday - Friday	8:00 a.m. - 4:00 p.m.
Saturday & Sunday	CLOSED

The library is closed during college observed holidays. Hours may vary during Summer Quarter and Intersession. Please check the library's web page or contact the library to confirm specific dates and hours.

Services

Catalog

The library has a fully automated web based catalog listing its collections. See the library's web site (http://www.bigbend.edu/library) for access.

Collections

The library's collections include…

- more than 35,000 volumes in the general collection covering a wide range of subjects.
- over 150 current magazines and journals, plus access to thousands of full-text titles via licensed databases. Contact the library for information about logging in from off campus.
- over 15 newspapers, international & local, (some in Spanish and Japanese), plus 15 Washington state papers via ProQuest.
- An ever growing collection of children's books.
- Curriculum (EDU-C) – textbooks, etc. supporting our students going into the field of education.
- Pacific Northwest History (PNW) – a collection of materials relating to local area history.
- Telecourse videos, movies, records & music CDs.
- Vocational Collection - information for various employment fields, resumes & cover letters, this collection also includes information on grants, scholarships and four year colleges.
- The library subscribes to a number of online resources, including: NetLibrary (e-books), WebFeet (preselected web sites), Encyclopedia Britannica, ProQuest (journal & newspaper articles) and others. Contact the library for information about off-campus password access. Remote login to library databases is only available to BBCC staff and registered students.

Reserves

Instructors often place magazine articles, books, videos, etc. on reserve for their classes. These items are available at the circulation desk. Reserve materials cannot leave the library. Time limits on use may apply.

Interlibrary Loans

The library will gladly attempt to borrow materials it does not currently own from other libraries. Contact the library for information on how to place a request through FirstSearch. Please be aware that it can take upward of two weeks to receive materials in this manner, so plan ahead and make your requests early.

Distance Students

Students living more than 50 miles from campus who have difficulties getting to campus may receive materials by mail. Contact the library for more information.

Microfilm

An extensive collection of back issues of magazines, journals and newspapers including the Columbia Basin Herald is available. A microform reader is available for viewing and printing this material.

Photocopying & Printing

Photocopies - 10 cents per copy

Transparencies - 25 cents per sheet, plus 10 cents per copy

Printing - There is currently no charge for printing, but the library staff reserves the right to limit printing. Please check with the library's staff before printing documents larger than 50 pages.

Circulation of Materials

Borrowing Privileges

The library lends materials to anyone residing within the college's service district, students from colleges with agreements with BBCC (Heritage & CWU) as well as students attending any community college within Washington state. Non-BBCC students under the age of 18 must be accompanied by a legal guardian when using the BBCC Library and must use their guardian's account to borrow materials.

Loan Periods

Books, magazines, & CDs..... 3 weeks

Telecourse videos .....overnight

Reference & Reserve reading.....library use only

Videos.....1 week

Renewal and Return

Materials may be renewed over the phone, in person, or via the library's web based catalog. Overdue materials may only be renewed when brought into the library. There is no limit on the number of renewals granted. The library reserves the right to recall materials at any time.

All types of materials may be returned in any of the library's three bookdrops.

Circulation Desk – available only during open hours, this drop is built into the desk

Drive up – a freestanding unit is available 24 hours a day behind the building on Bolling Street

"Quad" drop - a 24 hour accessible drop is located near the doors on the south side of the building

Overdue Materials

The library does not currently charge fines. Borrowing may be restricted for users with overdue materials. Long overdue materials will be billed at replacement cost. Borrowers are required to pay for replacement costs plus a processing fee for lost or damaged materials.

Unresolved overdue materials or bills with the library will result in a hold on grades and transcripts as well as the suspension of borrowing privileges.

Computers & Electronic Resources

Computers are available for public and student use. All have access to the Internet and licensed databases as well as the library's catalog. Most have the Microsoft Office Suite.

The library requires all users to comply with its computer policy as well as the college's, which are available on the campus web site. Failure to adhere to these policies may result in loss of privileges.

* Access to licensed databases from off campus is available to BBCC students, faculty and staff. Contact the library for further information.

Typing

The library has a typewriter with a correction ribbon available for use.

Media Viewing

Media viewing is available in all ten study rooms. Most of the library's computers have the ability to play CDs and DVDs. Headphones are available at the service desk for use at the library's computers.

Labs

Bibliographic Instruction Lab (Room 1802): This lab offers seating for 36 users and includes computers connected to the campus network and internet. It also has a fully wired instructor's station and ceiling mounted LCD projectors for multimedia presentations.

Multipurpose Room (Room 1801): This room was designed to accommodate various seating arrangements. The room can seat up to 48 with chairs only, 32 with tables. Tables include power plugs and network connections. The lab also has a fully wired instructor's station and a ceiling mounted LCD projector for multimedia presentations.

Math/Science Resource Center

Donna Brown (509)793-2159

The Math/Science Resource Center (MSRC) offers tutoring in all levels of math, science and business courses as well as lab sections of the pre-algebra class.

Students enrolling in any MPC or MTH prefix course may use the Math Lab. BBCC students not enrolled in a math class and wishing assistance in science or business classes must register for MPC 058. Reference materials, video tapes and players, computers with tutorial, mathematical and word processing software are available for student use. Non-BBCC students wishing to use MSRC facilities must register for MTH 010.

Medical Lab Technology Program

Through this cooperative articulated program, students may complete an Associate degree in Medical Laboratory Technology (MLT) from Wenatchee Valley College with a large portion of the coursework and clinical experience completed locally at BBCC and Columbia Basin area hospitals. Further information is available through the Wenatchee MLT Advisor at (509) 682-6668 or the BBCC Director of Career Advising and Outreach at (509) 793-2056.

Parent Education/Cooperative Preschool

Diane Russo ***(509) 793-2170***

email: ece@bigbend.edu

The Parent Education Cooperative Preschool program helps parents and children learn together to build a firm foundation for the future by providing: parent education, a developmentally appropriate learning environment, and a forum for parents and teachers to work together cooperatively.

Parents, with their children up to five years of age participate in classes tailored to the parents' and children's developmental needs.

Parents/students

- Enroll in a parenting seminar where they learn about child growth and development, family concerns and activities that will enhance their role as the primary teacher of their own children.
- Attend meetings where they conduct the business of and run the cooperative preschool.
- Work with children in the preschool lab where they teach children and carry out the ideas presented in the parenting seminar.
- Earn college credit.

Parent-toddler classes meet once each week. Parent-preschooler classes meet two or three times weekly. Parents work in the preschool lab one day per week. The children's teacher plans the children's curriculum and works side-by-side with parents. The parent instructor plans parenting curriculum and works side by side with parents teaching the children and practicing parenting skills.

All students and community members are able to participate in the parent education program regardless of major. We have open enrollment allowing students to join at anytime throughout the year.

Professional/Technical Programs

Mary Shannon ***(509) 793-2053***

marys@bigbend.edu

BBCC offers both certificate and Associate degree professional/technical programs oriented toward preparing students for careers in many fields. In addition to providing initial job training, the college also offers refresher and improvement courses.

Each student must develop a Professional/Technical Program Plan with his/her advisor.

Professional/technical programs offered by the college include:

Accounting Technician
Agriculture
Automotive Technology
Aviation (Commercial Pilot)
Aviation Maintenance Technology
Business Medical Services
Chemical Laboratory Technology Certificate
Child and Family Education
Civil Engineering Technology
Commercial Driver's License
Computer Science
- Computing Systems
- Microcomputer Specialist

Drafting (One-year Certificate)
Industrial Electrical Technology
Maintenance Mechanics Technology
Nursing
- Nursing Assistant Certified
- Practical Nursing (Certificate)
- ADN Nursing

Office Information Technology
Welding Technology

Running Start

Created by the state Legislature, Running Start allows qualified high school juniors and seniors to enroll tuition-free in college courses as part of their high school programs of study. Books, supplies, lab fees, and transportation are the responsibility of the student.

Subject to total credit load limitations, high school students attending BBCC under the Running Start program may simultaneously earn high school and college credits. Students interested in applying for entry to BBCC through the Running Start Program must first contact their local high school to determine eligibility. Application of college courses toward meeting specific high school graduation requirements is determined by local school districts. Prior to college registration, school district advising and approval/certification of student programs is required.

Under the provisions of Running Start, college enrollment must be limited to college level courses. All BBCC Running Start students are required to meet minimum proficiency standards on the college placement tests in mathematics and English prior to acceptance/registration. Minimum proficiency standards for academic transfer courses are: (a) placement into English 101 and MPC 099 (Intermediate Algebra); or (b) placement into English 101 and MPC 095 (Elementary Algebra) and a current high school grade point average of 2.50; or (c) entrance into English 101 and MPC 099 (Intermediate Algebra) through completion of prerequisite courses with at least a 2.0 grade(s) and high school cumulative grade point of 2.50.

Minimum proficiency standards for professional/technical programs and/or classes are a high school cumulative grade point average of 2.5 and placement prerequisites as defined by BBCC professional/technical instructors. See the BBCC professional/technical program and/or course prerequisite list. For additional program information, students may refer to the BBCC Running Start Student brochure, contact their high school counselor or the BBCC Counseling Center at (509) 793-2035.

TechPrep

Tech Prep enables students to remain in high school and begin a college professional/technical program. Students earn college credit for selected high school occupational courses at no tuition costs. High school students must:

1. Register for college credit online at www.bigbend.edu; click on "Student Services→High School Programs→Tech Prep".
2. Complete the high school Tech Prep course with a grade of B or 3.0 or better and meet all course competencies.

Earned credit will be transcripted on the college permanent record upon receipt of all required conditions.

Participating high schools include Almira-Coulee-Hartline, Ephrata, Lake Roosevelt, Moses Lake, Odessa, Othello, Quincy, Ritzville, Soap Lake, Warden, Wahluke, Wilson Creek, the Columbia Basin Job Corps, Davis High School, Eisenhower Hig School and the Yakima Skill Center (YV Tech). For information regarding Tech Prep credit students should contact their high school counselor or vocational director or the college Tech Prep Director. The Tech Prep Office is located on the first floor of the Student Center/Administration Center, Building 1400, (509) 793-2056.

Programs of Study

Students entering BBCC may prepare for direct entry into a career or complete the first two years of a four-year college program before transferring.

These suggested programs of study are available at BBCC. The suggested outlines are to be used as guides only. Each student is strongly encouraged to consult a department faculty advisor for assistance to develop an individual program of study.

Students planning to transfer to four-year colleges or universities should consult the current catalog of the institution to which they intend to transfer and develop a program in consultation with a faculty advisor and/or college counselor. Many current four-year college and university catalogs are available in the counseling center.

Accounting

Leslie Michie *(509) 793-2180*
email: lesliem@ bigbend.edu

Associate in Arts and Science Transfer Option

Accounting is often referred to as the "language of business." This reference is because the primary function of accounting is to provide key financial information to business stakeholders to be used in assessing the economic performance and condition of a business. Professional careers in accounting can be found in the following specialized fields: managerial accounting, public accounting, forensic accounting, cost accounting, not-for-profit accounting, tax accounting, and international accounting. Additionally, an accounting degree serves as an excellent springboard for careers in business, business management, business consulting, business information systems and for advanced degrees in business administration and law. Those choosing to enter the field of accounting should have strong problem solving abilities, excellent oral and written communication skills, and quantitative skills.

Since programs differ at each college, students should consult program outlines published by the college or university to which they intend to transfer. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the Associate in Arts and Science degree.

Recommended Pre-Major Courses			Credits
BUS	105	Introduction to Accounting*	5
BUS	161	Business Calculators	2
BUS	251	Principles of Accounting I	5
BUS	252	Principles of Accounting II	5
BUS	253	Principles of Accounting III	5
BUS	254	Business Law	5
BUS	260	Computer Accounting	3
CSC	100	Microcomputer Software Survey	2.5
		or	
CSC	108	Introduction to Microsoft Applications	2.5
CSC	124	Introduction to Spreadsheets with Microsoft Excel	2.5
CSC	131	Programming with Microsoft Access	5
		or	
CSC	135	Programming with Databases	5
ECO	201	Macro Economics	5
ECO	202	Micro Economics	5
MTH	161	Statistics	5
MTH	162	Finite Mathematics	5
MTH	163	Business Calculus	5

*Tech Prep credit available

Recommended General Education Courses			Credits
ENG	101	English Composition	5
ENG	102	Advanced Composition	5
POL	102	American Government and Politics	5
PSY	101	Introduction to Psychology	5
SPH	101	Introduction to Public Speaking	5

Accounting Technician

Associate in Applied Science Professional/Technical Program

The Accounting Technician program is designed to develop proficiencies and skills necessary to obtain entry-level employment in bookkeeping and accounting career paths. Jobs are available in corporate offices, industrial plants, mortgage and commercial banks, investment firms, insurance offices, real estate offices, retailing operations, and in general, any small business.

Related instruction required for an Associate in Applied Science degree and Certificate of Achievement

BUS	102	Business Mathematics
BUS	120	Human Relations on the Job
BUS	121	Business English
FAD	150	Industrial First Aid
SPH	101	Introduction to Public Speaking

See advisor for substitute courses.

The following schedule of courses includes related instruction requirements and is the recommended program for completing this degree:

First Year

Fall Quarter

BUS	102	Business Mathematics**	5
BUS	105	Introduction to Accounting*^	5
OFF	101	Basic Keyboarding^	5
		and/or (any combination of 5 credits)	
OFF	102	Document Formatting*	5

Winter Quarter

BUS	101	Introduction to Business	5
BUS	121	Business English**	5
BUS	161	Business Calculators	2
CSC	100	Microcomputer Software Survey	2.5
	or		
CSC	108	Introduction to Microsoft Applications	2.5
OFF	100	Microsoft Word for Personal Use*	3
	or		
OFF	173	Microsoft Word-Level I*	3-5

Spring Quarter

BUS	122	Business Communications	5
ECO	200	Introduction to Economics	5
SPH	101	Introduction to Public Speaking **	5

^Students who have had accounting and/or typing in high school and can demonstrate proficiency may replace these courses with other business electives with advisor approval

*TechPrep credit available

**Related instruction requirement for AAS degree and Certificate of Achievement

Second Year

Fall Quarter

BUS	251	Principles of Accounting I	5
BUS	254	Business Law	5
BUS	261	Introduction to Peachtree	1
CSC	124	Introduction to Spreadsheets with Microsoft Excel	2.5

Winter Quarter

BUS	120	Human Relations on the Job**	4
BUS	252	Principles of Accounting II	5
BUS	262	Introduction to QuickBooks	1
CSC	105	Windows Operating Environment	2.5
	or		
CSC	115	Introduction to Internet	2.5
	or		
OFF	210	Outlook/Internet	3
CSC	125	Introduction to Databases using Microsoft Access	2.5

Spring Quarter

BUS	170	Consumer Finance	5
BUS	233	Introduction to Payroll Taxes	1
BUS	253	Principles of Accounting III	5
BUS	260	Computer Accounting	3
FAD	150	Industrial First Aid**	2

*Tech Prep credit available

**Related instruction requirement for AAS degree and Certificate of Achievement

One-Year Certificate of Achievement

Upon completion of the following courses, the student will earn a Certificate of Achievement:

BUS	102	Business Mathematics**	5
BUS	105	Introduction to Accounting*	5
BUS	120	Human Relations on the Job**	4
BUS	121	Business English**	5
BUS	161	Business Calculators	2
BUS	251	Principles of Accounting I	5
BUS	252	Principles of Accounting II	5
BUS	253	Principles of Accounting III	5
BUS	260	Computer Accounting	3
CSC	100	Microcomputer Software Survey	2.5
	or		
CSC	108	Introduction to Microsoft Applications	2.5
CSC	124	Introduction to Spreadsheets with Microsoft Excel	2.5
SPH	101	Introduction to Public Speaking**	5

*Tech Prep credit available

**Related instruction requirement for AAS degree and Certificate of Achievement

Certificate of Accomplishment

Upon completion of each of the following options, the student will receive a Certificate of Accomplishment from BBCC. Additionally, a student may select to complete any option, in any order. Upon completion of all four options, a student may select to complete the remaining 33 program credits in order to receive an AAS degree in accounting.

Option 1: Basic Office Computing

BUS	161	Business Calculators	2
CSC	100	Microcomputer Software Survey	2.5
	or		
CSC	108	Introduction to Microsoft Applications	2.5
CSC	124	Introduction to Spreadsheets with Microsoft Excel	2.5
OFF	101	Basic Keyboarding	5
	and/or		
OFF	102	Document Formatting*	5
OFF	100	Microsoft Word for Personal Use*	3
	or		
OFF	173	Microsoft Word-Level I*	5
Total credits for certificate			15

Option 2: Accounting Principles Proficiency

BUS	105	Introduction to Accounting*	5
BUS	251	Principles of Accounting I	5
BUS	252	Principles of Accounting II	5
BUS	253	Principles of Accounting III	5
Total credits for certificate			20

Option 3: Computerized Accounting Applications

BUS	260	Computer Accounting	3
BUS	261	Introduction to Peachtree Accounting	1
BUS	262	Introduction to QuickBooks	1
Total credits for certificate			5

Option 4: Business Communications

BUS	120	Human Relations on the Job**	4
BUS	121	Business English**	5
BUS	122	Business Communications	5
SPH	101	Introduction to Public Speaking **	5
Total credits for certificate			19

*Tech Prep credits available

**Meets the related instruction requirement for AAS degree

Remaining Program Courses to receive Associate in Applied Science Degree

BUS	101	Introduction to Business	5
BUS	102	Business Mathematics**	5
BUS	170	Consumer Finance	5
BUS	233	Introduction to Payroll Taxes	1
BUS	254	Business Law	5
CSC	105	Windows Operating Environment	2.5
	or		
CSC	115	Introduction to Internet	2.5
	or		
OFF	210	Outlook/Internet	3
CSC	125	Introduction to Databases using Microsoft Access	2.5
ECO	200	Introduction to Economics	5
FAD	150	Industrial First Aid**	2
Total remaining program credits			33
Total for associate degree (minimum)			92

*Tech Prep credit available

**Meets the related instruction requirement for AAS degree

Agriculture

Email: agr@bigbend.edu

The Agriculture program is offered in cooperation with Wenatchee Valley College and Washington State University. Students will have the opportunity to interact with students and faculty at multiple locations. Agriculture classes will be offered jointly on the BBCC and WVC campuses as well as branch locations.

Associate in Applied Science Professional/Technical Program Transfer Option

Students earning this degree will have accomplished a transferable degree to WSU College of Agriculture. Students enter WSU with junior standing in specific agriculture degree programs.

This program is designed to give students a strong foundation in the agricultural fields and completes WSU's general education requirements. Students completing this degree will be prepared to begin upper division work in agriculture at WSU.

The agriculture transfer option is designed for students who plan to pursue further education in an agricultural field of their choice as the curriculum includes lab science and upper division mathematics courses.

Prior to beginning this program students should consult the current class schedules as some of the required courses are only offered once per year. Agriculture classes do not have specific prerequisites, but the course descriptions do note preferred prerequisites. Please note this information as it will help students be successful in their academic endeavors. Planning course work will allow students to complete the following required classes in six quarters.

Required Courses

ANT	101	Introduction to Anthropology	5
	or		
ANT	210	Cultural Anthropology	5
AGR	241	Farm and Ranch Management	5
AGR	251	Ecologically Based Pest Management	5
AGR	261	Plant Science	5
AGR	263	Soils	5
AGR	271	Agriculture Sales and Marketing	5

AGR	272	Sustainable Agriculture and Food Systems	5
BIO	101	Biology	5
CHM	140	General Chemistry I	5
CHM	150	General Chemistry II	5
ECO	202	Micro Economics	5
ENG	101	English Composition	5
FAD	150	Industrial First Aid	2

2 of the 3 following HIS courses required

HIS	101	Early Western Civilization	5
HIS	102	Modern Western Civilization	5
HIS	103	Twentieth Century Civilization	5
MTH	161	Statistics	5
PSY	101	Introduction to Psychology	5
SPH	101	Introduction to Public Speaking	5
Social Science (SS) Elective			5
Total Credits			92

Related instruction required for an Associate in Applied Science degree

BUS	120	Human Relations on the Job
ENG	112	Applied Technical Writing
FAD	150	Industrial First Aid
MPC	095	Elementary Algebra
SPH	100	Interpersonal Communications

**Related instruction required for an AAS degree

Required Courses

AGR	241	Farm and Ranch Management	5
AGR	251	Ecologically Based Pest Management	5
AGR	261	Plant Science	5
AGR	263	Soils	5
AGR	271	Agriculture Sales and Marketing	5
AGR	272	Sustainable Agriculture and Food Systems	5
	or		
AGR	100	Introduction to Agriculture	5
AGR	295	Work-Based Learning	1-6
AGR	297	Work-Based Learning Seminar	1
BIO	101	Biology	5
BUS	101	Introduction to Business	5
	or		
BUS	105	Introduction to Accounting*	5
BUS	120	Human Relations on the Job**	4
CHM	110	Introductory to Inorganic Chemistry	5
CSC	108 or CSC 124 or OFF 181-185*		2.5-3
ELC	101	Basic Electricity – DC Circuit Analysis	5
ELC	102	Basic Electricity – AC Circuit Analysis	5
ENG	112	Applied Technical Writing**	3
FAD	150	Industrial First Aid**	2
MMT	110 or 210 or 211		5
MPC	095	Elementary Algebra**	5
SPH	100	Interpersonal Communications**	4
WLD	111	Welding Process I*	3-6
WLD	112	Thermal Cutting & Welding*	3
Total Credits			88.5-97

*Tech Prep credit available

**Related instruction required for an Associate in Applied Science degree

Anthropology

email: ant@bigbend.edu

Associate in Arts and Science Transfer Option

Anthropology is the study of humankind. This broad field includes the study of human biological origins, evolution, diversity, and nature, as well as the study of the origin, evolution, diversity, and nature of human cultural and social life. Anthropology represents an attempt to grasp and celebrate the whole context of human experience, including all people, from all cultures, across all time. Among the career possibilities in anthropology are: archaeology, education, social work, foreign service, and governmental agency work.

Since programs differ at each college, students should consult program outlines published by the college or university to which they intend to transfer. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the AAS degree.

Recommended Pre-Major Courses			**Credits**
ANT	101	Introduction to Anthropology	5
ANT	210	Cultural Anthropology	5
PSY	101	Introduction to Psychology	5
SOC	110	Introduction to Sociology	5

Recommended General Education Courses			**Credits**
BIO	101	Biology	5
GLY	105	Physical Geology	5
HIS	101	Early Western Civilization	5
REL	201	World Religions	5
SOC	220	Marriage and the Family	5
SOC	270	Social Problems	5

Art

Rie Palkovic *(509) 793-2276*

Email: art@bigbend.edu

Associate in Arts and Science Transfer Option

Art is a human expression. In the art department, the studio method of learning emphasizes the development of individual creativity and technical competence. The department's objective is the achievement of a sense of involvement, integrity, and creativity by the student.

The department provides basic disciplines in the arts for art majors, other students, and citizens of the community. In developing each individual's talent and interests, equal emphasis is on mastery and the appreciation of all art forms. The curriculum probes aspects of visual communication, which focus the eye, mind, and hand in the technical and creative awareness the student needs to adequately prepare for his/her major area of study and for transfer to a four-year college or university.

A variety of art courses are offered for the student and the community. The art student may select from such fields as art education, two and three-dimensional design, drawing, painting or ceramic art.

Since programs differ at each college, students should consult program outlines published by the college or university to which they intend to transfer. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the AAS degree.

Recommended Pre-Major Courses			**Credits**
ART	101	Design I	5
ART	102	Design II	5
ART	103	Design III	5
ART	104	Drawing I	5
ART	105	Drawing II	5
ART	106	Drawing III	5

Recommended Art Electives		**12 credits of the following courses**	
ART	121	Ceramics I	2-5
ART	122	Ceramics II	2-5
ART	123	Ceramics III	2-5
ART	221	Watercolor I	1-5
ART	222	Watercolor II	1-5
ART	223	Watercolor III	1-5
ART	231	Oil Painting I	5
ART	232	Oil Painting II	5
ART	233	Oil Painting III	5

Automotive Technology

Chuck Cox *(509) 793-2255*

Mike O'Konek *(509) 793-2256*

e-mail: aut@bigbend.edu

Associate in Applied Science

Professional Technical Program

The Automotive Technology Program at BBCC is recognized by the National Automotive Technicians Education Foundation (NATEF) an affiliate of the National Institute for Automotive Service Excellence (ASE) as meeting the training program standards. This ASE certification is a nationally recognized standard for automotive service technician training programs. This certification signifies that the program meets uniform standards for instruction, facilities, equipment, staff credentials, and curriculum.

The Automotive Technology program is two years (six quarters) in length and is designed to develop entry level employment skills for those seeking career opportunities in the automotive repair field. As long as there are vehicles on the road, there will always be a need for highly skilled automotive technicians to maintain, service and repair them. According to Washington State labor market information, over 2,500 annual job openings are projected in automotive related industries. A student in the BBCC automotive program receives training in all eight ASE Certification areas. Modern repair and diagnostic test equipment is used in training the student to accurately repair the complex vehicles of today. The curriculum also includes shop safety and environmental training, Industrial First Aid Certification, EPA Freon Certification, basic welding skills, hydraulics, as well as degree required general education classes.

Graduates of the Automotive Technology program obtain employment as automotive repair technicians and in related occupations such as automotive parts merchandising, alignment, tire service, and fleet maintenance. The agricultural equipment service and repair industry also provides employment opportunities for our graduates. A high-tech career in automotive technology gives a person job mobility with the security of knowing that his/her skills will always be in demand.

The following program outline is a suggested two-year (six-quarter) sequence of courses for this area of study. Any applicant who is 18 years of age or older or is a graduate of an accredited high school or has an equivalent certificate (GED) or is a qualified Running Start student is eligible for entry into the Automotive Technology program. Applications for admittance are accepted throughout the year. Students normally begin

the program in the fall quarter, but may start in the winter or spring quarters. Advanced standing may be requested for prior education or experience.

Related instruction required for an Associate in Applied Science degree

BUS	120	Human Relations on the Job
FAD	150	Industrial First Aid
ENG	112	Applied Technical Writing
MAP	101	Applied Mathematics (AUT/WLD)
SPH	100	Interpersonal Communications

First Year

Fall Quarter

AUT	111	Automotive Engine Service	9
AUT	115	Automotive Shop Safety & Environmental Issues	1
AUT	131	Manual Drive Train and Axles	8
AUT	190	Projects Lab *	2
MAP	101	Applied Mathematics (AUT/WLD)**	5

Winter Quarter

AUT	121	Automotive Electrical & Electronic Systems	15
AUT	132	Hydraulic Systems	3
AUT	190	Projects Lab*	2
WLD	101	Oxy-Acetylene Welding for Auto Technicians	2
WLD	102	ARC/GMAW Welding for Auto Technicians	2

Spring Quarter

AUT	105	Automotive Personal Computer Applications	2
AUT	124	Brake System Service	9
AUT	125	Suspension, Steering & Alignment	9
AUT	190	Projects Lab*	2

**Related instruction required for an AAS degree

*May be repeated for up to six credits for each course (190 & 290)

Second Year

Fall Quarter

AUT	220	Engine Performance	18
AUT	290	Advanced Projects Lab*	2
ENG	112	Applied Technical Writing**	3

Winter Quarter

AUT	212	Automatic Transmission Repair	9
AUT	213	Automotive Servicing I	6
AUT	290	Advanced Projects Lab*	2
SPH	100	Interpersonal Communications**	4

Spring Quarter

AUT	211	Automobile Convenience Systems	2
AUT	223	Automotive Servicing II	6
AUT	231	Automotive Heating and Air Conditioning	6
AUT	290	Advanced Projects Lab*	2
BUS	120	Human Relations on the Job**	4
FAD	150	Industrial First Aid**	2

**Related instruction required for an AAS degree

*May be repeated for up to six credits for each course (190 & 290)

Program Electives

Students must meet with their faculty advisor before enrolling in Work-Based Learning.

AUT	295	Work-Based Learning	1-6
AUT	297	Work-Based Learning Seminar	1

Certificate of Accomplishment

Students not desiring a degree but who are interested in training and instruction in specialized areas will be awarded Certificates of Accomplishment. Certificates of Accomplishment correspond with the eight ASE/NATEF certification areas and are available as follows: NOTE: Students desiring Certificates of Accomplishment in more than one area need to take AUT 115, Automotive Shop Safety and Environmental Issues, only one time.

Automatic Transmission & Transaxle Repair Specialist

AUT	115	Automotive Shop Safety and Environmental	1
AUT	212	Automatic Transmission Repair	9
Total credits for certificate			10

Automotive Heating and Air Conditioning Specialist

AUT	231	Automotive Heating and Air Conditioning	6
Total credits for certificate			6

Brake Repair Specialist

AUT	115	Automotive Shop Safety and Environmental Issues	1
AUT	124	Brake System Service	9
Total credits for certificate			10

Electrical/Electronic Systems Specialist

AUT	115	Automotive Shop Safety and Environmental Issues	1
AUT	121	Automotive Electrical and Electronic Systems	15
Total credits for certificate			16

Engine Performance Specialist

AUT	115	Automotive Shop Safety and Environmental Issues	1
AUT	220	Engine Performance	18
Total credits for certificate			19

Engine Repair Specialist

AUT	111	Automotive Engine Service	9
AUT	115	Automotive Shop Safety and Environmental Issues	1
Total credits for certificate			10

Manual Drive Train and Axle Specialist

AUT	115	Automotive Shop Safety and Environmental Issues	1
AUT	131	Manual Drive Train and Axles	8
Total credits for certificate			9

Suspension and Steering Specialist

AUT	115	Automotive Shop Safety and Environmental Issues	1
AUT	125	Suspension, Steering and Alignment	9
Total credits for certificate			10

Aviation (Commercial Pilot)

(509) 793-2241

Greg Crane ***John Gillespie***

Pete Hammer ***Lew Mason***

Joe MacDougall ***John Swedburg***

email: aviation@bigbend.edu

The Commercial Pilot Training program combines course work in flight training along with other ground school courses to prepare students for obtaining a commercial pilot certificate with instrument rating. To meet these requirements, most students require more than six quarters to complete the training. Because of this need, classes are scheduled each summer quarter. Additional ratings for flight instructor, instrument flight instructor, multi-engine, and seaplane may be earned through special arrangements (usually the eighth quarter).

Special departmental rules and procedures stated in the BBCC Professional Pilot Course Handbook apply to this program.

Students desiring admission into the Commercial Pilot Training Program must meet appropriate admission requirements stated in section 1.1 of the BBCC Professional Pilot Course Handbook. Contact the Aviation Department (509) 793-2241 or Admissions (509) 793-2062 for specific admission requirements.

Associate in Arts and Science Transfer Option

Those students who wish to obtain a two-year transfer degree in order to continue at a transfer institution must contact their aviation advisor early in the program to ensure the required course work is taken. If some of the basic education requirements have pre-approved substitutions, and additional electives are taken, it is possible for the commercial pilot student to receive both the AAS and the AA&S degrees. See page 26 for general education requirements for the AA&S degree.

Associate in Applied Science
Professional/Technical Program

BBCC offers a two-year Professional/Technical program in aviation for students who wish to prepare for a career as a commercial pilot and not transfer to a four-year college. Students are also required to take all the courses listed below plus any electives necessary to meet quarterly and program credit totals.

Related instruction required for an Associate in Applied Science degree**

BUS	120	Human Relations on the Job	4
ENG	112	Applied Technical Writing	3
FAD	150	Industrial First Aid	2
MAP	104	Applied Mathematics (AVF)	3
SPH	100	Interpersonal Communications	4
	or		
AVF	225	Effective Comm. in Flight Instruction	4

			Credits
AVF	111	Preflight Ground School	1
AVF	112	Private Pilot Ground School	4
AVF	113	Meteorology	5
AVF	114	Theory of Flight	4
AVF	117	Aviation Emergency Preparedness*	0
AVF	141	Private Pilot Flight (Stage 1)	4
AVF	142	Private Pilot Flight (Stage 2)	4
AVF	143	Private Pilot Flight (Stage 3)	4
AVF	221	Commercial Pilot Ground School	4

AVF	223	Instrument Ground School	4
AVF	251	Commercial Pilot Flight (Stage 4)	4
AVF	252	Commercial Pilot Flight (Stage 5)	4
AVF	253	Commercial Pilot Flight (Stage 7)	4
AVF	254	Night Flying	1
AVF	261	Instrument Flight (Stage 6)	4
CSC	100	Microcomputer Software Survey**	2.5
	or		
CSC	108	Introduction to Microsoft Applications	2.5
Electives**			19-21

* Offered odd (2005) years only.

**To meet AA&S degree requirements, see advisor for substitute courses.

NOTE: AVF 141, 142, 143, 251, 252, 253, 254, 261 must be taken to complete the flight laboratory portion of the program.

Aviation Maintenance Technology

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Dan Moore ***(509) 793-2254***

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Associate in Applied Science

Professional Technical Program

The Aviation Maintenance Technology program at BBCC is designed to prepare students for FAA airframe and powerplant maintenance certification and for employment in aviation maintenance careers. Courses offer quality training to serious and motivated students through a structured competency-based curriculum provided by industry experienced instructors. Instruction includes the basics of maintenance, servicing, inspection, repair, troubleshooting, and overhaul of aircraft airframes, powerplants, and their related systems and components associated with general and commercial aviation in the proper environment in which students may become professional aviation maintenance technicians.

International students must take degree requirement academic courses during their first quarter of enrollment at BBCC. The international student advisor will place new students in the appropriate classes.

Hours of instruction required by FAA regulation, FAR part 147, Par. 147.21 (b), will be at least:

1. Airframe - 1150 hours (400 general plus 750 airframe)
2. Powerplant - 1150 hours (400 general plus 750 powerplant)
3. Combined Airframe and Powerplant - 1900 hours (400 hours general plus 750 hours airframe and 750 hours powerplant)

Students are required to furnish their own hand tools and purchase their own texts; estimated cost of tools and books is between $1,500 to $2,500.

Note: All aviation courses are subject to change as required by the Federal Aviation Administration. BBCC courses and programs are suggested curricula to meet the current FAA rules and regulations.

Related instruction required for an Associate in Applied Science Degree and Certificate of Achievement

BUS	120	Human Relations on the Job**#	4
ENG	112	Applied Technical Writing**#	3
FAD	150	Industrial First Aid**#	2
MAP	100	Applied Mathematics (AMT)**	2
SPH	100	Interpersonal Communications**#	4

** Related instruction requirement for AAS degree and Certificate of Achievement

These related instruction courses required for the AAS degree are not part of the FAA approved curricula.

AMT	148	AMT General Electricity+	7
AMT	149	AMT Airframe Electricity+	3
AMT	150	AMT General+	4-16
AMT	151	Airframe Mechanics I +	4-21
AMT	152	Airframe Mechanics II +	4-21
AMT	153	Airframe Mechanics III+~	4-24
AMT	249	AMT Powerplant Electricity+	2
AMT	251	Powerplant Mechanics I+	4-16
AMT	252	Powerplant Mechanics II +	4-14
AMT	253	Powerplant Mechanics III+	4-16
AMT	254	Powerplant Mechanics IV+~	4-16
WLD	103	Beginning AMT Welding+	3

** Related instruction requirement for AAS degree and Certificate of Achievement

\+ Approved by FAA

~ Required only if students need more time to achieve FAA required proficiency levels.

Certificates of Achievement

The Certificate of Achievement is designed to provide recognition for the student who does not plan to complete an AAS degree program. These certificates include related instruction (listed below) and a minimum of 45 credits in the program.

Airframe Maintenance Technician

AMT	149	AMT Airframe Electricity+	3
AMT	151	Airframe Mechanics I +	21
AMT	152	Airframe Mechanics II +	21
BUS	120	Human Relations on the Job**	4
ENG	112	Applied Technical Writing**	3
FAD	150	Industrial First Aid**	2

MAP 100	Applied Mathematics (AMT)**+	2
SPH 100	Interpersonal Communications**	4
WLD 103	Beginning AMT Welding+	3
Total credits		63

** Related instruction requirement for AAS degree and Certificate of Achievement

\+ Approved by FAA

Powerplant Maintenance Technician

AMT 249	AMT Powerplant Electricity+	2
AMT 251	Powerplant Mechanics I+	16
AMT 252	Powerplant Mechanics II +	14
AMT 253	Powerplant Mechanics III+	16
BUS 120	Human Relations on the Job**	4
ENG 112	Applied Technical Writing**	3
FAD 150	Industrial First Aid**	2
MAP 100	Applied Mathematics (AMT)**+	2
SPH 100	Interpersonal Communications**	4
Total credits		63

** Related instruction requirement for AAS degree and Certificate of Achievement

\+ Approved by FAA

Certificate of Accomplishment

The Certificate of Accomplishment is designed to provide recognition of completion of certain approved courses or small modules of courses offered through a particular technical program. This certification is designed for the occasional and or part time student that does not plan to complete an AAS degree or a Certificate of Achievement.

BBCC upon request by application, may issue Certificates of Accomplishment upon successful completion of the following approved modules with an earned minimum grade of 2.0 for each course.

Aviation Maintenance – General

AMT 148	AMT General Electricity+	7
AMT 150	AMT General+	16
MAP 100	Applied Mathematics**+	2
Total credits		25

** Related instruction requirement for Associate in Applied Science degree and Certificate of Achievement

Airframe Mechanic I

AMT 149	AMT Airframe Electricity+	3
AMT 151	AMT 151 Airframe Mechanic I+	21
Total credits		24

Airframe Mechanic II

AMT 152	Airframe Mechanic II+	21
WLD 103	Beginning AMT Welding+	3
Total credits		24

Power Plant Mechanic I

AMT 251	AMT Powerplant Mechanic I+	16
Total credits		16

Power Plant Mechanic II

AMT 249	AMT Powerplant Electricity+	2
AMT 252	AMT Powerplant Mechanic II+	14
Total credits		16

Power Plant Mechanic III

AMT 253	AMT Powerplant Mechanic III+	16
Total credits		16

Students may be eligible to take the FAA written, oral, and practical examinations after successful completion of the General curriculum and the Airframe or Powerplant curriculum.

\+ Approved by FAA

~ Required only if students need more time to achieve FAA required proficiency levels.

Biological Sciences and Related Pre-Professional Studies

Kathleen Duvall (509) 793-2149

Barbara Jacobs (509) 793-2148

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Associate in Arts and Science Transfer Option

A degree in biological sciences opens the door to a wide variety of choices—from the health sciences to environmental technology, from biomedical research to wildlife biology. The range of possibilities is limited only by a student's own interests, aptitudes, and imagination!

Since programs differ at each college, students should consult program outlines published by the college or university to which they intend to transfer. The following recommended courses will prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See below for recommended pre-major classes. (Please note: many courses have math, chemistry or biology prerequisites. See course description section of this catalog.)

Recommended Courses for Biology and Pre-Professional Majors

Includes pre-dental, pre-medicine, pre-pharmacy, and pre-veterinary majors.

			Credits
BIO	110	Cell Biology*	5
CHM	140	General Chemistry I	5
CHM	150	General Chemistry II	5
CHM	160	General Chemistry III	5
MTH	150	College Algebra	5
MTH	151	Pre-Calculus I, Elementary Functions	5
MTH	152	Pre-Calculus II, Trigonometry & Vectors	5
MTH	161	Statistics	5
MTH	171	Calculus I	5

*Note that BIO 110 has a prerequisite of CHM 110 or higher

Recommended Electives Depending on Specialty Area

			Credits
BIO	210	Human Anatomy and Physiology I*	5
BIO	211	Human Anatomy and Physiology II*	5
BIO	215	Microbiology	5
BOT	130	Botany	5
BOT	140	Field Botany	5

* Pre-med students may major in any subject, but the three most common are Chemistry, Zoology, and Microbiology. Zoology majors need Vertebrate Anatomy and Zoophysiology rather than Human Anatomy and Physiology. Note that a minimum grade of 2.0 in BIO 110 (Cell Biology) is required as a prerequisite for BIO 210, 211, and 215.

Recommended Courses for Pre-Nursing and Allied Health Majors

BIO	110	Cell Biology*	5
BIO	210	Human Anatomy and Physiology I*	5
BIO	211	Human Anatomy and Physiology II*	5
BIO	215	Microbiology	5
CHM	110	Introduction to Inorganic Chemistry	5
CHM	111	Introductory Organic and Biochemistry**	5
MTH	161	Statistics**	5

*BIO 110 has a prerequisite of CHM 110 or higher, and CHM 110 has a prerequisite of MPC 095. A minimum grade of 2.0 in BIO 110 (Cell Biology) is required as a prerequisite for BIO 210, 211, and 215.

Business Administration

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Associate in Arts and Science Transfer Option

Students following this program of study may elect to enter one of several possible business career paths: management, marketing, advertising, retailing, finance, industrial relations, personnel management, or real estate. A business degree is an excellent springboard for earning advanced degrees in business administration and law. Those planning to enter the field of business administration should have above average reading, comprehension, and computational skills.

Since programs differ at each college, students should consult program outlines published by the college or university to which they intend to transfer. The following recommended courses will prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the AA&S degree.

Recommended Pre Major Courses			**Credits**
BUS	101	Introduction to Business	5
BUS	251	Principles of Accounting I	5
BUS	252	Principles of Accounting II	5
BUS	253	Principles of Accounting III	5
BUS	254	Business Law	5
CSC	100	Microcomputer Software Survey	2.5
	or		
CSC	108	Introduction to Microsoft Applications	2.5
CSC	124	Introduction to Spreadsheets with Microsoft Excel	2.5
	or		
CSC	125	Introduction to Databases using Microsoft Access	2.5
ECO	201	Macro Economics	5
ECO	202	Micro Economics	5
MTH	161	Statistics	5
MTH	162	Finite Mathematics	5
MTH	163	Business Calculus	5

Recommended General Education Courses

ENG	101	English Composition	5
ENG	102	Advanced Composition	5
POL	102	American Government and Politics	5
PSY	101	Introduction to Psychology	5
SPH	101	Introduction to Public Speaking	5

Business Medical Services

Pat Teitzel ***(509) 793-2179***

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The Business Medical Services program includes courses of study for students interested in pursuing a career in medical support services or in a medical office setting. Students may complete the two-year program as outlined or one or both certificates. Students completing a two-year program will receive an Associate in Applied Science degree. Some of the courses have been articulated with various medical programs at Wenatchee Valley Community College.

Students who complete a degree or certificate may gain employment in medical support services such as medical records, medical billing, various medical offices, or related careers.

Many courses are offered as competency-based, variable credit classes. Please refer to the description portion of the catalog to determine if the course is offered in a structured or competency-based format. Competency-based is designed to allow students to work independently and at their own pace to reach course objectives.

The following program outline indicates student options available to complete certificates or a two-year degree.

Related instruction required for an Associate in Science Degree and Certificate of Achievement

BUS	102	Business Mathematics*
BUS	120	Human Relations on the Job*
BUS	121	Business English*+
FAD	150	Industrial First Aid*
SPH	100	Interpersonal Communications*

Associate in Applied Science Professional Technical Program

BUS	102	Business Mathematics*	5
BUS	120	Human Relations on the Job*	4
BUS	121	Business English*+	5
BUS	122	Business Communications*	5
FAD	150	Industrial First Aid*	2
HED	110	Descriptive Anatomy and Physiology I	5
HED	111	Descriptive Anatomy and Physiology II	5
HED	112	Medical Science I	5
HED	113	Medical Science II	5
HED	114	Medical Office Accounts Receivable I	2
HED	115	Medical Office Accounts Receivable II	2
HED	116	Telephone Techniques and Collections	2
OFF	101	Basic Keyboarding	5
OFF	102	Document Formatting~	5
OFF	112	Proofreading	3
OFF	130	Filing	2
OFF	150	Medical Terminology I	3
OFF	151	Medical Terminology II	3
OFF	181	Introduction to Microsoft Office: Word~	1
OFF	182	Introduction to Microsoft Office: Excel~	1
OFF	183	Introduction to MS Office: Access~	1
OFF	184	Introduction to MS Office: PowerPoint~	1
OFF	185	Introduction to MS Office: Integration~	1
OFF	210	Outlook/Internet	3
OFF	239	Medical Ethics	2
OFF	261	The Automated Office	5
OFF	262	Professional Preparation	5
SPH	100	Interpersonal Communications*	4
Total			92

*Related instruction requirement for AAS degree and Certificate of Achievement

+ Depending on a student's English placement the following courses may be required prior to enrolling in BUS 121: ENG 098 (6 credits) and/or ENG 099 (6 credits).

~Tech Prep credit available

Certificate of Achievement

The Certificate of Achievement is designed to provide recognition for the student who does not plan to complete an AAS degree program. These certificates include related instruction and a minimum of 45 credits in the program.

BUS	102	Business Mathematics**	5
BUS	121	Business English**+	5
FAD	150	Industrial First Aid**	2
HED	116	Telephone and Collection Techniques	2
OFF	101	Basic Keyboarding	5
OFF	102	Document Formatting	5
OFF	130	Filing	2
OFF	150	Medical Terminology I	3
OFF	151	Medical Terminology II	3
OFF	181	Introduction to Microsoft Office: Word	1
OFF	182	Introduction to Microsoft Office: Excel	1
OFF	210	Outlook/Internet	3
OFF	239	Medical Ethics	2
SPH	100	Interpersonal Communications**	4
Total credits for certificate			47

**Related instruction requirement for Associate in Applied Science degree and Certificate of Achievement

+ Depending on a student's English placement the following courses may be required prior to enrolling in BUS 121: ENG 098 (6 credits) and/or ENG 099 (6 credits).

Certificate of Accomplishment

The Certificate of Accomplishment is designed to provide recognition of completion of certain approved courses or small modules of courses offered through a particular technical program. This certification is designed for the occasional and or part-time student that does not plan to complete an AAS degree or a Certificate of Achievement.

BBCC upon request by application, may issue a Certificate of Accomplishment upon successful completion of the following courses.

BUS	102	Business Mathematics	5
	or		
BUS	121	Business English**+	
BUS	120	Human Relations on the Job**	4
FAD	150	Industrial First Aid**	2
HED	116	Telephone Techniques and Collections	2
OFF	101	Basic Keyboarding	5
OFF	102	Document Formatting~	5
OFF	130	Filing	2
OFF	150	Medical Terminology I	3
OFF	151	Medical Terminology II	3
Total credits for certificate			31

**Related instruction requirement for AAS degree and Certificate of Achievement

+ Depending on a student's English placement the following courses may be required prior to enrolling in BUS 121: ENG 098 (6 credits) and/or ENG 099 (6 credits).

~Tech Prep credit available.

Chemical Laboratory Technician

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To prepare students for entry level employment or continued employment as a Chemical Laboratory Technician the CLT program provides a broad foundation in computer skills, chemistry, mathematics, and English usage. Students may attend BBCC part-time or full-time to earn a Certificate of Achievement in Chemical Laboratory Technology (CLT).

Chemical Laboratory Technicians typically work in analytical or research laboratories. In addition production plants may employ Chemical Laboratory Technicians to provide timely monitoring of product as to quality parameters.

Program pre-requisites include English placement at ENG 112 or satisfactory completion of ENG 099, Math placement at MPC 099 or satisfactory completion of MPC 095. Completion of CHM 110 or high school chemistry and completion of MPC 099 are prerequisite to CHM 140. ELC 101 or ELC 102 (or instructor permission) is prerequisite to ELC 223.

Students will need to have an employer willing to work with BBCC to provide support for the Work Based Learning component of the program. Persons interested in the CLT program should consult the program advisor prior to registration.

Related instruction required for Certificate of Achievement

BUS	120	Human Relations on the Job	4
ENG	101	English Composition	5
	or		
ENG	112	Applied Technical Writing	3
MPC	099	Intermediate Algebra or higher	5
SPH	100	Interpersonal Communications	4
	or		
SPH	101	Introduction to Public Speaking	5

Technical Core Requirements (36 credits)			**Credits**
CHM	140	General Chemistry I	5
CHM	150	General Chemistry II	5
CHM	160	General Chemistry III	5
MTH	161	Statistics	5
PHY	120	Survey of Physics	5

11 or more credits of elective courses approved by the CLT advisor

Suggested electives

CLT	295	Work Based Learning	1-4
CLT	297	Work Based Learning Seminar	1
CSC	100	Microcomputer Software Survey	2.5
	or		
CSC	108	Introduction to Microsoft Applications	2.5
CSC	124	Introduction to Spreadsheets-Excel	2.5
ELC	223	Electronics I (Principles)	5
ENV	101	Environmental Science	5
FAD	150	Industrial First Aid	2

Chemistry

John Peterson (509) 793-2151

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Associate in Science Degree

The purpose of the degree is to allow the student who plans to complete a bachelor of science degree in chemistry, computer science, engineering or physics the opportunity to make substantial progress toward fulfilling major requirements while completing at least half of the liberal arts, or general requirements, in studies

such as English, the humanities and the social sciences. Ideally, the student holding the AS degree would have approximately three years of full-time study remaining at the baccalaureate institution—this reflects the nature of many bachelor of science degrees, which require extensive study and frequently take five full-time years or more to complete. If any pre-college study is required (generally, courses numbered below 100), additional time will be required.

The degree is accepted by many baccalaureate institutions in the state of Washington. The degree does not guarantee that any major requirements will be fulfilled. While BBCC faculty advisors consult with students to help them plan effectively, the ultimate responsibility to plan rests with the student. The college recommends that the student identify one or two potential baccalaureate institutions and then contact qualified program advisors at those institutions as early as possible to obtain specific, course-by-course advice. Throughout one's enrollment at BBCC, the program advisors at the baccalaureate institutions should be consulted. A BBCC advisor or the office of admissions at the transfer institution can help the student to contact these advisors.

Associate in Arts and Science Transfer Option

Chemistry is a fundamental physical science that deals with the nature of materials in humans, animals, plants and the world around us. It also addresses changes that occur in nature. Everything we are or do depends upon chemistry, from our breakfasts to our evening vitamins. A major in chemistry prepares students for a variety of career fields as diverse as medicine, pharmacology, environmental science, engineering, and industry, education, ecology, or public service. The chemistry program provides courses to meet a variety of student needs. For science and engineering majors, up to one year of college transfer course work is available.

Since programs differ at each college, students should consult program outlines published by the college or university to which they intend to transfer. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the AA&S degree.

Recommended Pre-Major Courses		Credits
CHM 140	General Chemistry I	5
CHM 150	General Chemistry II	5
CHM 150	General Chemistry III	5
MTH 171	Calculus I	5
MTH 172	Calculus II	5
MTH 173	Calculus III	5
MTH 220	Linear Algebra	5
MTH 230	Differential Equations	5
MTH 271	Multivariable Calculus	5
PHY 201	Engineering Physics I	5
PHY 202	Engineering Physics II	5
PHY 203	Engineering Physics III	5

Child and Family Education

Kathy Tracy Mason (509) 793-2171

email: cfe@bigbend.edu

The Child and Family Education (CFE) program has several tracks and outcomes.

- Associate in Applied Science-Transfer degree (90 credits)
- Emphasis in Early Childhood Education, or Emphasis in Paraeducation
  Associate in Applied Science degree (90 credits – professional technical)
- Emphasis in Early Childhood Education, or Emphasis in Paraeducation
- Certificate of Achievement (45 credits)
  Child Development Associate (12 credits)

Most classes are held in the late afternoons and evenings to allow individuals to work and attend classes.

Associate in Applied Science – Transfer Option

A few four year universities in the state of Washington, including Heritage University located on the BBCC campus, accept the Associate in Applied Science-Transfer degree allowing students to enter with junior status. For more information on which colleges accept the AAS-T degree see the CFE program advisor. Each university requires specific courses in order to meet their requirements for this degree. Please work carefully with an advisor knowledgeable in this transfer area.

Associate in Applied Science
Professional Technical Program

The Child and Family Education (CFE) program is designed to prepare individuals to work with children, as preschool and/or child-care teachers or educational assistants.

Program prerequisites:

1. High school diploma or GED.
2. BBCC math and English placement test scores for ENG 099 and MPC 090 or above.
3. Appointment with CFE program advisor.

Related instruction required for an Associate in Applied Science degree and Certificate of Achievement

ECE 217	Child Growth and Development or other human relations credit	5
EDU 240	Family Communication and Dynamics or other communications credit	5
ENG 101	English Composition	5
FAD 150	Industrial First Aid or valid first aid card	2
MAP 106	Applied Mathematics (CFE)	4
Total related instruction credits		21

Core Classes

ECE 105	Health and Safety	3
ECE 217	Child Growth and Development**	5
ECE 250	Literacy and Literature for Children+	4
EDU 102	Behavior Management	3
EDU 110	Introduction to Special Education+	4
EDU 120	Instructional Media	3
EDU 150	Family, Community Involvement	3
EDU 189	Observing and Assessing Children	3
EDU 190	Classroom Experience*^	9
EDU 240	Family Communication and Dynamics**	5
Total Credits		42

*Tech Prep credit available

+Meets Heritage Universities requirements

^Requires Washington State Patrol background check, liability insurance, and approval of program advisor or instructor.

**Related instruction requirement for AAS degree and Certificate of Achievement

With an ECE emphasis

Core CFE Classes plus related instruction		63
ECE 100	Intro to Issues and Trends in ECE	3
ECE 108	Infant and Toddler Care and Education	3
ECE 135	Skills for Preschool Teachers	3
ECE 160	Child Care Center Management and Operation	3
ECE 220	Instruction and Curriculum Methods in ECE	3
Program Electives		12
Total credits		90

Program electives may include:

ECE 175	Introduction to Child Care*	2
EDU 198	Special Topics*	1-5
EDU 101	Introduction to Paraeducator Competencies	3
EDU 201	Teaching: An Orientation	3
EDU 205	Approaches in Teaching ESL	3
EDU 251	Approaches in Teaching Math Methods	3
EDU 255	Approaches in Teaching Reading Methods	4

*Tech Prep credit available

With a Paraeducation emphasis

Core CFE Classes plus related instruction		63
EDU 101	Introduction to Paraeducator Competencies	3
EDU 201	Teaching: An Orientation	3
EDU 205	Approaches in Teaching ESL	3
EDU 251	Approaches in Teaching Math Methods	3
EDU 255	Approaches in Teaching Reading	4
Program Electives		11
Total credits		90

Program electives may include:

ECE 100	Intro to Issues and Trends in ECE	3
ECE 108	Infant and Toddler Care and Education	3
ECE 135	Skills for Preschool Teachers	3
ECE 160	Child Care Center Management and Operation	3
ECE 175	Introduction to Child Care*	2
ECE 220	Instruction and Curriculum Methods in ECE	3
EDU 198	Special Topics*	1-5

Professional Technical Certificate of Achievement in Child and Family Education

ECE 100	Intro to Issues and Trends in ECE+	3
	or	
EDU 101	Introduction to Paraeducator Competencies	3
ECE 105	Health and Safety	3
EDU 150	Family, Community Involvement	3
ECE 217	Child Growth and Development**	5
ECE 250	Literacy and Literature for Children	4
EDU 102	Behavior Management	3
EDU 106	Issues in Child Abuse	1
EDU 110	Introduction to Special Education+	4
EDU 120	Instructional Media	3
EDU 189	Observing and Assessing Children	3
EDU 190	Classroom Experience^*	3
EDU 240	Family Communication and Dynamics**	5
ENG 101	English Composition**	5
FAD 150	Industrial First Aid**	2
MAP 106	Applied Mathematics (CFE)**	4
Total credits for certificate		51

+Meets Heritage University requirements

** Related instruction requirement for AAS degree and Certificate of Achievement

^ Requires Washington State Patrol background check, liability insurance, and approval of program advisor or instructor.

* Tech Prep credit available

Child Development Associate (CDA)

This national credential requires 120 hours of early childhood education training. The CFE program was developed around the thirteen functional areas of the CDA, and coursework taken in the program satisfies the training requirements for the CDA. In addition, CDA candidates work independently with a CDA advisor; the specific courses each candidate will take should be determined by the candidate and advisor.

Classes Offered Fall 2006

ECE 100 Intro to Issues and Trends in ECE
ECE 217 Child Growth and Development**
EDU 101 Introduction to Paraeducator Competencies
EDU 110 Introduction to Special Education
EDU 150 Family, Community Involvement
EDU 190 Classroom Experience^*
EDU 201 Teaching: An Orientation

** Related instruction requirement for AAS degree and Certificate of Achievement

^ Requires Washington State Patrol background check, liability insurance, and approval of program advisor or instructor.

* Tech Prep credit available

Classes Offered Winter 2007

ECE 105 Health & Safety
ECE 135 Skills for Preschool Teachers
ECE 220 Instruction and Curriculum Methods in ECE
ECE 250 Literacy and Literature for Children
EDU 106 Issues in Child Abuse
EDU 189 Observing and Assessing Children
EDU 190 Classroom Experience^*
EDU 240 Family Communication and Dynamics**

^ Requires Washington State Patrol background check, liability insurance, and approval of program advisor or instructor.

* Tech Prep credit available

** Related instruction requirement for AAS degree and Certificate of Achievement

Classes Offered Spring 2007

ECE 100 Intro to Issues and Trends in ECE
ECE 108 Infant and Toddler Care and Education
ECE 217 Child Growth and Development**
EDU 102 Behavior Management
EDU 110 Introduction to Special Education
EDU 120 Instructional Media
EDU 190 Classroom Experience^*
EDU 205 Approaches in Teaching ESL

** Related instruction requirement for AAS degree and Certificate of Achievement

^ Requires Washington State Patrol background check, liability insurance, and approval of program advisor or instructor.

* Tech Prep credit available

Classes Offered Summer 2007

EDU 110 Introduction to Special Education
EDU 150 Parent, Community Involvement
EDU 190 Classroom Experience^*
EDU 255 Approaches in Teaching Reading
MAP 106 Applied Mathematics (CFE)**

^ Requires Washington State Patrol background check, liability insurance, and approval of program advisor or instructor.

* Tech Prep credit available

** Related instruction requirement for AAS degree and Certificate of Achievement

Commercial Driver's License

Randy Miller (509) 793-2295

Certificate of Accomplishment

The Certificate of Accomplishment is designed to provide recognition of completion of an approved course offered through a particular program. This certification is designed for the occasional and or part-time student that does not plan to complete an Associate in Applied Science degree or a Certificate of Achievement.

Classes cover a variety of professional topics and prepare students for entry-level job opportunities. Classes include Class A license with no air brake restrictions and the endorsements for doubles and triples, tankers and hazardous material, defensive driving techniques, brake adjustment, equipment inspection, hazardous material transportation, DOT log books, trip planning, and other job related topics.

The CDL program prepares students for the CDL driving examination and entry-level employment. Regular attendance and punctuality are critical for successful completion.

To be eligible for admissions to the BBCC Commercial Driver's License program applicants must complete the following (and is recommended that items be completed in this order):

1. Completed State of Washington Community and Technical College Application for Admission (Application for Admission BBCC).
2. Completed CDL Program Application.
3. Completed BBCC Class Registration Form.
4. Copy of a valid Washington State Driver's License and 5 years abstract of driving record.
5. Copy of the completed Department of Transportation (DOT) physical form and card..
6. Pay all tuition and fees at the time of registration, but no later than the first day of class.
7. A pre-enrollment controlled substances test is mandatory. The test will be taken at the start of the program

no later than the 5th day of class. If the controlled substances test results are positive, the applicant will be expelled, and a partial tuition refund given according to the college refund policy.

Students may contact the Financial Aid Office to see if they are eligible for financial aid loans. Also, dislocated or unemployed workers may be eligible for other funds.

Computer Science

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Associate in Science Degree

Students who plan to complete a bachelor of science degree in computer science may complete the pre-major requirements at BBCC. Please see pages 29-30 of this catalog for degree details.

Associate in Arts and Science Transfer Option

Please see the recommended computer science course list if you plan to transfer to a baccalaureate institution.

Students graduating with a bachelor's degree in computer science have several career opportunities open to them such as system analysts, system programmers, software engineers, network technologists, database administrators, webmasters, consultants, equipment vendor representatives, managers of business computer systems, and programmers. Those choosing to enter the field of computer science should have high reading comprehension, logic, and computational skills.

The selection of computer science courses should depend on the student's interests and to their intended baccalaureate institution. When developing an educational plan, program requirements at the baccalaureate institution should be considered. The following recommended courses will prepare students for most senior institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in the transfer requirements. See page 26 for general education requirements for the AA&S degree.

Recommended Computer Science Courses

Select up to 20 credits from the following list.

			Credits
CSC	119	Programming with Visual Basic.Net	5
CSC	124	Introduction to Spreadsheets with Microsoft Excel	2.5
CSC	131	Programming with Microsoft Access	5
CSC	133	Introduction to Database Design	2.5
CSC	139	Programming with C	5
CSC	140	Programming with Assembler	5
CSC	141	Programming Dynamic Web Sites	5
CSC	142	Programming with C #	5
CSC	143	Programming with Visual C++	5
CSC	166	Introduction to System Design	5
CSC	205	Logic Design and Data Structures	5
CSC	235	Fourth Generation Languages	5
CSC	236	Advanced Structured Programming	5
CSC	239	Advanced C++ Programming	5
CSC	250	Artificial Intelligence	5
CSC	251	Object Oriented Programming	5
CSC	252	Advanced Java Programming	5
CSC	264	Database Management	5
CSC	266	System Design and Analysis	5

Recommended Mathematics Courses			Credits
MTH	150	College Algebra	5
MTH	151	Pre-Calculus I – Elementary Functions	5
MTH	152	Pre-Calculus II – Trigonometry & Vectors	5
MTH	161	Statistics	5
MTH	162	Finite Mathematics	5
MTH	163	Business Calculus	5
MTH	171	Calculus I	5
MTH	172	Calculus II	5
MTH	173	Calculus III	5
MTH	220	Linear Algebra	5

Associate in Applied Science degree
Professional Technical Programs

This is the comprehensive category where the student must earn at least 90 credits that include the college Applied Science degree general education requirements as well as all the computer science department requirements. There are two Applied Science degrees in computer science, Computing Systems and Microcomputer Specialist.

For the Computing Systems degree, students can specialize in Software Engineering, Systems Analysis, Dot Net Architecture, Business Programming, Animation Programming, Web Development, and Networking.

For the Microcomputer Specialist degree, students can specialize in A+ Certification, Office Automation, Multimedia and Hardware Technology.

Educational Planning

Computer science has many fields of specialization and it is not expected that students will have time to prepare for all of them during their college career.

Students should focus on a subset of the course offerings. Students who do not plan to attend college for two years should focus on the courses that will provide the best opportunities for employment. Students who plan to earn a degree should contact their program advisor.

Computing Systems
Associate in Applied Science Degree

The completion of 90 credits is required to earn this degree and it includes four curriculum areas.

1. Required related instruction – 18 credits
2. CSC foundation courses: required by the CSC department – 18 credits
3. Specific CSC competencies - choose 54 credits from the list in collaboration with advisor

1. Related Instruction			Credits
BUS	120	Human Relations on the Job	4
ENG	112	Applied Technical Writing	3
FAD	150	Industrial First Aid	2
MAP	105	Applied Mathematics (CSC)	5
SPH	100	Interpersonal Communications	4

2. CSC Foundation Courses			Credits
CSC	101	Introduction to Computer Science	2.5
CSC	104	P/C Operating Systems	2.5
CSC	107	Hardware Awareness	2.5
CSC	113	Computer Ethics	2.5
CSC	140	Programming with Assembler	5
CSC	198	Current Computing Issues (Repeat each quarter 0.5)	3

3. Computing System courses for CSC competencies			Credits
CSC	119	Programming with Visual Basic.Net	5
CSC	120	Programming with Visual Basic	5
CSC	122	Programming Spreadsheets with Visual Basic	5
CSC	131	Programming with Microsoft Access	5
CSC	135	Programming with Databases	5
CSC	137	Programming with Word Processors	2.5
CSC	139	Programming with C	5
CSC	141	Programming Dynamic Web Sites	5
CSC	142	Programming with C #	5
CSC	143	Programming with Visual C ++	5
CSC	144	Programming with ADO	5
CSC	152	Programming with Java	5
CSC	154	Local Area Networks	5
CSC	155	Introduction to Microsoft Network Platforms	2.5
CSC	161	Network Certification Principles	5
CSC	162	Network Certification Prep.	5
CSC	175	Intermediate Computing Topics* (Electives)	2 to 5
CSC	176	Intermediate Computing Topics (Electives)	2 to 5
CSC	177	Intermediate Computing Topics (Electives)	2 to 5
CSC	197	Computer Science Seminar	1 to 5
CSC	219	Advanced Programming w/Visual Basic.Net	5
CSC	252	Advanced Java Programming	5
CSC	275	Advanced Computing Topics	2-10
CSC	276	Advanced Computing Topics	2-10
CSC	277	Advanced Computing Topics	2-10

*Tech Prep credit available

Microcomputer Specialist
Associate in Applied Science Degree

The completion of 90 credits is required to earn this degree and it includes four curriculum areas

1. Required related instruction – 18 credits
2. CSC foundation courses: required by the CSC department – 18 credits
3. Specific CSC competencies - choose 54 credits from the list in collaboration with advisor

1. Related Instruction			Credits
BUS	120	Human Relations on the Job	4
ENG	112	Applied Technical Writing	3
FAD	150	Industrial First Aid	2
MAP	105	Applied Mathematics (CSC)	5
SPH	100	Interpersonal Communications	4

2. CSC Foundation			Credits
CSC	101	Introduction to Computer Science	2.5
CSC	104	P/C Operating Systems	2.5
CSC	107	Hardware Awareness	2.5
CSC	113	Computer Ethics	2.5
CSC	140	Programming with Assembler	5
CSC	198	Current Computing Issues (Repeat each quarter 0.5)	3

3. Microcomputer Specialist Courses			Credits
CSC	108	Introduction to Microsoft Applications	2.5
CSC	116	Introduction to Webpage Design and HTML*	2.5
CSC	117	Introduction to Computing Multimedia	2.5
CSC	122	Programming Spreadsheets with Visual Basic	5

CSC	124	Introduction to Spreadsheets with Microsoft Excel	2.5
CSC	125	Introduction to Databases using Microsoft Access	2.5
CSC	131	Programming with Microsoft Access	5
CSC	133	Introduction to Database Design	2.5
CSC	137	Programming with Word Processors	2.5
CSC	145	A+ Technician Certification Preparation Level I*	2.5
CSC	146	A+ Technician Application Project	1
CSC	175	Intermediate Computing Topics	2-5
CSC	176	Intermediate Computing Topics	2-5
CSC	177	Intermediate Computing Topics	2-5
CSC	180	Advanced Microsoft Office	2.5
CSC	185	Electronic Publishing with PageMaker	2.5
CSC	186	Electronic Publishing with PhotoShop	2.5
CSC	187	Electronic Publishing with Illustrator	2.5
CSC	197	Computer Science Seminar	1-5
CSC	204	Advanced Operating Systems	2.5
CSC	207	Hardware Technology	2.5
CSC	253	Microcomputer Systems	5
CSC	275	Advanced Computing Topics	2-10
CSC	276	Advanced Computing Topics	2-10
CSC	277	Advanced Computing Topics	2-10

*Tech Prep credit available

One-Year Certificate of Accomplishment Program
Microsoft Certified Systems Engineering

CSC	161	Network Certification Principles	2.5-5
CSC	162	Network Certification Exam Prep	2.5-5
CSC	167	Networking Certification Principles I	5
CSC	168	Networking Certification Principles II	5
CSC	169	Networking Certification Principles III	5
CSC	170	Networking Certification Principles IV	5
Total Credits			30

Cisco Networking Academy

CSC	156	Cisco Networking I	5
CSC	157	Cisco Networking II	5
CSC	158	Cisco Networking III	5
CSC	159	Cisco Networking IV	5
Total Credits			20

Criminal Justice

Ryann Haw ***(509)793-2183***

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Associate in Arts and Science Transfer Option

Criminal Justice is the scientific study of crime. This program is designed to broaden students' awareness of the extent and character of crime and the method our society uses to deal with criminals, including the social importance and legal responsibilities of law enforcement officers. This course of study is intended for individuals working in the field of law enforcement as well as for the student who will eventually transfer to a four-year college or university.

Since programs differ at each college, students who intend to transfer should consult program outlines in the catalog of the college or university, which they plan to attend. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in the transfer area. See page 26 for general education requirements for the Associate in Arts and Science degree.

Recommended Pre-Major Courses

CRJ	200	Essentials of Criminal Justice	5
CRJ	206	Introduction to Criminal Law	5
CRJ	210	Police Systems and Practices	5
PSY	101	Introduction to Psychology	5
SOC	110	Introduction to Sociology	5
SOC	270	Social Problems	5

Recommended General Education Courses

HIS	201	United States History I	5
HIS	202	United States History II	5
POL	102	American Government & Politics	5
PSY	205	Introduction to Social Psychology	5
PSY	210	Life-Span Development	5

Economics

Gene Donat ***(509)793-2181***

email: eco@bigbend.edu

Associate in Arts and Science Transfer Option

Students majoring in economics may elect to specialize in the following professional career areas: business, labor economics, money and banking, public finance, international trade, law, and economics education. Those planning to enter the field of economics should have above average reading, comprehension, and computational skills. Since programs differ at each college, students who intend to transfer should consult program outlines published by the college or university to which they intend to transfer. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See pages 27-28 for general education requirements for the AA&S degree.

Recommended Pre-Major Courses			Credits
BUS	101	Introduction to Business	5
BUS	251	Principles of Accounting I	5
BUS	252	Principles of Accounting II	5
BUS	253	Principles of Accounting III	5
BUS	254	Business Law	5
CSC	100	Microcomputer Software Survey	2.5
	or		
CSC	108	Introduction to Applications/MS	2.5
CSC	124	Introduction to Spreadsheets w/MS Excel*	2.5
	or		
CSC	125	Introduction to Databases using Microsoft Access	2.5
ECO	201	Macro Economics	5
ECO	202	Micro Economics	5
MTH	161	Statistics	5
MTH	162	Finite Mathematics	5
MTH	163	Business Calculus	5

* Tech Prep credit available

Recommended General Education Courses			Credits
ENG	101	English Composition	5
ENG	102	Advanced Composition	5
POL	102	American Government and Politics	5
SPH	101	Introduction to Public Speaking	5
SOC	110	Introduction to Sociology	5

Engineering/CAD Drafting

BBCC offers two programs in the engineering career field: CAD Drafting Technology and Engineering Transfer. These programs have been designed with the help of a local professional advisory board to best meet the needs of local employers and transfer institutions.

Engineering Transfer Options

Jim Hamm ***(509) 793-2147***

jimh@bigbend.edu

Associate in Science Transfer Option

The purpose of the degree is to allow the student who plans to complete a bachelor of science degree in chemistry, computer science, engineering or physics the opportunity to make substantial progress toward fulfilling major requirements while completing at least half of the liberal arts, or general requirements, in studies such as English, the humanities and the social sciences. Ideally, the student holding the AS degree would have approximately three years of full-time study remaining at the baccalaureate institution—this reflects the nature of many bachelor of science degrees, which require extensive study and frequently take five full-time years or more to complete. If any pre-college study is required (generally, courses numbered below 100), additional time will be required.

Many baccalaureate institutions in the state of Washington accept the degree. The degree does not guarantee that any major requirements will be fulfilled. While BBCC faculty advisors consult with students to help them plan effectively, the ultimate responsibility to plan rests with the student. The college recommends that the student identify one or two potential baccalaureate institutions and then contact qualified program advisors at those institutions as early as possible to obtain specific, course-by-course advice. Throughout one's enrollment at BBCC, the program advisors at the baccalaureate institutions should be consulted. A BBCC advisor or the office of admissions at the baccalaureate institution can help the student to contact these advisors.

Associate in Arts and Science Transfer Option

To enter the engineering transfer program at BBCC the prospective engineering student should have completed the following courses or equivalents in high school:

Mathematics through trigonometry,
one year of technical drawing (equivalent to EGR 109 formerly EGR 101),
one year of chemistry,
one year of physics,
two years of foreign language, and
four years of English composition.

If the courses listed above have not been taken during high school, the equivalent courses listed below must be taken at Big Bend to help assure a successful instructional experience.

CHM	110	Introductory Inorganic Chemistry	5
ENG	098	Basic English Skills	6
ENG	099	English Skills	6
MPC	099	Intermediate Algebra	5
MTH	150	College Algebra	5
MTH	151	Pre-Calculus I, Elementary Functions	5
MTH	152	Pre-Calculus II, Trigonometry and Vectors	5
PHY	120	Survey of Physics	5

Foreign Language 101, 102, 103

The schedule of a complete set of preparation courses may take as long as a year to complete. Each student entering the college is tested to determine appropriate placement in mathematics and writing courses and is encouraged to register in these courses to become adequately prepared for future required courses.

It is extremely important for an engineering student to meet with a college engineering advisor to plan schedules and course sequences. Since programs differ at each college, students who intend to transfer should consider program outlines published by the college or university. Classes offered at BBCC that could transfer to an engineering program at a four-year college or university include:

			Credits
CHM	140	General Chemistry I	5
CHM	150	General Chemistry II	5
CHM	160	General Chemistry III	5
CSC	139	Programming with C++	5
ENG	101	English Composition	5
MTH	171	Calculus I	5
MTH	172	Calculus II	5
MTH	173	Calculus III	5
MTH	220	Linear Algebra	5
MTH	230	Differential Equations	5
MTH	271	Multivariable Calculus	5
PHY	201	Engineering Physics I	5
PHY	202	Engineering Physics II	5
PHY	203	Engineering Physics III	5

CAD Drafting Technology
One-Year Certificate of Achievement Program

Mary Shannon ***(509) 793-2053***
email: egr@bigbend.edu

The CAD Drafting Technology program at BBCC is a response to the need for qualified drafting technicians in public agencies and private industry. this program emphasizes solid drafting skills on the board and with CAD equipment. It incorporates development of competencies in mathematics, communications and problem solving.

The following schedule is the recommended sequence of courses to complete the program in one year. Students must work out their individual quarterly schedule with an advisor.

****Related instruction requirements for a One-Year Certificate of Achievement will include.**

BUS	120	Human Relations on the Job	4
ENG	112	Applied Technical Writing	3
FAD	150	Industrial First Aid	2
MAP	102	Applied Mathematics (EGR)	3
SPH	101	Introduction to Public Speaking	5
Total related instruction credits			17
EGR	109	Technical Drawing	5
EGR	112	GIS I	5
EGR	113	GIS II	5
EGR	114	CAD I	5
EGR	115	CAD II	5
EGR	116	CAD III	5
Total			30
Total credits for certificate			47

English

John Carpenter ***(509) 793-2178***
Steve Close ***(509) 793-2387***
Red Shuttleworth ***(509) 793-2205***
Matthew Sullivan ***(509) 793-2367***
email: eng@bigbend.edu

Associate in Arts and Science Transfer Option

An English major might find employment as a teacher, a writer, or an editor of magazines, books, or advertising, or might plan to enter a profession requiring a graduate degree for which a background in English is desirable, such as law or librarianship. English courses are designed to provide students who plan to major in English, as well as other college students, with opportunities to improve their written and visual communications.

Since programs differ at each college, students who intend to transfer should consult program outlines published by the college or university. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the AA&S degree.

Recommended Pre-Major Courses			Credits
ENG	241	American Literature I	5
ENG	242	American Literature II	5
ENG	274	Introduction to Greek Mythology	5
HIS	102	Modern Western Civilization	5
PHL	200	Philosophy	5
PSY	101	Introduction to Psychology	5

Recommended General Education Courses			Credits
ART	200	Art Appreciation	5
ENG	211	Creative Writing: Fiction	5
ENG	212	Creative Writing: Poetry	5
ENG	243	The American Novel	5
ENG	244	Contemporary American Literature	5
ENG	255	Shakespeare	5

ENG	271	Dramatic Literature	5
HIS	101	Early Western Civilization	5
HIS	201	United States History I	5
HIS	202	United States History II	5
REL	201	World Religions	5

Foreign Language

Angela Leavitt (509)793-2187
email: fornlang@bigbend.edu

Associate in Arts and Science Transfer Option

Understanding other languages and cultures is vital in communicating with the increasingly global environment. Language and cultural skills open doors for careers in a wide variety of fields, particularly education, social services, translating and interpreting, international business and travel.

The foreign language curriculum is designed to prepare the student to transfer to a baccalaureate institution offering more advanced language study.

Since programs differ at each college, students who intend to transfer should consult program outlines published by the college or university. The following recommended courses will prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the AA&S degree.

Recommended Pre-Major Courses			**Credits**
Foreign Language Sequence			30
Two years of Spanish			

Recommended General Education Courses			**Credits**
ART	200	Art Appreciation	5
HIS	102	Modern Western Civilization	5
PHL	200	Philosophy	5
POL	103	International Politics	5
PSY	101	Introduction to Psychology	5
REL	201	World Religions	5
Foreign language courses outside major language			

Placement Policy

Students who place into 102 and receive a 2.6 grade or better qualify for 5 departmental advanced placement credits for 101. Students who place into 103 and receive a 2.6 grade or better qualify for 5 departmental advanced placement credits for 101 and 5 departmental advanced placement credits for 102. A maximum of 10 advanced placement credits will be allowed. See department for details.

History

Chris Riley (509) 793-2184
email: his@bigbend.edu

Associate in Arts and Science Transfer Option

History undertakes the study of past human affairs in order to understand who we are and where we might be going. It takes into account societies in diverse areas of the world from the earliest civilizations to the present day. History is an important part of a general liberal arts education. Students who plan to major in history may prepare for a number of careers, including public school teaching, government service, law, library and museum work, or professional historian.

Since programs differ at each college, students who intend to transfer should consult program outlines published by the college or university. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the AA&S degree.

Recommended Pre-Major Courses			**Credits**
HIS	101	Early Western Civilization	5
HIS	102	Modern Western Civilization	5
HIS	103	Twentieth Century Civilization	5
HIS	201	United States History I	5
HIS	202	United States History II	5
POL	102	American Government & Politics	5

Recommended General Education Courses			**Credits**
ANT	101	Introduction to Anthropology	5
ECO	200	Introduction to Economics	5
ENG	101	English Composition	5
POL	103	International Politics	5
PSY	101	Introduction to Psychology	5
SOC	110	Introduction to Sociology	5

Industrial Electrical Technology

Steve Matern (509) 793-2267
email: indtech@bigbend.edu

Associate in Applied Science
Professional Technical Program

The Industrial Electrical Technology program provides a comprehensive two-year curriculum designed to prepare students for career opportunities as industrial electrical technicians. Students receive instruction in safety, electrical and electronic theory, process control, instrumentation, and Programmable Logic Controllers.

Today's industrial electrician is a multi-faceted technician. Electrical and control system technologies are increasingly sophisticated and complex. The Industrial Electrical Technology program reflects the changing trends in the industrial climate while maintaining a broad-based curriculum blending theory and practical applications.

Related instruction includes mathematics, technical drawing interpretation, computer applications, communications, preventive maintenance, safety, and first aid. This program is intended for individuals who are seeking entry level employment opportunities and those updating their skills.

Interested students must work out courses and schedules with the IET program advisor.

Related instruction required for Associate in Applied Science degree and Certificate of Achievement

BUS 120 Human Relations on the Job
ENG 112 Applied Technical Writing
FAD 150 Industrial First Aid
MAP 103 Applied Mathematics (MMT/IET)
SPH 100 Interpersonal Communications

First Year

Fall Quarter

ELC 101 Basic Electricity - DC Circuit Analysis 5
MMT 100 Introduction to Industrial Safety and Health 3
MMT 101 Computer Applications for Maintenance Mechanics..... 2
MMT 102 Technical Drawing Interpretation* 3
MAP 103 Applied Mathematics (MMT/IET)** 5

Winter Quarter

BUS 120 Human Relations on the Job** 4
ELC 102 Basic Electricity - AC Circuit Analysis 5
FAD 150 Industrial First Aid** 2
MMT 220 Introduction to Preventive/Predictive Maintenance. 3
SPH 100 Interpersonal Communications** 4

Spring Quarter

ELC 105 Industrial Electricity I (Motors and Motor Controls)..... 5
ELC 107 Introduction to National Electrical Code ... 2
ELC 110 Industrial Electrical Installation Techniques 5
ELC 223 Electronics I (Principles)..... 5
ENG 112 Applied Technical Writing** 3

*Tech Prep credit available

**Related instruction required for AAS degree and Certificate of Achievement

Second Year

Fall Quarter

ELC 108 Introduction to National Electrical Code I 2
ELC 150 Introduction to Programmable Logic Controllers 5
ELC 205 Industrial Electricity II 5
ELC 224 Electronics II (Applications)..... 5

Winter Quarter

ELC 109 Introduction to National Electrical Code II 2
ELC 170 Introduction to Instrumentation 5
ELC 225 Electronics III (Industrial)..... 5
ELC 250 Programmable Logic Controllers II 5

Spring Quarter

ELC 215 Industrial Electricity III (VFD's & Soft Starts) 5
ELC 271 Introduction to Instrumentation I & Control Actuators 5
ELC 295 Work Based Learning –or- Elective..... 4
ELC 297 Work Based Learning Seminar 1

**Related instruction required for AAS degree and Certificate of Achievement

Certificate of Achievement

The Certificate of Achievement is designed for students who wish to take specialized courses in a particular field and desire certification acknowledging completion of specific program modules. These modules contain the mathematic, written and oral communications, and human relations related instruction requirements and accepted course requirements for certification. The following is a suggested sequence of courses. Interested students must work out courses and schedules with the IET program advisor.

Electronics Technology
(46 credit minimum)

First Year

Fall Quarter

ELC 101 Basic Electricity - DC Circuit Analysis 5
MAP 103 Applied Mathematics (MMT/IET)** 5
Total quarter credits 10

Winter Quarter

ELC 102 Basic Electricity - AC Circuit Analysis 5
SPH 100 Interpersonal Communications** 4
Total quarter credits 9

Spring Quarter

ELC 223 Electronics I (Principles)..... 5
ENG 112 Applied Technical Writing** 3
Total quarter credits 8

**Related instruction required for AAS degree and Certificate of Achievement

Second Year

Fall Quarter

BUS 120 Human Relations on the Job** 4
ELC 224 Electronics II (Applications)..... 5
Total quarter credits 9

Winter Quarter

ELC 225 Electronics III (Industrial)..... 5
Total quarter credits 5

Spring Quarter

IET/MMT Elective..... 5

**Related instruction required for AAS degree and Certificate of Achievement

Industrial Electrical

(48 credits minimum)

First Year

Fall Quarter

ELC 101 Basic Electricity - DC Circuit Analysis 5
MAP 103 Applied Mathematics (MMT/IET)** 5
Total quarter credits 10

Winter Quarter

ELC 102 Basic Electricity - AC Circuit Analysis 5
SPH 100 Interpersonal Communications** 4
Total quarter credits 9

Spring Quarter

ELC 105 Industrial Electricity I
(Motors and Motor Controls)..... 5
ELC 223 Electronics I (Principles)..... 5
Total quarter credits 10

**Related instruction required for AAS degree and Certificate of Achievement

Second Year

Fall Quarter

ELC 205 Industrial Electricity II
(Industrial Control) 5
Total quarter credits 5

Winter Quarter

BUS 120 Human Relations on the Job** 4
IET/MMT Elective..... 2-5
Total quarter credit 6-9

Spring Quarter

ELC 215 Industrial Electricity III
(VFD's & Soft Starts) 5
ENG 112 Applied Technical Writing** 3
Total quarter credits 8

**Related instruction required for AAS degree and Certificate of Achievement

Programmable Logic Controllers

(48 credits minimum)

First Year

Fall Quarter

ELC 101 Basic Electricity - DC Circuit Analysis 5
MMT 101 Computer Applications for
Maintenance Mechanics..... 2
MAP 103 Applied Mathematics (MMT/IET)** 5
Total quarter credits 12

Winter Quarter

ELC 102 Basic Electricity - AC Circuit Analysis 5
SPH 100 Interpersonal Communications** 4
Total quarter credits 9

Spring Quarter

ELC 105 Industrial Electricity I
(Motors and Motor Controls)..... 5
ENG 112 Applied Technical Writing** 3
Total quarter credits 8

**Related instruction required for AAS degree and Certificate of Achievement

Second Year

Fall Quarter

ELC 150 Introduction to Programmable
Logic Controllers 5
ELC 205 Industrial Electricity II..... 5
Total quarter credits 10

Winter Quarter

BUS 120 Human Relations on the Job** 4
ELC 250 Programmable Logic Controllers II 5
Total quarter credits 9

Certificate of Accomplishment

The Certificate of Accomplishment is designed to provide recognition of completion of certain approved courses or small modules of courses offered through a particular technical program. This certification is designed for the occasional and or part-time student that does not plan to complete an AAS degree or a Certificate of Achievement.

BBCC upon request by application, may issue Certificates of Accomplishment upon successful completion of the following approved modules with an earned minimum grade of 2.0 for each course. Individual or substituted courses may be certificated upon approval by the IET program advisor.

Basic Electricity

ELC	101	Basic Electricity - DC Circuit Analysis	5
ELC	102	Basic Electricity - AC Circuit Analysis	5
ELC	223	Electronics I (Principles)	5
Total credits for certificate			15

Electronics

ELC	223	Electronics I (Principles)	5
ELC	224	Electronics II (Applications)	5
ELC	225	Electronics III (Industrial)	5
Total credits for certificate			15

Industrial Electricity

ELC	105	Industrial Electricity I	5
ELC	110	Electrical Installation Techniques	5
ELC	205	Industrial Electricity II	5
ELC	215	Industrial Electricity III	5
Total credits for certificate			20

Instrumentation

ELC	150	Introduction to Programmable Logic Controllers	5
ELC	170	Introduction to Instrumentation	5
ELC	271	Instrumentation II and Control Actuators	5
Total credits for certificate			15

National Electric Code

ELC	107	Introduction to National Electric Code	2
ELC	108	Introduction to National Electrical Code I	2
ELC	109	Introduction to National Electrical Code II	2
Total credits for certificate			6

Programmable Logic Controllers

ELC	150	Introduction to Programmable Logic Controllers	5
ELC	205	Industrial Electricity II	5
ELC	250	Programmable Logic Controllers II	5
Total credits for certificate			15

Maintenance Mechanics Technology

Bill Autry ***(509) 793-2264***

email: mmt@bigbend.edu

Associate in Applied Science

Professional Technical Program

To prepare students for entry-level employment as maintenance mechanics in several industries, the Maintenance Mechanics Technology (MMT) program provides a foundation in safety, fabrication, welding, refrigeration, machining, power transmission, industrial electricity, fluid power, programmable logic controllers, and instrumentation. Maintenance mechanics install new industrial machinery and systems, maintain and repair equipment, and perform tests on machinery and equipment to ensure safe operation. After completing the program, a student may take additional training to specialize in an area of maintenance mechanics technology.

Students apply technical knowledge and skills to install, repair, and maintain industrial machinery and equipment such as motors, pumps, pneumatic tools, conveyor systems, production machinery, pipeline distribution systems, and automated equipment. Training is offered in: diagnostic techniques, trouble shooting, use of test instruments, principles of preventive and predictive maintenance, mechanics, pneumatics, hydraulics, refrigeration, electricity, and electronics as they relate to maintenance mechanics. Related instruction includes mathematics, blueprint reading, written and oral communication, and human relations.

Interested students must work out courses and schedules with the MMT program advisor.

Related instruction required for an Associate of Applied Science degree and Certificate of Achievement

BUS	120	Human Relations on the Job
ENG	112	Applied Technical Writing
FAD	150	Industrial First Aid
MAP	103	Applied Mathematics (MMT/IET)
SPH	100	Interpersonal Communications

See advisor for substitute courses.

First Year

Fall Quarter

MMT 100	Introduction to Industrial Safety and Health	3
MMT 101	Computer Applications for Maintenance Mechanics	2
MMT 102	Technical Drawing Interpretation*	3
MAP 103	Applied Mathematics (MMT/IET)**	5
WLD 111	Welding Process I*	6

Winter Quarter

ELC 101	Basic Electricity – DC Circuit Analysis	5
MMT 110	Machining I (Fabrication and Measurement)	5
SPH 100	Interpersonal Communications**	4
WLD 122	Gas Metal Arc Welding I	3

Spring Quarter

ELC 102	Basic Electricity – AC Circuit Analysis	5
ENG 112	Applied Technical Writing**	3
FAD 150	Industrial First Aid**	2
MMT 111	Machining II	5
WLD 132	Gas Tungsten Arc Welding I (TIG)	3

*Tech Prep credit available

**Related instruction required for an AAS degree and Certificate of Achievement

Second Year

Fall Quarter

BUS 120	Human Relations on the Job**	4
ELC 105	Industrial Electricity I (Motors & Motor Controls)	5
MMT 120	Introduction to Refrigeration and Air Conditioning	5
MMT 210	Mechanical Power Transmission	5

Winter Quarter

ELC 170	Introduction to Instrumentation	5
MMT 220	Introduction to Preventive/Predictive Maintenance	3
MMT 230	Boiler Technology/Pump Mechanics	5
MMT 295	Work Based Learning-or-Elective^	4
MMT 297	Work Based Learning Seminar^	1

Spring Quarter

ELC 150	Introduction to Programmable Logic Controllers I	5
MMT 211	Fluid Power Transmission	5
MMT 295	Work Based Learning-or-Elective^	4
MMT 297	Work Based Learning Seminar^	1

^Student can take Work Based Learning or elective classes

**Related instruction required for an AAS degree and Certificate of Achievement

Certificate of Achievement

The Certificate of Achievement is designed for students who wish to take specialized courses in a particular field and desire certification acknowledging completion of specific program modules. These modules contain the mathematic, written, oral, and human relations related instruction requirements and accepted course requirements for certification. The following is a suggested sequence of courses. Interested students must work out courses and schedules with the MMT program advisor.

Boiler/Refrigeration

First Year

Fall Quarter

BUS 120	Human Relations on the Job**	4
MAP 103	Applied Mathematics (MMT/IET)**	5

Winter Quarter

ELC 101	Basic Electricity - DC Circuit Analysis	5
SPH 100	Interpersonal Communications**	4

Spring Quarter

ELC 102	Basic Electricity – AC Circuit Analysis	5
ENG 112	Applied Technical Writing**	3

**Related instruction required for an AAS degree and Certificate of Achievement

Second Year

Fall Quarter

ELC 105	Industrial Electricity I (Motors & Motor Controls)	5
MMT 120	Introduction to Refrigeration and Air Conditioning	5

Winter Quarter

ELC 170	Introduction to Instrumentation	5
MMT 220	Introduction to Preventive/Predictive Maintenance	3
MMT 230	Boiler Technology/Pump Mechanics	5
Total credits for certificate		49

Industrial Fabrication

First Year

Fall Quarters

MMT 102	Technical Drawing Interpretation*	3
MAP 103	Applied Mathematics (MMT/IET)**	5
WLD 111	Welding Process I*	6

Winter Quarter

MMT 110 Machining I (Fabrication and Measurement)..... 5
WLD 122 Gas Metal Arc Welding I 3

Spring Quarter

ENG 112 Applied Technical Writing** 3
MMT 111 Machining II..... 5
WLD 132 Gas Tungsten Arc Welding I (TIG)..... 3

*Tech Prep credit available

**Related instruction required for an AAS degree and Certificate of Achievement

Second Year

Fall Quarter

BUS 120 Human Relations on the Job** 4
WLD 112 Thermal Cutting* 3

Winter Quarter

MMT 115 Machining (Skill Enhancement) 4
SPH 100 Interpersonal Communications** 4
Total credits for certificate 48

*Tech Prep credit available

**Related instruction required for an AAS degree and Certificate of Achievement

Industrial Mechanics

First Year

Fall Quarter

MMT 210 Mechanical Power Transmission 5
MAP 103 Applied Mathematics (MMT/IET)** 5

Winter Quarter

MMT 110 Machining I (Fabrication and Measurement) 5
MMT 220 Introduction to Preventive/Predictive Maintenance..... 3
SPH 100 Interpersonal Communications** 4

Spring Quarter

ENG 112 Applied Technical Writing** 3

**Related instruction required for an AAS degree and Certificate of Achievement

Second Year

Fall Quarter

BUS 120 Human Relations on the Job** 4
MMT 120 Introduction to Refrigeration and Air Conditioning 5

Winter Quarter

MMT 230 Boiler Technology/Pump Mechanics 5
IET/MMT Elective..... 2-5

Spring Quarter

MMT 211 Fluid Power Transmission..... 5
Total credits for certificate 46-49

**Related instruction required for an AAS degree and Certificate of Achievement

Certification of Accomplishment

The Certificate of Accomplishment is designed to provide recognition of completion of certain approved courses or modules of courses offered through a particular technical program. This certification is designed for the occasional and or part time student who does not plan to complete an AAS degree or a Certificate of Achievement.

BBCC upon request by application, may issue a Certificate of Accomplishment upon successful completion of the following approved modules with an earned minimum grade of 2.0 for each course. Individual or substituted courses may be certificated upon approval by the MMT program advisor.

Boiler/Refrigeration

MMT 120 Introduction to Refrigeration and Air Conditioning..... 5
MMT 220 Introduction to Preventative/Predictive Maintenance..... 3
MMT 230 Boiler Technology/Pump Mechanics 5
Total credits 13

Machining

MMT 110 Machining I (Fabrication & Measurement) 5
MMT 111 Machining II..... 5
MMT 115 Machining-Skill Enhancement..... 4
Total credits 14

Mechanical

MMT 210 Mechanical Power Transmission 5
MMT 211 Fluid Power Transmission..... 5
MMT 230 Boiler Technology/Pump Mechanics 5
MMT 220 Introduction to Preventative/Predictive Maintenance..... 3
Total credits 15-18

Mathematics

Brinn Harberts ***(509)793-2152***
Anita Hughes ***(509) 793-2145***
Stephen Lane ***(509) 793-2150***
Barbara Whitney ***(509) 793-2146***
email: mth@bigbend.edu

Associate in Arts and Science or
Associate of Science Transfer Option

The mathematics department at BBCC prepares students for successful transfer to a four-year college or university. At the university level, a math major student may prepare for a career in industry, government, or education.

All students, regardless of background, must take BBCC's math placement exam before being allowed to enroll in any math or science course with a math prerequisite.

Since programs differ at each college, students should consult program outlines published by the college or university to which they intend to transfer. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the Associate in Arts and Science degree.

Recommended Pre-Major Courses		Credits
CHM 140	General Chemistry I	5
CHM 150	General Chemistry II	5
MTH 171	Calculus I	5
MTH 172	Calculus II	5
MTH 173	Calculus III	5
MTH 220	Linear Algebra	5
MTH 230	Differential Equations	5
MTH 271	Multivariable Calculus	5
PHY 201	Engineering Physics I	5
PHY 202	Engineering Physics II	5
PHY 203	Engineering Physics III	5

Music

Pat Patterson ***(509) 793-2140***
email: mus@bigbend.edu

Associate in Arts and Science Transfer Option

The music department offers a two-year college experience for music majors as well as a variety of courses for the non-major music student.

Since programs differ at each college, students should consult program outlines published by the college or university to which they intend to transfer. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the AA&S degree.

Recommended Pre-Major Courses		Credits
MUS 100	Intro to Music	5
MUS 101	Music Theory I	5
MUS 102	Music Theory II	5
MUS 103	Music Theory III	5
MUS 104	Music Appreciation	5
MUS 105	Piano I	2
MUS 106	Piano II	2
MUS 107	Piano III	2
MUS 160	Great Works of Western Music	5
MUS 170	History of Jazz	5

Recommended Music Electives (10-20 Credits)		Credits
MUS 105	Group Piano I	2
MUS 106	Group Piano II	2
MUS 107	Group Piano III	2
MUS 111	Swing Choir I*	1-2
MUS 112	Swing Choir II*	1-2
MUS 113	Swing Choir III*	1-2
MUS 121	Orchestra I*	2
MUS 130	Performance Experience	2
MUS 131	Group Guitar	2
MUS 140	Jazz Ensemble I*	1-2
MUS 141	Jazz Ensemble II*	1-2
MUS 142	Jazz Ensemble III*	1-2
MUS 148	Private Instruction – Piano I^	1-2
MUS 248	Private Instruction – Piano II^	1-2
MUS 204	Music Technology Workshop	3
MUS 205	Group Piano IV	2
MUS 206	Group Piano V	2
MUS 207	Group Piano VI	2
MUS 221	Orchestra II	2
MUS 240	Jazz Ensemble IV*	1-2
MUS 241	Jazz Ensemble V*	1-2
MUS 242	Jazz Ensemble VI*	1-2
MUS 270	Musical Theater Workshop	1-5

*Chorus, Orchestra, Jazz Ensemble, Swing Choir and Private Instruction - Piano, as well as several Music electives, may be repeated up to 12 credits.

^Students with former piano training may audition for MUS 148/248.

Nursing

Marsha Asay (509) 793-2134
Katherine Christian (509) 793-2136
Danielle Meyers (509) 793-2131
e-mail nur@bigbend.edu

Nursing Program Mission

The primary mission of the Nursing program at BBCC is to prepare students to become safe and responsible beginning practitioners in the profession of nursing. The students will meet the program's goals by utilizing the nursing process to competently give and accurately communicate care delivered to clients from diverse populations.

Nursing Program Philosophy

The Nursing program operates within the framework of BBCC and endorses its mission to serve the educational, social, and cultural needs of the local service district and other Washington State residents. The Nursing program and its students utilize the support services of the parent institution. Both the college and the program provide a quality education designed to meet the students' needs and the needs of the service district. Graduates from the program are capable of becoming employed as health care professionals after passing a national licensing examination. It is the aim of the Nursing Program to inspire students toward a goal of lifelong learning and lifelong service.

Philosophy of Nursing

The Nursing program at BBCC believes that education is a never-ending process requiring the involvement of the total individual. Nursing education is enhanced by building upon earlier learning and life experiences, and is proportionate to the degree of active individual involvement. Learning is evidenced by behavioral changes. The philosophy of nursing is grounded in four nursing paradigm concepts. It is from these paradigm concepts that the conceptual framework of the curriculum is developed. The philosophy of nursing is grounded in the paradigm concepts related to the individual, health, environment, and nursing.

Adult Learners

The nursing faculty functions under the premise that adult learners want to learn and self-select into an educational system. Learning occurs most effectively in a safe, caring, and non-threatening environment. The learner is responsible for self-care and must take responsibility for his/her development and learning needs. As learning takes place, integrity and positive self-esteem are promoted.

General Program Information

The Nursing program provides an environment in which candidates are encouraged to develop a systematic approach to problem solving and acquire the knowledge and skill to meet the health needs of the individual, the family and the community during health and/or illness. The programs offer a multi-dimensional series of experiences. The student moves from the simple to the complex while continuing to view the client/patient from the life cycle approach of conception to death. As the student progresses to the next level of learning, the same content area is studied in greater depth, complexity, and application.

Career Ladder Program

The Nursing program faculty believe in the ladder concept of nursing education, which provides students with an opportunity to seek gainful employment at three levels. This concept of laddered education supports the college's goal of "serving the educational needs of a diverse population throughout the district."

BBCC Certificate of Accomplishment
Nursing Assistant Program (One Quarter)

Successful completion of the one-quarter program prepares students to take the Washington State Certification Examination. Successful completion of the examination is required to be a Nursing Assistant – Certified (NAC). This program is approved by Washington State Department of Social and Health Services Aging and Disability Services Administration and the Washington State Nursing Care Quality Assurance Commission. Certified Nursing Assistants work in community, long-term, and acute care settings. NAC certification is a requirement for application into the Level I Associate Degree Program.

		Credits
NUR 100	Nursing Assistant	7
NUR 105	Nursing Assistant Skills Laboratory	2

Associate in Applied Science Nursing Program (ADN)
Certificate of Achievement Practical Nursing Program
Level I ADN Program Plus PN Summer Option
(Four Quarters)

Successful completion of the three quarter Level I Associate Degree Nursing (ADN) Program with the PN summer quarter option prepares the student to take the National Council Licensure Examination for Practical Nursing (NCLEX-PN). Successful completion of the exam and subsequent licensure allows the student to enter the workforce as a Licensed Practical Nurse.

The Practical Nursing Program is approved by the Washington State Nursing Care Quality Assurance Commission and the Washington State Board of Community and Technical Colleges.

Prerequisites*

BIO	110	Cell Biology	5
BIO	210	Human Anatomy and Physiology I	5
BIO	211	Human Anatomy and Physiology II	5
ENG	101	English Composition	5
Total Credits			20

*Applicants are required to have a current NAC certification from Washington State

Level I ADN Program
Fall

BIO	215	Microbiology*	5
HED	120	Pharmacology*	2
NUR	110	Fundamentals of Nursing	6
NUR	111	Fundamentals of Nursing Practicum	2
NUR	135	Nursing Skills Laboratory	1

Winter

NUR	116	Nutrition	5
NUR	120	Beginning Nursing Concepts I	6
NUR	121	Beginning Nursing Practicum I	4
NUR	136	Nursing Skills Laboratory	1

Spring

NUR	130	Beginning Nursing Concepts II	6
NUR	131	Beginning Nursing Practicum II	4
NUR	137	Nursing Skills Laboratory	1
PSY	101	Introduction to Psychology*	5
Total Nursing Credits			36
Total Corequisite Credits			12

Summer Quarter Option

NUR	140	PN Completion/Transition	4
NUR	141	PN Completion/Transition Practicum	8

* Corequisite courses – may be completed at any point prior to entering the nursing program, or during the quarter in which they are listed

Associate in Applied Science Nursing Program (ADN)
Associate Degree Nursing Program-
Levels I and II ADN Program (Six Quarters)

Successful completion of the ADN program prepares the student to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Successful completion of the exam and subsequent licensure allows the student to enter the workforce as a Registered Nurse.

The ADN Program is approved by the Washington State Nursing Care Quality Assurance Commission and the Washington State Board of Community and Technical Colleges.

Level II ADN Program
Fall

NUR	210	Advanced Nursing Concepts I	5
NUR	211	Advanced Nursing Practicum I	5
NUR	235	Nursing Skills Laboratory	1
PSY	210	Growth and Development*	5

Winter

NUR	220	Advanced Nursing Concepts II	5
NUR	221	Advanced Nursing Practicum II	6
NUR	236	Nursing Skills Laboratory	1
SPH	101	Introduction to Public Speaking *	5

Spring

MTH	>100	Math Course greater than 100†*	5
NUR	230	Advanced Health Management	5
NUR	231	Advanced Health Care Practicum	4
NUR	237	Nursing Skills Laboratory	1
Total Nursing Credits			33
Total Corequsite Credits			15

* Corequisite courses – may be completed at any point prior to entering the nursing program, or during the quarter in which they are listed

† Math 161 (Statistics) is recommended if planning to enter BSN program after Level II completion

Application Procedure

Students are admitted each year in the fall quarter only. Prerequisite courses are done independently prior to applying to the nursing program. Students may apply to the program by obtaining a nursing application packet in the Admissions/Registration Office. The application packet explains in detail how to prepare a complete application file. Incomplete application files will not be considered for admission. Each of these sections are described in further detail in the application packet.

Selection and Acceptance Process

Selection of new students to the nursing program is done on a points-based system (see application packet for more information). Prerequisite courses must be completed prior to applying for a position in the BBCC Nursing program. In addition, points will be awarded for any completed corequisite courses. Prerequisite and corequisite courses must be completed with a minimum of 2.0 in each course. The top 30 applicants will be admitted to the program. There will be an alternate pool of applicants that will be utilized if necessary should any of the first 30 accepted students decide not to attend. Admissions from the alternate pool will continue until the class has 30 confirmed new students. The alternate pool will remain in existence until the first day of fall quarter. Applicants must re-apply to be considered for admission in subsequent years.

Nursing Program Requirements

After acceptance into the Nursing program, the applicant must:

a. Provide evidence of a satisfactory physical examination within the preceding six months, validating all physical requirements (see below)
b. Provide evidence of a current Healthcare Provider CPR card **
c. Have a satisfactory criminal background check
d. Provide evidence of up-to-date immunizations and have initiated the Hepatitis B series
e. Provide a current Nursing Assistant – Certified license from Washington State
f. Provide evidence of negative drug testing

BBCC's Nursing Program requires CPR cards to be updated annually

Physical and Psychosocial Requirements for the Nursing Program:

Students planning on entering the Nursing Program need to be aware of the fact that the physical requirements listed below are expected by employers. Therefore, students will be expected to meet the same criteria during clinical/lab instruction in the Nursing program.

- Demonstrate good body mechanics, lift/carry a minimum of 25 lbs. independently and 50 lbs. with assistance.
- Have normal/corrected vision and hearing within normal range.
- Demonstrate ability to tolerate intermittent sitting, standing, stooping and walking. Full range of motion is required.
- Demonstrate good manual and finger dexterity.
- Demonstrate ability to differentiate odors and colors in the clinical setting.
- Demonstrate communication skills: Must be able to read and write in English. Must be able to communicate verbally in English both in person and on the phone.
- Demonstrate ability to stand on carpeting, linoleum, or be seated at a standard desk at the nurse's station using an office chair for a varying amount of time (i.e. 2-4 hours).
- Demonstrate ability to direct and work in high-paced facilities that include dealing with stress.
- Demonstrate emotional stability and maturity in various circumstances through interpersonal relationships with staff, patients, and visitors.
- Demonstrate ability to deliver care across the age spectrum with cultural and ethnic sensitivity.
- Demonstrate a consistent ability to deliver safe and competent nursing care.

LPN to ADN Admission

Practicing LPNs desiring placement in the Level II program will apply to be placed on a waiting list that is carried over each year. Students will be accepted as space permits, and will be selected by a committee of nursing faculty. The acceptance will be based on grade point average, letters of recommendation and work performance. Students on the waiting list must have successfully completed summer quarter (NUR 140 & 141) or have successfully passed the written and lab skills competency exam by May 1st to enter directly into the fall quarter of the Level II ADN year (See application packet). The test consists of a written and skills demonstration component, and the cost of the exam is $200 (see Nursing Program Application Packet for more information).

Transfer Students

Transfer students may be accepted from other nursing programs on a space-available basis following evaluation of qualifications. Transfer students must meet all BBCC and nursing program requirements.

BBCC allows transfer credits from accredited post-secondary institutions. The grade acceptable for credit must be a minimum of 2.0 in each class. Students must submit official transcripts from each institution attended to the Admissions/Registration Office, and copies of transcripts to the Nursing Program Director. Nursing course credit will be considered on an individual basis.

Attendance at BBCC is required for a minimum of two quarters prior to the completion of the nursing program. Twenty-four quarter hours, including the final twelve necessary to complete the degree, must be earned through enrollment in BBCC courses.

Office Information Technology

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Associate in Applied Science Professional Technical Program

The Office Information Technology program and options outlined are suggested courses of study for students interested in pursuing careers in a business office. Students completing a two-year program will receive an AAS degree. Students completing one of three certificate options will receive a certificate.

Students who complete a program may gain employment as a secretary, a bookkeeper, an office assistant, an office clerk, and administrative assistant, in a related career.

Most courses are offered as competency-based, variable credit classes. Please refer to the description portion of the catalog to determine if the course is offered as competency-based, variable credit, or structured. Competency-based courses are designed to allow each student to work individually at his or her own pace to accomplish the required course objectives.

The following program outline indicates student options available to complete certificates or a two-year degree.

Related instruction required for Associate of Applied Science degree and Certificate of Achievement

BUS	102	Business Mathematics
BUS	120	Human Relations on the Job
BUS	121	Business English
FAD	150	Industrial First Aid
SPH	100	Interpersonal Communications

Associate in Applied Science degree Professional Technical Program

BUS	102	Business Mathematics**	5
BUS	114	Business Ethics	5
BUS	120	Human Relations on the Job**	4
BUS	121	Business English+**	5
BUS	122	Business Communications	5
CSC	104	P/C Operating Systems	2.5
FAD	150	Industrial First Aid **	2
OFF	101	Basic Keyboarding	5
OFF	102	Document Formatting^	5
OFF	112	Proofreading	3
OFF	130	Filing	2
OFF	173	Microsoft Word-Level I^	5
OFF	190	Microsoft Excel – Level 1	5
OFF	195	Microsoft Access	5
OFF	210	Outlook/Internet	3
OFF	220	Microsoft Publisher	5
OFF	261	The Automated Office	5
OFF	262	Professional Preparation	5
OFF	273	Microsoft Word-Expert Level	5
OFF	280	Advanced Microsoft Office	5
SPH	100	Interpersonal Communications**	4
Total			90.5

Certificate of Achievement Business Professional

BUS	102	Business Mathematics**	5
BUS	114	Business Ethics	5
BUS	120	Human Relations on the Job**	4
BUS	121	Business English+**	5
BUS	122	Business Communications	5
CSC	104	P/C Operating Systems	2.5
FAD	150	Industrial First Aid **	2
OFF	101	Basic Keyboarding	5
OFF	102	Document Formatting^	5
OFF	130	Filing	2
OFF	210	Outlook/Internet	3
OFF	112	Proofreading	3
OFF	173	Microsoft Word-Level I^	5
OFF	180	Microsoft Office^	5
OFF	220	Microsoft Publisher	5
SPH	100	Interpersonal Communication**	4
Total credits for certificate			60.5

Certificate of Achievement Office Technician

BUS	102	Business Mathematics**	5
BUS	120	Human Relations on the Job**	4
BUS	121	Business English+**	5
BUS	122	Business Communications	5
CSC	104	P/C Operating Systems	2.5
FAD	150	Industrial First Aid **	2
OFF	101	Basic Keyboarding	5
OFF	102	Document Formatting^	5
OFF	130	Filing	2
OFF	180	Microsoft Office^	5
OFF	210	Outlook/Internet	3
SPH	100	Interpersonal Communication**	4
Total credits for certificate			47.5

Certificate of Accomplishment

Office Assistant

BUS	120	Human Relations on the Job**	4
BUS	121	Business English+**	5
CSC	104	P/C Operating Systems	2.5
OFF	101	Basic Keyboarding	5
OFF	102	Document Formatting^	5
OFF	130	Filing	2
OFF	210	Outlook/Internet	3
SPH	100	Interpersonal Communications**	4
Total credits for certificate			30.5

**Related instruction required for AAS degree and Certificate of Achievement

+Depending on a student's English placement, the following courses may be required prior to enrolling in BUS 121: ENG 098 (6 credits) and/or ENG 099 (6 credits)

^Tech Prep credit available

Philosophy

Dennis Knepp ***(509) 793-2190***

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Associate in Arts and Science Transfer Option

A philosophy major may seek employment as a post-secondary teacher, a minister, or might plan to obtain a graduate degree in a profession such as law, for which a background in philosophy is often recommended. Philosophy, literally the "love of knowledge," is the parent of all other academic disciplines. One of philosophy's aims is to provide a way to see all knowledge as a whole in order to arrive at insights none of the other disciplines can achieve. Another of philosophy's functions is to seek answers to problems in its own specialties such as ethics and logic. Philosophy's concern is to deal with perplexing questions, which no other discipline can cope with, that people have been asking for thousands of years.

Since programs differ at each college, students who intend to transfer should consult program outlines published by the college or university. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the AA&S degree.

Recommended Pre-Major Courses			**Credits**
ANT	101	Introduction to Anthropology	5
HIS	101	Early Western Civilization	5
PHL	200	Philosophy	5
PHL	210	Ethics	5
PHL	220	Logic	5
PHL	230	East Indian Philosophy	5
PHL	240	Philosophy of Religion	5
PSY	101	Introduction to Psychology	5
REL	201	World Religions	5

Physical Education

Ed Spooner ***(509) 793-2226***

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The physical education department outlines suggestions for students pursuing careers in the field of physical education, coaching and related activities. The P.E. major consists of a field of study in physical performance and human health. See page 26 for general education requirements for the AA&S degree.

Recommended Pre-major Courses:

Ten to 15 PEH non-activity credits and four to six credits PEH activity credits chosen with assistance of advisor.

			Credits
BIO	101	Biology	5
	or		
BIO	110	Cell Biology	5
BIO	210	Human Anatomy and Physiology I	5
BIO	211	Human Anatomy and Physiology II	5
PEH	100	Lifetime Wellness	3
PEH	102	Theory of Basketball	3
PEH	104	Theory of Women's Basketball	3
PEH	105	Theory of Baseball	3
PEH	107	Theory of Volleyball	3
PEH	114	Basketball	1
PEH	116	Golf	1
PEH	117	Bowling	1
PEH	119	Softball	1
PEH	121	Tennis	1
PEH	122	Volleyball	1
PEH	124	Science of Coaching and Playing Sports	3
PEH	127	Coaching Youth Sports	3
PEH	139	Techniques for Coaching Specific Sports	3
PEH	144	The Mental Game-Principles for Sports and Life	3
PEH	153	Lifeguard Training	2
PEH	154	Water Safety Instruction	3
PEH	158	Racquetball	1
PEH	175	Values and Problems of Today's Athlete	3
PEH	178	Principles of Fitness	3
PEH	222	Advanced Volleyball Techniques	1

Physics

Jim Hamm *(509) 793-2147*

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Associate in Science Degree

The purpose of the degree is to allow the student who plans to complete a bachelor of science degree in chemistry, computer science, engineering or physics the opportunity to make substantial progress toward fulfilling major requirements while completing at least half of the liberal arts, or general requirements, in studies such as English, the humanities and the social sciences. Ideally, the student holding the AS degree would have approximately three years of full-time study remaining at the baccalaureate institution—this reflects the nature of many bachelor of science degrees, which require extensive study and frequently take five full-time years or more to complete. If any pre-college study is required (generally, courses numbered below 100), additional time will be required.

The degree is accepted by many baccalaureate institutions in the state of Washington. The degree does not guarantee that any major requirements will be fulfilled. While BBCC faculty advisors consult with students to help them plan effectively, the ultimate responsibility to plan rests with the student. The college recommends that the student identify one or two potential transfer institution and then contact qualified program advisors at those institutions as early as possible to obtain specific, course-by-course advice. Throughout one's enrollment at BBCC, the program advisors at the BIs should be consulted. A BBCC advisor or the office of admissions at the transfer institution can help the student to contact these advisors.

Associate in Arts and Science Transfer Option

Physics is the study of nature at its most fundamental level. It is the science upon whose principles all other sciences and technologies are based.

Courses offered are designed to introduce the student to each of the major physical theories — Newtonian Mechanics, thermodynamics, waves, sound, optics, electricity, and magnetism. There may also be an exposure to Special Relativity and Quantum Theory. The student tests the theories in the laboratory, learning some of the standard experimental techniques needed to work with modern apparatus such as computers and various electronic devices.

The curriculum is designed to prepare students transferring to a four-year college or university with majors in the following: chemistry, mathematics, physics, engineering, computer science, and related physics fields.

Since programs differ at each college, students who intend to transfer should consult program outlines published by the college or university. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the AA&S degree.

Recommended Pre-Major Courses			Credits
CHM	140	General Chemistry I	5
CHM	150	General Chemistry II	5
CHM	160	General Chemistry III	5
MTH	171	Calculus I	5
MTH	172	Calculus II	5
MTH	173	Calculus III	5
MTH	220	Linear Algebra	5
MTH	230	Differential Equations	5
MTH	271	Multivariable Calculus	5
PHY	201	Engineering Physics I	5
PHY	202	Engineering Physics II	5
PHY	203	Engineering Physics III	5

Political Science

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Associate in Arts and Science Transfer Option

Political science undertakes the study of government and politics as it affects human affairs. It takes into account political conditions in America as well as in diverse areas of the world. As a discipline of study, political science is an important part of a general liberal arts education. Students who plan to major in political science may prepare for a number of careers, including public school teaching, government service, law, international business, or professional political scientist.

Since programs differ at each college, students who intend to transfer should consult program outlines published by the college or university. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the AA&S degree.

Recommended Pre-Major Courses			Credits
ECO	200	Intro to Economics	5
HIS	201	United States History I	5
HIS	202	United States History II	5
PHL	200	Philosophy	5

POL	102	American Government & Politics	5
POL	103	International Politics	5
POL	104	Modern American Political Process	5
SOC	110	Introduction to Sociology	5

Recommended General Education Courses **Credits**

ANT	101	Introduction to Anthropology	5
ECO	201	Macro Economics	5
ENG	101	English Composition	5
PSY	101	Introduction to Psychology	5

Psychology

Linda Thimot ***(509) 793-2188***
Ryann Haw ***(509) 793-2183***
email: psy@bigbend.edu

Associate in Arts and Science Transfer Option

Psychology is a branch of science which seeks to describe and understand normal and abnormal human behavior. Students interested in psychology as a professional career usually spend several years beyond their bachelor's degree in graduate training to prepare themselves for such roles as psychotherapists, teachers of psychology, researchers, or industrial psychologists.

Since programs differ at each college, students should consult program outlines published by the college or university to which they intend to transfer. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the AA&S degree.

Recommended Pre-Major Courses **Credits**

BIO	101	Biology	5
MTH	162	Finite Mathematics	5
PSY	101	Introduction to Psychology	5
PSY	210	Life-Span Development	5
SOC	110	Introduction to Sociology	5

Recommended General Education Courses **Credits**

PSY	205	Introduction to Social Psychology	5
SOC	270	Social Problems	5
SPH	101	Introduction to Public Speaking	5

Religious Studies

Dennis Knepp ***(509) 793-2190***
email: rel@bigbend.edu

Associate in Arts and Science Transfer Option

A person majoring in religious studies might be preparing to be a member of the clergy, a church lay leader, or a teacher of religious studies. The purpose of religious studies is to seek to understand religion as an intellectual, historical, and cultural phenomenon. Big Bend's religious studies courses are designed to acquaint students with what members of various religions believe and why they believe what they do. Particular emphasis is placed on the basis for the major similarities and differences among religions and between denominations within religions.

Since programs differ at each college, students who intend to transfer should consult program outlines published by the college or university. The following recommended courses prepare students for most baccalaureate institutions. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the Associate in Arts and Science degree.

Recommended Pre-Major Courses **Credits**

ANT	101	Introduction to Anthropology	5
ANT	210	Cultural Anthropology	5
ENG	274	Intro to Greek Mythology	3-5
HIS	101	Early Western Civilization	5
HIS	102	Modern Western Civilization	5
PHL	200	Philosophy	5
PHL	240	Philosophy of Religion	5
PSY	101	Introduction to Psychology	5
REL	201	World Religions	5
REL	211	Religion in America	5
SOC	110	Introduction to Sociology	5

Sociology

Emery Smith ***(509- 793-2185***
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Associate in Arts and Science Transfer Option

Sociology is the scientific study of human groups and their social systems. Sociology includes the study of the North American system of marriage and family and the major social problems facing our society and the world. Sociology is a valuable major not only for students planning careers in social research, criminal justice, demography, social work, and education, but also for

those pursuing a course of study in public administration, law, market research, gerontology, and drug and alcohol rehabilitation programs. Although a two-year degree in this field can aid employment in the human service field, students should be prepared to go for their bachelor's degree in sociology or social work at a four-year institution.

Since programs differ at each college, students who intend to transfer should consider program outlines in the catalog of the college or university which they plan to attend. The following recommended courses will prepare students for most four-year colleges. Students should prepare their quarterly schedules with the assistance of an advisor knowledgeable in this transfer area. See page 26 for general education requirements for the AA&S degree.

Recommended Pre-Major Courses			Credits
PSY	101	Introduction to Psychology	5
SOC	110	Introduction to Sociology	5
SOC	270	Social Problems	5

Recommended General Education Courses			Credits
CRJ	200	Essentials of Criminal Justice	5
HIS	103	Twentieth Century Civilization	5
HIS	201	United States History I	5
HIS	202	United States History II	5
POL	102	American Government & Politics	5
POL	103	International Politics	5
PSY	205	Introduction to Social Psychology	5
REL	201	World Religions	5
REL	211	Religion in America	5
SOC	273	Introduction to Social Welfare	5

Welding

Shawn McDaniel (509) 793-2262

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Associate in Applied Science

Professional Technical Program

The Welding Technology program is designed for persons to acquire the technical knowledge and skills required to obtain a career in welding, fabrication, and related occupations. Graduates may qualify for positions in industries such as machinery fabrication, structural fabrication, pipe fabrication, plant maintenance, and trade occupations which require welding skills. Students who complete the first year of the program will gain sufficient training to obtain entry-level employment. The second year of the program will focus on advanced skills in welding applications in specialty areas.

Persons who complete the two-year program of study may earn the Associate in Applied Science degree in Welding Technology with an emphasis in structural welding, industrial production welding or pipe welding. The one-year welding certificate of achievement is available for students who do not wish to complete a two-year degree. Local employers indicate that there are jobs available for students who complete either the certificate or the A.A.S. degree. Interested students must work out their individual programs with a department advisor.

This program has been designed to allow students to enroll at the beginning of each quarter. Students entering the program will progress sequentially through the lab classes; lecture classes are offered during scheduled quarters only.

Related instruction required for an Associate of Applied Science degree and Certificate of Achievement

BUS	120	Human Relations on the Job
ENG	112	Applied Technical Writing
FAD	150	Industrial First Aid
MAP	101	Applied Mathematics (AUT/WLD)
SPH	100	Interpersonal Communications

First Year

Fall Quarter

MAP	101	Applied Mathematics (AUT/WLD) **	5
WLD	110	Welding Theory I	5
WLD	111	Welding Process I*	6
WLD	112	Thermal Cutting and Welding*	3
WLD	151	Technical Drawings Interpretation*	3

Winter Quarter

FAD	150	Industrial First Aid**	2
WLD	120	Welding Theory II	5
WLD	121	Welding Process II	6
WLD	122	Gas Metal Arc Welding I	3
WLD	152	Welding Layout I	3

Spring Quarter

WLD	130	Welding Theory III	5
WLD	131	Welding Process III	6
WLD	153	Welding Layout II	3
WLD	212	Gas Metal Arc Welding II	3

Second Year

Fall Quarter

Structural Welding Option

ENG 112	Applied Technical Writing**	3
WLD 205	Weld Test Methods	4
WLD 241	Structural Weld Process I	6
WLD 242	Structural Welding I	3

Production Welding Option

ENG 112	Applied Technical Writing**	3
WLD 205	Weld Test Methods	4
WLD 261	Production Weld Process I	6
WLD 262	Production Welding I	3

Pipe Welding Option

ENG 112	Applied Technical Writing**	3
WLD 205	Weld Test Methods	4
WLD 281	Pipe Welding I	6
WLD 282	Gas Tungsten Arc Welding II (TIG)	3

Winter Quarter

Structural Welding Option

SPH 100	Interpersonal Communications**	4
WLD 206	Welding Codes and Standards	5
WLD 243	Structural Weld Process II	6
WLD 244	Submerged Arc Welding	3

Production Welding Option

SPH 100	Interpersonal Communications**	4
WLD 206	Welding Codes and Standards	5
WLD 263	Production Weld Process II	6
WLD 264	Advanced Arc Welding	3

Pipe Welding Option

SPH 100	Interpersonal Communications**	4
WLD 206	Welding Codes and Standards	5
WLD 283	Pipe Welding II	6
WLD 284	Gas Tungsten Arc Welding III (TIG)	3

Spring Quarter

Structural Welding Option

BUS 120	Human Relations on the Job**	4
WLD 207	Welding Metallurgy	4
WLD 245	Structural Weld Process III	6

Production Welding Option

BUS 120	Human Relations on the Job**	4
WLD 207	Welding Metallurgy	4
WLD 265	Production Weld Process III	6

Pipe Welding Option

BUS 120	Human Relations on the Job**	4
WLD 207	Welding Metallurgy	4
WLD 285	Pipe Welding III	6

Program Elective

Students must meet with their faculty advisor before enrolling in Work-Based Learning

WLD 190	Skills Improvement	2-7
WLD 290	Skills Improvement	2-7
WLD 295	Work-Based Learning	1-4
WLD 297	Work-Based Learning Seminar	1

*Tech Prep credit available

Note: Skill level improvement classes are not required, but may be needed to achieve desired skill levels. See the program advisor.

Certificate of Achievement

The Certificate of Achievement is designed to provide recognition for the student who does not plan to complete an Associate in Applied Science degree program. This certificate includes related instruction (listed below) and a minimum of 45 credits in the program.

Welding Technology Certificate of Achievement

BUS 120	Human Relations on the Job**	4
ENG 112	Applied Technical Writing**	3
FAD 150	Industrial First Aid **	2
MAP 101	Technical Math (AUT/WLD)**	5
SPH 100	Interpersonal Communications**	4
WLD 110	Welding Theory I	5
WLD 111	Welding Process I*	6
WLD 112	Thermal Cutting and Welding*	3
WLD 120	Welding Theory II	5
WLD 121	Welding Process II	6
WLD 122	Gas Metal Arc Welding I	3
WLD 132	Gas Tungsten Arc Welding I (TIG	3
WLD 151	Technical Drawings Interpretation*	3
WLD 152	Welding Layout I	3
Total Credits		55

*Tech Prep credit available

**Related instruction course


Big Bend
Community College
TP690576
FREIGHTLINER
Fire Extinguisher Inside

Course Descriptions

This section includes descriptions of frequently offered BBCC courses. The office of Instructional Services maintains a complete Master Course Outline file for all officially documented BBCC courses.

Quarter Designations

Fall (F) Winter (W) Spring (S) Summer (Su)

Courses are offered as indicated by quarter designations. Scheduled offerings by quarters are subject to change.

Associate in Arts and Science Degree Codes

Humanities Lecutre	HU
Humanities Performace/Skill	HP
Social Science	SS
Math/Science Laboratory	LS
Math/Science Non-Laboratory	MS
Natural Science	NS
Specified Elective	SE
Physical Education Activity	AC
Symbolic or Quantative Reasoning	SQR

Adult Basic Education: Developmental Studies

Adult Basic Skills

Adult Basic Education (ABE) and English as a Second Language (ESL) courses are for learners who are sixteen years and older. Learners are encouraged to create learning plans and establish goals related to their roles as workers, citizens, and family members. Learners may enroll in courses anytime during the quarter. Dates and times for classes are available in the quarterly class schedule. For more information, call the Basic Skills Director at 793-2305.

DVS 006 Preparing for the World of Work
This basic skill level course will prepare individuals to re-enter, transition, or enhance employment. Instruction consists of self-paced basic keyboarding, workplace writing, career exploration, and personnel management activities. This class may be repeated for up to 27 credits.

DVS 011 Adult Basic Skills, Level 1
This basic skills level course is for students who intake tests at grade levels 0 to 1.9. Participants engage in cooperative learning activities and individualized study in reading, writing and arithmetic. Individuals may enroll in the course at any time during the quarter. This course may be repeated for up to 27 credits.

DVS 012 Adult Basic Skills, Level 2
This basic skills level course is for students who intake tests at grade levels 2.0 to 3.9. Participants engage in cooperative learning activities and individualized study in reading, writing and arithmetic. Individuals may enroll in the course at any time during the quarter. This course may be repeated for up to 27 credits.

DVS 013 Adult Basic Skills, Level 3
This basic skills level course is for students who intake tests at grade levels 4.0 to 5.9. Participants engage in cooperative learning activities and individualized study in reading, writing and arithmetic. Individuals may enroll in the course at any time during the quarter. This course may be repeated for up to 27 credits.

DVS 014 Adult Basic Skills, Level 4
This basic skills level course is for students who intake tests at grade levels 6.0 to 8.9. Participants engage in cooperative learning activities and individualized study in reading, writing and arithmetic. Individuals may enroll in the course at any time during the quarter. This course may be repeated for up to 27 credits.

DVS 020 Basic GED Preparation, ABE Level 5
This basic skills level course is for students who are preparing for the GED examination. Participants study only those subjects in which they need assistance. Individuals may enroll in the course at any time during the quarter. This course may be repeated for up to 27 credits.

DVS 021 Advanced GED Preparation, ABE Level 6
ABE Level 6 focuses on preparing adult and family literacy learners, who have the goal of earning the General Educational Development (GED) equivalency certificate, to pass the five GED subject-area tests. Adults study with individualized study plans and participate in cooperative learning and discussion groups in reading, writing, and mathematics. Adults may enroll in the course at any time during the quarter.

DVS 026 Life Skills I
This course is intended for native English speaking, adult basic skill level students. The course will cover goal setting, steps to success, time management, communication strategies, and integrating the life areas of work, home and community. It offers practical application of information that strengthens the skills of participants and enhances their employability and effectiveness in the workplace.

DVS 030 English as a Second Language, Level 1
This basic skills level course is for students whose first language is not English. Pre-literate participants study survival speaking, listening, letter and word recognition in preliterate English. Individuals may enroll in the course at any time during the quarter. This course may be repeated for up to 32 credits.

DVS 031 English as a Second Language, Level 2
This basic skills level course is for students whose first language is not English. Beginning level participants study survival speaking, listening, reading, and writing in English to be able to perform basic communicative tasks at work, at home and in their community. Individuals may enroll in the course at any time during the quarter. This course may be repeated for up to 32 credits.

DVS 032 English as a Second Language, Level 3
This basic skills level course is for students whose first language is not English. High-beginning level participants study speaking, listening, reading, and writing to be able to perform routine communicative topics at work, at home and in their community. Individuals may enroll in the course at any time during the quarter. This course may be repeated for up to 32 credits.

DVS 034 English as a Second Language, Level 4
This basic skills level course is for students whose first language is not English. Intermediate level participants study speaking, listening, reading, writing, and arithmetic in English so they may perform a variety of familiar and unfamiliar communicative topics at work at home, and in their community. Individuals may enroll in the course at any time during the quarter. This course may be repeated for up to 32 credits.

DVS 035 English as a Second Language, Level 5
This basic skills level course focuses on refining communication skills in listening, reading, writing, and speaking to prepare participants for active community and family life as well as increased responsibilities on the job. Learners will increase proficiency in using computers to access relevant information to fulfill roles as workers, citizens, and family members.

DVS 036 English as a Second Language/Citizenship
This basic skills level course is for students whose first language is not English, and who are preparing for the United States naturalization examination. Participants study speaking, listening, reading, and writing in English using U.S. history, government and citizenship themes. Individuals may enroll in the course at any time during the quarter. This course may be repeated for up to 32 credits

DVS 037 English as a Second Language, Level 6
This basic skills level course focuses on communications skills necessary to function effectively as family members, workers and citizens. Learners will use analytical thinking skills to assess and evaluate intent, purpose, and bias of oral, written and electronic information. Learners will utilize computers to be able to access information and complete assignments.

DVS 041 American History I
Prerequisite: Permission of high school or recommendation of a BBCC advisor.
A survey of American history to 1877 (Specifically for high school credit).

DVS 045 American History II
Prerequisite: Permission of high school or BBCC advisor.
A survey of American history from 1848 to 1984 (Specifically for high school credit).

DVS 046 Contemporary World Problems/American Government
Prerequisite: High school permission and high school reading level.
This class provides a survey of the origins, structures and powers of federal, state and local government with an emphasis on the way people participate in the decisions of government. For high school credit.

DVS 048 Pacific Northwest History
This class is designed to provide a comprehensive treatment of the history, economy, geography and people of the Pacific Northwest. (Specifically for high school credit.)

DVS 049 World History and Cultures
This class provides a comprehensive overview and treatment of world history and cultures. It illustrates and elucidates the variety of factors that influence people and events around the world and throughout history. (Specifically for high school credit.)

DVS 050 Focus of the Family
This course will enhance a student's effectiveness in managing their multiple roles of parent, worker, and community member which will lead to increased involvement with their children.

DVS 060 Applied Science Curriculum
This course presents a review of earth, life, and physical sciences and the resources available to understand their role in human life. Students participate in the analysis, discussion and application including how to apply scientific facts to daily living.

DVS 097 Workplace Skills
Prerequisite: Prior approval of instructor.
This specialized basic skills training course covers various topics related to business and industry. Training focuses on the needs and interests of students with the goal of employment in a specific business or industry.

Agriculture

AGR 100 Introduction to Agriculture 5 (55/0)
This course is an introductory survey of today's agriculture with special emphasis placed on agriculture in the Columbia Basin. Topics will include agronomy & soils, agri-business, animal science, environmental science, and technology management. Principles related to agricultural safety and leadership will be emphasized in conjunction with all topics. Tech Prep credit available.

AGR 241 Farm and Ranch Management 5 (40/20)
Prerequisite: ECO 201
Introduction to record keeping, economic concept application and analysis in the production agriculture business. Topics include goal setting, record process, budgeting cash flow, depreciation, profit/loss, ratios, enterprise and investment analysis, partial budgeting and computer/spreadsheet use.

AGR 251 Ecologically Based Pest Management 5 (50/0)
Classification, morphology, anatomy, growth and development, ecology and management of arthropod and pathogenic pests and noninfectious diseases of crop plants. Class emphasizes ecologically based pest management approaches.

AGR 261 Plant Science 5 (40/20)
Develop an understanding of basic plant morphology and physiology emphasizing horticultural science and fruit tree crops. Topics include form and function of plants, plant metabolism, plant growth and development, reproduction, techniques of fruit tree improvement and plant/environment interaction.

AGR 263 Soils 5 (40/20)
Introduction to basic concepts of soil science, plant nutrition, and water management. Topics include: soil formation and development, soil structure and composition, physical properties of soils, soils minerals, soil chemistry, soil fertility, soil microorganisms, soil ecology, fertilizers, plant, soil and water relationships and irrigation management.

AGR 271 Agriculture Sales and Marketing 5 (55/0)
Study of receiving, packing line/processing operation, grades, standards and quality control. Includes how these functions influence post-harvest production and marketing/sales decisions. Study and evaluation of market development potential for direct marketing and standard marketing channels. Study of the sales function and potential for value added agriculture products.

AGR 272 Sustainable Agriculture and Food Systems 5 (50/0)
Examination of social, economical and ecological consequences of the modern, industrial agriculture paradigm. Topics include history of agriculture, world views, the sustainability concept, alternative agriculture systems, world food systems, agroecology, ecological economics, biotechnology, local food systems and the geography of hunger.

AGR 295 Work-Based Learning 1-6 (33-198/0)
Prerequisite: AGR advisor permission
Co-requisite: AGR 297
This course provides students with a valuable and practical work experience in Agriculture. Learned agriculture topics from Agriculture curriculum will be applied to and enhance the work experience. This is a paid or volunteer experience that is a supervised position both by the employer and the Agriculture instructor. May be repeated up to twelve (12) credits.

AGR 297 Work-Based Learning Seminar 1 (11/0)
Prerequisite: instructor approval
This is a seminar course that covers topics related to Agriculture and its application to professional employment. Group discussion will be emphasized including current issues and trends. May be repeated up to six (6) credits.

Aircraft Rescue & Fire Fighting

FIR 090 Aircraft Rescue and Fire Fighting 2.5 (24/16)
Prerequisite: Employment as an airport fire fighter, or with a mutual aide fire company.
This 5-day course covers fundamental training required by the FAA as described in FAR 139.319. The course includes fire fighting equipment, aircraft types, engines, systems, live fires, fire fighting operations, fire fighter safety, extinguishing agents, and disaster planning. Practical fire fighting involving flammable fuel, laddering/extraction and self contained Breathing apparatus using an actual aircraft. Students are provided with the opportunity to utilize state of the art technology, equipment and techniques. Instruction begins in the classroom and evolves in the practical training exercises on various aircraft related topics. This course will prepare a student to receive a certificate of completion from Big Bend Community College and the Federal Administration.

FIR 091 Aircraft Rescue and Fire Fighting Recurrent – Live Fire Training .5 (2/6)
Prerequisite: Completion of Big Bend Community College's Basic 5-day ARFF School OR meet all three equivalent training/ experience criteria listed below.
- at least 4 years experience as a fire fighter
- at least 40 hours of initial and recurrent instruction per Part 139.319 Aircraft Rescue and Fire Fighting: Operational Requirements (j) Personnel.
- participated in a least one live fire drill.

This one-day course offers fire fighters the opportunity to meet live fire requirements as specified in FAR 139.319, the FAA requirement that all rescue and fire fighting personnel participate in at least one live fire drill every 12 months.

FIR 093 Aircraft Rescue and Firefighting – Truck Operations
Aircraft rescue and firefighting course providing training and experience for students to properly operate a crash truck during an aircraft fire.

FIR 095 ARFF Officer Development 1 (8/8)
This two-day airport rescue fire fighting officer development course covers strategic and tactical considerations in a hands-on, live-fire ground environment, as well as leadership training.

Anthropology

ANT 101 Introduction to Anthropology 5 (55/0)
An introduction to anthropology using the origin and development of humankind and progresses through the physical and cultural growth of our species. Included in the course is a survey of the many interesting subfields in anthropology: Darwin's theory of evolution, fossil humans, genetics, language, non-human primates, human variation, different cultures, the origin of agriculture, and the character of early civilization. (F, W) **SS**

ANT 107 Introduction to Archaeology 5 (55/0)
This course is an introduction to the field of archaeology. The class will examine the methods and the past research of those anthropologists who look at a society's material remains in order to reconstruct ancient cultures.

ANT 210 Cultural Anthropology 5 (55/0)
An introduction to the subject and method of cultural anthropology. This course examines basic institutions of all the world's cultures and the methods that cultural anthropologists use to explore and celebrate the variety of human cultural experience. (S) **SS**

ANT 240 Indians of the Pacific Northwest 3 (33/0)
A survey of the history and culture of the Native Americans from the Pacific Northwest Coast to the interior plateau. The course covers their origin, contact with Spanish and English, archaeology and present situation. **SS**

Art

ART 090 Pottery 0 (11/22)
Experiments and design in clay applied to pottery and sculpture. Work in various hand construction methods and in pottery wheel, glazing and kiln firing.

ART 101 Design I 5 (44/22)
An introduction to the study of the elements and principles of art explored through various media in two dimensional problems. **HP**

ART 102 Design II 5 (44/22)
An introduction to the study of color theory explored through projects. **HP**

ART 103 Design III 5 (44/22)
An introduction to the study of three dimensional design explored through various media in sculpture. **HP**

ART 104 Drawing I 5 (44/22)
An introduction to drawing based on observation emphasizing composition and form. **HP**

ART 105 Drawing II 5 (44/22)
A continuation in the exploration of drawing with emphasis on technique and interpretation of ideas using various media. **HP**

ART 106 Drawing III 5 (44/22)
An introduction to drawing from the figure using a live model. **HP**

ART 107 Lettering and Poster Art 3 (44/22)
Free-hand use of pen and brush in poster and advertising design. Emphasis on layout. Involves silk screen and airbrush. **HP**

ART 121, 122, 123 Ceramics I, II, III 2-5 (11-44/22)
Experiments and design in clay applied to pottery and sculpture. Work in various hand construction methods and on pottery wheel, glazing, and kiln firing. May be repeated up to three quarters. Course may be audited with instructor permission. **HP**

ART 130 Photography 3 (22/22)
Techniques of black and white photography, including operation of the camera, developing the negative, and making the print while exploring photography as an art form. **HP**

ART 198-298 Special Projects 1-5 (Arr/Arr)
Prerequisite: instructor permission
Special projects in art - individual projects by special arrangement with instructor.

ART 200 Art Appreciation 5 (55/0)
A survey of the visual arts designed to develop appreciation and understanding for daily living and for discussing architecture, painting, sculpture, and other arts. Lectures, slides, movies, and experiments with art media. Open to all students. **HU**

ART 212 American Art History 5 (55/0)
Beginning with the era of the colonization of North America by European nations to the end of the 20th century, this course will trace the development of art in the United States. **HU**

ART 221, 222, 223 Watercolor I, II, III 1-5 (0/22-110)
Prerequisite: ART 104 or instructor permission
The study of watercolor painting; sketching from still-life and nature. **HP**

ART 231, 232, 233 Oil Painting I, II, III 5 (44/22)
Introduction to the materials and techniques of oil painting. Painting from still-life and nature as well as creative composition. **HP**

Astronomy

AST 105 Observational Astronomy 3 (28/12)
A descriptive overview of astronomy with particular emphasis on observation. Lectures will cover the solar system, the Earth-Moon system, stellar systems, celestial motion, the history of visual astronomy, optical aids, and observing techniques. This course is not intended to be part of a physical science pre-major. **SE**

AST 110 Principles of Astronomy 5 (55/0)
Prerequisite: MPC 095 or placement test
Credit not granted for both AST 110 and AST 120
A survey course intended for the non-science major. Topics studied will include most of the following: historical astronomy, electromagnetic radiation, telescopes, the Earth-Moon system, the solar system, the sun, stars, stellar evolution, galaxies, quasars, and cosmology. This is a non-lab science course. **NS**

AST 120 Principles of Astronomy with Laboratory 5 (44/22)
Prerequisite: MPC 095 or placement test
Credit not granted for both AST 110 and AST 120
A survey course intended for the non-science major. Topics studied will include most of the following: historical astronomy, electromagnetic radiation, telescopes, the Earth-Moon system, the solar system, the sun, stars, stellar evolution, galaxies, quasars and cosmology. The laboratory portion of the course may include optics, visual astronomical observing techniques, use of the telescope, spectroscopy, and distance measurement. **LS**

Automotive Technology

AUT 069 Chassis Component Repair 2 (11/22)
Prerequisite/Corequisite: AUT 115 or instructor permission
A laboratory class providing the opportunity to diagnose and repair various automotive chassis components. A "hands-on" approach is used to provide training in the repair of various automotive components.

AUT 081 Mechanical Diagnosis and Repair 2 (11/22)
Prerequisite/Corequisite: AUT 115 or instructor permission
A laboratory class providing the opportunity to diagnose and repair various mechanical systems of the modern automobile.

AUT 082 Carburetor, Fuel Injection, and Emission Control 2 (11/22)
Prerequisite/Corequisite: AUT 115 or instructor permission
This course covers the theory, operation, troubleshooting and repair of various fuel-control systems used on today's modern automobile and is designed to meet the needs of a person wishing to upgrade technical skills or desiring to gain new skills. This course is offered as a night class, as needed.

AUT 083 Automotive Electricity I 2 (11/22)
Prerequisite/Corequisite: AUT 115 or instructor permission
This course covers D.C. electrical/electronics circuits. Instruction includes D.C. circuit fundamentals, use of electrical test equipment for circuit analysis and the study of solid state electronics as applied to the modern automobile. This course is part one of a three part series of automotive electrical diagnosis and repair courses designed to provide technical training in preparation for the ASE/NATEF Electrical Systems Certification. This series of courses is taught as evening classes.

AUT 084 Automotive Electricity II 2 (11/22)
Prerequisite: AUT 083 or instructor permission
This course provides the student with skills and knowledge pertaining to the operation, construction, diagnosis, and servicing of automotive electrical systems. Subjects covered include batteries, starting systems, charging systems, wiring circuit repairs and the proper use of automotive electrical test equipment. This is part two of a three-part series of night courses covering automotive electrical systems diagnosis and repair.

AUT 085 Ignition Systems and Computerized Engine Controls 2 (11/22)
Prerequisite: AUT 083, 084 and instructor permission.
This course includes the theory and operation of point and electronic ignition systems. General Motors, Ford, and Chrysler electronic ignition, as well as computerized engine controls will be covered. Laboratory time will cover test equipment use and trouble-shooting procedures. This is part three of a three-part series of night courses covering automotive electrical systems diagnoses and repair.

AUT 100 Automotive Servicing and Maintenance 4 (22/44)
Prerequisite/Corequisite: AUT 115 or instructor permission
This course is designed to familiarize the student with servicing the different systems of the automobile. Shop safety, general shop orientation, as well as the operation, diagnosis and repair of selected automotive systems will be covered. This course is suitable for students who wish to learn how to service and maintain their own vehicles or have an interest in the automotive repair industry. This course is offered during the summer as needed.

AUT 105 Automotive Personal Computer Applications 2 (11/22)
Prerequisite/Corequisite: Concurrent enrollment in automotive program classes
An introductory course covering the use of personal computers using automotive applications. Hardware components, Windows Operating System, keyboarding and word processing will be covered emphasizing "hands-on" experience. (S)

AUT 111 Automotive Engine Service 9 (66/66)
Prerequisite/Corequisite: AUT 115
This course covers the theory of engine operation and the procedures necessary to perform automobile engine troubleshooting, repair and rebuilding. Topics covered include shop skills, engine operation, engine blocks, engine crankshafts, engine bearings, engine pistons, rings and valve system service. This course is designed to prepare the student for the ASE/NATEF Engine Repair Certification test. (F)

AUT 115 Automotive Shop Safety and Environmental Issues 1 (11/1)
This course covers automotive shop safety rules, procedures, and shop equipment operation and is required before a student is allowed to work in the automotive laboratory. The proper handling, storage, and disposal of automotive related hazardous waste is also covered. Offered as regularly scheduled course during the fall quarter and offered by arrangement for students who enroll in the automotive program any other quarter. (F, by arrangement in W, S)

AUT 121 Automotive Electrical and Electronic Systems 15 (110/110)
Prerequisite/Corequisite: AUT 115
This comprehensive course covers both theory and operation of the electrical systems in today's high-tech vehicles. Topics covered include D.C. electrical theory, D.C. circuitry, Ohms Law, solid state components, batteries, starting circuits, charging circuits, lighting circuits, vehicle wiring and ignition systems. Emphasis will be placed on using modern electrical test equipment and procedures to diagnose and repair complex electrical systems. This course is designed to prepare the student for the ASE/NATEF Electrical Systems Certification test. (W)

AUT 124 Brake System Service 9 (66/66)
Prerequisite/Corequisite: AUT 115
This course covers the theory, operation, diagnosis and repair of both conventional and anti-lock brake systems. Topics covered are hydraulic operating systems, drum brake systems, disc brake systems, emergency/parking brake systems and brake machining operations. This course is designed to prepare the student for the ASE/NATEF Brakes Certification test. (S)

AUT 125 Suspension, Steering and Alignment 9 (66/66)
Prerequisite/Corequisite: AUT 115
This course covers the theory, operation and repair of various automotive suspension and steering systems used in today's vehicles. Topics covered include steering types, suspension types, shock/strut service, tires/wheels and suspension and steering component replacement. Students will use modern computerized alignment equipment to perform two wheel, four wheel and thrust type vehicle alignments. This course is designed to prepare the student for the ASE/NATEF Suspension and Steering Certification test. (S)

AUT 131 Manual Drive Train and Axles 8 (55/66)
Prerequisite/Corequisite: AUT 115
This course covers the theory, operation, diagnosis and repair of automotive clutch systems, manual transmissions, manual transaxles, front and rear drive axle operation, various drive shaft configurations and the procedures necessary to perform power train troubleshooting and repair. This course is designed to prepare the student for the ASE/NATEF Manual Drive Train & Axles Certification test. (F)

AUT 132 Hydraulic Systems 3 (22/22)
Prerequisite: AUT 115
This course provides a student with the skills and knowledge necessary to maintain and service various hydraulic power transmission systems. Topics covered include hydraulic fundamentals, system operation, pump, valve and actuator service, as well as, seals, lines and hydraulic system components. (W)

AUT 190, 290 Projects Laboratory 2 (0/44)
Prerequisite: Concurrent enrollment in first or second year automotive program classes
This course is for full-time automotive students who need extra project laboratory time to update or enhance their skills to meet program or certification requirements. Students will be directed to complete ASE/NATEF tasks not completed in the day classes. (May be repeated for credit up to six credits for each course; graded on pass/fail basis). (F, W, S)

AUT 211 Automobile Convenience Systems 2 (11/22)
Prerequisite: AUT 121
This course covers the operation and repair of automotive convenience systems. Classroom and laboratory lessons include power windows, power seats, air bag system testing and servicing, as well as minor door, hood, window, and trunk adjustments. The procedure to perform a proper Pre-delivery Inspection (PDI) will be covered and Washington State Auto Repair laws and how they effect the repair technician will be discussed. (S)

AUT 212 Automatic Transmission Repair 9 (66/66)
Prerequisite: AUT 115, 121, 131, 132 or instructor approval
This course covers the theory, operation, service, and repair of various automatic transmission and transaxle assemblies. Classroom and laboratory instruction provide in-depth training using modern test equipment in the diagnosis and repair of these complex systems. This course will prepare students for the ASE/NATEF Automatic Transmission Repair Specialists test. (W)

AUT 213 Automotive Servicing I 6 (0/132)
Prerequisite: instructor permission or completion of first year automotive classes
Students, at the direction of the instructor, work on customer vehicles applying skills learned in previous automotive classes. Students will be required to complete ASE/NATEF tasks not completed in other courses. Customer relations, repair order preparation, scheduling, estimating, utilization of shop space and equipment, and hazardous waste management are covered to provide students with an understanding of repair shop operations. (W)

AUT 220 Engine Performance 18 (132/132)
Prerequisite: AUT 121 and AUT 115 or instructor permission
This comprehensive course covers the theory and operation of various ignition systems, fuel delivery systems, emission controls, computerized engine controls, and the use of diagnostic test equipment. Classroom and laboratory lessons provide in-depth training using modern test equipment to diagnose and repair these complex systems. This course is designed to prepare students for the ASE/NATEF Engine Performance test. (F)

AUT 223 Automotive Servicing II 6 (0/132)
Prerequisite: instructor permission or completion of the first year automotive classes.
Students, at the direction of the instructor, work on customer vehicles applying skills learned in previous automotive classes. Students will be required to complete ASE/NATEF tasks not completed in other courses. Customer relations, repair order preparation, scheduling, estimating, utilization of shop space and equipment, and hazardous waste management are covered to provide students with an understanding of repair shop operations.

AUT 231 Automotive Heating and Air Conditioning 6 (33/66)
Prerequisite: AUT 115 and AUT 121 or instructor permission
This course covers the diagnosing, servicing and repair of modern vehicle heating and air conditioning systems. Classroom and laboratory lessons provide training and experience using modern refrigeration servicing and recycling equipment necessary to meet environmental regulations. CFC-12 and HFC-134A systems and equipment are utilized and retrofitting following Environmental Protection Agency guidelines is discussed. This course is designed to prepare the student for the ASE/NATEF Heating and Air Conditioning test. (S)

AUT 295 Work Based Learning 1-6 (0/0/33-198)
Prerequisite/Corequisite: AUT instructor permission required/ concurrent enrollment in AUT 297
A supervised work experience in the automotive technology field to enhance the application of classroom instruction and skills and/or area of specialization approved by the program instructor. May be repeated up to twelve (12) credits. (F, W, S)

AUT 297 Work Based Learning Seminar 1 (11/0)
Prerequisite/Corequisite: Concurrent enrollment in AUT 295
Feedback and discussion to integrate and relate Work Based Learning and classroom based instruction. Work ethic, leadership, safety and occupational health, environmental issues, and other student generated topics are examined. May be repeated up to six (6) credits. (F, W, S)

Aviation (Commercial Pilot/Flight)

AVF 100 Introduction to Aviation 1 (5/18)
This course is designed to introduce the student to many career opportunities in the field of Aviation.

AVF 111 Pre-Flight Ground School 1 (11/0)
Prerequisite: Accepted flight student status
This course introduces the student to the aircraft, its flight manual, the basic federal aviation regulations, elementary principles of flight, aircraft operation, and BBCC flight rules. This course starts the week prior to the normal class starting date. All students accepted and alternates must attend this course. Pre-program counseling is done at this time, and flight training is started. (F)

AVF 112 Private Pilot Ground School 4 (44/0)
Prerequisite: AVF 111 or Chief Pilot permission
This course prepares the student to take the FAA private pilot knowledge examination. Includes elementary navigation, weather, federal aviation regulations, NTSB reporting procedures, radio procedures, AIM, instructory circulars, operating limitations, aircraft performance, principles of aerodynamics, powerplants and systems, stall and spin awareness, ADM and judgement, preflight action and planning.

AVF 113 Meteorology 5 (55/0)
Prerequisite: AVF 112 or Chief Pilot permission
This course is designed for pilots but is helpful for the non-aviation major to understand the basics of meteorology. A study in the nature of the atmosphere, winds, temperature, moisture, air masses and frontal systems, weather forecasting utilizing charts and reports available from FAA FSS's; incorporates techniques for flying in various weather conditions. (W) **NS**

AVF 114 Theory of Flight 4 (44/0)
Prerequisite: AVF 112
This course covers basic aerodynamic theory of flight, aircraft instruments, performance, stability, control, airframe stress, structural limits, constant speed propellers, and turbocharging. (S)

AVF 117 Aviation Emergency Preparedness and Response 0
Aviation Emergency Preparedness and Response is intended for private and commercial pilots; introduces emergency preparedness, survival, and rescue procedures common to general aviation. (W, odd years only '07, '09)

AVF 141 Private Pilot Flight (Stage 1) 4 (44/0)
Scheduled flight time, ground critique, discussions, and observation time; both dual and solo flights. Instrument flight training is integrated with all phases of flying. Includes simulator time. (F, W)

AVF 142 Private Pilot Flight (Stage 2) 4 (44/0)
Prerequisite: AVF 141
Scheduled flight time, ground critique, discussions and observation time; both dual and solo flights. Instrument flight training is integrated with all phases of flying. Includes simulator time. (F, W, S,)

AVF 143 Private Pilot Flight (Stage 3) 4 (44/0)
Prerequisite: AVF 142
Scheduled flight time, ground critique, discussions and observation time; both dual and solo flights. Instrument flight training is integrated with all phases of flying. Includes simulator time. (W, S)

AVF 190, 290 Flight (Alternate) 0-4 (5-44/0)
Prerequisite: AVF 141
Provides additional aircraft flight time to allow the student additional time to increase his/her skill or complete a course of study. Includes flight time and follow-up critique. (F, W, S, Su)

AVF 213 Advanced Meteorology 5 (55/0)
This course is designed for aviation majors but it is helpful for the non-aviation major to understand meteorology at a more advanced level. This course will cover the nature and utility of atmosphere, winds, temperature, moisture, air masses and frontal systems, weather forecasting utilizing charts and reports available from FAA and NWS. This course will incorporate techniques for flying in various weather conditions. **NS**

AVF 221 Commercial Pilot Ground School 4 (44/0)
Prerequisite: AVF 113 and AVF 114.
Preparation for the FAA commercial pilot knowledge test. Includes study of applicable FAR's, accident reporting requirements of the NTSB; basic aerodynamics and the principles of flight; meteorology and the use of weather reports and forecasts; safe and efficient operation of aircraft; weight and balance computations; use of performance charts, performance limitations; use of navigation facilities, ADM, judgment and CRM; principles and functions of aircraft systems; maneuvers, procedures and emergency operations; night and high-altitude operations; the National Airspace System. (W)

AVF 223 Instrument Ground School 4 (44/0)
Prerequisite: AVF 113 and 114
Preparation for FAA instrument knowledge examination, includes: FAR's that apply to IFR; appropriate sections of AIM; air traffic control system and procedures; IFR navigation systems and instruments; use of en route and instrument approach charts, aircraft operations under IFR; procurement and use of aviation weather reports and forecasts, recognition of critical weather situations and wind shear avoidance, ADM and judgment, and CRM. (F)

AVF 225 Effective Communication in Flight Instruction 4 (44/0)
Prerequisite: AVF 221, AVF 223, and 252 or Chief Pilot approval
This course covers the required areas of instructor knowledge; and is designed to aid the student in passing the appropriate FAA knowledge tests. Includes the learning process and emphasizes elements of effective communication. Methods of teaching and communicating are studied and practiced, as well as how to evaluate and critique through written and oral processes. Includes practice in classroom, one-on-one, and team teaching. (S)

AVF 227 Aircraft Systems for Pilots 4 (44/0)
Prerequisite: AVF 114 or concurrent enrollment
Introduces the systems of complex aircraft: fuel, hydraulic, brake, control, ignition, and electrical systems; covers nomenclature, preventive maintenance, engines, propellers and related publications. (S)

AVF 251 Commercial Pilot Flight (Stage 4) 4 (44/0)
Prerequisite: AVF 143
Scheduled flight time, ground critique, discussion and observation time; dual, solo, cross-country, instrument, and complex aircraft time. Includes simulator time. (F, W, S)

AVF 252 Commercial Pilot Flight (Stage 5) 4 (44/0)
Prerequisite: AVF 251
Scheduled flight time, ground critique, discussion and observation time; dual, solo, cross-country, instrument, and complex aircraft time. Includes simulator time. (F, W, S)

AVF 253 Commercial Pilot Flight (Stage 7) 4 (44/0)
Prerequisite: AVF 261
Scheduled flight time, ground critique, discussion and observation time; dual, solo, and cross-country time. Includes 30 hours simulator time upon program completion. (F, W, S)

AVF 254 Night Flying 1 (14/0)
Prerequisite: AVF 142
Provides an introduction to night flying and advanced instruction in night navigation, procedures, orientation, landings, takeoffs and techniques necessary for safe operation of airplanes at night. (F, W, S)

AVF 261 Instrument Flight (Stage 6) 4 (44/0)
Prerequisite: AVF 252
Provides training in instrument flight procedures in preparation for the airplane instrument rating; includes simulator training. (F, W, S)

AVF 270 Flight Instructor 4 (44/0)
Prerequisite: Commercial license and instrument rating and Chief Pilot approval
Preparation for the Certified Flight Instructor rating; includes flight time and critique. (F, W, S)

AVF 271 Flight Instructor Instrument-Airplane 2 (22/0)
Prerequisite: Commercial/Instrument license, CFI single engine license and 10 hours as CFI with FII written passed and Chief Pilot approval
Provides the Flight Instructor applicant with the knowledge, skill and experience necessary to become an Instrument Instructor; includes flight time and critique.

AVF 272 Seaplane Flight 2 (22/0)
Prerequisite: Commercial Pilot Certificate or Chief Pilot approval
A dual flight lab course designed to develop flight skills in water operations and procedures, along with flight maneuvers in preparation for the FAA Seaplane Rating; includes flight time and critique. (F, S)

AVF 275 Multi-Engine Flight 2 (22/0)
Prerequisite: Commercial Pilot Certificate and Chief Pilot approval
Preparation for the FAA Multi-Engine rating. (F, W, S)

AVF 276 Simulator Training 1 (17/0)
Prerequisite: instructor approval
Designed to fit the individual and particular needs of each pilot in Instrument Training, refresher or FAA currency requirements. (F, W, S)

AVF 291 Multi-Engine Instructor 2 (22/0)
Prerequisite: Commercial Airplane with Instrument rating, Multi-Engine Land ratings, Flight Instructor Single Engine
Preparation for the FAA Multi-Engine Flight Instructor rating.

AVF 292 A.T.P.: Multi-Engine 1 (11/0)
Prerequisite: Comm/Inst. M.E., 1500 Hours, ATP written test passed
Prepares the student for FAA A.T.P. flight check.

AVF 295 Work-Based Learning 1-6 (0/0/33-198)
Prerequisite/Corequisite(s): AVF 297 Aviation program permission, and any requirements of the contractual agreement, between BBCC and the employer.
A supervised work experience in the aviation industry to enhance the application of classroom instruction and/or flight skills. This is a paid or volunteer experience that is a supervised position both by the employer and the Aviation program. May be repeated up to fifteen (15) credits.

AVF 297 Work-Based Learning Seminar 1 (11/0)
Corequisite(s): AVF 295
This course is taken in conjunction with AVF 295 (Work-Based Learning) and gives the student the opportunity and responsibility to report on their work experience and to analyze that experience for successes and for areas of improvement. May be repeated up to six (6) credits.

Aviation Maintenance Technology

AMT 148 AMT General Electricity 7 (77/0)
Approved by the FAA
Prerequisite: instructor approval
This course covers the theory of basic electricity and applied Physics. This course is FAA approved under 14 CFR Part 147.

AMT 149 AMT Airframe Electricity 3 (33/0)
Approved by the FAA
Prerequisite: instructor approval
This course covers aircraft electrical systems, electrical generators motors and regulators, aircraft communication and navigation systems. This course is FAA approved under 14 CFR Part 147.

AMT 150 AMT General 4-16 (22-90/44-182)
Approved by the FAA
Prerequisite: instructor approval
This course covers the theory and application or aircraft drawings, function of weight and balance control, operation and cleaning of aircraft, identification and application of aircraft materials, the use of maintenance forms and publications in the aviation industry. This course is approved under FAA Part 147. (F, W)

AMT 151 Airframe Mechanic I 4-21(22-121/44-220)
Approved by the FAA
Prerequisite/Corequisite: instructor permission and concurrent enrollment in WLD 103.
This course covers aircraft airframe structures, including wood, fabric and sheet metal, airframe inspection, application of finishes and assembly of fixed wing and rotary wing components and structures, balancing and rigging of airframe structures and components. FAA approved. (F, W, S, Su)

AMT 152 Airframe Mechanic II 4-21(22-119/44-264)
Approved by the FAA
Prerequisite: instructor approval
This course covers aircraft airframe systems and components. Skills will be developed in checking, overhaul, repairs, installation, removal, servicing, inspection, and troubleshooting of landing gear systems, hydraulic and pneumatic power systems, cabin atmosphere control systems, aircraft instruments, communication and navigation systems, aircraft fuel systems, aircraft electrical systems, position and warning systems, ice and rain control systems, and fire protection systems. This course is FAA approved under 14 CFR Part 147.(F, W, S, Su)

AMT 153 Airframe Mechanic III 4-24(22-132/44-264)
Approved by the FAA
Prerequisite: AMT 150, AMT 151, AMT 152, MAP 100, and instructor approval
This course covers any area of the FAA required airframe curriculum that the student is deficient in, or if all required competencies have been met, the student may further their proficiency levels in any airframe related area of study. This course is FAA approved under 14 CFR Part 147. This course is designed to allow students more time to achieve FAA required proficiency levels and to allow students to further their proficiency levels in aviation airframe related studies. (F, W, S, Su)

AMT 249 AMT Powerplant Electricity 2 (22/0)
Approved by the FAA
Prerequisite: instructor approval
This course covers the theory of engine electrical systems, electrical generators, alternators, motors and regulators. This course is FAA approved under 14 CFR Part 147.

AMT 251 Powerplant Mechanics I 4-16 (22-88/44-176)
AMT 252 Powerplant Mechanics II 4-14 (22-66/44-176)
AMT 253 Powerplant Mechanics III 4-16 (22-88/44-176)

Approved by the FAA
Prerequisite: instructor approval
As required by the Federal Aviation Administration, the powerplant program is a minimum of 750 hr. of instruction with approximately 25% of the instruction in a class room environment and 75% of the instruction in a lab environment. There is approximately 30 hours of extra time at the end of the powerplant program, which is to be used for make-up time or for further competency enhancement.

This course will cover two areas:
(1) Powerplant theory and maintenance, including the inspection, repair, overhaul, service, troubleshooting, removal, and installation of aircraft reciprocating and turbine engines.
(2) Powerplant systems and components, including the inspection, repair, overhaul, service, troubleshooting, removal, and installation of aircraft reciprocating and turbine engine instrument, fire protection, electrical, lubrication, ignition, starting, fuel metering, induction, airflow, cooling, exhaust, propellers, unducted fans, and auxiliary power unit systems

(F, W, S, Su)

AMT 254 Powerplant Mechanic IV 4-16 (22-88/44-176)

Approved by the FAA
Prerequisite: AMT 251, AMT 252, AMT 253, and instructor permission
As required by the Federal Aviation Administration, the powerplant program is a minimum of 750 hr. of instruction with approximately 25% of the instruction in a class room environment and 75% of the instruction in a lab environment. AMT 254 is designed to allow students more time to achieve FAA required proficiency levels and to allow students to further their proficiency levels in aviation powerplant related studies. This course will cover any area of the FAA required powerplant curriculum that the student is deficient in, or if all required competencies have been met, the student may further their proficiency levels in any powerplant related area of study. (F, W, S, Su)

Biology

BIO 101 Biology 5 (44/22)
A study of basic biological principles common to all organisms. This course is intended for non-majors who desire a lab science requirement. Topics of study include: basic chemistry of cells, cell structure and function, membrane transport, cell metabolism and division, genetics and gene function, evolution, taxonomy, and ecology. Related investigations take place in a two-hour lab period each week. There will be no required dissections in the laboratory. (F, W, S, Su) **LS**

BIO 110 Cell Biology 5 (44/22)
Prerequisite: A minimum grade of 2.0 in CHM 110 or above (or recent high school chemistry with a B or better) or instructor approval required. High school biology highly recommended. Note: A minimum grade of 2.0 in this class is required for entry in BIO 210, 211, and 215.
An introduction to basic cell chemistry, structure, metabolism, energetics, division, genetics and evolution, with an emphasis on cellular respiration and photosynthesis. Includes DNA restriction analysis. For students preparing for entry into Human Anatomy & Physiology and Microbiology and/or majoring in science, pre-professional studies or allied health fields. Math/Science distribution requirement may not include both BIO 101 and BIO 110, although graduation credit can be awarded for both. Two hours of lab per week is required for credit. (F, W, S) **LS**

BIO 210 Human Anatomy and Physiology 5 (33/44)
Prerequisite: A minimum grade of 2.0 in BIO 110, or High School A&P, HS Advanced Placement Biology, or instructor permission.
An analysis of the structure and function of human skeletal, muscular, nervous and endocrine systems as well as the role of receptor-ligand interactions and introductory histology. Emphasis will be given to the homeostatic relationship between systems. Four hours of lab per week will be devoted to hands-on experience with required cat dissection as well as computer analysis of muscle physiology. Tissue slides, models and skeletons will be utilized. Lab is required for credit. **LS**

BIO 211 Human Anatomy and Physiology 5 (33/44)
Prerequisite: A minimum grade of 2.0 in BIO 210 or equivalent
The second quarter of a two-quarter sequence. Includes the structure, function and pathology of the cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive systems. Emphasis will be given to the homeostatic relationships between systems. Four hours of lab per week will be devoted to human autopsy slides, required hands-on experience with cat and organ dissection, experimental procedures in cardiovascular function , and computer analysis of renal function. Lab is required for credit. **LS**

BIO 215 Microbiology 5 (33/44)
Prerequisite: A minimum grade of 2.0 in BIO 110 or recent high school A&P advance placement Biology, or instructor permission.
A survey of microbes and their activities. Emphasis will be given to medical microbiology in the areas of bacteriology, immunology and virology. Four hours of lab per week is required for credit. Labs will deal with the culture and identification of organisms (including throat, stool, and bacteriophage cultures), as well as transformation and ELISA testing for HIV. **LS**

Botany

BOT 130 Botany 5 (33/44)
A study of the basic principles of plant life. Topics of study include: structures and functions of flowering plants and their cells, tissues, roots, stems, leaves, flowers, fruits, and seeds, cell metabolism emphasizing photosynthesis, transport of water and nutrients, growth and development of plants from seed to maturity, cell division, and plant genetics. Related investigations take place during four hours of lab each week. Laboratory topics include: a microscopic study of tissues, roots, stems, and leaf structures, as well as plant metabolism, transport, growth, and genetics. Additionally, lab periods study the diversity of plants and their relatives and investigate vegetative propagation of common plant species. A greenhouse is available for class use. (W) **LS**

BOT 140 Field Botany 5 (33/44)
Field botany involves the identification and classification of local plants of the Columbia Basin area. Different biomes are studied with emphasis on the steppe and shrub-steppe vegetation common to this area. Students participate in eight field trips to collect native plants. Following field trips, students identify, press, dry, and mount collected plants in order to assemble a required plant collection. During laboratory sessions students learn to use a taxonomic key to identify and classify collected plants. (S) **LS**

Business

BUS 101 Introduction to Business 5 (55/0)
An introductory analysis of the business world including aspects of finance, industrial stocks and bonds, commodities and foreign exchange, unions and the labor movement, managerial control, decision making, and personnel relations. (F, W, S) **SE**

BUS 102 Business Mathematics 5 (55/0)
Prerequisite: Math placement score into MPC 090 or above.
Applications of quantitative reasoning and logic in business through a study of banking, discounts, commissions, markup, promissory notes, interest, taxes, insurance, payroll, depreciation and financial statements. (F, W, S)

BUS 105 Introduction to Accounting 5 (55/0)
This course provides the student with an introductory level understanding of the fundamentals of bookkeeping and accounting. The student is provided the procedures for completing the accounting cycle for both a service entity and a merchandising entity within a single proprietorship. Tech Prep credit available. (F, W, S)

BUS 114 Business Ethics 5 (55/0)
This course gives a brief introduction to ethical philosophies and a framework for making ethical decisions in the workplace. Emphasis is given to analyzing ethical case studies. (F)

BUS 120 Human Relations on the Job 4 (44/0)
Practical application oriented study of interpersonal skills and attitudes necessary to work with others. Topics included are: maintaining professionalism, adapting/coping with change and stress, work ethics, motivation, conflict resolution, team work, and customer relations. (F, W, S)

BUS 121 Business English 1-5 (0/22-110)
This course is an in-depth study of formal grammar rules and is a preparatory course for BUS 122. It covers parts of speech, punctuation, and capitalization rules. (F, W, S)

BUS 122 Business Communications 5 (55/0)
Prerequisite: BUS 121 or ENG 101
This course promotes the development of business communication skills which include reading, writing, listening, speaking, and interacting within groups. Special emphasis is given to the creation of day-to-day business documents, such as letters, memos, reports and emails (F, S)

BUS 161 Business Calculators 2 (0/44)
Prerequisite: Math placement of MPC 090
Touch-control training on the ten-key electronic display/printing calculator. Basic functions, development of proficiency with proration, percentage, interest, discount, present value, and profit computations. (W)

BUS 170 Consumer Finance 5 (55/0)
This course offers and introduction to investigating, buying, and financing techniques for vehicles, consumer goods, insurance, and homes; consumer rights, responsibilities, and obligations; minimizing federal income tax; borrowing, saving, and investing. (S)

BUS 233 Intro to Payroll Taxes 1 (11/0)
Prerequisite: To enhance the learning experience, it is recommended that the student complete BUS 251 or have prior experience in business or accounting.
This course offers an introduction to the proper calculation, payment, and reporting of payroll taxes incurred by businesses. The preparation of required tax returns and the various reporting periods to government agencies will also be discussed. This course is designed for the student with little or no prior experience in payroll taxes. (S)

BUS 251 Principles of Accounting I 5 (55/0)
Prerequisite: BUS 105 highly recommended
An introduction to the steps in the accounting cycle; accounting for merchandise; the adjusting process-deferrals and accruals; financial statements; cash transactions; receivables, inventories and internal controls. This course is the first in a three-course series designed for all accounting and business majors. (F, W) **SE**

BUS 252 Principles of Accounting II 5 (55/0)
Prerequisite: BUS 251
An introduction to the accounting for fixed assets and depreciation, intangible assets, current liabilities, corporations, partnerships, long-term liabilities, statement of cash flows, and financial statement analysis. This course is the second in a three-course series designed for all accounting and business majors. (W, S) **SE**

BUS 253 Principles of Accounting III 5 (55/0)
Prerequisite: BUS 252
An introduction to managerial accounting concepts and principles, job order and process cost systems, cost-volume-profit analysis, budgeting, variances and standard costs, performance analysis for decentralized operations; differential analysis; product pricing; and capital investment analysis. This course is the third in a three-course series designed for all accounting and business majors. (S, Su) **SE**

BUS 254 Business Law 5 (55/0)
Introduction to Business Law. Fundamentals of those branches of law that relate closely to regular business transaction to include: Torts, contracts, agency, employment, property, bankruptcy, decedent's estates and trusts.
(F, W, S) **SE**

BUS 260 Computer Accounting 3 (11/44)
Prerequisite: BUS 252
A presentation of Windows based accounting techniques used in a service business and a merchandising business. Also presented is the proper use of a voucher system, departmental accounting, partnership accounting, corporate accounting, financial statement analysis, fixed assets, inventory, payroll, and accounting system setup. (S)

BUS 261 Introduction to Peachtree Accounting® 1 (5.5/11)
Prerequisite: To enhance the learning experience, it is recommended that the student complete BUS251 OR have prior experience in business or accounting.
This course offers an introduction to Peachtree Accounting®, one of the accounting software packages for small businesses. Basic functions and capabilities of the software will be reviewed in a hands-on environment. This course is designed for the student with little or no prior experience with Peachtree Accounting®.

BUS 262 Introduction to QuickBooks® 1 (5.5/11)
Prerequisite: To enhance the learning experience, it is recommended that the student complete BUS251 OR have prior experience in business or accounting.
This course offers an introduction to QuickBooks®, the nation's leading accounting software package for small businesses. Basic functions and capabilities of the software will be reviewed in a hands-on environment. This course is designed for the student with little or no prior experience with QuickBooks®.

BUS 295 Work-Based Learning 1-6 (0/0/33-198)
Prerequisite: instructor permission required
Corequisite: BUS 297
A supervised work experience in a community agency or business involving the application of classroom information and skills. One credit for each 33 hours of supervised work-based learning. May be repeated up to 8 credits. (F, W, S)

BUS 297 Work-Based Learning Seminar 1 (11/0)
A supervised work experience will be coordinated in management or office skills enhancing the application of classroom instruction and skills and/or area of specialization approved by the program instructor. The course may be repeated up to six (6) credits. (F, W, S)

Chemical Laboratory Technology

CLT 295 Work Based Learning 1-4 (0/0/33-132)
Prerequisite: CLT instructor permission
Corequisite: CLT 297
A supervised work experience in the chemical laboratory technology field to enhance the application of classroom instruction and skills and/or area of specialization approved by the program advisor. May be repeated up to 24 credits. (F, W, S)

CLT 297 Work Based Learning Seminar 1 (11/0)
Corequisite: CLT 295
Feedback and discussion to integrate and relate Work Based Learning and classroom based instruction. Work ethic, leadership, safety and occupational health, environmental issues, and other student generated topics are examined. May be repeated up to six (6) credits. (F, W, S)

Chemistry

CHM099 Survey of Chemistry 2 (22/0)
For students with little or no background in chemistry; or for those who had chemistry more than 5 years previously, designed especially to prepare students for CHM 110. A survey of chemistry including such fundamental concepts as an introduction to matter, atomic theory, chemical equations, chemical bonding, and the periodic table. Relevance of course material to chemistry in "real-life" is a fundamental focus.

CHM110 Introductory Inorganic Chemistry 5 (38.5/33)
Prerequisite: MPC 095 required; prior high school Chemistry or CHM 099 recommended.
This course is designed for the Allied health students and for students wanting an introductory chemistry course prior to the Full Year CHM 140, 150, 160 sequence. Topics include basic chemical vocabulary, atomic structure, stoichiometry, periodic behavior of elements and compounds, gases, liquids, solids, solutions, water and equilibria. Relevance of course material to chemistry in "real life" is a fundamental focus. **LS**

CHM 111 Introductory Organic and Biochemistry 5 (38.5/33)
Prerequisite: A grade of 2.0 or above in CHM 110 or instructor's permission.
This course is designed for Allied Health transfer students and for students wanting an introductory organic chemistry course in preparation for a complete organic chemistry sequence at a baccalaureate institution. Topics include an introduction to alkanes, alkenes and alkynes, an exploration of common functional groups, and organic nomenclature. The course also explores the relationship of organic compounds such as carbohydrates, lipids, proteins, and enzymes with the human body. **LS**

CHM140 General Chemistry I 5 (38.5/33)
Prerequisite: MPC 099, passing grade in High School. The first quarter in a three-quarter General Chemistry series covering the principles of chemistry with emphasis on inorganic chemistry. This series is designed for physical science majors, pre-medical, pre-veterinary and pre-pharmacy students, and for students who are required to take one or more quarters of majors-level chemistry. Topics include: matter and measurements, atoms, molecules and ions, chemical formulas, chemical reactions and equations, electronic structure of atoms and periodic properties of elements. Relevance of course material to chemistry in "real-life" is a fundamental focus. (F) **LS**

CHM150 General Chemistry II 5 (38.5/33)
Prerequisite: CHM 140 or instructor permission
The second quarter in a three quarter General Chemistry series covering the principles of chemistry with emphasis on inorganic chemistry. Topics include: Chemical bonding, chemical equilibrium, molecular geometry, introduction to solution chemistry (acids and bases, precipitation reactions, redox chemistry), reaction rates and states of matter. Relevance of course material to chemistry in "real-life" is a fundamental focus. (W) **LS**

CHM160 General Chemistry III 5 (38.5/33)
Prerequisite: CHM 150 or instructor permission
The third quarter in a three quarter General Chemistry series covering the principles of chemistry with emphasis on inorganic chemistry. Topics include acid-base chemistry, chemical equilibria, solubility, and electrochemistry. An introduction to organic chemistry and a brief inorganic qualitative analysis are included. (S) **LS**

Commercial Driver's License

CDL 020 C.D.L. Written Test Preparation 3 (33/0)
This course provides 33 clock hours of study, discussion, videos and tests to prepare students for the C.D.L. written test with endorsements.

CDL 040 Mechanics C.D.L. 15 (96/144)
Prerequisite: Completed CDL application packet.
This course provides 80 hours of classroom study and 120 hours of driving instruction and experience. The course prepares the student for the CDL written test (general knowledge and air brakes) and the driving (skills) test by a third party tester. This course is designed to fulfill the requirements for mostly non-driving employment when the CDL is required for said employment position.

CDL 060 Commercial Driver's License (CDL) Class A-Level II 17 (96/192)
Prerequisite: Completed Commercial Drivers License (CDL) Program Application with supporting documents. Must be approved by participating on-the-job training transportation company and be prepared to go to work for them within one (1) month of finishing C.D.L. 060.
This course provides 80 hours of classroom study and 160 hours of driving instruction and experience. The course prepares students for the C.D.L. written tests and driving (skills) test and entry level employment.

CDL 080 Farm Worker CDL 24 (144/240)
Prerequisite: Completed Commercial Drivers License Application with supporting documents.
This course provides three weeks of classroom study and five weeks of driving instruction and experience. The course prepares students for the CDL written tests including all endorsements and the driving (skills) test. Upon successful completion the student will be qualified for entry-level employment.

CDL 090 CDL Skill Improvement 1-10 (0/22-220)
Prerequisite: instructor permission.
Extra driving time and instruction to enhance student's driving skills and/or update their qualification for testing. This is an open enrollment course offered throughout each quarter. May be repeated for credit; graded on pass-fail basis.

CDL 100 Commercial Driver's License (CDL) 29 (168/302)
Prerequisite: Completed CDL Program Application with supporting documents.
This course provides four weeks of classroom study and seven weeks of driving instruction and experience. The course prepares students for the CDL driving examination and entry level employment.

CDL 195 Commercial Driver's License On-the-Job Training (OJT) 8 (0/0/264)
Prerequisite: CDL 100
A contracted partnership between a notable trucking company and BBCC, which allows the student on-the-job experience and training under the supervision of a seasoned truck driver. The student is paid entry-level wages while gaining valuable experience. The company is able to train the student in procedures and policies specific to the company's needs.

Computer Science

CSC 010 Computer Lab 0
Permits the use of the Computer Resource Center and laboratory by those not registered in computer classes.

CSC 090 Introduction to Computers Part I 1 (11/0)
Class is structured for the first time user or the user who does not feel comfortable communicating with the computer. Excellent class to take if considering taking other computer classes or would like to be introduced to a computer and its various functions and operations. This class is the first class in a 'beginner user' series.

CSC 091 Introduction to Computers Part II 1 (11/0)
Class is structured for the first time user or the user who does not feel comfortable communicating with the computer. Excellent class to take if considering taking other computer classes or would like to be introduced to a computer and its various functions and operations. This class is the second class in a 'beginner user' series.

CSC 092 Internet Basics 1 (11/0)
Class is for computer users who have not yet used the internet and want an introduction to "life online" that is less technical and more user oriented. This class is the third class in a 'beginner user' series.

CSC 099 Computer Literacy 1 (11/0)
This class is structured for the first time user or the user who does not feel comfortable with communicating with the computer. An excellent class to take if considering taking other computer classes or would like to be introduced to a computer and its various functions and operations. Class can be taken along with other computer classes.

CSC 100 Microcomputer Software Survey 2.5 (27.5/0)
An introduction to prevalent PC software including operating systems, browsers and applications. This course is designed for Computer Science majors, and will emphasize principles and underlying concepts. For courses designed for Office Information Technology majors see OFF course listings. **SE**

CSC 101 Introduction to Computer Science 2.5 (27.5/0)
An introduction to the technology of Computer Science majors, and will emphasize principles and underlying concepts. For courses designed for Office Information Technology majors see OFF course listings. **SE**

CSC 104 P/C Operating Systems 2.5 (27.5/0)
An introduction to computer operating systems using DOS and Windows commands, including purposes of operating systems, system setup, formatting, file handling, directory trees, backup and restore procedures, printer control, and configuration files. **SE**

CSC 105 Windows Operating Environment 2.5 (27.5/0)
The important concepts behind Microsoft Windows as a GUI interface will be presented as well as hands on experience configuring Windows and employing the facilities that are embodied within it.

CSC 107 Hardware Awareness 2.5 (27.5/0)
An introduction to computer hardware covering identification of components and their functions and how to assemble a personal computer system, replace defective parts or upgrade an existing computer.

CSC 108 Introduction to Microsoft Applications 2.5 (27.5/0)
An introduction to the Microsoft suite of personal computer applications including spreadsheets, databases, word processors, multimedia presentations, and browsers. This course is designed for Computer Science majors, and will emphasize principles and underlying concepts. For courses designed for Office Information Technology majors see OFF course listings. **SE**

CSC 113 Computer Ethics 2.5 (27.5/0)
The course concentrates on the analysis of the values, ethics, and ideologies in computing and their applications to current issues in the computer industry within the contemporary socio-cultural settings. The aim of the course is to study the basis for ethical decision-making and the methodology for reaching ethical decisions concerning computing matters.

CSC 114 Networking Essentials 2.5 (27.5/0)
Prerequisite: Completion of any basic computer course or instructor permission.
An introductory course for the student interested in an overview of computer networking technology including physical and logical structures of networks and networking hardware and software.

CSC 115 Introduction to Internet 2.5 (27.5/0)
This course provides an overview of basic Internet terms and concepts. This course is an overview of the Internet and its many facets.

CSC 116 Introduction to WebPage Design and HTML 2.5 (27.5/0)
Prerequisite: Keyboarding Skills.
An introductory course in Hypertext Markup Language. The basic syntax of the language will be covered as well as the use of FrontPage to create Web pages. Especially for computer science majors. Tech Prep credit available.

CSC 117 Introduction to Computing Multimedia 2.5 (27.5/0)
Prerequisite: Keyboarding skills and familiarity with Windows operating system
Principles and specific detail will be addressed for computing multimedia, either in printed form, World Wide Web, CD (Audio/Visual), or Cinema (VCR/DVD).

CSC 118 Introduction to Fiber Optics 2.5 (27.5/0)
Prerequisite: CSC 114 or instructor approval
This course provides the necessary background needed to understand the fundamentals of fiber optic systems and their individual components including fibers, cable construction, connectors, splices and optical sources and detectors.

CSC 119 Programming with Visual Basic.Net 5 (55/0)
This course introduces concepts that make Visual Basic Dot Net a Windows type programming language; including methods, properties, local and global variables, memory address references, structured data types, classes and objects. **SQR MS**

CSC 120 Programming with VISUAL BASIC 5 (55/0)
Microcomputer programming using the VISUAL BASIC language. Topics include structured programming concepts, decision statements and loops, uses of internal and external data, numeric and string functions, arrays, subroutines, objects and files. **SQR MS**

CSC 122 Programming Spreadsheets with Visual Basic 5 (55/0)
Prerequisite: Any CSC course, or OIT computer course, or instructor permission. Introduction to the automation of spreadsheet procedures using the logic and power of programming. **SQR MS**

CSC 124 Introduction to Spreadsheets with Microsoft Excel 2.5 (27.5/0)
Introduction to spreadsheet applications; including spreadsheet concepts, functions, graphing, and data management; emphasis on practical applications for business. This course is designed for Computer Science majors, and will emphasize principles and underlying concepts. For courses designed for Office Information Technology majors see OFF course listings. Tech Prep credit available.

CSC 125 Introduction to Databases using Microsoft Access 2.5 (27.5/0)
Introduction to database concepts; interactive and menu commands for manipulating databases using Microsoft Access. This course is designed for Computer Science majors, and will emphasize principles and underlying concepts. For courses designed for Office Information Technology majors see OFF course listings.

CSC 126 Introduction to Linux 2.5 (27.5/0)
This course covers a user level introduction to Linux. The course teaches the students to use both the shell command interface and the Graphical user interface of the Operating System. Heavy emphasis is placed on the similarities between Linux and other forms of the UNIX Operating System.

CSC 127 Introduction to Network Cabling 2.5 (27.5/0)
Prerequisite: CSC 114 or instructor approval
This course covers a user level introduction to Linux. The course teaches the students to use both the shell command interface and the Graphical user interface of the Operating System. Heavy emphasis is placed on the similarities between Linux and other forms of the UNIX Operating System.

CSC 128 Introduction to Wireless Networks 2.5 (27.5/0)
Prerequisite: CSC 114 or instructor approval
This is an introductory course in wireless technology. At the completion of this course students will have the ability to plan, implement, and administer a Wireless Local Area Network (WLAN) by configuring client's adapters, access points, and wireless bridges.

CSC 129 Introduction to Network Security 2.5 (27.5/0)
Prerequisite: CSC 114 or instructor approval
This course will provide the necessary foundations for network security, including encryption techniques, design of secure systems and protocols as well as enhancements for existing protocols.

CSC 130 Introduction to Computer Forensics 2.5 (27.5/0)
Prerequisite: CSC 114 or instructor approval
This course takes a detailed, hands-on approach to the investigation of incidents in which computers or computer technology play a significant or interesting role.

CSC 131 Programming with Microsoft Access 5 (55/0)
Application of database concepts; use of interactive and menu commands to manipulate relational databases; and development and utilization of extensive databases using an associated programming language and macros. **SQR MS**

CSC 133 Introduction to Database Design 2.5 (27.5/0)
Introduction to relational database concepts; implement pre-design processes; create relationships between tables; bring information together from separate tables using forms, reports, and queries. **SE**

CSC 135 Programming with Databases 5 (55/0)
Application of database concepts; use of interactive and menu commands to manipulate databases; development and utilization of extensive databases using a programming language. **SQR MS**

CSC 137 Programming with Word Processors 2.5 (27.5/0)
Study of the Macros and other programming languages, including Word Basic, contained in some of the major Word Processing programs. Planning, designing and perfecting structured programs to perform needed tasks. **SE**

CSC 139 Programming with C 5 (55/0)
Introduces concepts which make C both a high and a low level programming language; including functions, function libraries, linkage editors, local and global variables, memory address pointers, structured data types, and many program operators. **SQR MS**

CSC 140 Programming with Assembler 5 (55/0)
An introduction to IBM Assembler Language programming using algorithims and structured techniques. The class will include computer instructions and data organization, addressing concepts, data definition, binary and decimal instructions, register manipulation, and linkage conventions. **SQR MS**

CSC 141 Programming Dynamic Web Sites 5 (55/0)
Prerequisite: Any CSC course between 100 and 177
Create dynamic and interactive web sites where the user can query databases for information and enter data according to security specifications. The technologies used are: NT SERVER, IIS, MS ACCESS, SQL, HTML, VBSCRIPT, ACTIVEX, and ASP. **SQR MS**

CSC 142 Programming with "C#" 5 (55/0)
Introduces concepts which make C# a Windows type programming language; including functions, function libraries, linkage editors, local and global variables, memory address references, structured data types, classes and objects. **SQR MS**

CSC 143 Programming with Visual C++ 5 (55/0)
Introduces concepts, which make Visual C++ one of the languages of choice for serious software developers. **SQR MS**

CSC 144 Programming with ADO 5 (55/0)
Prerequisite: CSC 104 or above.
This course is an introduction to ADO (Activex Data Objects), which are structured programming methods for accessing any data store, such as a database or an XML document. The course will demonstrate how to create programs with these methods. Completed programs will manipulate the data store, creating useful user information such as payroll check stubs or class schedules. **MS SQR**

CSC 145 A+ Certification Prep Level I 2.5 (22/11)
Prerequisite: Completion of CSC 104, 105, and 107 or instructor approval.
This course is the beginning preparation course for A+ Certification. Tech Prep credit available.

CSC 146 A+ Technician Application Project 1 (0/22)
Prerequisite: Completion of CSC 145 or concurrent enrollment
This course will be taught in conjunction with CSC 145. Using the skills learned in CSC 145, A+ Technician Certification Prep, the student will build a computer that he or she will be able to take home at the completion of the course.

CSC 147 Computer System Assembly 1 (0/22)
Prerequisite: Completion of CSC 107, 207, or instructor permission.
This course will be taught in conjunction with CSC 107, 207. Using the skills learned in CSC 107 and 207, the student will identify, write a proposal on and order parts, at his/her expense, to build a computer that he or she will be able to take home at the completion of the course.

CSC 152 Programming with Java 5 (55/0)
Introduces concepts which make Java the programming language of choice to create interactive WEB sites and to solve complex computing problems using the power of "objects". **SQR MS**

CSC 154 Local Area Networks 5 (55/0)
An introduction to the installation and maintenance of a local area network both in the hardware and software sense. Novell's Netware is the current operating system of choice.

CSC 155 Intro to Microsoft Network Platforms 2.5 (27.5/0)
Prerequisite: CSC 104 or 105 or instructor permission.
An introduction to network operating systems developed by Microsoft. The power and complexities of these kinds of systems will be examined. Actual implementation of the operating system will be conducted where each student will act as an administrator of the server.

CSC 156 Cisco Networking I 5 (39/33)
Prerequisite: Knowledge of operating systems and computer hardware
An introduction to computer networking, including workstation and cabling configuration, IP addressing, troubleshooting and an in-depth look at the OSI networking model. Tech Prep credit available.

CSC 157 Cisco Networking II 5 (38.5/33)
Prerequisite: CSC 156. Knowledge of operating systems and computer. Continuation of the concepts introduced in Cisco Networking I. Router configuration and routing protocols are introduced and discussed. The Internet Operating System is introduced. The TCP/IP protocol is discussed in detail. Differences in routed and routing protocols will be discussed. Tech Prep credit available.

CSC 158 Cisco Networking III 5 (38.5/33)
Prerequisite: CSC 156 and CSC 157. Continuation of the concepts introduced in Cisco Internetworking I and II. VLAN concepts are introduced. The student will develop a Network Design Threaded Case Study. Access Control Lists, Cisco routers in Novell networks, and network security will be introduced and discussed. Tech Prep credit available.

CSC 159 Cisco Networking IV 5 (38.5/33)
Prerequisite: CSC 156, 157, and 158
A continuation of the concepts introduced in Cisco Internetworking I, II, and III as well as LAN switching; Wide Area Network (WAN) technology and devices; Point-to-Point Protocol (PPP) Integrated Services Digital Network (ISDN), and Frame Relay technologies. The Network Design Threaded Case Study project will be continued from Cisco Internetworking II. Network management will be discussed in detail. Tech Prep credit available.

CSC 161 Network Certification Principles 2.5-5 (22-44/11-22)
Prerequisite: CSC 155 or Computer Science advisor permission
The Principles and Theory of Microsoft operating systems are addressed with focus on MCSE (Microsoft Certified Systems Engineer) requirements. This class is made up of seven modules covering the following subjects: Workstations; Network infrastructure; Security; Directory Services design; Server configuration; Network administration; Directory Services Administration. This class is designed to allow students the opportunity to repeat the course as needed in order to complete all seven modules. Note: Students may take modules from CSC 161 and CSC 162, (Network Certification Exam Preparation) concurrently.

CSC 162 Network Certification Exam Preparation 2.5-5 (22-44/11-22)
Prerequisite: CSC 155 or Computer Science advisor permission
The syntax and semantics of Microsoft operating systems are addressed with focus on MCSE (Microsoft Certified Systems Engineer) exam requirements. This class is made up of seven modules covering the following subjects: Workstations; Network infrastructure; Security; Directory Services design; Server configuration; Network administration; Directory Services Administration. This class is designed to allow students the opportunity to repeat the course as needed in order to complete all seven modules. Note: Students may take modules from CSC 161 and CSC 162, (Network Certification Exam Preparation) concurrently.

CSC 166 Introduction to System Design 5 (55/0)
Introduction to the tools and techniques used to design information systems, including systems definition, analysis and design, development, testing, and implementation, with emphasis on using structured techniques.

CSC 167 Networking Certification Principles I 5 (55/0)
This course provides students with the knowledge and skills necessary to install and configure Microsoft Windows 2000 Professional and Microsoft Windows 2000 Server.

CSC 168 Networking Certification Principles II 5 (55/0)
This course provides students with the information and skills needed to create a networking services infrastructure and also to install, configure, manage, and support a network infrastructure that uses the Microsoft Windows 2000 Professional and Microsoft Windows 2000 Server.

CSC 169 Networking Certification Principles III 5 (55/0)
This course provides students with the knowledge and skills necessary to design a security framework for small, medium, and enterprise networks by using Microsoft Windows 2000 technologies.

CSC 170 Networking Certification Principles IV 5 (55/0)
This course is designed to provide students with the knowledge and skills necessary to install, configure, and administer Microsoft Windows 2000 Active Directory directory services.

CSC 175, 176, 177 Intermediate Computing Topics 2-5 (22-55/0)
CSC 275, 276, 277 Advanced Computing Topics 2-10 (22-110/0)
Prerequisite: CSC 100 or instructor approval
The student will choose an intermediate or advanced computing topic that addresses current technology, with the consent of the instructor, which will be pursued in depth. A learning contract will be created and signed by the student and instructor specifying the competencies to achieve during the course. The chosen topic may be a course in the BBCC catalog. May be repeated for credit. Tech Prep credit available.

CSC 180 Advanced Microsoft Office 2.5 (27.5/0)
Prerequisite: Prior experience or course using Window's version of text, spreadsheet and database applications.
Windows has the capacity to cross reference individual files from one application to another in several different ways. All of these objects linking and embedding techniques will be addressed. This course is designed for Computer Science majors, and will emphasize principles and underlying concepts. For courses designed for Office Information Technology majors see OFF course listings.

CSC 185 Electronic Publishing with Pagemaker 2.5 (27.5/0)
Prerequisite: Keyboarding skills and familiarity with Windows operating system. Principles and specific detail will be addressed for electronic publishing, either in printed form or on the World Wide Web, using Adobe Pagemaker.

CSC 186 Electronic Publishing with PhotoShop 2.5 (27.5/0)
Prerequisite: Keyboarding skills and familiarity with Windows operating system. Principles and specific detail will be addressed for electronic publishing, either in printed form or on the World Wide Web, using one application of the Adobe suite.

CSC 187 Electronic Publishing with Illustrator 2.5 (27.5/0)
Prerequisite: Keyboarding skills and familiarity with Windows operating system. Principles and specific detail will be addressed for electronic publishing, either in printed form or on the World Wide Web, using one application of the Adobe suite.

CSC 197, 297 Computer Science Seminar 1-5 (11-55/0)
Seminar in microcomputers, their capabilities and applications, terminology, programming languages, and elementary programming concepts.

CSC 198 Current Computing Issues .5 (6/0)
A seminar on current computer science problems and advances, especially relating to career opportunities. Majors will have the opportunity to enroll in this class each quarter they attend BBCC in order to keep better informed.

CSC 204 Advanced Operating Systems 2.5 (27.5/0)
Prerequisite: Previous experience with an operating system or instructor approval. The important characteristics of current personal computer operating systems are examined in detail. Students will receive hands-on experience with likely successors to today's operating systems. Systems examined will include MS-DOS, Windows, OS/2, and UNIX.

CSC 205 Logic Design and Data Structures 5 (55/0)
Prerequisite: One programming language course
Introduction to programming logic and data structures emphasizes the problem solving process through the development of algorithms for numeric and alphanumeric data; the concept of structured programming; and use of memory resident and file resident data structures.

CSC 207 Hardware Technology 2.5 (27.5/0)
Prerequisite: CSC 107 or instructor approval
A continuation of CSC 107 considering more complicated hardware configurations such as teleprocessing, networks, and latest technological advances.

CSC 215 Advanced Internet and Internet Programming 2.5 (27.5/0)
Prerequisite: CSC 115
An advanced look at the Internet and World Wide Web Publishing. Students will learn how to publish documents on the World Wide Wed.

CSC 217 Advanced Multimedia 2.5 (27.5/0)
Prerequisite: CSC 117 or instructor approval. Principles and specific detail will be addressed for computing multimedia, either in printed form or from the World Wide Web, CD (Audio/Visual), or Cinemat (VCR/DVD). May be taken up to five (5) credits.

CSC 219 Advanced Programming with Visual Basic.Net
Prerequisite: CSC119 or instructor approval
The advanced Visual Basic.Net course pursues in depth the concepts that make it a "Windows" type programming language; including methods, properties, local and global variables, memory address references, structured data types, classes, objects, delegates, inheritance, and polymorphism.

CSC 224 MS Excel Certification Preparation 2.5 (27.5/0)
Prerequisite: CSC 108, CSC 124 or OFF 280, or instructor approval
Microsoft Excel Certification Exam Preparation

CSC 225 MS Word Certification Preparation 2.5 (27.5/0)
Prerequisite: CSC 108, or OFF 280, or instructor approval
This course emphasizes Microsoft Word Certification Exam Preparation (Core and Expert).

CSC 233 Advanced dBASE IV 3 (33/0)
Prerequisite: CSC 133 or 135 or instructor approval
Database relational concepts, design, and programming for small business systems development and applications. Each student may develop an individual system.

CSC 235 Fourth Generation Languages 5 (55/0)
Prerequisite: CSC 131 or CSC 135
Concentrates on the uses of ADL and SQL, the procedural and nonprocedural languages that accompany a database management system to facilitate access to the database. **SQR MS**

CSC 236 Advanced Structured Programming 5 (55/0)
Prerequisite: instructor permission
Intensive programming in ANSI COBOL or other structured language with emphasis on structured programming techniques including advanced subprogram concepts and file organization methods. **SQR, MS**

CSC 237 Advanced VISUAL BASIC Programming 5 (55/0)
Prerequisite: CSC 120
Explores interactive access systems and the associated on-line update problems with dynamically linked libraries, object linking and embedding. **SE**

CSC 239 Advanced 'C++' Programming 5 (55/0)
Prerequisite: CSC 139
Using "C" to form and use complex data structures such as linked lists and binary trees; for sequential and random file access; and for direct calls to the operation system. **SE**

CSC 241 Advanced Programming Dynamic Web Sites 5 (55/0)
Prerequisite: CSC141 or instructor permission. ASP.Net is used to design and Program a World Wide Web site that is installed on a server and connected to a database so that clients can purchase inventory using Internet Explorer. **SQR MS**

CSC 245 A+ Certification Preparation Level II 2.5 (22/11)
Prerequisite: Completion of CSC 145 or instructor approval. This course will build on the technical and help desk skills learned in CSC 145. These skills are needed to become an entry-level computer technician. This course provides instructional material and practice tests to prepare a student to take the A+ certification exams. Tech Prep credit available.

CSC 250 Artificial Intelligence 5 (55/0)
Explores the concepts of Artificial Intelligence systems and export systems using PROLOG as the programming language. Concepts include relations, predicates, recursion, complex domains, compound objects, functions, goals, and inference engines.

CSC 251 Object-Oriented Programming 5 (55/0)
Prerequisite: One programming class
This new paradigm for programming is presented as an extension to the well established structured programming techniques. It will also be shown that a programmer can solve computing problems in a new way. And this new way will make complex problems easier to analyze and synthesize.

CSC 252 Advanced Java Programming 5 (55/0)
Prerequisite: CSC 152 or instructor permission
Advanced Java Programming explores in-depth the tools that make Java programming language of choice to create interactive WEB sites and to solve complex computing problems using the power of "objects". **SQR, MS**

CSC 253 Microcomputer Systems 5 (55/0)
Prerequisite: Prior programming or applications course
Explores the complex ways microcomputers are used in small or large businesses including communications and modems, networks, and multitasking techniques.

CSC 264 Database Management 5 (55/0)
Prerequisite: CSC 133 or 135
Introduces database theory; contrasts files and databases; covers the three most important database structures; hierarchical, network, and relational; includes query languages, migration techniques, security, integrity, and the role of the database administrator.

CSC 266 System Design and Analysis 5 (55/0)
Prerequisite: CSC 166
Advanced use of the tools and techniques used to design information systems, including systems definition, analysis and design, development, testing, and implementation with emphasis on use of structured techniques.

CSC 270 Interactive Processing 5 (55/0)
Prerequisite: instructor permission
Programming techniques for on-line and interactive systems. **SE**

CSC 275, 276, 277 Advanced Computing Topics 2-10 (22-110/0)
Prerequisite: CSC 100 or above and instructor permission.
The student will choose an intermediate or advanced computing topic that addresses current technology, with the consent of the instructor, which will be pursued in depth. A learning contract will be created and signed by the student and instructor specifying the competencies to achieve during the course. The chosen topic may be a course in the BBCC catalog.

CSC 278 Electronic Publishing 2.5 (27.5/0)
Prerequisite: CSC 185, 186 or 187
Principles and specific detail will be addressed for electronic publishing, either in printed form or on the World Wide Web. A comprehensive course designed to be repeated, after fulfilling one prerequisite, depending on the level of expertise desired, especially for computer science majors.

CSC 295 Work-Based Learning 1-6 (0/0/33-198)
Prerequisite: instructor approval
A supervised work experience in computing technology to enhance the application of classroom instruction and skills in an area of specialization approved by the program instructor. May be repeated up to 12 credits.

CSC 297 Work-Based Learning Seminar .5 (5.5/0)
Corequisite: CSC 295
This course is taken in conjunction with CSC 295 (Work-Based Learning) and gives the student the opportunity and responsibility to report on the work experience and to analyze that experience for successes and for areas of improvement. May be repeated up to 3 credits.

Criminal Justice

CRJ 200 Essentials of Criminal Justice 5 (55/0)
This course provides an overview of crime and the criminal justice system including the historical development of the system and a discussion of sociological theory. The course examines the extent and character of crime by examining current and past philosophies that our society uses to deal with crime and criminals. Emphasis is placed on how the various systems interrelate and interact to attain the goal of an orderly and non-discriminatory delivery of crime related public services. **SS (effective fall quarter 2005 - before fall 2005 satisfied as a SE)**

CRJ 206 Introduction to Criminal Law 5 (55/0)
This course is an introduction to the criminal law system of the United States. Issues covered include: the historical evolution of the law, applications of criminal law, legal concepts underlying the law and the procedures under which criminal law violators are processed. **SE**

CRJ 210 Police Systems and Practices 5 (55/0)
This course is designed to provide a general examination of the role of police in American society. Contemporary concepts, upon which the police function is based, are discussed from both historical and traditional perspectives. This course identifies certain issues within the police organization that either supports or inhibits the ability to accomplish the societal mission. **SE**

Developmental Studies

HDV 090 Computing for Personal Use 2 (11/22)
This course provides the student with the basic computer skills to: improve keyboarding expertise, manage the operating system, perform beginning word processing operations, manage an E-mail account, and maneuver the internet.

HDV 095 New Chance/Career Transition 2-8 (11-44/22-88)
In this class students will explore many of the non-academic factors that impact success in the working world. The participant's individual learning style is identified. Areas of consideration and study include: adapting and coping with change, stress management, listening skills, career and education choices, relationships, diversity, values, resume writing, goal setting and achieving results, interviewing techniques and the development of a skills portfolio.

HDV 100 College Survival Skills 3 (33/0)
A participant in this class will learn to become a more efficient, productive learner. The participant's individual learning style is identified. Areas of consideration and study include: time management; stress management; listening skills; note-taking; memory; mnemonics; reading retention and comprehension of textbooks, test-taking; test anxiety; math anxiety; the writing process; and writing research papers.

HDV 102 Focus on Success 2 (22/0)
Students in this course will learn about social aspects of attending college. Students will learn about, discuss and apply to personal life situations: learning styles, values clarification, relationship issues, multicultural awareness, stress management, critical thinking skills, basic financial planning, career planning, goal setting and college course selection.

Drama

DRA 115 Introduction to Acting 5 (55/0)
Fundamental techniques of acting, character development, movement and gesture will be performed in monologues and short scenes. Students will develop brief audition monologues and partner-scenes. **HU**

DRA 116 Intermediate Acting 5 (55/0)
The actor's instrument (physical/vocal work) and personalization in role creation and performance will be developed. There will be an introduction to acting for film and television. **HU**

Early Childhood Education

ECE 100 Intro to Issues and Trends in ECE 3 (33/0)
Provides a survey of the field of early childhood education, issues, trends, and policies. **SE**

ECE 102, 103, 104 Parent Education Cooperative-Level I 1-3 (11/22/33)
The parent education cooperative preschool lab will serve as a setting for persons enrolled in the first year, Level I, of parent education to observe child development and behavior, learn positive approaches to guidance and observe positive adult-child communications. Students will learn how children demonstrate creativity. They will observe stages of group development and participate in group activities. Students will observe leadership demonstrations and cooperative organization development. Students will become familiar with developmentally appropriate curriculum and practices for young children. Students will participate in the cooperative preschool as teaching parents and attend evening lectures. These courses comprise a three quarter sequence of the first year of a three-year sequence. Students will be expected to enroll in ECE 102, 103 and ECE 104 in order to complete year one. These are open enrollment, variable credit classes. There is a tuition charge for children who participate in the preschool as well as a per credit charge for parents at 15% of general college tuition.

ECE 105 Health and Safety 3 (33/0)
This course will give a practical study of health and safety methods of caring for young children. This class includes assessment, prevention management and emergency management.

ECE 106 Homeschool Qualifying Course 2 (22/0)
This class meets the requirements established by Washington State to qualify for home-based instruction. It will give students the groundwork needed on which to build a successful homeschooling program. The course will include learning style, teaching style, resources, curriculums, organizing a school at home and a working knowledge of the law regarding homeschooling.

ECE 108 Infant and Toddler Care and Education 1-3 (11-33/0)
Theory and practice of infant and toddler care and education. Includes the latest research about brain development and learning, and the implications of this research for infants and toddlers. This class may be offered in one-credit modules.

ECE 120,121,122 Parent Education Cooperative - Level II 1-3 (11/22/33)
The parent education cooperative will serve as a setting for persons enrolled in second year, Level II. Students identify stages of development and behavior in young children. Students practice developmentally appropriate instruction for children, positive approaches to guidance and positive adult/child communications. Students will participate weekly in the preschool as teaching parents, conduct the business of the cooperative, do organizational work and attend monthly, evening lectures. These courses comprise the second year of a three year experience for students. Students will be expected to enroll in ECE 120, 121 and 122 in order to complete year two. These are open enrollment, variable credit classes. There is a tuition charge for children who participate in the preschool as well as a per credit charge for parents at 15% of general college tuition.

ECE 135 Skills for Preschool Teachers 3 (33/0)
Examines basic classroom skills for preschool teachers. Designed for students who are preparing to be teachers in day care centers, private preschools, Head Start, and early childhood education. Includes competencies for preschool teachers in thirteen different functional areas.

ECE 140, 141, 142 Parent Education Cooperative-Level III 1-3 (11/22/33)
The parent education cooperative serves as a setting for persons enrolled in Level III, third year parent education, to learn leadership skills, to act as leaders and to promote and facilitate other students' learning of child development and behavior, positive approaches to guidance and positive adult-child communications. Students participate weekly in the preschool as teaching parents, conduct the business of the cooperative, and attend monthly evening lectures. These courses comprise year three of a three year sequence for students. Students will be expected to enroll in ECE 140, 141 and 142 in order to complete Level III. These courses are open enrollment, variable credit classes. There is a tuition charge for children who participate in the preschool as well as a per credit charge for parents at 15% of general college tuition.

ECE 160 Child Care Center Management and Operation 1-3 (11-33/0)
Designed to improve the quality of the overall total care of children in a preschool and/or day care setting. Includes financial and legal considerations and staff development issues. This class may be offered in one-credit modules.

ECE 175 Introduction to Child Care 2 (22/0)
Designed to meet basic training outcomes for personnel in early childhood and school age child care as mandated by the Washington state legislature and outlined by Washington State Training and Registry System (STARS). Topic areas addressed include child growth and development, child guidance, health and safety of children in group settings. Training will be presented in the context of relevance to the culture of the trainees and the families served by the trainees. Tech Prep credit available.

ECE 217 Child Growth and Development 5 (55/0)
Comprehensive introduction to human development from conception through adolescence. Includes research, knowledge, theories and methods which guide our understanding of physical, cognitive and psychosocial development. **SE**

ECE 220 Instruction and Curriculum Methods in ECE 3 (33/0)
Students will examine developmentally appropriate practices and will create curriculum projects for the development of young children in the areas of physical, emotional, social, and cognitive growth.

ECE 250 Literacy and Literature for Children 4 (44/0)
Examines the types of literature best suited to children's developmental needs from infancy through young adulthood. Develops skills in a variety of presentation techniques. Emphasis on developing literacy through literature.

Economics

ECO 200 Introduction to Economics 5 (55/0)
Overview of the basic principles of the American economy to include supply and demand, money and banking, international trade, GDP, inflation, unemployment and analysis of the market system. Strongly recommend placement in MPC 095 or higher and placement in ENG 099 or higher. **SS**

ECO 201 Macro Economics 5 (55/0)
Introduction to the principles of Macro Economics including: unemployment, inflation, aggregate demand/supply, Classical and Keynesian Theories, fiscal and monetary policy, money and banking, and current economic problems. Strongly recommend placement in MPC 095 or higher and placement in ENG 099 or higher. **SS**

ECO 202 Micro Economics 5 (55/0)
Study of the micro economy of an individual firm or industry. Output and price of a specific product, numbers of workers, revenue, and expenses of a business are the focus. Strongly recommend placement in MPC 095 or higher and placement in ENG 099 or higher. **SS**

ECO 204 Economic History of the U.S. 3 (33/0)
An analysis of American economic history from prerevolutionary war to the present with emphasis upon economic rather than historical events. **SS**

ECO 208 Current Economic and Political Problems 3 (33/0)
Current economics and political problems of the nation. **SS**

Education

EDU 101 Introduction to Paraeducator Competencies 3 (33/0)
An overview of the law, psychology and methods for paraeducators working in school settings and assisting in the instructional process.

EDU 102 Behavior Management 1-3 (11-33/0)
Explores preventative and effective behavior management theories and techniques with emphasis on positive reinforcement, communication skills and enhancement of children's sense of self. This class may be offered in one-credit modules.

EDU 106 Issues in Child Abuse 1 (11/0)
An overview of the dynamics and impact of abuse on the behavior and learning of children and adolescents. Includes the role of the educator in prevention and intervention, with an emphasis on strategies for working with children impacted by issues of abuse.

EDU 110 Introduction to Special Education 4 (44/0)
This course is an overview of the history, law, psychology and practices in the field of special education. **SE**

EDU 120 Instructional Media 3 (33/0)
Prerequisite: OFF 101 or instructor permission
Students will explore the selection, production, and utilization of instructional materials used in educational settings.

EDU 150 Family, Community Involvement 1-3 (11-33/0)
A study of the relationship among the child, family, community, and educators, including a study of parent education and involvement, family and community lifestyles and current family life issues. The class will address issues of: conferencing, parent/community involvement in the classroom and at home, use of media, and working with populations with diverse cultures, socioeconomic backgrounds, and languages. This class may be offered in one-credit modules.

EDU 189 Observing and Assessing Children 3 (22/22)
Prerequisite: ECE 100 or EDU 201
Corequisite: EDU 190
A systematic study of observation and assessment techniques. This course is taken concurrently with first time enrollment in EDU 190.

EDU 190 Classroom Experience 1-3 (0/0/33-99)
Prerequisite: ECE 100 or EDU 201 or instructor approval
Students will assist a classroom teacher from 3 to 9 hours per week. Teacher and time assignments will be arranged individually. A written evaluation of the experience, an observation/conference by the program supervisor/coordinator, and a documented timesheet will be required. Tech Prep credit available.

EDU 198, 298 Special Topics 0-5 (2-55/0)
Prerequisite: instructor's permission.
Current issues in the education field. Content will vary from course to course. May be repeated up to 15 credits. Tech Prep credit available.

EDU 201 Teaching: An Orientation 3 (33/0)
Prerequisite: placement in ENG 101
Teaching as a career and essential features of preparation for it. Includes a study of the teacher's role and function in the school; preparation for professional competencies and certification; the American public school system; and the responsibilities of schools in a democratic society. **SE**

EDU 205 Approaches in Teaching ESL 3 (33/0)
A comprehensive introduction to English as a Second Language (ESL). Describes theories and methods which guide understanding of how language is learned/acquired. Examines materials, techniques, and different activities which promote the development of the four basic skill areas: listening, speaking, reading, and writing.

EDU 240 Family Communication and Dynamics 5 (55/0)
Prerequisite: Placement in ENG 101
The study of the structure and process of communication in families. Includes communication in relation to intimacy, roles, power, decision-making and conflict, developmental issues, ethnicity, gender, and family diversity in forming family patterns. **SE**

EDU 251 Approaches in Teaching Math Methods **3** **(33/0)**
Prerequisite: MPC 090
An introduction to the techniques of teaching math concepts to children. Examines different learning styles and various methods of presenting mathematic concepts using multiple intelligence research.

EDU 255 Approaches in Teaching Reading **4** **(44/0)**
Prerequisite: Placement in ENG 101. An overview of the theory and practice for those teaching children literacy and reading skills.

Electricity (Industrial)

ELC 060 National Electrical Code Update **3** **(33/0)**
Prerequisite: Journey level electrician or prior NEC fluency/ experience or instructor permission
An update on the triennial changes to the National Electrical Code (NEC).

ELC 080 2005 National Electrical Code Refresher - (8 Hour CEU)
Prerequisite: Working in the electrical field as a trainee, journey level, or the various specialty maintenance and electrical workers, or instructor permission.
This course examines the triennial changes specific to the 2005 National Electrical Code (NEC). This is an 8 hour refresher class addressing NEC code changes as required continuing education (CEU's) for the state of Washington licensure.

ELC 090 2005 National Electrical Code Refresher - (24 Hour CEU)
Prerequisite: Participants must have the instructor's permission or currently be employed as an electrician trainee, industrial electrician, journey level electrician or a maintenance mechanic who works on electrical equipment.
An update on the triennial changes to the National Electrical Code (NEC). Covers the requirements for WAC/ RCW CEU's.

ELC 101 Basic Electricity –DC Circuit Analysis **5** **(33/44)**
Prerequisite: MAP 103 or instructor permission
Fundamentals of DC electricity as applied to series, parallel, and series-parallel circuits. Use of test equipment and troubleshooting simple circuits.

ELC 102 Basic Electricity –AC Circuit Analysis **5** **(33/44)**
Prerequisite: ELC 101; MAP 103 or instructor permission
Teaches alternating current theory, waveform quantities and characteristics, including network analysis with reactive components. Proper use of test equipment and troubleshooting simple circuits.

ELC 105 Industrial Electricity I (Motors & Motor Controls) **5** **(33/44)**
Prerequisite: ELC 101, ELC 102, MMT 102, MAP 103 or instructor permission
Electrical theory and application, electrical blueprints, power sources, panels, control devices, motors, etc. Use of test equipment and troubleshooting. Note: For Maintenance Mechanics

ELC 107 Introduction to National Electrical Code **2** **(22/0)**
Prerequisite: ELC 105 or instructor permission.
Introduction to Washington State electrical law and the National Electrical Code as they pertain to the working electrical technician.

ELC 108 National Electrical Code II **2** **(22/0)**
Prerequisite: ELC 107 or instructor permission
Application of the Washington State electrical laws (WAC Codes), and the National Electrical Code as they pertain to the working electrical technician.

ELC 109 National Electrical Code (NEC) III **2** **(22/0)**
Prerequisite: ELC 108 or instructor permission
Washington State electrical laws (WAC Codes 296-46, RCW 19.28) and National Electrical Code (NFPA 70) are applied to the working electrician.

ELC 110 Industrial Electrical Installation Techniques **5** **(33/44)**
Prerequisite: ELC 105 and instructor permission
Fundamentals of raceway, wire and utilization equipment installations for plant safety, efficiency and long economic life.

ELC 150 Introduction to Programmable Logic Controllers **5** **(33/44)**
Prerequisite: ELC 105, MAP 103 or instructor permission
Introduction to programmable logic controller principles, hardware, and operation. Includes ladder logic, instruction, maintenance, and troubleshooting. Note: For Maintenance Mechanics

ELC 170 Introduction to Instrumentation **5** **(33/44)**
Prerequisite: ELC 105 or instructor permission
Fundamentals of process control as it applies to process variables, measurement dynamics and automatic corrective measures in the industrial environment.

ELC 205 Industrial Electricity II **5** **(33/44)**
Prerequisite: ELC 105 or instructor permission
Electrical theory and function as it applies to various control schemes with a practical understanding of the logic and safety considerations required for efficient control of "stand alone" machinery and or a complex system.

ELC 215 Industrial Electricity III **5** **(33/44)**
Prerequisite: ELC 205 or instructor permission
Electrical theory, operation and set-up of variable frequency drives (VFD's), soft start devices, 4 - 20 ma. control loops and grounding issues associated with electronic devices.

ELC 223 Electronics I (Principles) **5** **(33/44)**
Prerequisite: ELC 101, ELC 102, or instructor permission
Introduction to principles and applications of analog and digital electronic devices, circuits, and systems.

ELC 224 Electronics II (Applications) **5** **(33/44)**
Prerequisite: ELC 223 or instructor permission
Construct and analyze operation of analog and digital electronic devices, circuits, and systems using schematic diagrams, test equipment, and logical trouble shooting procedures.

ELC 225 Electronics III (Industrial) 5 (33/44)
Prerequisite: ELC 224 or instructor permission
Instruction and training in troubleshooting, testing and repairing industrial control devices. Electrical motor drives, instrumentation, and programmable controllers will be covered.

ELC 240 National Electrical Code (NEC) Test Prep 2 (24/0)
Prerequisite: instructor approval.
This course covers information intended to assist students in preparing for the Washington State Journeyman Electrical Licensing exam and/or the Administrator Electrical Licensing exam. It provides a practical approach in preparing for the exams with topics from the National Electrical Code (NEC) and the Washington State Administrative Code (WAC) and RCW requirements.

ELC 250 Programmable Logic Controllers II 5 (33/44)
Prerequisite: ELC 150 or instructor permission
Programmable logic controller principles, hardware and operation, with emphasis on ladder logic, instruction, maintenance and troubleshooting.

ELC 254 Human Machine Interfaces (HMI) using Visual Basic (VB) 5 (33/44)
Prerequisite: ELC 150 or instructor permission
This course covers the application of the Visual Basic™ software development environment to create virtual, graphical interfaces with Programmable Logic Controllers (PLC's) and the establishment of data links from Ladder Logic operating systems to the Windows ™ environment.

ELC 271 Instrumentation II & Control Actuators 5 (33/44)
Prerequisite: ELC 170 and ELC 225 or instructor permission
Maintenance procedures and troubleshooting techniques for control/measurement loops in the industrial environment along with fundamentals of control valves, actuators, their applications, techniques of safe trouble shooting, testing, repairing, and calibrating final control elements.

ELC 295 Work Based Learning 1-6 (0/0/33-198)
Prerequisite/Corequisite: ELC instructor permission, concurrent enrollment in ELC 297
A supervised work experience in the electrical technology field to enhance the application of classroom instruction and skills and/or area of specialization approved by the program instructor. May be repeated up to twelve (12) credits.

ELC 297 Work Based Learning Seminar 1 (11)
Corequisite: ELC 295
Feedback and discussion to integrate and relate work based learning and classroom-based instruction. Work ethic, leadership, safety and occupational health, environmental issues, and other student generated topics are examined. May be repeated up to six (3 credits.

Engineering

EGR 090 C.A.D Skills Lab 0 (0/33)
Prerequisite: Arrangement with instructor
C.A.D. lab use to enhance C.A.D. skills and/or update qualifications (F, W, S)

EGR 102 Engineering Graphics 5 (33/44)
Plane and space coordinate relationships; projection of points, lines, and planes; determination of true sizes, slopes, and directions; axonometric drawing, dimensions, manufacturing processes, and tolerances. (W) **SE**

EGR 109 Technical Drawing (Previously EGR 101) **5 (22/66)**
The student will learn basic drafting skills. Emphasis will be placed on the use of standard drawing instruments, layout procedures, lettering, sketching, multi-view projections and dimensions techniques using a drafting board and table.

EGR 111 Introduction to Engineering 3 (33/0)
Role of the technical professions considering engineering-related career areas; historical aspects of technological advancement; modern examples of technology's impact on society. (F) **SE**

EGR 112 GIS I 5 (33/44)
Prerequisite: Basic computer skills and familiarity with a Windows environment.
Introduction to GIS introduces the concepts of a Geographic Information System using ArcGIS software. ArcMap, ArcCatalog and ArcToolbox are explored as well as basic database principles to manage graphic and textual information within a single system. The student will be introduced to ArcGIS basic tools and data structure to create maps, graphs, reports and layouts.

EGR 113 GIS II
Prerequisite: EGR 112
GIS II builds upon the concepts of a Geographic Information System and provides a comprehensive survey of the nature of geographic data and of the technologies and professions involved in producing the data. Mapping projects using real world data will be emphasized.

EGR 114 CAD I (Previously EGR 105)
Prerequisite: Basic computer skills
Co-requisite: EGR 109 recommended
This course is an introduction to computer-aided drafting (CAD) using the AutoCAD software program. Topics include: the ACAD graphics and text windows, user interface, drawing setup parameters, rectangular and polar coordinate entry, object snaps, selection sets, display control functions, text creation, 2D editing commands, inquiry functions, colors, linetypes, layers, and basic printing commands.

EGR 115 CAD II (Previously EGR 106)
Prerequisite: EGR 114
This is the second in a series of three courses in computer-aided drafting (CAD) using the AutoCAD software program. Students will be introduced to intermediate and advanced dimensioning and tolerancing techniques, multiline and spline objects, working with model and paper space and performing calculations using AutoCAD software.

EGR 116 CAD III (Previously EGR 116)
Prerequisite: EGR 114 and EGR 115
program. Students will develop proficiency in creating blocks and attributes, symbol libraries and Bill of Materials. Students will be able to describe and use external references and create simple Isometric and 3D drawings.

EGR 120 Problem Analysis **5** **(55/0)**
Prerequisite: MAP 102
Solving engineering-related problems by gathering and organizing available data, then finding solutions by applying the laws of arithmetic, geometry, algebra, and trigonometry. Solutions will be presented in written and verbal form including the use of models, sketches, and graphics, and will be checked for accuracy by alternate or empirical methods. (W)

EGR 121 Surveying **5** **(33/44)**
Prerequisite: EGR 102, 120
Surveying theory, practice, and equipment; principles of measurement, leveling, determining bearings and computation; the importance of practical applications of surveying including theory and application in measuring distances, elevations, and directions, and constructing topographic maps. (S)

EGR 210 Technical Statics **5** **(55/0)**
Prerequisite: MPC 099 or MAP 102
Solving problems involving force representations (vectors), force and moment systems analysis, equilibrium of static objects and two-dimensional structures by graphical and analytical methods.

EGR 211 Statics **5** **(55/0)**
Prerequisite: MTH 171 and PHY 201
Corequisite: MTH 172
Force systems acting on static bodies using three dimensional resultants and equivalencies; moments, couples, and free body diagrams; centraoids and centers of gravity; structure analysis; friction; forces in beams; and moments of inertia. **SE**

EGR 212 Dynamics **5** **(55/0)**
Prerequisite: EGR 211
Kinematics of particles, systems of particles and rigid bodies; motion, kinetics of particles, systems of particles and rigid bodies; linear and angular momentum, work-energy relationships, impulse-momentum; plane motion of rigid bodies. **SE**

EGR 220 Introduction to Land Desktop **3** **(22/22)**
Prerequisite: EGR 115 and EGR 121
This course introduces basic principles of surveying and civil engineering using the commands of Land Development Desktop Software. Data from the field, using surveying techniques, will be input to emphasize specific features or problems to create a working project model.

EGR 223 Advanced Surveying **3** **(33/0)**
Prerequisite: EGR 121
Applications of surveying techniques and practices in traversing, mapping, property surveys, construction surveys, etc. Introduction to geographic information systems (GIS), photogrammetry, global positioning satellite (GPS) surveys, and other technological advances in surveying.

EGR 225 Construction Materials **5** **(55/0)**
Prerequisite: EGR 210
Material properties of the basic construction materials; wood, concrete, metals. Analysis of stresses in beams and joints. This course provides an introduction and overview of these topics oriented to technical applications; some material design is included.

EGR 230 Water Resource Engineering I **3** **(33/0)**
Water and water systems, forces caused by static water, and flows in conduits and open channels. This course provides an introduction and overview of these topics oriented to technical applications; some design is included.

EGR 231 Water Resource Engineering II **3** **(33/0)**
Prerequisite: EGR 230
Municipal and industrial water supply and waste disposal systems. This course provides an introduction and overview of topics oriented to technical applications; some design is included.

EGR 261 Estimating **3** **(33/0)**
Prerequisite: The ability to use basic mathematical skills encountered in calculating areas and volumes and a basic knowledge of construction practices.
Preparing quantity and cost estimates for engineering and building construction projects using material take-off lists and labor estimates made from project plans and specifications.

EGR 262 Project Scheduling **3** **(22/22)**
Methods of planning and scheduling activities including the allocation of manpower and equipment for construction projects.

EGR 265 Soils Engineering **5** **(55/0)**
Physical properties and characteristics of soils including sampling, testing, identification, drainage, settlement, moisture-density, relationships, and compressive strength. This course provides an introduction and overview of these topics and is oriented to technical applications, it is not design oriented.

EGR 295 Work-Based Learning **3** **(0/0/165)**
Prerequisite: Approval of the instructor and enrollment in an approved technology program.
Supervised or unsupervised, paid or non-paid work experience in a municipal or government agency or engineering company involving the application of classroom information and skills. May be repeated up to 9 credits.

EGR 297 Work-Based Learning Seminar **1** **(11/0)**
Prerequisite: instructor approval and enrollment in an approved technology program
Feedback and support for the Work-Based Learning where students can relate their experiences in the work force, discuss the application of classroom knowledge to the job, and make a smooth transition from school environment to work environment. May be repeated up to three (3) credits.

EGR 298 C.A.D. for Professionals **2** **(11/22)**
Prerequisite: EGR 115
Course structure will be flexible allowing for the study of C.A.D. applications specific to the student's individual needs.

English

ENG 010 English Computer Lab **0**
Hands-on experience with individualized assistance with word processing programs. Provides practical experience using software applications packages. Students may be enrolled in other college courses that require this course.

ENG 058 English Tutoring 0
Individualized, tutorial assistance in English skills which include reading, vocabulary, spelling, and composition. The lab is open to full-time and part-time students.

ENG 065 Spelling Improvement 2 (11/22)
With a self-paced approach, the student will practice commonly misspelled words that account for 97% of spelling errors by a combination of the whole-word method and learning the rules and exceptions of the English spelling system.

ENG 085 Reading Skills 3 (11/44)
Prerequisite: Placement exam
Reading for adults with emphasis on improving reading comprehension, vocabulary, and writing skill through the use of written response (summary) and reading improvement software.

ENG 087 Reading Improvement 3 (11/44)
Prerequisite: Placement exam
Reading improvement for adults with emphasis on increasing vocabulary and comprehension to college level.

ENG 090 Practical English Applications 2 (22/0)
Prerequisite: placement into ENG 098 or ENG 099 or recommendation from an instructor or advisor.
This class will facilitate the transition of English as Another Language (EAL) students into mainstream academic/professional-technical classes. The class is designed to serve individuals from the following groups: English as a Second Language (ESL) students, international students, deaf students, or any students referred by instructors or advisors.

ENG 093 Basic Writing 3 (11/44)
Prerequisite: Placement exam
For adult students who have little or no experience writing beyond elementary school. Introduces choosing a topic and developing the main idea and its support; allows the student to practice proofreading, punctuation, and grammar to develop paragraphs.

ENG 095 Writing Improvement 3 (11/44)
Prerequisite: ENG 093 or placement exam
Through individual writing experiences and the practice of assigned exercises, the student will develop a procedure for writing and revising papers using word processing. Students may submit papers written during the quarter to portfolio assessment of preparedness for ENG 101.

ENG 098 Basic English Skills 6 (55/22)
Prerequisite: Placement exam
This course covers techniques for improving basic writing skills at the paragraph level, reading comprehension, vocabulary and spelling. Twenty-two (22) hours of work in the English lab are required. Students will learn to use basic computer skills for writing.

ENG 099 English Skills 6 (55/22)
Prerequisite: ENG 098/115 or placement exam
This class is a composition course designed to prepare students for college reading and writing using word processing. Students write personal and academic essays and prepare a writing portfolio. The course includes the study of sentence sense and mechanics, grammar, punctuation, paragraph and essay structure and activities that improve reading and vocabulary. The class requires students to complete twenty-two (22) hours in the English lab.

ENG 101 English Composition 5 (55/0) or (44/22)
Prerequisite: Placement exam or satisfactory completion of ENG 099 or ENG 116
Students write short papers to learn to focus, organize, and develop ideas utilizing the appropriate rhetorical form, English usage, and mechanics. Some instructors require word processing.

ENG 102 Advanced Composition 5 (55/0) or (44/22)
Prerequisite: ENG 101 or challenge exam
An advanced composition course designed to improve students' skills in literary analysis and academic writing. Students will demonstrate their ability to read and interpret literary essays, short stories, and poems by writing assigned analytical essays. Students will write and correctly document a research paper in MLA format. Candidates for the Associate Arts and Science degree must demonstrate their proficiency in English composition by successfully completing English 102.

ENG 112 Applied Technical Writing 3 (22/22)
Prerequisite: ENG 098 or placement test
The course will prepare technical/vocational students, and others, for successful careers in their respective fields by developing skills in written communications commonly used in the workplace. Teaching strategies will address reading, interpreting, planning, organizing, composing, and word-processing technical writing as applied in business and industry.

ENG 201 Academic Composition 5 (55/0)
Prerequisite: ENG 101
This advanced writing course focuses on critical thought and composition within academic/professional communities. Published works regarding current affairs, pressing social matters and/or political issues will be critically read and then written about in a way that meets the expectations of an academic/professional community. Students will write a variety of papers, the last of which will be a researched argument. **SE**

ENG 205 Fiction, Essay, and/or Memoir Writer's Workshop 3 (22/22)
Prerequisite: Satisfactory completion of ENG 101 and 102. Minimum of 20 pages of typed manuscript must be submitted to instructor for approval prior to registering. Typed manuscripts may be in the form of a chapter from a novel in progress, short story, non-fiction article or essay or a memoir.
The one day per week writer's workshop will consist of two hours lecture/discussion on generating writing, constructive editing, and the assigned reading and two hours focused on one or two students' manuscripts per week. **HU**

ENG 211 Creative Writing: Fiction 5 (55/0)
Prerequisite: ENG 101 or instructor permission
Allows students to express themselves in story form and to learn the basic techniques of writing fiction. **HU**

ENG 212 Creative Writing: Poetry 5 (55/0)
Prerequisite: ENG 101 or instructor permission
A course designed to increase creativity and writing skills in poetry. Emphasis on analysis and writing of poetry in modern and contemporary forms. **HU**

ENG 216 Film Study **3** **(33/0)**
Viewing a variety of films on a chosen theme. Discussion and analysis of themes and techniques that have made these films popular and of historic value. May be repeated once. **HU**

ENG 234 Science Fiction **5** **(55/0)**
An analysis of short stories, novels, and films from the beginnings of science fiction as a literary type through the present. Emphasis is placed on developing a definition of science fiction that helps to identify it as a unique literary type that is comprehensive enough in its concerns to be considered a legitimate and valuable type of literature. **HU**

ENG 240 World Literature **5** **(55/0)**
Prerequisite: ENG 101
This course covers stories poems, and plays from Africa, Asia, the Americas, Australia, Europe and the Middle East. **HU**

ENG 241 American Literature I **5** **(55/0)**
An introduction to American literature from its beginnings to 1890. **HU**

ENG 242 American Literature II **5** **(55/0)**
An introduction to American literature from 1860 to present. **HU**

ENG 243 The American Novel **5** **(55/0)**
An introduction to the major American novels of the 19th and 20th centuries. Novels will be chosen from the works of major writers such as Melville, Hawthorne, Crane, James, Hemingway, Fitzgerald, Salinger and Mailer. **HU**

ENG 244 Contemporary American Literature **5** **(55/0)**
A survey of contemporary American literature and themes from 1960 to the present, including poetry, short stories, and novels. **HU**

ENG 245 Literature of the American West **5** **(55/0)**
The course will explore literature of the American West-short stories, novels, memoirs, films, and poems,as it illuminates life and concerns in the region. We will consider historical contexts, as well as myths, legends and stereotypes-their origins and impact as evoked in the literature. **HU**

ENG 254 British Literature **5** **(55/0)**
The course will explore the literature of Great Britain-fiction, poetry, drama, memoirs, etc. **HU**

ENG 255 Shakespeare **5** **(55/0)**
An introduction to Shakespearean Comedy, History and Tragedy. **HU**

ENG 271 Dramatic Literature **5** **(55/0)**
Prerequisite: ENG 101
Students will gain an appreciation of the aesthetics of dramatic literature, a knowledge of its historical scope, and will be able to discuss and write about plays-as-literature. **HU**

ENG 274 Introduction to Greek Mythology **3-5** **(33-55/0)**
An overview of the development of Greek mythology; deals with the roles of the various gods in Greek mythology, the relationships between gods and men, the significance of the heroes, and the importance of mythology in the development of ideas and values. **HU**

English as a Foreign Language

ENG 070 Test of Written English Preparation (TOEFL) **2-3** **(0/44-66)**
English as a Foreign Language Test Preparation for international/ ESL students to build and check their skills in listening, reading, and written English proficiency. The course is designed to assist all non-native English speaking students in increasing their proficiency in the above mentioned three areas through workbook exercises, essay writing assignments, reading exercises, and listening exercises in an interactive classroom and lab setting. May be repeated up to a maximum of six credits. (F, W, S)

ENG 106 Pronunciation and Listening Lab for EFL **2-3** **(11/22-44)**
Prerequisite: instructor permission
Provides for tutored practice in discrete listening skills necessary to understand authentic speech and improve pronunciation as the patterns of speech are incorporated into the student's own. Also provides practice in group discussion and presentation and use of interactive computer software programs. (F, W, S)

ENG 107 Basic Vocabulary for EFL **2-3** **(11/22-44)**
Prerequisite: instructor or foreign student advisor permission
Vocabulary study for students studying English as a Foreign Language with emphasis on word formation and learning vocabulary from context. Students will use a computer assisted software program to enhance vocabulary skills in context as a component of this course. May be repeated up to a maximum of six credits. (F, W, S)

ENG 108 Academic Reading for EFL **2-3** **(11/22-44)**
Prerequisite: instructor or foreign student advisor permission
Study skills and reading comprehension skills for non-fiction genres at the advanced level. Students will be expected to listen to and watch video programs to enhance contextual comprehension skills. May be repeated up to a maximum of six credits. (F, W, S)

ENG 109 Grammar for EFL **2-3** **(11/22-44)**
Prerequisite: ENG 114/115/116 or instructor permission
Focus on the grammar of English and the practice of writing specific English structures. Students may take this course for specific practice on identified deficiencies in using or understanding grammatical structures. Students will use a computer assisted learning software to enhance grammar skills in a cultural context. (F, W, S)

ENG 114 English as a Foreign Language **5** **(55/0)**
Prerequisite: English placement test and 450 TOEFL
Offered for students whose native language is not English. The class is intended for the student with intermediate to high reading and writing skills as preparation for college level courses. Introductory computer skills used with specific software. (F, W, S) **SE**

ENG 115 English as a Foreign Language with Word Processing **6** **(55/22)**
Prerequisite: English placement test
The class covers techniques for improving basic writing skills at the sentence and paragraph level and improving reading comprehension, vocabulary and spelling. Twenty-two (22) hours of work in the English lab are required. Students will learn to use basic computer skills for writing. **SE**

ENG 116 English as a Foreign Language with Word Processing 6 (55/22)
Prerequisite: English placement test or ENG 098/115
This class is a composition course designed to prepare students for college reading and writing using word processing. Students write personal and academic essays and prepare a writing portfolio. The course includes the study of sentence sense and mechanics, grammar, punctuation, paragraph and essay structure and activities that improve reading and vocabulary. Students will learn basic computer skills for writing. The course requires students to complete twenty-two (22) hours in the English lab. **SE**

ENG 118 Writing for EFL 2-3 (11/22-44)
Prerequisite: ENG 114/115 and instructor permission
Designed to help the advanced students refine reading and writing skills by providing guidelines for writing paragraphs, recognizing patterns of organization, writing summaries, essays, problem solving reports; and preparing and writing research papers interactively using a computer software program in conjunction with the other students, the instructor and the text. (W)

Environmental Science

ENV 101 Environmental Science 5 (55/0)
Race to save the Planet provides a dynamic report of the current outlook for the global environment, describing the threats that different natural systems face and dissecting the complex web of interconnections that bind human society to the environment. The course will help develop a set of intellectual tools, and understanding of the sciences involved and, ways of thinking about people and the environment that will enable students to evaluate for themselves how serious a given environmental problem might be. **NS**

Farm Worker's Program

FWP 081 Welding for Farm Workers 2 (11-22/22-88)
This course provides training in welding techniques integrated with English language instruction and bilingual support. It includes oxy-fuel cutting, plasma-cutting, oxy-acetylene welding and brazing of carbon steel and aluminum, shielded metal arc welding of various electrodes, thickness of steels, positions and joints, gas metal arc welding and flux-cored arc welding with various joints of carbon steel.

FWP 085 Computer Literacy for Farm Workers 1 (11/0)
This course is structured for the first time user of the user who does not feel comfortable with communicating with the computer. Students will be introduced to a computer and its various functions and operations. Instruction is offered bilingually in Spanish and in English.

FWP 086 Automotive Maintenance for Farm Workers 2 (11/22)
This course provides Spanish/English bilingual instruction in basic automotive maintenance and repair. It is designed to familiarize the student with servicing the different systems of the automobile. Shop safety, general shop orientation, as well as the operation, diagnosis and repair of selected automotive systems will be covered. This course is suitable for students who wish to learn how to service and maintain their own vehicles or have an interest in the automotive repair industry.

First Aid/EMT

FAD 123 First Responder 4 (44/0)
Prerequisite: Basic First Aid Course
This course is designed to meet the specific first aid needs of the firefighters and police officers. Upon successful completion, the "First Responder" will be able to provide initial patient care and work efficiently with other "First Responders", Emergency Medical Technicians and Paramedics. (By arrangement)

FAD 125 Basic EMT Training 8 (66/44)
Prerequisite: instructor permission
Basic training to assist a trainee in developing a broad range of basic and practical skills in providing emergency medical care to the sick and injured and in performing the operational aspects of an EMT's duties. Includes fundamentals of emergency care, transportation, extrication, and patient handling. Intended to prepare students for state certification as Emergency Medical Technicians. (By arrangement)

FAD 150 Industrial First Aid with Cardio Pulmonary Resuscitation & Bloodborne Pathogens 2 (24/0)
An Industrial First Aid course and Bloodborne Pathogen course designed to meet the Department of Labor and Industry, OSHA and WISHA requirements. Intended for supervisory personnel, employees, pre-nursing, Emergency Medical Technicians, and those interested in having first aid and C.P.R. training. This course is recognized in the U.S. and several foreign countries by federal and state agencies and company employers.

FAD 151 Industrial First Aid (Refresher) 1 (11/0)
A National Safety Council and Industrial First Aid course and Bloodborne Pathogen course designed to meet the Department of Labor and Industry, OSHA and WISHA requirements. Intended for supervisory personnel, employees, pre-nursing, pre-emergency medical technicians and those interested in having first aid and C.P.R. training. This course is recognized in the U.S. and several foreign countries by federal and state agencies and company employers.

FAD 152 Advanced First Aid 2 (22/0)
A first aid course designed to meet the 18 hour Department of Labor and Industry requirements. Intended for supervisory personnel, employees, and those interested in having first aid and CPR training. This will give a three-year certificate.

Foreign Languages

ASL 101 American Sign Language I 5 (55/0)
Basic manual communication skills, including the American manual alphabet—approximately 550 basic signs developing minimum vocabulary and skills for communicating with severely hearing impaired individuals who are dependent of this form of communication; incorporation of body language and facial expression into the use of the sign language; and development of an understanding of the conceptual aspects of the language. This course is not meant to prepare students as interpreters for the deaf. **SE**

ASL 102 American Sign Language II 5 (55/0)
ASL 101 or demonstrated competency
Conversational manual communication and implementation of basic vocabulary, introduction of broader vocabulary and development of conversational skills; vocabulary is presented and practice given. This course is not meant to prepare students as interpreters for the deaf. **HU**

ASL 103 American Sign Language III 5 (55/0)
ASL 102 or demonstrated competency
Introduction to meta-and para-language areas of manual communication to more esoteric ideographic signs reflecting usage among different regional dialects. Difficulties of communication with more severely language-deprived individuals are discussed. Understanding of deaf culture explored and developed. This course is not meant to prepare students as interpreters for the deaf. **HU**

SPA 101, 102, 103 Introductory Spanish I, II, III 5 (55/0)
Prerequisite: SPA 101 or placement for 102; SPA 102 or placement for 103
Introduction to the language and culture of the Spanish-speaking world. Skill development in listening, speaking, reading, and writing. **SE** for 101, **HU** for 102 and 103

SPA 201, 202, 203 Intermediate Spanish I, II, III 5 (55/0)
Prerequisite: Departmental placement; or Spanish 103 for 201; 201 for 202; 202 for 203.
Intermediate study of the language and culture of the Spanish-Speaking world. Further development of oral and written skills taught in first year Spanish plus an introduction to literature. **HU**

SPA 211, 212, 213 Spanish for Spanish Speakers I, II, III 5 (55/0)
Prerequisite: Departmental placement; or Spanish 211 for 212; 212 for 213
Written and oral communication skills are developed further, focusing on the specific needs of native speakers educated in the U.S. Cultural awareness is broadened through the study of other Spanish-speaking countries and literature. **HU**

Geography

GGR 101 Physical Geography 5 (44/22)
Land forms, climate, vegetation, and soils which characterize man's natural environment. Related investigations take place in a 2-hour lab period each week. **LS**

Geology

GLY 105 Physical Geology 5 (26/60)
Prerequisite: MPC 095
Introduction to geology for non-science majors; practical applications of geology; processes that produced the earth and its landforms. Topics include minerals, rock types, geologic time, deformation, earthquakes, plate tectonics, mass movement, running water, glaciation, and the oceans. Labs will deal with identification of common rocks and minerals with the interpretation of land forms using topographic maps. Includes field trips to selected areas in Eastern Washington. **LS**

GLY 140 Geology of the Columbia Basin 3 (11/44)
Local geology emphasizing the formation of the Columbia River basalt, the Grand Coulee and other scab land channels. Developing the theory of plate tectonics on a global scale as well as in the Columbia Basin. Pleistocene glaciology and fluvial geology will be discussed as well as map interpretation and basic rock and mineral identification. Field trips to areas of the Columbia Basin will stress hands-on experience. **SE**

Health Education

HED 110 Descriptive Anatomy and Physiology I 5 (55/0)
This is the first of a two-part course in which students will examine body structure and functions. There is no lab segment. (F)

HED 111 Descriptive Anatomy and Physiology II 5 (55/0)
Prerequisite: HED 110.
This course is a continuation of HED 110 and completes the examination of body structures and function. (W)

HED 112 Medical Science I 5 (55/0)
This course is the first of a two-part course pertaining to the study of human diseases -- the treatments, prognoses, and prevention associated with each disease. (W)

HED 113 Medical Science II 5 (55/0)
Prerequisite: HED 112
This course is the continuation of HED 112 and covers the study of the remaining human diseases. (S)

HED 114 Medical Office Accounts Receivable I 2 (22/0)
Prerequisite: OFF 150 & 151, basic computer class or instructor permission.
This is a basic class in billing insurance in clinical settings. Coding, specific form requirements (HCFA 1500), account aging, posting payments and adjustments to patient accounts, and commercial insurance companies will be covered. Issues related to overall medical business offices will also be part of the class. (W)

HED 115 Medical Office Accounts Receivable II 2 (22/0)
Prerequisite: OFF 150 & 151, basic computer class or instructor permission.
This is a basic class in billing medical insurance in hospital settings. Coding, specific form requirements (UB 92), account aging, posting adjustments to patient accounts, and government medical coverage plans will be covered. Issues related to overall medical business offices will also be part of the class. (S)

HED 116 Telephone and Collection Techniques 2 (22/0)
Prerequisite: OFF 150 and 151, introductory computer class or instructor permission.
This class will focus on telephone and collection techniques for medical business office personnel. The course will cover receptionist skills, making appointments and referrals, retrieving billing information, collection practices, consumer protection, bankruptcy laws, and handling patient concerns and questions. (F)

HED 120 Pharmacology 2 (22/0)
Prerequisite: High School Algebra with a 2.0 grade or above, or MPC 99 with a 2.0 grade or above
An introduction to nursing principles of medication administration. Explores the therapeutic actions, major side effects, and nursing implications of common drugs in major classifications. Principles of medication administration and dosage calculation are included.

History

HIS 101 Early Western Civilization 5 (55/0)
From the origins of civilization to the dawn of the modern world in the 1500's, this course surveys the classical world of Greece and Rome, Western Christendom, Byzantium and Islam, the Middle Ages, and the early Renaissance. **SS**

HIS 102 Modern Western Civilization 5 (55/0)
From early modern Europe to the Napoleonic Wars in the nineteenth century, this course examines Western civilization in transition: The Renaissance and Reformation, commercial expansion into the Americas, Africa and Asia, absolutism, science, the enlightenment, and revolutions. **SS**

HIS 103 Twentieth Century Civilization 5 (55/0)
This course stresses the international transition from European dominance to the rise of superpowers and third world nations. World Wars, depression, Democracy, Nazism, Communism, and the European Community are major themes. (1800 - 1990). **SS**

HIS 121 History of Mexico 5 (55/0)
This course will explore the social, cultural and otherwise varied history of Mexico from prehistoric times to the present. Lectures, discussion and readings will provide additional insights into the ethnic, economic and political realities of Mexico in our time. **SS**

HIS 145 American Civil War & Reconstruction 5 (55/0)
This course examines the institutions, events, and personalities that made the Civil War an "irrepressible conflict," and the difficult reconstruction period that followed. The onset of the Civil War was rooted in the national controversy over slavery. For this reason a detailed look at southern slavery, northern industrialism and sectional politics and secession will precede study of the military history of the war itself and the political reconstruction. **SS**

HIS 198 Special Projects 1-5 (11-55/22/110/33-165)
Prerequisite: instructor's approval.
Special topics or exploration within the historical field.

HIS 201 United States History I 5 (55/0)
From the Reformation in Europe to the end of the Civil War, this course includes colonization, the introduction of slavery, the Revolutionary and Early National Period, the development of political parties, nationalism and sectionalism, and the Civil War. Strongly recommend placement in MPC 095 or higher and placement in ENG 099 or higher. **SS**

HIS 202 United States History II 5 (55/0)
From the end of the Civil War to present day, this course examines Reconstruction, the Gilded Age, America's rise to a world power, World War I, the triumph of Modernism, the Depression and New Deal, World War II, the Cold War, the turbulent 1960s, disillusioned '70s and the Reagan Revolution. More recent events are examined as ongoing and current events. Strongly recommend placement in MPC 095 or higher and placement in ENG 099 or higher.. **SS**

HIS 204 American Presidency 5 (55/0)
The purpose of this course is to introduce undergraduate students to the study of the American Presidency. Students will become acquainted with the political, religious, economic, social, cultural, and intellectual forces which have shaped the role of the Presidency in the American political system. To accomplish this, students will read primary sources and scholarly monographs, and participate in class discussions and lectures. **SS**

HIS 241 Pacific Northwest History 5 (55/0)
Beginning with the Native Americans the course covers Pacific Northwest topics such as the period of exploration and settlement, cultural conflict as immigrants move in from Asia and Europe, and the eventual founding of a "worker's paradise." The course concludes with modern issues facing the region. The time frame to be covered is roughly 1800—2000. This course is required for students wishing to receive a Washington state K-12 teaching endorsement in the area of history and/or social studies. **SS**

Humanities

HUM202 Introduction to Women's Studies 5 (55/0)
As an Introduction to Women's Studies, the course will explore the diversity of women's lives through essays, autobiographical and textbook readings, fiction, poetry, films, documentaries, and the study of scholarly theories and research. The course will examine a wide range of social issues which affect the status of women in a historical context and in contemporary society. Additionally, the students will learn how their lives connect with the lives of women around them. **HU**

HUM214 Diversity Issues: Race, Class and Gender 5 (55/0)
Prerequisite: ENG 101 or instructor permission
This cultural diversity studies course examines and investigates ethnography, time, culture, behavior, values, identity, sterotypes, person and societal perceptions, and the cultural construction of reality using a literature-based and experientially based cognitive curriculum. This class will explore our multicultural society with a mind toward facilitating improvement of intercultural awareness and communication. **HU**

Journalism

JOU 130 Photojournalism I 3 (22/22)
For persons interested in photography suitable for reproduction in newspapers, magazines, news releases, newsletters, brochures, and other print media. Students will be required to develop a portfolio showing specific examples of photojournalism. **HP**

JOU 131 Photojournalism II 3 (22/22)
Prerequisite: JOU 130 or instructor permission
For persons interested in expanding and refining basic lessons and skills learned in Photojournalism I, with the intent of producing quality photographs suitable for reproduction in newspapers, magazines, news releases, newsletters, brochures, and other print media. Students will be required to develop a portfolio showing specific examples of photojournalism. **HP**

JOU 140 Digital Photojournalism 3 (22/22)
For persons interested in using digital cameras and computer techniques to produce images for newspapers, magazines, and other print media, and for Interne transmissions and web sites. Students will be required to produce images showing specific examples of photojournalism. **HP**

Library

LIB 180 Learning for the 21st Century 5 (55/0)
This course facilitates learning in an online environment. The emphasis will be to build skills for successful lifelong learning and to identify individual learning styles. Students will examine strategies for locating, evaluating, and applying information resources in the research process. Information policy issues such as censorship and freedom of information will be explored.

Maintenance Mechanics Technology

MMT 100 Introduction to Industrial Safety and Health 3 (33/0)
Introduction to basic industrial safety and health incorporating OSHA/WISHA rules and regulations, personal protective equipment, chemical safety, tool safety, material handling safety, machine safety, electrical safety, fire protection, health protection, and safe working practices.

MMT 101 Computer Applications for Maintenance Mechanics 2 (11/22)
Introduction to the use of personal computers, with emphasis on hardware components, Microsoft Windows operating environment, word processing, and use of MS DOS operated programs as they apply to Maintenance Mechanics.

MMT102 Technical Drawing Interpretation 3 (22/22)
Fundamental technical drawing, reading and sketching principles, concepts and standards as applied to industry. Tech Prep credit available.

MMT 110 Machining I (Fabrication and Measurement) 5 (33/44)
Prerequisite: MAP 103, and MMT 102 or instructor permission
Layout and fabrication techniques with the use of semi-precision and precision measurement tools. Introduction to Drill Press, Engine Lathe and Vertical Mill operations.

MMT 111 Machining II 5 (33/44)
Prerequisite: MMT 110, MAP 103 or instructor permission
Fundamentals of machining processes on lathes and vertical mills. Precision measurement with micrometers, vernier calipers, and dial indicators.

MMT 115 Machining-Skill Enhancement 4 (11/66)
Prerequisite: MMT 111 or instructor permission
Extra "hands on" time and instruction to supplement the students machining skill level using fundamental machining processes on lathes, vertical milling machines and other machine shop equipment.

MMT 120 Introduction to Refrigeration and Air Conditioning 5 (33/44)
Prerequisite: ELC 102, MMT 100, MMT 102, MAP 103, or instructor permission
Fundamental physical, chemical, engineering and mechanical aspects of the refrigeration process.

MMT 210 Mechanical Power Transmission 5 (33/44)
Prerequisite: MAP 103, MMT 100 and MMT 102 or instructor permission
Fundamentals of industrial mechanical power transmission. Includes lubrication, bearings, speed reducers, gears, couplings, drive components, brakes and clutches, and adjustable speed drives.

MMT 211 Fluid Power Transmission 5 (33/44)
Prerequisite: MMT 100, MMT 102, MAP 103, or instructor permission
Fundamentals of industrial hydraulic, pneumatic, and vacuum systems. Includes pumps, piping, compressors, check valves, cylinders, motors, control valves, and flow controls.

MMT 220 Introduction to Preventive/Predictive Maintenance 3 (22/22)
Prerequisite: MMT 102, MAP 103 or instructor permission
Theory and practice of preventive and predictive maintenance concepts. Performing routine preventative maintenance and scheduling predictive maintenance outages.

MMT 230 Boiler Technology/Pump Mechanics 5 (33/44)
Prerequisite: ELC 105 or instructor permission
This is a 2 phase course. First; the fundamental principals of steam generation, boiler designs, components, operations, water treatment, and safety procedures. Secondly; the fundamentals of pump technology, including various designs, pump seals, lubrication, special purpose and maintenance.

MMT 295 Work Based Learning 1-6 (0/0/33-198)
Prerequisite: instructor permission
Corequisite: MMT 297
A supervised work experience in the maintenance mechanics enhancing the application of classroom instruction and skills and/or area of specialization approved by the program instructor. May be repeated up to twelve (12) credits. (F, (W, S)

MMT 297 Work Based Learning Seminar 1 (11)
Prerequisite: instructor permission
Corequisite: MMT 295
Feedback and discussion to integrate and relate Work Based Learning and classroom based instruction. Work ethic, leadership, safety and occupational health, environmental issues, and other student generated topics are examined. May be repeated up to six (6) credits

Math (Applied)

All students, regardless of background, must take BBCC's math placement exam before being allowed to enroll in any math course.

MAP 100 Applied Mathematics (AMT)
Approved by FAA. 2 (22/0)
Prerequisite: Successful completion of MPC 080 or BBCC math placement score of MPC 090 or above. Must be enrolled in the Aviation Maintenance Technology Program
This course will cover aircraft technical mathematics and is designed for the Aviation Maintenance Technology student. It will cover the fundamental mathematical principles required for successful completion of the Aviation Maintenance Technology program.

MAP 101 Applied Mathematics (AUT/WLD) 3-5 (33-55/0)
Prerequisite: Successful completion of MPC 080 or BBCC math placement score of MPC 090 or above
This class provides review and instruction in whole numbers, decimals, fractions, measurement, ration proportion, percents, introduction to algebra, and introduction to geometry. This basic instruction and review is followed by vocational program specific mathematics instruction. Students will study mathematics for welding or automotive repair. The emphasis is on providing work in relevant work-specific problems and situations.

MAP 102 Applied Mathematics (EGR) 3 (22/22)
Prerequisite: Successful completion of MPC 080 or BBCC math placement score of MPC 090 or above
Study of the concepts of algebra, geometry, and trigonometry with application towards computer graphics, surveying, and engineering problems.

MAP 103 Applied Mathematics (MMT/IET) 5 (55/0)
Prerequisite: Successful completion of MPC 080 or BBCC math placement score of MPC 090 or above
This class provides review and instruction in whole numbers, decimals, fractions, measurement, ratio, proportion, percents, introduction to algebra, and introduction to geometry. This basic instruction and review is followed by vocational program specific mathematics instruction. Students will study mathematics for electricity/electronics. The emphasis is on providing a solid mathematics base to facilitate assimilation of more complex mathematics as well as providing course work in relevant work-specific problems and situations. Collaborative learning is encouraged and built into the course to give students practice in a key skill used in the workplace.

MAP 104 Applied Mathematics (AVF) 3 (33/0)
Prerequisite: Successful completion of MPC 080 or BBCC math placement score of MPC 090 or above
This course will cover aviation technical mathematics and is designed for the Commercial Pilot Program flight student. It will cover the fundamental mathematical principles required for the successful completion of the Commercial Pilot Program.

MAP 105 Applied Mathematics (CSC) 5 (55/0)
Prerequisite: Successful completion of MPC 080 or BBCC math placement score of MPC 090 or above
This course is designed for computer science professional technical students and fulfills the related math instruction requirement for applied science computing majors. It introduces the basic math concepts which are required for proficiency in computer science.

MAP 106 Applied Mathematics (CFE) 4 (44/0)
Prerequisite: Successful completion of MPC 090 or BBCC math placement score into MPC 095 or above.
Students will study the concepts behind mathematics for classroom paraprofessional and early childhood (pre-Kindergarten through fifth grade). This class provides review and instruction in the mathematical concepts for whole numbers, decimals, fractions, measurement, ratio, proportion, percents, introduction to algebra, and introduction to geometry.

Pre-College Mathematics

All students, regardless of background, must take BBCC's math placement exam before being allowed to enroll in any math course.

MPC 080 Basic Mathematics 5 (55/0)
This course will provide review and instruction in whole numbers, decimals, fractions, and problem solving. Students will learn strategies to deal with math anxiety and test taking.

MPC 090 Pre-algebra 5 (55/0)
Prerequisite: Appropriate placement on the BBCC math placement test.
The study of basic arithmetic and algebraic topics prerequisite to a beginning algebra course including operations with integers, fractions, decimals and percents; order of operations, measurement, the metric system, algebraic expressions, formulas and simple linear equations.

MPC 091 Elementary Algebra I 5 (55/0)
Prerequisite: BBCC placement or demonstrated competency in MPC 090. Permission of instructor is mandatory.
The study of basic algebraic operations and concepts, the structure and use of algebra, and the solutions to algebraic equations.
The study of affective factors that influence success in studying mathematics. (F, W)

MPC 092 Elementary Algebra II 5 (55/0)
Prerequisite: Demonstrated competency in MPC 091. Permission of instructor is mandatory.
The study of algebraic factoring, rational expressions, and graphing of linear equations. The advanced study of math classroom survival skills.

MPC 093 Algebra III (Intermediate) 5 (55/0)
Prerequisite: Demonstrated competency in MPC 092. Permission of instructor is mandatory.
A continuation of Elementary Algebra I and II. Completes the 1st year algebra sequence for elementary and intermediate algebra. This course covers systems of linear equations, functions, radicals and rational exponents, radical equations, complex numbers, quadratic equations and their applications, exponential and logarithmic functions.

MPC 094 Algebra Review 1
Prerequisite: A qualifying score on the BBCC math placement exam.
This course is designed to prepare students for college level math classes. Eligible students shall have completed intermediate algebra as a minimum requirement at the high school level/college level and have shown inconclusive placement on the BBCC placement test. The course will review topics which are usually challenging for beginning and intermediate algebra students. Topics to be covered are factoring, rational expressions, and radicals.

MPC 095 Elementary Algebra 5
Prerequisite: BBCC placement exam or score 70% or better on each module of the MPC 090 competency exam.
This course is the study of basic algebraic operations and concepts, and the structure and use of algebra. This includes the solutions to algebraic equations, factoring algebraic expressions, working with rational expressions and the graphing of linear equations.

MPC 099 Intermediate Algebra 5 (55/0)
Prerequisite: BBCC placement or 65% or better on both modules of MPC 095 competency exam
A continuation of MPC 095. This course includes systems of equations and applications, functions, radicals and rational exponents, radical equations, complex numbers, quadratic equations and their applications, and an introduction to exponential and logarithmic functions.

Mathematics

All students, regardless of background, must take BBCC's math placement exam before being allowed to enroll in any math course.

MTH 010 Mathematics Laboratory 0
Permits the use of the math lab computer resources by non-BBCC students during math lab hours.

MTH 058 Mathematics Laboratory 0
Provides individualized tutorial assistance for students currently enrolled in mathematics, science, engineering, and business courses; available by open enrollment both days and evenings.

MTH 103 College Mathematics for Health Professionals 3 (33/0)
Prerequisite: BBCC placement above MPC 099, or score 65% or better on each module of MPC 099 competency exam, or instructor permission.
The course will include a study of graphing, exponential functions, ratios and mixtures, and statistical concepts relevant to the health care professional. **MS**

MTH 107 Mathematical Applications and Modeling 5 (55/0)
Prerequisite: BBCC placement or 65% or better on each module of MPC 099 competency exam or placement on the BBCC math placement exam.
This course will introduce the non-math/science major to mathematical applications using the power of the graphing calculator. It will investigate mathematical modeling using functions in one or more variables and their applications to problems in population growth, economics, rates of change, etc. **SQR MS**

MTH 150 College Algebra 5 (55/0)
Prerequisite: BBCC placement or 65% or better on each module of MPC 099 competency test
Presents the student with the basic concepts and applications of college level algebra, introduction to functions, graphing, introduction to probability and right triangle trigonometry. This course is designed to be a college level, terminal, math course for the liberal arts major and also to prepare the science, engineering or business student for more advanced work. **SQR MS**

MTH 151 Pre-Calculus I-Elementary Functions 5 (55/0)
Prerequisite: MTH 150 or BBCC placement
Linear and quadratic functions and inequalities, matrices and determinants, polynomial and rational functions, conic sections, theory of equations, sequences and series, mathematical induction. **SQR MS**

MTH 152 Pre-Calculus II-Trigonometry and Vectors 5 (55/0)
Prerequisite: MTH 151 or BBCC placement exam
A comprehensive study of trigonometry, circular functions, right triangle trigonometry, analytical trigonometry, vectors, and applications. **SQR MS**

MTH 153 Applied Trigonometry 3 (22/11)
Prerequisite: MAP 102 or MTH 150 or BBCC placement. Credit can be given for either MTH 152 or MTH 153, but not for both.
A comprehensive study of trigonometry, circular functions, right triangle trigonometry with emphasis on applications. **MS**

MTH 161 Statistics 5 (55/0)
Prerequisite: 65% or better on MPC 099 competency test, or instructor permission, or BBCC placement
An introduction to descriptive statistics, probability and its applications, statistical inference and hypothesis testing, predictive statistics, and linear regression. **SQR MS**

MTH 162 Finite Mathematics 5 (55/0)
Prerequisite: MPC 099, placement on BBCC math placement exam, or instructor permission.
This course introduces the student to applications of linear functions in business; applications of matrices to systems of equations, linear programming and optimization, game theory, Markov chains, Leontiff input/output models, etc; introduction to probability and decision analysis. **SQR MS**

MTH 163 Business Calculus 5 (55/0)
Prerequisite: MTH 150 or MTH 162, placement on BBCC math placement exam or instructor permission.
Introductory Calculus for business and economics students. Includes an introduction to rates of change, differentiation, integration, areas, and appropriate calculus techniques. Includes applications to marginal analysis in economics, optimization, and other relevant applications. **SQR MS**

MTH 171 Calculus I 5 (55/0)
Prerequisite: MTH 152 or BBCC placement exam, or instructor permission.
This course will introduce the student to the basic concepts of the calculus. It will give the student an appreciation of the calculus and its applications in the real world and will prepare the student for future work in mathematics and the sciences. Course includes functions, limits, continuity, derivatives and their applications, and integration and its applications. **SQR MS**

MTH 172 Calculus II 5 (55/0)
Prerequisite: MTH 171 or instructor permission.
This course will expand on the applications and techniques of differentiation learned in the first quarter and give a depth study of integration including the fundamental methods of integrating elementary algebraic and transcendental functions. It will include the applications of the calculus to transcendental functions, analytical geometry and other relevant topics. **SQR MS**

MTH 173 Calculus III **5** **(55/0)**
Prerequisite: MTH 172 or instructor permission.
This course will expand on the applications and techniques of differentiation learned in the first and second quarters. It will introduce the student to the calculus of sequences and series and the use of the MacLauren and Taylor series to approximate functions. It will introduce the student to the calculus of curvilinear functions and the concept of the vector and vector functions. It will also introduce the concept of a partial derivative and the maximization of functions given in more than one independent variable. **SQR MS**

MTH 220 Linear Algebra **5** **(55/0)**
Prerequisite: MTH 172 or instructor permission
A study of matrix algebra and systems of equations, abstract vector spaces including basis and dimension, linear transformations, eigenvalues and eigenvectors. Some applications of linear algebra to illustrate the above concepts. **SQR MS**

MTH 230 Differential Equations **5** **(55/0)**
Prerequisite: MTH 173 or instructor permission
This course will introduce the student to the solution elementary differential equations and standard applications of differential equations in science. It will include the solution of first order linear differential equations with applications to exponential growth and decay problems, mixture problems, orthogonal trajectories, etc., solutions to second order differential equations with applications to harmonic motion, and the LaPlace transform. **SQR MS**

MTH 271 Multivariable Calculus **5** **(55/0)**
Prerequisite: MTH 173 or instructor permission
An introduction to multivariable calculus. The study of three dimensional space curves, vector-valued functions, partial derivatives, differentials, directional derivatives, multiple integration, vector fields, line integrals, Green's and Stoke's theorems, surface integrals, and the divergence theorem. **SQR MS**

Music

MUS 100 Introduction to Music **5** **(55/0)**
A survey course for non-majors. Introduction to the materials of music and world music literature, with a special emphasis on the literature, composers and history of the Western European Art Music tradition. **HU**

MUS 101, 102, 103 First Year Music Theory I, II, III **5** **(55/0)**
Prerequisite: instructor permission for MUS 101, MUS 101 or instructor permission for 102, MUS 102 for 103
A foundation course for all prospective music and music education majors. Materials of sound, notation, time classification, scales, intervals and triads. Keyboard harmony. Offered as a sequence in odd numbered years. **HU**

MUS 104 Music Appreciation **5** **(55/0)**
Music Appreciation is a course designed for students who have not had formal study in music or who wish to supplement performance experience with formal study in structure and history. Emphasis is placed on repeated listening experiences to acquire a thorough knowledge of selected works of music literature. **HU**

MUS 105, 106, 107 Group Piano I, II, III **2** **(0/44)**
MUS 205, 206, 207 Group Piano IV, V, VI **2** **(0/44)**
Prerequisite: instructor approval
Group piano instruction for beginners and intermediates. Developmental musicianship. **HP**

MUS 110 Chorus **1** **(0/22)**
A community mixed chorus open to all students and community residents. Music of different styles and various historical periods is prepared for a quarterly performance. **HP**

MUS 111, 112, 113 Swing Choir I, II, III **1-2** **(0/22-44)**
Prerequisite: instructor permission
A vocal ensemble for the performance of jazz, vocal jazz pop and rock music literature. Preparation of these and other contemporary musical styles for public performance. Progressive development of basic musicianship, vocal production, diction, rhythm and performance technique. **HP**

MUS 121, 221 Orchestra I, II **2** **(11/22)**
Prerequisite: Performance ability on an orchestral instrument.
A community and college orchestra that plays for community musicals and graduation as well as other functions throughout the year. May be repeated for credit. **HP**

MUS 130 Performance Experience **2** **(11/22)**
Prerequisite: Proficiency on instrument or in voice
Primarily for experienced instrumentalists who are seeking a performance venue. Enrolled student musicians will be grouped by ability and interest into performing ensembles to prepare select pieces from a broad range of musical styles, from the Middle Ages to the 20th century. Keyboardists especially welcome. Course content will include concert planning, musical preparation, concert etiquette, and program preparation; all aspects of performance production. As appropriate, informal or public performances will be scheduled. May be repeated for up to six (6) credits. **HP**

MUS 131 Group Guitar **2** **(11/22)**
Prerequisite: Student must supply guitar. Nylon string classical guitar is preferred.
Beginning group instruction to develop basic proficiency in guitar technique and music reading. **HP**

MUS 140, 141, 142 Jazz Ensemble I, II, III **1-2** **(0/22-44)**
MUS 240, 241, 242 Jazz Ensemble IV, V, VI **1-2** **(0/22-44)**
Prerequisite: instructor permission
Big band and combo jazz is prepared for performance. Progressive development of both reading and improvisation. May be repeated for credit. **HP**

Applied Music-100 series first year, 200 series second year.
Prerequisite: instructor permission. May be repeated for credit.
All applied music courses provide private instruction in the appropriate technique, literature and interpretation for the given instrument. Developmental musicianship leading toward creative and sensitive performance in both solo and ensemble settings. All applied music courses are **HP**

MUS 148, 248 Private Instruction - Piano I, II 1-2 (0/22-44)
Prerequisite: Permission of instructor
This course is an individual approach in developmental and progressive piano instruction. Two tracks include either conventional western European piano literature or jazz piano. Students will develop musicianship skills in technique, sight-reading, rhythm and harmony, improvising and creating music. Emphasis will be placed upon building a solo repertoire and encouraging performance confidence. Students will also develop "playing-by-ear" skills and ensemble playing ability. Students with the JAZZ PIANO track will build a jazz repertoire while developing the skills of improvisation, jazz piano styling, chord voicing, rhythm section comping and bass line creation.

MUS 160 Great Works of Western Music 5 (55/0)
A survey of major musical works from the last 400 years. Explore how composers used the elements of music to create powerfully expressive works of art. **HU**

MUS 170 History of Jazz 5 (55/0)
A survey course for non-majors and music majors covering the history of the origin of the American music Jazz and it's stylistic development up through the 1990's. The various periods of pre-jazz and jazz are related to social, political and economic forces during the nineteenth and twentieth centuries. Included are the sources of African-American musical forms such as spirituals, work songs, ragtime and blues. Recommended as a humanities elective, as part of African-American cultural history education or as general music education. **HU**

MUS 204 Music Technology Workshop 3 (22/22)
Prerequisite: MUS 101 or MUS 106 or instructor permission.
The Music Technology Workshop will introduce students to the use of computer technology and electronic music instruments and software programs. This technology may be incorporated into the normal activities of musicians: writing musical scores; recording musical works; creating new compositions; developing background practice tracks; mixing digital audio in preparation for the production of a cassette or CD. **HP**

MUS 270 Musical Theater Workshop 1-5 (0/22-110)
Prerequisite: Audition by instructor
Fundamentals of staging, blocking, singing, choreography, and performing. Also included will be set design, construction, and stage mechanics. The end result will be a community musical production the last week in April. Also involving a workshop provided by a professional guest director. **HP**

Nursing

NUR 100 Nursing Assistant 7 (44/64)
Prerequisite: Highly desirable to complete CPR Healthcare Provider Card and First Aid prior to taking course
Corequisite: NUR 105
To prepare nursing assistant for competency as outlined by federal and Washington State curricula. Students function under the direction of licensed health professionals in administering basic nursing care to patients throughout the life span. Tech Prep credit available.

NUR 103 HIV/AIDS Education 1 (4/14)
An HIV/AIDS education course designed to meet the Washington State mandatory requirements for healthcare and childcare providers. Successful completion includes HIV/AIDS education certificate.

NUR 105 Nursing Assistant Skills Laboratory 2 (0/44)
Corequisite: NUR 100
The campus laboratory is designed to allow the nursing assistant student to gain proficiency in nursing assistant skills prior to delivering nursing assistant care within a health care facility. Tech Prep credit available.

NUR 110 Fundamentals of Nursing 6 (66/0)
Prerequisite: Admission into the Level I ADN Nursing Program and current NAC certificate
Corequisites: NUR 111, NUR 135, HED 120, BIO 215
Focus is on fundamental nursing theory for the practice of nursing. Basic human needs and ethical considerations are addressed with emphasis on the adult and elderly population. Principles of pharmacology and basic medication dosage calculations will be introduced.

NUR 111 Fundamentals of Nursing Practicum 2 (0/44)
Prerequisite: Admission into the Level I ADN Nursing Program
Corequisites: NUR 110, NUR 135, HED 120, BIO 215
Practical application in the clinical setting of nursing theory and skills taught in NUR 110 and NUR 135. Practicum focuses on nursing care to a variety of adult and geriatric patients.

NUR 115 Beginning Pharmacology Concepts I 1 (11/0)
Prerequisite: Admission to the nursing program. HED 120
This course gives specific in-depth pharmacology information as it relates to common diseases discussed in the Beginning Nursing Concepts Course (NUR 121)

NUR 116 Nutrition 5
Prerequisite: Completion of ENG 099 or placement in ENG 101
An introductory course providing the most up-to-date, accurate, and scientifically sound nutrition information, focusing on how nutrition and lifestyle choices influence health and disease. NS

NUR 120 Beginning Nursing Concepts I 6 (66/0)
Prerequisite: Admission to the nursing program. NUR 110, NUR 111, NUR 135, HED 120, BIO 215, with a 2.0 G.P.A. or above
Corequisites: NUR 121, NUR 136, SPH 101
Focus is on nursing theory as it relates to clients across the lifespan with commonly occurring health conditions, including ethical considerations for nursing practice.

NUR 121 Beginning Nursing Practicum I 4 (0/88)
Prerequisite: Admission to the nursing program. NUR 110, NUR 111, NUR 135, HED 120, BIO 215, with a 2.0 G.P.A. or above
Corequisites: NUR 120, NUR 136, SPH 101
Practical application in the clinical setting of nursing theory and skills taught in NUR 120 and NUR 136. Practicum focuses on nursing care to a variety of patients across the lifespan.

NUR 130 Beginning Nursing Concepts II 6 (66/0)
Prerequisite: Admission to the nursing program. NUR 116, NUR 120, NUR 121, NUR 136, with a 2.0 G.P.A. or above
Corequisites: NUR 131, NUR 137, PSY 101
Focus is on nursing theory as it relates to basic needs throughout the lifecycle. The ethical element explores the transition into the professional nursing role.

NUR 131 Beginning Nursing Practicum II 4 (0/88)
Prerequisite: Admission to the nursing program. NUR 116, NUR 121, NUR 122, NUR 136, with a 2.0 G.P.A. or above
Corequisites: NUR 130, NUR 137, PSY 101
Practical application in the clinical setting of nursing theory and skills taught in NUR 130 and NUR 137. Practicum focuses on nursing care to a variety of medical-surgical, obstetric, and pediatric patients.

NUR 135 Nursing Skills Laboratory 1 (0/22)
Prerequisite: Admission into the Level I ADN Program
Corequisites: NUR 110, NUR 111, HED 120, BIO 215
This course provides for the practice of nursing skills in a controlled setting in order to gain proficiency for delivery of nursing care in the clinical setting (NUR 1112). The content is based on theoretical nursing knowledge taught in NUR 110.

NUR 136 Nursing Skills Laboratory 1 (0/22)
Prerequisite: Admission to the nursing program.NUR 110, NUR 111, NUR 135, HED 120, BIO 215 with a 2.0 G.P.A. or above
Corequisites: NUR 120, NUR 121, NUR 116
This course provides for the practice of nursing skills in a controlled setting in order to gain proficiency for delivery of nursing care in the clinical setting (NUR 121). The content is based on theoretical nursing knowledge taught in NUR 120.

NUR 137 Nursing Skills Laboratory 1 (0/22)
Prerequisite: Admission to the nursing program.NUR 120, NUR 121, NUR 136, NUR 116, with a 2.0 G.P.A. or above
Corequisites: NUR 130, NUR 131, PSY 101
This course provides for the practice of nursing skills in a controlled setting in order to gain proficiency for delivery of nursing care in the clinical setting (NUR 131). The content is based on theoretical nursing knowledge taught in NUR 130.

NUR 140 PN Completion/Transition 4 (44/0)
Prerequisite: Admission to the nursing program. NUR 130, NUR 131, NUR 137, PSY 101, with a 2.0 G.P.A. or current LPN licensure and permission of program director
Corequisites: NUR 141
Theoretical nursing knowledge focuses on selected health conditions pertinent to medical and surgical patients. Includes legal and ethical education and is the completion for students transitioning into the Practical Nurse Setting. Transition course for Licensed PNs entering the ADN program and optional for other ADN students.

NUR 141 PN Completion/Transition Practicum 8 (0/176)
Prerequisite: Admission to the nursing program. NUR 130, NUR 131, NUR 137, PSY 101, with a 2.0 G.P.A. or current LPN licensure and permission of program director
Corequisites: NUR 140
Practical application in the clinical setting of nursing theory NUR 140 and prior skills taught. Practicum focuses on nursing care to a variety of medical, surgical, and psychiatric patients.

NUR 195 Work-Based Learning Practicum 1-3 (0/33-99)
Prerequisite: instructor permission, enrolled in Level I of ADN program
Corequisites: NUR 197
A supervised work experience in the allied healthcare field designed to enhance the application of learned nursing theory and lab skills.

NUR 197 Work-Based Learning Seminar 1 (11/0)
Prerequisite: instructor permission, enrolled in Level I of ADN progam
Corequisites: NUR 195
A small group seminar setting in which students can discuss their Work-Based Learning Practicum (NUR 195) experience with a nursing instructor and other students.

NUR 210 Advanced Nursing Concepts I 5 (55/0)
Prerequisite: Admission into the Level II ADN program
Corequisites: NUR 211, NUR 235, PSY 210
Focus is on expansion of theoretical nursing knowledge as it relates to the pathological conditions of patients in various stages of the lifecycle. An ethical component incorporates principles of coordination and management of patient care.

NUR 211 Advanced Nursing Practicum I 5 (0/110)
Prerequisite: Admission to the Level II ADN Program
Corequisites: NUR 210, NUR 235, PSY 210
Practical application in the clinical setting of nursing theory and skills taught in NUR 210 and NUR 235. Practicum focuses on nursing care to a variety of patients in various stages of the lifecycle, including psychiatric patients.

NUR 215 Advanced Pharmacology Concepts 1 (11/0)
Prerequisite: HED 120
This course focuses on specific in-depth pharmacology information as it relates to the complex disease processes taught in Advanced Nursing Concepts I (NUR 220).

NUR 220 Advanced Nursing Concepts II 5 (55/0)
Prerequisite: Admission to the nursing program. NUR 210, NUR 211, NUR 235, PSY 210, with a minimum 2.0 G.P.A. or above
Corequisites: NUR 116, NUR 221, NUR 236
Focus is on the expansion of theoretical nursing knowledge as it relates to complex disease entities prevalent in obstetric, cardiac, psychiatric, and medical-surgical patients. An ethical component incorporates principles of coordination and management of patient care.

NUR 221 Advanced Nursing Practicum II 6 (0/132)
Prerequisite: Admission to the nursing program. NUR 210, NUR 211, NUR 235, PSY 210, with a minimum 2.0 G.P.A. or above
Corequisites: NUR 116, NUR 220, NUR 236
Practical application in the clinical setting of nursing theory and skills taught in NUR 220 and NUR 236. This practicum focuses on patient care to a variety of obstetrical, cardiac, psychiatric, and medical-surgical patients.

NUR 230 Advanced Health Care Management 5 (55/0)
Prerequisite: Admission to the nursing program. NUR 220, NUR 221, NUR 236, SPH 101, with a minimum 2.0 G.P.A. or above
Corequisites: NUR 231, NUR 237, MATH > 100
Focus is on the transition from the classroom to employment as a professional nurse as the student continues to care for patients with complex problems.

NUR 231 Advanced Health Care Practicum 4 (0/88)
Prerequisite: Admission to the nursing program. NUR 220, NUR 221, NUR 236, SPH 101, with a minimum 2.0 G.P.A. or above
Corequisites: NUR 230, NUR 237, MATH > 100
Focus is on increasing independence and skill in the performances and management of patient care in the clinical setting under the guidance of a registered nurse, based on nursing theory and skills taught in NUR 230 and NUR 237.

NUR 235 Nursing Skills Laboratory 1 (0/22)
Prerequisite: Admission to the nursing program. Admission into the Level II ADN Program
Corequisites: NUR 210, NUR 211, PSY 210
This course provides for the practice of nursing skills in a controlled setting in order to gain proficiency for delivery of nursing care in the clinical setting (NUR 211). The content is based on theoretical nursing knowledge taught in NUR 210.

NUR 236 Nursing Skills Laboratory 1 (0/22)
Prerequisite: Admission to the nursing program. NUR 210, NUR 211, NUR 235, PSY 210, with a 2.0 G.P.A. or above
Corequisites: NUR 116, NUR 220, NUR 221
This course provides for the practice of nursing skills in a controlled setting in order to gain proficiency for delivery of patient care in the clinical setting (NUR 221). The content is based on theoretical nursing knowledge taught in NUR 220.

NUR 237 Nursing Skills Laboratory 1 (0/22)
Prerequisite: Admission to the nursing program. NUR 220, NUR 221, NUR 236, SPH 101, with a 2.0 G.P.A. or above
Corequisites: NUR 230, NUR 231, MTH > 100
This course provides for the practice of nursing skills in a controlled setting in order to gain proficiency for delivery of nursing care in the clinical setting (NUR 231). The content is based on theoretical nursing knowledge taught in NUR 230.

NUR 240 Professional Issues 3-5 (22-33/22-44)
Prerequisite: Admission to the nursing program. instructor permission
This course is designed to assist the student in making the transition from the academic setting to a health care delivery system. It provides information about the professional role of the nurse and the legal and ethical responsibilities related to the practice of nursing in the State of Washington.

NUR 276 Perioperative Nursing I 6 (22/88)
Prerequisite: Registered Nurse
This is the first of two consecutive courses designed to introduce the Registered Nurse to the perioperative setting which incorporates the nursing process into all phases of patient care (pre, intra, and post operative). Based on AORN curriculum.

NUR 277 Perioperative Nursing II 6 (22/88)
Prerequisite: Registered Nurse, NUR 276
This is the last of two courses designed to introduce the Registered Nurse to the perioperative setting which incorporates the nursing process into all phases of patient care (pre, intra, and post operative). Continuation of NUR 276.

NUR 295 Work-Based Learning Practicum 1-3 (0/33-99)
Prerequisite: instructor permission, enrolled in Level II of ADN program
Corequisites: NUR 297
A supervised work experience in the allied healthcare field designed to enhance the application of learned nursing theory and lab skills. Area of learning must be approved by instructor.

NUR 297 Work-Based Learning Seminar 1 (11/0)
Prerequisite: instructor permission, enrolled in Level II of ADN Program
Corequisites: NUR 295
A small group seminar setting in which students can discuss their Work-Based Learning Practicum (NUR 295) experience with a nursing instructor and other students.

Office Information Technology

OFF 100 MS Word for Personal Use 1-3 (0/22-66)
Prerequisite: OFF 101 or instructor permission
This course gives a brief introduction to Microsoft Word. It is intended for students not majoring in the office information technology program. Tech Prep credit available. (F, W, S)

OFF 101 Basic Keyboarding 1-5 (0/22-110)
This course gives emphasis to learning the keyboard. Once students learn the alphabet, numbers and symbols, they work toward improving speed and accuracy. (F,W,S)

OFF 102 Document Formatting 1-5 (0/22-110)
Prerequisite: OFF 101
This course gives primary emphasis to the formatting of business documents using Microsoft Word. It also continues with speed and accuracy development. Tech Prep credit available. (F,W,S)

OFF 104 Skillbuilding 1-3 (0/22-66)
Prerequisite: OFF 102
This course focuses on the improvement of speed and accuracy. (F,W,S)

OFF 112 Proofreading 1-3 (0/22-66)
Prerequisite: OFF 102
This course gives students the opportunity to learn different proofreading techniques and then emphasizes practice using those techniques. (F,W,S)

OFF 130 Filing 1-2 (0/22-44)
This course introduces basic filing rules for alphabetic, numeric, subject, and geographic filing. (F,W,S)

OFF 150 Medical Terminology I 1-3 (0/22-66)
This course is a two-quarter presentation of medical terms and their uses. It is a comprehensive development of a medical vocabulary presented in order of body systems. (F,W,S)

OFF 151 Medical Terminology II 1-3 (0/22-66)
Prerequisite: OFF 150
This course is a continuation of OFF 150 in which medical terms and their uses are presented. (F,W,S)

OFF 173 Microsoft Word – Level 1 1-5 (0/22-110)
Prerequisite: OFF 102 or instructor permission
This course is an in-depth study of Microsoft Word's core level skills and prepares students to take the core-level certification exam. Tech Prep credit available. (F,W,S)

OFF 177 Business Occupations Lab 1-6 (0/22-132)
Prerequisite: instructor permission
This course allows individual study in one of the office information technology subject areas. Study and credit hours determined at the time of enrollment by the instructor. (F, W, S)

OFF 180 Microsoft Office 1-5 (0/22-110)
Prerequisite: OFF 102
Learning the basic functions of Microsoft Office is the focus of this course. This course consists of five modules—Word, Access, Excel, Powerpoint, Integration— This course is geared to Office Information Students. Tech Prep credit available. (F,W,S)

OFF 181 Introduction to Microsoft Office: Word 1 (0/22)
Students will learn the basic functions of Microsoft Word. (F,W,S)

OFF 182 Introduction to Microsoft Office: Excel 1 (0/22)
Students will learn the basic functions of Microsoft Excel. (F,W,S)

OFF 183 Introduction to Microsoft Office: Access 1 (0/22)
Students will learn the basic functions of Microsoft Access. (F,W,S)

OFF 184 Introduction to Microsoft Office: Powerpoint 1 (0/22)
Students will learn the basic functions of Microsoft Powerpoint. (F,W,S)

OFF 185 Introduction to Microsoft Office: Integration 1 (0/22)
Students will learn the basic functions of Microsoft Integration. (F,W,S)

OFF 190 Microsoft Excel – Level 1 1-5 (0/22-110)
This course is an in-depth introduction to Excel and is designed toward certification. (F,W,S)

OFF 195 Microsoft Access 1-5 (0/22-110)
This course is an introduction to database concepts and to the integration of Access with other data. (F,W,S)

OFF 198 Special Topics 1-5 (0/22-110)
This course provides individual study in one of the office information management subject areas. Study and credit hours are to be determined at the time of enrollment by the instructor. (F,W,S)

OFF 210 Outlook/Internet 1-3 (0/22-66)
This course will teach the functions of MS Outlook and accessing the Internet. (F,W,S)

OFF 220 Microsoft Publisher 5 (55/0)
Prerequisite: OFF 180 or instructor permission
This course is designed to create and produce documents such as announcements, newsletters, brochures, and fliers using Microsoft Publisher. (S)

OFF 239 Medical Ethics 1-2 (0/22-44)
This course introduces ethical and legal issues facing medical professionals. (F,W,S)

OFF 261 The Automated Office 5 (55/0)
Prerequisite: BUS 122, OFF 180 or 181-185
This course is an advanced, integrated office course designed to enable students to work and think independently as office assistants. (W)

OFF 262 Professional Preparation 5 (55/0)
Prerequisite: OFF 261
This course covers office ethics, assertive and professional communication skills, organizational skills, and job preparation components in which emphasis is given to interviewing techniques. (S)

OFF 273 Microsoft Word – Expert Level 1-5 (0/22-110)
Prerequisite: OFF 173
The focus of this course is on learn the advanced functions of Microsoft Word and prepares students for a certification exam. (F,W,S)

OFF 280 Advanced Microsoft Office 1-5 (11-55/0)
Prerequisite: instructor permission
This course is designed to complete sophisticated business projects using the integration capabilities of Microsoft Office. Competency based. This course consists of five modules—Word, Excel, Access, Powerpoint and Integrated Project. . (F,W,S)

Philosophy

PHL 200 Philosophy 5 (55/0)
This course is an introduction to philosophy for students who have no previous background in the subject. The course presents a broad overview of philosophical topics of interest and importance. **HU**

PHL 210 Ethics 5 (55/0)
A study of the principal ethical theories and their application to individual and social morality. **HU**

PHL 220 Logic 5 (55/0)
This course is an introduction to the procedures used to evaluate persuasive arguments, including those made in political debates and advertising, and the methods of deductive and inductive reasoning. **SQR HU**

PHL 230 East Indian Philosophy 5 (55/0)
Prerequisite: ENG 102 or instructor permission
This course will provide an introduction to the classical philosophical schools of India. It will discuss the philosophical problems and methods of these schools and their relationships with some of the major schools of Western Philosophy. **HU**

PHL 240 Philosophy of Religion 5 (55/0)
Prerequisite: One philosophy course or instructor permission.
This course is an introduction to the philosophy of religion for students who have some previous background in philosophy. In addition to reading classic texts in the field, students will pursue some of the fundamental issues in the philosophy of religion. **HU**

Physical Education and Health

PEH 090 Recreational Gym 0
Permits the use of BBCC gym facilities during available hours by individuals who are not students registered at BBCC. Community service class.

PEH 096 Aerobics Workshop 0
An exercise program of choreographed routines of "continuous rhythmic activity" through the medium of combining motor skills, jogging, dance step, and various exercises that are vigorous in nature. A community service class.

PEH 100 Lifetime Wellness 3 (22/22)
A course designed for the person who wishes to increase their general fitness and gain knowledge in lifetime wellness strategies. Review of health issues, health behavior, stress, alcohol, drugs, exercise, nutrition, obesity, weight reduction and maintenance, cancer, cardiovascular health, sexually transmitted diseases. Instruction will include methods of individual fitness evaluation and will involve student participation in conditioning activities. Each student will develop a personal fitness and nutritional plan. Discussions will encourage the development of a life-long personal fitness program by each participant. **SE**

PEH 102 Theory of Basketball 3 (33/0)
Designed for students to learn the basic skills required to teach or coach basketball. Emphasis is placed on analyzing fundamentals, gaining a knowledge of offensive and defensive strategy, and becoming more familiar with the responsibilities of a basketball program. Credits may only be applied once toward the 90-credit requirement for graduation. **SE**

PEH 104 Theory of Women's Basketball 3 (33/0)
Designed for students to learn the basic skills required to teach or coach women's basketball. Emphasis is placed on analyzing fundamentals, gaining a knowledge of offensive and defensive strategy and becoming familiar with the responsibilities of a basketball program. Credits may only be applied once toward the 90-credit requirement for graduation. **SE**

PEH 105 Theory of Baseball 3 (33/0)
A practical course involved in the coaching aspect of baseball, both defensively and offensively. Emphasis is placed on skills of body mechanics,, teaching coaching strategies, organization of a baseball program and evaluation of performance as well as understanding the rules. Credits may only be applied once toward the 90-credit requirement for graduation. **SE**

PEH 106 Theory of Women's Softball 3 (33/0)
This course is for students intending to teach or coach women's fastpitch softball. Emphasis is placed on learning technical skills, teaching and coaching strategies, team-building skills, evaluation of performance in competition, and organization and implementation of a softball program. A high emphasis will be placed on teamwork and dealing with problems unique to the female student. Credits may only be applied once toward the 90-credit requirement for graduation. **SE**

PEH 107 Theory of Volleyball 3 (33/0)
Designed for students intending to teach or coach volleyball. Emphasis is on the technical aspects of fundamental skills, evaluation of performance, selection of teaching strategies, and organization and implementation of a volleyball program. Credits may only be applied once toward the 90-credit requirement for graduation. **SE**

PEH 114 Basketball 1 (0/22)
Fundamentals of ball handling, shooting, passing, techniques of offensive and defensive play, and practice in competitive play. May be repeated for up to three (3) credits. **AC**

PEH 116 Golf 1 (0/22)
Basic techniques, rules of play, and golf etiquette. May be repeated for up to three (3) credits. **AC**

PEH 117 Bowling 1 (0/22)
Basic fundamentals of bowling, strike and spare technique, rules of play, scoring, with competitive play. May be repeated for up to three (3) credits. **AC**

PEH 119 Softball 1 (0/22)
Fundamentals of team play, rules and game strategies. Emphasis placed on participation by all. May be repeated for up to three (3) credits. **AC**

PEH 121 Tennis 1 (0/22)
Basic techniques for singles and doubles play, court etiquette, rules, and scoring. May be repeated for up to three (3) credits. **AC**

PEH 122 Volleyball 1 (0/22)
Development of volleyball skills, rules, strategies of play, and etiquette through repetitive drills for basics and random drills for long-term learning. May be repeated for up to three (3) credits. **AC**

PEH 124 The Science of Coaching and Playing Sports 3 (33/0)
Prerequisite: High school, college or club playing and coaching experience recommended
The Science of Coaching and Playing Sports is an advanced course for coaches, athletes, and students designed to introduce the avenues of science to improve coaching and playing skills. Volleyball, basketball, and tennis will be used as the medium to focus attention on the technical and tactical aspects of skilled performance, selection of appropriate teaching procedures and coaching strategies. Once developed these teaching and coaching skills can be used to improve drill, practice design, and individual performance. **SE**

PEH 125 Conditioning 1 (0/22)
An exercise, running, weight training, and skill-related drill program designed to provide the student with the knowledge to develop and execute a physical fitness program that will enhance individual fitness levels, health, and body proportions. May be repeated for up to three (3) credits. **AC**

PEH 127 Coaching Youth Sports 3 (33/0)
This course is designed to provide students with an understanding of their role of a youth sports coach. **SE**

PEH 131 Circuit Weight Training 1 (0/22)
This course includes warm-up, weight lifting at various circuit training stations that incorporate all major muscle groups for 30 second to one-minute intervals. May be repeated for up to three (3) credits. **AC**

PEH 132 Fitness 1 (0/22)
An overall conditioning program with emphasis on developing strength, endurance, flexibility, and cardiovascular conditioning. May be repeated for up to three (3) credits. **AC**

PEH 133 Weight Training 1 (0/22)
This course is designed to introduce basic weight training techniques using universal and free (Olympic) weight equipment as well as to a variety of methods and programs of weight training. May be repeated for up to three (3) credits. **AC**

PEH 136 Skiing 1 (0/22)
Techniques of skiing/snowboarding. Consists of lessons and laboratory experience at Mission Ridge. Students are responsible for providing: ski equipment, lift/tow and lesson fees. May be repeated for up to three (3) credits. **AC**

PEH 137/237 Karate 1 (0/22)
Designed to teach students the Korean art of Karate and Japanese Jujitsu techniques. Emphasizes self-discipline in skill usage of self-defense using non-violent neutralization techniques and karate-type striking for life-threatening situations. **AC**

PEH 139 Techniques of Coaching Specific Sports 3 (33/0)
Prerequisite: PEH 127 or instructor permission
Provides students the opportunity to develop skills, techniques, and philosophy for coaching specific sports. **SE**

PEH 140 Introduction to Athletic Training 2 (11/22)
Introductory course in the principles of athletic training. The course is designed for students who are pursuing a career in athletic training, physical therapy, physical education, coaching or an allied health field. The course will cover the areas of administration of athletic health care programs; prevention, evaluation, treatment, and rehabilitation of sports related injuries.

PEH 144 The Mental Game: Principles for Sports and Life 3 (33/0)
Study of mental training to bridge the gap between potential and performance in sports and life. Covers the mental aspects and techniques which can be/are used by athletes at all levels of competition in striving for peak performance. The integration, application, and transfer of these mental techniques into other areas of life will be explored. **SE**

PEH 149 Jogging for Health 1 (0/22)
Designed to increase the student's level of physical fitness, teach proper methods of running, improve future life expectancy, encourage weight reduction and body fat levels, and establish a permanent habit of exercise. May be repeated for up to three (3) credits. **AC**

PEH 150 Beginning Tae-Kwon-Do 1 (0/22)
Designed to teach the philosophies, skills and etiquette of Tae-Kwon-Do. Emphasizes the development of self-confidence and self-discipline. Provides instruction and practice in defensive and offensive methods used in Tae-Kwon-Do. **AC**

PEH 151 Beginning Self-Defense 1 (0/22)
Designed to teach the philosophies, skills and etiquette of martial arts. Emphasizes the development of self-confidence and self-discipline. Provides instruction and practice in defensive and offensive methods used in self-defense, involving a mix of different martial arts. **AC**

PEH 153 Lifeguard Training 2 (11/22)
Prerequisite: Persons are eligible who have passed their fifteenth birthday, are in sound physical condition, and have completed the following prerequisite: 1) fifteen years of age on or before the beginning of the course, 2) swim 500 yards continuously using each of the following strokes for at least 50 yards: crawl, breaststroke, elementary backstroke and sidestroke, 3) surface dive to minimum depth of 9 feet and bring a 10 pound diving brick to the surface, 4) surface dive to a minimum depth of 5 feet and swim underwater a minimum of 15 yards, and 5) tread water for one minute.
Instruction leading to qualification for American Red Cross Lifeguard Training Certification. **AC**

PEH 154 Water Safety Instruction 3 (22/22)
Prerequisite: current advanced lifesaving certificate
Fundamentals of swimming and lifesaving skills needed to achieve American Red Cross WSI Certification. **AC**

PEH 155 Aerobics 1 (0/22)
This course involves special exercise and calisthenics which enhance total fitness, figure improvement, body toning, weight control, and posture. Students will use balance/fitness balls and light to medium dumbbells to improve overall core strength and balance of the body. May be repeated for up to three (3) credits. **AC**

PEH 158 Racquetball 1 (0/22)
Designed to acquaint the student with the basic skills, rules, and knowledge of the sport of racquetball as a lifetime activity. May be repeated for up to three (3) credits. **AC**

PEH 160 Baseball Skills 1 (0/22)
A practical course involved in the coaching aspects of baseball, both defensively and offensively. Explains catching, throwing, running techniques, and abilities for the player in each position, hitting and bunting, base running techniques, and game strategies. May be repeated for up to three (3) credits. **AC**

PEH 175 Values and Problems of Today's Athlete 3 (0/33)
A study of the values and problems of the student-athlete in today's society of athletics. The benefit of education for the athlete is stressed. **SE**

PEH 178 Principles of Fitness 3 (22/22)
This course is designed to teach students physiological, nutritional and psychological aspects of fitness. Instruction will include methods of individual fitness evaluation, and will involve student participation in conditioning activities. Each student's physical and nutritional fitness will be assessed and a life-long personal fitness program will be developed.

PEH 222 Advanced Volleyball Techniques and Tactics 1 (0/22)
Prerequisite: PEH 122 or previous playing and coaching experience or instructor permission.
Designed for players and coaches who want to coach elite athletes or perform at an elite level. The class will contain both on the court and in the classroom activities. All instruction will be based on the latest scientific knowledge available regarding motor learning and exercise physiology. May be repeated for up to three (3) credit hours. **AC**

Physics

PHY 120 Survey of Physics 5 (44/22)
Prerequisite: MPC 095 or placement test
This course is a general survey course for the non-science major. The course helps develop an awareness of the physical concepts which govern our everyday experiences. Topics will include most of the following, depending on class preparation and interest: Newtonian mechanics, heat, wave theory, sound, light, static and current electricity, magnetism, atomic and nuclear physics, relativity. Conceptual reasoning is stressed, with mathematics kept to the level of elementary algebra. Laboratories emphasize concepts learned in lecture, and graphing and data handling techniques are learned. The course is offered primarily to meet Associate in Arts and Science laboratory science requirement. **LS**

PHY 201 Engineering Physics I 5 (44/22)
Prerequisite: MTH 171 or concurrent enrollment
The course is an introductory physics course intended for students majoring in science or engineering. This course is the first of a three-quarter sequence. Course content includes the laws of motion, energy, momentum, and static equilibrium. A working knowledge of calculus is required. **LS**

PHY 202 Engineering Physics II 5 (44/22)
Prerequisite: PHY 201
The second in a three-quarter calculus-based sequence in introductory physics intended for students majoring in science or engineering. Course content includes thermodynamics, waves, and optics. A working knowledge of calculus is required. **LS**

PHY 203 Engineering Physics III 5 (44/22)
Prerequisite: PHY 202
The third in a three-quarter calculus-based sequence in introductory physics intended for students majoring in science or engineering. Course content includes static electricity, current electricity, magnetism, and special relativity. A working knowledge of calculus is required. **LS**

Political Science

POL 102 American Government and Politics 5 (55/0)
From the constitutional convention in Philadelphia (1788) to the most recent presidential elections, this course explores American politics and governmental functions. The focus is on the interaction and structure of the executive, legislative, and judicial branches of national government. **SS**

POL 103 International Politics 5 (55/0)
An introduction to American foreign policy and global relations, including historical backgrounds, current struggles, and move toward globalization in Post Cold War world. **SS**

POL 104 Modern American Political Process 5 (55/0)
The course examines the American political culture, including interest groups, the parties, campaigns, public opinion, and the power of the press. It also examines the policy making process. **SS**

POL 204 American Presidency 5 (55/0)
The purpose of this course is to introduce undergraduate students to the study of the American Presidency. Students will become acquainted with the political, religious, economic, social, cultural, and intellectual forces which have shaped the role of the Presidency in the American political system. To accomplish this, students will read primary sources and scholarly monographs, and participate in class discussions and lectures. **SS**

Psychology

PSY 101 Introduction to Psychology 5 (55/0)
A broad survey course designed to study human behavior with reference to biology, learning, motivation, emotion, perception, intelligence, human development, mental processes, personality, abnormal behavior, and research. Strongly recommend placement in MPC 095 or higher and placement in ENG 099 or higher. **SS**

PSY 205 Introduction to Social Psychology 5 (55/0)
This course is an introduction to the psychological study of how individuals learn, develop, and behave within a social context. This includes the study of how we perceive and think about other people, how we interact with others, and the ways in which out attitudes, beliefs, and behavior are influenced by, and influence the social world in which we live. Strongly recommend placement in MPC 095 or higher and placement in ENG 099 or higher. **SS**

PSY 210 Life-Span Development 5 (55/0)
Prerequisite: PSY 101
Examines the physical, intellectual, emotional, and social growth and development that occurs throughout the human life-span. **SS**

PSY 230 Human Sexuality 5 (55/0)
An introduction to the scientific study of human sexuality and covers the biological, developmental, psychosocial, and cultural aspects of sexuality, sexual attitudes and behavior, sexual variance, and sexual dysfunctions and disorders. Strongly recommend placement in MPC 095 or higher and placement in ENG 099 or higher. **SS**

PSY 260 Abnormal Behavior 5 (55/0)
Prerequisite: PSY 101
An introduction to the biological, psychosocial, and sociocultural influences on the individual and their role in producing and maintaining various psychological disorders. Also examines the therapeutic strategies that can be used in treating these disorders. **SS**

Religious Studies

REL 201 World Religions 5 (55/0)
A survey of the origin, development, and present beliefs and practices of the world's major religions: Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity, and Islam. **HU**

REL 211 Religion in America 5 (55/0)
A study of American religious groups, principally Christian denominations, including selected sects and cults. Various beliefs and practices will be examined in light of historical and social influences. **HU**

Science

SCI 095 Math for the Sciences 3 (33/0)
Prerequisite: Placement of MPC 095 or higher on the BBCC math placement exam or demonstrated competency in MPC 090. Collection of data, computations and graphing with data, analysis of experimental data, and writing of a scientific lab report.

SCI 101 Survey of Science 5 (55/0)
An introduction to and survey of the natural sciences of astronomy, biology, chemistry, geology, and physics. **NS**

SCI 102 Earth Science 5 (55/0)
Earth Systems Science (ESS) explores the processes that are responsible for forming and shaping Earth. Those processes comprise a series of intertwined systems that interact to produce Earth's continents, oceans, atmosphere, and life. ESS is taught as an internet-based online course, incorporating online messaging and conferencing, as well as World-Wide-Web (WWW) assignments and independent field projects. **NS**

Sociology

SOC 110 Introduction to Sociology 5 (55/0)
Sociology is the scientific study of human groups and their social systems. Sociologists study how groups are organized and structured, their character and interaction, how groups change, and their impact on individuals. This idea that we are all profoundly affected by the society in which we live is called the "sociological perspective or imagination", and it is the guiding light of sociology. Strongly recommend placement in MPC 095 or higher and placement in ENG 099 or higher. **SS**

SOC 220 Marriage and the Family 5 (55/0)
A sociological inquiry into the American institution of marriage and family life. The course includes an analysis of dating, the single life, sexuality, marriage, parenthood, communication, divorce, and many other topics relevant to marriage, mating, and family life today. Strongly recommend placement in MPC 095 or higher and placement in ENG 099 or higher. **SS**

SOC 270 Social Problems 5 (55/0)
A sociological analysis of the major social problems facing both the United States and the world today. Among the topics analyzed are: Family and disorganization, social deviance, poverty, crime, over population, and environmental degradation. Strongly recommend placement in MPC 095 or higher and placement in ENG 099 or higher. **SS**

SOC 273 Introduction to Social Welfare 5 (55/0)
Prerequisite: ENG 099 or BBCC placement in ENG 101
An introduction to the history, structure and societal concerns of social welfare. Special emphasis is placed on the profession of social work, including its function, mandate, values, ethics and fields of practice as shaped by social welfare policies. This is the initial course in the baccalaureate degree in social work. **SE**

Speech

SPH 100 Interpersonal Communications 4 (44/0)
Provides students with one-on-one communication skills emphasizing theoretical principles and their application. Exemplifying self-concept, perception, verbal and non-verbal attributes and attitudes experienced between family, friends, and employment relationships.

SPH 101 Introduction to Public Speaking 5 (55/0)
Provides an introduction to the fundamental process of speaking to the public. It is designed to help students develop skills in communication and to acquire an understanding of oral communication as a vital human relations factor in society. **HU**

SPH 201 Advanced Public Speaking 5 (55/0)
Prerequisite: SPH 101 or instructor permission
Fundamentals of good speech as a primary means of communication, with emphasis on organization and delivery. Speeches are given and critiqued by the class. **HU**

SPH 210 Small Group Discussion 3 (33/0)
Principles of reflective thinking and effective extemporary speaking and the application of these principles in the various forms of group discussion such as conferences, round tables, panels, forums, and symposiums. **SE**

Welding

WLD 101 Oxy-Acetylene Welding for Auto Mechanics 2 (11/22)
Corequisite: Enrollment in Automotive Technology
Fundamentals of oxy-acetylene welding and cutting. Lessons include carbon-steel welding and brazing, aluminum and cast-iron welding and cast-iron welding and oxy-acetylene, plasma arc cutting. Practical knowledge of safety in the use and handling of equipment and compressed gases will be stressed throughout the quarter.

WLD 102 ARC/GMAW Welding for Automotive Technicians 2 (11/22)
Prerequisite: Enrollment in Automotive Technology
This course covers the fundamentals of the GMAW process for welding carbon steel, stainless steel and aluminum. Using these materials, the student will learn to run stringer beads, butt, lap and 'T' joints, in all positions with various modes of metal deposition and using different gasses.

WLD 103 Beginning AMT Welding 3 (11/44)**
Approved by the FAA
Co-requisite: Enrollment in AMT 151
Fundamentals of oxy-acetylene welding with carbon steel and aluminum, as well as brazing and braze welding with carbon steel; soldering with stainless steel, and carbon steel; Gas Tungsten Arc Welding (GTAW) with aluminum, stainless steel, and carbon steel. Practical knowledge of safety in the use and handling of the equipment and compressed gases will be stressed throughout the quarter.

WLD 110 Welding Theory I 5 (55/0)
General view of industrial welding and cutting. Safety rules of oxy-fuel, electric cutting and welding, shielded metal arc welding principles and electrodes.

WLD 111 Welding Process I* 3-6 (0/66-132)
Introduction to arc welding processes; welding of E-6010 and various kinds and size of electrodes in all positions, manipulative skills including stringer beads and weave beads on plate and joints with AC and DC welding machines. Night students must earn a total of six credits before going on to the next course. These three credit courses may be repeated for credit up to six credits. Tech Prep credit available.

WLD 112 Thermal Cutting and Welding* 3 (0/66)
Various techniques of steel cutting with oxy-fuel, air carbon arc, shielded metal arc and plasma arc processes and oxy-acetylene welding, and brazing with various metals. Tech Prep credit available.

WLD 120 Welding Theory II 5 (55/0)
Prerequisite: WLD 110
Fundamentals of G.M.A.W. and F.C.A.W. processes with their related equipment. Shielding gasses, filler materials, and general welding procedures including carbon steel, stainless steel, and aluminum. Learn about steel making, elements, functions of steel, types and various steels and identification numbering system.

WLD 121 Welding Process II* 3-6 (0/66-132)
Prerequisite: WLD 111
Welding open root corner joints and beveled 3/8" plate using E-6010 electrodes and ASME performance certification plate tests. These three credit courses may be repeated for credit up to six credits.

WLD 122 Gas Metal Arc Welding I 3 (0/66)
Materials of carbon steel and stainless steel with 0.035 solid wire and aluminum with 0.030 solid wires. Various joints and thicknesses of materials welded in all positions, using different modes and gases.

WLD 130 Welding Theory III 5 (55/0)
Prerequisite: WLD 120
Basic welding blueprint reading and interpretations of conventional drafting, symbology, and specialized welding symbols: basic lines and views, dimensions, welding symbols, abbreviations, and pipe welding symbols, NDT symbols and ISO welding symbols.

WLD 131 Welding Process III* 3-6 (0/66-132)
Prerequisite: WLD 121
Using E-7018 electrodes, weld corner joints, bevel plates all positions and ASME, WABO performance certification tests. These three credit courses may be repeated for credit up to six credits.

WLD 132 Gas Tungsten Arc Welding I (T.I.G.)* 3 (0/66)
The beginning G.T.A.W. process. Freehand techniques for aluminum, carbon steel, stainless steel, copper, and titanium. Using these materials, running beads, butt, lap, edge, corner and T joints in all positions. Also cup walk motion with 3/8" plate in vertical and horizontal positions.

WLD 151 Technical Drawings Interpretation 3 (22/22)
Prerequisite/Corequisite: MAP 101
Basic technical drawings interpretation skills for welding engineering to develop abilities in reading and understanding technical drawings; emphasis on visualization and sketching of multi-view, isometric, schematic, and pictorial drawings. Tech Prep credit available.

WLD 152 Welding Layout I 3 (22/22)
Prerequisite: WLD 151
Specialized weldment drafting techniques; intersections and developments, patterns for geometric shapes used in cardboard, sheet metal and structural shapes: fabrication and model construction.

WLD 153 Welding Layout II 3 (22/22)
Prerequisite: WLD 152
Basic technical pipe drawing interpretations and developments. Patterns for geometric shape used in pipe component fabrication and model construction.

WLD 190, 290 Skill Improvement 2-6 (0/44-132)
Prerequisite: instructor permission
Extra welding time and instruction to enhance student's welding skills and/or update their qualifications for testing. This is an open enrollment course offered throughout each quarter. (May be repeated for credit; graded on pass-fail basis.)

WLD 205 Weld Test Methods 4 (33/22)
Prerequisite: WLD 130
A survey of methods used to test welds. This course will cover a variety of destructive and non-destructive test methods used in the welding industry.

WLD 206 Welding Codes and Standards 5 (55/0)
Prerequisite: WLD 205
ASME, AWS, API, and WABO code interpretation of structural steels and testing and inspection of welded structures.

WLD 207 Welding Metallurgy 4 (55/0)
Prerequisite: WLD 206
An introduction to metallurgy. Ferrous and nonferrous metals, alloys and their groupings will be covered.

WLD 212 Gas Metal Arc Welding II* 3 (0/66)
Prerequisite: WLD 122
Flux cored arc welding with carbon steel and stainless steel using 0.045 flux cored wire following A.W.S. and W.A.B.O. procedure code. Various joints, thicknesses of materials in all positions. Also 1" plate W.A.B.O. unlimited field certification test.

WLD 241 Structural Weld Process I 6 (0/132)
Prerequisite: WLD 131 or instructor permission
This course focuses on student learning of structural connection mockups applying the Shielded Metal Arc and Flux Cored Arc Welding processes.

WLD 242 Structural Welding I 3 (0/66)
Prerequisite: WLD 212 or instructor permission
An introductory course focusing on fabrication of structural weldments utilizing shielded metal arc welding and flux cored arc welding on structural connections.

WLD 243 Structural Welding Process II 6 (0/132)
Prerequisite: WLD 241 or instructor permission
A structural welding course focusing on student application of Shielded Metal and Flux Cored Arc Welding processes on large outdoor structural weldments in accordance with drawings.

WLD 244 Submerged Arc Welding 3 (0/66)
Prerequisite: WLD 242 or instructor permission
This course focuses on student learning of submerged arc welding process which entails an arc that takes place beneath a bed of granular flux. This is a high deposition industrial orientated welding process that is used to manufacture light to heavy weldments.

WLD 245 Structural Weld Process III 6 (0/132)
Prerequisite: WLD 243 and WLD 153 or instructor permission
A structural welding course focusing on student application of Shielded Metal and Flux Cored Arc Welding processes on tubular structural weldments in accordance with drawings.

WLD 261 Production Weld Process I 6 (0/132)
Prerequisite: WLD 131 or instructor permission
An introductory course focusing on student learning of production welding techniques by applying the Gas Metal Arc, Flux Cored Arc, and Gas Tungsten Arc Welding processes.

WLD 262 Production Welding I 3 (0/66)
Prerequisite: WLD 212 or instructor permission
This course focuses on student learning of production welding within a shop setting.

WLD 263 Production Welding II 6 (0/132)
Prerequisite: WLD 261 or instructor permission
An intermediate course that focuses on student learning of production welding techniques by applying the Gas Metal Arc, Flux Cored Arc, and Gas Tungsten Arc Welding processes on large parts in accordance with drawings.

WLD 264 Advanced Weld Process 3 (0/66)
Prerequisite: WLD 262
An advanced course focusing on student learning of welding processes such as pulsed gas metal arc, pulsed gas tungsten arc, and welding on advanced materials i.e., titanium and inconel.

WLD 265 Production Welding Process III 6 (0132)
Prerequisite: WLD 263 or instructor permission
An advanced production welding course focusing on application of Gas Metal Arc, Flux Cored Arc, and Gas Tungsten Arc Welding processes on small parts in accordance with drawings. Parts will be welded in student manufactured fixtures.

WLD 281 Pipe Welding I * (Previously WLD 211) **3-6 (0/66-132)**
Prerequisite: WLD 131
Students will be introduced to pipe welding in the 1G, 2G, 5G, and 6G positions using E-6010 electrodes with schedule 60, 80, 100, 120 and various size pipes. These three credit courses may be repeated for credit up to six credits.

WLD 282 Gas Tungsten Arc Welding II (TIG)*
(Previously WLD 222) **3 (0/66)**
Prerequisite: WLD 132
This course introduces students to carbon steel pipe welding in 1G, 2G, 5G, and 6G positions using cup walk methods with 1/8" electrodes on schedule 60 and other various sizes of pipes.

WLD 283 Pipe Welding II (Previously WLD 221) **3-6 (0/33-132)**
Prerequisite: WLD 281s
Students will enhance carbon steel pipe welding in 1G, 2G, 5G, and 6G positions using E-6010 and E-7018 electrodes with schedule 60, 80, 100 and 120 pipes and various other sizes of pipes. These three credit courses may be repeated for credit up to six credits.

WLD 284 Gas Tungsten Arc Welding III (T.I.G.)* (Previously WLD 232) **3 (0/66)**
Prerequisite: WLD 282
Students will use advanced skills on carbon steel pipe in the 2G, 5G, 6G positions, carbon steel pipe with stainless steel rods and stainless steel pipe in the 2G, 5G, and 6G positions.

WLD 285 Pipe Welding III (Previously WLD 231) **3-6 (0/33-132)**
Prerequisite: WLD 283
This course focuses on pipe welding 1G, 2G, 5G, and 6G positions using E-6010 and E-7018 rods anda combination of G.T.A.W. and S.M.A.W. process with schedule 40, 60, 80, 100, 120, and various other sizes of pipes.

WLD 295 Work Based Learning 1-6 (0/0/33-198)
Prerequisite/Corequisite: WLD instructor permission and concurrent enrollment in WLD 297
A supervised work experience in the welding technology field to enhance the application of classroom instruction and skills and/or area of specialization approved by the program instructor. May be repeated up to twelve (12) credits.

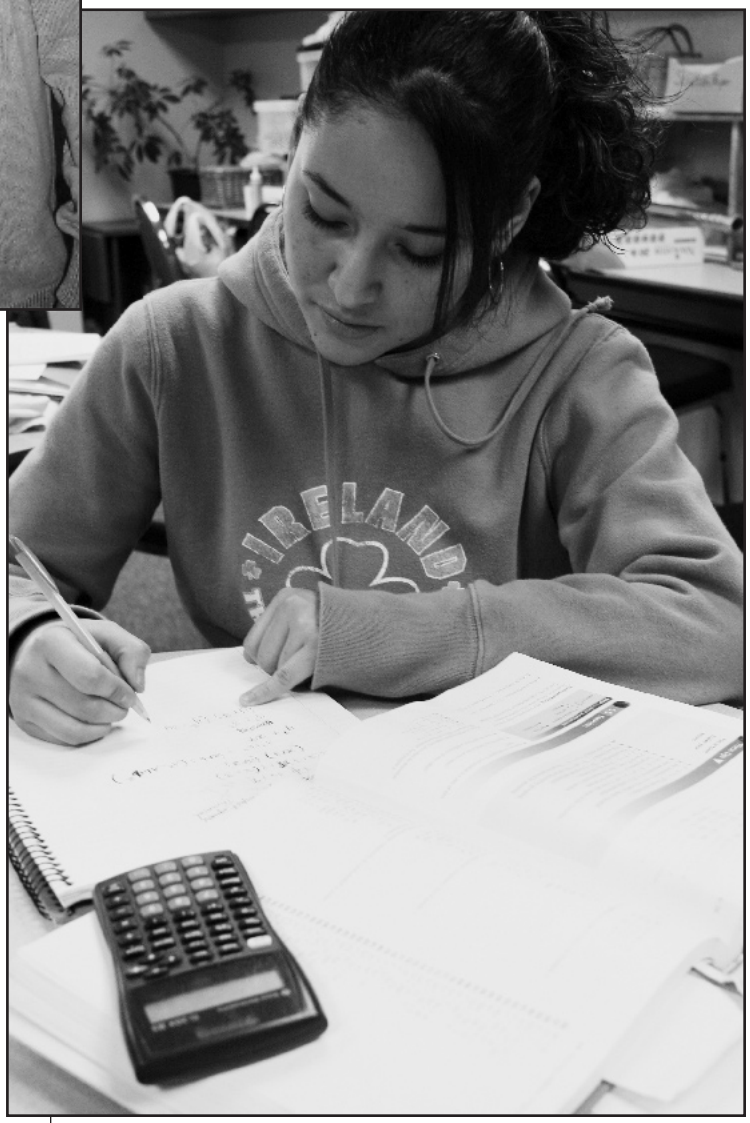
WLD 297 Work Based Learning Seminar 1 (11/0)
Corequisite: WLD 295 Work Based Learning
Feedback and discussion to integrate and relate Work Based Learning and classroom based instruction. Work ethic, leadership, safety and occupational health, environmental issues, and other student generated topics are examined. May be repeated up to six (6) credits.

WABO TESTING 0
Washington Association of Building Officials (WABO) testing is available. Contact the welding department at 793-2262 for more information.

*Flexibility is maintained to allow students to advance at their own learning rates; additional laboratory time is available through enrollment in WLD 190 or WLD 290.

**Approved by the FAA


To The
Tenth Annual



Faculty & Administrators

Maryanne Allard (1975) ..... Athletic Director
B.A., Lewis & Clark College

Marsha Asay (1984) ..... Nursing
B.S., Brigham Young University

William Autry (1995) ..... Maintenance Mechanic Technology
A.A.A., Wenatchee Valley College; Certified (07) Electrician

Russ Beard (2000) ..... Director of Information and Communication Systems

Daneen Berry-Guerin (2005) ..... Interim Office Information Technology
B.A., Eastern Washington University; M.B.A., American Intercontinental University

William C. Bonaudi (1995) ..... President
B.A., Central Washington University; M.S., Wayne State University; Ed.D., University of Southern California

Carla Boon (2004) ..... Operations Coordinator for the Japanese Agricultural Training Program
B.S., Washington State University

Erik Borg (2000) ..... Aviation Maintenance Technology
A.A.S., Big Bend Community College; B.S., Central Washington University; FAA certificates include Commercial Pilot, Airplane Single and Multi-Engine Land, A&P Mechanic, Inspection Authorization, Designated Maintenance Examiner

Laurie Busse (1998) ..... Director of WorkFirst Services
B.A., Washington State University

John Carpenter (1994) ..... English
B.A., University of Idaho; M.A., University of Idaho

Sandy Cheek (2001) ..... Director of Adult Basic Education
B.A., University of Alberta; Teaching Certification, Simon Fraser University; M.Ed., University of Washington

Katherine Christian (2004) ..... Nursing
B.A., University of Southern California; B.S.N., University of New York

Steve Close (2004) ..... English
A.A., Contra Costa Community College; B.A., San Francisco State University; M.A., Ph.D., University of Oregon

Charles D. Cox, Jr. (1980) ..... Automotive Technology
A.A., Big Bend Community College; B.A., Central Washington University; M.Ed., Eastern Washington University; National Institute of Automotive Service Excellence Certified "Master" Technician; A.S.E. Master Automotive Machinist; A.S.E. Advanced Level Engine Performance Specialist

Gregory Crane (1998) ..... Aviation/Flight
A.A.S., Big Bend Community College; FAA certificates and ratings include: Commercial Pilot-Airplane Single and Multi-Engine Land, Airplane Single Engine Sea; Instrument-Airplane; Flight Instructor-Airplane Single and Multi Engine; Instrument-Airplane; Ground Instructor-Advanced and Instrument

Michael De Hoog (2001) ..... Activity Center Coordinator/ Head Women's Volleyball Coach
B.A., Whitworth College

Anita De Leon (1999) ..... Academic Coordinator for College Bound
B.A., M.S.W., University of Washington

Gene Donat (1975) ..... Economics/Business
A.A., North Idaho College; B.A., M.Ed., University of Idaho

Kathleen L. Duvall (2005) ..... Biological Sciences
B.S., University of California at Davis; M.S., Brigham Young University

Gail M. Erickson (1998) ..... Developmental Studies
B.A., University of Washington; M.Ed., Heritage College

Tim Fuhrman (1998) ..... Dean of Information Resources
A.A.&S., Big Bend Community College; B.A., Central Washington University; M.A., University of Arizona

Kara Garrett (1987) ..... Dean of Education, Health, and Language Skills
B.A., Western Washington University; M.A., TESOL School for International Training

John P. Gillespie (1995) ..... Aviation/Flight
A.A. & A.A.&S., Big Bend Community College; B.A., Gonzaga University; FAA certificates include Airplane Single and Multi-Engine Land, Commercial Privileges, Instrument Airplane/Gold Seal Flight Instructor, Airplane Single and Multi-Engine Instrument/Ground Instructor, Advanced Instrument

Gail Hamburg (2000) ..... Director of Business Services
B.A., B.S., Central Washington University; M.Ed., Heritage University; Certified Public Accountant

James Hamm (1993) ..... Physics
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David Hammond (2001) ..... Developmental English
B.A., Brigham Young University; M.A., Portland State University

Brinn Harberts (2002) ..... Mathematics
B.A., M.S., Eastern Washington University

Ryann Haw (2005) ..... Psychology/Criminal Justice
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Max Heinzmann (1981) ..... Counselor
A.A.S., Fort Steilacoom Community College; B.A., M.Ed., Western Washington University

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Catherine L. Holestine (1999).....Public Information Officer
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Anita Hughes (1994) ..... Mathematics
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Kim B. Jackson (2000).....Director of Student Programs
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Barbara L. Jacobs (1972) ..... Biology/Mathematics
B.S., M.S., Washington State University; M.T., American Society of Clinical Pathologists

Jackie Johnston (2000) .....Director of WorkFirst Job Training
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Van Jorgensen (1984)..... Computer Science
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A.A., Columbia Basin College; B.S., M.R.Ed., Brigham Young University; Ph.D., Gonzaga University

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Stephen E. Matern (1999).....Industrial Electrical Technology
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A.A.S. Electronic Engineering; American Welding Society: CWI (Certified Welding Inspector) 01110781, CWE (Certified Welding Educator) 0111009E

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B.S., M.A.C., Brigham Young University; Certified Public Accountant

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Class A CDL Endorsements T N; Lift Truck and Defensive Driving Course Instructor Certifications

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Holly Moos (1973) .....Director of Human Resources

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Edward Spooner (1996) ..... Wellness/Physical Education
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B.SC., University of Benin (Nigeria); M.INF.SC., University of Ibadan (Nigeria); M.C.S.E.; M.C.S.A.; M.C.P.; C.C.N.A.; A+

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Preston R. Wilks (1996) ..... Dean of Arts and Sciences
A.A.&S., Big Bend Community College; B.S., M.S., Brigham Young University; Certified Public Accountant

Linda Wrynn (1984)..... Director Nursing Program
A.S., Solano Community College; B.S., The University of the State of New York; M.S., University of Portland

Lance Wyman (1988) ..... Librarian
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Mark Yosting (1997)..... Regional Skills Program/ Automotive Technology
A.A.S., Big Bend Community College; Certificate of Automotive Service Excellence

MariaAnita Zavala-Lopez (2000) ..... Counselor
B.A., University of Washington; Ed.M., Washington State University

Emeritus List

On occasion, retired faculty and administrators are recognized for extraordinary service with the college. The title of "Emeritus" is bestowed by the BBCC Trustees upon the recommendation of the President, to gratefully acknowledge those unique individuals whose efforts throughout their careers on behalf of the college were far beyond the expectations of their positions.

Alice Milholland (1962-81)	Instructor Emeritus
Dr. Peter D. DeVries (1978-87)	President Emeritus
Dr. Robert Mason (1962-91)	Dean Emeritus
Leroy Ledeboer (1965-91)	Professor Emeritus
Dr. Leroy Johnson (1980-90)	Professor Emeritus
Ron Graff (1967-93)	Professor Emeritus
Don Wright (1966-88)	Professor Emeritus
Fred Huston (1964-1984)	Dean Emeritus
Larry Petersen (1968-93)	Professor Emeritus
Wayne Freeman (1973-92)	Professor Emeritus
Stephen Tse (1966-96)	Professor Emeritus
Rex Wilks (1966-95)	Professor Emeritus
Robert J. Wallenstien (1966-77)	President Emeritus
Roger Glaese (1969-98)	Vice President Emeritus
Fred Buche (11/66-12/96)	Faculty Emeritus
David R. Wolff (9/70-6/00)	Faculty Emeritus
Harrell Guard (12/86-6/94)	Vice President Emeritus
Cynthia Calbick (9/73-6/01)	Faculty Emeritus
Barbara Guilland (9/82-6/01)	Faculty Emeritus
Brenda Teals (6/71-6/01)	Faculty Emeritus
Bill Looney (9/70-6/02)	Faculty Emeritus
Patricia Schrom (9/92-8/03)	Trustee Emeritus
Makoto Enokizono (9/74-6/04)	Faculty Emeritus

(In accordance with Board Policy 1005, Adopted 4/82)

Equal Opportunity Statement

Big Bend Community College District 18 provides equal opportunity in education and employment and does not discriminate against anyone based on race, ethnicity, creed, color, national origin, sex, marital status, sexual orientation, age, religion, or the presence of any sensory, mental or physical disability, or status as a disabled person or Vietnam era veteran, in accordance with the Americans with Disabilities Act of 1990, Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973.

Inquiries may be made to:

Big Bend Community College
Holly Moos, Human Resources Director
Craig Randall, Disabled Student Services Coordinator
Maryanne Allard, Title IX Coordinator
Student Center/Administration Building
Building 1400
Handicapped access available.
Phone (509)793-2035
TDD (509)762-6335

Disclaimer Statement

This catalog and its components shall not constitute a contract between Big Bend Community College and prospective or enrolled students. The information contained in this catalog reflects the current policies and regulations of the college. However, the college reserves the right to make changes in its policies and regulations at any time. If policies or regulations of the college at any time conflict with information contained in this catalog, the policies and regulations will govern, unless expressly determined otherwise by the Board of Trustees. The college reserves the right to eliminate, cancel, phase out or reduce in size courses and/or programs for financial, curricular or programmatic reasons.

Limitations 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.

Index

A

Academic Amnesty 21
Accounting 43-45, 89
Accreditation 5
Admission Checklist 6
Admissions 6
Adult Basic Skills 33, 80-81
Advising/Counseling/Guidance 10, 12
Agriculture 45-46, 81-82
Aircraft Rescue & Fire Firefighting 82
Anthropology 46, 82
Applied Science Degree Requirements 30-31
Art 47, 82-83
Arts & Science Degree Requirements 27-28
Astronomy 83
Athletics/Activities/Clubs 19
Auditing a Course 21
Automotive Technology 47-49, 83-85
Aviation (Commercial Pilot) 49-50, 85-87
Aviation Maintenance Technology 50-51, 87

B

Baccalaureate Opportunities 33, 35-36
Basic & Breadth Requirements 27-28
Basic Skills 33, 80-81
Biological Science 51-52
Biology 88
Board of Trustees 5
Bookstore 12
Botany 88
Business 89-90
Business Administration 52
Business Medical Services 53

C

Calendar 2-3
Campus Map ..... back cover
Career Planning Services 12
Center for Business & Industry Services 33-35
Certificate of Accomplishment Requirements 32
Certificate of Achievement Requirements 32
Certificates and Degrees 26-32
Chemical Laboratory Technology 54, 90
Chemistry 54-55, 90
Child & Family Education 55-57
Citizenship 33
College Bound 35
College History 5
Commercial Pilot Training 49, 85-87
Commercial Truck Driver's License 57-58, 91
Community Education 36
Computer Science 58-60, 91-96
Confidentiality of Student Records 25
Continuing Education/Extension 36-37
Counseling/Advising/Guidance 10, 13
Course Descriptions 80-120
Course Numbering System 21
Course Repeat Policy 21
Credit by Exam 21
Credits & Credit Load 22
Credit Completion Policy 24
Criminal Justice 60, 96

D

Degrees & Certificate Requirements 26-32
Degrees & Certificates Awarded 26-32
Disabled Student Services 13
Disclaimer Statement 126
Discrimination/Sexual Harassment 16
Dismissal (Academic) 24
Distance Education/Learning 36
Drama 97
Dropping a Class 10
Drug & Alcohol Abuse Prevention 13-14

E

Early Childhood Education 97-98
Economics 60-61, 98-99
Education 98-99
Electricity 61-62, 99-100
End of Term Grades 22
Engineering/CAD Drafting 61-62, 100-101
English 62-63, 101-103
English as a Foreign Language 103-104
English as a Second Language 33
English Lab 36
Environmental Science 104
Equal Opportunity Statement 126
Excessive Credits Policy 24-25
Extension/Continuing Education 36-37

F

Faculty & Administrators 122-124
Farm Workers Program 37, 104
Financial Aid 14-15
First Aid/EMT 104
Flight (Commercial Pilot) 49, 85-87
Food & Housing 16-17
Foreign Language 62, 105

G

GED Preparation/Testing 17, 33
General Examination Credit 22
General Studies Degree Requirements 31-32
Geography 105
Geology 105
Grade Point Average (GPA) Calculation 22
Grading Symbols 22-23

H

Health/Physical Education 74, 104, 114-1156
High School Completion 33
History 63, 106
Honors (Quarterly & Graduation) 23
Housing & Food Services 16-17
Humanities 106
Humanities Basic & Breadth Requirements 27-28

I

Incomplete Grade 22-23
Industrial Electrical Technology 63-65, 99-100
Insurance (Health/Accident) 15
International Students 8

J

Japanese Agriculture Training Program 37
Journalism 107

L

Learning Center Childcare 12
Library 38-39, 107
Limitations of Liability 126
Low Grade Policy 23

M

Maintenance Mechanics Technology 66-68, 107
Mathematics 69, 108-110
Math/Science Breadth Requirements 28
Math/Science Resource Center 39
Medical Lab Technician Program 40
Mission Statement 5
Music 69, 110-111

N

Nursing 70-72, 111-113

O

Office Information Technology 73-74, 113-114
Orientation 8

P

Parent Education/Cooperative Preschool 40, 97-98
Pass/Fail Grading Option 23
Philosophy 74, 114
Physical Education 74, 114-116
Physics 75, 117
Placement Testing (Math/English) 8
Political Science 75-76, 117
Pre-College Mathematics 108
Pre-Nursing DTA/MRP Degree Requirements 30
President's List 23
Probation (Academic) 23
Professional/Technical Programs 40
Programs of Study 43-78
Psychology 76, 117

R

Reciprocity Agreement 7
Records Confidentiality 25
Refunds 10, 11, 12
Registration 10
Registration Appointments 10
Religious Studies 76, 117
Repeating a Course 21
Resident Classification for Tuition 7
Resident Credit Requirement 26
Residential Services 16-17
Running Start 40-41

S

Scholarships 15
Science 118
Science Degree Requirements 29
Sexual Harassment/Discrimination 16
Social Science Breadth Requirements 28
Sociology 76-77, 118
Specified Electives List 28
Speech 118
Standards of Progress Policy 23-24
Student Government (ASB) 19
Student Handbook 16
Student Programs 19
Student Rights & Responsibilities 17
Student Services 12-18
Student Support Services 17
Suspension Appeals 24
Suspension (Academic) 24

T

Tech Prep 41
Testing Services 17
Transcripts 25
Transfer Programs 35-36
Transfer Students 7
Transitions to Success 32
Tuition & Fees 11

V

Veterans' Services 17-18
Vice President's List 23

W

Welcome from the President 1
Welding Technology 77-78, 118-120
Withdrawals 23